

CRA CITIZEN ADVISORY COMMITTEE
OFFICIAL AGENDA
June 16, 2016
5:00 p.m.

Municipal Administration Building
Commission Chambers
201 W. Central Avenue
Lake Wales, FL 33853

1. AGENDA ITEM

1.I. ROLL CALL

1.II. Approval Of Minutes: April 28, 2016

Documents: [2016-04-28CCAC.PDF](#)

1.III. Review CRA Citizen Advisory Committee Ordinance And Make Recommended Changes To Membership Criteria

Documents: [ORD2009-17, CRA BOARD EXPANSION.PDF](#), [ORD2010-27, AOOEALING 2009-17 EXPANDING CRA BOARD.PDF](#)

1.IV. Philosophical Statements, Priorities, Issues, And Requests Adopted By CRA Advisory Committee On April 28, 2016

Documents: [PHILOSOPHICAL STMTS, PRIORITIES, ISSUES, REQUESTS.PDF](#)

1.V. Ideas And Goals For Revision Of CRA Plan

2. COMMUNICATIONS AND PETITIONS

Public participation is encouraged. If you are addressing the Commission, step to the podium and state your name and if city or county resident for the record. Please limit your discussions to five (5) minutes.

Note: The full staff memo will be incorporated into the official record

Minutes of the CRA Citizen Advisory Committee can be obtained from the City Clerk's Office. The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recording, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be the expense of the requesting party.

Persons who wish to appeal any decision made by the CRA Citizens Advisory Committee with respect to any matter considered during this meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the office of the City Clerk no later than 5:00 p.m. on the day prior to the meeting.

**CRA Citizen Advisory Committee
Regular Meeting Minutes
April 28, 2016
8:30 A.M.**

The April 28, 2016 CRA Citizen Advisory Committee meeting was held in the City Manager's Conference room in the Municipal Administration Building at approximately 8:33 a.m.

MEMBERS PRESENT: Narvell Peterson; Robin Gibson; Mark Bennett, chairman

MEMBERS ABSENT: None

CITY STAFF PRESENT: Clara VanBlargan, City Clerk

Chairman Mark Bennett called the meeting to order at approximately 8:33 a.m.

Agenda Item 1. ROLL CALL

Agenda Item 2. Approval of Minutes: February 18, 2016; March 17, 2016; April 21, 2016

Mark Bennett made a motion to approve the February 18, 2016, March 17, 2016, and the April 21, 2016 meeting minutes, Narvell Peterson seconded the motion, and the Committee unanimously approved.

Agenda Item 3. Creating Objectives and Listing Priorities for FY'2016-2017

At its meeting on April 21, 2016, the following list was discussed and changed using strikeout and underline (page 2):

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March 17, 2016 - Philosophical Statements, priorities, issues, and requests

List after discussion and revisions at the March 17, 2016 meeting as revised by Mark Bennett:

Philosophical Statements

1. The Community Redevelopment Agency (CRA) should have an emphasis on "Redevelopment."
2. The CRA should only sponsor projects that enhance the tax base. The tax base, and the resulting increment, Tax base is the life blood of the CRA.
3. ~~Focus~~ The priority for Redevelopment should be for the vertical, built environment, particularly historic structures.
4. Expend funds for infrastructure only if it can be shown that it will enhance the tax base. ~~and produce increment.~~
5. ~~Enhance tax base to create CRA increment.~~
6. Use CRA funds for infrastructure redevelopment and not maintenance.
7. Other funds should first be used for infrastructure projects, such as:
 - a. Gas tax for roads
 - b. Utility funds for utilities
8. The CRA could be used for infrastructure projects, but as a last option.
9. Unless the issue is public safety, demolition of a structure should be accompanied by a program for reconstruction on the property in question.

Priorities

1. Focus on downtown redevelopment & ~~part of downtown redevelopment~~ including Walesbilt Hotel.
2. Continue demolition program & establish a rebuilding program.
3. Support Code Enforcement program as a method to enhance the tax base. ~~(City/non-CRA funded)~~
4. Beautify Scenic Highway entrances to City ~~(initially the specifically north entrance).~~
5. Update CRA plan if needed to ~~remove what has been done and~~ include future goals, priorities of CRA.

Requests

1. Provide quarterly CRA progress report, including ~~from~~ Code Enforcement actions, ~~on its progress and accomplishments.~~
2. Provide Periodic CRA Audit.
3. ~~Provide Need quarterly CRA data (is this accurate?).~~
4. General Fund is the preferred funding source for Funding for Code Enforcement. ~~Officer - CR General Fund (general fund sourcing preferred).~~

Following review and discussion, Robin Gibson made a motion to approve the above list with the recommended changes made at the April 21, 2016 meeting, Narvell Peterson seconded the motion, and the Committee unanimously approved.

OTHER COMMENTS

The Committee asked the City Clerk to schedule the list to be presented to the CRA Board for inclusion in its FY'2016-2017 budget.

There being no more business to discuss, Chairman Bennett adjourned the meeting at approximately 8:47 a.m.

Chairman/Vice-Chairman

ATTEST

City Clerk Clara VanBlargan, MMC

ORDINANCE 2009-17

AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA AMENDING CHAPTER 2, ADMINISTRATION, LAKE WALES CODE OF ORDINANCES TO EXPAND THE COMMUNITY REDEVELOPMENT BOARD FROM FIVE MEMBERS TO SEVEN MEMBERS; ESTABLISHING ELIGIBILITY CRITERIA FOR SAID MEMBERS; PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED by the City Commission of the City of Lake Wales, Polk County, Florida:

SECTION 1. Chapter 2, ADMINISTRATION, Lake Wales Code of Ordinances, is amended to read as follows:

DIVISION 4. COMMUNITY REDEVELOPMENT AGENCY BOARD

Sec. 2-72. Governing body as the community redevelopment agency board of commissioners.

(a) The city commission shall serve as the CRA Board and shall exercise all rights, powers, duties, privileges, and immunities vested in a community redevelopment agency by Chapter 163, Part III, Florida Statutes, as it may be amended from time to time.

(b) In accordance with §163.357(1)(c), the city commission shall appoint two additional persons to act as members of the community redevelopment agency.

(1) The terms of office of the additional members shall be for four (4) years, except that the first person appointed shall initially serve a term of two (2) years.

(2) Any person may be appointed as commissioner if he or she resides or is engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency, which shall be coterminous with the area of operation of the city and is otherwise eligible for appointment under section 2-26 of the Lake Wales Code of Ordinances.

(3) The city commission shall consider nominations for the two additional appointments from the Lake Wales Area Chamber of Commerce.

(bc) In its capacity as CRA Board, the commission constitutes the head of a legal entity that is separate, distinct and independent from the city commission as governing body of the city of Lake Wales.

(ed) The CRA Board shall annually designate a chairperson and vice-chairperson from among its members.

(de) The CRA Board shall meet as necessary to conduct the business and exercise the powers of the agency.

(ef) A majority of the members of the CRA Board shall constitute a quorum for the purpose of conducting business and exercising the powers of the agency and for all other purposes. Action may be taken by the CRA Board upon a vote of a majority of the members present.

SECTION 2. If any clause, section or provision of this ordinance shall be declared unconstitutional or invalid for any reason or cause, the remaining portion of said ordinance shall be in full force and effect and be valid as if such invalid portion thereof had not been incorporated herein.

SECTION 3. This ordinance shall take effect immediately upon its passage and approval.

CERTIFIED AS TO PASSAGE this 17th day of July, 2009,
2009.

Jack Van Sickle
Mayor/Commissioner

ATTEST:

Clara Van Blurgan
City Clerk

ORDINANCE 2010-27

AN ORDINANCE OF THE CITY OF LAKE WALES, POLK COUNTY, FLORIDA, REPEALING ORDINANCE 2009-17 WHICH ADDED TWO PERSONS TO ACT AS MEMBERS OF THE COMMUNITY REDEVELOPMENT AGENCY BOARD OF COMMISSIONERS; PROVIDING THAT THE CITY COMMISSION SHALL CONTINUE TO BE THE AGENCY WHICH CONSTITUTES THE GOVERNING BOARD OF THE LAKE WALES COMMUNITY REDEVELOPMENT AGENCY; REVISING TERMS OF MEMBERS FIRST APPOINTED TO CRA CITIZEN ADVISORY COMMITTEE; PROVIDING FOR SEVERABILITY; REVISING AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Commission of the City of Lake Wales previously created the Lake Wales Community Redevelopment Agency; and

WHEREAS, the City Commission by Ordinance 99-06 provided that the City Commission would serve in the capacity of the governing board of the Lake Wales Community Redevelopment Agency (the "CRA Board") in accordance with the provisions of §163.357(1)(a), Florida Statutes; and

WHEREAS, the intent of the City Commission was to provide that elected officials would be the persons which constituted the membership of the CRA Board; and

WHEREAS, the City Commission by Ordinance 2009-17 provided, in accordance with the provisions of §163.357(1)(c), Florida Statutes, that two (2) additional persons would be appointed to serve as members of the CRA Board bringing the Board's membership to seven (7); and

WHEREAS, it appears that the provisions of Ordinance 2009-17 serve to thwart the original intent of the City Commission that elected officials of the City serve as members of the CRA Board.

NOW THEREFORE, the City of Lake Wales, by and through its City Commission, does hereby repeal Ordinance 2009-17 and reinstates the provisions of Ordinance 99-06 as codified in Sec. 2-72 of the Lake Wales Code of Ordinances to provide as follows:

1. **DIVISION 4. COMMUNITY REDEVELOPMENT AGENCY BOARD**

SEC. 2-72 Governing body as the community redevelopment agency board of commissioners.

(a) The City Commission shall serve as the CRA Board and shall exercise all rights, powers, duties, privileges, and immunities vested in a community redevelopment agency by Chapter 163, Part III, Florida Statutes, as it may be amended from time to time.

(b) In its capacity as CRA Board, the commission constitutes the head of a legal entity that is separate, distinct and independent from the city commission as governing body of the City of Lake Wales.

(c) The CRA Board shall annually designate a chairperson and vice-chairperson from among its members.

(d) The CRA Board shall meet as necessary to conduct the business and exercise the powers of the agency.

(e) A majority of the members of the CRA Board shall constitute a quorum for the purpose of conducting business and exercising the powers of the agency and for all other purposes. Action may be taken by the CRA Board upon the vote of a majority of the members present.

SEC. 2-73. - CRA citizen advisory committee.

(a) *Committee established.* A citizen advisory committee is hereby established to assist the CRA board in implementing redevelopment activities within the redevelopment area and to make recommendations to the CRA board on redevelopment matters as necessary.

(b) *Members.* The CRA citizen advisory committee will consist of five (5) members appointed by the city commission. One (1) member will be nominated by each city commissioner in accordance with paragraph (c) of this section.

(c) *Nomination and appointment.* Each commissioner shall nominate a person who resides, owns property or operates a business within the voting district represented by the commissioner provided that the property, residence or business of the nominee is within the boundaries of the CRA, except

~~that the two citizen members appointed in accordance with Ordinance 2009-17 shall be afforded the opportunity to serve as appointees from their respective districts. The commissioner holding seat 3, at-large, shall nominate a person who resides, owns property or operates a business anywhere within the boundaries of the CRA. The nomination shall be confirmed by majority vote of the city commission.~~

(d) *Term.* Members shall serve a two (2) year term beginning on the first day of July of the applicable year. The terms of members appointed to the first CRA citizen advisory committee formed after the adoption of this ordinance shall begin on the first day of the month following adoption and shall expire as follows:

Seat 1 (Precinct 19)	2004 <u>2012</u>
Seat 2 (Precinct 122)	2004 <u>2012</u>
Seat 3 (at-large Precinct 27S)	2002 <u>2013</u>
Seat 4 (Precinct 27N)	2000 <u>2011</u>
Seat 5 (Precinct 28)	2000 <u>2011</u>

(e) *Chairperson.* The CRA citizen advisory committee shall annually elect a chairperson at its first meeting in July to preside at meetings.

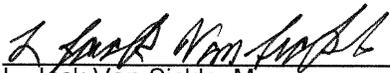
(f) *Meetings.* The CRA citizen advisory committee shall meet at the call of the chairman of the CRA board or upon the request of city staff but shall meet no less than once each year.

(g) *Duties.* The CRA citizen advisory committee shall provide advice and recommendations as needed to implement the CRA plan adopted by the city commission.

(h) *Applicability of legal requirements.* Members of the CRA citizen advisory committee are subject to section 2-26 of this Code which regulates city boards and committees, the Florida Sunshine Law, the Public Records Law, financial disclosure requirements and all other laws which govern members of public agencies.

2. The provisions of this Ordinance are severable, and if any of its provisions shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions.
3. This Ordinance shall become effective immediately upon adoption.

CERTIFIED AS TO PASSAGE this 16th day of November, 2010.


 L. Jack Van Sickle, Mayor
 City of Lake Wales, Polk County, Florida

Attest:


 City Clerk

CRA TAX INCREMENT REVENUE HISTORY

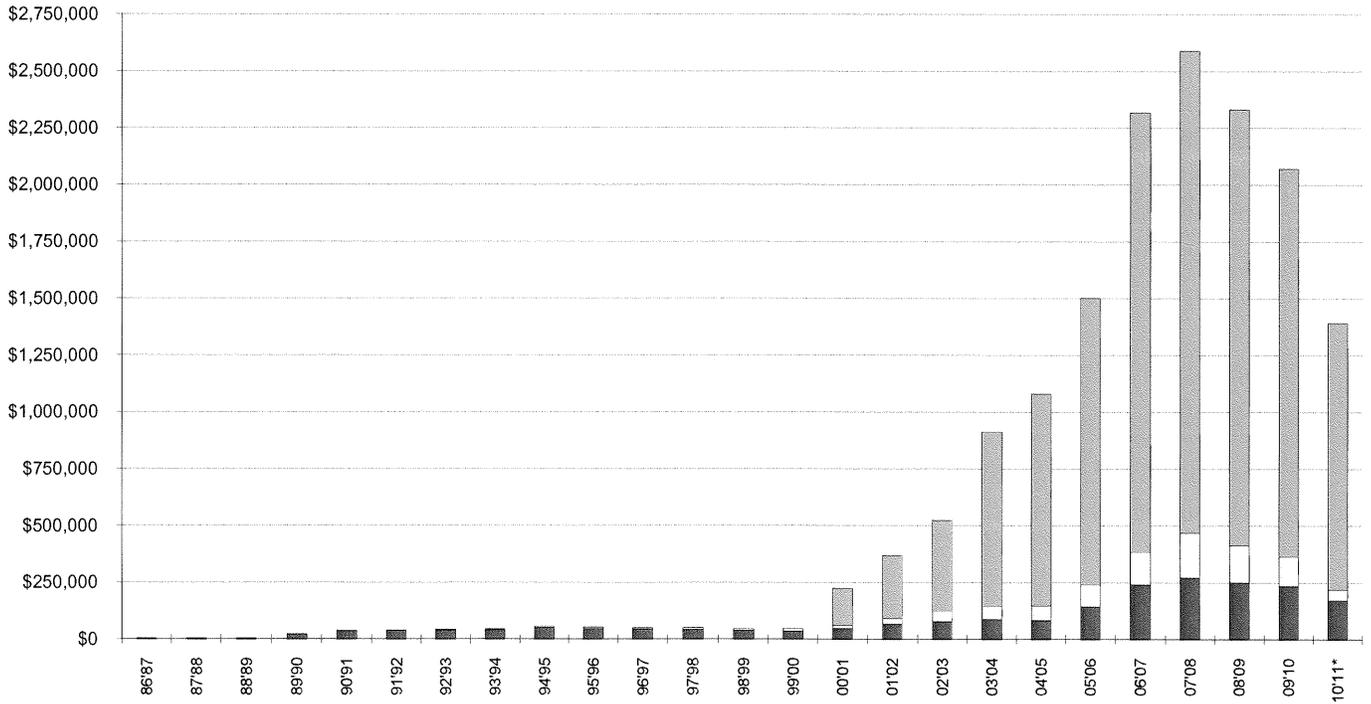
Fiscal Year	Downtown CRA Area 1	Lincoln & NW Area CRA Area 3	CRA Expandsion Area	Total
86'87	\$4,824			\$4,824
87'88	\$4,883			\$4,883
88'89	\$5,072			\$5,072
89'90	\$22,357			\$22,357
90'91	\$36,628	\$182		\$36,810
91'92	\$39,736	\$0		\$39,736
92'93	\$40,119	\$3,391		\$43,510
93'94	\$41,664	\$2,770		\$44,434
94'95	\$51,168	\$4,786		\$55,954
95'96	\$46,000	\$6,555		\$52,555
96'97	\$44,330	\$6,400		\$50,730
97'98	\$42,464	\$7,636		\$50,100
98'99	\$39,955	\$6,800		\$46,755
99'00	\$34,885	\$11,378		\$46,263
00'01	\$47,707	\$14,583	\$161,458	\$223,748
01'02	\$66,680	\$26,874	\$275,263	\$368,817
02'03	\$78,029	\$47,898	\$397,877	\$523,804
03'04	\$88,057	\$56,584	\$768,498	\$913,139
04'05	\$84,156	\$64,708	\$930,400	\$1,079,264
05'06	\$144,317	\$98,326	\$1,260,416	\$1,503,059
06'07	\$240,473	\$144,459	\$1,933,151	\$2,318,083
07'08	\$271,917	\$198,104	\$2,120,143	\$2,590,164
08'09	\$251,017	\$163,591	\$1,917,721	\$2,332,329
09'10	\$236,005	\$131,084	\$1,704,242	\$2,071,331
10'11*	\$172,937	\$46,517	\$1,173,264	\$1,392,718

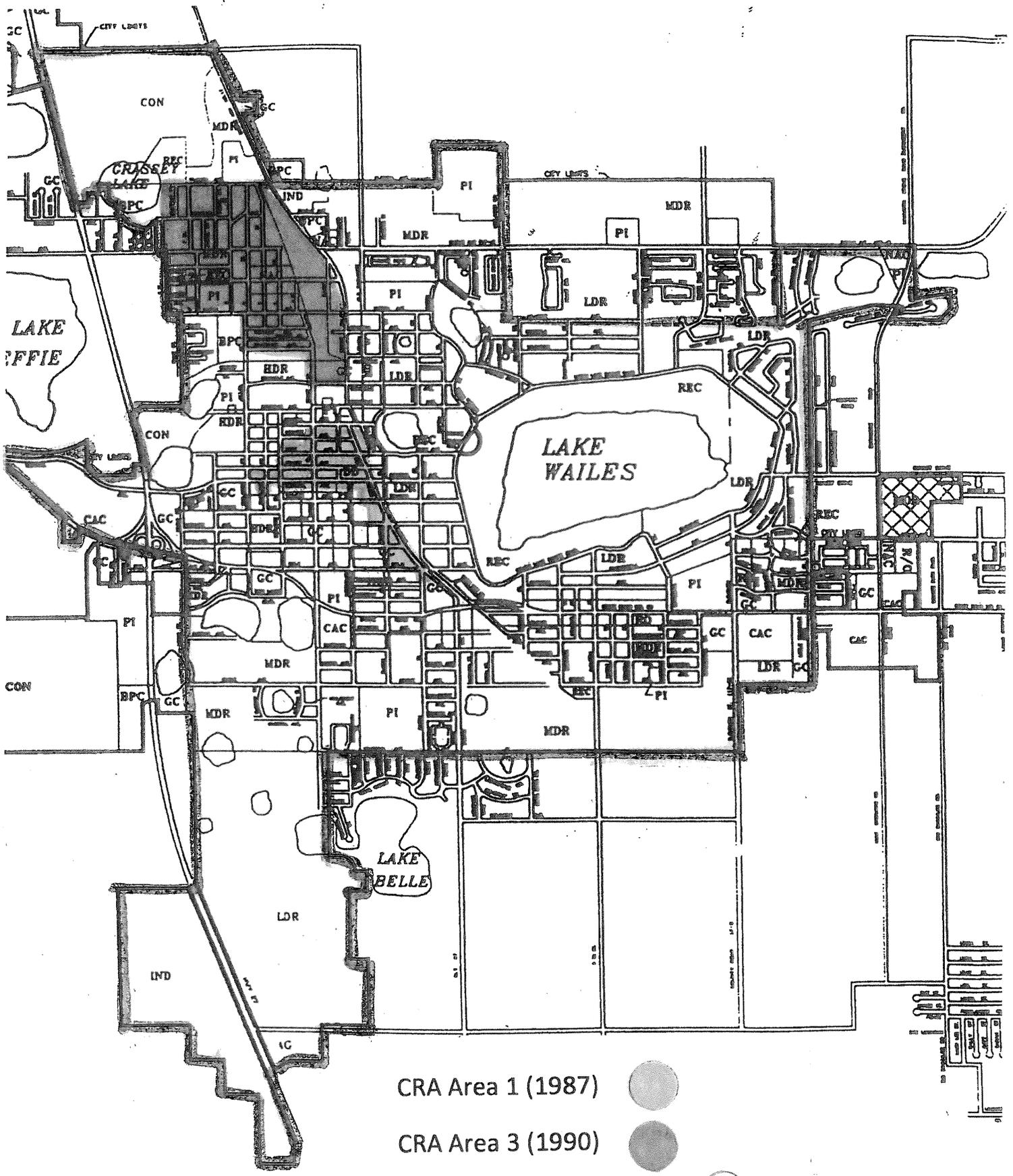
FY 10'11 Revenue	% of Total
Area 1	\$172,937 12.4%
Area 3	\$46,517 3.3%
Expansion	\$1,173,264 84.2%
Total	\$1,392,718 100.0%

* 10'11 = Budgeted based on preliminary property values

CRA Tax Increment Revenue History

■ Area 1 □ Area 3 ▨ Expansion Area





- CRA Area 1 (1987) ●
- CRA Area 3 (1990) ●
- CRA 1999 Expansion Area ○

Lake Wales, Florida, Code of Ordinances >> PART II - CODE OF ORDINANCES >> Chapter 2 - ADMINISTRATION >> ARTICLE II. - BOARDS, COMMITTEES, COMMISSIONS >> DIVISION 4. - COMMUNITY REDEVELOPMENT AGENCY BOARD >>

DIVISION 4. - COMMUNITY REDEVELOPMENT AGENCY BOARD

[6]

Sec. 2-71. - Community redevelopment agency board of commissioners established.

Sec. 2-72. - Governing body as the community redevelopment agency board of commissioners.

Sec. 2-73. - CRA citizen advisory committee.

Sec. 2-74. - Reserved.

Secs. 2-75—2-85. - Reserved.

Sec. 2-71. - Community redevelopment agency board of commissioners established.

There is hereby created in accordance with F.S. ch. 163, part III, a community redevelopment agency board of commissioners hereinafter referred to as the CRA board. Said CRA board is hereby created to implement the community redevelopment plan for the expanded community redevelopment area approved by Resolution 99-6 of the city commission.

(Code 1962, § 2-40; Ord. No. 99-06, § 1, 8-17-99)

Sec. 2-72. - Governing body as the community redevelopment agency board of commissioners.

- (a) The city commission shall serve as the CRA board and shall exercise all rights, powers, duties, privileges, and immunities vested in a community redevelopment agency by F.S. ch. 163, part III, as it may be amended from time to time.
- (b) In accordance with F.S. § 163.357(1)(c), the city commission shall appoint two (2) additional persons to act as members of the community redevelopment agency.
 - (1) The terms of office of the additional members shall be for four (4) years, except that the first person appointed shall initially serve a term of two (2) years.
 - (2) Any person may be appointed as commissioner if he or she resides or is engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency, which shall be coterminous with the area of operation of the city and is otherwise eligible for appointment under section 2-26 of the Lake Wales Code of Ordinances.
 - (3) The city commission shall consider nominations for the two (2) additional appointments from the Lake Wales Area Chamber of Commerce.
- (c) In its capacity as CRA board, the commission constitutes the head of a legal entity that is separate, distinct and independent from the city commission as governing body of the City of Lake Wales.
- (d) The CRA board shall annually designate a chairperson and vice-chairperson from among its members.
- (e) The CRA board shall meet as necessary to conduct the business and exercise the powers of the agency.
- (f) A majority of the members of the CRA board shall constitute a quorum for the purpose of conducting business and exercising the powers of the agency and for all other purposes. Action may be taken by the CRA board upon a vote of a majority of the members present.

(Code 1962, § 2-41; Ord. No. 90-10, § 1, 7-17-90; Ord. No. 99-06, § 1, 8-17-99; Ord. No. 2009-17, § 1, 7-7-09)

State law reference— Downtown development boards may be designated the community redevelopment agency, F.S. § 163.357(2).

Sec. 2-73. - CRA citizen advisory committee.

- (a) *Committee established.* A citizen advisory committee is hereby established to assist the CRA board in implementing redevelopment activities within the redevelopment area and to make recommendations to the CRA board on redevelopment matters as necessary.
- (b) *Members.* The CRA citizen advisory committee will consist of five (5) members appointed by the city commission. One (1) member will be nominated by each city commissioner in accordance with paragraph (c) of this section.
- (c) *Nomination and appointment.* Each commissioner shall nominate a person who resides, owns property or operates a business within the voting district represented by the commissioner provided that the property, residence or business of the nominee is within the boundaries of the CRA. The commissioner holding seat 3, at-large, shall nominate a person who resides, owns property or operates a business anywhere within the boundaries of the CRA. The nomination shall be confirmed by majority vote of the city commission.
- (d) *Term.* Members shall serve a two (2) year term beginning on the first day of July of the applicable year. The terms of members appointed to the first CRA citizen advisory committee formed after the adoption of this ordinance shall expire as follows:

Seat 1 (Precinct 19)	2001
Seat 2 (Precinct 122)	2001
Seat 3 (at-large)	2002
Seat 4 (Precinct 27)	2000
Seat 5 (Precinct 28)	2000

- (e) *Chairperson.* The CRA citizen advisory committee shall annually elect a chairperson at its first meeting in July to preside at meetings.
- (f) *Meetings.* The CRA citizen advisory committee shall meet at the call of the chairman of the CRA board or upon the request of city staff but shall meet no less than once each year.
- (g) *Duties.* The CRA citizen advisory committee shall provide advice and recommendations as needed to implement the CRA plan adopted by the city commission.
- (h) *Applicability of legal requirements.* Members of the CRA citizen advisory committee are subject to section 2-26 of this Code which regulates city boards and committees, the Florida Sunshine Law, the Public Records Law, financial disclosure requirements and all other laws which govern members of public agencies.

(Code 1962, § 2-42; Ord. No. 90-03, § 1, 5-15-90; Ord. No. 99-06, § 1, 8-17-99)

Sec. 2-74. - Reserved.

Editor's note— Ord. No. 99-06, § 1, adopted Aug. 17, 1999, repealed section 2-74 in its entirety. Former section 2-74, pertained to advisory committees and derived from Ord. No. 90-10, § 1, adopted July 17, 1990; and Ord. No. 91-07, § 1, adopted Aug. 20, 1991.

Secs. 2-75—2-85. - Reserved.

FOOTNOTE(S):

⁽⁶⁾ **State Law reference—** Community redevelopment agency, F.S. § 163.356. [\(Back\)](#)

CRA CITIZEN ADVISORY COMMITTEE
Philosophical Statements, Priorities, Issues, and Requests

Philosophical Statements

1. The Community Redevelopment Agency (CRA) should have an emphasis on “Redevelopment.”
2. The CRA should only sponsor projects that enhance the tax base. The tax base and the resulting tax increment is the life blood of the CRA.
3. The priority for Redevelopment should be for the vertical, built environment, particularly historic structures.
4. Expend funds for infrastructure only if it can be shown that it will enhance the tax base.
5. Use CRA funds for infrastructure redevelopment and not maintenance.
6. Other funds should first be used for infrastructure projects, such as:
 - a. Gas tax for roads
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7. The CRA could be used for infrastructure projects, but as a last option.
8. Unless the issue is public safety, demolition of a structure should be accompanied by a program for reconstruction on the property in question.

Priorities

1. Focus on downtown redevelopment including Walesbilt Hotel.
2. Continue demolition program & establish a rebuilding program.
3. Support Code Enforcement program as a method to enhance the tax base.
4. Beautify Scenic Highway entrances to City (initially the north entrance).
5. Update CRA plan to include updates, future goals, priorities & extension of CRA.

Requests

1. Provide quarterly CRA progress report, including Code Enforcement actions to the CRA.
2. Provide periodic CRA Audit.
3. General Fund is the preferred funding source for Code Enforcement.