

**CITY OF FORT LAUDERDALE
CENTRAL CITY REDEVELOPMENT ADVISORY BOARD (CCRAB)**

June 6, 2018

3:30 PM

**CITY HALL
8th FLOOR CONFERENCE ROOM
100 NORTH ANDREWS AVENUE
FORT LAUDERDALE, FLORIDA**

AGENDA

- | | |
|--|------------------------------------|
| I. Call to Order | Vonder Meulen
CCRAB Chairperson |
| II. Approval of Minutes
April 4, 2018 | Vonder Meulen
CCRAB Chairperson |
| III. 2019 Budget Discussion | Cija Omengebar
CRA Planner |
| IV. Incentive Program | Cija Omengebar
CRA Planner |
| V. Hope South Florida | Ted Greer, CEO/Pastor |
| VI. Old/New Business | CCRAB Members |
| <ul style="list-style-type: none">• Rezoning Project Update• Request for Reinstatement to serve on the board• Annual Community Appearance Awards Update<ul style="list-style-type: none">○ Special Projects- Art in Public Places: Homes Inc. Unity Beacon○ Special Projects- Complete Streets : NE 13TH Street Complete Streets Project | |
| VII. Communications to City Commission | CCRAB Members |
| VIII. Adjournment | |

THE NEXT REGULAR CCRAB MEETING WILL BE HELD, August 1, 2018

Purpose: To review the Plan for the Central City CRA and recommend changes; make recommendations regarding the exercise of the City Commission's powers as a community redevelopment agency in order to implement the Plan and carry out and effectuate the purposes and provisions of Community redevelopment Act in the Central City Redevelopment CRA; receive input from members of the public interested in redevelopment of the Central City Redevelopment CRA and to report such information to the City Commission sitting as the Community Redevelopment Agency.

Note: Two or more Fort Lauderdale City Commissioners or Members of a City of Fort Lauderdale Advisory Board may be in attendance at this meeting.

Note: If any person decides to appeal any decision made with respect to any matter considered at this public meeting or hearing, he/she will need a record of the proceedings and for such purpose he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Anyone needing auxiliary services to assist in participation at the meeting should contact the City Clerk at (954) 828-5002, two days prior to the meeting.

Note: Advisory Board members are required to disclose any conflict of interest that may exist with any agenda item prior to the item being discussed.

Note: If you desire auxiliary services to assist in viewing or hearing the meeting or reading agendas or minutes for the meetings, please contact the City Clerk's Office at 954-828-5002 and arrangements will be made to provide these services to you.

**DRAFT MEETING MINUTES
CENTRAL CITY REDEVELOPMENT ADVISORY BOARD (CCRAB)
CITY HALL
100 NORTH ANDREWS AVENUE
8th FLOOR COMMISSION CONFERENCE ROOM
FORT LAUDERDALE, FLORIDA
WEDNESDAY, APRIL 4, 2018 – 3:30 PM**

Cumulative Attendance from October 2017

<u>Board Members</u>	<u>Attendance</u>	<u>Present</u>	<u>Absent</u>
Michael Vonder Meulen	P	5	0
Justin Greenbaum (v chair)	P	5	0
Mark Antonelli	A	4	2
Colleen Lockwood (3:43 pm)	A	4	2
Andrew Segaloff	P	4	1
Jeff Sullivan	P	3	2
Ray Thrower	P	5	0

At this time, there are 7 appointed members to the Board, which means 4 would constitute a quorum.

Staff:

Don Morris, Central Beach/ Central City Manager
Cija Omengebar, CRA Planner

I. Call to Order

Chair Vonder Meulen called the meeting to order at 3:38 p.m. It was noted that a quorum was present.

II. Approval of March 7, 2018 Minutes

Motion made by Member Segaloff seconded by Vice Chair Greenbaum, to approve the minutes. In voice vote, motion passed unanimously.

III. Old/New Business

- NE 4th Avenue Traffic Study Update

Traffic Study was completed prior to the project being initiated with Florida Department of Transportation (FDOT). Members were provided with a map from Transportation and Mobility (T&M) and were asked to mark the locations on the map where the traffic counts should be set up. The information should be provided prior to the end of the school year.

Broward County advised the City of Fort Lauderdale that the Broward Redevelopment Program (BRP) FY 17 funding was no longer available, see attached.

Members discussed the issue with traffic cutting through then neighborhood to avoid the congestion that will occur due to the lane elimination. Traffic travelling south on NE 4th Avenue will use side streets. Vice Chair Greenbaum expressed concern that drivers will use side streets to get to Sunrise Boulevard. Some of the locations that will be impacted: the corner of 13th Street and 3rd Avenue, west side of 4th Avenue and up to 14th Street.

- NE 13th Street

The paver issues should be resolved by the end of April

- Rezoning Project Update
 - Meeting schedules are finalized
 - Meeting location (War Memorial) has been secured
 - Sending out 9,000 mailers is our goal
 - May, July and August 2018 workshop dates provided on line

IV. Communication to the City Commission

There was none. Members decided to wait until after the new commission board is installed.

V. Public Comment

There was none.

VI. Adjournment

There being no further business; motion to adjourn the meeting made by Vice Chair Greenbaum seconded by member Thrower. In a voice vote meeting adjourned at 4:08 p.m.

City of Fort Lauderdale Central City Community Redevelopment Agency
 Central City Area Fund
 FY 2019 Proposed Budget Summary
 5.30.2018

Revenue Sources	Proposed FY 2019
Tax Increment Revenue (TIF)	
City of Fort Lauderdale	250,000
Intergovernmental Revenue	-
Total Revenues	\$ 250,000
Expenditures	
<i>Operating Budget</i>	
Operating Expenditures	60,403
Ad/Marketing	50,000
Printing	15,000
Indirect Admin Services	18,059
<i>CRA Incentives</i>	
Funds Available for Incentive Projects	106,538
Total Operating Expenditures	250,000
Total Uses	\$ 250,000
	-



City of Fort Lauderdale Community Redevelopment Agency
Central City Area
Incentives Modification

NON-RESIDENTIAL INCENTIVE PROGRAMS

Goal: To encourage private participation in the undertaking the preservation, rehabilitation, and redevelopment of the Central City CRA consistent with the outlined community redevelopment program and strategies outlines in the Redevelopment Plan.

Program Types:

1. **NON-RESIDENTIAL FACADE IMPROVEMENT PROGRAM (NRFIP)**
2. **PROPERTY AND BUSINESS IMPROVEMENT PROGRAM (PBIP)**
3. **STREETScape ENHANCEMENT PROGRAM (SEP)**
4. **DEVELOPMENT INCENTIVE PROGRAM (DIP)**
5. **PROPERTY TAX REIMBURSEMENT (PTR)**

Focus Areas of Non-residential Incentive Programs:

- Focus Area 1: NE 13 Street within CRA boundaries
- Focus Area 2: NE 4 Avenue within CRA boundaries
- Focus Area 3: Sunrise Boulevard within CRA boundaries

Funding Restrictions: Incentive funds may not be used to directly fund:

1. Socially benefiting programs; or
2. Inherently religious activities.*

**U.S. Department of Housing and Urban Development Notice CPD 04-10 will be used to evaluate applications from faith-based organizations.*

Administrative Approval: Means the CRA Executive Director is authorized to administratively approve awards.

Advisory Board Request for Review: CRA Staff shall provide the Central City Redevelopment Advisory Board with a notice of intent when submitting a project to the Executive Director for administrative approval. Such notice shall provide the name of the project, name of the applicant, project location, project cost, a summary of the project scope of work, and proposed award amount. Any member of the advisory board, upon receipt of notice, may request in writing that the project be scheduled for review and approval by the advisory board. Such request shall be provided in sufficient time for the project to be scheduled for review by the advisory board no later than thirty (30) days from the date that the notice was sent or the next scheduled and reasonably practicable advisory board meeting.

The Agency may recommend an increase the funding limits on a case-by-case basis.

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1. NON-RESIDENTIAL FACADE IMPROVEMENT PROGRAM (NRFIP)

Objective: To eliminate slum and blight, remove deterioration; update exteriors of existing buildings in a manner that improves conditions of non-residential areas.

Eligible Projects:

1. Improvements to an existing building within the Central City CRA designed and used for:
 - a. Non-residential use, or
 - b. Mixture of uses containing a combination of residential dwelling units with commercial retail sales, service, office uses or any combination thereof as permitted by the Unified Land Development Regulations, City of Fort Lauderdale.

The proposed project must comply with the CRA Redevelopment Plan, urban design guidelines, applicable land use regulations, and current code requirements.

Eligible Project Costs:

1. All costs associated with exterior improvements which include but are not limited to: entry doors, windows, lighting, shade canopy, sidewalks, signage, and parking facilities the further the objectives of this incentive.
2. Cost of restoration, rehabilitation or both of exterior building are eligible for consideration.
3. Costs of associated with design and permitting of exterior improvements, restoration, or rehabilitation such as architectural, engineering, permit and application fees.

Award Guidelines:

CRA Area:

- 75% of the eligible costs not to exceed \$125,000.

Focus Areas:

- 90% of the eligible project costs not to exceed \$125,000.
- 100% of the eligible project costs not to exceed \$75,000.
- Project costs that exceed the initial \$75,000 may be funded if the owner provides cash investment of 5% of the additional cost.

Administrative Approval:

Not to exceed \$100,000, subject to an advisory board request for review.

Funding Conditions:

- Applicants shall propose a performance measure that demonstrates how the project contributes to the elimination or prevention of slum and blight. Job creation or job retention is an example of a performance indicator that may be required to fulfill this requirement.
- The program award will have ongoing obligations or covenants, which includes but is not limited to a lien on the applicant's property.
- In the case of multiple structures on a single property, the CRA Board (and/or designee), at its sole discretion, may consider a forgivable loan application for each structure subject to the terms, conditions, and limits applicable to location of the subject property.
- There must be a documented selection process for the General Contractors selected for this project. The CRA recommends the use of General Contractors from its approved contractor list.
- A CRA or City approved contractor must be used for projects where 60% or more of the project costs are paid by the CRA.

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2. PROPERTY AND BUSINESS IMPROVEMENT PROGRAM (PBIP)

Objectives: Eliminate slum and blight, remove deterioration, retrofitting and rehabilitation of structures to remove undesirable uses, improve the “energy efficiency” of existing buildings in the CRA, or renovations designed to bring the structure into compliance with the current building codes.

Eligible Projects:

1. Improvements to an existing building within the Central City CRA designed and used for:
 - a. Non-residential use, or
 - b. Mixture of uses containing a combination of residential dwelling units with commercial retail sales, service, office uses or any combination thereof as permitted by the Unified Land Development Regulations, City of Fort Lauderdale.
2. Construction a new building within the Central City CRA designed for:
 - a. Non-residential use, or
 - b. Mixture of uses containing a combination of residential dwelling units with commercial retail sales, service, office uses or any combination thereof as permitted by the Unified Land Development Regulations, City of Fort Lauderdale.

The proposed project must comply with the CRA Redevelopment Plan, urban design guidelines, applicable land use regulations, and current code requirements.

Eligible Project Costs:

1. All costs associated with interior and exterior renovation of existing non-residential buildings including interior improvements, restoration, rehabilitation, and permanently attached fixtures or systems.
2. All costs associated with construction of a new non-residential building.
3. Architectural, engineering, permit fees, application fees, property taxes, tax liens, City liens and property insurance.
4. All costs specific to commercial kitchen improvements and permanently attached commercial-grade kitchen equipment or systems. The kitchen design or engineering, construction materials, and equipment or systems must comply with applicable industry standards, such as: Dairy and Food Industries Supply Association, Inc. (3-A), United States Department of Agriculture (USDA), Food and Drug Administration (FDA), American Welding Society (AWS), Occupational Safety and Health Association (OSHA), American Society of Testing Materials (ASTM), American National Standards Institute (ANSI), Current Good Manufacturing Practices (cGMPs), and National Electrical Manufacturer’s Association (NEMA). The kitchen and its equipment will comply with all local health and safety requirements that apply to food produced for sale.

Award Guidelines:

CRA Area:

- 75% of the eligible costs not to exceed \$225,000.

Focus Areas:

- 90% of the eligible project costs not to exceed \$225,000.
- In the Focus Area, owner's equity investment for funding requests that do not exceed \$150,000, will be determined on a case-by-case review. The CRA Board (and/or designee), at its sole discretion, may consider increasing the funding limits and equity investment requirements on a case-by-case basis.

Administrative Approval:

- Not to exceed \$100,000, subject to an advisory board request for review.

Funding Conditions:

- Job Creation and Retention Requirements: Job creation and/or job retention or another approved performance indicator may be a requirement for assistance provided through this program.
- The CRA's project contribution cannot exceed the documented contribution of the business/project owner.
- Terms and Obligations: The program award will have ongoing obligations/covenants, which includes, but is not limited to a lien on the applicant's property.
- Special Conditions: There must be a documented selection process for the General Contractors selected for the applicants project. The City recommends the use of General Contractors from its approved contractor list.
- A CRA / City approved contractor must be used for projects where 60% or more of the costs are paid by the CRA. Contractors on the City/CRA contractor list, must be invited to bid on all work solicited by the project owner/developer.

3. STREETScape ENHANCEMENT PROGRAM (SEP)

Objective: To enhance the exterior public space beginning at the face of a building extending to the adjacent right-of-way (“streetscape”) with high quality urban and environmental design that creates a sense of place and eliminates slum and blight.

Eligible Projects:

1. Streetscape improvements for an existing building within the Central City-CRA designed and used for:
 - a. Non-residential use, or
 - b. Mixture of uses containing a combination of residential dwelling units with commercial retail sales, service, office uses or any combination thereof as permitted by the Unified Land Development Regulations, City of Fort Lauderdale.
2. Streetscape improvements associated with the construction of a new building within the Central City CRA designed for:
 - a. Non-residential use, or
 - b. Mixture of uses containing a combination of residential dwelling units with commercial retail sales, service, office uses or any combination thereof as permitted by the Unified Land Development Regulations, City of Fort Lauderdale.

Eligible Project Costs: All costs associated with enhanced (features/finishes beyond mandatory City requirements) streetscape improvements constructed on or within the public right-of-way. The proposed improvements may include, but not be limited to, landscaped medians and plantings, street trees, benches, and streetlights as well as fences, yards, porches, and awnings and must comply with CRA design guidelines for the particular street on which the project is located, the Plan, the City of Fort Lauderdale Complete Street Guidelines, the CRA Implementation Plan, the Downtown Master Plan (as applicable), and the Fort Lauderdale Connectivity Master Plan. Design/engineering must be consistent with City, county and state requirements for roadway design/construction.

Award Guidelines:

CRA Area:

- 70% of the eligible costs not to exceed \$500,000.
- The CRA Board (and/or designee), at its sole discretion, may consider increasing the funding limits on a case-by-case basis subject to a dollar for dollar match by the applicant

Focus Areas:

- 90% of the eligible project costs not to exceed \$500,000.

Administrative Approval:

- Not to exceed \$100,000, subject to an advisory board request for review.
-
- Funding Conditions:
 - Job Creation and Retention Requirements: Job creation and/or job retention or another approved performance indicator may be a requirement for assistance provided through this program.
 - Terms and Obligations: The program award will have ongoing obligations / covenants, which includes, but is not limited to a lien on the applicant's property.
 - Special Conditions: There must be a documented process for the General Contractors and sub-contractors selected for the project. The CRA / City encourage the use of contractors from its approved contractor list. Contractors on the City/CRA contractor list, must be invited to bid on all work solicited by the project owner/developer.

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3. DEVELOPMENT INCENTIVE PROGRAM (DIP)

Objectives: This program seeks to eliminate slum and blight by attracting new businesses to the CRA or existing businesses to expand within the CRA. DIP is a custom designed incentive to meet the appropriate needs of a specific development project in the CRA that represents an investment or total project cost that exceeds five (\$5,000,000) million dollars and creates a significant economic engine or destination project in the CRA.

Eligible Properties:

1. Improvements to an existing building within the Central City CRA designed and used for:
 - a. Non-residential use, or
 - b. Mixture of uses containing a combination of residential dwelling units with commercial retail sales, service, office uses or any combination thereof as permitted by the Unified Land Development Regulations, City of Fort Lauderdale.
2. Construction a new building within the Central City CRA designed for:
 - a. Non-residential use, or
 - b. Mixture of uses containing a combination of residential dwelling units with commercial retail sales, service, office uses or any combination thereof as permitted by the Unified Land Development Regulations, City of Fort Lauderdale.

The proposed project must comply with the CRA Redevelopment Plan, urban design guidelines, applicable land use regulations, and current code requirements.

Eligible Project Costs: All costs associated with the CRA desired redevelopment project (Project), including costs and fee's associated with acquisition, rehabilitation and fines. The proposed Project must comply with the Plan, CRA urban design guidelines, applicable land use regulations, and current code requirements, subject to review or approval by the City of Fort Lauderdale Planning Division, Code Compliance Division, and CRA staff.

Award Guidelines:

- DIP award (with no minimum or maximum amount) will provide a forgivable loan or low interest loan to assist the eligible project. The CRA Staff will review the project and recommend a funding plan/strategy and amount to the CRA Advisory Board and CRA Board.
- This program will allow the CRA to use any of its incentive programs and options, including tax abatement, fee waivers, land donation and/or purchase, etc.
- In order to be eligible for the DIP, the business/property owner must invest at a minimum, a dollar-for-dollar match of the CRA investment within the project. The CRA's project contribution cannot exceed the documented contribution of the business/project owner

Funding Conditions:

- Job Creation and Retention Requirements: Job creation and/or job retention or another approved performance indicator may be a requirement for assistance provided through this program.
- Terms and Obligations: The program award will have ongoing obligations/covenants, which may include, but is not limited to a lien on the applicant's property.
- Special Conditions: Where possible, the developer will use best efforts to hire Fort Lauderdale contractors to work on approved projects. If a HCD/CRA approved contractor is awarded work, it will be for the portion of the project that is funded through the CRA.

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4. PROPERTY TAX REIMBURSEMENT (PTR)

Goals: Eliminate slum and blight, remove deterioration, update existing buildings, and encourage new investment/development with an emphasis on enhancing the overall CRA, improving the quality of existing buildings within the CRA, and attracting new construction to the CRA.

Eligible Project:

All properties used for non-residential, multifamily, or a Mixture of uses containing a combination of residential dwelling units with commercial retail sales, service, office uses or any combination thereof within Central City CRA that generate ad-valorem tax revenue which contribute to the tax increment funds deposited in the redevelopment trust fund for the Central City CRA .

substantial capital improvements or new construction.

Substantial capital improvements means the cost of rehabilitation/renovation exceeds 50% of the current property value, as indicated by Broward County Property Appraiser or private appraisal.

Eligible Project Costs: The benefits of this Program are not directly based on Project costs. Rather, the benefits of this Program are based on capital improvements on existing properties or the development cost of new buildings that result in a substantial increase of Ad Valorem Tax (Property Tax). The property owner will only be entitled to the incremental tax increase generated by project that would be returned to the CRA as tax increment revenue. The proposed Project must comply with the Plan, CRA urban design guidelines, and applicable land use regulations, subject to review/approval by the City of Fort Lauderdale Planning Division and CRA staff. All construction work must be performed by licensed contractors with required building permits and progress inspections.

Award Guidelines:

PTR provides for the reimbursement of ad valorem property taxes paid. A PTR award will run for a maximum of five (5) years and the limits are as follows:

- . Year 1 – 95% of real property Ad Valorem taxes returned to the CRA as tax increment revenue
- . Year 2 – 90% of real property Ad Valorem taxes returned to the CRA as tax increment revenue
- . Year 3 – 85% of real property Ad Valorem taxes returned to the CRA as tax increment revenue
- . Year 4 – 80% of real property Ad Valorem taxes returned to the CRA as tax increment revenue
- . Year 5 – 75% of real property Ad Valorem taxes returned to the CRA as tax increment revenue

Funding Conditions:

- Applicant: The property owner /developer (Owner) must be the applicant. A RFIG award will have ongoing obligations/covenants, which will be protected by a lien on the applicant's property.
- Special Conditions: Where possible, the developer will use best efforts to hire Fort Lauderdale contractors to work on approved projects. If a HCD/CRA approved contractor is awarded work, it will be for the portion of the project that is funded through the CRA.
- Program Terminates November , 2020

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NEIGHBORHOOD HOUSING IMPROVEMENT INCENTIVE PROGRAMS

Goal: To preserve, enhance and protect the residential character and scale of the Central City CRA and provide for new housing and improved neighborhood services while also encouraging new residential and commercial development consistent with the Central City CRA Redevelopment Plan.

Program Types:

- 1. RESIDENTIAL REHABILITATION FORGIVABLE LOAN (RRG)**
- 2. PURCHASE ASSISTANCE PROGRAM (PAP)**

Funding Restrictions: Incentive funds may not be used to directly fund:

1. Socially benefiting programs; or
2. Inherently religious activities.*

**U.S. Department of Housing and Urban Development Notice CPD 04-10 will be used to evaluate applications from faith-based organizations.*

Administrative Approval: Means the CRA Executive Director is authorized to administratively approve awards. CRA Staff shall provide the Central City Redevelopment Advisory Board with a notice of intent when submitting a project to the Executive Director for administrative approval. Such notice shall provide the name of the project, name of the applicant, project location, project cost, a summary of the project scope of work, and proposed award amount.

The Agency may recommend an increase the funding limits on a case-by-case basis.

1. RESIDENTIAL REHABILITATION FORGIVABLE LOAN (RRG)

Objectives: Housing preservation by providing funds to eligible homeowners to correct code violations and to address health and safety issues, which include but are not limited to electrical, plumbing, roofing, windows, AC/ Heating and structural items.

Eligible Area: Residential properties within the Central City CRA boundaries.

Target Participants: Individuals rehabilitating their primary, homesteaded residence and have an annual household income that does not exceed 160% of the Area Median Income (AMI).

Eligible Projects: Existing owner occupied single family residence with an appraised value less than \$300,000.

Eligible Project Costs: Generally, all costs associated with interior and exterior improvements, restoration, and/or rehabilitation are eligible for consideration (Project). The proposed Project must comply with the Plan, CRA urban design guidelines, and applicable land use regulations, subject to review/approval by the City of Fort Lauderdale Planning Division and CRA staff.

Funding Guidelines:

- The maximum award is \$75,000.
- Owners will not be required to contribute funds if the rehabilitation costs do not exceed a CRA award amount of \$55,000.
- An owner cash contribution of 10% is required if the costs of the repair exceeds the available CRA funds. The owners' cash contribution will be based on the costs that exceed \$55,000.

Administrative Approval:

- Not to exceed \$50,000

The CRA Board (and/or designee), at its sole discretion, may consider increasing the funding limits on a case-by-case basis.

Terms and Obligations: The program award will require an application and review process. The RRG will have ongoing obligations/covenants, which includes, but is not limited to a lien on the applicant's property. The maximum household income of the families assisted in this program cannot exceed 160% of the Area Median Income (AMI). The City/CRA will develop the scope of work for each project.

General Contractor: There must be a documented selection process for the General Contractor used for the project. Owner-occupied single family rehabilitation must use an approved General Contractor from the City's approved contractor list.

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2. PURCHASE ASSISTANCE PROGRAM (PAP)

Objectives: To provide down payment and closing cost assistance to eligible participants seeking to purchase and occupy as their primary residence a single family home within the NPF-CRA constructed on a previously City or CRA owned lot, vacant or abandoned structure to prevent the creation of blighted conditions within the CRA.

Eligible Participants: Individuals purchasing a property for the purposes of occupying as their primary and homesteaded residence.

Eligible Properties: Funds may be used towards the purchased of:

1. New residential single family home constructed on CRA-owned property within the NPF CRA boundary. (Target Property)
2. New residential single family home constructed on City-owned property within the NPF CRA boundary.
3. Formerly vacant or abandoned structure rehabilitated for single family residential use within the NPF CRA boundary.

Funding Guidelines:

- Award cannot exceed \$45,000.
- All properties must be owner occupied
- The maximum household income of the individuals or families assisted in this program cannot exceed 160% of the Area Median Income (AMI).

Administrative Approval:

- Not to exceed \$50,000

Terms and Obligations: The program award will require an application and review process. The PAP award will have ongoing obligations and covenants, which include, but are not limited to a lien on the applicant's property.

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City of Fort Lauderdale

**Central City
Community Redevelopment Agency
(CCCRA)**



APPLICATION FOR CRA FUNDING ASSISTANCE

Name of Principal Owner in Charge		Tel. No.	E-Mail Address
Primary Contact for this CRA Request		Tel. No.	E-Mail Address
Name of Business		Tax I.D. No.	Company Website
Business Address		Tel. No.	Fax No.
City		State	Zip Code
Commencement Date to Begin Project: _____		<u>JOB INFORMATION</u>	
Completion Date for Project: _____			
Check Appropriate Description ↑Existing Business <input type="checkbox"/> ↑New Business <input type="checkbox"/>	Project Type ↑Expansion <input type="checkbox"/> ↑Relocation <input type="checkbox"/>	Facility Description Existing Space _____ sq. ft. New Space _____ sq. ft.	
NAICS Code / Industry Type	Date of Incorporation	State where the business was incorporated	
Proposed Project Location/City		Proposed Address	
Property Control Number(s)		Property Owner	
Owner Tel. No. (include Area Code)	Is there a lien on the property? ↑ Yes ↑ No		
Bank(s) Where Business Accounts for Projects Are Held			
1.		2.	
Name of Participating Bank/Lender			
Amount \$	Contact Person	Tel. No. (include Area Code)	Fax No. (include Area Code)
Name of Other Financial Source			
Amount \$	Contact Person	Tel. No. (include Area Code)	Fax No. (include Area Code)
Name of Other Financial Source			
Amount \$	Contact Person	Tel. No. (include Area Code)	Fax No. (include Area Code)
Name of Other Financial Source			
Amount \$	Contact Person	Tel. No. (include Area Code)	Fax No. (include Area Code)
Project Purpose and Economic Impact			

NOTE 1: If the project receives funds via another City, County, Federal or State program which also requires job creation/retention, the jobs created/retained for those programs must be in addition to the jobs required under this program.

NOTE 2: If project includes the purchase of equipment using CRA funds, then there must not be another UCC filing for the equipment.

Management: Owners, partners, officers, all holders of outstanding stock — 100% of ownership must be shown (*use separate sheet if necessary*).

Name	Complete Address	% Owned	From	To
Name	Complete Address	% Owned	From	To
Name	Complete Address	% Owned	From	To
Name	Complete Address	% Owned	From	To
Name	Complete Address	% Owned	From	To

PROJECT/ACTIVITY COST SUMMARY	
1. Please state the overall project cost:	\$ _____
2. Please state the overall project costs related to the CRA's assisted activity?	\$ _____
3. Please indicate the sources and uses of funds for the project on the following table.	

Project Source(s) of Funding	Amount	Rate	Term
Bank Loan (specify)			
City funds			
CRA funds			
Company's current cash assets			
Owner equity (specify)			
Other (specify)			
Other (specify)			
Other (specify)			
Total Sources			
Select the Use(s) of Funds and the Amount Need for Each	Sources of Funds (Yes or No)	Amount	
Land Acquisition			
Real Property Acquisition			
Utility and road infrastructure improvements			
New construction of commercial and industrial buildings			
Rehabilitation of commercial and industrial buildings			
Purchase and installation of equipment and fixtures			
Other (specify)			
Other (specify)			
Other (specify)			
Total Uses			

NOTE 3: Other "uses" include Architectural/Engineering Fees, Application Fees, Permit Fees Impact Fees

BUSINESS INDEBTEDNESS: Furnish the following information on all outstanding installment debts, code and other liens, notes and mortgages payable that relate to this project. The present balances should agree with the latest balance sheet submitted (*use a separate sheet if necessary*).

To Whom Payable	Original Amount	Original Date	Present Balance	Rate of Interest	Maturity Date	Monthly Payment
Name: _____	\$		\$	%		\$
Name: _____	\$		\$	%		\$
Name: _____	\$		\$	%		\$
Name: _____	\$		\$	%		\$
Name: _____	\$		\$	%		\$
Name: _____	\$		\$	%		\$
Name: _____	\$		\$	%		\$
Name: _____	\$		\$	%		\$
Name: _____	\$		\$	%		\$
Name: _____	\$		\$	%		\$

THE FOLLOWING ITEMS MUST BE COMPLETED AND SUBMITTED WITH YOUR APPLICATION

1. A business plan which describes the company mission, market analysis, applicant capacity, economic analysis and project feasibility, a brief history and description of the company (*including the founding of the company*), overview of operations, product information, customer base, method and areas of distribution, primary competitors and suppliers within the County.
2. A list of general and limited partners, officers, directors and shareholders of the company. Please provide a resume for all the principals and key management.
3. Corporate income tax returns for the last three years (*personal returns may also be requested*).
4. Two separate lists that detail the existing jobs on your payroll and the new jobs to be created (*within the list please provide the job title of each position, a brief description of each position, annual salary for existing and new positions and the industry average salary for those positions*).
5. If machinery and equipment are being purchased with CRA funds, provide a list of all the items to be purchased, with quotes on vendor's letterhead. Include a statement from the manufacturer, attesting to the economic life of the equipment.
6. If business is a franchise, include a copy of the franchise agreement;
7. Bank Commitment Letter detailing the conditions of the loan approval.
8. Copy of IRS determination letter as a non-profit organization (*required for all non-profit organizations only*).
9. Signed copy of resolution or minutes from the meeting of the governing body authorizing submission of the application (*required for all non-profit organizations only*).
10. Articles of Incorporation or Division of Corporations information identifying authorized signatories
11. Copy of the Property Deed (*if the applicant is the owner*)
12. Copy of By-Laws (*required for all non-profit organizations only*).
13. Please sign and submit *Statement of Personal History and Credit Check Release* (as attached).

The following items are also needed, if your funding request is \$500,000 or more

14. CPA audited corporate financial statements for the last three years (*Profit and Loss Statement and a Balance Sheet*).
15. If the most recent business return and/or financial statement is more sixty (60) days old, please submit a current Interim Financial Statement.
16. Three year financial pro formas which include operating statements, balance sheets, funding sources, and use details.
17. Ten year revenue and expense projection for the project
18. Copy of sales/purchase agreement when purchasing land or a building (*or an executed lease if applicable*).

19. If project involves construction, please provide a minimum of two (2) detailed cost estimates prepared by Architect/Engineer and/or General Contractor, preliminary plans and specifications, Architectural Illustration and photos of existing conditions.
20. Provide details regarding any credit issues, bankruptcies and lawsuits by any principal, owning 20% or more of the business.
21. The names of all affiliates and/or subsidiary companies, and their previous three (3) years financial statements and Interim Financial Statements if the financial statements are more than sixty (60) days old.
22. Attach a street map showing the location of the proposed project, Property Folio number and Legal Description.
23. Letter from the Department of Sustainable Development (DSD) approving the proposed project with zoning and land use designations, and Plan Development Review number and comments.
24. Identification and qualifications of project development team (*i.e., attorney, engineer, architect, general contractor, etc.*).
25. Current Broward County Assessed Value, new capital investment dollars and total estimated new assessment when completed and placed into service.
26. Preliminary Project Schedule
27. Existing Leases, Lease commitments and tenant makeup (*if applicable*).
28. Copy of Environmental Report showing there are no Environmental issues (*if applicable*).
29. Copy of Appraisal Report (*if applicable*).

THE FOLLOWING ITEMS ARE REQUIRED AFTER CRA BOARD APPROVAL AND PRIOR TO EXECUTION OF AN AGREEMENT AND RELEASE OF FUNDS

30. Evidence that all funds are in-place to fully fund the project.
31. A copy of the City approved project plans, contract with General Contractor and permits (Prior to Release of Funds)
32. Scope of work and all project costs
33. Copies of Insurance Certificates (Builders Risk/All Risk Policy, Commercial General Liability, Workers Compensation with the City of Fort Lauderdale and the Fort Lauderdale CRA listed as Additional Insured.

APPLICANTS CERTIFICATION

By my signature, I certify that I have read and understand the application, criteria, loan fees and program requirements. I further certify that all the information I (we) supplied is correct and accurate. All of the owners of the company/organization (*regardless of ownership percentage*) are aware of this loan and are in full agreement with the business securing financing for this project. My (our) signature(s) represent my (our) agreement to comply with City of Fort Lauderdale Community Redevelopment Agency, as it relates to this CRA funding request.

Each Proprietor, General Partner, Limited Partner and Business Owner, owning 20% or more must sign below. For all Non-Profit Organizations, all guarantors must be approved by City of Fort Lauderdale Community Redevelopment Agency.

Business Name: _____

By: _____
Signature and Title Date

Guarantors:

Signature and Title Date

Signature and Title Date

Signature and Title Date

Signature and Title Date

Signature and Title Date



Central City Community Redevelopment Agency

PERSONAL HISTORY STATEMENT

PLEASE READ CAREFULLY - PRINT OR TYPE

Each Proprietor (if a Sole Proprietorship), General Partner (if Partnership), Limited Partner (if Partnership), Officer, Director and Business Owner (owning 20% or more of the business), must complete a Personal History Statement. For all Non-Profit Organizations, all guarantors must complete this form and be approved as guarantors by the City of Fort Lauderdale Community Redevelopment Agency.

Applicant/Business Name: _____ City: _____ State: _____ Zip: _____	Participating Bank/Lender: _____ City: _____ State: _____ Zip: _____
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Personal Statement of (if you do not have a middle name, put NMN):

First Name: _____ Middle: _____ Last: _____
 Social Security No.: _____ Date of Birth: _____ Place of Birth: _____

Present Address: _____ City: _____ State: _____ Zip: _____ From: _____ To: _____	Previous Address: _____ <small>(needed if in present address less than 5 years)</small> City: _____ State: _____ Zip: _____ From: _____ To: _____
Loan Requested from CRA: \$ _____ Loan Request from Bank(s): \$ _____ Percentage of Company Ownership: _____%	Are you a U.S. Citizen: <input type="checkbox"/> YES <input type="checkbox"/> NO If NO, are you a Lawful Permanent Resident Alien: <input type="checkbox"/> YES <input type="checkbox"/> NO Alien Registration Number: _____

IT IS IMPORTANT THAT THE NEXT THREE (3) QUESTIONS BE ANSWERED COMPLETELY. AN ARREST OR CONVICTION RECORD WILL NOT NECESSARILY DISQUALIFY YOU. HOWEVER, AN UNTRUTHFUL ANSWER WILL CAUSE YOUR APPLICATION TO BE DENIED.

IF YOU ANSWER "YES" TO ANY OF THE QUESTIONS BELOW, PLEASE FURNISH DETAILS ON A SEPARATE SHEET. INCLUDE DATES, LOCATION, FINES, SENTENCES, WHETHER MISDEMEANOR OR FELONY, DATES OF PAROLE/PROBATION, UNPAID FINES OR PENALTIES, NAME(S) UNDER WHICH CHARGED, AND ANY OTHER PERTINENT INFORMATION.

1. Are you presently under indictment, on parole or probation? YES NO
(If YES, indicate the date parole or probation is to expire) _____
2. Have you ever been charged with and/or arrested for any criminal offense other than a minor motor vehicle violation? Include offenses which have been dismissed, discharged, or not prosecuted. YES NO
3. Have you ever been convicted, placed on pretrial diversion, or placed on any form of probation, including adjudication withheld pending probation, for any criminal offense other than a minor vehicle violation? YES NO

I hereby authorize Palm Beach County to request criminal record information about me from the criminal justice agencies for the purpose of determining my eligibility.

Signature	Title	Date
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***ORIGINAL SIGNATURES REQUIRED**



Central City Community Redevelopment Agency

CREDIT CHECK RELEASE FORM

I authorize the City of Fort Lauderdale Community Redevelopment Agency to obtain such information (*from any source necessary*), as the City/CRA may require concerning statements made in the application for the CRA funding (*including but not limited to, obtaining a copy of my credit report, current loan status reports and financial information from the Participating Bank/Lender*).

PLEASE NOTE: Each Proprietor (if a Sole Proprietorship), General Partner (if Partnership), Limited Partner (if Partnership), Officer, Director and Business Owner (owning 20% or more of the business), must complete this Credit Check Release Form. For all Non-Profit Organizations, all guarantors must complete this form and be approved as guarantors by the City of Fort Lauderdale Community Redevelopment Agency.

First Name: _____ Middle: _____ Last: _____

Social Security No.: _____ Date of Birth: _____

Driver's License (State and Number): _____

Home/Cellular Phone No.: _____ Office No.: _____

Current Home Address (*PO Boxes not accepted*): _____

City: _____ State: _____ Zip Code: _____

Employer: _____

Employer Address: _____

City: _____ State: _____ Zip Code: _____

Company Phone No.: _____ Other No.: _____

Signature: _____

Date: _____

***ORIGINAL SIGNATURES REQUIRED**



Central City Community Redevelopment Agency

APPLICATION REQUEST SUPPLEMENTAL INFORMATION

CRA Incentive Programs

Please select the incentive(s) you are applying for and insert the amount of funding assistance you are seeking:

<input type="checkbox"/>	COMMERCIAL FAÇADE IMPROVEMENT PROGRAM	\$ _____
<input type="checkbox"/>	PROPERTY AND BUSINESS IMPROVEMENT PROGRAM	\$ _____
<input type="checkbox"/>	STREETSCAPE ENHANCEMENT PROGRAM	\$ _____
<input type="checkbox"/>	DEVELOPMENT INCENTIVE PROGRAM	\$ _____
<input type="checkbox"/>	PROPERTY TAX REIMBURSEMENT PROGRAM	\$ _____

Please provide a supplement sheet responding to the following numbered questions:

1. Please describe your project.
2. What is the address, folio number and legal description of the property.
3. What is the existing and proposed use of the property? Please note that certain uses are not eligible for CRA assistance. This includes convenience stores, pawn shops, check cashing stores, tattoo parlors, massage parlors, liquor stores and other uses as may be determined by the CRA that are inconsistent with the CRA Community Redevelopment Plan. Please note that there will be restrictive covenants placed on the property for minimum of 5 years restricting use of the property to only those uses for which CRA funding was provided.
4. Are the proposed improvements to the property being made on behalf of a proposed tenant for the property. If so, please provide a copy of the lease agreement.
5. What is the zoning of the property?
6. Are you the property owner? Please provide a copy of the deed of the property. You must be the owner of the property to apply.
7. Is your project new construction or is it renovation?
8. What is the total capital investment of your project and what is your hard construction and soft cost? (While property acquisition cost is not an eligible CRA expense, it may be included in your total capital investment)
9. What is the current Broward County Assessed Value of the property?
10. Is there a mortgage on the property? Please provide OR Book and Page. Please note that CRA funding is in the form of a 0% interest forgivable loan, forgiven after 5 year of project completion secured by a first mortgage or subordinate mortgage on the property. Projects receiving over \$225,000 in CRA assistance

will be secured by a forgivable loan forgiven after 7 years to 10 years depending on the level of CRA funding. Other forms of security in lieu of a forgivable mortgage will be considered on a case by case basis.

11. Are there any other liens or pending liens on the property? Please provide OR Book and Page.
12. Are there any code violations on the property? Identify.
13. Is the property listed "For Sale." Please note that properties listed for sale may not apply for CRA program funding.
14. How many new permanent jobs will be created by the project? Please describe the jobs to be created and projected salaries.
15. What is the estimated construction commencement date of the project? Please note that no work is to commence on the project unless a Program Agreement is approved and fully executed between the CRA and the property owner and that work must commence within 90 days of CRA funding approval.
16. What is the estimated completion date of the project? Please note that all approved projects must be completed within a maximum of three (3) years.
17. Please provide proof of your matching funds (i.e. bank statement, line of credit, etc.) and identify other proposed forms of financing for your project.
18. Do you have general liability and fire and casualty insurance on the property? You will be required to demonstrate proof of insurance and may include bonding requirements as required by the City/CRA prior to commencement of work. The cost of insurance may be included as part of your total project cost funded by the program.
19. Have you previously received funding from the CRA? Explain.

If you are applying for funding from the Commercial Façade Improvement Program, Property & Business Improvement Program and/or Streetscape Enhancement Program, please also complete the following:

20. Do you have a detailed scope of work? If so, please include for CRA review and approval.
21. Do you have completed architectural drawings for the scope of work to be performed? Please include along with architectural illustration(s) of the proposed work, material specifications, color selections, etc. Please note that architectural cost may be included as part of your total project cost.
22. Have your project plans been submitted for City Development Review and/or permitting and if so what are the status of the plans and the plan review number? All work must be permitted and approved by the Building Official.
23. Do you have detailed, written contractor cost estimates? If so, please provide.
24. Have you selected a contractor from the attached City/CRA Approved Contractor List? Please note if your contractor is not on the City/CRA approved list, it may be possible to have your contractor become an approved CRA Contractor. He/She will need to complete the attached Contractor Application for consideration.
25. If you are applying for the Façade Program or Property and Business investment Program, and if you are not using a City /CRA Approved Contractor, you must secure two detailed licensed and insured contractor cost estimates and CRA funding is limited to 60% of the lowest cost estimate not to exceed \$50,000 which can only be funded on a reimbursement basis, rather than a direct payment to the contractor. In addition, all projects over \$50,000 may be assigned a CRA Construction Review Specialist who will determine the scope

of work to be funded and will secure contractor pricing for the project, manage funding request and provide general project oversight.

26. For Streetscape Enhancement Program projects, see additional requirements for projects in excess of \$300,000 as required by Florida Statute 255.20.

I _____ attest that the information is correct to the best of my knowledge. I further understand that the CRA program benefits are contingent upon funding availability and CRA approval and are not to be construed as an entitlement or right of a property owner/applicant. I further understand that I am responsible for providing all documentation required by The CRA.

Property Owner or Business Owner

Signature of

Print Name

List of all Jobs to be Created

Job Title	#	Brief Job Description	Annual Average Salary	Industry Average Salary	Experience/Education/Skills Required

*USE ADDITIONAL SHEETS IF NECESSARY

Cija Omengebar

From: Pcoetzee <pcoetzee@bellsouth.net>
Sent: Wednesday, May 23, 2018 3:39 PM
To: Cija Omengebar
Subject: Re: Absence Letter - Central City Redevelopment Advisory Board - Pieter Coetzee

Follow Up Flag: Follow up
Flag Status: Completed

Categories: Done

Ok
Thanks

Pieter Coetzee. (B.ARCH.)
CGC. 1524972. SP 613612.
954-648-6140
COETZEE CONSTRUCTION LLC.

Development - Architecture - Real Estate - Construction.

On May 23, 2018, at 2:05 PM, Cija Omengebar <COmengebar@fortlauderdale.gov> wrote:

Pieter,

Good talking to you regarding absence requirement for board members. I've attached a copy of the Guide for Members of Board and Committees, please refer to page 12 and 13 regulations on absences.

We have advised the board chair about your desire to be reinstated. The board will discuss this as old/new business at upcoming CCRAB meeting on June 6 at 3:30pm. If a recommendation is made to City Commission, it will be on City Commission Regular meeting at 6:00 pm.

Let us know if any questions.

Regards,

Cija Omengebar, FRA-RP, CRA Planner
City of Fort Lauderdale | Community Redevelopment Agency
914 Sistrunk Boulevard, Suite 200 | Fort Lauderdale FL 33311
P: (954) 828-4776 | C: (954) 826-2180
E: COmengebar@fortlauderdale.gov

From: Pcoetzee [<mailto:pcoetzee@bellsouth.net>]
Sent: Sunday, May 20, 2018 4:12 PM
To: Cija Omengebar
Subject: Re: Absence Letter - Central City Redevelopment Advisory Board - Pieter Coetzee

Good day to you,
I did speak to Bob Wojick explaining my position.

I have been consulting for Madsen Kneppers and associates on Hurricane Irma exclusively in the Keys, Marco Island and Naples. This took me out of circulation for months and made it impossible to attend 3 pm meetings.

Most of the pressure is off now and I am back in town consulting here.

Please arrange for the re-in statements and notify me of the next meeting.
When I spoke to Bob, he did not indicate that my temporary absence would be a problem.
Thank you,

Pieter Coetzee. (B.ARCH.)
CGC. 1524972. SP 613612.
954-648-6140
COETZEE CONSTRUCTION LLC.

Development - Architecture - Real Estate - Construction.

On May 18, 2018, at 2:12 PM, Cija Omengebar <COmengebar@fortlauderdale.gov> wrote:

Hello Pieter,

This email is regarding your absences from the Central City Redevelopment Advisory Board (CCRAB). You were absent from three consecutive regularly scheduled board meetings, and such requires an automatic resignation. However, as per the attached letter, you may request a reinstatement. Please send to us an email explaining the reasons for your absences and your desire to be reinstated. We will present this to the (CCRAB) and they will make a recommendation to the City Commission. If you send to us your request, we will present it to the CCRAB at our meeting on June 06, 2018.

Please let us know if you have any questions, concerns or need additional information.

Regards,

Cija Omengebar, FRA-RP, CRA Planner
City of Fort Lauderdale | Community Redevelopment Agency
914 Sistrunk Boulevard, Suite 200 | Fort Lauderdale FL 33311
P: (954) 828-4776 | C: (954) 826-2180
E: COmengebar@fortlauderdale.gov

<Absence Letter - Pieter Coetzee.pdf>

<GuideforMembersofBoardsand.pdf>



May 18, 2018

Pieter Hendrik Coetzee
1338 SW 4th Court
Fort Lauderdale, FL 33012

Dear Mr. Coetzee:

We have been in communication with you and understand you are unable to attend the Central City Redevelopment Advisory Board (CCRAB) regular meetings due to your work. Thank you for notifying us on February 5, 2018 of your inability to attend the regular meetings in the foreseeable future.

According to Resolution 08-12 of the City of Fort Lauderdale, if any one of the following occurs, an automatic resignation of that board member occurs:

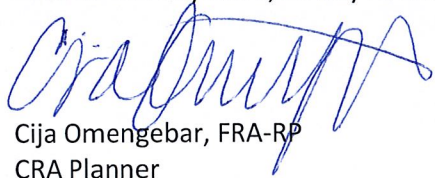
1. a board or committee member is absent from three consecutive regular meetings during a term year;
2. a board or committee member is absent from four regular meetings during a term year; or from one-third of the total regular meetings in a term year, whichever is greater

Our records show that your absence at February 7, 2018 was the third consecutive absence from regular meetings in this term year.

The resignation is automatic. There are no excused absences provided in the regulation. However, if there are good reasons for your absences, it may be possible for you to be reinstated.

The City Commission, City staff, and your fellow board members believe you are an integral part of the CCRAB, and we are certain there is a valid explanation for your absences. If you would like to be considered for reinstatement, please explain in writing the reason for the absences and forward it to me. Your information will be provided to the CCRAB and City Commission. I will advise you of the City Commission's decision.

If you have any questions or require further information, please feel free to contact me at (954) 828-4776 or the City Clerk, Jeffrey A. Modarelli, at (954) 828-5006.



Cija Omengabar, FRA-RP
CRA Planner

C: Michael Vonder Meulen, CCRAB Chair

Jeffrey A. Modarelli, City Clerk