



**CITY OF WILLISTON
COMMUNITY REDEVELOPMENT AGENCY
AGENDA**

**MONDAY NOVEMBER 9, 2020, 5:30 PM
CITY COUNCIL CHAMBERS**

BOARDMEMBERS:

***Nick Williams -Chair
Art Konstantino
Mike Langston***

***Ken Schwiebert -Vice Chair
Jonathan Lewis - Treasurer***

STAFF:

Jackie Gorman, City Manager, CRA Director
Laura Jones, Planning Director

CALL TO ORDER

APPROVAL OF MINUTES - *October 12, 2020 and October 26, 2020*

CONSENT AGENDA

TREASURER’S REPORT

1. *Monthly Finance Report*
2. *Follow up on \$47,000 adjustment from last year*
3. *Final 2020-2021 Budget*

PUBLIC COMMENTARY

NEW BUSINESS

1. *Block 12 Property Purchase – Parking Lot - Pessa*
2. *Christmas Light Replacement Parts*
3. *December 11, 2020 Informational Luncheon*

OLD BUSINESS

1. *Banner Update*
2. *Pressure Wash/Paint Downtown Update*

3. *Heritage Park Pergolas*

STAFF ANNOUNCEMENTS

FOCUS GROUP

1. *Progress on 501(c)3*

NEXT CRA MEETING DATE - December 14, 2020 at 5:30 PM

ADJOURNMENT

NOTICE:

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Minutes of the CRA meeting may be obtained from the Department of Community Development. The minutes are recorded, but not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recordings or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be borne by the requesting party.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office no later than 5:00 P.M. on the day prior to the meeting.

**CITY OF WILLISTON
COMMUNITY REDEVELOPMENT AGENCY
MINUTES**

**DATE: MONDAY, OCTOBER 12, 2020
TIME: 5:30 PM
PLACE: CITY COUNCIL CHAMBERS**

CALL TO ORDER AND ROLL CALL

Chairperson Nick Williams called the Community Redevelopment Agency meeting to order at 5:30 p.m. Roll Call was taken with the following Community Redevelopment Agency members present:

Nick Williams -Chair
Ken Schwiebert -Vice Chair
Art Konstantino
Mike Langston
Jonathan Lewis – Treasurer

OTHERS PRESENT

Jackie Gorman, City Planner
Laura Jones, Secretary

APPROVAL OF MINUTES

Minutes from September 8, 2020 meeting had been sent to the CRA members. After reviewing the minutes, Chairperson Nick Williams asked if there were any corrections or additions to the minutes. Mr. Williams and Mr. Art Konstantino made some corrections. Mr. Konstantino moved to accept the minutes with corrections. Dr. Ken Schwiebert, Vice Chair seconded. The motion carried 5-0.

TREASURER’S REPORT

Monthly Finance Report

Ms. Williams asked Ms. Gorman if she had followed up with Steven Bloom from Inframark about the \$47,000 adjustment from last year. Ms. Gorman will do it before the next meeting.

PUBLIC COMMENTARY - None

NEW BUSINESS

1. *Election of Officers*

Mr. Williams asked for nominations for Chairman. Dr. Schwiebert motioned for Nick Williams to remain as Chair. Mr. Konstantino seconded the motion. The motion carried 5-0.

Mr. Williams asked for nominations for Vice Chairman. Mr. Konstantino motioned for Dr. Schwiebert to remain as Vice Chair. Mr. Johnathan Lewis seconded the motion. The motion carried 5-0.

Mr. Williams asked for nominations for Treasurer. Mr. Mike Langston motioned for Mr. Lewis to remain as Treasurer. Mr. Konstantino seconded the motion. The motion carried 5-0.

OLD BUSINESS

1. *Heritage Park – NW 4th Avenue through NW 5th Avenue – Conceptual Plan – Tabled*

2. *Pressure Wash/Paint Downtown Update*

Mr. Langston had the final quote for the pressure washing at Block 12. Ms. Gorman will contact business owners to get approval of the project. Mr. Williams reiterated that the sidewalks in downtown all need to be power washed. Mr. Konstantino said there are still sidewalks that need to be fixed and the Patrick property is still shifting and needs to be fixed. He believes it is going to fall. Ms. Gorman will address it with the parking lot. Mr. Williams talked about the ongoing project of the CRA to repair sidewalks. Ms. Gorman said there is a grant from the DOT to work on that area.

3. *Banner Prices*

Ms. Jones discussed the final banner quote and drafts. Mr. Lewis motioned to order the banners. Mr. Langston seconded the motion. The motion carried 5-0.

4. *Wayfinding Update - Tabled*

STAFF ANNOUNCEMENTS

Ms. Gorman has accepted the City Manager position but she and Ms. Jones will continue to work on the CRA as they have been.

Chamber of Commerce is having a fundraiser, Beers and Steers, on November 14, 2020. Discussed the CRA becoming a member of the Chamber.

FOCUS GROUP

Ms. Jones gave a presentation on the status of the Focus Group. After the presentation, the Board discussed the size of the theater. Mr. Matt Crandell from the Focus Group is willing to set up

conference calls with theater directors from around the country. Mr. Joe Walker from the audience (Walker and Associates, Inc.) pointed out the scope is the first thing that needs to be discussed because it is a large project and could get expensive if not managed correctly. Mr. Konstantino said there is money out there and it is important not to under build the theater. Mr. Crandell asked if \$5 million dollars sounds like a feasible amount for Williston. Mr. Lewis said, “not really”. He has concerns that the project is “laughed a”. He sees the struggles already with fundraising that are already overtaxed with fundraising. He would like to see a theater that benefits the youth and doesn’t fundraise from the local businesses which are already giving to the youth of the community.

Ms. Gorman discussed brining people back downtown to help a dying city come back to life. The challenge is going to helping the businesses to understanding the investment is going to come back to them. We need to create a destination and not rely on other businesses to make this happen. Ms. Gorman discussed some projects that are going on around the town and these people are going to need something to do or they are going to take their money to Gainesville.

Mr. Langston discussed the phases and he thinks if the project is phased it may be easier to get support of the community then a \$5 million project right off the bat. He thinks the community is more concerned about power outages then a theater. Mr. Williams said when talking about a multi-million dollar facility there is a perception that this is a dream project and the other plans like the parking lot will get sidetracked. He said, “the CRA could spend every meeting most of the time talking about that one project which should be handled by an associated entity.” He would like to end the Focus Group and get somebody who is actually planning. He wants to see somebody establish the foundation otherwise they are “spinning their wheels”. This is a small, poor town and the theater will not be taken seriously. All of the discussion on it is best done in a separate context. Ms. Gorman agrees but she wants the Focus Group to continue and so does Mr. Langston.

The Board discussed the future management and ownership of the theater. A 501(c)(3) needs to be established right away. Mr. Lewis said there is no money for this project and there never will be and suggested they give the building over to the 501(c)(3). Ms. Gorman said there is an opportunity to get the projects done with bonding or something. Mr. Lewis said even if we had a 50% increase in yearly revenue there is not enough money, especially with operating costs they are paying for the City. Ms. Gorman said there is opportunity in the contract with Walker and Associates, Inc. to help with the financing. Mr. Lewis stands by the fact that there is not enough money and the property owner at Block 12 hasn’t cooperated in the past and he doesn’t want anyone to spend any more time on the project if it isn’t feasible. Ms. Gorman said they should, “continue on until they can’t.” Mr. Williams addressed going before the City Council and asking for some major adjustments in the CRA charges for city services but he doesn’t want to do that unless they see significant progress with the parking lot.

Ms. Debra Jones (City Councilwoman) made the point that new foundations have difficulty getting funds when they have no history. Mr. Williams agreed and would like to see a Board established ASAP.

BOARD MEMBER ANNOUNCEMENTS

Mr. Williams congratulated Ms. Gorman for her new position as City Manager.

NEXT MEETING DATE(S) - November 9, 2020 at 5:30PM

ADJOURNMENT – 7:21 PM

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Laura Jones, Secretary

Nick Williams, Chair

**CITY OF WILLISTON
COMMUNITY REDEVELOPMENT AGENCY
SPECIAL MEETING
MINUTES**

**DATE: MONDAY, OCTOBER 26, 2020
TIME: 5:30 PM
PLACE: CITY COUNCIL CHAMBERS**

CALL TO ORDER AND ROLL CALL

Chairperson Nick Williams called the Community Redevelopment Agency meeting to order at 5:30 p.m. Roll Call was taken with the following Community Redevelopment Agency members present:

Nick Williams -Chair
Art Konstantino
Mike Langston

The following Community Redevelopment Agency members absent:
Jonathan Lewis – Treasurer
Ken Schwiebert -Vice Chair

OTHERS PRESENT

Jackie Gorman, City Manager
Laura Jones, City Planner

NEW BUSINESS

1. Block 12 Property Purchase – Pessso Parcel 0558100000

Ms. Jackie Gorman, City Manager, reviewed the plan for the parking lot on “Block 12” (block located between N. Main St., E. Noble Ave., NE 1st Ave., & NE 1st St.). Ms. Gorman contacted Mr. Michael Pessso to discuss the pressure washing project and she brought up the parking space Mr. Pessso owns that would help the City owned parking lot have a better flow. He offered it to the City for \$12,000. The price per SF at \$5.86/ SF is lower than they paid for the “Patrick Property” at \$7.50/ SF. Ms. Gorman recommends that they move forward to make the parking lot flow. Mr. Art Konstantino said the other properties were \$4.87/SF. Ms. Gorman said she worked with the appraiser to understand the value of CRA districts.

Mr. Nick Williams said this property is an important part of property for the parking lot and it is important to move forward without delay.

Mr. Konstantino asked about the price of property between the old Radio Shack and Pesso's property. He asked who owned the lot because it is behind the lot they are looking to buy and if that can be added. Ms. Gorman said it's an easement owned by the City.

Mr. Mike Langston made a motion to purchase the portion of property of parcel 0558100000. Mr. Konstantino seconded the motion. Motion passed 3-0.

NEXT MEETING DATE(S) - November 9, 2020 at 5:30PM

ADJOURNMENT – 5:45 PM

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Laura Jones, Secretary

Nick Williams, Chair

**CRA FUND
ACTUAL VS BUDGET
8.33 % Yr Complete For Fiscal Year: 2021 / 10**

G/L NO.	DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	VARIANCE	% OF BUDGET
REVENUES					
403-331-200	TAX INCREMENTAL REVENUE - CITY	112,465.00	0.00	(112,465.00)	0.00 %
403-331-300	TAX INCREMENTAL REVENUE - COUNTY	135,225.00	0.00	(135,225.00)	0.00 %
403-361-100	INTEREST INCOME	150.00	0.00	(150.00)	0.00 %
403-384-000	OTHER FINANCING SOURCES	264,408.00	0.00	(264,408.00)	0.00 %
403-385-000	SPECIAL EVENTS	0.00	200.00	200.00	0.00 %
TOTAL REVENUES		512,248.00	200.00	(512,048.00)	0.04 %
EXPENDITURES					
OPERATING & PERSONAL SERVICES					
403-552-010-014	OVERTIME	300.00	127.98	(172.02)	42.66 %
403-552-010-021	PAYROLL TAXES	3,588.00	299.85	(3,288.15)	8.36 %
403-552-010-022	RETIREMENT	1,184.00	67.11	(1,116.89)	5.67 %
403-552-010-023	LIFE & HEALTH INSURANCE	8,393.00	794.89	(7,598.11)	9.47 %
403-552-010-024	WORKER'S COMPENSATION	1,125.00	0.00	(1,125.00)	0.00 %
403-552-010-112	SALARIES & WAGES	46,608.00	3,887.48	(42,720.52)	8.34 %
403-552-030-031	PROFESSIONAL SERVICES	15,000.00	0.00	(15,000.00)	0.00 %
403-552-030-032	ACCOUNTING AND AUDIT	7,000.00	0.00	(7,000.00)	0.00 %
403-552-030-036	FINANCIAL SERVICES	16,363.00	0.00	(16,363.00)	0.00 %
403-552-030-040	TRAVEL AND PER DIEM	3,000.00	0.00	(3,000.00)	0.00 %
403-552-030-042	POSTAGE	200.00	0.00	(200.00)	0.00 %
403-552-030-154	DUES AND SUBSCRIPTIONS	175.00	795.00	620.00	454.29 %
403-552-030-248	ADVERTISING	1,000.00	0.00	(1,000.00)	0.00 %
403-552-030-254	TRAINING - SCHOOLS & SEMINARS	3,000.00	0.00	(3,000.00)	0.00 %
403-552-030-352	MATERIAL AND SUPPLIES	15,000.00	0.00	(15,000.00)	0.00 %
403-552-030-400	SPECIAL EVENTS	3,500.00	0.00	(3,500.00)	0.00 %
403-552-080-082	CRA - AID TO PRIVATE ORGANIZATIONS	10,000.00	0.00	(10,000.00)	0.00 %
TOTAL OPERATING & PERSONAL		135,436.00	5,972.31	(129,463.69)	(4.00) %
CAPITAL OUTLAY					
403-552-060-064	CAPITAL OUTLAY - CONTINGENCY	376,812.00	0.00	(376,812.00)	0.00 %
TOTAL CAPITAL OUTLAY		376,812.00	0.00	(376,812.00)	0.00 %
TOTAL EXPENDITURES		512,248.00	5,972.31	(506,275.69)	(1.00) %
EXCESS REVENUES OVER/UNDER EXPENDITURES		0.00	(5,772.31)	(5,772.31)	0.00 %

CRA Fund - FY 2020/21 Budget

Number	Description	FY2021 Budget	% Budget Incr (Decr)
REVENUES/SOURCES			
403-331-200	Tax Incremental Revenue City	\$ 112,465	19.8%
403-331-300	Tax Incremental Revenue - County	135,225	0.0%
403-361-100	Interest Income	150	-25.0%
403-366-000	Donations	-	n/a
403-385-000	Special Events	-	n/a
403-384-000	Use of Fund Balance	264,408	-13.9%
TOTAL REVENUES/SOURCES		512,248	-4.5%
EXPENDITURES/USES			
403-552-010-014	Overtime	300	0.0%
403-552-010-021	Payroll Taxes	3,588	-0.4%
403-552-010-022	Retirement Contributions	1,184	-35.3%
403-552-010-023	Life & Health Insurance	8,393	9.3%
403-552-010-024	Worker's Compensation	1,125	-2.9%
403-552-010-112	Regular Salaries	46,608	-0.4%
Total Personal Services		61,198	-0.2%
403-552-030-031	Professional Services	15,000	0.0%
403-552-030-038	Software Maintenance	-	-100.0%
403-552-030-037	Information Technology Services	-	-100.0%
403-552-030-246	Building Maintenance	-	-100.0%
403-552-030-032	Auditing Fees	7,000	16.7%
403-552-030-036	Financial Services	16,364	-31.3%
403-552-030-040	Travel And Per Diem	3,000	0.0%
403-552-030-042	Postage	200	0.0%
403-552-030-154	Dues & Subscriptions	175	0.0%
403-552-030-248	Advertising	1,000	0.0%
403-552-030-254	Training - Schools & Seminars	3,000	0.0%
403-552-030-352	Materials And Supplies	15,000	0.0%
403-552-030-400	Special Events	3,500	0.0%
Total Operating Expenditures		64,239	-14.0%
EXPENDITURES/USES (continued)			
403-552-060-064	Capital Outlay - Projects	376,812	3.5%
403-552-060-061	Patrick Property	-	n/a
403-552-060-063	Capital Outlay - Heritage Park	-	-100.0%
403-552-060-066	Veteran's Memorial Park	-	n/a
Total Capital Outlay		376,812	-3.5%
403-552-080-082	Facade Grant	10,000	0.0%
Total Non-Operating Expenditures		10,000	0.0%
TOTAL EXPENDITURES/USES		512,248	-4.5%
REVENUES OVER (UNDER) EXPENDITURES		\$ -	n/a

CITY OF WILLISTON

The City of Williston
CRA invites you to an
Informational Luncheon
focusing on our
downtown, on December
11, 2020 from 1pm to
3pm

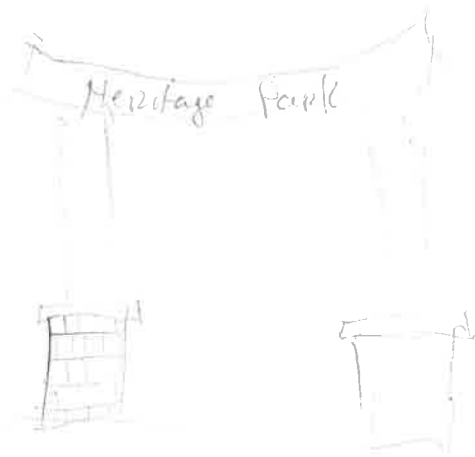
THE GATEWAY TO ALL THINGS GOOD

from
ideas to
reality

Meet the Team
including CRA Board, Architects,
Foundation Members, SBA
Outreach Representatives,
and City
Representatives

Food will be provided by Sister's
Place. Please RSVP if you are
interested in joining us for lunch by
December 5, 2020 to Nicole Bouse
at 352-528-3060 Ext. 106

"The Gateway to all things good"



WILLIAMS
SCOTSMAN

An ALGECO SCOTSMAN Company

800.782.1500





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