

Agenda
City of Dunnellon
Community Redevelopment Agency Meeting
20750 River Drive, Dunnellon, FL 34431
January 11, 2016
5:00 p.m.

PLEASE NOTE: Individuals wishing to address City Council please sign in. A three-minute time limit will be administered. **PLEASE TURN CELL PHONES OFF.**

Call to Order

Pledge of Allegiance

Opening Prayer/Moment of Silence (suggested time limit: 1 minute
Mayor to request if any invitee is present to open with prayer; if no invitee is present, Mayor will ask if a Dunnellon citizen will volunteer. If no volunteers, a moment of silence will be offered. If a citizen outside of Dunnellon requests to open with prayer, (s)he may so if no invitees/citizens volunteer.)

Roll Call

Proof of Publication (Posted on City's website and City Hall bulletin board on Friday, January 08, 2015)

1. CRA BOARD MEETING MINUTES

Sept. 14, 2015

Documents: [CRAmin20150914.pdf](#)

CONSENT AGENDA APPROVAL

PROPOSED MOTION: I move the consent agenda be approved as presented.

REGULAR AGENDA

**2. PROPOSED AMENDMENT TO COMMUNITY REDEVELOPMENT PLAN
- BATHROOM FACILITIES AT BLUE RUN DUNNELLO PARK**

PROPOSED MOTION: I move to direct staff to prepare an amendment to the CRA Plan approving design and construction of new bathroom facilities at Blue run Dunnellon Park for submission to the Local Planning Agency for Comprehensive Plan consistency determination.

Documents: [BlueRunBathroom_Timeline_AdoptionofAmendtoCRAplan.pdf](#)

**3. YEAR-TO-DATE BUDGET UPDATE - Quarter Ending December 31,
2015 - JAN SMITH**

Documents: [ProjectedBudgetAnalysis15_16_Summary_123115 2.pdf](#),
[EquityAcctChangesandAnalysis_123115.pdf](#)

4. PUBLIC COMMENTS

ADJOURN

PROPOSED MOTION: I move the CRA meeting be adjourned.

ANY PERSON REQUIRING A SPECIAL ACCOMMODATION AT THIS HEARING BECAUSE OF A DISABILITY OR PHYSICAL IMPAIRMENT SHOULD CONTACT THE CITY CLERK AT (352) 465-8500 AT LEAST 48 HOURS PRIOR TO THE PROCEEDING. IF A PERSON DESIRES TO APPEAL ANY DECISION WITH RESPECT TO ANY MATTER CONSIDERED AT THE ABOVE MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE, HE OR SHE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THE CITY IS NOT RESPONSIBLE FOR ANY MECHANICAL FAILURE OF RECORDING EQUIPMENT.

REGULAR AGENDA:

AGENDA ITEM #2 - QUARTERLY FINANCIAL REPORT

Mrs. Smith reviewed a quarterly financial report for CRA activities. Through discussion, it was pointed out the report was a little confusing because it did not contain a balance sheet clearly indicating the total amount in savings/reserve. Mayor Whitt asked this information be added to future financial reports. Mrs. Smith indicated there is approximately \$210,000 in CRA reserves.

AGENDA ITEM #3 - TOPIC FOR DISCUSSION – BUILDINGS IN THE CRA TO BE SCHEDULED AS SURPLUS PROPERTY:

After much discussion, Councilman Dillon moved to declare the following properties as surplus:

- 12008 Delaware Street–Residence that was going to be used for Community Dev.
- 20804 W. Pennsylvania Ave. – Old library building

Councilman Green seconded the motion and the Mayor called for discussion. Councilman Dillon stated he felt that a property swap situation would be in the best financial interest of the City because of the low property values. The required process for disposing of the property and notice to the public was discussed. Councilman Evans indicated that all public should be equally notified and provided an opportunity to bid on the property. Mr. Esch stated there is a Florida Statute that governs this process.

AGENDA ITEM #4 BOARD MEMBER COMMENTS

Councilman Dillon discussed needing a process whereby an amount is identified and reserved for façade enhancements to eligible businesses for matching grants.

AGENDA ITEM #5 - PUBLIC QUESTIONS/COMMENTS

Mr. Bill Vibbert provided the Board a handout on Florida Department of Environmental Protection FRDAP Grant as a possible funding source for City/CRA projects and stated most funding sources require a match. He discussed the proposed bathroom project at Blue Run Park being a potential project eligible for FRDAP funds. Mr. Vibbert indicated he and Mr. Marraffino are glad to work on a grant application if there is some assurance that matching funds will be available.

Mr. Paul Marraffino spoke to some specific parameters of the FRDAP Grant. He also reminded the Board there is a Resolution on file designating the old library as a community center. He suggested the City may have to repeal that Resolution.

AGENDA ITEM #6 - ADJOURNMENT

At approximately 5:30 p.m. Councilman Dillon moved to adjourn the September 14, 2015 CRA meeting. Councilwoman Fleeger seconded the motion and all were in favor. The vote was 4-0.

City of Dunnellon
Community Redevelopment Agency
September 14, 2015
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ATTEST:

Dawn M. Bowne, MMC
City Clerk

Nathan Whitt, Mayor

From: [Eddie Esch](#)
To: [Virginia Cassidy](#); [Dawn Bowne](#); [d.evans](#); [Nathan Whitt](#); [Walter Green](#); [Chuck Dillon](#); [p.fleeger](#); [Lonnie Smith](#); [Teresa Malmberg](#); [Jan Smith](#); [Andrew Hand \(ahand@shepardfirm.com\)](#)
Cc: [Bill Vibbert \(bdvibbert@att.net\)](#); [Paul Marraffino](#)
Subject: CRA Plan Amendment
Date: Friday, January 08, 2016 11:35:45 AM

To All,

I just got off of the phone with Jim Couillard and questioned him about the Feb. deadline that has been referred to numerous times. Here is where we are: Jim has an end of Feb. deadline to produce his 2016-2017 budget. Understanding that we need to do our side of this right and not jeopardize our CRA program and funding, he has agreed that he will go ahead and include \$300,000 as a line item for the bathroom facility in his budget. With direction from the CRA board Monday night, we will proceed to develop the CRA Plan amendment and move it through the proper channels and processes. We should have it completed no later than April. This also brings to light the intent to fund the City Entry signs with CRA money. I will also check the qualifications of CRA funding for the City Entry Signs, as we might need to include them in this CRA amendment.

Thanks,
Eddie

Eddie R. Esch, Sr.

City of Dunnellon
City Manager
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eesch@dunnellon.org
www.dunnellon.org

CORRECTED 1/8/2016
TIMELINE FOR ADOPTION OF AMENDMENT TO CRA PLAN

1. JAN. 11, 2016 - CRA Board meeting:

A proposed amendment to the community redevelopment plan is presented to the governing board of the CRA. The amendment may be prepared at the direction of the CRA or any other person, including residents, property owners, businesses, or associations in the existing community redevelopment area, or any agency (public or private). **[Fla. Stat. 163.360(4)]**

PROPOSED MOTION: Move to direct staff to prepare an amendment to the CRA Plan approving design and construction of new bathroom facilities at Blue Run Dunnellon Park for submission to the Local Planning Agency for Comprehensive Plan consistency determination.

2. JAN. 19, 2016 - Planning Commission meeting:

Prior to considering the proposed amendment, the CRA board forwards the proposed amendment to the "local planning agency" for review and recommendations regarding the amendment's consistency with the comprehensive plan of the City. **[Fla. Stat. 163.360(4)]**

[NOTE: STAFF HAS TO PREPARE A STAFF REPORT AFTER REVIEWING COMPREHENSIVE PLAN TO ENSURE THAT THE AMENDMENT IS NOT INCONSISTENT WITH THE COMPREHENSIVE PLAN AND, IF APPLICABLE, FIND GOALS, OBJECTIVES, AND POLICIES WHICH INDICATE THE AMENDMENT IS CONSISTENT WITH THE COMPREHENSIVE PLAN.]

3. JAN. 29, 2016 or before - Planning Commission to send its Resolution re: Comp Plan Consistency determination to CRA Board staff:

Within 60 days after receipt of the amendment, the local planning agency's written recommendations are sent back to the CRA governing board. If the local planning agency has not submitted its recommendations within 60 days of receiving the proposed amendment, then the CRA may nonetheless proceed with the amendment without the local planning agency comments. **[Fla. Stat. 163.360(4)]**

4. FEB. 8, 2016 - CRA Board meeting:

The CRA governing board receives and considers the recommendations from the local planning agency. If the local planning agency found the amendment is not consistent with the comprehensive plan, then the CRA board should make such changes in the amendment as are necessary to make it consistent with the comprehensive plan.

When considering the amendment, the CRA governing board may either: (i) approve the amendment and forward it to the City Council with recommendations; (ii) make recommended changes to the proposed amendment or (iii) reject the proposed amendment. If the amendment is rejected, that is the end of the process. The CRA shall submit the amendment with recommendations to City Council to be considered at a public hearing.

6. FEBRUARY 19, 2016 (at least 15 days prior to Council public hearing) – Send notice by registered mail:

The City Council AND the CRA shall send a joint notice by registered mail to the County [Fla. Stat. 163.360(5) and 163.361(3)(a)] of the public hearing and shall send a copy of the recommended amendment with the notice of the public hearing.

7. FEBRUARY 19, 2016 – Send notice to newspaper for publication:

Council must have a notice published in a newspaper of general circulation in the City 10 days prior to the public hearing. The notice must include: time, date, place, and purpose of public hearing; general description of the redevelopment area; outline general scope of the amendment to be considered; where the proposed amendment can be inspected (presumably, City Hall); and a statement that interested persons may appear at the meeting and be heard with respect to the plan amendment. [Fla. Stat. 163.360(6)(a); 163.361(2); 163.346; 166.041(3)(a)]

[NOTE: Since the original redevelopment plan and subsequent amendment were created by resolution, the amended redevelopment plan must also be adopted by resolution.]

8. MARCH 3, 2016 (or before) – Notice to appear in newspaper per #7 above.

9. MARCH 14, 2016 – Public hearing before Council:

City Council holds the public hearing at the time and location noticed. The proposed amendment is presented and comments are received from the public.

After the close of the public hearing, City Council may either: (i) approve the amendment as presented; (ii) reject the proposed amendment; or (iii) return the amendment to the CRA with directions to make certain changes. If the latter is done, then this process is repeated for the amendment as changed.

10. April 11, 2016 – CRA Board meeting:

CRA has the power under Code Sec. 86-32 and Secs. 163.358 and 163.370(2)(l), Fla. Stat., to appropriate funds and expenditures, and the decision does not have to be approved by Council.

PROPOSED MOTION: Move to approve CRA Resolution # _____ reserving \$30,00 of TIF funds for the design and construction of new bathroom facilities at Blue Run Dunnellon Park.

CITY OF DUNNELLON
2015-2016 YEAR TO DATE SUMMARY
as of December 31, 2015 - 25% Collected/Used

TAX INCREMENT FINANCING DISTRICT (CRA)

	FY 15-16 REVISED/ AMENDED BUDGET	FY 15-16 YEAR TO DATE ACTUAL	PERCENT COLLECTED
40	REVENUES		
41	156,607	151,251	96.6%
42	185	60	32.2%
43			
44	<u>156,792</u>	<u>151,311</u>	96.5%

	FY 15-16 REVISED/ AMENDED BUDGET	FY 15-16 YEAR TO DATE ACTUAL	PERCENT USED
45	EXPENDITURES		
46	20,619	4,490	21.8%
47	21,016	2,554	12.2%
48	-	-	0.0%
49	115,157	-	0.0%
50			
51	<u>156,792</u>	<u>7,044</u>	4.5%

CASH/EQUITY BALANCES

		BEGINNING BALANCE			NET CHANGE FROM	NET CHANGE FROM
		10/1/2015	11/30/2015	12/31/2015	PRIOR PERIOD	START OF YEAR
TIFD EQUITY						
02000-15179	HISTORIC BLDG REDEVELOPMENT	9,000.00	9,000.00	10,000.00	1,000.00	1,000.00
02000-15183	TIFD EQUITY	195,709.60	241,349.12	338,750.40	97,401.28	143,040.80
TIFD EQUITY		204,709.60	250,349.12	348,750.40	98,401.28	144,040.80