

City of Carrabelle  
Community Redevelopment Agency  
2015-2016 ANNUAL REPORT



**Submitted March 31, 2017**

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## **I. Introduction**

Pursuant to Section 163.356, Florida Statutes the governing body of the Carrabelle Community Redevelopment Agency (CRA) must file an Annual Report complying with Florida law on or before March 31, 2017. This report is intended to include a complete report of the Carrabelle Community Redevelopment Agency's (CRA's) activities for the preceding fiscal year. This report must also include a complete financial statement setting forth the CRA assets, liabilities, income, and operating expenses as of the end of such fiscal year. This report is submitted to Franklin County, as the local taxing authority, and will be available for the public to review during regular business hours (8:30-4:30 pm EST) at the City Clerk's Office located at 1001 Gray Ave., Carrabelle, FL 32301 beginning April 1, 2017. A notice to this effect shall be published in the Carrabelle and Apalachicola Times.

## **II. The Carrabelle Community Redevelopment Agency**

The Carrabelle Community Redevelopment Agency (CRA) was established in 1992 in accordance with Chapter 163, Art. III, Florida Statutes, commonly referred to as the Community Redevelopment Act of 1969. The Agency adopted the original Community Redevelopment Plan (Plan) in 1992 and recently updated the Plan in 2014 following extensive public participation designed to amend the Plan to reflect the changes that have taken place in the Community Redevelopment Area (District) since inception.

The Plan adopted by the CRA contains several elements, all of which are aimed at identifying and developing activities to eliminate and prevent the spread of blighted conditions and to develop workable programs to aid in rehabilitation, conservation, re-development and promote economic development within the Plan area.

As part of the recent update of the Plan, the governing body of the CRA elected to add two additional members to the Board pursuant to Section 163.357, F.S. Historically, the Board has consisted of only the five (5) elected City officials. It now consists of the statutory maximum seven (7) members. The addition of two members is intended to broaden the scope and increase participation within the CRA, as well as encourage additional public participation.

## **III. Successes and Accomplishments**

During the 2015-2016 Fiscal year, the CRA activities were extensive. After updating the CRA Plan the CRA has gotten down to work and is moving forward on a wide variety of projects authorized by the Plan. The CRA projects include but not limited to:

- Construction efforts associated with Stormwater improvements along Marine Street
- 4<sup>th</sup> Street Boatramp parking and improvements
- Repairs to the Marine Street Boardwalk
- Design and Planning for a 4<sup>th</sup> Street crosswalk over Hwy 98
- Veteran Park renovations
- Purchase and placement of Benches and Trashcans in the CRA District

- Purchase of Millender Property
- Beautification, landscape, and upkeep of CRA District.

In addition the CRA has continued its efforts to educate Board members and staff as to the duties and responsibilities in governance and operations of a Florida CRA. We anticipate that the Director and at least one member of the Board will complete the CRA certification training.

It is truly an exciting time for the Carrabelle CRA. The projects underway and as contemplated for funding over the next 2-3 years will serve as a strong foundation for the redevelopment and revitalization of downtown Carrabelle.

#### **IV. The Façade Grant Program**

The original CRA Plan did not provide for any grant funding of stakeholder improvements to property located in the redevelopment area. A Façade Grant Program has been adopted and implemented. Moving forward the Board will be discussing potential amendment of the program to provide funding mechanisms for a greater variety of redevelopment activities.

#### **V. Economic Development Efforts**

In 2015-2016 the CRA focused on development of a budget designed to accomplish a wide variety of revitalization and redevelopment activities. The redevelopment effort has revolved around infrastructure projects related to roadway, pedestrian and stormwater improvements. The cornerstone of the revitalization effort is the façade grant program and a variety of projects designed to revitalize and enhance coastal resort and tourist areas that have deteriorated or suffer from economic distress. Also, the CRA has actively been soliciting interest in the lease or purchase of The Moore House which is located on the highest point in Carrabelle and holds both historic and cultural value to the City and surrounding areas. The efforts have included circulation of a formal invitation to negotiate and consideration by the CRA of a number of informal proposals tendered by interested members of the public.

#### **VI. Promotional Efforts**

As part of promotional efforts within the Redevelopment District, the CRA will be considering the provision of assistance to local businesses that would like additional exposure and publicity. Along these lines, the CRA may coordinate grand openings of new businesses, or existing businesses that have undergone a reinvention or change in management. The types of assistance could include planning a ribbon cutting event, CRA staff designed and distributed invitations to City dignitaries and members of local government staff, the press or local celebrities. Staff may also provide assistance in marketing and promotion by way of press releases, media advisories, flyers, posters, and advertisement on City web sites and Facebook pages. A website and GIS informational resource is being developed to provide the public

with information about the CRA, regarding property in the CRA, activities of the CRA, and to implement many of the promotional efforts listed above.

**A. Agency Sponsored Events**

The CRA sponsored the Holiday on the Harbor event.

**B. Agency-Supported City Events**

The CRA did not sponsor or support any City events in fiscal year 2015-2016.

**C. Collaboration with Community Partners**

The CRA collaborated with representatives of the Carrabelle Waterfronts Partnership as part of the CRA Plan update process. The downtown waterfront in Carrabelle plays a crucial role in the economic development of business in the District and City as a whole. The majority of the projects approved and budgeted this fiscal year directly involve the waterfront or complement the waterfront. The CRA anticipates that this will remain a focus moving forward in hopes of capturing a larger segment of the tourism market in Franklin County. Many of the existing businesses in the CRA District incorporate the waterfront and associated traditional character in their business activities. The CRA will be actively seeking economic development opportunities upon which it can collaborate with local Community partners moving forward.

**VII. Financial Report**

A review of CRA finances for Fiscal Year ending September 30, 2016:

City of Carrabelle  
 Special Revenue Fund  
 September 30, 2016

Period Ending: 1/0/1900			
Trial Balance:			
Workpaper:			
Account	Description	UNA DJ	FINAL
			9/30/2016
<b>Group : [2000] Cash and cash equivalents</b>			
<b>Subgroup : None</b>			
02-109000	CCB Tax Increment Trust		500,751.00
<b>Subtotal :</b>			<u>500,751.00</u>
<b>None</b>			<u>500,751.00</u>
<b>Total [2000] Cash and cash equivalents</b>			<u><u>500,751.00</u></u>

<b>Group : [2500] Due from other funds</b>		
<b>Subgroup : None</b>		
02-132100	Due From General Fund	688,967.00
02-132201	DUE FROM GENERAL	0.00
<b>Subtotal :</b>		
<b>None</b>		<b>688,967.00</b>
<b>Total [2500] Due from other funds</b>		<b>688,967.00</b>

<b>Group : [2700] Prepaid</b>		
<b>Subgroup : None</b>		
02-110100	Prepaid Insurance	4,414.00
<b>Subtotal :</b>		
<b>None</b>		<b>4,414.00</b>
<b>Total [2700] Prepaid</b>		<b>4,414.00</b>

<b>Group : [4100] Accounts payable and accrued expenses</b>		
<b>Subgroup : None</b>		
02-202000	Accounts Payable	(4,388.00)
<b>Subtotal :</b>		
<b>None</b>		<b>(4,388.00)</b>
<b>Total [4100] Accounts payable and accrued expenses</b>		<b>(4,388.00)</b>

<b>Group : [5510] Fund Balance</b>		
<b>Subgroup : [5510.04] Unreserved, undesignated</b>		
02-1110	Retained Earnings	43,544.00
02-270000	Fund balance- Unreserved	(1,750,611.00)
		0) PY
<b>Subtotal [5510.04] Unreserved, undesignated</b>		<b>(1,707,067.00)</b>
<b>Total [5510] Fund Balance</b>		<b>(1,707,067.00)</b>

<b>Group : [R-6010] Taxes, licenses and permits</b>		
<b>Subgroup : None</b>		
02-311100	Tax Increment County Portion	(77,729.00)
02-311101	Tax Increment City Portion	(110,927.00)
02-363000	TAX INCREMENT RESERVE	0.00

<b>Subtotal :</b>		
<b>None</b>		<b>(188,656.00)</b>
<b>Total [R-6010] Taxes, licenses and permits</b>		<b>(188,656.00)</b>

**Group : [R-6020] Intergovernmental**

<b>Subgroup : None</b>		
02-39999	JMCO Grant Revenues	(391,621.00)

<b>Subtotal :</b>		
<b>None</b>		<b>(391,621.00)</b>
<b>Total [R-6020] Intergovernmental</b>		<b>(391,621.00)</b>

**Group : [R-6030] Other**

<b>Subgroup : None</b>		
02-361000	Interest Income	(1,917.00)
02-369900	Other Miscellaneous Revenue	0.00

<b>Subtotal :</b>		
<b>None</b>		<b>(1,917.00)</b>
<b>Total [R-6030] Other</b>		<b>(1,917.00)</b>

**Group : [X-6140] Culture and recreation**

<b>Subgroup : None</b>		
02-512100	Administrative Cost	63,970.00
02-512110	Landscape Maintenance Contract	36,450.00
02-512111	Sprinkler Maintenance	5,500.00
02-512112	Plant Replacement	19,229.00
02-512210	FICA	5,000.00
02-512300	Accounting and Audit	11,715.00
02-512341	Training	1,627.00
02-512400	Travel	1,428.00
02-512430	Utilities	14,394.00
02-512451	Liability Insurance	4,376.00
02-512452	Property	0.00
02-512465	Maint. And Repair	5,653.00
02-512470	Advertising	4,420.00
02-512490	Other Charges and Obligations	3,754.00
02-512510	Supplies - Office	2,117.00
02-512540	Books Publications Memberships	175.00
02-512550	Legal Counsel	5,250.00
02-512560	Consulting Fees	7,911.00

02-512601	Marine St Stormwater Grant	0.00	
02-512602	4th st Boatramp Parking	0.00	
02-512603	Welcome Park Renovations	0.00	
02-512604	Repair Old Police Booth	0.00	
02-512605	Repair Boardwalk	0.00	
02-512606	4th St Crosswalk	1,898.00	
02-512607	Vets Park Renovations	3,270.00	
02-512608	Park Equipment	500.00	
02-512609	Resurface SE Ave B & 1st St	0.00	
02-512610	Waterfront Dock Repair	0.00	
02-512611	12th St Sidewalk Connect	0.00	
02-512612	Fish Trophy Sign	0.00	
02-512613	Media and Website for CRA	700.00	
02-512615	CDBG NW AVE B PROJECT	0.00	
02-512620	Street Signs / Lot Clean Up	3,100.00	
02-512700	Facade Grant	57,956.00	
02-512801	Holidays	2,500.00	
02-512802	Promotional Support	0.00	
02-512803	Concerts Events	3,975.00	
02-512850	Land Acquisition	0.00	
02-512860	Replace Street Lights on Marine	3,498.00	
	Land Acquisition - Blighted Property/Vacant		0.0
02-512861	Lots for Parking		0
02-542490	Other Current Charges and Oblig	656.00	
02-6240	Miscellaneous	450.00	
02-6270	Professional Fees:6280	0.00	
02-8010	Other Expenses	0.00	

**Subtotal :**

**None**

**271,472.00**

**Total [X-6140] Culture and recreation**

**271,472.00**

Group : [X-6300]

Capital Outlay

**Subgroup : None**

02-541600 Capital Outlay - ST & RD

641,810.00



02-542000	Capital Outlay - Phy Env	0.00
02-542600	Capital outlay	186,235.00
<b>Subtotal :</b>		
<b>None</b>		<b>828,045.00</b>
<b>Total [X-6300] Capital Outlay</b>		<b>828,045.00</b>

<b>Sum of Account Groups</b>	<b>0.00</b>	
<b>Net (Income) Loss</b>	<b>517,323.00</b>	<b>los s</b>

## VIII. Conclusion

The CRA has made and will continue to make a large and beneficial impact in the designated redevelopment area. The recent update of the Plan provides a framework for future Agency efforts to redevelop blighted areas and promote the economic development of District businesses.

The recent update effort is only the beginning of ongoing efforts to update the focus and types of projects and priorities for the CRA. We look forward to working with all members of the Carrabelle community on future efforts to beautify and enhance the Carrabelle Community Redevelopment District.