



Cover Memorandum/Staff Report

File #: 23-297 CRA

Agenda Date: 2/27/2024

Item #: 7L.

TO: CRA Board of Commissioners
FROM: Christine Tibbs, Assistant Director
THROUGH: Renée A. Jadusingh, Executive Director
DATE: February 27, 2024

PROJECT CONSULTANCY & DESIGN SERVICES FUNDING ASSISTANCE APPLICATION - HARVEY INSURANCE SOLUTIONS, INC (20 NW 6th AVENUE)

Recommended Action:

Approve a Project Consultancy & Design Services Funding Assistance Agreement (Level 2 Design Services) with Harvey Insurance Solutions, Inc. for the proposed improvement project located within the building located at 20 NW 6th Avenue, for an amount not to exceed \$5,000.

Background:

Harvey Insurance Solutions, Inc., owned by Mr. Christopher Harvey (Owner), is requesting funding assistance under the Project Consultancy & Design Services Program for an improvement project located within the building located at 20 NW 6th Avenue (Building) for an amount not to exceed \$5,000; the Building is owned by Hatcher Construction and Development, Inc., and was developed through a Ground Lease Agreement with the CRA within CRA sub-area #3.

The Owner is leasing a suite within the Building to provide insurance related services to the general public. Funding assistance is requested to design interior office space that maximizes the available square footage of the suite, allowing the most efficient and flexible layout for a variety of functions necessary to provide the services to be offered by the Owner. If awarded, the completed designs and plans produced under the Project Consultancy & Design Services Program will be used so that the Owner can apply for the Site Development Assistance Funding Program to help with the actual construction and improvement costs.

A funding assistance award to Harvey Insurance Solutions, Inc. will help further the CRA's mission by supporting and promoting business activity within the CRA District and aligns with the goals stated within the CRA Redevelopment Plan for the area.

At this time, CRA staff is requesting the CRA Board approve a Project Consultancy & Design Services Funding Assistance Agreement (Level 2 Design Services) with Harvey Insurance Solutions, Inc., in an amount not to exceed \$5,000.

Attachments: Exhibit A - Location Map; Exhibit B - Photos of Existing Conditions; Exhibit C - Funding Assistance Detail Sheet; Exhibit D - Application Form; Exhibit E - Project Consultancy & Design Services Program Guidelines; Exhibit F - Funding Agreement

CRA Attorney Review:

N/A

Funding Source/Financial Impact:

\$5,000 to be allocated from - Grant Programs - Project Consultancy & Design Services

Overall need within the Community Redevelopment Area: Removal of Slum and Blight

Land Use

Economic Development

Affordable Housing

Downtown Housing

Infrastructure

Recreation and Cultural Facilities