

**Crestview Redevelopment Agency Meeting
September 10, 2018
5:00 PM
Council Chambers**

The Regular Meeting of the Crestview Redevelopment Agency was called to order at 5:00 P.M. Members present were: Chairman J.B. Whitten, Vice President Bill Cox, Shannon Hayes, Joe Blocker, and Doug Faircloth, Patty Cook, Margareth Larose-Pierre. Also present were the honorable Mayor David Cadle, City Clerk Elizabeth Roy, City Attorney Ben Holley, department heads and members of the press. Mr. Shannon Hayes and Mr. Ron Gautney were absent from this meeting.

CRESTVIEW REDEVELOPMENT AGENCY

1. Call to Order

This meeting was called to order by Whitten at 5:00 p.m.

2. Pledge of Allegiance

The pledge was led by Ms. Leone, the CRA Attorney.

3. Opening of Meeting and Approval of Agenda

The meeting was opened by Commissioner Whitten and the Agenda was approved by unanimous consent with no changes.

4. Approval of Minutes

Approval of the minutes from the August 13, 2018 CRA Meeting.

With no objections the minutes from August 13, 2018 CRA Meeting were approved by the Board with unanimous consent.

5. Public Opportunity on Agenda items

Presentation by Browning Law Firm

Mr. James Ward, 5702 Old Bethel Road, Crestview Fl is representing the Browning Law Firm. Mr. Ward informed the Board that in the process of the renovation of the building it was requested to apply for the grant that was offered by the CRA. We were informed that the paperwork was not ready. So through the process that request was repeated with the CRA and it was met with the same response. Now that the renovation is completed and the building is now a

compliment to Main Street we would like to know if we can still apply and be eligible for any grant that the CRA offers.

Discussion ensued relative to Mr. Ward's request.

Ms. Burlison, CRA Director stated that after speaking with Mr. Ward she did suggest that he apply using the older form because the façade grant states that construction can began for applying and since the grant has not been updated this application. That way the application can be reviewed prior to the updating of the grant. She also respectfully requested of the Board for approval of this grant application.

Discussion ensued.

Ms. Leone, CRA Attorney stated that she would be comfortable with the Board approving this particular application due to the circumstance.

Discussion ensued.

A motion made by Commissioner Gautney to approve the CRA Façade Grant Application for the Browning Law Firm at the Board's discretion. Seconded by Commissioner Cox with no objections it was approved by unanimous consent by the Board.

6. Old Business

a. Main Street Program Contract/Discussion

Ms. Burlison, CRA Director gave a recommendation for the Board to approve the Main Street Program Contract under the partnership program for a three-year term starting October 1, 2018, through September 30, 2021 with annual continuation subject to the satisfactory completion of services as determined by the CRA Board.

Discussion ensued relative to the contract.

Chairman Whitten asked for action by the Board.

A motion made by Commissioner Hayes to approve Main Street Program contract. Seconded by Commissioner Cox with no objections the motion was approved by the Board by unanimous consent.

b. Grant Review Committee Policy (18-01)

Ms. Roy, CRA Administrator stated that at the last two meeting it was discussed with discontinuing the current CRA Façade Grant program and creating a CRA Grant Committee which will oversee all the grants and incentives that are presented to the CRA. Ms. Roy then reviewed the Grant Committee Policy with the Board and when the CRA Grant Committee would meet.

Discussion ensued relative to the information presented.

Chairman Whitten asked for action by the Board.

A motion made by Commissioner Blocker to replace the CRA Façade Grant Board with the CRA Grant Review Committee and to approve the attached criteria for the CRA Grant Review Committee. Seconded by Commissioner Faircloth with no objection from the Board the motion was approved by unanimous consent.

c. Grant Criteria review and approval

Ms. Burleson, CRA Director presented the Board with the renewed and reviewed applications to use for CRA Grants.

Chairman Whitten asked for a motion.

A motion made by Commissioner Hayes to approve the attached CRA Grants criteria and establish these criteria for any grant requests received after this date. Seconded by Commissioner Blocker with no objections the motion was approved by the Board with unanimous consent.

d. Grant Committee Appointees

Ms. Burleson, CRA Director requested from the Commissioners their appointee nomination for the Grant Committee Board.

Commissioner Gautney appointed Ms. Vonda Todd.

Commissioner Faircloth appointed Ms. Linda Parker.

Commissioner Hayes stated at this time he did not have a name due to not knowing if the person had to be a resident of the City.

Ms. Burleson answered that the appointee must have interest in the City of Crestview by either residing or employment.

Commissioner Hayes requested to reserve his appointment in a couple of days.

Chairman Whitten informed Mr. Hayes to just submit his appointee to the CRA Director or CRA Administrator.

Commissioner Blocker appointed Mr. Ellis Conner.

Chairman Whitten appointed Mr. Andrew Rencich.

Commissioner Cox appointed Mr. John Colby.

Commissioner LaRose also requested an extension and it was granted by the Chairman.

Chairman Whitten suggested that those who asked for an extension to have their submit their appointees information in the next three days.

7. New Business

a. Resolution CRA 18-03 Budget Amendments

Ms. Roy, CRA Administrator read the CRA Resolution 18-03 by title.

RESOLUTION CRA 18-03

A RESOLUTION OF THE CITY OF CRESTVIEW COMMUNITY REDEVELOPMENT AGENCY, AMENDING THE ADOPTED BUDGET FOR FISCAL 2018-2019; AND PROVIDING AN EFFECTIVE DATE.

The reason this budget amendment is being presented due to some calculations in the City Budget as far as taxes and how much would be received from the County and how much the CRA would get from the City. The Tentative Budget for the City that was passed last Thursday includes higher receipts from the County and the City. Those increase changes needed to be reflected in the CRA Budget.

Discussion ensued.

Chairman Whitten asked for action.

A motion made by Commissioner Cox to approve CRA Resolution 18-03. Seconded by Commissioner Blocker with no objections the motion was approved by the Board with unanimous consent.

b. Park Segue Project

Ms. Burleson, CRA Director informed the Board that in the past there was a discussion about the Segway project. She would like to revisit this discussion based on information received on the benefits of these in other cities. Gulf Power has stated that they are still willing to give us the land.

Ms. Burleson, CRA Director requested authorization to work with legal and representatives of Gulf Power to prepare a draft proposal for transfer to the subject property to the CRA. Staff further requests authorization to expend an amount not to exceed \$2,500.00 for surveys, title searches and other professional services necessary to prepare the draft proposal. No action to transfer or accept the property will be taken without further action of the Board.

Discussion ensued concerning the property in question.

Chairman Whitten asked for action by the Board.

A motion made Commissioner Blocker to approve an amount not to exceed \$2,500.00 to conduct research on this property. Seconded by Commissioner Cox the motion is approved with a vote of 6 yeas and 1 nay by Commissioner Gautney.

8. CRA Reports

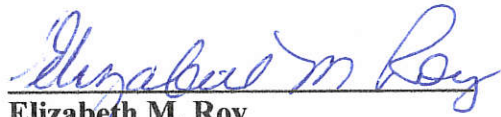
Ms. Burlison, CRA Director regrettfully informed the Board that the CRA did not receive the Historical Grant. She will be presenting the Board with a “plan b” with the Bush House project.

Ms. Roy, CRA Administrator informed the Board that there will be a regular CRA meeting on October 8th at 5:00 p.m.

9. Public Comments and Questions

10. Meeting Closing and Adjournment

Chairman Whitten adjourned this meeting 5:58 p.m.



Elizabeth M. Roy
City Clerk



J B Whitten
Chairman

Minutes approve this 8th day of Oct, 2018.