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MEMORANDUM

TO: CRA Chair, Vice Chair and Members of the Board

FROM: Joan Oliva, Executive Director *JO*

DATE: October 11, 2016, REVISED for October 18, 2016 workshop

SUBJECT: Potential CRA Commercial and Residential Grant Programs

EXPLANATION

For many years now, the CRA has offered various grant programs. Commercial Façade Grants were offered by the Agency starting approximately 10 years ago. In 2008, we offered the Tenant Improvement Grant to assist new CRA District businesses. In recent years, the CRA added loan programs to help with business attraction and growth. Just last year the CRA also re-instated a residential rehabilitation program, funded by the Catalytic Grant. This program is available again this year however, the City Utility department will be an applicant's first contact as the program serves to help conserve energy and make improvements to help households lower their utility bills. Funding for this new program comes from the CRA, City and Siemens.

For the first time since the elimination of the Fire Rescue Municipal Services Taxing Unit (MSTU) was approved and subsequently the City millage reduced in 2010, the CRA has adequate funding for both commercial and residential grant programs. Instead of reproducing grants we have offered in the past, Staff developed several new/ revised grant programs for the Board to consider. These include several different commercial grant programs that can further enhance our retail attraction program, small business loans and a few residential programs that may be helpful for our District neighborhoods. Additional information regarding the commercial property incentives have been include as Exhibit "A".

The proposed residential grant programs were developed after discussing community needs with Neighborhood Association representatives. Staff devised a new Residential Repair and Beautification Loan program and devised an outline for a completely new offering called the *Ugly Lawn Competition*. Proposed guidelines are included as Exhibit "B," however, Staff will review again to be sure these are thorough once the Board indicates interest. A summary of the grant programs are provided below.

The summary tables include the previously approved Residential Conservation and Rehabilitation Program, approved by the Board and City earlier this year. These can be emailed if requested.

COMMERCIAL

PROPOSED FY 2016/17 INCENTIVES & PROGRAMS FOR COMMERCIAL PROPERTIES				
NAME OF PROGRAM	TYPE (grant, loan, other assistance)	ELIGIBILITY	FUNDING MAXIMUM (per property)	ADDITIONAL INFORMATION
Commercial Façade Grant Program	Matching Grant	<i>New & Existing</i> Businesses/Commercial Properties within the CRA District	<i>New Businesses</i> Up to \$25,000 (per property) <i>Existing Businesses</i> Up to \$10,000 (per property)	Applicants must provide 50% match. Funding is for specific exterior / street-front improvements. Applicants must own the property. Minimum request: \$5,000
Interior Improvement Grant Program	Matching Grant	<i>New</i> Businesses/Commercial Properties within the CRA District	<i>New Businesses</i> Up to \$10,000 (per property)	Applicants must provide 50% match. Funding is for specific interior improvements that will lead to new jobs and business growth. Applicants must own the property. Minimum request: \$3,000
Public Infrastructure Grant Program	Grant	New Large Scale Commercial Development, with an investment totaling \$2M or more	\$100,000 (per NEW development project)	Funds are to be used for infrastructure related costs including, but not limited to, utility relocation, turning lanes, sidewalks, drainage, etc. No minimum.

RESIDENTIAL

PROPOSED FY 2016/17 INCENTIVES & PROGRAMS FOR RESIDENTIAL PROPERTIES				
NAME OF PROGRAM	TYPE (grant, loan, other assistance)	ELIGIBILITY	FUNDING MAXIMUM (per property)	ADDITIONAL INFORMATION
Residential Repair and Beautification Loan	Interest Free Loan	All residential properties within the CRA District	Up to \$5,000 (per property)	Owner Occupied Properties must pay back in full within 3 years, interest free. Non Homesteaded Properties must pay back in full within 2 years, interest free.

NAME OF PROGRAM	TYPE (grant, loan, other assistance)	ELIGIBILITY	FUNDING MAXIMUM (per property)	ADDITIONAL INFORMATION
Ugly Lawn Competition	Matching Grant	All owner occupied homesteaded properties within the CRA District. Preference given to those in the Royal Poinciana & Tropical Ridge Neighborhoods.	Applicant required to remove and prep their existing front lawn. CRA will pay 100% of new installation of Florida Friendly front lawn. \$1000 maximum.	Competitive grant program. CRA will conduct an 'open enrollment' period for residents to submit their applications. CRA will pick a limited number of properties to assist. Winning applications will choose from pre-determined landscape designs. Preference will be given to adjacent properties which combine to submit a single application.
City of Lake Worth Residential Conservation & Rehabilitation Program	Grant, Utility Conservation Services, Social Service Assistance	Low to moderate income owner occupied households within the City of Lake Worth.	\$20,000 for rehab. Additional \$10,000 for lead & asbestos removal.	City Utility Department is the main contact for this program. Once an Energy Audit has been completed, an application may be submitted if the household meets the requirements.

RECOMMENDATION

These proposed programs could all be useful, but we are asking the Board to choose the ones they feel will make the most impact. These programs would be offered this fiscal year and will join the already approved Conservation and Rehabilitation program, the Small Business Loan program, the business Technical Assistance program and the Micro-business loan program. Once the Board has chosen the programs they would like to offer, we will finalize the program guidelines and applications and plan a starting date for each.

Commercial Façade Grant Program (For New & Existing Properties)

The Lake Worth CRA's Commercial Façade Grant Program is intended to improve the exteriors and storefronts of existing properties and/or to assist with the opening of a new business in the CRA district. The eligible improvements are based on the CRA's Staff recommendations and direction from the CRA Board of Commissioners.

Maximum Awards:

- This is a reimbursable grant program. The applicant must provide 100% of the project costs upfront.
- The Lake Worth CRA will provide up to 50% matching reimbursement (example: the CRA will pay \$5,000 of a \$10,000 improvement project).
- New businesses can apply for up to \$25,000 in reimbursable grant funds. CRA grant funds may only be used for eligible improvements approved under this program and after completion.
- Existing business can apply for up to \$10,000 in reimbursable grant funds. CRA grant funds may only be used for eligible improvements approved under this program and will be disbursed after completion.
- The minimum amount that all applicants can request reimbursement for is \$5,000.

Eligible Improvements:

Based on a review by the CRA Staff, improvements may include, but not limited to:

- Major, comprehensive landscape improvements
 - Parking improvements or installation of paver bricks and walkways (simple blacktop is not eligible)
 - Exterior painting or wall stucco (stucco, brick or wood replacement or repair)
 - Installation of new awnings, windows, signage, doors, or decorative outdoor street front lighting.
 - Emphasis on improvements to storefront/street-front portion of the property.
 - Security related improvements which include exterior security cameras and/or impact windows and doors.
 - Preference will be given to large scale comprehensive projects which include the improvement of multiple contiguous structures.
 - Permit fees, connection fees, design fees, architectural and/or engineering costs are not eligible for reimbursement from this grant program
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Interior Improvement Grant Program (For New Businesses)

The Lake Worth CRA's Interior Improvement Grant Program offers property owners, business owners and tenants the opportunity to make physical improvements to the inside of their establishments. The eligible improvements are based on the CRA' Staff recommendations and direction from the CRA Board of Commissioners.

Maximum Awards:

- This is a reimbursable grant program. The applicant must provide 100% of the project costs upfront.
- The Lake Worth CRA will provide up to 50% matching reimbursement (example: the CRA will pay \$5,000 of a \$10,000 improvement project).
- New businesses can apply for up to \$10,000 in reimbursable grant funds. CRA grant funds may only be used for eligible improvements approved under this program and will be disbursed after completion.
- The minimum grant amount request for new properties is \$3,000.

Eligible Improvements:

Based on a review by the CRA staff, improvements may include, but are not limited to:

- Comprehensive interior rehab project improvements
 - Plumbing upgrades
 - Electrical upgrades, lighting upgrades
 - Interior buildouts
 - New kitchens
 - Flooring
 - Truss work, ceiling refinishing
 - Drywall
 - HVAC
 - Restaurant hoods
 - Permanent improvements
 - Moveable items, computers, TV's, furniture, window treatments and appliances are not eligible for this grant
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Public Infrastructure Grant Program (For New Commercial Development Projects)

The Lake Worth CRA's Public Infrastructure Grant Program is intended for new large scale commercial development projects within the Lake Worth CRA District. The CRA will only assist new projects which have developmental costs that exceed \$2,000,000. The grant will give property owners and developers an opportunity to cover some costs associated with making necessary public infrastructure improvements during development of a project. The eligible improvements are based on the CRA's Staff recommendations and with final approval from the CRA Board of Commissioners.

Maximum Awards:

This is a reimbursable grant program. The applicant must provide 100% of the project costs upfront. After completion of the project The Lake Worth CRA may provide up to \$100,000 for all infrastructure related costs.

Eligible Improvements:

Based on a review by the CRA Staff, improvements may include, but not limited to:

- New or upgraded street curbs and sidewalks which also includes ADA accessibility
- Drainage
- Installation of new underground utility power line and/or pole relocation
- Alleyway improvements
- Required vehicular turning lanes
- Preference will be given to large scale comprehensive projects which include the improvement of multiple contiguous properties.
- Other improvements which would be determined by Staff
- Permit fees, connection fees ,design fees, architectural and/or engineering costs are not eligible for reimbursement from this grant program