

**AGENDA**  
**Lake City Community Redevelopment Agency Meeting**  
**September 7,2010**  
**6:00 p.m. at City Hall**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. IBI Group-Presentation**
- 5. Other Comments**
- 6. Next Meeting**
- 7. Adjournment**

**AGREEMENT FOR  
PROFESSIONAL SERVICES  
FOR THE CITY OF LAKE CITY, FLORIDA**

**PROPOSED SCOPE OF SERVICES**

This scope of services is for the expansion of the Community Redevelopment Area Boundaries for the Downtown area of the City of Lake City in accordance with the provisions of Chapter 163 Part III of the Florida Statutes. This proposal sets forth the Scope of Services to be performed by The IBI Group Inc., Planners, Urban Designers and Landscape Architects, amending the contract for services executed by the same parties April 12, 2010 for the preparation of the Downtown Master Plan.

**THE "FINDINGS OF NECESSITY" STUDY**

**Work Task 1.0 - Data collection**

Working closely with the City staff, elected officials and citizens, the first assignment will be to determine the appropriate boundaries for the proposed redevelopment district. Upon determination of the redevelopment district boundary, the consultant will work with the City staff to obtain the following data for use during the analysis of the finding of necessity:

- A. Land Ownership
- B. Land Use Type
- C. Assessed Value
- D. Improvements
- E. Millage
- F. Recent Sales Price
- G. Building Age
- H. Construction Type
- I. Appearance
- J. Access
- K. Parking
- L. Compatibility

*Sources:*

- 1. *Tax Assessors Map*
- 2. *Tax Assessors Roll*
- 3. *Redi Maps/Aerials*
- 4. *Field Surveys*

**Work Task 2.0 - Slum and Blight Analysis**

As part of the analysis required by Florida Statutes, Chapter 163 Part III, to determine the necessity of exercising community redevelopment activities, the consultant shall utilize the following criteria. Any finding of necessity shall meet the requirements of Florida Statutes, Section 163.355.

---

- A. Adequacy of Street Layout
- B. Suitability of Lot Layout
- C. Unsanitary or Unsafe Conditions
  - Water System
  - Sanitary Sewer System
  - Solid Waste Disposal
- D. Deterioration of Site Building Conditions
  - Age/Appearance/Maintenance
  - Structural Failure
  - Building Code Violation
  - Unsafe Building Materials or Construction
- E. Property Values
  - Declining Tax Base
  - Special Assessment Inadequacy
  - Property Value to Assessed Value comparison
- F. Land use Conflicts
  - Detrimental Land use/Development Patterns
  - Ownership Conflicts
  - Owner/Tenant Conflicts
- G. Transportation
  - Concurrency
  - Level of Service
  - Road Realignment Impacts
  - Adequacy of Parking
  - Accessibility
  - Condition
  - Safety
- H. Demographic Shifts
  - Patterns Detrimental to Economics and Property Values

**Work Task 3.0- Finding of Necessity**

The Consultant shall prepare an executive summary of finding as a basis for determining the need for establishing a Community Redevelopment Agency. A draft resolution will be prepared for the City Attorney's review. The Consultant will attend one City Commission Meeting for the presentation of the resolution and the findings of the study.

IN WITNESS WHEREOF, the parties hereto executed this Agreement on this, the \_\_\_\_\_ day of \_\_\_\_\_, 2010.



THE CITY OF LAKE CITY

By: \_\_\_\_\_

**ATTEST**

**By:**  
**Title:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney

**The IBI Group**

**By:** \_\_\_\_\_  
**Scott Stewart, CEO**  
**IBI Group**

\_\_\_\_\_

