

**CITY OF BROOKSVILLE  
COMMUNITY REDEVELOPMENT AGENCY (CRA)  
201 Howell Avenue  
Brooksville, FL 34601**

**AGENDA**

September 16, 2015

5:01 P.M.

**A. CALL TO ORDER**

**B. REGULAR AGENDA**

- 1. CRA Resolution No. 2015-15 Community Redevelopment Agency Budget.**  
Ratification of CRA Budget.

Presentation:	Director of Community Development
Recommendation:	Approval of CRA Resolution No. 2015-15 upon roll-call vote
Attachments:	Memo from Director of Community Development dated 09/16/15; Proposed CRA Resolution, Updated 5-Year CRA Capital Improvement Plan

**C. ADJOURNMENT**

In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation to participate in this proceeding should contact Telina Dowdell, ADA Coordinator, no later than 48 hours in advance of the meeting at (352) 540-3810. Meeting agendas and supporting documentation are available from the City Clerk's office and on line at [www.cityofbrooksville.us](http://www.cityofbrooksville.us).

Any person desiring to appeal any decision with respect to any matter considered at this meeting, may need a record of the proceedings including the testimony and evidence upon which the appeal is to be based, and therefore must make arrangements for a court reporter to ensure that a verbatim record of the proceedings is made.



**COMMUNITY REDEVELOPMENT AGENCY  
AGENDA ITEM  
MEMORANDUM**

**TO:** COMMUNITY REDEVELOPMENT AGENCY MEMBERS  
**VIA:** T. JENNENE NORMAN-VACHA, CITY MANAGER  
**FROM:** BILL GEIGER, CRA EXECUTIVE DIRECTOR  
**SUBJECT:** CRA RESOLUTION NO. 2015-15 TO ADOPT THE COMMUNITY REDEVELOPMENT AGENCY BUDGET FOR FY 2016  
**DATE:** SEPTEMBER 16, 2015

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**GENERAL SUMMARY:** The Brooksville City Council is adopting a budget on September 16, 2015, which includes the Community Redevelopment Agency (CRA) budget. Florida Statutes require that the CRA formally adopt its budget by resolution. Attached is CRA Resolution No. 2015-15, providing for the adoption of the FY2015-16 budget for the City of Brooksville CRA.

In addition to the budget resolution, the CRA's five-year Capital Improvement Program has been updated and is attached as well.

**BUDGET IMPACT:** Action establishes the CRA budget for 2015-2016 fiscal year.

**LEGAL NOTE:** Adoption of the CRA budget is a matter of Statutory and fiscal policy.

**STAFF RECOMMENDATION:** Approve CRA Resolution No. 2015-15, and acknowledge/approve the updated five-year CRA Capital Improvement Plan.

**ATTACHMENTS:**

1. CRA Resolution No. 2015-15
2. Updated Five-Year CRA Capital Improvement Plan

# Attachment 1

**RESOLUTION NO. 2015-15**

**A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR THE CITY OF BROOKSVILLE COMMUNITY REDEVELOPMENT AGENCY FOR FISCAL YEAR 2016 BEGINNING OCTOBER 1, 2015 AND ENDING SEPTEMBER 30, 2016; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

*WHEREAS*, the Community Redevelopment Agency (CRA) of the City of Brooksville, Florida (the "CRA") was created pursuant to Part III, Chapter 163, Florida Statutes; and

*WHEREAS*, the Community Redevelopment Agency is a dependent special district under Chapter 189, Florida Statutes (2006), known as the Uniform Special District Accountability Act (the "Special District Act"); and

*WHEREAS*, the Special District Act requires all special districts, including dependent special districts such as the Community Redevelopment Agency, to adopt a budget for each fiscal year by resolution;

*WHEREAS*, the Community Redevelopment Agency of the City of Brooksville desires to comply with the requirements of the Act and takes this action in order to do so;

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

**SECTION 1. Authority.**

The City of Brooksville Community Redevelopment Agency has the authority to adopt this Resolution pursuant to the State of Florida Special District Act.

**SECTION 2. Adoption of Budget.**

The governing body of the City of Brooksville Community Redevelopment Agency does hereby approve and adopt a budget attached hereto as Exhibit "A" for the Community Redevelopment Agency for FY2016; Beginning October 1, 2015 and ending September 30, 2016.

**SECTION 3. Severability.**

If any section, subsection, sentence, clause, phrase or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

**SECTION 4. Effective Date.**

This Resolution shall become effective immediately upon passage and adoption, and the budget adopted and approved by this resolution shall be effective as of October 1, 2015.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of September, 2015.

**CITY OF BROOKSVILLE**  
**Community Redevelopment Agency**

BY \_\_\_\_\_  
Frankie Burnett, Chair

ATTEST: \_\_\_\_\_  
Janet Kato, Deputy City Clerk

APPROVED AS TO FORM FOR THE  
RELIANCE OF THE CRA ONLY

**VOTE OF BOARD**

Battista \_\_\_\_\_  
Burnett \_\_\_\_\_  
Erhard \_\_\_\_\_  
Kahler \_\_\_\_\_  
Kemerer \_\_\_\_\_

\_\_\_\_\_  
Thomas S. Hogan, Jr., The Hogan Law Firm  
CRA Attorney

## EXHIBIT "A"

### Fund 615 COMMUNITY REDEVELOPMENT AGENCY

**Description:** Brooksville Community Redevelopment Agency

**Revenue Source:** Tax Increment Financing (TIF) from Hernando County and City of Brooksville

**Expenditures:** Contractual Services to City of Brooksville for management and planning services; Facade Grant Program and advertising; Streetscape capital project; Special District Fees and FRA membership & conference

	2013 Actual	2014 Actual	2015 Budgeted	2016 Budget	
<b>INCOME</b>					T R U S T  &  A G E N C Y  F U N D
Contributions	0	0	0	0	
TIF Funds	77,577	87,790	90,480	91,837	
Interest	563	410	500	450	
Transfers In	0	0	0	0	
<b>TOTAL INCOME</b>	<b>\$551,194</b>	<b>\$566,616</b>	<b>\$547,917</b>	<b>\$457,104</b>	
<b>EXPENDITURES</b>					
Personal Services	0	0	0	0	
Operating Expenditures	51,441	44,407	91,820	109,845	(1)
Capital Expenditures	21,337	51,717	245,000	175,000	(2)
Reserves	478,416	470,492	211,097	172,259	(3)
<b>TOTAL EXPENDITURES</b>	<b>\$551,194</b>	<b>\$566,616</b>	<b>\$547,917</b>	<b>\$457,104</b>	

(1) Commercial exterior improvement grants & Downtown Beautiful Program \$48,000, Cultural Program \$3,000, dues & books \$870, City staff service \$27,950, ADA Assessment/Pedestrian & vehicle access study \$10,000, CRA Webpage \$2,000, Coast Eng. Service \$15,000, Business Recruitment & Retention Incentive Program \$3,000, and other current charges \$25.

(2) Downtown Beautification Public Construction Project \$20,000, Downtown Gateway Improvements & Wayfinding signage \$90,000, Environmental Storm Water Enhancement – Master Plan & Permitting \$20,000 and 2<sup>nd</sup> Phase Streetscape/Traffic Calming Improvement (Design) \$45,000.

(3) Reserves will be allocated to active project plans within a three year time frame.

# Attachment 2

**COMMUNITY REDEVELOPMENT AGENCY  
Capital Improvements Program <sup>1</sup>**

<u>Projects</u>	<u>Funding Source</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Downtown Beautiful & Commercial Property Improvement Grant Program (consisting of projects from \$5,000 - \$50,000)	TIF Trust Fund	\$ 65,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
2 <sup>nd</sup> Phase Streetscape/ Traffic Calming Improvements	TIF Trust Fund	\$45,000	\$ 40,000	\$70,000	-0-	-0-
Downtown Gateway Improvements & Wayfinding Signage	TIF Trust Fund	\$ 90,000	-0-	-0-	-0-	-0-
Cultural Events Programming	TIF Trust Fund	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Bicycle Facilities & Connection to Good Neighbor Trailhead	TIF Trust Fund	-0-	\$10,000	-0-	-0-	-0-
ADA Assessment/Pedestrian & Vehicle Access Study	TIF Trust Fund	\$ 10,000	-0-	-0-	-0-	-0-
Business Recruitment and Retention Incentive Program	TIF Trust Fund	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
CRA Web Page	TIF Trust Fund	\$ 2,000	-0-	-0-	-0-	-0-
Environmental Stormwater Enhancement (Master Planning & Permitting)	TIF Trust Fund	\$20,000	-0-			
Parking Improvement Plan	TIF Trust Fund	-0-	\$20,000	-0-	-0-	-0-
<b>Total Capital Improvements Expenditure by Fiscal Year</b>						
		<u>\$ 238,000</u>	<u>\$126,000</u>	<u>\$126,000</u>	<u>\$56,000</u>	<u>\$56,000</u>

**Estimated Remaining Funds in Tax Increment Financing (TIF) Trust Fund Account <sup>2</sup>**

**2014-15 FY- end**

\$ 338,756	<u>\$ 148,756</u>	<u>\$70,756</u>	<u>(\$7,244)</u>	<u>(\$15,244)</u>	<u>(\$23,244)</u>
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1. The CIP only covers TIF funding, since other funding programs or grants are not yet committed. By the time projects are undertaken, other funding sources may be secured to supplement projected TIF funding.
2. Assumes \$ 80,000 per year is generated from the TIF revenue program & a \$32,000 annual reduction for non-capital & city operating expenses.
3. All projects are to be completed no later than 30 years after the date this plan is approved.