

**RESOLUTION NO. 19-005**

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF BRADENTON BEACH, FLORIDA, ADOPTING GRANT PROGRAM APPLICATION FOR THE COMMUNITY REDEVELOPMENT DISTRICT; PROVIDING FOR CODIFICATION, PROVIDING FOR REPEAL OF ORDINANCES AND RESOLUTIONS IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Article VIII, Section 2 of the Florida Constitution provides that municipalities shall have governmental, corporate, and proprietary powers to enable municipalities to conduct municipal government; and

**WHEREAS**, Chapter 166, Florida Statutes, the “Municipal Home Rule Powers Act,” implements the applicable provisions of the Florida Constitution and authorizes municipalities to exercise any power for municipal purposes, except when expressly prohibited by law and to enact ordinances and resolutions in furtherance thereof; and

**WHEREAS**, the City of Bradenton Beach Community Redevelopment Agency (“CRA”) was established in 1992 by the City Commission of the City of Bradenton Beach pursuant to Part III, Chapter 163, Florida Statutes;

**WHEREAS**, the CRA has adopted a plan setting forth projects and plans for the use of Tax Increment Revenue funds;

**WHEREAS**, the CRA has identified the use of grant funds to local residences and businesses to eliminate blight, beautify, and revitalize the Community Redevelopment District within the City of Bradenton Beach;

**WHEREAS**, the CRA desires to establish certain requirements and guidelines as it relates to the award of grant funds; and

**WHEREAS**, the Community Redevelopment Agency has determined that the enactment of this Resolution is for a proper municipal and CRA purpose and in the best interest of the CRA District of the City.

**NOW THEREFORE, BE IT ORDAINED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF BRADENTON BEACH, FLORIDA**, as follows:

Section 1. Findings of Fact. The foregoing WHEREAS clauses set forth above are adopted herein as findings of fact.

Section 2. Approval and adoption of the Grant Policy. That the Grant Policy as set forth in Exhibit "A", and as may be amended, a copy of which is on file in the Office of the City Clerk, is hereby approved and adopted. This Policy also allows for an Applicant to request a waiver of Building and Planning Department application fees for projects approved by the CRA under this Resolution. Said waiver must be submitted by the Grant Applicant to the City Commission for review and consideration.

Section 3. Repeal of Ordinances and Resolutions. Any ordinance or resolution in conflict herewith, to the extent of such conflict, is hereby repealed.

Section 4. Severability. In the event, any Section, Paragraph, Sub-Paragraph, Sentence, Clause, Phrase or Word of this Resolution shall be called invalid, illegal or unenforceable by a Court of competent jurisdiction, such declaration shall not effect the validity of the remaining portions hereof.

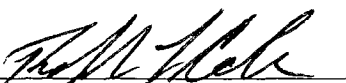
Section 5. Scrivener's Errors and Renumbering. Staff shall be vested with the authority to correct any scrivener's errors and to renumber this Resolution.

Section 6. Effective Date. This Resolution shall become effective immediately upon adoption or as provided by law.

**PASSED AND DULY ADOPTED** with a quorum present and voting this

7<sup>th</sup> day of August  
August, 2019.

CITY OF BRADENTON BEACH, FLORIDA, BY AND THROUGH THE  
COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF  
BRADENTON BEACH.

BY:   
Ralph Cole, Chairman

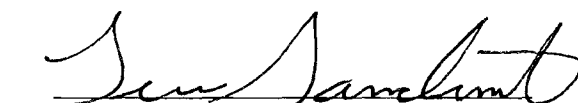
ATTEST:   
City Clerk, Terri Sanclemente

EXHIBIT A

**PUBLIC RECORDS NOTICE:** Please note that the City of Bradenton Beach CRA is a public agency. As such, the CRA is governed by Section 119.07, Florida Statutes, popularly known as the “Florida Public Records Law.” Any documents provided by the Applicant may be subject to production by the CRA upon receipt of a public records request, subject to any exemptions provided by Florida Law.

**PURPOSE:**

The CRA Grant Program is instituted to encourage property owners to make a substantial investment in the community redevelopment area, and to make improvements within or adjacent to the public rights-of-way of residential and commercial buildings, specifically:

1. Improving both the physical appearance of the redevelopment area and the property values/marketability of surrounding properties;
2. Improving existing properties and their value; and
3. Creating an improved infrastructure on both public and private land.

**DESCRIPTION OF THE PROGRAM:**

The CRA Grant Program is an incentive program in which the CRA reimburses a private for-profit organization up to 100% of the costs of eligible site improvements for an eligible residential or commercial project, up to an amount not to exceed \$4,000.00. Qualified improvements may be either on private land or on the public right-of-way (with City approval), or both. Reimbursement will occur after the entire project, including the building structure, is complete.

**ELIGIBLE REIMBURSEMENT COSTS:**

Applications for the CRA Grant Program will be accepted starting on October 1, 2019.

Costs eligible for reimbursement may include, but are not limited to, the following (Please note that any improvements made on public property shall be approved by the City):

1. Landscaping, irrigation, exterior site lighting, sidewalks, fences, site walls, permanently affixed site furniture, bicycle racks, etc., located on either public right-of-way adjacent to the private development, or on a portion of the private property that is accessible to the public.
2. Public right-of-way improvements along a street or alley and adjacent to the private development, including paving, sidewalks, curb and gutters, storm drainage systems and, on-street public parking spaces.
3. Signage, including street signage, directional signage, monument signs, and tenant signage. Signage must be approved by the City and CRA.
4. Decorative exterior façade improvements.
5. Painting.
6. Shutters, Awnings, and Canopies.
7. ADA Improvements.
8. Murals/Public Art.
9. Front Porches.

Ineligible work:

1. National Franchise.
2. Properties exempt from property taxes.
3. Structural foundations.
4. Non-permanent fixtures.

5. Interior improvements.
6. Security systems.
7. Any other project or work deemed unacceptable by the CRA.

**ELIGIBILITY REQUIREMENTS:**

Applicants must meet all of the following requirements in order to be eligible to receive assistance through the CRA Grant Program:

1. Proposed projects must be within the boundaries of the CRA District.
2. Non-profit and Entities subject to Property Tax Exemptions are not eligible for the CRA Grant Program.
3. Applicants must be able to demonstrate that they have the approval or authority to make improvements to the property.
4. Property subject to a CRA Grant shall be free of all municipal and county liens, judgment or encumbrances of any kind and must remain free of all municipal and county liens, judgments or encumbrances of any kind during the term of the award.
5. Property subject to a CRA Grant shall not have any pending code enforcement violations.
6. Exterior improvements must adhere to all Federal, State, and Local requirements.
7. Improvements must support the objectives and goals of the CRA Plan.

**AWARD CRITERIA:**

1. Visual impact to the CRA District.
2. Commitment of the applicant(s) to complete the project.
3. Contribution of project to the economic vitality of the CRA District.
4. Enhancement of property appearance.

5. Retention of historic features.
6. Availability of program funding.
7. Consistency with the CRA Plan.

**APPROVAL OF CRA GRANT FUNDING REQUEST:**

After all required documentation has been submitted and reviewed by staff, a Resolution of Grant Award, including a recommended maximum funding amount, will be presented for CRA consideration. Applicants are strongly encouraged to be present at the CRA Board meeting, prepared to present its improvement proposal and to answer questions by the CRA Board. Following CRA Board approval of the funding request, the Applicant shall be bound to the following conditions:

1. Start of Construction – Construction shall start within the timeframe specified in the Grant Resolution. If construction does not start within the specified time frame, the Grant Resolution may be terminated.
2. Payments – Subject to the terms and conditions of the Grant Resolution, the CRA funds for reimbursement of eligible and pre-approved expenses shall occur only after the following milestones are met:
  - a. The entire project, including the building structure, has reached completion;
  - b. To receive reimbursement grantees must provide the following:
    - i. Detailed invoice(s) from the contractor or vendor corresponding to the completed approved improvements.
    - ii. Proof of payment in the form of a cancelled check (front and back) or credit card statement clearly indicating that payment for the specific item has been made. Payment amounts must correspond with invoice amounts.

- iii. Cash payments may not be reimbursed if CRA staff cannot conclusively verify that payment was made.
  - c. The project has been included on the Manatee County property tax rolls and is shown to be generating tax increment revenues to the CRA District;
  - d. Verification is submitted that the property taxes have been paid.
3. Site Visits – CRA staff will conduct site visits before the reimbursement payment is made in order to verify that improvements are complete as presented in the approved application. Staff may also conduct unannounced periodic site visits in order to ensure compliance with the terms of the Grant Agreement.

**APPLICATION:**



Address of Property to be Improved:

\_\_\_\_\_

Parcel ID: \_\_\_\_\_

Current Use(s) of Property (Office, retail, residential, rental)

\_\_\_\_\_

Name of Property (if any): \_\_\_\_\_

Applicant's Name\*: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Applicant's Phone Number: \_\_\_\_\_

Applicant's E-mail: \_\_\_\_\_

Property Owner's Name\* (if different from Applicant. Notarized consent of property

owner is required.):

\_\_\_\_\_

Property Owner's Address: \_\_\_\_\_

Property Owner's Phone Number:

\_\_\_\_\_

Property Owner's E-mail: \_\_\_\_\_

\*If the business is a partnership, attach a sheet listing name, address, and telephone number of each partner.

\*If the business is a corporation, attach a sheet listing name, address, and telephone number of each shareholder and officer who owns any portion of the corporate stock. Publicly held companies are exempt.

Anticipated Cost of all improvements on site:

\_\_\_\_\_

Anticipated Amount to be requested from the CRA:

\_\_\_\_\_

For façade grant requests:

Please provide a brief description of the planned façade improvement:  
[attach sheets as necessary]

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Attach a drawing or rendering of the planned façade improvements, as well as any additional descriptive material. Attach at least two (2) photos of the building façade in its current condition.

**CHECKLIST:**

Every application package must include the following items before it will be processed and considered for approval:

- Signed and completed application form.
- Copy of executed commercial lease (if tenant) or warranty deed (if owner).
- If applicant is a tenant, signed and notarized authorization by property owner is required.
- Legal description of the property.
- Narrative description of entire project being undertaken, including sources of financing.
- Detailed budget for entire project with breakdown of landscape improvements for which reimbursement is being requested from CRA.
- Preliminary schedule.
- Photograph of existing conditions with at least one photo showing adjacent properties.
- Site plan or survey that accurately reflects the existing property. Please note that site plans do not need to be complicated or sealed by a licensed professional unless the project requires a development approval required by the City of Bradenton Beach Building and Planning Department.
- Preliminary landscape plan identifying types and location of materials and irrigation plan.

**REPRESENTATIONS OF APPLICANT:**

The Applicant, by signing and submitting this Application expressly warrants and agrees to the following:

1. Applicant will comply with federal, state and local rules and regulations with respect to the use of the Grant.
2. Applicant will cooperate fully with the CRA in implementing the terms and conditions of the Grant.
3. Applicant has full authority to make the improvements to the property.
4. Applicant will provide the CRA with periodic status reports.
5. Applicant will promptly accommodate any CRA request for information with respect to the Grant.
6. Applicant covenants that no person or entity under is employ, presently exercising functions or responsibilities in connection with this grant, has any personal financial interest, direct or indirect, with the City of Bradenton Beach or the Community Redevelopment Agency.
7. All grant recipients must complete a W-9 Tax Form and will receive a 1099 Tax Form for their award.
8. No improvements made with the use of CRA Grant funds may be removed for up to three years without the express authorization of the CRA. Removals will result in reimbursement by the then-current property owner/tenant of all CRA Grant funds issued to the Applicant.

**APPLICANT'S SIGNATURE**

\_\_\_\_\_  
Applicant's Name (Printed or Typed)

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**STATE OF FLORIDA**

**COUNTY OF \_\_\_\_\_**

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by

\_\_\_\_\_, who is personally known to me or has produced \_\_\_\_\_ as identification and

who, after being first duly sworn, acknowledged before me that he/she executed the same as his/her free act

and deed.

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
Printed Name

My Commission Expires: \_\_\_\_\_

Witness our hand(s) and seal(s) this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_