



# STAFF REPORT

## CITY OF GREEN COVE SPRINGS, FLORIDA

**TO:** Community Redevelopment Agency      **MEETING DATE:** July 17, 2025  
**FROM:** Michael Daniels, AICP, Development Services Director  
**SUBJECT:** 2025/26 CRA Budget

### BACKGROUND

Based on the 2025 Tax Assessment data, the CRA increment for 2025/26 is estimated at \$88,778.62 plus a carry forward of \$5,112.74 for a total of \$93,891.86. This includes projecting the following additional expenses in 2024/25:

- \$2,000 for transportation utility wraps
- \$20,758.25 for façade grants, which are due by the last Thursday in August.

**Table 1: 2026 CRA Tax and Increment Projected Calculation**

2026 Dedicated Increment Value	\$8,989,020
2025 County Millage	5.5471
2025 City Millage	5.3
County portion at 100% budget *0.9	44,876.70
City portion at 97% budgeted *.95	43,901.92
<b>Total</b>	<b>88,778.62</b>

**Table 2: 2025 Current and projected expenses**

<b>ACCOUNT NUMBER</b>	<b>DESCRIPTION</b>	<b>BUDGET DEPT HD FY 2025</b>	<b>COSTS DEPT HD FY 2025</b>
<b>OPERATING EXPENSES</b>			
107-1515- 5003100	DEVELOPMENT SERVICES - PROFESSIONAL SERVICES		1,332
107-1515- 5003114	DEVELOPMENT SERVICES - FAÇADE IMPROVEMENT GRANT	20,758.25	20,758.25*
107-1515- 5004000	DEVELOPMENT SERVICES - TRAVEL & PER DIEM		39.16
107-1515- 5004100	DEVELOPMENT SERVICES - TRAVEL & PER DIEM		175
107-1515- 5005410	DEVELOPMENT SERVICES - PROFESSIONAL DEVELOPMENT		701
107-3611000	Building Allocation		63.11
<b>TOTAL OPERATING EXPENSES</b>		20,758	22,894
*façade expenses are projected			
<b>CAPITAL EXPENSES</b>			
<i>107-1515- 5006500</i>	<i>DEVELOPMENT SERVICES - CAPITAL OUTLAY</i>		
	9 Historic Hotel Plaques	18,0000	15,924.00
	Inlet, Trash can, Utility box design materials	7,000	2,357
<b>Total Capital Expenses</b>		25,000	18,281*
*Utility wrap costs are projected (\$2,000)			
<b>TOTAL</b>		<b>45,758</b>	<b>41,175</b>
Actual Revenue		<b>46,462</b>	

Carry Forward			5,112.74
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**Table 3: 2026 CRA Proposed Budget**

ACCOUNT NUMBER	DESCRIPTION	DEPT HD FY 2025
107-1515-5003100	DEVELOPMENT SERVICES - PROFESSIONAL SERVICES	10,000
107-1515-5003114	DEVELOPMENT SERVICES - FAÇADE/SITE IMPROVEMENT GRANT	78,891.86
107-1515-5004000	DEVELOPMENT SERVICES - TRAVEL & PER DIEM	2,000
107-1515-5005400	DEVELOPMENT SERVICES - BOOKS, PUB, SUB & MEMBERSHIPS	1,000
107-1515-5005410	DEVELOPMENT SERVICES - PROFESSIONAL DEVELOPMENT	2,000
<b>TOTAL OPERATING EXPENSES</b>		<b>93,891.36</b>

### **Professional Services**

Professional Services can include professional assistance for planning and development design services as well as legal assistance.

### **Façade Grant/Property Improvement Assistance**

The Business Façade Grant Program provides a matching grant to commercial property owners and/or commercial tenants, located in the targeted area, to assist with eligible exterior building and site improvements. Eligible applicants include both commercial property owners and business lessees with written authorization of the property owner. Eligible businesses must be from a small business industry sector targeted by the City and may be an individually owned franchise as long as it meets all other criteria. The façade/improvement grant award would be a 30% reimbursement of total projects costs with a maximum award of \$15,000. Up to \$4,000 of the total available may be spent on outdoor furniture and dining fixtures. The grant award amount will decline over time rewarding projects completed in a timely manner. If an awarded project is not started within one year of award, the award will be withdrawn.

Example projects could include:

- Walnut Center-515 Walnut Street
- Rivers House-219 Springs Street
- Prelude Property-310 S Orange Avenue

Other potential items:

- Land Acquisition

At the January CRA meeting, the board discussed exploring property acquisition opportunities within the CRA boundaries and eliminate blighted, vacant, or undesirable uses in the CRA. Prior to the March CRA meeting, staff has met with property owners and one on one with Board members to discuss specific properties and project terms regarding potential acquisition. Staff also discussed have a cost feasible plan for any property acquisitions complete with a timeline and available funding sources. Some of the key takeaways of those meetings are provided below:

- Need to increase parking supply
- Supplement costs with interim uses
- In favor of ownership vs leasing property
- Focus on other issues

At the March meeting the CRA board approved for staff to enter into negotiations for potential property acquisition. Due to the uncertainty of the CRA bills working their way through the legislature was postponed, however once the bills failed to pass, Staff has met with Attorney Brenna Malouf-Durden to discuss potential legal contract terms for property acquisition and has reached out to a real estate firm for potential advisement during the negotiation process. Due to the uncertainty of approaches from our one-on-one meetings as well as the current limited resources within the CRA, no money was budgeted

for property acquisitions.

Other budget items

- FRA Membership/Conference Fees, Administrative Costs.

Attachments Include:

- Projected CRA Budget Calculation for the next 5 years
- CRA Redevelopment Plan Objectives
- Downtown Master Plan Objectives

### **STAFF RECOMMENDATION**

Staff is recommending approval of proposed 2025/26 budget.