

**CITY OF WILLISTON
COMMUNITY REDEVELOPMENT AGENCY
AGENDA**

**DATE: June 11, 2018
TIME: 5:30 P.M.
PLACE: Council Room**

CALL TO ORDER

ROLL CALL

COMMUNITY REDEVELOPMENT AGENCY COMMITTEE MEMBERS:

Ken Schwiebert-Chair
Nick Williams-Vice Chair
Art Konstantino
Jonathan Lewis
Lisa Huigens

OTHERS:

Josie Lodder, City Planner
Latricia Wright, Agency Secretary

ITEM 1- APPROVAL OF MINUTES – May 14, 2018--

ITEM 2- OLD BUSINESS

- A. Veteran's Memorial –Approval of McMillen Surveying, Inc.- Dr. Schwiebert
- B. Sidewalk Update from members

ITEM 3- NEW BUSINESS

- A. SIGNAGE-- CITY PLANNER
- B. PARKING NW MAIN ST.—CITY PLANNER

ITEM 4- PUBLIC COMMENT

ITEM 5- COMMITTEE MEMBER ANNOUNCEMENTS –

ITEM 6- NEXT MEETING DATE – July 9, 2018

ITEM 7- ADJOURNMENT

NOTICE:

IF A PERSON DECIDED TO APPEAL ANY DECISION MADE BY THIS COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, HE WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE, THEY 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.

Community Redevelopment
Agency

Seat	Name	Term Begin	Term End	Resolution
1	Art Konstantino	03/16/2015	03/15/2019	2015-15
2	Dr Ken Schwiebert	3/17/2017	3/16/2021	
3	Jonathan Lewis			2018-06
4	Lisa Huigens	05/01/2016	05/01/2020	2016-22
5	Nick Williams	3/17/2015	3/16/2019	2015-06

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MINUTES**

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PLACE: Council Room

CALL TO ORDER – AT 5:30 P.M.

ROLL CALL

COMMUNITY REDEVELOPMENT AGENCY COMMITTEE MEMBERS:

Ken Schwiebert-Chair
Nick Williams-Vice Chair
Art Konstantino
Jonathan Lewis
Lisa Huigens -- excused

OTHERS:

Josie Lodder, City Planner
Latricia Wright, Agency Secretary

ITEM 1- APPROVAL OF MINUTES – April 9, 2018-- Jonathan Lewis moved to approved minutes with corrections. Art Konstantino seconded. Motion carried.

ITEM 2- OLD BUSINESS

- A. Veteran’s Memorial Dedication -- Chair Schwiebert** discussed with the agency the upcoming dedication. Chair Schwiebert told the agency that he and Carolyn Ten Broeck will be doing the program and will need help from the agency. Chair Schwiebert said he has the JROTC color guards and the Marine Core League attending. Jonathan Lewis said he would take care of the beverages which include water and punch for the event. Dr. Schwiebert suggested that the CRA agency pay for a brick. So far there have been approximately 705 pavers placed at the memorial and there is room for 260 more pavers. Dr. Schwiebert also told the agency that he has secured donations for the marble chips and 4 cherry plum trees. Jonathan Lewis moved to purchase a ½ page ad to invite people to the dedication. Nick Williams seconded. Motion carried.

ITEM 3- NEW BUSINESS

A. FAÇADE GRANT

- A. APPLICANT:** JOEL AND JUNE MARTIN
B. LOCATION : 1310 N. MAIN ST. WILLISTON, FL

Applicant not present. Nick Williams discussed that the scoring report should be scored by the agency as well as the City Planner like it has been done in the past. Nick Williams moved to table this item until the next CRA meeting and have the agency members bring in their scoring on this application to the next meeting. Motion died. After much discussion Art Konstantino motion to accept Joel and June Martin application on contingency that the work has not started as of May 12th, 2018. Jonathan Lewis seconded. Motion carried 3-1.

B FAÇADE GRANT

C. APPLICANT: NORM D. FUGUATE

D. LOCATION : 248 NW MAIN ST. WILLISTON, FL

Mr. Fugate withdrew his application due to work already completed at the location listed above and Nick Williams withdrew his motion, which was: Nick Williams moved to reject the application submitted by Norm Fugate because it violates the rule of the facade grant which is work being completed before application is approved. Art Konstantino seconded. Jonathan Lewis said it should be tabled until we get more information. Agency agreed that applicants should know that the application has to be approved before the work can be started or completed. Agency will work on the wording so applicant are made aware of this requirement.

C.SIDEWALKS—REVIEW – Nick Williams said he was not sure which sidewalks have been replaced. Each agency member were asked to review all the sidewalks and bring back a report to the next meeting as to which ones that think needed to be replaced.

ITEM 4- PUBLIC COMMENT – NONE

ITEM 5- COMMITTEE MEMBER ANNOUNCEMENTS – -- Art Konstantino said he would like to see the agency and the city communicate more. Jonathan Lewis said he wanted to thank Dr. Schwiebert for all the hard work he has done on the veteran’s memorial. Nick Williams complimented Dr. Schwiebert as well on the work he’s done on the memorial.

ITEM 6- NEXT MEETING DATE – June 11, 2018

ITEM 7- ADJOURNMENT – Meeting adjourned at 7:12 p.m.

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McMillen Surveying, Inc.

15 S.E. 5th Street
Williston, FL 32696
352 528-6277

Invoice

Date	Invoice #
6/1/2018	1524

Bill To
City of Williston 50 N.W. Main Street Williston, Florida, 32696

Project Number
2018-255a

Description	Amount
Topographic Survey of a portion of Block 2, Heritage Park lying in section 31, township 12 south, range 19 east, Levy County, Florida. for: CRA - Veterans Memorial As-Built	1,025.00
Please remit to above address.	Total \$1,025.00

Community Goal
Improve the Quality of Life in Williston



Objective
Improve the Aesthetics and Experience of Williston

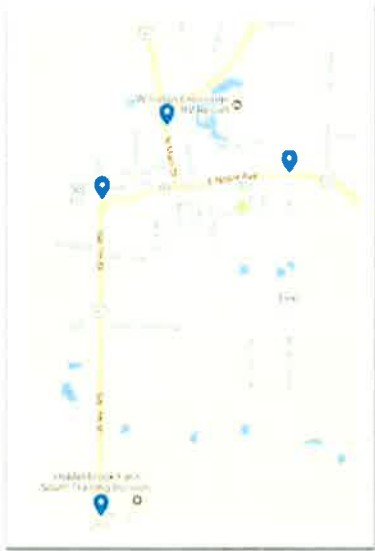
Aesthetic Improvements

One of Williston’s key assets is its small-town feel with select amenities of a larger city. Capitalizing on this quality, including its aesthetics, events and scale, the following recommendations address the visual and functional elements of economic development. Improving the aesthetic of the community aids in welcoming visitors and stimulates additional investment. With regard to aesthetics, the image of the Community should reflect the history and character of the community while celebrating the arts. The Economic Development Vision specifically reflects on the quaintness and welcoming nature of the City.

Actionable Projects

- *Wayfinding and General Signage*
- *Streetscape Improvements*
- *Façade and Sign Improvements*
- *Design Guidelines*
- *Vacant Storefronts*
- *Code of Ordinances*
- *Historic Properties*

Wayfinding and General Signage



One of the first visual welcoming cues is gateway signage. The Community should design and install coordinate signage that reflects its welcoming nature, visitors should have a clear sense of wayfinding. Signage and public art should be developed that provide a sense of arrival at the major gateways into town. These gateways may be placed at the following locations: the intersection of Hwy 27 and 121; West Noble and SW 7th; US 41 and SW 21st and Hwy 27 and NE 10th.

Wayfinding signage is crucial for the community given the large number of visitors to the Nature Coast. These signs may direct visitors, residents and workers to government offices, the Williston Municipal Airport, Williston Industrial Park, Downtown, places of interest, tourism sites, amenities, and commercial nodes. This signage should be coordinated through some common element or theme to the wayfinding signs. Signage presents an opportunity for the Community to come together, through participation in design and raising of funds for implementation.



Façade and Sign Improvements

Simple façade improvements such as paint, repair, restoration of historic materials can all have a significant impact on the aesthetics and subsequent revitalization of the area. The City may contemplate re-initiating a façade improvement program that offers incentives to improve the exterior of the commercial buildings along the gateways. These incentives may include a matching grant or loan program, tax incentive or design assistance. The program may be led by the Community Redevelopment Agency (CRA) with additional members of the

community added to the selection committee (e.g., local bank, real estate rep, etc.). CRA funds could be used as the source and/or a match to apply for state and federal funding, Chamber of Commerce, and local business contributions. The program, when founded should have a clear purpose, target area, eligibility criteria, terms of the award, list of eligible activities, coordination with design guidelines (until local guidelines are established, the program may consider using the Secretary of the Interior's Standards for Rehabilitation and the application and selection process. Similar programs for sign improvements may be initiated that encourage repair and improvement or new signage and for landscaping improvements to beautify the streetscape.



Source: www.plannersweb.com

Design Guidelines

Design guidelines, as mentioned above, are a signal for the desired aesthetic for the City. They can shape the new development as well as renovations and rehabilitations of existing properties. The commercial development design requirements in the Williston Code of Ordinances (Sec. 60-64) provide a foundation for these guidelines but are limited to new structures and those improvements that exceed 50 percent of the tax appraised value. Façade improvement guidelines should be added. The Community should undertake the modification of commercial design guidelines for the gateways and commercial nodes and may later consider residential guidelines, particularly in established, historic neighborhoods. Collaborations with studios at institutions of higher education may be resource for modifying the guidelines with the assistance of the State.



www.plannersweb.com

Vacant Storefronts

The community input process indicated a desire to include the arts as part of the economic development process. In addition to supporting arts related enterprises, the arts can be celebrated in public and private spaces. As indicated earlier, public art should be incorporated into gateways, along streetscapes, and can serve as pop-up projects in vacant storefronts to

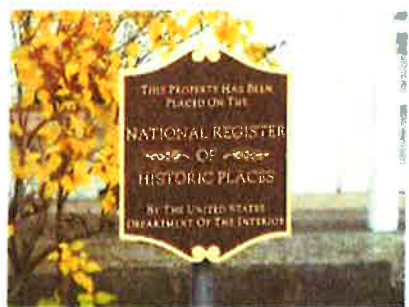
improve aesthetics as well as generate interest in the properties. These art installations may be simple window displays or may evolve into pop-up galleries with the permission of the property owners. The program could also utilize these spaces to display local tourist attractions, historical information and locally produced goods. The program would require a committee to work with property owners, have a clear program statement, recruitment strategy for displays and properties, application and selection process, terms for the installation, liability, etc. The City may seek funding for the project through public arts and culture and private arts foundation initiatives, tourism funds, and local businesses wishing to market their products/services.

Code of Ordinances

While incentives are the “carrot” for property improvements, code enforcement may be the “stick.” Building or signage that have fallen into disrepair may require a citation if not remedied. Amendments to the Williston Code of Ordinances may provide language to support such code enforcement actions. An additional amendment to consider is a “vibrant” commercial node ordinance. This type of ordinance would require that owners of vacant first-floor commercial properties temporarily rent their storefronts for non-income generating uses other than a nominal rental fee until permanent tenants are secured.

Historic Properties

Williston’s history is important to its identity. The city’s history is manifested in buildings and locations and should be celebrated and documented. As discussed during the public engagement process and outlined above, there are a number of historic properties in Williston



that may qualify for historic designation or recognition. The City may choose to form a committee or work through the Planning & Zoning Board to work with the Florida Department of State to evaluate designation of historic properties. This committee may find partnerships with the Levy County School district or University System of Florida to document historical places for tourism and general knowledge.