

Meeting Date: 11/15/2011



Agenda Item # 8-B

CITY COUNCIL AGENDA ITEM

Contact Name: Alison Stettner **Department Director:** Alison Stettner
Department/Contact # DSD/775-5418 **City Manager:** Jamie Croteau

- Type of Item:**
- | | | | |
|--------------------------|--------------------------|-------------------------------------|---------------------|
| <input type="checkbox"/> | Public Hearing | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Ordinance First Reading | <input type="checkbox"/> | Discussion & Action |
| <input type="checkbox"/> | Ordinance Second Reading | <input checked="" type="checkbox"/> | Council Approval |

Subject: The Creation of a Findings of Necessity for the Development of a Community Redevelopment Agency

BACKGROUND:

The Community Redevelopment Act of 1969, Chapter 163 Part III, Florida Statutes, authorizes local governments to establish community redevelopment agencies to blighted areas within their jurisdiction. The Act sets forth the legal process by which local governments may establish community redevelopment agencies and provides financing and regulatory tools to accomplish the goal of improving selected areas.

Section 163.355 F.S. requires local governments desiring the establishment of a community redevelopment agency to adopt, by resolution, a finding that a blighted area exists within its jurisdiction and that the rehabilitation, conservation, or redevelopment of such areas is necessary in the interest of the public health, safety, morals, or welfare of the residents of the area. This is called a Finding of Necessity. In order to move forward, a study is required that meets specific statutory criteria for blight. The Study will require a detailed examination of existing land use characteristics, socio-economic conditions, as well as field surveys that analyze the data in a manner consistent with Florida Statutes so that an accurate finding and legal description can be made of the area identified for redevelopment. If the Finding of Necessity determines that the required conditions exist, then the next step is to create a Community Redevelopment Area (CRA) that will provide the tools needed to foster and support redevelopment for the identified targeted area.

After the Finding of Necessity there are still several steps that have to be accomplished before the CRA becomes a reality. A Community Redevelopment Plan is developed, a CRA Board is established, the creation of a Redevelopment Trust Fund that enables reinvestment back into the targeted area. The Community Redevelopment Plan addresses the unique needs and overall goals for redevelopment in the targeted area, as well as identifies specific projects.

There are currently over 170 Community Redevelopment Agencies in the State of Florida. The designation is used by Florida cities of all sizes, from Jacksonville and Tampa to Madison and Apalachicola. Examples of traditional projects include: streetscapes and roadway improvements, building renovations, new building construction, flood control initiatives, water and sewer improvements, parking lots and garages, neighborhood parks, sidewalks and street tree plantings. The plan can also include redevelopment incentives such as grants and loans for such things as façade improvements, sprinkler system upgrades, signs, and structural improvements. The redevelopment plan is a living document that can be updated to meet the changing needs within the CRA.

On April 26, 2011 the City Council approved the selection of CPH Engineers, Sanford, to provide engineering services to the City for a period of three (3) years. Authorization for the performance of services under this Agreement shall be in the form of a written Work Authorization issued and executed by the City and signed by the Consultant. The work and dollar amount for each Work Authorization are negotiated on an as-needed basis for each project.

Staff has negotiated a scope of work for the U.S. 17-92 Findings of Necessity for the corridor redevelopment plan with CPH Engineers at a cost Not-to-Exceed \$39,660.00 as detailed on the attached Work Authorization.

RECOMMENDATIONS:

Staff recommends Council to approve the Work Authorization and authorize the City Manager to execute the document.

ATTACHMENTS:

Scope and Work Authorization for Finding of Necessity

FINANCIAL IMPACT:

\$39,660

Reviewed by City Attorney

Reviewed by Finance Dept.

Reviewed by:

1st Discussion Date: 11/15/2011	2nd Discussion Date: date.	Third Discussion Date: date.	Other Dates: date.
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Scope of Services

CPH will evaluate the existing conditions of portions of Orange City along the 17-92 corridor and prepare a Finding of Necessity Report in accordance with the Florida Statutes Chapter 163.335. The specific terms, conditions and definitions of *Florida Statutes Chapter 163.340 (7) (a-c), Chapter 163.340 (8) (a-n)*, will be reviewed for their applicability to the conditions exhibited by the project area. The general study area will include that portion of the City of Orange City preliminarily identified in previous meetings with City officials. The tasks associated with this Scope of Services discussed more specifically below:

Task I: Kick Off Meeting/Field Review/Data Collection

Under this task, CPH and its subconsultants will perform the following:

- Conduct a kick off meeting with Orange City staff to: discuss area needs in detail, review preliminary study area boundaries, and identify potential boundaries for alternative study area.
- Tour the study area with staff to identify problems areas exist.
- Evaluate and review pertinent statistical data, including:
 - US Census Reports and Census Tract information;
 - Development Trends and history in the study area and immediately adjacent to the study area;
 - Property valuation history;
 - Existing and future land uses;
 - Existing Building stock and conditions;
 - Lot sizes and layout;
 - Existing infrastructure;
 - Planned or programmed capital investment projects in or affecting the study area; and,
 - Anticipated development trends within and adjacent to the study area
- Review of the other pertinent plans (City/County Comprehensive Plans) and studies.
- Prepare and present a proposed specific study area boundary, and may as directed, prepare one (1) proposed alternative study area boundary for review and sign off by the City.

Task II: Public Involvement

Under this task, CPH will facilitate one public workshop for all stakeholders and up to two targeted small group meetings, i.e., chamber of commerce, neighborhood leaders, etc., to identify community issues and objectives.

Task III: Finding of Necessity Report

Upon completion of Tasks I and II, CPH and its subconsultants will prepare a Findings of Necessity Report detailing the specifics conditions within the specific study area that are consistent with the definitions, terms and conditions of *Florida Statutes Chapter 163*. This draft study will be submitted to the City for review and comment.

Incorporating the comments and input received from the City, CPH and its subconsultants will prepare a Final Findings of Necessity Report detailing the specifics conditions within the specific study area that are consistent with the definitions, terms and conditions of *Florida Statutes Chapter 163*. This Findings of Necessity Report may be used by the City to provide justification and background data for a Findings of Necessity Resolution required to establish CRA Boundaries.

Task IV: Presentation to City Commission

CPH and its subconsultant will present the findings of the Findings of Necessity Report to the City Commission and a *Findings of Necessity Resolution* for adoption by the Commission.

Task V: Coordination with Volusia County

CPH will continue to facilitate communication with senior County staff and elected officials to ensure that the County's *Delegation of Authority* is considered in as favorable a manner as possible. Additionally, if it is requested by the County that a presentation be made to the Council prior to their considering the aforementioned resolution, then those services can be provided under this task.

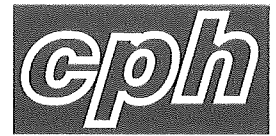
Task VI: Preparation of Supporting Resolutions/Notices

Under this task, the following resolutions and notices will be prepared for the City's use:

- Findings of Necessity Resolution
- Notice to Taxing Authorities
- Delegation of Authority Resolution (County Council)

Task VII: Preparation of Supporting Exhibits

During the public involvement meetings and presentations to elected officials, it may become necessary to produce exhibits other than those included in the Findings of Necessity Report. Under this task, those exhibits will be created as necessary, and as requested by the City.



500 West Fulton Street
Sanford, Florida 32771

P.O. Box 2808
Sanford, Florida 32772-2808

Phone: 407.322.6841
Fax: 407.330.0639

www.cphengineers.com

WORK AUTHORIZATION

In accordance with the terms of the Continuing Engineering Services Agreement dated May 3, 2011, between the City of Orange City, Florida and CPH Engineers, Inc., for the following Scope of Work and Schedule of Payments are agreed to by the parties to the Agreement:

Project Title: US 17-92 Corridor Redevelopment, Findings of Necessity

Project Description: The US 17-92 corridor through the City, County, and region, has been in decline for a number of years with more closed businesses, a lack economic investment, a lack of utility infrastructure, and a lack of multi-modal opportunities. The City is ready to investigate and then begin the process towards obtaining a revenue source to continuously reinvest in the corridor, namely through a Community Redevelopment Agency.

Scope of Work: See Attached

Estimated Project Construction Cost: Not Applicable

Schedule of Payments and Fee Basis

<u>Required Work Task</u>	<u>Fee Basis</u>	<u>Fee</u>	<u>Notation</u>
Field Review/Data Collection	Lump Sum	\$6,800	
Public Involvement	Lump Sum	\$8,200	
Findings of Necessity	Lump Sum	\$11,560	
City Commission Presentation	Lump Sum	\$1,500	
County Council Coord & Presentation	Lump Sum	\$6,500	
Resolution/Notice Preparation	Lump Sum	\$2,100	
Exhibit Preparation	Lump Sum	\$3,000	
Total Fee Authorization:		\$39,660	

Funding Source: General Funds

Estimated Time for Completion: 16 to 26 weeks

AUTHORIZED: CITY OF ORANGE CITY

ACCEPTED: CPH ENGINEERS, INC.

By: _____
(City Manager)

By: _____
Brady Lessard Vice President/Project Development

Attest: _____
(City Clerk)

Date: _____

Date: _____



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By: _____
(City Manager)

By: _____
Brady Lessard Vice President/Project Development

Attest: _____
(City Clerk)

Date: _____

Date: _____