

Community Redevelopment Agency Agenda April 24, 2017

Chair Gib Coerper
Vice Chair Robert Wilford
Member Gary Hardacre
Member Ben Boukari, Jr.
Member Shirley Green Brown

City Manager Traci L. Gresham
CRA Attorney Marian Rush
CRA Coordinator Chelsea Bakaitis

Community Redevelopment Agency At 5:00 PM

Meeting Date: April 24, 2017

Meeting Location: James A. Lewis Commission Chambers

Regular Public Meeting for the Community Redevelopment Agency

<p>Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.</p>
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<h2>COMMUNITY REDEVELOPMENT AGENCY MEETING AGENDA</h2>

CALL TO ORDER

INVOCATION

PLEDGE TO THE FLAG

APPROVAL OF THE AGENDA

I. OLD BUSINESS

II. NEW BUSINESS

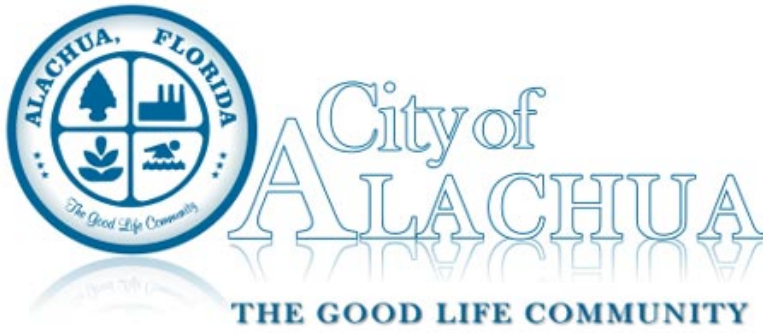
- A. CRA Coordinator Introduction
- B. Resolution 17-12: Readopt, Reconfirm, and Ratify the 2016-2017 CRA Budget

- C. Resolution 17-13: Adopt FY 2016-2017 CRA Public Meeting Schedule
- D. Resolution 17-14: Adopt CRA Policies and Procedures
- E. Resolution 17-15: Establish CRA Advisory Board
- F. Update FY 2017 Strategic Initiative 1.3 Action Step 2 and 3
- G. Discussion of HB 13/SB 1770

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

ADJOURN



Board/Committee Agenda Item

MEETING DATE: 4/24/2017

SUBJECT: CRA Coordinator Introduction

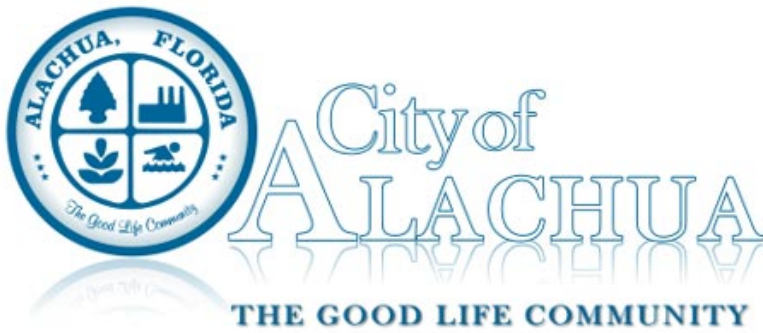
PREPARED BY: Chelsea Bakaitis

RECOMMENDED ACTION:

No action necessary.

Summary

Introduction of Chelsea Bakaitis, CRA Coordinator.



Board/Committee Agenda Item

MEETING DATE: 4/24/2017

SUBJECT: Resolution 17-12: Readopt, Reconfirm, and Ratify the 2016-2017 CRA Budget

PREPARED BY: Chelsea Bakaitis, CRA Coordinator

RECOMMENDED ACTION:

Approve Resolution 17-12.

Summary

Resolution 17-12 readopts, reaffirms, and ratifies the 2016-2017 Community Redevelopment Budget, which was adopted by the City Commission on September 26, 2016.

ATTACHMENTS:

Description

- ▢ Resolution 17-12

RESOLUTION 17-12

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA COMMUNITY REDEVELOPMENT AGENCY (CRA); READOPTING, REAFFIRMING AND RATIFYING THE 2016-2017 COMMUNITY REDEVELOPMENT BUDGET; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on June 29, 2016 the City of Alachua Community Redevelopment recommended the approval of a 2016-2017 budget for conducting the business of the CRA; and

WHEREAS, on Sept 26, 2016 the City Commission adopted its 2016-2017 budget including the recommended budget for the Community Redevelopment Agency; and

WHEREAS, on November 28th, 2016, the City Commission adopted Ordinance 17-05, appointing the City Commission of the City of Alachua to constitute the Community Redevelopment Agency; and

WHEREFORE, in order to insure the operating of the Community Redevelopment Agency in a fiscally responsible manner, the new Agency is reaffirming the previous adopted budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA, FLORIDA AS FOLLOWS:

- 1.** The CRA hereby readopts, reaffirms and ratifies the 2016-2017 Budget for the Community Redevelopment Agency, a copy of which is attached hereto as Exhibit A.
- 2.** The CRA shall abide by this budget for its expenditures, which shall only be made for CRA activities.
- 3.** It is the declared intent of the Community Redevelopment Agency of the City of Alachua that, if any section, sentence, clause, phrase, or provision of this Resolution is for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this resolution, and the remainder of this Resolution after the exclusion of such part or parts shall be deemed to be valid.
- 4.** All Resolutions or parts thereof which are in conflict with this Resolution are hereby repealed.

5. That this resolution shall become effective upon adoption.

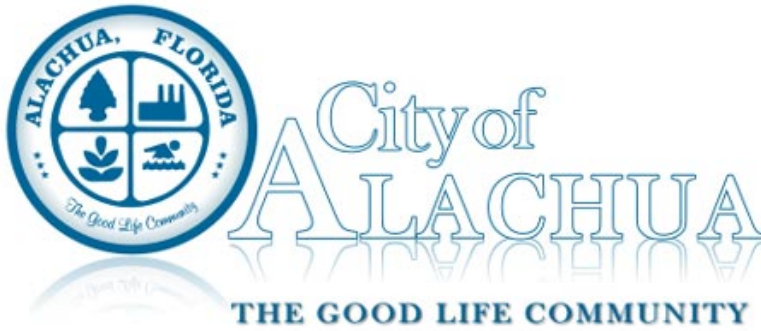
DULY ADOPTED in regular session, this ____ day of _____, 2017.

**COMMUNITY REDEVELOPMENT
AGENCY OF ALACHUA, FLORIDA**

Gib Coerper, CRA Chair

ATTEST:

Traci L. Gresham, CRA Executive Director



Board/Committee Agenda Item

MEETING DATE: 4/24/2017

SUBJECT: Resolution 17-13: Adopt FY 2016-2017 CRA Public Meeting Schedule

PREPARED BY: Chelsea Bakaitis, CRA Coordinator

RECOMMENDED ACTION:

Approve Resolution 17-13.

Summary

Resolution 17-13 establishes a public meeting schedule for fiscal year 2016-2017. Ordinance 17-05, which appointed the City Commission to constitute the CRA, states that the CRA shall meet quarterly, and more often if deemed appropriate, including by special meetings.

The proposed meeting dates for 2017 are as follows:
April 24, 2017, June 13, 2017 and September 12, 2017.

Meetings will be held at 5:00pm in the James A. Lewis Commission Chambers at City Hall.

ATTACHMENTS:

Description

- Resolution 17-13 Public Meeting Schedule

RESOLUTION 17-13

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF ALACHUA, FLORIDA, ESTABLISHING, THE PUBLIC MEETING SCHEDULE FOR THE COMMUNITY REDEVELOPMENT AGENCY FOR THE FISCAL YEAR 2016-2017; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, On November 28th, 2016, the City Commission adopted Ordinance 17-05, appointing the City Commission of the City of Alachua to constitute the Community Redevelopment Agency (CRA); and

WHEREAS, Ordinance 17-05 Sec. 2-852 part b. states “The CRA shall meet quarterly and more often if deemed appropriate, including by special meetings(s).

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA, FLORIDA AS FOLLOWS:

- 1. Meeting Place:** The regular meetings of the CRA shall be held in the James A. Lewis Commission Chambers at City Hall in the City of Alachua, Located at 15100 NW 142nd Terrace, quarterly on the second Monday of the month of the last month of the quarter unless otherwise noticed and advertised, commencing at 5 PM.
- 2. Meeting Dates:** The meetings during the 2017 shall be as follows:
 - a. April 24, 2017; 5 PM
 - b. June 13th, 2017; 5 PM
 - c. September 12, 2017; 5 PM
- 3. Severability:** It is the declared intent of the Community Redevelopment Agency of the City of Alachua that, if any section, sentence, clause, phrase, or provision of this Resolution is for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this resolution, and the remainder of this Resolution after the exclusion of such part or parts shall be deemed to be valid.
- 4. Repealing Clause:** All Resolutions or parts thereof which are in conflict with this Resolution are hereby repealed.

- 5. Effective Date:** That this resolution shall become effective immediately upon adoption.

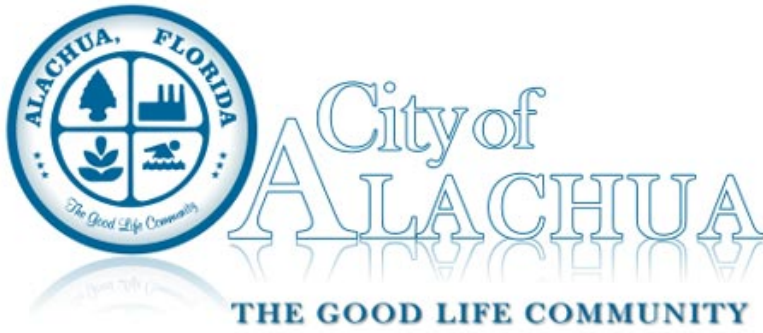
DULY ADOPTED in regular session, this ____ day of _____, 2017.

**COMMUNITY
REDEVELOPMENT AGENCY
OF ALACHUA, FLORIDA**

Gib Coerper, CRA Chair

ATTEST:

Traci L. Gresham, CRA Executive Director



Board/Committee Agenda Item

MEETING DATE: 4/24/2017

SUBJECT: Resolution 17-14: Adopt CRA Policies and Procedures

PREPARED BY: Chelsea Bakaitis, CRA Coordinator

RECOMMENDED ACTION:

Approve Resolution 17-14.

Summary

Resolution 17-14 establishes and adopts Rules of Procedure for the CRA. The Rules of Procedures include sections related to: rules of civility, meetings, special meetings, emergency meetings, workshops, quorum, office of the vice-chair, CRA chair, rules of order, secretary, approval of minutes, appearance before the CRA, purchasing policy, sergeant-at-arms, required attendance of officials, seating arrangement, preparation of agenda, agenda material, order of CRA business of meeting procedure, voting, rules of discussion, conflict of interest, resolutions, motions, reconsideration, rescinding actions previously taken, and adoption, alteration or temporary waiver of rules.

These Rules of Procedure are similar to those adopted by the City Commission but have been adapted for the CRA.

ATTACHMENTS:

Description

- Resolution 17-14

RESOLUTION 17-14

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY (CRA) OF THE CITY OF ALACHUA, FLORIDA ESTABLISHING AND ADOPTING RULES OF PROCEDURE; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Ordinance No. 17-05, as thereafter codified in Section 2-853 of the Alachua Code of Ordinances, appointed by the City Commission of The City of Alachua, to constitute the Community Redevelopment Agency for the City of Alachua;

WHEREAS, Section 2-853 of the Alachua Code of Ordinances requires the Community Redevelopment Agency to formulate its own Rules of Procedure;

WHEREAS, the City of Alachua Community Redevelopment Agency wishes to adopt Rules of Procedure as provided for in Part II, Chapter 2, Article VII, Section 2-853 of the City of Alachua Code of Ordinances in order to provide for conducting the business of the CRA; and

NOW, THEREFORE, BE IT RESOLVED THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA, FLORIDA AS FOLLOWS:

- 1.** The Rules of Procedure, as set forth in Exhibit A, are hereby established and adopted by the Community Redevelopment Agency.
- 2.** It is the declared intent of the Community Redevelopment Agency of the City of Alachua that, if any section, sentence, clause, phrase, or provision of this Resolution or in Exhibit A attached hereto is for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this resolution, and the remainder of this Resolution after the exclusion of such part or parts shall be deemed to be valid.
- 3.** All Resolutions or parts thereof which are in conflict with this Resolution are hereby repealed.
- 4.** This Resolution is effective upon passage.

DULY ADOPTED in regular session, this ____ day of _____, 2017.

**THE COMMUNITY
REDEVELOPMENT AGENCY
OF ALACHUA, FLORIDA**

Gib Coerper, CRA Chair

ATTEST:

Traci L. Gresham, CRA Executive Director

CITY OF ALACHUA COMMUNITY REDEVELOPMENT AGENCY RULES OF PROCEDURE

PREFACE

These Rules of Procedure are adopted by the Community Redevelopment Agency to guide the Community Redevelopment Agency (CRA). They are designed to provide the structure needed to conduct CRA Area business while also maintaining the flexibility needed to efficiently and effectively carry out the public business as circumstances may dictate.

RULE 1. RULES OF CIVILITY

The Community Redevelopment Agency encourages citizen participation in the democratic process and recognizes and protects the right of freedom of speech afforded to all. As the CRA conducts the business of the Area, the Rules of Civility shall apply to the CRA Members, CRA staff, City staff, and members of the public. Persons shall speak only when recognized by the Chair and, at that time, refrain from engaging in personal attacks and derogatory or offensive language. Comments from citizens being made at a time other than during the period titled, "Citizen Comments" should be focused on the issue at hand. Outbursts will not be tolerated and those who do not conduct themselves in a respectful and lawful manner shall be subject to removal. It shall be the responsibility of each individual to demonstrate civility.

RULE 2. CRA MEETINGS

All meetings of the City of Alachua CRA thereof, shall be open to the public in accordance with the Florida Government in the Sunshine Law, Section 286.011, Florida Statute.

- (a) The exception shall be those meetings statutorily exempt, such as litigation meetings pursuant to Section 286.011(8) Florida Statute. The CRA shall follow all statutory requirements for exempt meetings.
- (b) Because of the need to comply with seating capacity requirements of the fire code, there may be occasions when entrance by the public to CRA meeting shall be limited.
- (c) Regular meetings of the CRA will be conducted in a public building. If possible, special and emergency meetings will also be conducted in public buildings.
- (d) For public safety purposes, no signs or placards mounted on sticks, posts, poles or similar structures will be allowed in the meeting rooms. Other signs, placards, or banners shall not disrupt meetings or interfere with others' visual rights.

RULE 3. REGULAR CRA MEETINGS

All regular meetings of the CRA will be conducted at 5:00 P.M. in the James A. Lewis Commission Chambers - City of Alachua, City Hall, 15100 NW 142nd Ter., Alachua, Florida; unless noticed otherwise. Regular CRA meetings are scheduled quarterly on the second Monday of the last month of the quarter. The City CRA shall establish and notice, annually a schedule of regular meetings that are to be held throughout the subsequent fiscal year, reserving the authority to adjust meeting dates from time to time.

Prior notice of any change shall be provided to the public.

The Executive Director of the CRA (E.D.) and the CRA Chair may cancel a meeting due to lack of items for consideration or due to an emergency. Prior notice of such change shall be provided.

RULE 4. SPECIAL CRA MEETINGS

A special meeting may be called by the Chair, the E.D. or by a majority vote of the Agency at a regular CRA meeting, as follows:

- (a) The call for a special meeting will be in writing and should contain time, place and business to be conducted. The notice of special meeting shall be located at a designated area at City Hall. An agenda outlining the business to be conducted will be available prior to the meeting. No business other than that listed on the agenda shall be conducted during the meeting. Special meetings shall be held upon at least six (6) hours of public notice.
- (b) Each CRA Member will be given written notice served personally or left at his/her usual place of business and/or residence or by electronic means, including but not limited to e-mail. If this means of contact is not achieved, notice will be provided orally, either in person or by telephone contact.
- (c) Special meetings may be scheduled in addition to the regular CRA meetings.
- (d) There will not be a separate agenda item titled "Comments from Citizens on Subject of Choice"; citizens will be allowed to comment on items listed on the agenda.
- (e) If there is no longer a need for a special meeting, it will be noticed and cancelled.

RULE 5. EMERGENCY CRA MEETINGS

An emergency meeting may be called orally or in writing by the Chair or the E.D.

- (a) The call for an emergency meeting, if in writing, will contain the time, place, and business to be conducted. An agenda outlining the business to be conducted will be available prior to or at the meeting. No other business than that listed on the agenda shall be conducted at the meeting. Emergency meetings may be held, when practicable, upon the most reasonable notice allowable under the circumstances.
- (b) Each Member, the E.D., and CRA Attorney, and the Alachua Police Department shall be given the most reasonable notice allowable under the circumstances. Such notice can be provided orally, in person or by telephone contact or by electronic means, including, but not limited to, e-mail. If this means of contact is not achieved, a copy of the call for the emergency meeting, if in writing, may be delivered (which may be by digital means) to the person's residence, place of employment, or other location; whichever site is most likely to ensure the person's receipt of the notice.
- (c) The most reasonable notice allowable under the circumstances of the emergency meeting will be provided to the public
- (d) Emergency meetings may be scheduled on days or evenings in addition to the regular scheduled quarterly meeting.

- (e) There will not be a separate agenda item titled "Citizen Comments". Citizens will be allowed to comment on items listed on the agenda. If there is no longer a need for an emergency meeting, it shall be noticed and cancelled.

RULE 6. CRA WORKSHOPS

- (a) The CRA may conduct workshops which shall be conducted in the James A. Lewis Commission Chambers, unless noticed otherwise, and are scheduled as needed. The CRA may initiate workshops that are public meetings to improve communication, to gain information and to create a stronger working relationship among the Agency Members. Public attendance and participation is encouraged. No formal action shall occur at workshops.
- (b) A workshop may be called orally or in writing by the Chair, the E.D., or by majority vote at a regular Agency meeting.

RULE 7. QUORUM

A quorum for the transaction of business by the CRA consists of a minimum of three (3) Members. This includes the Chair. Once a quorum has been established, a majority of Members, including the Chair, if present at the meeting shall be required to carry a motion, unless by statute, ordinance or other regulation, an extraordinary majority (4/5ths) of the CRA is required for approval.

RULE 8. OFFICE OF THE VICE-CHAIR

In case of the absence or temporary disability of the Chair, the Vice-Chair serves as Chair during the absence. In case of the absence or temporary disability of the Chair and the Vice-Chair, an Acting Chair, elected from Members of the CRA, serves during the continuance of the absences or disabilities.

RULE 9. CRA CHAIR

The Chair will be responsible for enforcing the Rules of Procedure and conducting meetings in a manner which preserves order and decorum, prevents attacks on personalities or the impugning of Members' motives, and confine discussion or comments to the question under discussion. The Chair shall endeavor to conduct the meetings in a fashion that draws a balance between the informality and congeniality possible in a small community while also maintaining the decorum and formality necessary to transact business in an orderly fashion as follows:

- (a) Open the meeting at the appointed time and call the meeting to order, having ascertained that a quorum is present;
- (b) Announce the business to come before the Agency, in accordance with the prescribed order of business;
- (c) Recognize all Members who seek the floor under correct procedure. All questions and comments are to be directed through the Chair and she/he declares all votes;
- (d) Preserve order and call to order any Member of the CRA who violates any of these procedures; and, when presiding, decide questions of order, subject to a majority vote on a motion to appeal;
- (e) Expedite business in every way compatible with the rights of Members;

- (f) Based upon these Rules & Procedures, the gavel will be relinquished in the following order:
1. Vice-Chair;
 2. Other Member based upon seniority of tenure;
 3. E.D.;

Once a motion has been made and second received, the Chair shall hear comments from the other Members of the CRA. Following the comments from other Members of the CRA, the Chair shall be permitted to provide her/his input on the motion.

- (g) Make sure that the public is given a reasonable opportunity to be heard on a proposition before the CRA as provided for under Florida Statute 286.0114. Each Individual shall be allotted three (3) minutes to address the CRA. If groups or factions of a group wish to have their opinion on a proposition to be expressed to the CRA by a representative, a paper containing the names of the individuals, groups or factions, the name of the representative and the proposition they wish the representative to address shall be provided to the Secretary prior to the beginning of the meeting. When the proposition is opened up for public comment, the representative shall advise the CRA of the names of the groups or factions whose opinions are being expressed by the representative. The representative shall be allotted fifteen (15) minutes for the presentation, unless otherwise provided for by law or regulation. The Community Redevelopment Agency does not require an individual to provide advanced notification orally or in writing in order to express a desire to address a proposition before the CRA, including, but not limited to, voicing their support, opposition or neutrality on a proposition. Nothing in this paragraph shall preclude the CRA from maintaining orderly conduct and proper decorum in a public meeting.
- (h) The reasonable opportunity to be heard on a proposition before the CRA does not apply to:
- i. An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the CRA to act;
 - ii. An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations;
 - iii. A meeting that is exempt from the public by Florida Statute 286.011; or
 - iv. A meeting during which the CRA is acting in a quasi-judicial capacity. However, this paragraph does not affect the right of a person to be heard as otherwise provided by law.
- (i) Declare the meeting adjourned when the CRA so votes, or at any time in the event of an emergency affecting the safety of those present.

RULE 10. RULES OF ORDER

Robert's Rules of Order, newly revised, so long as they do not conflict with ordinances, resolutions and statutes, these rules or the City of Alachua Charter, may be used as a guide in conducting CRA meetings.

RULE 11. SECRETARY OF THE CRA; PARLIAMENTARIAN; MINUTES

The E.D., or the delegated Secretary, serves as parliamentarian, and advises the Chair as to correct Rules of Procedure or questions of specific rule application. The parliamentarian calls to the attention of the

Chair any error in the proceedings that may affect the substantive rights of any Member, or may otherwise do harm.

- (a) The Secretary or designee shall be responsible for recording all CRA meetings and workshops and shall make correct minutes of the proceedings of each CRA meeting and workshop. The Secretary shall submit minutes of meetings for approval as timely as possible.
- (b) The Secretary will place the minutes on the agenda for approval by the CRA. Such minutes stand confirmed at the regular CRA meeting without a reading in open meeting, unless some error is shown. In such event, an appropriate correction is made. A copy of the minutes shall be available for review in the CRA Coordinator Office and on the CRA website.

RULE 12. APPROVAL OF AGENCY MINUTES

When CRA minutes have been furnished to each Member prior to the meeting they may be approved without reading unless reading is requested by a majority of the Members.

RULE 13. APPEARANCE BEFORE THE CRA

The CRA recognizes the importance of protecting the right of its citizens and taxpayers to express their opinions on the operation of the Area and encourage citizen participation in the local government process. The CRA also recognizes the necessity for conducting orderly and efficient meetings in order to complete Area business in a timely and proper manner.

- (a) No individual shall speak until duly recognized by the Chair, and she/he shall immediately cease speaking and relinquish the podium when requested by the Chair.

After being recognized, the person should:

- 1. step up to the speaker's podium and give her/his name;
 - 2. state the topic or position (for/against) of the item under discussion;
 - 3. unless further time is granted by the Chair, limit the address to three minutes; and
 - 4. address all remarks and questions to the CRA as a body, and not a Member thereof, except through the Chair.
- (b) The CRA Members may discuss a matter, assign it to the Advisory Board, refer it to the E.D. for review and comment, question the speaker and/or take other appropriate action.
- (c) Speakers should make comments concise and to the point, and present any data or evidence they wish the CRA to consider. No person may speak more than once on the same subject unless granted permission by the Chair.
- (d) No person other than a Member of the CRA, and the person having the floor, may be permitted to enter into any discussion, either directly or through a Member of the CRA, without permission of the Chair. No question may be asked except through the Chair.
- (e) It shall be prohibited for any person to disturb or interrupt any meeting of the City CRA or otherwise fail to comport with the Rules and Procedure herein. The use of obscene or profane language, physical violence or the threat thereof, or other loud and boisterous behavior which the Chair or CRA shall determine is intended as a disruption of the meeting and a failure to

comply with any lawful decision or order of the Chair or of the CRA, shall constitute a disturbance and that person is declared out-of-order, she/he should immediately relinquish the podium. If the person does not do so, she/he is subject to removal from the Commission Chambers or other meeting room and may be arrested by the Alachua Police Department, subject to Section 810.08(1), F.S.

- (f) The Chair is authorized to establish speaker time limits and otherwise control presentations to avoid repetition.

RULE 14. PURCHASING POLICY

The CRA shall follow the policy and regulations set forth in Purchasing and Sales Policy and Regulations for the City of Alachua in doing so, the E.D. shall act as the City Manager and shall adjust the regulations as needed to comport with its use by the CRA.

RULE 15. SERGEANT-AT-ARMS

The E.D., or designee, shall be sergeant-at-arms of the CRA meetings. The E.D. shall carry out all orders and instructions given by the Chair and CRA for the purpose of maintaining order and decorum at the meeting.

RULE 16. REQUIRED ATTENDANCE OF OFFICIALS

In addition to CRA Members, City Officials whose regular attendance shall be required at meetings of the CRA are the: E.D., City Attorney, or their designees.

RULE 17. SEATING ARRANGEMENT

Members shall occupy the same seats on the dais as he or she sits in at City Commission meetings.

RULE 18. PREPARATION OF AGENDA

The Secretary shall prepare an agenda for each regular meeting of the Agency. The Secretary shall arrange a list of such matters according to the order of business and furnish a copy to each Member. The CRA Chair, or any Member may place an item on the agenda. The E.D. or the Attorney may also place an item on the agenda. Items to be presented to the Agency at the regular meeting shall be delivered to the Secretary using a deadline provided by the Secretary. The CRA may utilize a consent agenda for matters appropriate to be placed on it.

RULE 19. AGENDA MATERIAL

A copy of the agenda and supporting materials will be prepared for Members, the public and media at least seven days prior to the regular CRA meeting. These materials will be maintained on the website for at least one year.

RULE 20. ORDER AND CRA BUSINESS OF MEETING PROCEDURE

The business of all regular meetings of the CRA should be transacted as follows - provided, however that the Chair may, by simple majority vote or consensus of the CRA, re-arrange items on the agenda to more expeditiously conduct the business before the CRA:

(a) Call to Order

(b) Approval of the Regular and Consent Agendas (if any)

Except for items advertised for public hearings, items may be added to, or removed from, the agenda. Agenda items may be reordered. A motion to approve the agenda will have the following effects:

- i. Approves any amendments to the Regular and Consent Agenda;
- ii. Adopts the Regular Agenda; and
- iii. Approves all items on the Consent Agenda.

Prior to the vote on the motion to adopt the Agenda, any Member may request an item be withdrawn from the Consent Agenda. If any matter is withdrawn by any Member of the CRA, the Chair shall place the item at an appropriate place on the agenda for the current or a future meeting.

(c) Agenda Items

(d) Reports from Advisory Board

(e) Member Comments

(f) Public Comments

(g) Adjournment

No meeting shall be permitted to continue beyond 6:00 P.M. If the CRA business is not completed by this time it shall be continuing to the next regular meeting on a special meeting shall be set for specific item as determined by the chair, E.D., or Board

RULE 21. VOTING

The votes during all CRA meetings should be transacted as follows:

Voting on resolutions shall be by roll call on final action and shall be declared by the Chair and recorded in the minutes.

Every Member, including the CRA Chair, who was in the Commission Chambers when the question was called, must vote, unless the Member has publicly stated that he/she is abstaining from voting due to a conflict of interest, pursuant to Section 112.3143 or Section 286.011, Florida Statutes. If any Member declines to vote "aye" or "nay" by voice, their vote shall be counted as an "aye" vote.

The passage of any motion, policy or resolution shall require the affirmative vote of at least a majority of the Membership of the CRA who are present and eligible to vote. In case of a tie in votes on any proposal, the proposal shall be considered lost.

Any Member shall have the right to express dissent from or protests against any ordinance, resolution or policy of the CRA, and to have the reason therefore entered in the minutes.

RULE 22. RULES OF DISCUSSION

Any Member desiring to speak should address the Chair and upon said recognition by the Chair, should be confined to the question under discussion.

- (a) A Member, once recognized, should not be interrupted when speaking unless to call said Member to order. The Member should then cease speaking until the question of order is determined, without discussion, by the Chair. If in order, said Member will be at liberty to proceed.
- (b) The Member making the motion should be entitled to the floor first for discussion.
- (c) If the Chair wishes to put forth or second a motion, she/he shall relinquish the position of Chair to the Vice-CRA Chair or a Member (if the Vice- CRA Chair is absent) as provided for in Rule 9 until the main motion, on which she/he spoke, has been disposed of.
- (d) The following motions are not debatable:
 - i. to adjourn;
 - ii. to lay on the table;
 - iii. to take from the table;
 - iv. to call the question.

RULE 23. CONFLICT OF INTEREST AS SPECIFIED IN 112.3143 OR SECTION 286.011, FLORIDA STATUTES

No Member shall vote in her/his official capacity on a matter which would inure to his/her special private gain or loss, or which the Member knows would inure to the special private gain or loss of any principal by whom he/she is retained, of the parent organization or subsidiary of a corporate principal by which he or she is retained, or a relative or of a business associate. The Member in conflict shall remove him/herself from the room until the action is completed. Within fifteen (15) days following that CRA meeting, she/he shall file with the E.D. a Form 8B which describes the nature of her/his interest in the matter. The Form 8B shall be received by the E.D. and incorporated into the minutes of the meeting.

RULE 24. RESOLUTIONS

Generally, an enacted resolution is an internal legislative act that is a formal statement of policy concerning matters of special or temporary character. CRA action shall be taken by resolution when required by law, and in those instances where an expression of policy more formal than a motion is desired. All resolutions shall be reduced to writing. A resolution may be put to its final passage on the same day on which it was introduced.

RULE 25. MOTIONS

An enacted motion is a form of action taken by the CRA to direct that a specific action be taken on behalf of the Area. A motion, once approved and entered into the record, is the equivalent of a resolution in those instances where a resolution is not required by law. All motions shall be made and seconded before discussion.

RULE 26. RECONSIDERATION

A motion to reconsider shall be allowed at any time during a meeting, except when a motion on some other subject is pending. No motion to reconsider shall be made more than once on any subject at the same meeting. A motion to reconsider may be made:

- (a) At the same meeting during which an action was taken, provided that the motion to reconsider is made by a Member of the prevailing side on the original motion.
- (b) At a subsequent meeting by any Member.

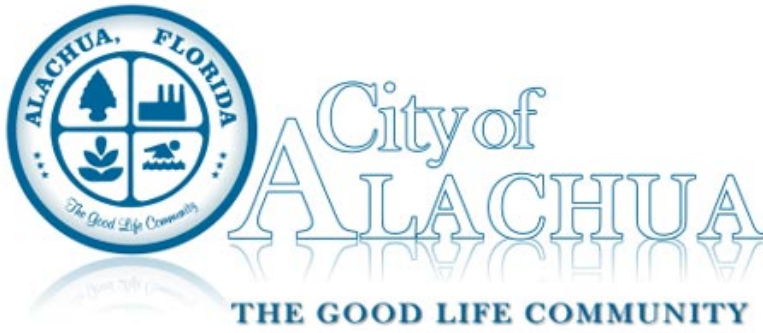
Upon passage of a motion to reconsider, no substantive action on the matter may be taken at that meeting so that the public may be on notice of the matter to be reconsidered. The subject matter shall be scheduled at the next regular CRA meeting for any action the CRA deems advisable.

RULE 27. RESCINDING ACTION PREVIOUSLY TAKEN

CRA action may be rescinded by a four-fifths (4/5) vote. The motion may be made by any Member after a motion to reconsider has been adopted by a majority vote.

RULE 28. ADOPTION, ALTERATION OR TEMPORARY WAIVER OF THESE RULES

These rules shall be adopted or amended by resolution and brought back as a resolution. These rules may be temporarily waived by a 2/3rds vote of the Members present.



Board/Committee Agenda Item

MEETING DATE: 4/24/2017

SUBJECT: Resolution 17-15: Establish CRA Advisory Board

PREPARED BY: Chelsea Bakaitis, CRA Coordinator

RECOMMENDED ACTION:

Approve Resolution 17-15.

Summary

Resolution 17-15 establishes a CRA advisory Board and allows advertisement for member applications.

The duties of the CRA Advisory Board will include, but are not limited to: providing input regarding the Community Redevelopment Area; implementing the Alachua Community Redevelopment Agency Market Study & Economic Development Implementation Plan; reviewing façade grant program applications and recommending grantees, recommending an annual budget and expenditures for the CRA, prioritizing and compiling an annual project list, receiving outside presentations as appropriate, and performing such other tasks which may be requested by the Agency.

The Board is proposed to be comprised of five (5) members appointed by the CRA, and Board members shall live or work within the CRA area.

ATTACHMENTS:

Description

- ▢ Resolution 17-15

RESOLUTION 17-15

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA, FLORIDA, ESTABLISHING THE COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD; ALLOWING ADVERTISEMENT FOR MEMBER APPLICATIONS; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, On November 28th, 2016, the City Commission adopted Ordinance 17-05, reestablishing the Downtown Redevelopment Trust Board to be known as the Community Redevelopment Agency, and establishing the City Commission of the City of Alachua to constitute the Community Redevelopment Agency; and

WHEREAS, Ordinance 17-05 Sec.-2854 part b., states that “The CRA shall create an advisory board to represent the Community Redevelopment Area.... [and] will serve in an informal advisory capacity.”; and

WHEREAS, the Community Redevelopment Agency wishes to comply with the requirement of Ordinance 17-05.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF ALACHUA, FLORIDA AS FOLLOWS:

1. Establishment of the Community Redevelopment Agency Advisory Board

- a. Creation of Advisory Board.** The Agency hereby establishes a CRA Advisory Board (the “Advisory Board”) which shall be comprised of five (5) members appointed by the Agency based upon their applications for these positions. All members of the Advisory Board shall live or work within the CRA Area. All Advisory Board members shall serve without pay. Advisory Board members shall serve at the pleasure of the CRA and may be removed by a majority vote of the Agency. A quorum of the Advisory Board shall be the majority of its filled positions in attendance at a meeting. The Advisory Board shall not create any committees without the prior approval by the Agency.

- b. Duties of Advisory Board.** The duties of the Advisory Board include, but are not limited to: providing input regarding the Community Redevelopment Area; implementing the Alachua Community Redevelopment Agency Market Study & Economic Development Implementation Plan; reviewing Façade Grant Program applications and recommending grantees; recommending an annual budget and expenditures for the CRA; prioritizing and compiling an annual project list; receiving outside presentations as appropriate; and performing such other tasks which may be requested by the Agency (from time to time).
- c. Appointment of Members and Terms.** Advisory Board members shall serve 3-year terms, except that the initial term for board members shall be staggered.
- i. The five (5) Advisory Board members shall have terms as follows:
 1. *Two members for a three-year term.*
 2. *Two members for a two year term.*
 3. *One member for a one year term.*
 - ii. These appointments shall be for a period of three (3) years each, with the terms staggered so that the terms of no more than two (2) members shall expire in any one (1) year. In the event of death or resignation of a member the vacancy may be filled for the unexpired term.
- d. Meetings.** The regular meetings of the Agency shall be open and advertised to the public and held in the James A. Lewis Commission Chambers- City of Alachua, City Hall, 15100 NW 142nd Ter., Alachua, Florida.
- e. Chair and Vice Chair.** The Advisory Board members shall elect a Chair and Vice Chair from among its members, each of whom shall serve for one year and/or until a successor is elected and qualified. The Chair shall preside at all meetings and exercise the usual rights, duties, and prerogatives as Chair. She/he will lead the meetings. The Vice Chair shall perform the duties of the Chair Person in the absence of the Chair.

- 2. Advertisement for member applications.** The Community Redevelopment Agency will make applications available for Advisory Board Members upon passage of this resolution. Advisory Board membership must be advertised a minimum of two weeks prior to the application deadline

- 3. Severability.** It is the declared intent of the Community Redevelopment Agency of the City of Alachua that, if any section, sentence, clause, phrase, or provision of this Resolution is for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this Resolution, and the remainder of this resolution after the exclusion of such part or parts shall be deemed to be valid.
- 4. Repealing Clause.** All Resolutions or parts thereof which are in conflict with this Resolution are hereby repealed.
- 5. Effective Date.** This Resolution is effective upon passage.

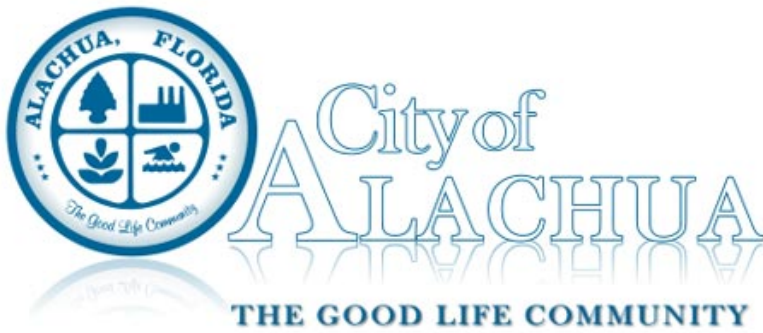
DULY ADOPTED in regular meetings, this ____ day of _____, 2017.

**COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY
OF ALACHUA, FLORIDA**

Gib Coerper, CRA Chair

ATTEST:

Traci L. Gresham, CRA Executive Director



Board/Committee Agenda Item

MEETING DATE: 4/24/2017

SUBJECT: Update FY 2017 Strategic Initiative 1.3 Action Step 2 and 3

PREPARED BY: Chelsea Bakaitis

RECOMMENDED ACTION:

Hear presentation. No recommended action at this time.

Summary

The City Commission adopted a 2017 Strategic Plan on September 26, 2016. Strategic Initiative 1.3 is to Revitalize Main Street and the Downtown Area. The action steps include: hiring a CRA professional (completed), developing and installing wayfinding signage and improvements; developing a branding and marketing program, and establishing a business retention and marketing program.

These items are also discussed in the CRA 2012 Amended Community Redevelopment Plan and the 2016 CRA Market Study & Economic Development Implementation Plan.

It will be one of the duties of the CRA Advisory Board to recommend the next actions to take to achieve these initiatives.

Staff has prepared potential steps to take to implement the initiative related to wayfinding signage (see attached), which will be used as a starting point with the CRA Board, once established.

ATTACHMENTS:

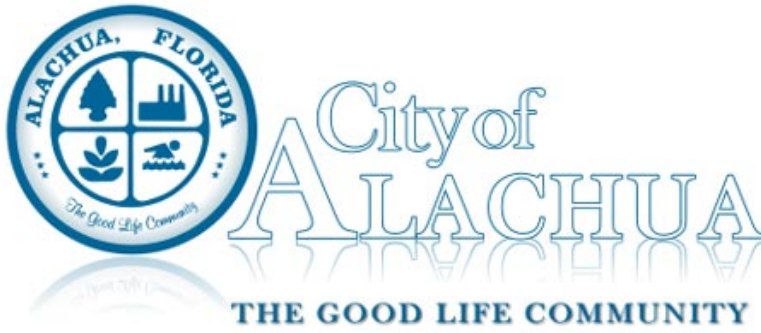
Description

- ▢ Step 2, strategic initiative 1.3, Wayfinding Signs

Action Step #2: CRA Strategic Initiative 1.3:

Develop and install wayfinding signage and improvements

- A. Create CRA wayfinding and directional sign program
 - a. Meet with CRA and advisory board
 - b. Contact appropriate FDOT representative to inform of intent to develop wayfinding signage on state roads and receive guidance.
 - c. Data collection and analysis
 - i. Review existing sign inventory
 - ii. Research primary routes and location for most effective use of signage
 - iii. Consider safety, handicapped accessibility, etc.
 - iv. Review Manual of Uniform Traffic Control Devices, Sect. 2d
 - v. Review Florida Administrative Code, Chapter 14-51, Florida's highway sign program
 - d. Propose sign location and types
 - i. Create list of types of signs needed, (consider digital wayfinding signs as mentioned in CRA economic development plan)
 - ii. Create map of new sign locations
 - iii. Provide list of sign locations including: destination, address, coordinates, and destination type
 - e. Create business logo directional sign program and include in plan
 - i. Businesses buy placard to be installed on directional sign pole.
 - ii. These signs would not be located on a state road.
 - f. Design
 - i. Review state and local sign code
 - ii. With advisory board create a set of "inspiration" criteria
 - iii. Hire sign design consultant to create sign design drawings
 - g. Create CRA Wayfinding Implementation Plan
 - i. CRA approves resolution adopting plan
 - ii. Submit plan to FDOT for approval
 - h. Follow implementation plan
 - i. Obtain permits
 - ii. Hire sign fabrication consultant
 - iii. Hire outside consultant for sign installation
- B. Create annual walker's guide map
 - a. Showcase main street and artillery businesses and historic and recreational landmarks
 - b. Consult with advisory board for design inspiration and map content
 - c. Create print maps and digital ESRI story map
 - d. Complete in time for 4th of July Festival



Board/Committee Agenda Item

MEETING DATE: 4/24/2017

SUBJECT: Discussion of HB 13/SB 1770

PREPARED BY: Chelsea Bakaitis, CRA Coordinator

RECOMMENDED ACTION:

Receive the presentation.

Summary

HB 13 and SB 1770, if made into law, would negatively impact the City of Alachua Community Redevelopment Agency. Attached is the amended versions of these bills, as well as a list of potential implications.

ATTACHMENTS:

Description

- ▢ HB 13 SB 1770 Summary Sheet
- ▢ HB 13
- ▢ SB 1770

HB 13/SB 1170

Amendment Impacts to Alachua CRA (April 4)

CS/CS/HB 13 (Raburn)

- prohibits the creation of any new CRAs in Florida after October 1 (lines 140 – 141)
- Strictly limits expenditures and strikes the words “including but not limited to” under s. 163.387(6) which is the statutory authorization for CRA expenditures. (lines 185 – 231)
- requires 80% of the government body (a super majority) for a current CRA to stay in existence, along with a new finding of necessity (lines 118-124)
- requires new and various types of information in the annual report by each CRA (some of them may be innocuous, some are not) (lines 70-113)
- limits current bond maturity and requires a new finding of necessity (lines 125-139)

CS/SB 1770 (Lee)

- Current CRAs: may continue to operate, but requires 80% of the government body (a super majority) to approve continued existence (lines 266-268)
- Current CRAs: if the supermajority is not achieved, they term out at expiration or 2037 (i.e. no extensions) (lines 239-247)
- New CRAs after July 1, 2017: requires 80% of the government body (a super majority) to create one (lines 263-268)
- requires all CRAs to terminate by 2037 with no extensions in the meantime if they do not approve continued existence (lines 241-247)
- strictly limits expenditures strikes the words “including but not limited to” under s. 163.387(6) which is the statutory authorization for CRA expenditures (lines 310-316)
- requires all CRA boards comprised of elected officials to appoint two additional members with expertise in certain areas (lines 176-188)
- requires new and various types of information in the annual report by each CRA (some of them may be innocuous, some are not) (lines 209-236)
- limits bond maturity and requires a new finding of necessity (248-262)

COMMITTEE/SUBCOMMITTEE AMENDMENT

Bill No. CS/HB 13 (2017)

Amendment No. 1

COMMITTEE/SUBCOMMITTEE ACTION

ADOPTED _____ (Y/N)

ADOPTED AS AMENDED _____ (Y/N)

ADOPTED W/O OBJECTION _____ (Y/N)

FAILED TO ADOPT _____ (Y/N)

WITHDRAWN _____ (Y/N)

OTHER

Committee/Subcommittee hearing bill: Ways & Means Committee
Representative Raburn offered the following:

Amendment (with title amendment)

Remove everything after the enacting clause and insert:

Section 1. Paragraphs (c) and (d) of subsection (3) of
section 163.356, Florida Statutes, are amended to read:

163.356 Creation of community redevelopment agency.—

(3)(c) The governing body of the county or municipality
shall designate a chair and vice chair from among the
commissioners. An agency may employ an executive director,
technical experts, and such other agents and employees,
permanent and temporary, as it requires, and determine their
qualifications, duties, and compensation. For such legal service
as it requires, an agency may employ or retain its own counsel
and legal staff.

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17 (d) An agency authorized to transact business and exercise
18 powers under this part shall file with the governing body the
19 report required pursuant to s. 163.371(1). ~~on or before March~~
20 ~~31 of each year, a report of its activities for the preceding~~
21 ~~fiscal year, which report shall include a complete financial~~
22 ~~statement setting forth its assets, liabilities, income, and~~
23 ~~operating expenses as of the end of such fiscal year. At the~~
24 ~~time of filing the report, the agency shall publish in a~~
25 ~~newspaper of general circulation in the community a notice to~~
26 ~~the effect that such report has been filed with the county or~~
27 ~~municipality and that the report is available for inspection~~
28 ~~during business hours in the office of the clerk of the city or~~
29 ~~county commission and in the office of the agency.~~

30 (e)-(d) At any time after the creation of a community
31 redevelopment agency, the governing body of the county or
32 municipality may appropriate to the agency such amounts as the
33 governing body deems necessary for the administrative expenses
34 and overhead of the agency, including the development and
35 implementation of community policing innovations.

36 Section 2. Subsection (1) of section 163.367, Florida
37 Statutes, is amended to read:

38 163.367 Public officials, commissioners, and employees
39 subject to code of ethics.—

40 (1)(a) The officers, commissioners, and employees of a
41 community redevelopment agency created by, or designated

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42 pursuant to, s. 163.356 or s. 163.357 are ~~shall be~~ subject to
43 the provisions and requirements of part III of chapter 112.

44 (b) Commissioners of a community redevelopment agency must
45 comply with the ethics training requirements in s. 112.3142.

46 Section 3. Subsection (5) is added to section 163.370,
47 Florida Statutes, to read:

48 163.370 Powers; counties and municipalities; community
49 redevelopment agencies.—

50 (5) A community redevelopment agency shall procure all
51 commodities and services under the same purchasing processes and
52 requirements that apply to the county or municipality that
53 created the agency.

54 Section 4. Section 163.371, Florida Statutes, is created
55 to read:

56 163.371 Reporting requirements.—

57 (1) Beginning March 31, 2018, and no later than March 31
58 of each year thereafter, a community redevelopment agency shall
59 file an annual report with the county or municipality that
60 created the agency and publish the information on the agency's
61 website. At the time the report is filed and the information is
62 published on the website, the agency shall also publish in a
63 newspaper of general circulation in the community a notice to
64 the effect that such report has been filed with the county or
65 municipality and that the report is available for inspection
66 during business hours in the office of the clerk of the city or

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67 county commission and in the office of the agency or on the
68 website of the agency. The report must include the following
69 information:

70 (a) A complete audit report of the redevelopment trust
71 fund pursuant to s. 163.387(8).

72 (b) The performance data for each plan authorized,
73 administered, or overseen by the community redevelopment agency
74 as of December 31 of the year being reported, including the:

75 1. Total number of projects started, completed, and the
76 estimated project cost for each project.

77 2. Total expenditures from the redevelopment trust fund.

78 3. Original assessed real property values within the
79 community redevelopment agency's area of authority as of the day
80 the agency was created.

81 4. Total assessed real property values of property within
82 the boundaries of the community redevelopment agency as of
83 January 1 of the year being reported.

84 5. The earliest available total of commercial property
85 vacancy rates within the community redevelopment agency's area
86 of authority as of the day the agency was created.

87 6. Total commercial property vacancy rates within the
88 boundaries of the community redevelopment agency.

89 7. Assessed real property values for redeveloped
90 properties within the boundaries of the community redevelopment
91 agency as of January 1 of the year being reported.

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92 8. The earliest available total of housing vacancy rates
93 within the community redevelopment agency's area of authority as
94 of the day the agency was created.

95 9. Total housing vacancy rates within the boundaries of
96 the community redevelopment agency.

97 10. Total code enforcement violations within the
98 boundaries of the community redevelopment agency.

99 11. Total amount expended for affordable housing for low
100 and middle income residents if the community redevelopment
101 agency has affordable housing as part of its community
102 redevelopment plan.

103 12. For sponsorships and donations made to the community
104 redevelopment agency, the name of the sponsor or donor and the
105 total amount sponsored or donated.

106 13. Ratio of redevelopment funds to private funds expended
107 within the boundaries of the community redevelopment agency.

108 (2) By January 1, 2018, each community redevelopment
109 agency shall publish on its website digital maps that depict the
110 geographic boundaries and total acreage of the community
111 redevelopment agency. If any change is made to the boundaries or
112 total acreage, the agency shall post updated map files on its
113 website within 60 days after the date such change takes effect.

114 Section 5. Section 163.3755, Florida Statutes, is created
115 to read:

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116 163.3755 Termination of community redevelopment agencies;
117 prohibition on future creation.—

118 (1) Unless the governing body of the county or
119 municipality that created the community redevelopment agency
120 approves its continued existence by a super majority vote of the
121 governing body members, a community redevelopment agency in
122 existence on October 1, 2017, shall terminate on the expiration
123 date provided in the community redevelopment agency's charter on
124 October 1, 2017, or on September 30, 2037, whichever is earlier.

125 (2)(a) If the governing body of the county or municipality
126 that created the community redevelopment agency does not approve
127 its continued existence by a super majority vote of the
128 governing body members, a community redevelopment agency with
129 outstanding bonds as of October 1, 2017, and that do not mature
130 until after the earlier of the termination date of the agency or
131 September 30, 2037, remains in existence until the date the
132 bonds mature.

133 (b) A community redevelopment agency operating under this
134 subsection on or after September 30, 2037, may not extend the
135 maturity date of any outstanding bonds.

136 (c) The county or municipality that created the community
137 redevelopment agency must issue a new finding of necessity
138 limited to timely meeting the remaining bond obligations of the
139 community redevelopment agency.

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140 (3) A community redevelopment agency may not be created on
141 or after October 1, 2017. A community redevelopment agency in
142 existence before October 1, 2017, may continue to operate as
143 provided in this part.

144 Section 6. Section 163.3756, Florida Statutes, is created
145 to read:

146 163.3756 Inactive community redevelopment agencies.—

147 (1) The Legislature finds that a number of community
148 redevelopment agencies continue to exist but report no revenues,
149 no expenditures, and no outstanding debt in their annual report
150 to the Department of Financial Services pursuant to s. 218.32.

151 (2) (a) Beginning October 1, 2014, a community
152 redevelopment agency that has reported no revenues, no
153 expenditures, and no debt under s. 218.32 or s. 189.016(9), for
154 3 consecutive fiscal years shall be declared inactive by the
155 Department of Economic Opportunity. The department shall notify
156 the agency of the declaration of inactive status under this
157 subsection. If the agency has no board members or no agent, the
158 notice of inactive status must be delivered to the governing
159 board or commission of the county or municipality that created
160 the agency.

161 (b) The governing board of a community redevelopment
162 agency declared inactive under this subsection may seek to
163 invalidate the declaration by initiating proceedings under s.

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189.062(5) within 30 days after the date of the receipt of the notice from the department.

(3) A community redevelopment agency declared inactive under this section is authorized only to expend funds from the redevelopment trust fund as necessary to service outstanding bond debt. The agency may not expend other funds without an ordinance of the governing body of the local government that created the agency consenting to the expenditure of funds.

(4) The provisions of s. 189.062(2) and (4) do not apply to a community redevelopment agency that has been declared inactive under this section.

(5) The provisions of this section are cumulative to the provisions of s. 189.062. To the extent the provisions of this section conflict with the provisions of s. 189.062, this section prevails.

(6) The Department of Economic Opportunity shall maintain on its website a separate list of community redevelopment agencies declared inactive under this section.

Section 7. Subsection (6), paragraph (d) of subsection (7), and subsection (8) of section 163.387, Florida Statutes, are amended to read:

163.387 Redevelopment trust fund.—

(6) Beginning October 1, 2017, moneys in the redevelopment trust fund may be expended ~~from time to time~~ for undertakings of a community redevelopment agency as described in the community

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189 redevelopment plan only pursuant to an annual budget adopted by
190 the board of commissioners of the community redevelopment agency
191 and only for the following purposes stated in this subsection.~~7~~
192 ~~including, but not limited to:~~

193 (a) Except as provided in this subsection, a community
194 redevelopment agency shall comply with the requirements of s.
195 189.016.

196 (b) A community redevelopment agency created by a
197 municipality shall submit its operating budget to the board of
198 county commissioners for the county in which the community
199 redevelopment agency is located within 10 days after the date of
200 adoption of such budget and submit amendments to its operating
201 budget to the board of county commissioners within 10 days after
202 the date of adoption of the amended budget. ~~Administrative and~~
203 ~~overhead expenses necessary or incidental to the implementation~~
204 ~~of a community redevelopment plan adopted by the agency.~~

205 (c) The annual budget of a community redevelopment agency
206 may provide for payment of the following expenses:

207 1. Administrative and overhead expenses directly or
208 indirectly necessary to implement a community redevelopment plan
209 adopted by the agency.

210 2. ~~(b)~~ Expenses of redevelopment planning, surveys, and
211 financial analysis, including the reimbursement of the governing
212 body or the community redevelopment agency for such expenses
213 incurred before the redevelopment plan was approved and adopted.

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214 ~~3.(e)~~ The acquisition of real property in the
215 redevelopment area.

216 ~~4.(d)~~ The clearance and preparation of any redevelopment
217 area for redevelopment and relocation of site occupants within
218 or outside the community redevelopment area as provided in s.
219 163.370.

220 ~~5.(e)~~ The repayment of principal and interest or any
221 redemption premium for loans, advances, bonds, bond anticipation
222 notes, and any other form of indebtedness.

223 ~~6.(f)~~ All expenses incidental to or connected with the
224 issuance, sale, redemption, retirement, or purchase of bonds,
225 bond anticipation notes, or other form of indebtedness,
226 including funding of any reserve, redemption, or other fund or
227 account provided for in the ordinance or resolution authorizing
228 such bonds, notes, or other form of indebtedness.

229 ~~7.(g)~~ The development of affordable housing within the
230 community redevelopment area.

231 ~~8.(h)~~ The development of community policing innovations.

232 (7) On the last day of the fiscal year of the community
233 redevelopment agency, any money which remains in the trust fund
234 after the payment of expenses pursuant to subsection (6) for
235 such year shall be:

236 (d) Appropriated to a specific redevelopment project
237 pursuant to an approved community redevelopment plan ~~which~~
238 ~~project will be completed within 3 years from the date of such~~

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239 ~~appropriation.~~ The specific redevelopment project for which
240 funds are appropriated under this subsection may not be changed
241 at a later date.

242 (8)(a) Each community redevelopment agency shall provide
243 for an audit of the trust fund each fiscal year and a report of
244 such audit to be prepared by an independent certified public
245 accountant or firm.

246 (b) The audit ~~Such~~ report shall:

247 1. Describe the amount and source of deposits into, and
248 the amount and purpose of withdrawals from, the trust fund
249 during such fiscal year and the amount of principal and interest
250 paid during such year on any indebtedness to which increment
251 revenues are pledged and the remaining amount of such
252 indebtedness.

253 2. Include a complete financial statement identifying the
254 assets, liabilities, income, and operating expenses of the
255 community redevelopment agency as of the end of such fiscal
256 year.

257 3. Include a finding by the auditor determining whether
258 the community redevelopment agency complies with the
259 requirements of subsection (7).

260 (c) The audit report for the community redevelopment
261 agency shall be included with the annual financial report
262 submitted by the county or municipality that created the agency
263 to the Department of Financial Services as provided in s.

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218.32, regardless of whether the agency reports separately
under s. 218.32.

(d) The agency shall provide ~~by registered mail~~ a copy of
the audit report to each taxing authority.

Section 8. Subsection (3) of section 218.32, Florida
Statutes, is amended to read:

218.32 Annual financial reports; local governmental
entities.—

(3)(a) The department shall notify the President of the
Senate and the Speaker of the House of Representatives of any
municipality that has not reported any financial activity for
the last 4 fiscal years. Such notice must be sufficient to
initiate dissolution procedures as described in s.
165.051(1)(a). Any special law authorizing the incorporation or
creation of the municipality must be included within the
notification.

(b) Failure of a county or municipality to include in its
annual report to the department the full audit required by s.
163.387(8) for each community redevelopment agency created by
that county or municipality constitutes a failure to report
under this section.

(c) By November 1 of each year, the department must
provide the Special District Accountability Program of the
Department of Economic Opportunity with a list of each community
redevelopment agency reporting no revenues, no expenditures, and

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no debt for the community redevelopment agency's previous fiscal
year.

Section 9. This act shall take effect October 1, 2017.

T I T L E A M E N D M E N T

Remove everything before the enacting clause and insert:

A bill to be entitled

An act relating to community redevelopment agencies; amending s.
163.356, F.S.; providing reporting requirements; deleting
provisions requiring certain annual reports; amending s.
163.367, F.S.; requiring ethics training for community
redevelopment agency commissioners; amending s. 163.370, F.S.;
establishing procurement procedures; creating s. 163.371, F.S.;
providing annual reporting requirements; requiring publication
of notices of reports; requiring reports to be available for
inspection in designated places; requiring a community
redevelopment agency to publish annual reports and boundary maps
on its website; creating s. 163.3755, F.S.; prohibiting the
creation of new community redevelopment agencies after a date
certain; providing a phase-out period for existing community
redevelopment agencies unless the local government governing
body that created the agency approves its continued existence by
a super majority vote; providing a limited exception for
community redevelopment agencies with certain outstanding bond

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COMMITTEE/SUBCOMMITTEE AMENDMENT

Bill No. CS/HB 13 (2017)

Amendment No. 1

obligations; creating s. 163.3756, F.S.; providing legislative findings; requiring the Department of Economic Opportunity to declare inactive community redevelopment agencies that have reported no financial activity for a specified number of years; providing hearing procedures; authorizing certain financial activity by a community redevelopment agency that is declared inactive; requiring the Department of Economic Opportunity to maintain a website identifying all inactive community redevelopment agencies; amending s. 163.387, F.S.; revising requirements for the use of the redevelopment trust fund proceeds; limiting allowed expenditures; revising requirements for the annual budget of a community redevelopment agency; requiring municipal community redevelopment agencies to provide annual budget to county commission; revising requirements for use of moneys in the redevelopment trust fund for specific redevelopment projects; revising requirements for the annual audit; requiring the audit to be included with the financial report of the county or municipality that created the community redevelopment agency; amending s. 218.32, F.S.; requiring county and municipal governments to report community redevelopment agency annual audit reports as part of the county or municipal annual report; revising criteria for finding that a county or municipality failed to file report; requiring the Department of Financial Services to provide a report to the Department of Economic Opportunity concerning community redevelopment agencies

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COMMITTEE/SUBCOMMITTEE AMENDMENT

Bill No. CS/HB 13 (2017)

Amendment No. 1

339 | with no revenues, no expenditures, and no debts; providing an
340 | effective date.

By the Committee on Community Affairs; and Senator Lee

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A bill to be entitled

An act relating to community redevelopment agencies; amending s. 163.340, F.S.; revising the definition of the term "blighted area"; amending s. 163.524, F.S.; conforming a cross-reference; amending s. 163.356, F.S.; providing reporting requirements; deleting provisions requiring certain annual reports; amending s. 163.357, F.S.; requiring, rather than authorizing, a governing body that consists of five members to appoint two additional persons to act as members of the community redevelopment agency; providing requirements for such members; amending s. 163.367, F.S.; requiring ethics training for community redevelopment agency commissioners; amending s. 163.370, F.S.; establishing procurement procedures; creating s. 163.371, F.S.; providing annual reporting requirements; requiring a community redevelopment agency to publish annual reports and boundary maps on its website; creating s. 163.3755, F.S.; providing a phase-out period for existing community redevelopment agencies unless their continued existence is approved by a super majority vote of the governing bodies of the counties or municipalities which created them; providing a limited exception for community redevelopment agencies with certain outstanding bond obligations; providing that a governing body of a county or municipality may create a community redevelopment agency only by a super majority vote on or after a specified date; creating s. 163.3756, F.S.;

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30 providing legislative findings; requiring the
31 Department of Economic Opportunity to declare inactive
32 community redevelopment agencies that have reported no
33 financial activity for a specified number of years;
34 providing hearing procedures; authorizing certain
35 financial activity by a community redevelopment agency
36 that is declared inactive; requiring the department to
37 maintain a website identifying all inactive community
38 redevelopment agencies; amending s. 163.387, F.S.;
39 revising requirements for the use of the redevelopment
40 trust fund proceeds beginning on a specified date;
41 limiting allowed expenditures; revising requirements
42 for the annual budget of a community redevelopment
43 agency; requiring municipal community redevelopment
44 agencies to provide an annual budget to the county
45 commission; revising requirements for the annual
46 audit; requiring the audit to be included with the
47 financial report of the county or municipality that
48 created the community redevelopment agency; amending
49 s. 218.32, F.S.; requiring county and municipal
50 governments to report community redevelopment agency
51 annual audit reports as part of the county or
52 municipal annual report; revising criteria for finding
53 that a county or municipality failed to file a report;
54 requiring the Department of Financial Services to
55 provide a report to the Department of Economic
56 Opportunity concerning community redevelopment
57 agencies with no revenues, expenditures, or debts;
58 providing an effective date.

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Be It Enacted by the Legislature of the State of Florida:

Section 1. Subsection (8) of section 163.340, Florida Statutes, is amended to read:

163.340 Definitions.—The following terms, wherever used or referred to in this part, have the following meanings:

(8) "Blighted area" means an area in which there are a substantial number of deteriorated or deteriorating structures; in which conditions, as indicated by government-maintained statistics or other studies, endanger life or property or are leading to economic distress; and in which two or more of the following factors are present:

(a) Predominance of defective or inadequate street layout, parking facilities, roadways, bridges, or public transportation facilities.

(b) Aggregate assessed values of real property in the area for ad valorem tax purposes have failed to show any appreciable increase over the 5 years prior to the finding of such conditions.

(c) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness.

(d) Unsanitary or unsafe conditions.

(e) Deterioration of site or other improvements.

(f) Inadequate and outdated building density patterns.

(g) Falling lease rates per square foot of office, commercial, or industrial space compared to the remainder of the county or municipality.

(h) Tax or special assessment delinquency exceeding the

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88 fair value of the land.

89 (i) Residential and commercial vacancy rates higher in the
90 area than in the remainder of the county or municipality.

91 (j) Incidence of crime in the area higher than in the
92 remainder of the county or municipality.

93 (k) Fire and emergency medical service calls to the area
94 proportionately higher than in the remainder of the county or
95 municipality.

96 (l) A greater number of violations of the Florida Building
97 Code in the area than the number of violations recorded in the
98 remainder of the county or municipality.

99 (m) Diversity of ownership or defective or unusual
100 conditions of title which prevent the free alienability of land
101 within the deteriorated or hazardous area.

102 (n) Governmentally owned property with adverse
103 environmental conditions caused by a public or private entity.

104 (o) A substantial number or percentage of properties
105 damaged by sinkhole activity which have not been adequately
106 repaired or stabilized.

107 (p) Rates of unemployment higher in the area than in the
108 remainder of the county or municipality.

109 (q) Rates of poverty higher in the area than in the
110 remainder of the county or municipality.

111 (r) Rates of foreclosure higher in the area than in the
112 remainder of the county or municipality.

113 (s) Rates of infant mortality higher in the area than in
114 the remainder of the county or municipality.

115
116 ~~However, the term "blighted area" also means any area in which~~

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117 ~~at least one of the factors identified in paragraphs (a) through~~
118 ~~(e) is present and all taxing authorities subject to s.~~
119 ~~163.387(2) (a) agree, either by interlocal agreement with the~~
120 ~~agency or by resolution, that the area is blighted. Such~~
121 ~~agreement or resolution must be limited to a determination that~~
122 ~~the area is blighted.~~ For purposes of qualifying for the tax
123 credits authorized in chapter 220, "blighted area" means an area
124 as defined in this subsection.

125 Section 2. Subsection (3) of section 163.524, Florida
126 Statutes, is amended to read:

127 163.524 Neighborhood Preservation and Enhancement Program;
128 participation; creation of Neighborhood Preservation and
129 Enhancement Districts; creation of Neighborhood Councils and
130 Neighborhood Enhancement Plans.—

131 (3) After the boundaries and size of the Neighborhood
132 Preservation and Enhancement District have been defined, the
133 local government shall pass an ordinance authorizing the
134 creation of the Neighborhood Preservation and Enhancement
135 District. The ordinance shall contain a finding that the
136 boundaries of the Neighborhood Preservation and Enhancement
137 District comply with s. 163.340(7) or (8) (a) - (s) ~~(8) (a) - (e)~~ or
138 do not contain properties that are protected by deed
139 restrictions. Such ordinance may be amended or repealed in the
140 same manner as other local ordinances.

141 Section 3. Paragraphs (c) and (d) of subsection (3) of
142 section 163.356, Florida Statutes, are amended to read:

143 163.356 Creation of community redevelopment agency.—

144 (3) (c) The governing body of the county or municipality
145 shall designate a chair and vice chair from among the

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commissioners. An agency may employ an executive director, technical experts, and such other agents and employees, permanent and temporary, as it requires, and determine their qualifications, duties, and compensation. For such legal service as it requires, an agency may employ or retain its own counsel and legal staff.

(d) An agency authorized to transact business and exercise powers under this part shall file with the governing body the report required pursuant to s. 163.371(1), ~~on or before March 31 of each year, a report of its activities for the preceding fiscal year, which report shall include a complete financial statement setting forth its assets, liabilities, income, and operating expenses as of the end of such fiscal year. At the time of filing the report, the agency shall publish in a newspaper of general circulation in the community a notice to the effect that such report has been filed with the county or municipality and that the report is available for inspection during business hours in the office of the clerk of the city or county commission and in the office of the agency.~~

(e) ~~(d)~~ At any time after the creation of a community redevelopment agency, the governing body of the county or municipality may appropriate to the agency such amounts as the governing body deems necessary for the administrative expenses and overhead of the agency, including the development and implementation of community policing innovations.

Section 4. Paragraph (c) of subsection (1) of section 163.357, Florida Statutes, is amended to read:

163.357 Governing body as the community redevelopment agency.—

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(1)

(c) A governing body that ~~which~~ consists of five members shall ~~may~~ appoint two additional persons to act as members of the community redevelopment agency. These members may not be elected officials. The two additional members must have expertise in at least one of the following areas: architecture, finance, construction, land use, affordable housing, sustainability, or other educational or professional experience in the area of community redevelopment. The terms of office of the additional members shall be for 4 years, except that the first person appointed shall initially serve a term of 2 years. Persons appointed under this section are subject to all provisions of this part relating to appointed members of a community redevelopment agency.

Section 5. Subsection (1) of section 163.367, Florida Statutes, is amended to read:

163.367 Public officials, commissioners, and employees subject to code of ethics.—

(1)(a) The officers, commissioners, and employees of a community redevelopment agency created by, or designated pursuant to, s. 163.356 or s. 163.357 are ~~shall be~~ subject to the provisions and requirements of part III of chapter 112.

(b) Commissioners of a community redevelopment agency must comply with the ethics training requirements in s. 112.3142.

Section 6. Subsection (5) is added to section 163.370, Florida Statutes, to read:

163.370 Powers; counties and municipalities; community redevelopment agencies.—

(5) A community redevelopment agency shall procure all

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204 commodities and services under the same purchasing processes and
205 requirements that apply to the county or municipality that
206 created the agency.

207 Section 7. Section 163.371, Florida Statutes, is created to
208 read:

209 163.371 Reporting requirements.—

210 (1) Beginning March 31, 2018, and no later than March 31 of
211 each year thereafter, a community redevelopment agency shall
212 file an annual report with the county or municipality that
213 created the agency and publish the information on the agency's
214 website. The report must include the following information:

215 (a) A complete audit report of the redevelopment trust fund
216 pursuant to s. 163.387(8).

217 (b) The performance data for each plan authorized,
218 administered, or overseen by the community redevelopment agency
219 as of December 31 of the year being reported, including the:

220 1. Total number of projects started and completed and the
221 estimated project cost for each project.

222 2. Total expenditures from the redevelopment trust fund.

223 3. Original assessed real property values within the
224 community redevelopment agency's area of authority as of the day
225 the agency was created.

226 4. Total assessed real property values of property within
227 the boundaries of the community redevelopment agency as of
228 January 1 of the year being reported.

229 5. Total amount expended for affordable housing for low-
230 income and middle-income residents.

231 (2) By January 1, 2018, each community redevelopment agency
232 shall publish on its website digital maps that depict the

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geographic boundaries and total acreage of the community redevelopment agency. If any change is made to the boundaries or total acreage, the agency shall post updated map files on its website within 60 days after the date such change takes effect.

Section 8. Section 163.3755, Florida Statutes, is created to read:

163.3755 Termination of community redevelopment agencies; future creation.—

(1) Unless the governing body of the county or municipality which created the community redevelopment agency approves its continued existence by a super majority vote of the governing body members, a community redevelopment agency in existence on July 1, 2017, shall terminate on the expiration date provided in the community redevelopment agency's charter as it exists on July 1, 2017, or on September 30, 2037, whichever is earlier.

(2)(a) If the governing body of the county or municipality which created the community redevelopment agency does not approve its continued existence by a super majority vote of the governing body members, a community redevelopment agency with outstanding bonds as of July 1, 2017, which do not mature until after the earlier of the termination date of the agency or September 30, 2037, remains in existence until the date the bonds mature.

(b) A community redevelopment agency operating under this subsection on or after September 30, 2037, may not extend the maturity date of any outstanding bonds.

(c) The county or municipality that created the community redevelopment agency must issue a new finding of necessity limited to timely meeting the remaining bond obligations of the

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community redevelopment agency.

(3) On or after July 1, 2017, the governing body of a county or municipality may create a community redevelopment agency only by a super majority vote of the members of the governing body of the county or municipality. A community redevelopment agency in existence before July 1, 2017, may continue to operate as provided in this part.

Section 9. Section 163.3756, Florida Statutes, is created to read:

163.3756 Inactive community redevelopment agencies.—

(1) The Legislature finds that a number of community redevelopment agencies continue to exist but report no revenues, no expenditures, and no outstanding debt in their annual report to the Department of Financial Services pursuant to s. 218.32.

(2) (a) A community redevelopment agency that has reported no revenues, expenditures, or debt under s. 218.32 or s. 189.016(9) for 3 consecutive fiscal years calculated from no earlier than October 1, 2014, shall be declared inactive by the Department of Economic Opportunity. The department shall notify the agency of the declaration of inactive status under this subsection. If the agency has no board members and no agent, the notice of inactive status must be delivered to the governing board or commission of the county or municipality which created the agency.

(b) The governing board of a community redevelopment agency declared inactive under this subsection may seek to invalidate the declaration by initiating proceedings under s. 189.062(5) within 30 days after the date of the receipt of the notice from the department.

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291 (3) A community redevelopment agency declared inactive
292 under this section is authorized only to expend funds from the
293 redevelopment trust fund as necessary to service outstanding
294 bond debt. The agency may not expend other funds without an
295 ordinance of the governing body of the local government which
296 created the agency consenting to the expenditure of funds.

297 (4) The provisions of s. 189.062(2) and (4) do not apply to
298 a community redevelopment agency that has been declared inactive
299 under this section.

300 (5) The provisions of this section are cumulative to the
301 provisions of s. 189.062. To the extent the provisions of this
302 section conflict with the provisions of s. 189.062, this section
303 prevails.

304 (6) The Department of Economic Opportunity shall maintain
305 on its website a separate list of community redevelopment
306 agencies declared inactive under this section.

307 Section 10. Subsections (6) and (8) of section 163.387,
308 Florida Statutes, are amended to read:

309 163.387 Redevelopment trust fund.—

310 (6) Beginning October 1, 2017, moneys in the redevelopment
311 trust fund may be expended ~~from time to time~~ for undertakings of
312 a community redevelopment agency as described in the community
313 redevelopment plan only pursuant to an annual budget adopted by
314 the board of commissioners of the community redevelopment agency
315 and only for the following purposes stated in this subsection.⁷
316 ~~including, but not limited to:~~

317 (a) Except as provided in this subsection, a community
318 redevelopment agency shall comply with the requirements of s.
319 189.016.

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320 (b) A community redevelopment agency created by a
321 municipality shall:

322 1. Adopt its proposed budget within 90 days before the
323 beginning of its fiscal year.

324 2. Submit its proposed budget and projections for the next
325 fiscal year to the board of county commissioners for the county
326 in which the community redevelopment agency is located within 60
327 days before the start of the agency's fiscal year.

328 3. Submit amendments to its operating budget to the board
329 of county commissioners of the county in which the community
330 redevelopment agency is located within 10 days after the date of
331 adoption of the amended budget ~~Administrative and overhead~~
332 ~~expenses necessary or incidental to the implementation of a~~
333 ~~community redevelopment plan adopted by the agency.~~

334 (c) The annual budget of a community redevelopment agency
335 may provide for payment of the following expenses:

336 1. Administrative and overhead expenses directly or
337 indirectly necessary to implement a community redevelopment plan
338 adopted by the agency.

339 ~~2.(b)~~ Expenses of redevelopment planning, surveys, and
340 financial analysis, including the reimbursement of the governing
341 body or the community redevelopment agency for such expenses
342 incurred before the redevelopment plan was approved and adopted.

343 ~~3.(c)~~ The acquisition of real property in the redevelopment
344 area.

345 ~~4.(d)~~ The clearance and preparation of any redevelopment
346 area for redevelopment and relocation of site occupants within
347 or outside the community redevelopment area as provided in s.
348 163.370.

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349 ~~5.(e)~~ The repayment of principal and interest or any
350 redemption premium for loans, advances, bonds, bond anticipation
351 notes, and any other form of indebtedness.

352 ~~6.(f)~~ All expenses incidental to or connected with the
353 issuance, sale, redemption, retirement, or purchase of bonds,
354 bond anticipation notes, or other form of indebtedness,
355 including funding of any reserve, redemption, or other fund or
356 account provided for in the ordinance or resolution authorizing
357 such bonds, notes, or other form of indebtedness.

358 ~~7.(g)~~ The development of affordable housing within the
359 community redevelopment area.

360 ~~8.(h)~~ The development of community policing innovations.

361 (8) (a) Each community redevelopment agency shall provide
362 for an audit of the trust fund each fiscal year and a report of
363 such audit to be prepared by an independent certified public
364 accountant or firm.

365 (b) The audit ~~Such~~ report shall:

366 1. Describe the amount and source of deposits into, and the
367 amount and purpose of withdrawals from, the trust fund during
368 such fiscal year and the amount of principal and interest paid
369 during such year on any indebtedness to which increment revenues
370 are pledged and the remaining amount of such indebtedness.

371 2. Include a complete financial statement identifying the
372 assets, liabilities, income, and operating expenses of the
373 community redevelopment agency as of the end of such fiscal
374 year.

375 3. Include a finding by the auditor determining whether the
376 community redevelopment agency complies with the requirements of
377 subsection (7).

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378 (c) The audit report for the community redevelopment agency
379 shall be included with the annual financial report submitted by
380 the county or municipality that created the agency to the
381 Department of Financial Services as provided in s. 218.32,
382 regardless of whether the agency reports separately under s.
383 218.32.

384 (d) The agency shall provide ~~by registered mail~~ a copy of
385 the audit report to each taxing authority.

386 Section 11. Subsection (3) of section 218.32, Florida
387 Statutes, is amended to read:

388 218.32 Annual financial reports; local governmental
389 entities.—

390 (3)(a) The department shall notify the President of the
391 Senate and the Speaker of the House of Representatives of any
392 municipality that has not reported any financial activity for
393 the last 4 fiscal years. Such notice must be sufficient to
394 initiate dissolution procedures as described in s.
395 165.051(1)(a). Any special law authorizing the incorporation or
396 creation of the municipality must be included within the
397 notification.

398 (b) Failure of a county or municipality to include in its
399 annual report to the department the full audit required by s.
400 163.387(8) for each community redevelopment agency created by
401 that county or municipality constitutes a failure to report
402 under this section.

403 (c) By November 1 of each year, the department must provide
404 the Special District Accountability Program of the Department of
405 Economic Opportunity with a list of each community redevelopment
406 agency reporting no revenues, expenditures, or debt for the

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407 community redevelopment agency's previous fiscal year.

408 Section 12. This act shall take effect July 1, 2017.