

**Official Minutes of
MARION COUNTY
BOARD OF COUNTY COMMISSIONERS**

June 19, 2018

1. CALL TO ORDER:

The Marion County Board of County Commissioners met as the Marion County Community Redevelopment Agency Board in a special session at 1:50 p.m. on Tuesday, June 19, 2018 at the Marion County Governmental Complex located in Ocala, Florida.

2. ROLL CALL AND PLEDGE OF ALLEGIANCE:

Upon roll call the following members were present: Chairman Kathy Bryant, District 2; Vice-Chair Michelle Stone, District 5; Commissioner David Moore, District 1; and Commissioner Jeff Gold, District 3. Commissioner Carl Zalak, District 4, arrived shortly after the meeting commenced. Also present were County Attorney Matthew G. Minter and County Administrator Mounir Bouyounes.

Also present were: Growth Services Director Sam Martsolf, Senior Planners Chris Rison and Ken Weyrauch, Planner II Juan Castillo, Strategic Resources Project Manager Kevin Smith, Administrative Staff Assistant Stephanie Soucey, Staff Assistant IV Darlene Pocock, County Attorney Matthew G. Minter, and County Administrator Mounir Bouyounes.

The meeting opened with the Pledge of Allegiance to the Flag of our Country.

The Deputy Clerk received a 27 page Agenda packet; a 15 page PowerPoint document entitled, "Marion County CRA Agency Board Meeting, June 19, 2018, Silver Springs CRA"; a 3 page handout regarding the Event Warehouse; and a 1 page handout relating to signage. Also received was a copy of Proof of Publication No. A000927725 entitled, "Notice of 2018 Regular Meeting Schedule Marion County Community Redevelopment Agency" published in the Star Banner newspaper on March 1, 2018 for the record.

3. ADOPT THE FOLLOWING MINUTES:

A. December 19, 2017

A motion was made by Commissioner Moore, seconded by Commissioner Stone, to adopt the meeting minutes of April 10, 2018. The motion was unanimously approved by the Board (4-0).

4. SCHEDULED ITEMS:

A. Request Adoption of Budget Amendment for Silver Springs CRA Trust Fund Fiscal Year 2017-2018 – Administrative \$40,000

Senior Planner Christopher D. Rison, AICP, Growth Services, presented the following recommendation:

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Description/Background: The Silver Springs CRA Trust Fund is a tax increment finance district (TIFD) that receives revenue based on taxable property value increases and the final millage rates adopted by qualified taxing authorities. Funding may also be received from other sources, and for the 2017-2018 Fiscal Year the Silver Springs CRA was awarded a Florida Department of Economic Opportunity (DEO) Technical Assistance Reimbursement Grant in the amount of \$40,000 to provide for a study to establish the CRA's Phase 2 Architectural and Site Design Standards related to five additional roads. The study concluded with the adoption of the standards in May 2018, and the DEO has begun submitting the reimbursement award. This budget amendment reflects the reimbursement payment and allocates the funds to the "Administrative – Improvements Other than Buildings" line item account at this time.

Budget/Impact: None.

Recommended Action: Motion to approve the attached Budget Amendment Resolution regarding the \$40,000 DEO Technical Assistance Reimbursement Grant award to the Silver Springs CRA Trust Fund.

Senior Planner Chris Rison, Growth Services, commented on the Budget Amendment Resolution for the Silver Springs Community Redevelopment Area (CRA) Trust Fund. Phase 2 of the project to create architectural standards for the Silver Springs CRA has been completed and processed by the State of Florida, who has sent their first 2 reimbursement amounts for \$37,000. Staff expects to receive the final \$3,000 amount to arrive shortly and are proposing the budget amendment to reflect the grant funds addition back into the Trust Fund for the reimbursement. This will allocate the dollars back to the Improvements Other than Buildings Fund, which staff expects to be used for monument signage for instance.

A motion was made by Commissioner Gold, seconded by Commissioner Moore, to adopt Budget Amendment Resolution 18-R-213 amending the Silver Springs CRA Trust Fund. The motion was unanimously approved by the Board (4-0).

Resolution 18-R-213 is entitled:

A RESOLUTION OF THE MARION COUNTY COMMUNITY REDEVELOPMENT AGENCY OF MARION COUNTY, FLORIDA, TO AMEND THE SILVER SPRINGS COMMUNITY REDEVELOPMENT AREA TRUST FUND FISCAL YEAR 2017-2018 BUDGET.

B. Request Approval and Submittal Authorization for the Proposed Silver Springs CRA Trust Fund 2018-2019 Fiscal Year

Senior Planner Rison, Growth Services, presented the following recommendation:

Description/Background: The Marion County Board of County Commissioners (Commission) is the governing agency for the Silver Springs CRA. The CRA is a dependent special district wherein all CRA trust fund expenditures are completed through and by the Board of County Commissioners with direction from the CRA Agency Board (Agency), pursuant to §163.363(387), FS. As such, the CRA's

budget is reflected within the overall Commission's budget documents and materials. The 2018-2019 Fiscal Year budget consideration process is underway and the Agency must approve and submit the preliminary annual budget for the Clerk of Court to reflect in the Commission budget process. The Agency's formal budget approval and authorization will occur in October once the final tax roll increment and proposed millage rate are determined.

A preliminary Silver Springs CRA 2018-2019 Fiscal Year Budget is attached for Agency consideration. The budget is based on the preliminary increment revenue estimate of \$68,918, as determined by staff (copy attached). The listed carryover amount reflects an estimate that is then listed within the "Professional Services" and "Improvements other than Buildings" line items for dedication to "CRA projects" consistent with Florida Statutes. The line items are structured to emphasize "Improvements Other Than Buildings - Projects" to address wayfinding & monument signs, and in "Grants & Aid – Programs" to potentially provide façade/rehabilitation grants

Budget/Impact: None.

Recommended Action: Motion to approve the attached proposed Silver Springs CRA Trust Fund 2018-2019 Fiscal Year Budget for submission to the Marion County Clerk of Court/Finance.

(Ed. Note: § is the symbol referring to a particular section of a statute; and FS is the acronym for Florida Statute.)

Senior Planner Rison, Growth Services, commented on the proposed budget for the Silver Springs CRA for the coming fiscal year (FY). He noted there are a couple of items they want to discuss in regard to the budget. The anticipated allocation into the CRA is approximately \$68,900, plus the final Carry Forward that is estimated to be \$50,000, but staff expects it to be somewhat higher. Staff has administered the majority of funds to Administrative Improvements Other than Buildings that will be used for gateway signage, wayfinding, and lighting, as well as administrative funds, which are grants and aids, such as rehabilitation grants, for instance.

Mr. Rison advised that a party has been inquiring about the event warehouse site, noting staff wants to have some discussion about that and have provided some information.

Monument Sign Discussion

Mr. Rison commented on the monument signage and referred to the handout as to what was previously discussed and utilizing what the Commission addressed as a reference. He advised that monument signage has been put out for an estimated bid for design. The monument signage needs design specifications. Staff found it is unable to piggyback with the City of Ocala and technically, it has to be done separately. Staff would be looking to commission the design of the sign under this year's budget and then Request for Proposals (RFP) for the actual construction of the monument sign.

Mr. Rison advised that staff has a meeting with the Florida Department of Transportation (FDOT) staff on July 3, 2018 in regard to potential locations for a monument sign. He

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referred to the diagram that shows SR 40, in front of the Six Gun Shopping Plaza (shown on the overhead screens), with potential sign locations that was sent to FDOT for their discussions. A potential location is an old crossover, which FDOT filled in that is grassed and level. This may be an ideal location, as it turns out there is a power line right overhead. Staff is hopeful that this may be something that FDOT will be conducive to and arrangements can be made for placement of a monument sign. The difficulty for the western entry into the CRA would be for the further monument sign, just west of Highway 326, which is where the construction will occur and the road will be widened and may have an adverse impact. Staff found that just west of the NE 60th Court intersection of SR 40 that is already 4-laned and may be a location for a monument sign outside of the right-of-way (ROW) in front of the Sawmill Disc Golf Course that is by the large drainage retention area (DRA) where the county currently has easements with the Department of Environmental Protection (DEP). Mr. Rison stated this will be discussed further with FDOT and DEP.

Wayfinding/Streetlights Discussion

Mr. Rison addressed previous discussions relating to wayfinding signage and poles. The one limitation is where the wayfinding sign may be located since the ROW is somewhat limited. A grass strip between the back of the curve and the sidewalks on the south side of SR 40 that was previously discussed. A general, typical type sign was developed based on the Commissions input.

Commissioner Zalak arrived at 1:54 p.m.

He referred to the handout showing the wayfinding/streetlight (shown on the overhead screens), noting he borrowed the banner from the town of Marion, Iowa. Utilizing the different profiles, the third one is one that a Commissioner highlighted as preferred. The difficulty of having a handle where the light would then hang off is that on one side of the pole would be out in the ROW, in the actual travel path, which will not be workable. On the other side, where the sidewalks are, once we start stacking a lot of things up it might make the light pole very tall. The difficulty when engineering these poles is that they have to be wind balanced as if the attachments were on both sides of the poles for their engineering design. Staff opted for the light on top of the pole with the two attachments on the side to keep them a little lower, as well as lowering the cost for engineering and foundation improvements.

Commissioner Stone inquired as to the writing on the wayfinding sign and if it will be glow in the dark lettering. Mr. Rison stated they have attempted to look to have the lettering lighted in some form, noting the light at the top may not be sufficient to light the sign. If a full sized light or globe is attached then it starts to stack up and clearance is needed since the sidewalk is underneath the sign. He advised that they do not want to tempt vandalism or having it become an attractive nuisance. In response to Commissioner Stone, Mr. Rison stated they can look at neon/reflective paint for the lettering.

Façade/Rehabilitation Grant Discussion

Mr. Rison commented on the Event Warehouse, a local vendor, that has been inside the CRA and have made some improvements to their building. The owner re-roofed the truss roof portion of the site with a gables and so on; however, they did not improve the flat roof at the time. The owner felt the flat roof was sufficient at the time, but with the more recent rains they have found they have some issues. The owner has provided information that includes quotes received to seek assistance under the potential reimbursement or revitalization grant from the CRA. Staff is looking for some guidance in relation to grants as funds are budgeted in the current budget of approximately \$30,000 per year. The Commission can approve a specific amount or simply let it come forward as an agreement. He opined that it would ultimately need to come forward as an agreement under a program that would be worked through the Board since the Board is the Administrative Manager for the funding.

Chairman Bryant noted that the Board has not set up a Policy on grants and how they will be disbursed. She opined that it would be prudent to establish a Policy before disbursing funds to anyone. Chairman Bryant expressed her concerns with disbursing funds without having a policy in place then it would set a precedent that could cause unintended consequences. She stated this need not take a long time, but the Board does need to have some discussion to put a Policy in place before disbursing any funds.

In response to Commissioner Stone, County Attorney Matthew G. Minter advised that he is confident that a Policy can be brought back to the Board by July 17, 2018. Mr. Rison advised that they are members of the Florida Redevelopment Association; however, there are technical issues with accessing the website at this time so he has not been able to get started on that, but is looking to use that and potentially merging with the Economic Development Financial Incentive Grant (EDFIG) type grants using language to bring together a common form. He stated he is looking to bring that back on July 17, 2018.

In response to Commissioner Gold, Mr. Rison stated the Event Warehouse is an example of what staff is looking for and the type of assistance they are looking for, noting 3 quotes were provided. He noted one of the estimates provided is significantly larger than the other 2 quotes, but the average is approximately \$33,000. Mr. Rison referred to the interior pictures (shown on the overhead screens), as well as the existing roof conditions.

In response to Commissioner Gold, Chairman Bryant advised that there are no guidelines. Mr. Rison clarified this is a roofing issue, noting the owner repainted the building in advance of the CRA standards. He noted the owner has looked into potentially repainting the building to match the CRA standards and provided a quote for painting.

Commissioner Zalak opined that when this was discussed previously they were looking at providing façade grants; something that brought the architectural piece to what the Board was looking for in the CRA. Mr. Rison stated that was one of the things discussed, but in this case they came up with the roof, noting a lot of the initial grants that many of the redevelopment agencies do are façade and rehabilitation grants for their structures.

Commissioner Gold inquired as to the timeline for this matter, noting the property owner is present. Mr. Rison advised that the property owner is present and stated she is looking

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to move as quickly as possible, noting more information can be brought back at the July 17, 2018 meeting.

General discussion ensued.

In response to Chairman Bryant, Mr. Minter stated it made sense to put a Policy in place before disbursing funds, noting the Board does not want the public to think that the Board is making ad hoc standards from one week to another.

General discussion resumed.

Chairman Bryant commented on the need to have information brought back to the Board so that a Policy can be put into place and then determine how much, or an estimate of what can be put in the budget each year for the grants. She questioned whether there will be a maximum for each grant so that the Board is not giving all the funds in one year to just one person. Chairman Bryant noted the Board needs to have those discussions. Commissioner Zalak concurred and commented on matching dollars, noting it can be done retroactive. Chairman Bryant concurred.

In response to Commissioner Zalak, Mr. Rison advised that the current CRA budget has \$30,000. Commissioner Zalak noted the Event Warehouse would use all of the available funds. Chairman Bryant concurred and stated it would be tough to do, but does not mean that the Board cannot do something. She stated the Policy has to be in place to figure out what can be done. Chairman Bryant opined that the Board will need some discussion on this before the July 17, 2018 meeting. She stated staff will need to schedule a workshop or one-on-one meetings with each Commissioner before July 17, 2018 to get some kind of guidance.

In response to Chairman Bryant, Mr. Minter advised that a public hearing is not required to set Policy.

Mr. Rison commented on the proposed budget for the coming year that will be looked at, noting it actually has a line item of \$25,000 for the reimbursement program, that was shifted toward the monument funds. He stated he expects to have a larger Carry Forward that he anticipates will be directed to the rehabilitation and façade grant.

A motion was made by Commissioner Stone, seconded by Commissioner Gold, to approve the proposed Silver Springs CRA 2018-2019 FY budget for submission to the Marion County Clerk of Court/Finance. The motion was unanimously approved by the Board (5-0).

5. NEW BUSINESS:

In response to Chairman Bryant, Mr. Rison advised that there is nothing else to address at this time, but noted that some people are in the audience from the CRA area; however, he does not know if they want to speak to a particular issue.

Chairman Bryant opened the floor to public comment.

Kathy Karcaaltincaba, NE 59th Terrace, Silver Springs, opined that the signage is beautiful and will be needed, but at this point in time the signage should not be a first effort, noting they are working on the beautification. She stated the money should be used to uplift and upgrade some eyesores to attract people before being spent on signage.

Chairman Bryant advised that public comment is now closed.

Commissioner Stone stated she heard Ms. Karcaaltincaba's comments and opined that it should be given some consideration. She inquired if anyone has come forward to do any additional renovations. Mr. Rison advised that no one else has come forward at this point in time, noting different meetings have been scheduled with commercial property owners and notices have been sent out; however, they have not been attending and participating in the meetings.

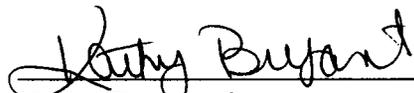
Commissioner Stone opined that after a policy that is clearly defined is put into place then the commercial property owners would know more of what it could do. Mr. Rison stated that is what staff has anticipated and is why they wanted this opportunity to bring this to the Board. He advised that now that staff has better direction they can get that going.

Chairman Bryant stated the reason the Board has been talking about the signs is because they had not heard from anyone else and were trying to put something in place where people could see that something was happening with the money. Now that the Board has heard from someone there will be more discussion when talking about putting a policy in place for distributing some of the funds for rehabilitation projects.

Commissioner Gold directed staff to get with Ms. Karcaaltincaba to see which buildings she is talking about after today's meeting. Mr. Rison advised that he will follow up on the matter.

6. ADJOURN:

There being no further business to come before the Marion County Community Redevelopment Agency Board (MCCRAB), the meeting thereupon adjourned at 2:09 p.m.



Kathy Bryant, Chairman

Attest:



David R. Ellspermann, Clerk

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