

COMMUNITY REDEVELOPMENT AGENCY MEETING

Immediately following
City Commission Meeting
February 27, 2007

AGENDA

CALL TO ORDER:

MINUTES:

Approval of CRA Meeting of February 13, 2007

NEW BUSINESS:

1. Appointments to Design Review Committee – Representatives from Downtown Dade City Main Street and Historical Preservation Advisory Board
2. Redevelopment Advisory Board (RAC) Recommendations to Expand CRA District

OLD BUSINESS:

NOTED ITEM:

Redevelopment Advisory Board January 16, 2007 Minutes

ADJOURNMENT:

City of Dade City

AGENDA MEMO

To: Chairman and Members of the CRA
From: Karla S. Owens, City Attorney *KSO*
Subject: Design Review Committee Membership
Date: February 20, 2007

It is requested that the CRA consider the following information and recommendations:

BACKGROUND:

The CRA has previously created a Design Review Committee to provide review and recommendations to the CRA regarding the Building Exteriors Grant Program. Membership consists of representatives from the Chamber, Main Street, RAC, the Merchants' Association, the Historic Preservation Committee as well as a City Staff member and the Grant Administrator who has been the Executive Director of Main Street.

ISSUES:

On February 8, 2007, the City of Dade City received a letter from Amy Ellis, Executive Director of Downtown Dade City Main Street, Inc. Her letter requested that the CRA reappoint Gayle Hogan to the Design Review Committee representing Downtown Dade City Main Street. Ms. Hogan's term expired on September 30, 2006.

On February 15, 2007, the Historic Preservation Advisory Board reappointed Jean Ward to the Design Review Committee representing the Historic Preservation Advisory Board. Ms. Ward's term expired on September 30, 2006.

ALTERNATIVES:

1. Reappoint Gayle Hogan and Jean Ward to the Design Review Committee – three year terms to expire on September 30, 2009.
2. Select alternative appointments.

RECOMMENDATION:

Staff recommends Alternative 1 above.

FUNDING:

No funding is required for this item.

DOWNTOWN DADE CITY MAIN STREET, INC.

POST OFFICE BOX 908
(352) 567-0284



DADE CITY, FLORIDA 33526-0908

February 8, 2007

Mr. Harold Sample
City Manager
City of Dade City
P.O. Box 1355
Dade City, FL 33526

Dear Harold,

The Main Street Board of Directors would like to nominate Ms. Gayle Hogan to continue in her current position on the Design Review Committee for the Façade Improvement Grant. Ms. Hogan has served on the committee since July 2005 and has been an asset to the grant review process.

Please pass this nomination on to the Community Redevelopment Agency for its review and approval.

If I can answer any questions or provide additional information on Ms. Hogan, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "Amy Ellis".

Amy Ellis
Executive Director

CRA BUILDING EXTERIORS GRANT PROGRAM

-DESIGN REVIEW COMMITTEE (DRC) MEMBERSHIP- CRA Approved 5/22/01

A. MEMBERSHIP	FIRST TERM
1. (1) Grant Program Administrator	3 years
2. (1) Chamber of Commerce Member	3 years
3. (1) Historic Preservation Advisory Board Member	2 years
4. (1) Mainstreet Member	2 years
5. (1) Merchants' Association Member	1 year
6. (1) RAC Member	1 year
7. (1) City Staff Member	City Mngr. Discr.

B. ALTERNATE MEMBERSHIP

Alternate Members may be appointed to the Design Review Committee through the same process as the Regular Members. Alternate Members shall vote during Design Review Committee meetings only in the absence of the Regular Member they are substituting for.

C. APPOINTMENT

1. Grant Program Administrator Appointed by CRA
2. Group Members Nominated by Sponsor Group, Appointed by CRA
3. City Staff Member Appointed By City Manager
4. Staggered Three Year Terms following the initial appointment periods

C. BYLAWS

- If necessary, Bylaws Drafted and Approved by DRC

City of Dade City

AGENDA MEMO

To: Honorable Mayor and Members of the City Commission as the CRA
From: Harold R. Sample, City Manager
Subject: RAC Recommendation – Expansion of CRA district
Date: February 23, 2007

It is requested that the City Commission consider the following information and recommendations:

BACKGROUND:

For some time there have been discussions before the CRA and RAC concerning the possible expansion of the CRA boundaries to include businesses along 7th Street south of the current district's southern limit of Howard Avenue.

In its meeting of Tuesday, February 20th, the RAC voted to recommend to the CRA that the CRA boundaries be expanded to include those areas that are currently zoned CG and RIO south of Howard Avenue to Palm Avenue, plus the block that contains the Dade City Women's Club.

ISSUES:

If it is the CRA's desire to move ahead with this inclusion, additional information will need to be gathered to comply with statutory requirements. City Attorney Karla Owens has prepared the attached summary of the steps necessary to take such an action.

ALTERNATIVES:

The CRA may:

1. Direct Staff to move ahead with the preparation of the items necessary in order recommend to the City Commission to expand the CRA boundaries as recommended; or
2. Modify the expansion area; or
3. Request further information before proceeding with alternative #1
4. Decline to recommend the expansion of the CRA district at this time.

RECOMMENDATION:

While Staff does not have an objection to the expansion as outlined, we feel that we would like to evaluate the expansion requirements before making a final recommendation. It is therefore recommended that this matter be tabled until the meeting of March 27th at which time a Staff recommendation will be presented.

Amendment of Community Redevelopment Area

- Sections 163.330 through 163.463, Florida Statutes, constitute the Community Redevelopment Act.

- Modification of the community redevelopment plan area can be done by the City Commission upon the recommendation of the CRA. Per section 163.358, FS, the governing body only has the power to determine an area to be slum or blighted, to designate the area appropriate for the community redevelopment plan area and to hold the appropriate public hearings. (Section 163.361, FS)
 - The Commission must draft a resolution which makes findings that the new area to be added constitutes or has the potential to constitute slum and or blight and that the area should be added to the CRA to be revitalized and redeveloped in a manner that will improve the economic and social conditions of the community (Section 163.335, FS).

 - The resolution must be supported by data and analysis, must make the finding referenced above that the conditions in the area to be added meet the criteria described in Section 163.340 (7) (slum area) or (8) blighted area. The resolution must also state that one or more of these slums/blight areas exist and that the rehabilitation, conservation or redevelopment of the area is necessary in the interest of the public health, safety and welfare of the residents of the City (Section 163.355, FS).

 - The resolution must contain a legal description of the area to be added and a diagram of the area to be added to the existing CRA.

- The modification resolution can be adopted following a public hearing. Public notice must be given prior to the hearing on the proposed amendment pursuant to the advertising date requirements set forth in Section 166.041(3)(a), FS, **and**, at least 15 days prior to consideration of the amendment, the Commission must mail by registered mail a notice of the proposed amendment and date of the public hearing, to each taxing authority which levies ad valorem taxes on taxable real property contained within the geographic boundaries of the CRA area (Section 163.346, FS).

- Section 163.387, FS, addresses the redevelopment trust fund. Subsection 2(a) of that section states that “if the community redevelopment plan is amended or modified pursuant to Section 163.361 (1), F.S., **each** such taxing authority shall make the annual appropriation for a period not to exceed 30 years after the date the governing body amends the plan but no later than 60 years after the fiscal year in which the plan was initially approved or adopted.

CITY OF DADE CITY

REDEVELOPMENT ADVISORY COMMITTEE MINUTES

January 16, 2007

MEMBERS PRESENT: John Bolender
Pete Odom
Michael Hodges
Nancy Johnson

MEMBERS ABSENT: Jean Ward
Bob Larkin

Others in attendance: Harold Sample, City Manager; Karla Owens, City Attorney; Amy Ellis, Downtown Dade City Main Street; Mike Agnello; Tom Wolf

The meeting was called to order at 5:35 p.m. by Pete Odom in the absence of Chairman Dennis Alfonso and Vice Chairman Jean Ward. Roll call was taken and the Pledge of Allegiance recited.

Minutes from the November 21, 2006 meeting were approved as submitted.

New members were presented: Michael Hodges was appointed to one of the Merchant/Business Owner seats, replacing Bob Case; and Nancy Johnson will represent Downtown Dade City Main Street, replacing Dennis Alfonso. One additional member will be recommended by the Chamber of Commerce and ratified by the City Commission, to replace Joe Kennedy.

Since only four of seven members were present, election of the Chairman and Vice-Chairman was postponed until the next meeting.

Old Business

7th Street Resurfacing Project: The contractor, DAB, is finishing up the job: removing construction signs, doing the final lift and final striping. Disruptions have been kept to a minimum throughout the project, and one-way traffic was kept moving as much as possible; only one citizen complaint has been registered. The DOT representative was quite effective in mitigating possible issues from merchants and/or citizens.

Harold Sample noted that discussions will be held with the State regarding transfer of maintenance soon after the project is completed – probably in April or May. Unpaved corner areas will be landscaped in accordance with an FDOT landscape grant to the City. To qualify, landscaping must be installed along 7th Street, on the DOT right-of-way.

Expansion of CRA Boundaries: The County requested historical data on the CRA, which was provided to them.

Harold reiterated that, if boundaries are expanded, money is not taken away from the City – a new base is set for the expansion area. The increase above the taxable value is what CRA funding is based on. If the CRA is expanded to Palm Avenue plus a block in either direction, the effect to the City is negligible except for future growth in that area.

The northern boundary is projected to stay the same. CRA funds can be expended in gateway parks without the parks being part of the CRA area. Businesses within the CRA are eligible for façade and signage improvement grants. Amy Ellis handed out a spreadsheet listing grants made since 2001: a total of \$122.9k, with \$38k being granted in 2006 alone. Two requests have already been submitted for 2007.

Harold will bring additional information to the next RAC meeting. It will take 60 days for the expansion to be effective after recommendation to the Commission/CRA, and a public hearing will have to be held.

Rails to Trails (RTT) Update: The Trail should be completed within 30 days, and runs from Church Street south. It will be accessible to emergency vehicles, but no other motorized vehicles – pedestrians and bicycles only. A dedication ceremony will be scheduled.

New Business

Proposed Amendment to Central Business District (CBD) Zoning Ordinance: The Land Development Advisory Review Committee (LDRC) will review this proposed ordinance, which will then be sent to the City Commission for approval. The need for such an amendment arose when Pasco Motors acquired the former Case Hardware building to use as a vehicle lot. CBD zoning requires that sales, service or display of goods be in an enclosed building. Rather than rezoning the Case Hardware parcel and opening it up to all permitted General Commercial (CG) uses, a specific exception to the CBD zoning is proposed to allow extension into an adjacent block of a non-residential zoning district. If the Ordinance is accepted, a specific exception for Pasco Motors will be filed, then reviewed by the Board of Adjustment. Such an exception would not run with the land.

7th Street FDOT Landscape Grant: Harold has a conference call on January 17 with John Simpson, Landscape Engineer with FDOT, to discuss the landscape grant. It must be used for sod, trees, flowers and mulch, to differentiate between sidewalks and planted areas at curb intersections along 7th Street. Grant money cannot be used for irrigation, but the City may elect to fund installation of an irrigation system when street lights are installed.

It was noted that the corner of Pasco Avenue and 7th Street (at Beef O’Brady’s) is dark, and there is no light between 7th Street and the 8th Street parking lot along Pasco Avenue. Existing light fixtures are being upgraded with higher wattage bulbs as needed.

Other Business

Lighting: Streetlight choice and installation has been delayed until 7th Street paving is complete. Amy will work with the City as adjunct staff to work on lighting upgrades and landscape improvement.

Novotny/Matter of Taste Alley: There has been a recent change in ownership of part of this area, with David Hernandez purchasing the eastern part of the Novotny building. A location is needed for a common dumpster behind the building for Matter of Taste and adjoining merchants. There are also issues with water drainage into the alley, debris, gas meters, etc.

Adjournment: The meeting was adjourned at 6:40 p.m.

Respectfully submitted by Karen Traenkner