AGENDA
Community Redevelopment Agency Meeting

5:15 PM - Thursday, September 8, 2022 - City Hall

CALL TO ORDER

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

1. APPROVAL OF MINUTES

   1.1 July 21, 2022 - Community Redevelopment Agency Meeting

   Staff Report #22-0200 - Html
   07-21-2022 CRA MIN - For Approval

2. CRA ITEM WITH BOARD DISCUSSION, PUBLIC INPUT AND DIRECTION

   2.1 Authorization to negotiate a master plan agreement with G3C2, LLC regarding the former Waterman site

   Staff Report #22-0197 - Html
   Staff Report Authorize Master Plan Agreement

3. ADJOURNMENT

This Agenda is provided to the Commission only as a guide, and in no way limits their consideration to the items contained hereon. The Commission has the sole right to determine those items they will discuss, consider, act upon, or fail to act upon. Changes or amendments to this Agenda may occur at any time prior to, or during the scheduled meeting. It is recommended that if you have an interest in the meeting, you make every attempt to attend the meeting. This Agenda is provided only as a courtesy, and such provision in no way infers or conveys that the Agenda appearing here is, or will be the Agenda considered at the meeting.

If a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or 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 (Florida Statutes, 286.0105). In accordance with the Americans with Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the City Clerk 48 hours prior to any meeting so arrangements can be made. Telephone (352) 483-5430 for assistance.

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Community Redevelopment Agency
FROM: Christine Halloran, City Clerk
DATE: September 8, 2022
RE: JULY 21, 2022 - COMMUNITY REDEVELOPMENT AGENCY MEETING

Introduction:
This item is for consideration of the minutes of the July 21, 2022, Community Redevelopment Agency meeting.

Attachments:
07-21-2022 CRA MIN - For Approval

Reviewed by:

MINUTES
Community Redevelopment Agency Meeting
5:30 PM - Thursday, July 21, 2022 - City Hall

CALL TO ORDER: 5:30 P.M.

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

PRESENT: Nan Cobb, Willie Hawkins, Vice Chair Emily Lee, Karen LeHeup-Smith and Chairman Michael L. Holland

1. APPROVAL OF MINUTES

1.1 April 7, 2022 - Community Redevelopment Agency Meeting

Moved by Mr. Hawkins, seconded by Vice Chair Lee, to approve the Minutes as submitted. Motion carried by the following votes:

Ayes: Ms. Cobb, Mr. Hawkins, Vice Chair Lee, Ms. LeHeup-Smith and Chairman Holland

2. CRA ITEMS WITH BOARD DISCUSSION AND DIRECTION

2.1 CRA General Update

Tom Carrino, City Manager, asked to proceed with review of the CRA budget first and indicated that the update is included in the agenda packet.

2.2 Proposed Community Redevelopment Agency (CRA) budget for Fiscal Year 2022-23

Mr. Carrino reviewed the CRA line item budget stating he would concentrate on those items with significant changes. He started with Regular Salaries and Wages noting that there is now a fulltime police officer assigned to the CRA. He added that 20% of the director's salary is included. He stated that no changes are proposed for the Professional Services and briefly explained what that includes. He indicated that the Accounting and Auditing line item went up significantly due to new state rules pertaining to the CRA annual audit.

Mr. Carrino then explained changes to Other Contractual Services due to the possibility of holding some recurring events in the CRA at Palmetto Plaza. He stated the electric vehicle charging stations is also in that line item which are leased from ChargePoint. He cited the locations of the three stations and noted that, currently, the City does not charge for that service. He indicated it costs the City between $100 and $200 per month. He added there is one more year to the City's commitment and stated that, if the Commission wanted to begin charging, that could be easily done through ChargePoint.

Mr. Hawkins asked how many instances each station is used noting he only sees the one near the old Tilly's and the one next to the Water Department used.

Mr. Carrino indicated that the City can obtain that information; however, he did not have it with him at that time.

The Board discussed whether or not to begin charging for the service and whether or not there are other options which would allow the City to not lease the stations. It was noted that the taxpayer should not be subsidizing other people's fuel.

Mr. Carrino stated there are probably more options but staff would have to research what low or no cost options are available. He indicated that the data he has indicates the kilowatt hours per month range from 500 to 1500 and that unique drivers in 2022 are 110 with 749 overall sessions.

Ms. Cobb emphasized the need for the City to break even on the service. She also suggested looking at other locations for the charging stations and for the vendor to pay for the stations, not the City.

Vice Mayor Lee expressed interest in charging for use of the stations.

Ms. Isaac Thomas asked, if they are going to charge, where will the money be used with Mr. Carrino indicating that the CRA is not paying for the electricity; however, it is paying for the lease. He stated they would need to discuss where to allocate the revenue.

Mr. Hawkins asked where the closest ones are that are charged for with Mr. Carrino responding there are stations located in Tavares, Clermont, Winter Garden, Ocoee, Altamonte, DeLand, Winter Park and Lake Mary and those do not charge. He acknowledged there are some banks that also have charging stations as well as Lake Square Mall. He indicated that the Tavares parking garage charges $.15 per kilowatt hour as well as Oakland and Apopka City Hall. He stated that the City's cost is $.12 to $.13 per kilowatt hour.

Further discussion was held regarding the perception that taxpayers are paying the bill and the need for the City to break even on the cost.

Mr. Carrino indicated if budgeted funds are not used then the funds go back into the Fund Balance. He continued reviewing the line items noting the increase in Travel and Per Diem to allow the new Economic Development Director and himself to attend some CRA events. He reviewed the next line items and explained what they include: Utility Services, Office Supplies, Books, Publications and Subscriptions, and Wayfinding Signs.

Mr. Carrino then noted the increase in Development Incentives due to expansion of the Gateway Grant geography. He explained the Economic Development Incentive Program provides for the City to cover a portion of the impact fees and development fees if the developer meets certain criteria. He stated that Committed Gateway Grants are ones that are already applied for and in the system and New Gateway Grants are funds for grants not yet applied for. He explained that 201 E. Orange Avenue is a development agreement that provides funding for some improvements to sidewalks and curbing.

Mr. Carrino then reviewed Street Rehabilitation and explained that includes all street work in the CRA for road improvements. He then cited the CRA Sidewalks and Tree Plantings. He explained they consistently budget $40,000 each year. He stated $50,000 is budgeted for the Palmetto Plaza shade structure. He indicated staff has contacted the original design team regarding a redesign of the plaza. He stated that another public input meeting would be scheduled to review the designer's redesign. He added there are no funds budgeted for that; however, there is money in Fund Balance reserved for those types of projects which would require a budget amendment.

Mr. Carrino then pointed out an error on Page 13. He stated that $30,000 was included for additional funding for housing rehab. He stated unused funds would be rolled; however, no additional funds will be included. He reported that five homes are still in the hopper and Lake Community Action would be providing an update on August 4th. He confirmed that would be the third year of the program.

Mr. Carrino stated the Nondepartmental Special Projects is for the shade structure for the Carver Park basketball courts. He indicated that there was some discussion regarding that at the CIP workshop. He added that Mr. Hawkins has been discussing with the Eustis High Principal utilizing the Curtwright Center gymnasium for some basketball programming. He stated they would need to decide, if that is agreed to, whether or not to proceed with the shade structure at Carver Park. He confirmed the cost is included in the CRA budget and explained it was moved up two years in the CIP. He added staff would have to come back to the CRA to get direction on that.

Mr. Carrino then discussed the debt service for the Waterman site. He reported the RFQ was issued and two responses were received. He reviewed the anticipated revenues noting that the CRA has seen an increase due to taxable value increases. He stated staff is estimating $467,500 from other governmental entities including Lake County, the ambulance service and Water Authority. He added there would be some interest as well as funds from the City amounting to $614,000 for a total revenue estimate of just over $1.1 million.

The Board agreed to not review the General Update with Mr. Carrino indicating the report was included as part of the agenda packet.

3. PUBLIC INPUT

3.1 Monica Buggs asked for clarification of projects included in the budget with no funds budgeted.

Mr. Carrino explained those are past projects that have already been completed.

4. ADJOURNMENT: 5:57 P.M.

CHRISTINE HALLORAN, City Clerk

MICHAEL L. HOLLAND, Chairman

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: September 8, 2022

RE: AUTHORIZATION TO NEGOTIATE A MASTER PLAN AGREEMENT WITH G3C2, LLC REGARDING THE FORMER WATERMAN SITE

Introduction:
Staff is seeking authorization from the Community Redevelopment Agency Board to negotiate a Master Plan Agreement with G3C2, LLC to develop a master plan for the redevelopment of the former Florida Hospital Waterman site.

Background:
See attached Staff Report.

Recommended Action:
There will considerable budget and staff impact on the overall project, but the specific impacts related to negotiating a Master Plan Agreement cannot be determined at this time.

Attachments:
Staff Report Authorize Master Plan Agreement

Reviewed by:

Tom Carrino, City Manager	Approved - 01 Sep 2022
Christine Halloran, City Clerk	Approved - 02 Sep 2022

City of Eustis
P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: COMMUNITY REDEVELOPMENT AGENCY BOARD

FROM: TOM CARRINO, CITY MANAGER

DATE: SEPTEMBER 8, 2022

RE: AUTHORIZATION TO NEGOTIATE A MASTER PLAN AGREEMENT WITH G3C2, LLC REGARDING THE FORMER WATERMAN SITE

Introduction:
Staff is seeking authorization from the Community Redevelopment Agency Board to negotiate a Master Plan Agreement with G3C2, LLC to develop a master plan for the redevelopment of the former Florida Hospital Waterman site.

Recommended Action:
Authorize staff to negotiate a Master Plan Agreement with G3C2, LLC.

Background:
In September 2020, the Community Redevelopment Agency purchased the three blocks that were formerly occupied by Florida Hospital Waterman. On September 21, 2020, the City/CRA issued Request for Proposals (RFP) 009-20 – 4.8 Acre Redevelopment Opportunity in Downtown Eustis. There was one respondent to the RFP, but the CRA and City did not move forward with that proposal.

On May 27, 2022, the City/CRA issued RFQ 011-21. Responses were due on July 14, 2022, and two responses were received. One response from G3C2, LLC and the other from Cagan Management Group, Inc. The City/CRA formed an evaluation committee to review those responses and make a recommendation to the CRA Board and the City Commission. The evaluation committee was comprised of the City Manager (Tom Carrino), the Economic Development Director/CRA Administrator (Al Latimer), the Development Services Director (Mike Lane), the Public Works Director (Rick Gierok), the Finance Director (Mike Sheppard), and the process was facilitated by the Purchasing Director (Tracy Jeanes).

The evaluation committee was tasked with evaluating each proposal based on four key elements. Those included:

- The development team's qualifications and experience
- Representative projects completed by the development team
- The development team's ability to secure financing
- The proposed process for developing a master plan for the redevelopment of the site

The evaluation committee met in a public meeting on August 22, 2022 to discuss the responses. The evaluation committee engaged in a discussion related to the proposals and the responsiveness to the four key elements. Following discussion, the evaluation committee unanimously recommended that the CRA and City move forward with G3C2, LLC. The next step in the process would be to enter into a Master Plan Agreement with G3C2, enabling the development team to engage with the City Commission, City staff, stakeholders, and the community to produce a plan for the redevelopment of the site. Staff is seeking authorization to negotiate a Master Plan Agreement with G3C2, LLC.

Budget / Staff Impact:

There will considerable budget and staff impact on the overall project, but the specific impacts related to negotiating a Master Plan Agreement cannot be determined at this time.

Prepared By:

Tom Carrino, City Manager

Attachments:

Due to Americans with Disabilities Act accessibility, responses to the RFQ have been provided electronically to the City Commission and are available upon request.