

City of St. Petersburg
Committee of the Whole
Meeting of December 1 @ 3:00 p.m.
City Hall - Room 100

A. Call to Order – Council Chair Amy Foster

B. Discussion Item

*a. **South St. Petersburg CRA Grant Program (referred 8/11/16)***

Dave Goodwin, Director, Planning & Economic Development
Rick Smith, CRA Coordinator

*b. **TIF Sunshine and Accountability Ordinance discussion (referred 8/25/16)***

C. Next Meetings – **December 15, 2016 @ 8:00 a.m.**, City Hall - Room 100
Pier Update

December 15, 2016 @ 10:30 a.m. City Hall – Room 100
Setting of Council 2017 Calendar; Election of Chair and
Vice-Chair

D. Adjournment

ST. PETERSBURG CITY COUNCIL
Committee of the Whole

Meeting of December 1, 2016

TO The Honorable Amy Foster, Chair and Members of the Committee of the Whole

THRU Dave Goodwin, Director, Planning and Economic Development

FROM Rick D. Smith, CRA Coordinator

SUBJECT Revisions to the South St. Petersburg CRA TIF Grant Process

At its August 11, 2016, City Council approved budget amendments to the Redevelopment Trust Fund for the South St. Petersburg Community Redevelopment Area that enabled the City to fund more than 30 grant applications totaling over \$330,000 in awards. As part of its review, several City Council members expressed concerns over the process and the transparency of the decision-making process in approving awards.

To remedy these concerns, City Administration is recommending a few modifications to the process, including 1) the establishment of the South St. Petersburg CRA Grant Review Committee (Committee); 2) creation of a scoring and evaluation system to be used by the Committee; and 3) amending existing programs to create job creation and targeted industry bonus awards.

South St. Petersburg CRA Grant Review Committee

City Administration is proposing that the Committee evaluate and score grant applications that are submitted as part of the annual grant cycle. The Committee will be comprised of the City Council members from District 6 and District 7, two members of the Citizen Advisory Committee for the South St. Petersburg CRA as well as two City staff. Economic Development staff will manage the process and provide staffing for the Committee.

The Committee will have final authority to approve grant awards for applications requesting less than \$50,000. On grant application requests for \$50,000 or more, the Committee will make a recommendation to City Council, who will make the final decision. They will also make recommendations to City Council on multiyear rebate programs. Applications for these programs can occur throughout the year and the Committee will meet as needed.

Administration has tentatively scheduled these and other approvals to take place in February 2017. The schedule for the FY2017 grant process is proposed as follows

1. **February 7, 2017.** CAC recommendations on budget and TIF program amendments.
2. **February 16, 2017.** City Council action on budget and TIF program amendments.
3. **~February 27, 2017.** Notice of CRA Grant Funding Availability.
4. **~April 28, 2017.** Deadline for receipt of CRA grant applications.
5. **~June 5, 2017.** Transmittal of CRA grant applications to Committee.
6. **~Week of June 26, 2017.** Grant Committee meeting and ranking.
7. **~July 2017.** Execution of grant agreements with awardees.

Please see Attachment 2 for an overview of FY2017 activities related to the CRA grant cycle.

Recommendation

City Council provide feedback on the proposed revisions to the South St. Petersburg CRA grant process and programs before City Administration moves forward with any changes.

Attachments: Draft Commercial Grant Ranking Criteria
 Overview of FY2017 Draft CRA Grant Cycle Activities

Commercial TIF Grant Ranking Criteria
South St. Petersburg CRA

Evaluation Criteria	Max Score
Aesthetics and Codes Compliance	
Project requires building permit or site plan approval and will meet applicable codes.	5
Project Type Site Improvement Only (landscape/parking/lighting)- 5 points Principal Building Only (façade and visible side elevations) – 10 points Both Site and Building – 15 points	5 to 15
Project will provide improvements on street-facing elevation of building. These can include storefront windows, painting, lighting,	5
Project will remedy code violations identified by City's Codes Compliance Department.	10
Project will improve handicapped accessibility by adding ramp, widening entrances, and/or providing an enhanced parking space (resurfacing and striping, landscaping, or relocation).	10
Proposed work is on a locally designated historic landmark.	20
If parking lot only, project meets or exceeds City LDRs for landscaping, drive aisle widths, stormwater retention, etc. City zoning staff will provide a letter confirming proposal meets or exceeds.	10
Applicant has taken at least one class at the City's Greenhouse.	5
Leverage and Match	
City grant support will pay for less than 33 percent of total investment	10
Extent of prior private investment by applicant in South St. Petersburg CRA within the last 5 years without City assistance. Includes investment in construction and equipment, which must be documented with submission of invoices and receipts and construction value information from Construction Services. \$10,000 to \$25,000 – 5 points \$25,00 to \$50,000 – 10 points \$50,00 to \$75,000 – 15 points +\$75,000- 20 points	5 to 20 Based on investment

Commercial TIF Grant Ranking Criteria
South St. Petersburg CRA

Evaluation Criteria	Max Score
Applicant has documented the financial capacity to start the project immediately upon execution of grant agreement through a letter of credit, bank statement or other relevant document(s).	10
Location	
Project is located along a Priority Commercial Corridor selected by the CAC for the given grant cycle.	30
Project will revitalize a property identified as a perceived or actual source of contamination by the City's Brownfields Assessment Grant.	10
Project is located within Deuces Live or Grand Central Florida Main Street Districts.	5
Project is located on same block and/or block face as a project completed within the past year or with an approved building permit.	5
Project is located at the intersection of arterial and/or collector roadways as identified by the City's Official Street map.	10
Sustainability and Green Building Practices	
Project has had a free energy assessment from Duke Energy and will implement at least one recommendation.	5
Project will incorporate energy efficient practices including energy efficient interior and exterior lighting where applicable.	10
Project will use water conservation programs and practices like low flow toilets/fixtures, free water-efficient spray valves for restaurants, and other high efficiency appliances such as Energy Star.	10
Project Use	
Project will add new commercial or industrial space.	10
Project will enable the re-occupancy of previously vacant/boarded space.	5
Project will enable shared parking facilities along a Primary Commercial Corridor in the CRA. (A "shared" parking facility is one allowing employees or customers from businesses on other properties to park.)	10

Commercial TIF Grant Ranking Criteria
South St. Petersburg CRA

Evaluation Criteria	Max Score
Replaces nonconforming or grandfathered use with one permissible in the City's Land Development Regulations. (Grant payment by City is contingent upon the eventual occupant being deemed a "Permitted Use".)	10
Project will enable a nonconforming use to continue.	Excluded
Project will enable a grandfathered use to continue.	Excluded
Project will adaptively reuse/redevelop old motel complexes in the CRA.	10
Applicant is an owner-occupied business within the CRA.	5
Applicant has been in business at current location for two or more years.	5
Applicant will provide a social service(s) to the CRA such as child care (other than family day care), early childhood education, and workforce development.	10
Project is for a building that serves as a live-work space in a mixed use district, where the funding for the work space cannot be clearly differentiated from the rest of the building.	Excluded
Request is for work on a new building, expansion or substantial renovation constructed within the five years prior to grant application.	-10
Grant Award Bonus	
Requires City Council approval of amendment to programs.	
Number of new full-time jobs created by project. Bonus awarded one year after project completion.	\$1,000 per job up to \$10,000
Project retains or hires CRA resident(s). Bonus awarded one year after project completion.	\$1,500 (exist) \$3,000 (new)
Using contractor with SBE certification with City. Awarded when use of SBE contractor is documented.	\$10,000
Project will allow occupancy of building by a targeted industry user identified in the Grow Smarter Initiative. Industries are Financial Services, Advanced Manufacturing, Marine and Life Sciences, Data Analytics, and Creative Arts and Design. Awarded when occupancy verified.	\$10,000

I. Appointment of a TIF Grant Review Committee

- a. The TIF Grant Review Committee (Committee) will be comprised of City Council members from District 6 and District 7, two members of the CAC for the South St. Petersburg CRA as well as two City staff. The Committee will have the final authority to decide grant awards of less than \$50,000. Awards exceeding \$50,000 will also be sent to City Council for approval. ED will manage the process and provide staff for the TIF Grant Review Committee.
- b. TIF Grant Review Committee will also make recommendations to City Council on multiyear rebate programs. Applications for these programs can occur throughout the year and the Committee will meet as needed.

II. Grant Application Submission and Review Time Frames for FY2017

- a. Committee of the Whole review of TIF grant process – December 1st
- b. Budget and program amendments recommended by CAC in February 2017
- c. Budget and program amendments approved by City Council in February 2017
- d. Community meeting at February 2017 CAC meeting or at special meeting in March 2017
- e. Notice of Funding Availability in February
- f. Additional public outreach and education on grants – February through April deadline
- g. Deadline for Receipt of TIF Grant Applications - ~ April 15th
- h. Internal review and packaging of grant materials –May 15th
- i. Grant Review Committee meeting – June 2017
- j. Execute grant agreements – July 2017

III. Budgeting for FY2017

- a. CAC will recommends funding amounts devoted to Workforce, Housing, and Business/Commercial Development initiatives in February 2017

- b. CRA recommends and City Council approves funding amounts devoted to Workforce, Housing, and Business/Commercial Development initiatives – February 2017

IV. Public Outreach and Education

- a. Classes at Greenhouse – once a month for nine months; weekly during grant “season”
- b. Greenhouse Corridor Program (ongoing)
- c. Rack cards for each program – ease of distribution
- d. Monthly office hours at Enoch Davis and Childs Park YMCA – weekly during grant “season”
- e. February 2017 – announce date for Notice of Funding Availability
- f. February to April 2017 – ramp up notices and outreach during grant “season”