

AVON PARK CRA BOARD MEETING AGENDA

123 E. Pine St. Avon Park, FL 33825
Monday, July 25, 2016
5:30 PM

(Please turn off pagers and cell phones)

A. **OPENING**

1. Invocation
2. Pledge of Allegiance
3. Roll Call

- B. 4. Motion to approve minutes of May 22, 2016 Meeting.

C. **Citizen Participation**

D. **Administration**

7. CRA Main Street Advisory Board Joint Meeting
To discuss priorities
8. Chamber Facade Grant Labor

E. **ADJOURN**

Any person who might wish to appeal any decision made by the Avon Park CRA of the City of Avon Park, Highlands County, Florida, in public hearing or meeting is hereby advised that 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 will include the testimony and evidence upon which such appeal is to be based. Any person with disabilities requiring accommodations in order to participate should contact the City Manager prior to the meeting at 863-452-4403.

CRA BOARD
MINUTES REGULAR MEETING
Council Chambers — 123 E. Pine St.
May 23, 2016
5:30 PM

Members Present: Mayor Sharon Schuler, Deputy Mayor Brenda Giles, Councilman Terry Heston, Councilman Parke Sutherland

Members Absent: Councilperson Dora Smith

Others Present: City Manager Julian Deleon, Acting City Clerk Bonnie Barwick, Public Service Director Jason Lister, City Attorney Gerald Buhr, members of the press and audience.

Mayor Sharon Schuler called the meeting to order at 5:30PM

The invocation was given and the Pledge of Allegiance was recited. The roll was called and a quorum was present.

Motion made by Councilman Parke Sutherland, Seconded by Deputy Mayor Brenda Giles to approve the Minutes of May 9, 2016. Motion passed unanimously.

Motion made by Deputy Mayor Brenda Giles, Seconded by Councilman Terry Heston to remove the request of funding from South Side CRA from the Agenda. Motion passed unanimously.

Councilman Terry Heston asked if CRA was bricks and mortar.

City Manager Julian Deleon presented an updated a Main Street Community Redevelopment Plan. He stated that is what things that were agreed to do with the CRA Funds. There was discussion regarding the plan that was presented by the consultant. City Manager felt there should be a work shop to go over the plans for all CRA Advisory Boards. City Attorney Gerald Buhr said he would go over the plans.

City Manager Julian Deleon discussed the Resolutions and Ordinance that were passed for the CRA were having a small problem with the property appraiser's office, but we had put together a packet and was getting it worked out.

Meeting adjourned at 5.55 PM

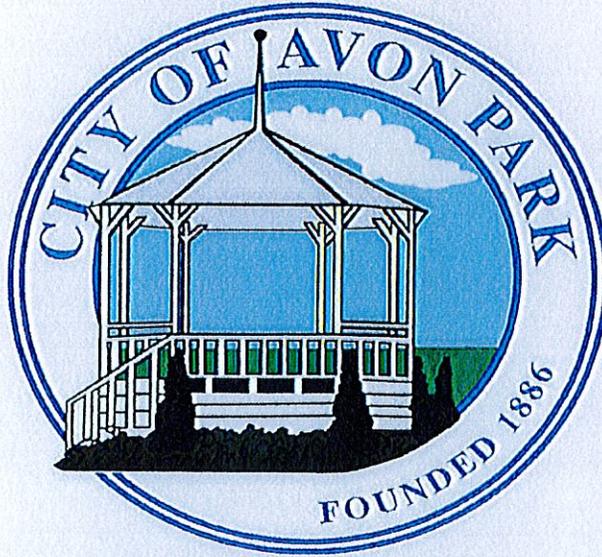
Bonnie Barwick, Acting City Clerk

Sharon Schuler, CRA Board Chairperson

Community Redevelopment Agency

FAÇADE GRANT

APPLICATION



City of Avon Park
Community Redevelopment Agency
110 East Main Street
Avon Park, FL 33825

Phone: 863/452-4403 FAX: 863/452-4413

Please attach the following information to the application:

1. Photographs clearly showing existing condition of the façade, including close-up showing detail, and long shots showing adjacent structures.
2. Samples of all colors, to include paint, awnings, etc., and a sample of awning material if available.
3. Include historic photo if available on historic properties.
4. Applications are based on appropriated funding designated for the CRA Program and are on a first come first served basis.

SECTION (A) GRANT TYPES:

Home Façade Grants are available for the exterior improvements of homes. Total allowable funds per home are **100% of costs up to a maximum of \$1,000** per individual home inhabited by home owner. Apartment complexes, rentals, non-owner inhabited dwellings must provide 50% match up to \$1000 per property. If approved, funds will be reimbursed after job is complete with copy of cancelled check(s) or other verifiable proof of payment to contractor showing payment made to contractor(s). **Project shall be complete within 4 months of approval.**

Business Grants are available for the improvement of storefronts. Total allowable funds per business are **100% of costs up to a maximum of \$2,500** per individual storefront. Business site must be an active business with approved City Occupational License. If approved, funds will be reimbursed after job is complete with copy of cancelled check(s) or other verifiable proof of payment to contractor showing payment made to contractor(s). **Project shall be complete within 4 months of approval.**

ONLY EXTERIOR WORK IS ALLOWED WITH CRA FUNDS.

Funding is not retroactive on projects started before CRA Board approval. Approved projects will be reviewed and monitored to insure the work is progressing in a timely fashion. Changes in the scope of approved work and or construction change orders that differ in the scope of work from the original approved plan need to be addressed with the CRA Board prior to any new work or applicant may not be reimbursed.

TYPE OF FAÇADE GRANT REQUEST

Home Façade Grant

 X
Business Store front Grant

TOTAL COST OF PROPOSED IMPROVEMENTS \$ _____
(Obtain and attach at least two bids/quotes for this project). Company license and logo must be on the quote.

TOTAL AMOUNT OF GRANT REQUESTED \$ _____
(see Section "A" Grant Types)

I understand this application for a Façade Grant requires that I comply with the design guidelines established by the City of Avon Park CRA Board, and that the money will be granted on a reimbursable basis. Work not approved by the CRA Board will not be funded. I understand that work needs to be completed within four (4) months from the date of approval by the CRA Board.

I also understand that the work and attachments must remain as part of the real property and reside within the CRA target area. I also give my permission to the CRA Board to place a "Redevelopment by Design" sign on my property during the improvement phase for a minimum of 30 days during and after completion.

The CRA reserves the right to accept or reject any application, or part thereof.

Avon Park Chamber of Commerce
PRINT PROPERTY OWNER'S NAME

[Signature]
PROPERTY OWNER'S SIGNATURE

4/8/16
DATE

PRINT LESSEE'S NAME

LESSEE'S SIGNATURE

DATE

FAÇADE GRANT GUIDELINES

All projects requesting a Façade Grant from the Main Street Community Redevelopment Agency (CRA) must comply with the Minimum Maintenance Ordinance #08-02 established by the Avon Park Main Street CRA Board. These guidelines have been adopted by the City Council and are supported by the Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.

The Design guidelines and CRA requirements call for the following:

1. Changes to the façade of (building or residence) will not remove, alter, damage or cover up significant architectural features of the building which are original or which reflect a major alteration that is itself architecturally coherent, or which help create a unified and attractive appearance to the building and those adjacent to it.
2. Changes to facades will either: (A) partially or fully restore the appearance of the building based on actual evidence, including photographs, written documentation, data on the building site or other data or, (B) represent a modern treatment, if appropriate, that blends into and is compatible with the building and those adjacent to it.
3. In general, repair and preservation of existing structures and facades is encouraged, unless those alterations will result in an incoherent, unattractive or inharmonious appearance.
4. For facades that have been substantially altered previously, and for which a modern treatment is chosen, such a treatment will conform to the features, material rhythms, colors and general appearance of the building and those adjacent to it, particularly if the building is in a row of other buildings with identical or similar design.
5. Paint colors will be selected from the approved designated color chart adopted for the CRA area.
6. Surface cleaning of structures will be undertaken with the gentlest means possible. Cleaning methods that damage the historic building materials, particularly sandblasting, shall not be undertaken. ^{July 2008}
7. Self help projects require an estimated cost for the materials to be used to complete the project. **The program will not reimburse for labor provided by the applicant.** If you are a contractor seeking façade funds, the CRA will not pay for material mark-up costs.
8. **Façade grants apply to the exterior of the building only**, generally including paint, roofing, awnings, etc. **The Southside CRA does allow for interior repairs for ADA compliance (handicap accessible) for Business Matching Grants only.**
9. Excluded from this grant are items such as signage, parking, sidewalks, and landscaping. However, these items may be considered on a case-by-case basis depending on the nature and scope of the project.

PALMER ELECTRIC SERVICE, INC.
PALMER HARDWARE
 415 W. MAIN ST.
 AVON PARK, FL 33825-3625
 PHONE: (863) 453-6688

PAGE NO

THANK YOU FOR SHOPPING AT
 PALMER ELECTRIC

| | | | | | | | |
|----------------------|---------|--------------------|-----------|----------|-------|---------|------|
| Customer No. 7761 | Job No. | Purchase Order No. | Reference | Terms | Clerk | Date | Time |
| | | | | NET 10TH | LN | 6/ 1/16 | 8:17 |

Sold To
 AVON PARK CHAMBER OF COMMERCE
 28 E. MAIN STREET
 AVON PARK FL 33825
 (863) 453-3350

Ship To

EXP. DATE: 6/ 1/16
 TERM#566
 TAX : 001 AVON PK, FL
 EST. 492692
 * ESTIMATE *

| SHIPPED | ORDERED | UM | SKU | DESCRIPTION | SUGG | UNITS | PRICE/PER | EXTENSION |
|---------|---------|----|---------|-------------------------|-------|-------|-----------|---------------------|
| | 5 | EA | 1463488 | C+K EXT PPI SAT NEUT GL | 34.99 | 5 | 29.99 /EA | 149.95 |
| | | | | | | | | EXTENSION 149.95 |

| | |
|--------------|--------|
| TAXABLE | 149.95 |
| NON-TAXABLE | 0.00 |
| SUBTOTAL | 149.95 |
| TAX AMOUNT | 10.50 |
| TOTAL AMOUNT | 160.45 |

** ESTIMATE ** ESTIMATE ** ESTIMATE ** ESTIMATE **
 (*MARIE KRENSKY *)

X

Received By

| |
|----------------------------|
| PO#: |
| Job Name: TP-CHAMBER |
| Job Address: |
| Quote # 367727 |
| Ship Date: 06/17/2016 |
| Sales Person: Tyrone Perry |

ESTIMATE

| |
|--|
| ShipTo: BAGWELL LUMBER CO OF AVON PARK |
| Account#: A00761 |
| 309 W PLEASANT STREET AVON PARK, FL 33825-3163 Phone# Fax# (863) 453-2691 |
| 107622 |

| |
|------------------------------------|
| Customer CONTRACTOR PRICING |
| Account # 0 |
| Phone# Fax# |

| Line # | Item Description | Quantity | Line Pricing | | |
|---|---|--|-------------------------------|-------------------------------|------------------------------|
| 0001 (1.00) | PW5420 PW5420 VINYL PICTURE WINDOW | Ordered: 2.00 | <u>List Price</u> \$611.00 | <u>Sell Price</u> \$222.25 | <u>Ext Price</u> \$444.50 |
| Configuration: 32.X76.,5/8" FL,W,TIG,CL,ARG,SB 60,OUTSIDE GLZ,NO GRID,DURASEAL,...x. | | | | | |
|  | Certification Type: AAMAA440 Frame Type: .625FLANGE Size Ref: ACTUAL Height: 76.0000 Rough Masonry Opening: 33 3/4 X 77 Frame Color: White Glass Family: Insulating Argon Gas: ARGON Glass Color: CLEAR Privacy Glass: NONE Grid Type: NO Grid Decalite: N PositiveDesignPressure: 50.0000 PANumber: FL 5012 CondensationResistance: 59.0000 SolarHeatGainCoeff: 0.3300 VTCOG: 0.7200 | Package Selection: NONE Size Selection: CUSTOM Width: 32.0000 Actual Size: 32 X 76 Wood Frame Opening: 32 1/4 X 76 1/4 Does unit need to meet Turtle Code: NO Tempered Location: UNIT Glass: 7/8" IG (1/8 TMP - 5/8 ARG - 1/8 TMP) Low E: ENERGY SHIELD Glass Spacer Type: DS Boxing Options: None CAR#: 190-1011 NegativeDesignPressure: 50.0000 EnergyStar: 34.0000 UF: 0.2700 VT: 0.6100 | | | |
| Location: | | Notes: | | | |
| 0002 (2.00) | DH5460 VINYL DOUBLE HUNG 5460 | Ordered: 2.00 | <u>List Price</u> \$584.00 | <u>Sell Price</u> \$338.72 | <u>Ext Price</u> \$677.44 |
| Configuration: 32.X76.X.,5/8" FL,W,EQUAL,IG,CL,ARG,SB 60,NO GRID,AUTO,1816K,DURASEAL,CMFRT LFT HNDL,...x. | | | | | |



Certification Type: AAMAA440
Frame Type: .625FLANGE
Size Selection: CUSTOM
Width: 32.0000
Actual Size: 32 X 76
Wood Frame: 32 1/4 X 76 1/4
Frame Color: White
Glass Family: Insulating
Argon Gas: ARGON
Low E: ENERGY SHIELD
Glass Spacer Type: DS
Screen Type: 1816 Charcoal
Screen Config: FULL
Vent Latch: N
Lift Rail: N
WOCD: N
Decralite: N
PositiveDesignPressure: 50.0000
PANumber: FL 7058
CondensationResistance: 57.0000
SolarHeatGainCoeff: 0.2900
VTCOG: 0.7200

Package Selection: NONE
Vent Configuration: EQUAL
Size Ref: ACTUAL
Height: 76.0000
Rough Masonry: 33 3/4 X 77
Egress: 27 3/4 X 33 (6.365 SQFT)
Does unit need to meet Turtle Code: NO
Glass: 3/4" IG (1/8 AN- 1/2 ARG - 1/8 AN)
Glass Color: CLEAR
Privacy Glass: NONE
Grid Type: NO Grid
Screen Frame Type: EXTRUDED
Boxing Options: None
Comfort Lift: Y
Top Sash Comfort Lift: CONTPULLRAIL
Lock Type: Snap Lock
CAR#: 190-1030
NegativeDesignPressure: 50.0000
EnergyStar: NONE
UF: 0.3200
VT: 0.5200

Location:

Notes:

TOTAL LIST AMOUNT:

\$2390.00

| | |
|----------------------------|-------------------|
| TOTAL SALE AMT: | \$1,121.94 |
| TOTAL CUSTOMER TAX: | \$78.54 |
| NET SALE AMOUNT: | \$1,200.48 |

Quote # 367727

Print Date 5/6/2016

Page 2 of 2

BAGWELL LUMBER OF AVON PARK
P.O. BOX 1116
AVON PARK, FLA. 33826-1116
FAX 863-453-2691
PHONE: (863) 453-3168

LEGAL EXPENSE INCURRED IN COLLECTING MONIES DUE WILL BE PAID BY THE BUYER

| | | | | | | | |
|------------------------|---------|--------------------|-----------|----------------------|-----------------|-----------------|---------------|
| Customer No. 115060 | Job No. | Purchase Order No. | Reference | Terms DUE BY 10TH | Check TYRONE | Date 5/ 6/16 | Time 11:51 |
|------------------------|---------|--------------------|-----------|----------------------|-----------------|-----------------|---------------|

Sold To
 AVON PARK CHAMBER OF COMMERCE
 28 EAST MAIN STREET
 AVON PARK FL 33825

Shipped To

EXP. DATE: 5/ 1/17
 RESALE#: 11/14858012647502C0
 SLSPR: 18 TYRONE PERRY
 TAX : 003 STATE SALES TAX

DOC# 493508

 * ESTIMATE *

 EST. 493508

| SHIPPED | ORDERED | UM | SKU | DESCRIPTION | UNITS | PRICE/PER | EXTENSION |
|---------------------------|---------|----|----------------|--------------------------------|-------|------------|--------------|
| | 1 | EA | 3068LHISSFCJFM | 30 68 LHIS SF CMPJMB FULL MINI | 1 | 435.00 /EA | 435.00 |
| | 1 | EA | 3068LHISSFCJFM | 30 68 LHIS SF CMPJMB FULL LITE | 1 | 385.00 /EA | 385.00 |
| | 1 | EA | DRS | 2/10X6/8 LHIS SF CMP JMB MINI | 1 | 450.00 /EA | 450.00 |
| ESTIMATE GOOD FOR 10 DAYS | | | | | | | |
| | | | | | | | TOTAL |
| | | | | | | | TAXABLE |
| | | | | | | | NON-TAXABLE |
| | | | | | | | SUBTOTAL |
| | | | | | | | TAX AMOUNT |
| | | | | | | | TOTAL AMOUNT |

** ESTIMATE ** ESTIMATE ** ESTIMATE ** ESTIMATE **

X
 Received By

