

Community Redevelopment Agency

Agenda

City Hall - Commission Chambers
Tuesday, April 14, 2026, 5:30 PM



PROUD Heritage | PROMISING Future

<u>CRA</u>	<u>CITY OFFICIALS</u>
Scott Black, Chairman Normita L. Woodard, Vice-Chair Kristin Church, Member Ann E. Cosentino, Member James D. Shive, Member	Marieke vanErven, City Manager Angelia Guy, City Clerk Patrick Brackins, City Attorney Peter Altman, Finance Officer

Page

A. MEETING PROCEDURES

- A.1.** The City Commission will be meeting in person. As an alternate option, the public may attend virtually. The virtual meeting will be in “watch/listen mode” only; no public comments will be taken virtually.

To join the Zoom Meeting by computer or smart device:

<https://us06web.zoom.us/j/86264442414?pwd=ECBavHbrtukToyMjOS381GD1focVIJ.1>

Meeting ID: 862 6444 2414

Passcode: 267192

Dial by phone + 1929 205 6099

Public Comment: If you are present in the Commission Chambers, you will be limited to *three minutes* to make your comments as is the usual rule of procedure for City Commission meetings, except for matters heard in a quasi-judicial capacity. Public comments will not be taken virtually.

Submission of Presentations: For security purposes, the City cannot accept jump drives or other USB devices. Please contact the City Clerk for more information.

B. CALL TO ORDER

- B.1.** The invocation given by Commissioner Shive and followed by the Pledge of Allegiance.

B.2. Roll Call

C. MODIFICATION TO THE AGENDA, DISCLOSURE OF ANY KNOWN CONFLICT OF INTEREST

D. PUBLIC COMMENTS

E. APPROVAL OF MINUTES

- E.1. DRAFT CRA Meeting Minutes 03-10-2026** 4 - 6
[DRAFT CRA Meeting Minutes 03-10-2026](#)

F. CONSENT AGENDA

G. CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA (IF ANY)

H. UNFINISHED BUSINESS

- H.1. Appointment of Redevelopment Advisory Committee (RAC) Member** 7 - 10
[Agenda Memo - Appointment of Redevelopment Advisory Committee \(RAC\) Member - Html](#)
[Terry Trekas application](#)

I. NEW BUSINESS

- I.1. Reappointment of four Redevelopment Advisory Committee Members filling the seats representing a CRA Residents and Commercial Property Owners** 11 - 17
[Agenda Memo - Reappointment of four Redevelopment Advisory Committee Members filling the seats representing a CRA Residents and Commercial Property Ow - Html](#)
[RAC By-laws Adopted by CRA Board 2023-05-09](#)
- I.2. Public Mural Grant Program** 18 - 27
Approve the implementation of the Public Mural Grant Program as outlined in the attached guidelines, with a planned application launch date of April 15, 2026.
[Agenda Memo - Public Mural Grant Program - Html](#)
[CRA Mural Grant Guidelines and Application](#)
- I.3. Re-establishment of the Dade City Main Street Program** 28 - 60
[Agenda Memo - Re-establishment of the Dade City Main Street Program - Html](#)
[Original Main Street Application - 1987](#)
- I.4. Community Redevelopment Agency FYE 24 Audit Report** 61 - 91
[Agenda Memo - Dade City CRA Financials Audited - Html](#)
[City of Dade City CRA FY24 Final 03-31-26](#)
[CRI Audit Invoice](#)

J. BOARD MEMBER ITEMS

K. NOTED ITEMS

L. ADJOURNMENT

FOOTER TEXT

MANNER OF ADDRESSING THE BOARD: TIME LIMIT: The CRA Board welcomes comments from the public regarding non-agenda items during the Public Comment portions of the meeting related to the CRA Board and agenda items as scheduled. Any person desiring to address the board shall secure the permission of the Presiding Officer to do so. Each person addressing the board shall do so from the podium, shall remain at the podium at all times during their remarks and shall give their name and address in an audible tone of voice for the record prior to beginning their remarks. Any person wishing to approach the dais from the podium to submit materials to the board must first seek and receive permission from the presiding officer before approaching the dais. Unless further time is requested and granted by the board, each person addressing the board shall limit their address to three minutes. All remarks shall be addressed the board as a body and not to any individual member of the board, city officer or city employee. No person other than the board and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the city commission, without permission from the providing officer. No question shall be asked of an individual member, or city official or city employee except through the presiding officer. Any person making obscene, impertinent, slanderous, vulgar, or abusive remarks or who shall become violent, belligerent, or boisterous while addressing the city commission shall be instructed by the presiding officer to cease making such remarks or engaging in such conduct. If the person fails to comply with the presiding officer's instruction(s), then they may be removed from the Commission Chambers upon the presiding officer's directive, unless permission to continue is granted by a majority of the city commission.

APPEALS: Any person desiring to appeal any decision made by the City Commission with respect to any matter considered at any meeting or hearing will need a record of the proceedings and may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based.

DISABILITY: If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled at no cost to you to the provision of certain assistance within two (2) working days of your receipt of this notice. Please contact the Dade City Clerk's office, P.O. Box 1355, Dade City, FL 33526-1355; (352) 523-5052 for further assistance and information.

Community Redevelopment Agency

Minutes

City Hall - Commission Chambers
Tuesday, March 10, 2026, 5:30 PM



PROUD Heritage | PROMISING Future

Members Present

Scott Black, Chairman
Normita L. Woodard, Vice Chair
Kristin Church, Member
Ann E. Cosentino, Member
James D. Shive, Member

Staff Present

Marieke vanErven, City Manager
Angelia Guy, City Clerk
Patrick Brackins, City Attorney
Peter Altman, Finance Officer
Kendon Daniels, Utilities Director
William Toner, Public Works Director
Catherine Ralston, Community & Economic
Development Director
Ann Starling, Police Chief

Members Absent/Regrets

A. MEETING PROCEDURES

- A.1. The City Commission will be meeting in person. As an alternate option, the public may attend virtually. The virtual meeting will be in “watch/listen mode” only; no public comments will be taken virtually.

To join the Zoom Meeting by computer or smart device:

<https://us06web.zoom.us/j/86264442414?pwd=ECBavHbrtukToyMjOS381GD1focVIJ.1>

Meeting ID: 862 6444 2414

Passcode: 267192

Dial by phone + 1929 205 6099

Public Comment: If you are present in the Commission Chambers, you will be limited to *three minutes* to make your comments as is the usual rule of procedure for City Commission meetings, except for matters heard in a quasi-judicial capacity. Public comments will not be taken virtually.

Submission of Presentations: For security purposes, the City cannot accept jump drives or other USB devices. Please contact the City Clerk for more information.

B. CALL TO ORDER

5:33 PM

B.1. The invocation was given by Commissioner Church and followed by the Pledge of Allegiance.

B.2. Roll Call

All members were seated and present.

C. MODIFICATION TO THE AGENDA, DISCLOSURE OF ANY KNOWN CONFLICT OF INTEREST

None.

D. PUBLIC COMMENTS

None.

E. APPROVAL OF MINUTES

E.1. DRAFT CRA Minutes 02-10-2026

Moved by Vice-Chair Woodard, seconded by Member Cosentino

FOR: Black, Woodard, Church, Cosentino, and Shive

AGAINST: None

CARRIED.

F. CONSENT AGENDA

Nothing.

G. CONSIDERATION OF ITEMS REMOVED FROM CONSENT AGENDA (IF ANY)

None.

H. UNFINISHED BUSINESS

H.1. Appointment of One Redevelopment Advisory Committee (RAC) Member

The item was presented by City Manager van Erven.

Member Shive nominated Terry Trekas with Inspire Furnishings. The board application will be sent to Trekas and discussed at the next meeting.

I. NEW BUSINESS

I.1. Annual Community Redevelopment Area Report

The item was presented by City Manager van Erven.

Member Church pointed out several corrections in the report for staff to make.

Moved by Member Shive, seconded by Member Church

FOR: Black, Woodard, Church, Cosentino, and Shive

AGAINST: None

CARRIED.

J. BOARD MEMBER ITEMS

None.

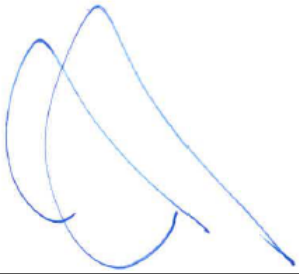
K. NOTED ITEMS

None.

L. ADJOURNMENT

5:41 PM

FOOTER TEXT



Scott Black, Mayor



Angelia Guy, City Clerk



AGENDA MEMO

Community Redevelopment Agency

To: Honorable Chair and Members of the CRA Board
From: Marieke vanErven, City Manager
Through: Catherine Ralston, Community & Economic Development Director
Re: Appointment of Redevelopment Advisory Committee (RAC) Member
Date: April 14, 2026

RECOMMENDED ACTION

Appoint one Board Member to fill a vacancy on the Redevelopment Advisory Committee (RAC), with a term expiration of April 14, 2029.

BACKGROUND SUMMARY/ANALYSIS

The by-laws of the Redevelopment Advisory Committee detail the composition of the RAC. The RAC consists of eleven members appointed by the Dade City Community Redevelopment Agency as follows:

- One representative from the Greater Dade City Chamber of Commerce
- One representative from the Dade City Merchants Association
- One representative from the Dade City Historic Preservation Advisory Board
- Two merchants with businesses located within the Redevelopment District
- Two Dade City Residents
- Two commercial property owners located within the Redevelopment District

Committee members serve three-year terms and may be reappointed. Any vacancy occurring during the term shall be filled by the CRA for the duration of the unexpired terms.

On March 14, 2023 Ms. Jaclyn Hancock was appointed to a two year term as a Downtown Business Owner. Ms. Hancock resigned her seat in September, 2025. Due to no applications on hand at the time of her resignation, her term ultimately expired on March 14, 2026.

At the March 10, 2026 CRA meeting, this item was continued pending an application from Terry Trekas, owner of Inspire Home Furnishings. His application is attached for consideration.

ATTACHMENTS

[Terry Trekas application](#)

FUNDING

No funding is required for this application.

Board/Committee Application

Thank you for your interest in serving on a Dade City board/committee. Prior to submitting your application, please take a moment to review the information for each applicable board/committee on the [MEETINGS PAGE](#).

Please complete and submit the following application to be considered.

APPLICANT INFORMATION

Terry

Trekas

8135038109

8135038109

terryjtrekas@gmail.com

37515 Sky Ridge Cir

Dade City

FL

33525

Yes

2

Yes

1

BOARD/COMMITTEE SELECTION

RAC

Historic Board

BACKGROUND INFORMATION

Training or experience related to activities of boards or committees to which appointment is sought:

Operated numerous businesses over the past 35 years. Currently serve as a board member on my HOA

Member of the following professional or business organizations: n/a

n/a

I have previously served on a board or committee for the City of Dade City.

No

Please list three (3) references that the City may contact (excluding City employees and Commissioners). Include name, address, and phone number for each reference.

Kevin Bahr 813-714-3557

Randy Yoho 813-781-9569

Paul Correia 813-997-0636

You may attach additional information or your resume via the Add Files section below.

I will attend meetings in accordance with the adopted policies of the City of Dade City. If at any time my business or professional interests conflict with the interests of this board or committee, I will not participate in such deliberations of the Board or Committee.

By signing (entering my name) below, I hereby certify that all statements made on this application and other supplementary information are true and correct. Florida has a very broad public records law. I acknowledge that the information on this application is subject to public disclosure.

Terry Trekas

10 Mar 2026

PLEASE NOTE: If selected to serve on the Planning Board, applicants will be required to file partial financial disclosure information with the State of Florida Ethics Commission:

www.ethics.state.fl.us.



AGENDA MEMO

Community Redevelopment Agency

To: Honorable Chair and Members of the CRA Board
From: Marieke vanErven, Acting City Manager
Through: Catherine Ralston, Community & Economic Development Director
Re: Reappointment of four Redevelopment Advisory Committee Members filling the seats representing a CRA Residents and Commercial Property Owners
Date: April 14, 2026

RECOMMENDED ACTION

Reappointment of four Redevelopment Advisory Committee Members to fill the seats representing 2 CRA Residents and 2 Commercial Property Owners.

BACKGROUND SUMMARY/ANALYSIS

The RAC consists of eleven (11) members and serves as an advisory board to the CRA. The Committee shall advise the CRA on matters relating to the CRA District pursuant to Chapter 164, Part III, Florida Statutes. Included in membership are: Two (2) members representing Homeowners with an initial term of three (3) years; and two (2) members representing the Commercial Property Owners with an initial term of three (3) years. These positions terms ended March 2026.

Member Sonia Butler was appointed March 14, 2023 to complete a term that ended March 14, 2026. Ms. Butler represents a CRA Resident. Staff recommends she be reappointed to the RAC for a 3-year regular term.

Member Bermice Thomas was appointed March 14, 2023 to complete a term that ended March 14, 2026. Ms. Thomas represents a CRA Resident. Staff recommends she be reappointed to the RAC for a 3-year regular term.

Member Michael Slicker was appointed March 14, 2023 to complete a term that ended March 14, 2026. Mr. Slicker represents a Commercial Property Owner. Staff recommends he be reappointed to the RAC for a 3-year regular term.

Member Nicki Couture was appointed March 14, 2023 to complete a term that ended March 14, 2026. Ms. Couture represents a Commercial Property Owner. Staff recommends she be reappointed to the RAC for a 3-year regular term.

All four members have met the attendance requirements of the RAC by-laws. Staff recommends reappointment of all four members for standard three year terms ending March 2029.

ATTACHMENTS

[RAC By-laws Adopted by CRA Board 2023-05-09](#)

FUNDING

Funding for this item is not required.

Adopted 5/9/2023

By-Laws of the Dade City Redevelopment Advisory Committee (RAC)

Article I. Name, Mission, Duties, Relationship to City

Section 1. Name and History

The name of this Committee is the Dade City Redevelopment Advisory Committee (“RAC”). The RAC was re-established on December 13, 2022 via Resolution 2022-02 of the Community Redevelopment Agency (CRA).

Section 2. Mission and Duties

A. Mission

The mission of the Committee is to advise the Community Redevelopment Agency (CRA) Area on the Community Redevelopment Plan and any amendments thereto (“Plan”), and to advise the Community Redevelopment Agency on issues and policies within the Dade City CRA.

B. Duties

The following duties will assist the Committee in achieving its mission:

1. Review and make recommendations on the CRA Plan and any amendments to that Plan.
2. Develop measures of success for the Plan after its adoption.
3. Review grant programs and make recommendations.
4. Recommend capital improvements, such as infrastructure, parks, restrooms, grants and those other appropriate categories not prohibited by Fla. Stat. Sec. 167.370(3), to the CRA Board.
5. Hold an Open Forum for Public Comment during each regularly scheduled meeting.
6. Assisting with any other function and duty assigned by the Community Redevelopment Agency.

Section 3. Relationship to the City

A. Staff Liaison(s)

At the discretion of the City Manager, staff members(s) will provide direct support to the Committee. The staff member(s) will be responsible for taking minutes of the meetings and making the minutes available for public inspection upon request.

B. Consultants

The Committee may request that consultants appear before the Committee. If staff liaison(s) are provided by the City, the staff liaison(s) will arrange for such consultants as needed.

Article II. Member Composition, Terms, Vacancies, and Member Conduct

Section 1. Composition

Members of the Committee should be civic minded volunteers with a desire to serve their community. The Committee shall be composed of eleven (11) members, appointed and confirmed by the Community Redevelopment Agency. There will be:

- a. One representative from the Greater Dade City Chamber of Commerce
- b. One representative from the Dade City Merchants Association
- c. One representative from the Dade City Historic Preservation Advisory Board
- d. Two merchants with businesses located within the Redevelopment District
- e. Two homeowners with residences located within the Redevelopment District
- f. Two Dade City residents
- g. Two commercial property owners located within the Redevelopment District

Section 2. Term

A. Regular Members

Committee members serve for a term of three (3) years.

B. Initial Terms

In order to reduce the impact of turnover to the Committee upon their expiry, the initial terms of the members shall be staggered. Three (3) members shall serve initial terms of one (1) year (expiring March 31, 2024). Four (4) members shall serve initial terms of two (2) years (expiring March 31, 2025). Four (4) members shall serve initial terms of three (3) years (expiring March 31, 2026).

The initial terms shall be broken down as follows: Representatives for the Chamber of Commerce, Merchants Association, and Historic Preservation Board to a one-year term; Dade City residents and merchants with businesses to a two-year term, and commercial property owners and homeowners to a three-year term.

Section 3. Vacancies

A vacancy shall be filled as soon as is practicable by the Community Redevelopment Agency. The new member will be able to serve for the remainder of the unexpired term of the member being replaced. The partial term served by the new member shall not be considered part of the member's first term. The Committee, through its staff liaison(s) if provided, shall notify the CRA Board of any vacancy and request the solicitation of new applicants.

Any member who wishes to resign from the Committee may do so by submitting a resignation in writing to the City Manager and the Committee Chair. Resignations shall be effective as of the date stated in the resignation letter or, if no date is stated, upon the date of receipt by the City Manager.

Section 4. Member Conduct

Member conduct shall be governed by Chapter 112 of the Florida Statutes, the Public Records Act and the Sunshine Laws. Each Member is charged with the responsibility of having knowledge of these laws.

Article III. Meetings

Section 1. Regular Meetings

The Committee shall hold meetings, at least on a quarterly basis, in a public location which is appropriate and noticed to the public.

Section 2. Governance

All meetings of the Committee shall be guided by the latest edition of Robert's Rules of Order except as modified by these By-laws or a vote of the members. All meetings shall be open to the public.

Section 3. Quorum

A quorum shall consist of six members of the Committee, unless otherwise specified elsewhere in these By-laws.

Section 4. Member Responsibilities

Committee members have the right and responsibility to actively participate in the advisory process of the Committee. Member responsibilities include, but are not limited to the following:

1. Attending regular scheduled meetings and any special sessions as may be called by the Community Redevelopment Agency; and
2. Reviewing materials and documentation prior to voting on matters before the Committee.

Section 5. Absences

Any member who has three (3) unexcused absences from meetings during a twelve (12) month period shall be removed from the Committee. If a twelve (12) month period has fewer than twelve (12) meetings, then any member who has unexcused absences in 25% or more meetings in that period shall be removed from the Committee. The Chair shall notify the member prior to the member being removed from the Committee.

Section 6. Vote Required to Adopt

Except as provided elsewhere in these By-laws, a simple majority of the votes cast shall be sufficient for the adoption of any matter, question or proposal that may properly come before the Committee.

Section 7. Abstentions

Pursuant to Section 286.012, Florida Statutes, members may abstain from voting only in the instance where the member has a conflict of interest on the matter which is put before the Committee for a vote.

Article IV. Officers

Section 1. Composition, Term and Vacancies

The Officers of the Committee shall be a Chair and a Vice Chair. The Officers shall be elected by the Committee. All Officers shall serve a term of one (1) year. Officers shall take office immediately upon election and hold office until their successors are duly elected. Officers may succeed themselves. Officer vacancies shall be filled by the Committee as they occur.

Section 2. Duties

A. Chair

The Chair shall be the head of the Committee and shall be responsible for the active management of the general business and affairs of the Committee. The Chair shall preside at all meetings of the Committee. The Chair shall represent the Committee at all occasions where such representation is appropriate or necessary. The Chair shall execute, on behalf of the Committee, all documents which may be necessary to carry out the mission and duties of the Committee.

B. Vice Chair

The Vice Chair shall perform the duties of the Chair in his or her absence and perform other duties as assigned by the Chair.

C. If no Officer is present at a Regular Meeting and a quorum of members is present, the meeting will be chaired by the staff liaison.

Section 3. Election of Officers

A. The Officers shall be regular members of the Committee. The Officers shall be nominated and elected by the members of the Committee. Elections will be held each April.

B. If a Chair is unable to serve a full term, the Vice Chair shall serve as Chair for the remainder of the term, and a new Vice Chair shall be elected as soon as is practicable.

Article V. Amendments

Section 1. Authority

The By-laws of the Committee may be amended by a majority vote of the Community Redevelopment Agency members present at a regular monthly meeting. Proposed amendments to the By-laws shall be reviewed and recommended for approval by the Committee prior to action by the Community Redevelopment Agency.

Section 2. No Conflicts

The By-laws are subject to, and must not conflict with, the City of Dade City municipal code, resolutions or ordinances, policies or any other law.

Section 3. Effective Date

These By-laws shall be effective as of the date they are initially approved by the Community Redevelopment Agency.



AGENDA MEMO

Community Redevelopment Agency

To: Honorable Chair and Members of the CRA Board
From: Marieke vanErven, City Manager
Through: Catherine Ralston, Community & Economic Development Director
Re: Public Mural Grant Program
Date: April 14, 2026

RECOMMENDED ACTION

Approve the implementation of the Public Mural Grant Program as outlined in the attached guidelines, with a planned application launch date of April 15, 2026.

BACKGROUND SUMMARY/ANALYSIS

In August 2025 the CRA Board adopted the recommended priorities project list for the 2025-2027 time frame. This list of projects included the creation of a public art program that could be implemented in the downtown district. The Downtown CRA Public Mural Grant Program's objective is to use murals as a catalyst for redefining our area as a destination for arts and culture. Public art is an essential component to community revitalization. Art strengthens communities, drives tourism, fosters an environment of creativity and innovation, and helps eliminate blight. Through this community revitalization effort, we aim to engage the creative sector to drive economic development within the Community Redevelopment Area.

The Redevelopment Advisory Committee reviewed and approved the application and process at their March 2026 meeting. Program guidelines may be amended at any time. Attachment 1 includes the grant application guidelines (Exhibit A), and grant application form (Exhibit B)

PROPOSED PROCESSES

Placement and Aesthetic

Eligible mural placements for grant funding are adjacent to public rights-of-way, surface parking lots, or visible from public rights-of-way and limited to non-residential or mixed-use buildings. Murals should reflect a heritage-inspired style that blends historical storytelling, regional agriculture, and nostalgic small-town imagery. The artwork should feel timeless, warm, and welcoming, capturing the spirit and identity of a historic Florida town while remaining visually engaging for visitors.

Guidelines

Program and application guidelines will reflect similarly to current commercial grant programs with the exception of eliminating the requirement to quote out the project. Public art projects are often not bid out like traditional construction contracts because they require specialized artistic vision, site-specific customization, and high-level, creative expertise

rather than just the lowest cost materials. Commissioning through curated, professional, or invited processes allows for quality assurance, safety compliance, and community fit, which are harder to ensure through standard competitive bidding.

Eligibility and Maintenance

Grant applicants must be a building owner or non-residential tenant with building owner consent. Artists may propose a mural project, but the building owner or non-residential tenant must be the applicant. Painted murals must also include an ultraviolet fade resistant clear coat; and applicants are required to maintain the Public Art for two (2) calendar years from the day of reimbursement or funds are required to be paid back to the CRA.

Funding Amount

The program offers financial assistance in the form of a 50/50 funds match, not to exceed \$5,000. If the design contains any direct advertisement of the business or businesses adjacent to the primary structure and/or surrounding structures, financial assistance reduces to a 75/25 funds match, not to exceed \$2,500. No logos may be present on the mural to receive grant funding.

The CRA Grant Programs fall within the Redevelopment Plan under: Improve Quality of Life for Residents and Visitors; and, Establish Dade City as an Entrepreneurial Destination.

ATTACHMENTS

[CRA Mural Grant Guidelines and Application](#)

FUNDING

The 25-26 CRA Budget allocated \$45,000 for CRA Grants. Funding for the new grant program will be allocated from these dollars. The CRA grants are funded through the annual CRA budget adopted by the CRA Board. No additional funding is needed for the proposed program.

CRA Mural Grant Program
City of Dade City Community Redevelopment Agency

Program Purpose

The objective of the program is to use murals as a catalyst for redefining our area as a destination for arts and culture. Public art is an essential component to community revitalization. Art strengthens communities, drives tourism, fosters an environment of creativity and innovation, and helps eliminate blight. Through this community revitalization effort, we aim to engage the creative sector to drive economic development within the Community Redevelopment Area (CRA). Approval of a proposed project is based upon the project's overall consistency with the adopted Design Guidelines, funding availability, Community Redevelopment Plan and the Dade City Land Development Regulations (LDR).

- 1) To encourage pedestrian activity and enhance the walkability experience, eligible mural placements for grant funding are located within the CRA district boundary, adjacent to public rights-of-way, surface parking lots, or visible from public rights-of-way and limited to non-residential or mixed-use buildings only. Murals on purely residential structures are not eligible.
 - a) Grant applicants must be a building owner or non-residential tenant with building owner consent. Artists may propose a mural project, but the building owner or non-residential tenant must be the applicant.
- 2) All murals shall be designed, constructed, and maintained to complement and accent the architectural features of the building. Likewise, all accessories shall be in harmony with the overall character of the building. All color schemes shall accent the building, as well as harmonize with adjacent structures.
- 3) Murals funded through this program should support downtown beautification and placemaking; and reflect a heritage-inspired style that blends historical storytelling, regional agriculture, and nostalgic small-town imagery. The artwork should feel timeless, warm, and welcoming, capturing the spirit and identity of Dade City, a historic Florida town, while remaining visually engaging for visitors.
 - a) Painted murals must utilize high-quality, exterior-grade materials and include an ultraviolet fade resistant clear coat; and applicants are required to maintain the Public Art for two (2) calendar years from the day of reimbursement or funds are required to be paid back to the CRA.
- 4) Within a three (3) year period, only one (1) Public Mural grant shall be allocated to any one applicant or property, and grants shall be awarded on a first-come, first-served basis.

During this three (3) year period, the receipt of a mural grant will not preclude the applicant from applying for or receiving other grants offered by the CRA and; the receipt of a previous CRA grant does not preclude an applicant from applying for or receiving a mural grant. Funding may be awarded as follows:

- a) The program offers financial assistance in the form of a 50/50 (Property Owner/ Tenant & CRA) funds match, not to exceed \$5,000.
 - b) If design contains any direct advertisement of the business or businesses adjacent to the primary structure and/or surrounding structures, financial assistance reduces to a 75/25 (Property Owner/ Tenant & CRA) funds match, not to exceed \$2,500. No logos may be present on the mural.
- 5) No Public Mural grant funds or matching monies shall be used for signage, landscaping, general repair, structural, or habitable work, or otherwise to meet code for occupancy of the building.
 - 6) No grants will be made to government or nonprofit owned properties or to tenants in government or nonprofit owned properties.
 - 7) No Public Mural grants will be made to CRA Board member, a CRA Board member's immediate family, or to a business entity (sole proprietorships, partnerships, corporations or limited liability companies), in which a CRA Board member or his/her immediate family member(s) has/have any ownership interest.
 - 8) All property taxes, Business tax receipts, and utility charges must be current at the time of the application to receive grant funds.
 - 9) The applicant is responsible for obtaining any permits required to do the project. No grant funds can be used to pay any permitting fees.
 - 10) In order to verify that costs are within reasonable parameters, the following materials are required with the application.
 - a) Artists' statement
 - b) Mural design/rendering
 - c) Description of theme and artistic intent
 - d) Project budget and estimates
 - e) Timeline for completion
 - f) Property owner authorization (if applicable)
 - 11) To qualify for grant funds, a completed application (with appropriate plans) must be submitted to the City of Dade City, Attn: CRA Director, 38020 Meridian Ave (City Hall) Dade City, FL 33526.

- 12) No work to be funded by a Public Mural grant shall begin until authorized by the CRA Board.
- 13) Upon reimbursement of grant funding, the building shall be occupied by tenants or fully operational by owner within six (6) months. If this condition is not met, the grantee will refund the entirety of the grant funding received to the CRA. The owner/applicant may apply to the CRA for an extension of the six-month requirement before the expiration of the six (6) months and, for good cause shown, the CRA may grant a single, three (3) month extension.
- 14) If the building in which a CRA grant is applied for and funded is sold within three (3) years of CRA grant award, then grantee shall refund the entirety of the grant funding received to the CRA upon demand.
- 15) If design contains any direct advertisement of the business or businesses adjacent to the primary structure and/or surrounding structures and the tenant in which a CRA grant is applied for and funded is closed within three (3) years of CRA grant award, then grantee shall refund the entirety of the grant funding received to the CRA upon demand.

CRA Public Mural Grant Grant Program Procedures

Responsibilities

CRA Director – Primary contact person, record keeper and authority for coordination of the matching grant program.

Community Redevelopment Agency Board (CRA Board) – Considers Staff's recommendations and approves or denies funding of proposed projects.

Procedures

1. A PRE-APPLICATION MEETING IS HELD BETWEEN THE CRA DIRECTOR AND GRANT APPLICANT(S) TO DISCUSS PROGRAM BENEFITS AND REQUIREMENTS, DESIGN GUIDELINES, THE LAND DEVELOPMENT REGULATIONS, THE APPLICATION PROCESS, SPECIFIC PROPOSAL AND ANY OTHER PERTINENT INFORMATION. (THE APPLICANT MAY FIRST WISH TO DISCUSS THE PROJECT WITH ANY PERMITTING AGENCIES IN ORDER TO GAIN SOME LEVEL OF ASSURANCE THAT THE PROJECT IS CAPABLE OF BEING PERMITTED.) TO SCHEDULE A PRE-APPLICATION MEETING, PLEASE CONTACT THE CRA DIRECTOR, 352-523-5050 ext 413.

2. Applicant submits a copy of the application, including supporting data, to the CRA Director's office. The application packet is reviewed for completeness and returned to the applicant if further information is required.
3. Staff reviews the application for its consistency with the adopted Design Guidelines, Land Development Regulations, Community Redevelopment Plan and general compatibility with current Community Redevelopment Area structures and themes. Grant-assisted improvements must provide continuity of historic design and strengthen existing architectural features. A recommendation of approval or denial of the application shall be made by Staff. Project applications with the Committee's recommendation will be submitted to the CRA Board for consideration at its next regularly scheduled meeting. The applicant shall also be notified of the Committee's recommendation. The applicant will be provided every opportunity to modify the original application to achieve a positive Staff recommendation prior to consideration by the CRA Board.
4. All properties located in the Dade City Historic District and designated on the Dade City Historic Register will be reviewed by the Historic Preservation Advisory Committee before being taken to the CRA Board for consideration.
5. The CRA Board will review the project application and Staff's recommendation. The CRA Board shall approve, deny, or return the application to Staff for modification of the project or additional information gathering. Any modifications to the project suggested at the CRA Board meeting, which will be incorporated into the project, must be rescheduled for another meeting with Staff. The CRA Board may approve or deny an application contrary to the Staff recommendation. However, the project considered by the CRA Board must have been wholly reviewed by Staff with no subsequent modifications. The CRA Board's ability to approve, deny, or return the application is subject to the discretion of the CRA.
6. The applicant shall be notified of the impending CRA Board application review meeting and shall be invited by the CRA Director to attend the meeting to discuss the application and respond to any questions that may arise from the CRA Board discussions. Results of the CRA Board action shall be provided in a letter to the applicant by the CRA Director. The letter shall state the reasons for the action taken by the CRA Board.
7. No work for which a grant has been sought shall begin until authorized by the CRA Board and written approval has been received by the applicant. Once written notice of CRA Board approval has been received, work may begin in accordance with the approved application. The applicant is responsible for obtaining any permits required to complete the project. CRA Board approval of the project application does not guarantee its permitting status. All related licensing requirements shall be met.
8. Any unapproved changes to the application or artistic renderings will void the grant award. If the applicant wishes to change the project after approval by the CRA Board, the applicant must contact the CRA Director. Changes will then be submitted by the CRA Director to the CRA Board for consideration.
9. All grant-compensated projects must be complete, and a detailed bill showing final payment or a final lien waiver, if applicable, submitted for reimbursement within four (4) months of

CRA Board approval; otherwise, all grant funds will be forfeited. Limited time extensions may be granted by the CRA Board.

10. After work is complete, the applicant must submit to the CRA Director: (a) all paid bills or a final lien waiver for reimbursement, (b) a W-9, (c) proof of payment (i.e., cancelled check) and (d) an affidavit from the contractor certifying that all work is complete. The CRA Director shall notify the applicant of incomplete reimbursement information within five (5) days of receipt of the reimbursement request.
11. The CRA Director shall submit the detailed paid bill(s) or final lien waiver to the Finance Officer for reimbursement **once all reimbursement information is submitted within five (5) days of receipt**, along with verification that the work has been completed in accordance with the approved application. Copies will also be submitted to the City Manager.
12. The Finance Officer shall process the reimbursement to the applicant in accordance with the regular payment procedures of the City. **No funds will be disbursed until all work is completed and all items set forth in paragraph 10 above have been submitted.**

NOTE: All grant-compensated projects (design & colors) must remain for a period of three (3) years from the date of completion before a new application may be submitted for the same property.

CRA Public Mural Grant Program Application

Name of Applicant:

Name of Business:

Is Applicant a Tenant or Property Owner?

(If applicant is a tenant, written authorization by the property owner must be included with application.)

Property Address:

Single Story Building: YES or NO

Multi-Story Building: YES or NO

Total Linear Feet of street/alley exposure to be improved: _____

(Please provide a printout of the building schematic available on the Pasco County Property Appraiser website.)

Applicant Mailing Address:

Applicant Phone # _____ **Applicant Email:** _____

Description of Work to be completed: *(Appropriate Drawings/Plans/Renderings must be attached depicting work)*

Total Cost of Project: _____ **Amount Requested:** _____

I hereby submit the attached plans, specifications and color samples for the proposed project and understand that these will be subject to review and must be approved by the CRA Board.

I understand that no work can begin until I have received written approval from the CRA Board.

I further understand that the project must be completed within 4 months from date of approval and grant monies will not be paid until the project is complete.

I further understand that if the building is not operational by owner or tenants within six (6) months from date of grant, the grant monies shall be reimbursed to the CRA.

I further understand that if the building is sold within three (3) year from date of grant award, all grant monies shall be reimbursed to the CRA.

I certify that I have read the CRA Building Exterior Grant General Project Guidelines and Program Procedures and agree to comply with all requirements. I further certify that no member of the CRA Board, nor any immediate family member of the CRA Board, owns an interest in the property listed for this grant.

Signature of Applicant

Date _____

STATE OF FLORIDA
COUNTY OF PASCO

The foregoing instrument was acknowledged before me this ____ day of ____, 20__, by _____ who are personally known to me or who have produced _____ identification.

(Seal)

Print Name: _____
Notary Public, State of _____

Application Supporting Data

Each application shall include photos that clearly depict the existing condition of the building exterior(s) to be improved.

NOTE: Selections must take into account the architectural style of the building. If the property is listed on the City's Historic Registry, the proposed changes will be submitted for review and recommendation by the Historic Preservation Advisory Board.

In order to verify that costs are within reasonable parameters, the following materials are required with the application.

1. Artists' statement
2. Mural design/rendering
3. Description of theme and artistic intent
4. Project budget and estimates
5. Timeline for completion

Projects Proposed by Tenants

1. To be eligible for a direct grant, tenants must provide a notarized authorization for the work from the property owner.



AGENDA MEMO

Community Redevelopment Agency

To: Honorable Chair and Members of the CRA Board
From: Marieke vanErven, City Manager
Through: Catherine Ralston, Community & Economic Development Director
Re: Re-establishment of the Dade City Main Street Program
Date: April 14, 2026

RECOMMENDED ACTION

Provide direction to staff to move forward with the process to re-establish the Dade City Main Street program for the downtown area.

BACKGROUND SUMMARY/ANALYSIS

As part of the revitalization efforts for the Downtown CRA district, staff has been working with representatives from the Florida Main Street program to explore reestablishing a Main Street program in Dade City.

History

For more than 40 years, Main Street America has helped to build economic power in downtowns and neighborhood commercial districts across the United States. In 1987, Dade City established the Downtown Dade City Main Street program. At the time, the program's goals was to help revive the sagging economy, relocate new retail businesses to the downtown and motivate property owners to take more pride in the physical appearance of their buildings. The program was an active participant in the downtown till 2013, when the program shuttered it's doors.

Why Main Street Today?

While the Dade City Main Street program experienced success in the past with revitalizing the downtown district through physical improvements and tenants at that time, the downtown district continues to feel the pressures of an ever changing economy that small business owners must compete and adapt with to stay competitive. Small businesses face changing customer preferences, competition from on-line shopping, increased business costs and the continued pressure from large scale shopping centers.

The Main Street program, using its four point approach focuses efforts on:

- Creating jobs - a revitalized district attracts new industry and strengthens service and retail
- Saving tax dollars - revitalization stabilizes and improves the area's tax base, while also protecting existing investments

- Preserving the community's historic resources - In an economically healthy downtown, property owners can afford to maintain their historic buildings and preserve an important part of the community's heritage
- Building Community pride - Main Street provides a public space for members from all areas of the community to come together, create new partnerships, and celebrate their downtown.

Next Steps

If authorized to proceed, staff will continue to work with the Florida Main Street program in Tallahassee to re-establish the Main Street program in Dade City. Some of the items that will need to occur are:

- Hosting a Community Meeting on May 21, 2026 at 6:00 PM in the Commission Chambers to allow all members of the community to come and learn more about the Main Street program and its efforts;
- Establish a new not-for-profit with the IRS for the Dade City program;
- Identify board members; and
- Identify and secure funding for the start-up efforts.

ATTACHMENTS

[Original Main Street Application - 1987](#)

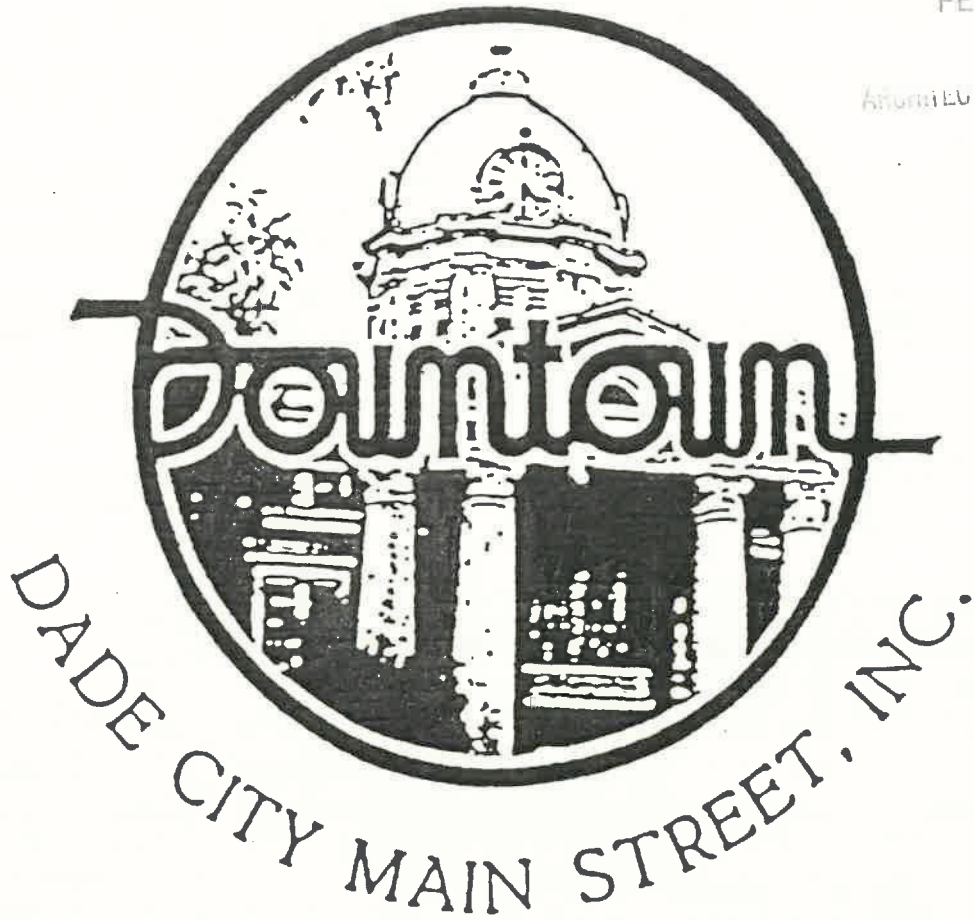
FUNDING

No funding is needed for this step of the process for re-establishing a Main Street program. A separate item will be brought forward at a later date once it is determined if and when the Main Street program is activated.

1987 ORIGINAL - ONE OF TWO
DO NOT REMOVE

FEB 10 1987

ADMINISTRATIVE SERVICES



1987
FLORIDA MAIN STREET
Program Application
DOWNTOWN DADE CITY MAIN STREET, INC.

DOWNTOWN DADE CITY MAIN STREET, INC.
FLORIDA MAIN STREET APPLICATION
1987

APPLICATION TABLE OF CONTENTS..... -i-

APPENDIX TABLE OF CONTENTS..... -ii-

PUBLIC/ PRIVATE SECTOR CERTIFICATION..... 1

NARRATIVE..... 2

MAIN STREET PROGRAM PROFILE..... 7

COMMUNITY PROFILE..... 10

MAIN STREET PROGRAM AREA ENVIRONMENT PROFILE..... 25

DOWNTOWN DADE CITY MAIN STREET, INC.

FLORIDA MAIN STREET APPLICATION

APPENDIX

TABLE OF CONTENTS

VOLUME II

APPENDIX II

- A. Resolution - City of Dade City
- B. Resolution - Pasco County Commission
- C. Pledge Letters
- D. Letters Of Support
- E. Newspaper Articles And Historical Register

APPENDIX B

ORGANIZATIONAL READINESS

- A. Completed Budget Sheets For Years One and Two
- B. Certification Of Full First Year Funding
- C. Funding Verification for Year Two
- D. Articles Of Incorporation
- E. 501 (c) (3) Tax Exempt Status
- F. List Of Pledges 1987-1988

APPENDIX C

BUILT ENVIRONMENT

- A. Keyed City Street Map Defining Main Street Commercial Program Area
- B. Twenty-Five (25) Slides Of The Main Street Program Area, Streetscapes And Buildings - One Aerial Slide of Downtown Main Street Program Area
- C. Slide Key

I. FLORIDA MAIN STREET APPLICATION
PROGRAM CERTIFICATION

City Dade City County Pasco

Person preparing the Application:

Name: Pat Weaver

Title: President

Representing: Downtown Dade City Main Street, Inc.

Mailing Address: P. O. Box 908

Dade City, Florida 34297-0908

Telephone number: 904/567-6393

Signature: *Pat Weaver*

Date: February 8, 1987

Public Official Certification

I hereby certify that the City of Dade City, Florida endorses the submission of this application and agrees to participate in the local Main Street program.

Name: D. L. Williams

Title: Mayor

Signature: *D L Williams*

Date: February 6, 1987

City Dade City, Florida

SECTION A:

DEGREE OF PUBLIC AND PRIVATE SECTOR UNDERSTANDING OF AND COOPERATIVE INVOLVEMENT IN THE MAIN STREET PROGRAM.

1. What does your community expect to achieve by participating in the Main Street program? Be specific and identify the outcome or results expected from each Main Street objective.

The community of Dade City realizes that first and foremost, we must be willing to help ourselves, that the Main Street Program is a support system, one that will give us direction and professional assistance.

We expect the Main Street Program to help revive our sagging economy, re-locate new retail businesses to the downtown, to provide consumers, both local and out-of-town, goods and services that they are now seeking in strip shopping centers South of the downtown and regional malls, such as University Mall, Tampa.

We expect the Main Street Program to motivate property owners to take more pride in the physical appearance of their buildings, along with restructuring their current mode of merchandising and servicing their customers.

The reality of potential growth in Dade City and East Pasco County due to the influx of people into the Tampa Bay Area is at our doorstep and we expect to be a major part of that growth.

Because of the Main Street Program, we have already seen a significant turn around in the attitude of the community. They are interested and excited about Dade City's future and want it to succeed.

For the first time in many years, Dade City can now look to the future with great anticipation, enthusiasm because of taking that first step to find out more about the Florida Main Street program. We are confident that it will work for us. We also have realized that through great hardship, such as the devastating freezes of late 1983 and early 1985, we can see possibilities for Dade City that never existed before.

City Dade City, Florida

2. Why do you think your community would be a successful Main Street community?

Dade City still has a small town flavor, with a pioneering spirit. We have the desire, the support, enthusiasm, and strong commitment to make this program work. We are the County Seat of Pasco County and are celebrating our 100th birthday in 1987.

Dade City has the potential for dynamic growth. We want to make sure that we preserve our historic buildings, homes, and landmarks, so that we may continue to be a town that people are proud to raise their families in.

We are centrally located and are within easy access to all major tourist attractions, yet we are not tourist oriented. We feel that we have much to offer those who are seeking a beautiful, peaceful area in which to settle down.

Strong committed leadership, a great sense of pride and a unified effort will make us a successful Main Street Community.

3. Why does your community need the Main Street program?

Dade City needs the Main Street program in order to help reverse the decline of its economy; to help us secure much needed year round employment. Too many of our children have to leave this area in order to find jobs. The loss of 88% of our citrus groves, the loss of Evans Packing Company (450 jobs), no new industry, the gradual movement of County Government offices to the Westside of the county; the loss of consumer dollars to outlying shopping centers and regional malls. These are some of the major reasons why we need the Main Street program to act as a catalyst, uniting our community in a common cause. Not only to restore the beauty to our downtown, but to once again help us to become a healthy, flourishing shopping area.

Our downtown shopping district has lost two major department stores, both of which had been in business over 30 years. A drugstore closed on a major corner, which has never been vacant until now. We have seen the closing of two auto parts stores, and a gas company. The Sheriff's Department has moved out of the downtown, leaving the Old Courthouse virtually empty. We are about to lose an office supply and possibly an insurance office to a strip center. All of this has to stop and stop now.

4. Summarize the current development and economic trends in your city.

Within the past 12 months, three major projects, comprising 3000 acres are beginning West of Dade City. Combined, these projects include a labor force of 5700 jobs, 8000 residences and numerous golf courses, totaling \$1,000,000,000.00 in real estate values.

First National Bank of the South has purchased major real estate downtown and will begin construction this year on their new branch bank, which has a capitalization of \$7,000,000.00.

The downtown business district is presently working with architects on five separate buildings in a two block area on Meridian Avenue to begin our revitalization efforts.

The county allocated \$4,000.00 for the repair and renovation of our War Memorial-band shell, which is now completed. Also \$500,000.00 towards the renovation of the Old Courthouse.

The City has agreed to tear out sections of sidewalks, put in brick pavers. Main Street merchants and property owners will plant and pay for trees and landscaping. In the last four weeks we have established 4 new businesses in the Downtown.

5. What are the three major assets and three major liabilities of the Main Street program area as it exists today?

THREE MAJOR ASSETS

- 1.) Good arterial roads leading into our central downtown business district.
- 2.) Four major municipal parking areas
- 3.) The seat of a progressive county government.

THREE MAJOR LIABILITIES

- 1.) Lack of good job opportunities.
- 2.) A decline in retail and service oriented businesses.
- 3.) Vacant, unattractive buildings.

City Dade City, Florida

6. How have the public and private sector groups shown their support for downtown revitalization in the past? Identify groups and specific activities and programs.

* In 1980, the Merchants Association sponsored a revitalization program through town meetings. Due to the lack of strong leadership and a support system, such as the Main Street Program, there was a lack of enthusiasm and so the program died.

* The Chamber of Commerce almost closed its doors in 1981, because of apathy, declining memberships. Through the efforts of a concerned and dedicated citizen, the community raised enough money to renovate the Chamber of Commerce, which is now a focal point at the intersection of Meridian and 7th Street, and on the corner of Old Courthouse Square.

* Downtown Curbside Farmers Market sponsored by Main Street

* The Larkin Family restored the original Old City Hall, in 1985. Not only is it one of our more charming structures, but it is a historical landmark.

* Chamber of Commerce Business Breakfasts

* Main Street Halloween on Old Courthouse Square

* Champs games

* The Women's Club & East Pasco Junior Women's Club co-sponsor the annual Tour of Homes.

7. How will both public and private sector groups participate in the local Main Street program if your community is selected? Be specific regarding responsibilities and roles.

* City of Dade City - \$15,000.00 donation, in kind service and assistance with streetscapes.

* County of Pasco - Renovation of Old Courthouse Square and all new landscaping.

* Garden Club - Monetary Support - Assistance with street scapes, trees, flowers. Participate in fund raising through the boxed dinner auction, preparing food for the Wine and Cheese fund raiser.

* Women's Club - Monetary support - boxed dinner auction. Participated in Main Street Halloween, in kind service.

* Kiwanis Club - Monetary - In kind service. Assisting with working with DOT on landscaping median on Meridian Avenue.

* Rotary Club - Monetary support and in kind service

* Commitments from property owners to renovate downtown properties.

* We have offers of in kind service from various housewives and retired school teachers.

* We are planning for the spring of 1988 and the fall of 1987 to have an art and music festival and a fall bluegrass festival. This will include participation from all levels of school children, parents, colleges, civic organizations, fire and rescue as well as out of town participants.

City Dade City, Florida

8. How have you informed other community groups and citizens about the Main Street program?

*Our first community meeting had 108 people in attendance. Dollie Goldman, Arcadia and Al Starr were quest speakers. Pat Weaver, President of Downtown Dade City Main Street, Inc. has been the quest speaker for the Rotary Club, Kiwanis Club, Retired Teacher's Association, Historic Preservation Board, County Historic Preservation Committee, Committee of 100, Garden Club, Junior Women's Club, Women's Club, and has gone before the City Commission a number of times presenting the program and requesting funding. She has also worked with the County Administrator, Mr. John Gallagher and County Commissioners, Sylvia Young and Curtis Law explaining the Main Street Program in depth to them.

*Each group or organization has been given a slide presentation or shown a video on the four step approach and restoration.

*The Main Street organization has informed the public through mail outs, newsletters, public service announcements, newspaper articles, road signs and events such as Main Street Halloween, Summer on Main Street and the Ladies Auxiliary Membership drive.

*Guest speakers such as Vivian Young, Pat Powell, Project Manager for Thomasville, Georgia, Kit Cramer, Project Manager for Bartow and Dollie Goldman from Arcadia.

9. How will you continue to generate public awareness of and involvement in Main Street?

Visually, the public will see small incremental changes, then major changes. There will be planned activities for the public such as the spring and fall festivals, Main Street Halloween, the night Christmas parade, jointly sponsored with the Chamber of Commerce.

We plan to have a monthly update through a newsletter and a column in our local newspaper. There will be a display of architectural renderings for the public to see in the windows of one of the major structures in downtown.

Will continue to have public meetings and quest speakers from other Main Street Cities.

City Dade City, Florida

SECTION B:

LOCAL ORGANIZATIONAL READINESS TO IMPLEMENT THE MAIN STREET PROGRAM

1. Name of organization/agency to administer the local Main Street program:

Downtown Dade City Main Street, Inc.

2. Date Established: April 1986 Size of Current Membership: 270

If the agency to administer the Main Street program is the municipality or was formed specifically to administer the Main Street program, indicate N/A for question #3.

3. 1986 Budget Expenditures: \$4795.00
Sources of Funding:

1985 Budget Expenditures: -0- Size of Membership: -0-
Sources of Funding:

1984 Budget Expenditures: -0- Size of Membership: -0-
Sources of Funding:

4. Federal Employment Number: Applied for in 1986
5. Taxing Status (i.e., 501(c)(3), etc.): Applied for in 1986

6. List of current officers, their terms of office, and affiliation (representative of Chamber of Commerce, Community Redevelopment Agency (CRA), merchant, etc.): (If applicant is municipality, indicate N/A or indicate the membership of the Main Street Advisory Board if such a board has been established).

Pat Weaver, President - Merchant, three years.
David Class, 1st Vice-Pres. - Banking, two years.
Pete Brock, 2nd Vice-Pres. - Industry, three years.
Charles McIntosh, Treasurer - City Commission, two years.
Helen Brant, Secretary - Merchants Associations, three years.

7. What is the composition of the Board which will determine policy for the Main Street program? (If the same as #6, indicate so).

The board is comprised of fifteen members, five of which are included above. The other 10 are made up of 5 merchants, 1 banker, 2 real estate, President of Chamber of Commerce and one private citizen.

8. How are the members of the Board selected?

After our first organization meeting, which was in attendance by 108 people, a committee was formed to select the first board. Hereafter, a committee comprised of three board members will caucus to find replacements for out-going directors. These selections will be voted on by the Board of Directors.

City Dade City, Florida

9. What is the title of the individual to provide day-to-day supervision of the Main Street Manager?

Pat Weaver, President - Downtown Dade City Main Street, Inc.

10. What is the relationship between this individual and the Board identified in question #7 of this section?

Pat Weaver provides strong leadership, is a self-motivator and in turns motivates this board, keeps it organized and running smoothly.

11. How many years do you anticipate participating in the Main Street program?

4 years This is the minimum.

12. How many hours per week will the local manager work on Main Street?

40+ hours

13. Briefly describe the Main Street Manager selection process that was or will be used. If you have already hired a local manager, attach his/her expanded resume.

We have already run ads in the Tampa Tribune and in the Preservation News for a Main Street Project Manager. We have a review committee set up and are prepared to bring the best five applicants to Dade City to be interviewed for this position. However, we have agreed to hold off on hiring a project manager until the selection for Florida Main Street Cities has been made for 1987. If we are selected, then we will ask the Florida Main Street Program to assist us in this selection.

14. What is the job description for your Main Street Manager?

The Main Street Project Manager should have a background in one or more of the following areas: Commercial revitalization, economic and small business development, design, community organization and public relations. Must be imaginative and energetic, and be capable of organizing and functioning effectively in an independent environment. Supervisory and communication skills are essential.

City Dade City, Florida

15. Did you apply to the Florida Main Street program in 1985 or 1986? If yes, what programs, activities or interest resulted from applying? Provide a brief overview of related accomplishments during the past year(s).

NO

City Dade City, Florida

SECTION C:

NEED OF THE COMMUNITY FOR DOWNTOWN REVITALIZATION AND POTENTIAL FOR CHANGE WITH THE MAIN STREET APPROACH.

1. City Population: 1970 4241 1980 4923 1985 5608
2. County Population: 1970 75,955 1980 193,661 1985 233,272
3. County Unemployment Rate: 1970 3.9 1980 6.5 1985 5.3
4. County Mean Household Income: 1970 6,421 1980 14,328 1985 N/A
5. County Median Household Income: 1970 4,998 1980 11,879 1985 15,681
6. How many blocks are in the Main Street program area? 29
7. How many buildings are in the Main Street program area? 76
8. How many businesses are in the Main Street program area? 119
9. What percentage of the buildings in the Main Street program area is:
Owner occupied 58% Renter occupied 42%
10. What percentage of the buildings in the Main Street program area is:
Locally owned 80% Absentee landlord owned 20%
11. What is the current average rent per square foot for commercial space in the Main Street program area? 6.50 per square foot
12. What is the lowest rent per square foot currently being paid for commercial space in the Main Street program area? 1.20 per square foot
13. What is the highest rent per square foot currently being paid for commercial space in the Main Street program area? 11.50 per square foot
14. Estimate the percentage of the Main Street program area devoted to the following uses:

Retail	<u>37%</u>	Restaurant/Entertainment	<u>12%</u>
Industry	<u>-0-</u>	Government Offices	<u>8%</u>
Warehouse	<u>1%</u>	Vacancy (1st Floor)	<u>5%</u>
Housing	<u>3%</u>	Vacancy (Upper Floor)	<u>4%</u>
Professional		Parking	<u>5%</u>
Offices	<u>19%</u>	Other	<u>1%</u>
Parks	<u>2%</u>	<u>Motels</u>	<u>1%</u>
		<u>Churches</u>	<u>1%</u>
		Funeral Home	<u>1%</u>
		Cab Co	<u>1%</u>

City Dade City, Florida

15. Estimate the number of square feet of first floor vacancies in the Main Street program area 35,874 square feet.
16. How many of the following types of retail businesses are located in the Main Street program area:

Department Stores	<u>3</u>	Specialty shops	<u>15</u>
Discount Stores	<u>2</u>	Services	<u>16</u>
Food Markets	<u>2</u>	Restaurants	<u>8</u>
Tourist related	<u>0</u>	Other Auto dealers	<u>2</u>

17. List the five largest employers in the community.

<u>Employer name</u>	<u>Type of Business</u>	<u>Number of employees</u>
<u>Lykes Pasco, Inc.</u>	<u>Citrus Processing</u>	<u>1400</u>
<u>Pasco County</u>	<u>Government</u>	<u>1400</u>
<u>Oakley Brothers</u>	<u>Citrus Processing</u>	<u>550</u>
<u>Withlacoochee Elec. Coop</u>	<u>Electric Coop</u>	<u>350</u>
<u>Humana Hospital</u>	<u>Health Care</u>	<u>260</u>

18. What types of regional transportation facilities are located in your community? Please include names.

Commercial airport: none

Airlines: none

Landing strips: none

Passenger railroads: none

Freight railroads: one - Seaboard

Bus service: Greyhound

Taxi service: Checker (Yellow)

19. What is the nearest Metropolitan Statistical Area (MSA)? How many miles away is it from your city?
- Tampa - 30 miles
- Lakeland - 28 miles
20. What federal, state, county and local government agencies are located in or adjacent to your Main Street program area?

See attached:

20. Dade City is the Pasco County seat. The following local, county and state agencies are located in or adjacent to our Main Street Program area:

Dade City Agencies:

- City Hall
- Fire Department
- City Police Department
- Public Works Department
- Water Department

County Agencies:

- Pasco County Sheriff's Department
- Housing Authority
- ARA
- Aging (Project Star/Elderly Nutrition)
- County Commissioners
- Building Inspectors
- Circuit Court/Clerks, Administration
- County Courts
- Data Processing
- Emergency Management
- Head Start
- Property Appraiser
- Public Defender
- Public Works
- Social Services
- State Attorney
- Supervisor of Elections
- Tax Collector
- Utilities
- Veterans
- Vital Statistics

State Agencies

- Corrections Department
- Health and Rehabilitation Services
- Highway Safety and Motor Vehicle Department
- 6th Judicial Circuit Court
- Labor Training and Employment

City DADE CITY, FLORIDA

21. Is tourism a major industry in your community? Are there major resorts or attractions nearby? If so, identify them.

No.

Yes, there are major resorts. They are as follows:

Saddlebrook Golf and Tennis Resort

Busch Gardens

Disney World - Epcot

Sea World

Homosassa Springs - Gulf Beaches - Florida Pioneer Museum

22. Is there a marked seasonal population fluctuation due to tourism, winter residency, educational facilities, etc.? If so, explain why and estimate the change in population.

There is some fluctuation. There is a large contingent of winter residents that settle in the city 10 miles South of Dade City, because of the mild climate and proximity to so many attractions. There are also two colleges: St. Leo and Pasco Hernando-Community College. The estimated winter population of Dade City is 7500.

The estimated college residential population is 2,200.

23. What newspapers and radio and television stations service the area?

NEWSPAPERS: Tampa Tribune, St. Petersburg Times, Pasco News, East Pasco News, Lakeland Ledger, The Clearwater Sun and the Pasco Shopper.

RADIO: WDCF - DADE CITY
WPAS - ZEPHYRHILLS

TELEVISION: CBS - Channel 13 - WTVT - TAMPA
ABC - Channel 10 - WTSP - ST. PETERSBURG
NBC - Channel 8 - WSFL - TAMPA
PBS - Channel 3 - WEDU - TAMPA
Channel 44 - WTOG - ST. PETERSBURG
Channel 28 - WFTS - TAMPA

City Dade City, Florida

24. How many industrial parks are in the community? Indicate the approximate number of businesses and employees in each.

NONE

One Pasco Center is being developed as an industrial park.

25. How many strip shopping centers serve your community? Identify them, and approximate the number of businesses in each center.

Dade Village Shopping Center - 13 businesses
Walmart Plaza - 16 businesses
North Village - 4 businesses
Kash and Karry Plaza - 4 businesses

26. How many enclosed regional malls serve your community? Identify them and approximate the number of businesses in each mall. Indicate each mall's distance from the Main Street program area.

University Square Mall - North Tampa - 25 miles
5 department stores - 129 specialty shops

West Shore Mall - West Tampa - 30 miles
3 department stores - 100 specialty shops and restaurants

City Dade City, Florida

27. How many financial institutions are in the city? How many are in the Main Street program area? Have they indicated a willingness to support the Main Street program and invest in the Main Street program area? If yes, in what way?

There are (7) seven financial institutions in the city.
There are (3) three financial institutions in the Main Street program.

Yes

First Union donated \$2500.00
Mid-State Federal has pledged funds
The New First Bank of The South has pledged funds
Barnett Bank, which is out of The Main Street district donated \$2500.00
Florida Federal and NCNB have not made a commitment to date.

28. Has a low interest commercial revitalization loan program been established in your community? If so, briefly describe the program, indicate participating agencies or institutions, and include the dollar value of loans processed to date. Is there a design review committee to review loan applications?

No - However several have indicated an interest - Please see letters

City Dade City, Florida

29. Community Redevelopment Agency

NONE

Date Established: _____

Make-Up of Board: _____

Is there an approved CRA plan? _____

Has a TIF Trust Fund been established? _____

Is Main Street program area included in CRA plan? _____

What support activities has this organization provided the local Main Street program to date?

What support activities will this organization provide Main Street and how will this organization interact with the local Main Street program?

Within the last five years, what have been the major activities and accomplishments of the CRA?

City Dade City, Florida

30. Downtown Development Authority NONE

Date Established: _____

Make-Up of Board: _____

Sources of Funding: _____

1986 Budget expenditures: _____

What support activities has this organization provided the local Main Street program to date?

What support activities will this organization provide Main Street and how will this organization interact with the local Main Street program?

Within the last five years, what have been the major activities and accomplishments of the DDA?

City Dade City, Florida

31. Chamber of Commerce

Date Established: April 11, 1960
Sources of Funding: Membership dues
Budget expenditures: 1985 20,102 1986 23,524.00
Size of membership: 1985 186 1986 223
What support activities has this organization provided the local Main Street program to date?

Co-sponsoring promotional events for downtown. Giving Main Street exposure through Chamber of Commerce nesletters; use of office equipment, in kind service.

What support activities will this organization provide Main Street and how will this organization interact with the local Main Street program?

The Chamber of Commerce and the Main Street Organization will work hand in hand in promoting the downtown through special events, such as the Main Street Halloween, Christmas Night Parade, festivals, etc.

The Chamber of Commerce will provide office space, in kind service, use of xerox machine, typewriters, adding machines, etc. Clerical assistance if possible.

Within the last five years, what have been the major activities and accomplishments of the Chamber?

Doubling memberships
Monthly Chamber of Commerce Business Breakfasts
Night Christmas Parade
Instituting Champ Games
Annual Golf Tournament - Saddlebrook Resort
Citizen of the Year, Business of the Year and Business Person of the Year Awards
Annual Chamber Dinner and Dance
Welcome St. Leo College Event

City DADE CITY, FLORIDA

32. Merchants and/or Professional Association

Name: Downtown Merchants Association
Date Established: 1979
Make-Up of Board: Officers elected by members
Sources of Funding: Assessments made to each participating merchant.
Budget expenditures: 1985 3,100.00 1986 3,100.00
Size of membership: 1985 40 1986 32
What support activities has this organization provided the local Main Street program to date?

A good number of merchants have donated to the Main Street Organization monetarily; donated prizes and helped assist with the Main Street Halloweed on Old Courthouse Square. It was so successful, we will make this a major event every year.

What support activities will this organization provide Main Street and how will this organization interact with the local Main Street program?

We want to see the property owners take pride once again in our downtown area and implement building design improvements, making the downtown more attractive to shop in. We must get apathy out of our vocabulary and become optimistic about our future.

We will support the effort to attract new business, work closely with the Main Street Organization on downtown promotions, such as sidewalk sales, etc., and offer our services when needed.

Within the last five years, what have been the major activities and accomplishments of the organization?

The Merchants Association coops with the City of Dade City with the Christmas lighting each year. We have two sidewalk sales each year, which we do joint advertising campaigns.

We have worked with the Chamber of Commerce on the Christmas Parade, which is now at night parade, which proved to be very successful, because the entire family can attend and participate.

We also work jointly with the Chamber of Commerce on a joint promotion to welcome returning St. Leo College students and faculty.

City Dade City, Florida

33. Other Downtown Associations

NONE

Name: _____
Date Established: _____
Make-Up of Board: _____
Sources of Funding: _____
Budget expenditures: 1985 _____ 1986 _____
Size of membership: 1985 _____ 1986 _____
What support activities has this organization provided the local
Main Street program to date?

What support activities will this organization provide Main Street
and how will this organization interact with the local Main Street
program?

Within the last five years, what have been the major activities
and accomplishments of the organization?

City Dade City, Florida

34. Local Historical Society

Name: Pasco County Historical Society
Date Established: 1976
Make-Up of Board: President, Vice-President, Secretary, Treasurer
Sources of Funding: Dues
Budget expenditures: 1985 \$ 52.50 1986 \$63.75
Size of membership: 1985 35 1986 40
What support activities has this organization provided the local Main Street program to date?

Members of our organization have participated in fund raising efforts of the Main Street and have also made contributions of money and in kind service.

What support activities will this organization provide Main Street and how will this organization interact with the local Main Street program?

The Historical Society through its membership can provide resources, advice, authentication of historic sites, photographs, written and oral history of the Dade City area.

Within the last five years, what have been the major activities and accomplishments of the organization?

The Historical Society has held regular meetings on a bi-monthly basis and maintained community interest in historical subjects. Members have assisted in Historic Preservation efforts, such as the Overstreet which was saved, moved to the Pioneer Florida Museum and restored.

Also, the Historical Society members are very active in the Pasco County Centennial Committee planning and organization of the centennial activities. (1887-1987)

City DADE CITY, FLORIDA

35. Local Historic Preservation Organization

Name: NONE
Date Established: _____
Make-Up of Board: _____
Sources of Funding: _____
Budget expenditures: 1985 _____ 1986 _____
Size of membership: 1985 _____ 1986 _____
What support activities has this organization provided the local
Main Street program to date?

What support activities will this organization provide Main Street
and how will this organization interact with the local Main Street
program?

Within the last five years, what have been the major activities
and accomplishments of the organization?

City Dade City, Florida

36. What is your form of city government? City of Dade City operates under a City Manager/Commission form of government. City Manager administers & supervises the day to day operations of the City.
37. Does your city have: (Answer Yes or No. Explain briefly if appropriate.)
- a. A planning and zoning commission? yes
 - b. A public housing authority? yes
 - c. A building inspector? yes
 - d. A full-time city planner? yes
 - e. A housing code? yes
 - f. A comprehensive plan as defined under Chapter 163, Florida Statutes? yes
 - g. A historic preservation element in the comprehensive plan? yes
 - h. A downtown revitalization element in the plan? yes
 - i. A zoning ordinance? yes
 - j. A sign control ordinance? yes
 - k. A historic preservation ordinance? yes
 - l. A historic district ordinance? yes
 - m. A design review ordinance? yes
 - n. A central business district plan? no
 - o. A staff person responsible solely for downtown? no
(If yes, how many hours are spent on downtown projects per week, and what is the source of funding for this position?)

City DADE CITY, FLORIDA

38. Has the city received grants or transfers of funds from other governmental units, (e.g., Community Development Block Grants -CDBG) in the past three years? How have they been used? Have any of these activities occurred in the Main Street program area? If yes, briefly describe.

Dade City will receive under sub-contract from the Board of County Commissioners, \$350,000.00 of Urban Counties Community Development Block Grant Funds to upgrade streets, drainage, water and sewer services in a low income, predominantly minority housing area. Dade City has experience administering two Small Cities CBDG grants, several HUD701 grants, and EDA funded public works grants. In the future, once a Mainstreet has developed a coordinated plan for downtown revitalization, the City will again seek funding from the Pasco's Urban Counties CBDG allocation for project funding. The County has budgeted \$500,000.00 for renovations to the old Courthouse Square in the 86/87 Budget Year. The historic Veterans Bandstand gazebo has already been renovated.

39. Are there unobligated CDBG or other funds that could be used for redevelopment in the Main Street program area? If so, describe.

SEE QUESTION 38

40. Does your community have a designated enterprise zone area? If yes, is the Main Street program area included in this zone?

Presently there is not a designated enterprise zone in the City, but this will be investigated by the Mainstreet organization.

City Dade City, Florida

41. Has your city participated in any other federal, state or local economic development programs (i.e., Small Business Administration (SBA) programs, Florida Blue Chip, Florida Community Contribution Tax Credits, etc.)? If so, describe the program activities and indicate if the Main Street program area is included in any of these activities.

Pasco County including Dade City has been designated a Florida Blue Chip Committee. The Committee of 100 of Pasco County, Inc. is funded by the County and private sources (\$225,000) to promote economic development and assist existing business and industry. Dade City has a Downtown Merchant's Association and a expanding Chamber of commerce.

42. Does the city have any bonds or other available funds that could be used for Main Street program area redevelopment? If so, describe.

Dade City has no outstanding General Obligation Bond, \$4,035,000 in Water and Sewer Revenue Bonds. This means that Dade City should have no problems issuing bonds in support of the Mainstreet Program. The feasibility of creating a special Downtown Taxing District will be explored by Mainstreet.

City Dade City, Florida

SECTION D:

CHARACTER OF THE BUILT ENVIRONMENT IN THE MAIN STREET PROGRAM AREA, AND LOCAL ACTIVITIES TO PRESERVE AND ENHANCE THIS ENVIRONMENT

1. What is the approximate age of the existing building stock in the Main Street program area?

Pre 1880	<u>0</u> %	1920-1940	<u>23</u> %
1880-1900	<u>1</u> %	1940-1960	<u>30</u> %
1900-1920	<u>28</u> %	post 1960	<u>12</u> %

2. Discuss the characteristics that make the Main Street program area a cohesive and recognizable district having clearly defined boundaries and architectural character.

Downtown Dade City is located at the junction of State Road 52 and U. S. Highway 301/98. With these highways running directly through the central core, traffic is continuously flowing passed the major shopping area. North and South movement is the main traffic pattern with West to East pattern bringing West Pasco residents into the city for business at the county courthouse. Being the county seat of Pasco County, Dade City is highly populated with governmental business activities. The new courthouse has been relocated to the Eastside of the downtown area.

With the major roadways intersecting downtown, this brings much activity to the commercial core. Located at the Southeast corner of this junction is the Old Pasco County Courthouse Square. For over one hundred years this square has been a cornerstone for Dade City's activity. The Georgian-style courthouse with its clock tower was constructed in 1909. Even though several additions have changed the overall look, the courthouse square is still the focal point for Dade City's heritage, bringing back memories of times past. The beautiful oak trees seing many years of growth and change still frame the stately style of a rural Florida community centered around a main street.

Many of the buildings downtown were constructed at the turn of the century and a few earlier. Typical brick work can be noted; brick construction, arched windows, brick courses for architectural interest, and generally two stories high. Store owners in the past have tried to update with stucco and mansard roofs.

Most of the city's restaurants are located on the main street along with clothing stores, a drug store, a bank, a bakery, a real estate office, a law office, and the local theatre. Activities are funneled into this area due to highway paterns from past and present.

City DADE CITY, FLORIDA

3. Within the last 10 years, what major landscaping, infrastructure improvements and public or private sector rehabilitations have taken place within the Main Street program area and what were the sources of funding for these projects? Identify any such projects currently planned for the program area.

In the past 13 years, a landscaped beautified park was built in the core of the Downtown area, two other paved parking lots were constructed and a stage built in a beautiful passive park for outdoor events and concerts. Additional improved parking areas in the Downtown have been designated. The City has removed portions of sidewalk for the merchants to plant trees, bushes, etc. Adjoining the Downtown is a new 80,000 square foot County Courthouse, built with City cooperation. This will help insure a viable economy in the downtown area.

4. Does the city have a district listed in the National Register of Historic Places? Are there properties within the Main Street program area which are listed individually in the National Register? If yes, briefly describe.

SEE QUESTION 5

5. Has a historic resource survey been conducted within the community? Has this survey included the Main Street program area? Are there plans for (additional) survey work in the Main Street program area?

While there is nothing presently listed on the National Register of Historic Places, the Historic Preservation Advisory Committee in conjunction with the Pasco County Historic Advisory Committee have compiled a list of historic buildings in Dade City. Many of the buildings are in the Main Street area. Church Street has been designated locally as an Historic District. The list is an ongoing process. Plans are underway for those historic buildings and sites, which might qualify to be referred for consideration on the National Register of Historic Places.

City Dade City, Florida

6. Are properties in the Main Street program area subject to the provisions of a local historic preservation ordinance? If so, briefly describe the key provisions of the ordinance.

Renovation of any historic properties including the Mainstreet area are subject to review/comment of the Historic Preservation Advisory Board. A copy of the ordinance is included in the appendix.

7. What other cultural features or special qualities does the Main Street program area possess?

The core of the Mainstreet area is the Old Courthouse square. The old Courthouse was first constructed in 1903. A new Chamber building in the old southern motif adjoins the old Courthouse, as does the recently renovated Veteran's Banstand gazebo. Five hundred thousand dollars is budgeted in the current Pasco County Budget for renovations/improvements to the old Courthouse property. The Central Business District is composed of buildings of row type construction. ²³ of Downtown core buildings were constructed prior to 1940, ²⁹ before 1920. On the edge of town about 1½ miles north of the courthouse is the Pioneer Museum where several historic buildings have been relocated. There is a steam locomotive, numerous farm and household implements of historic significance to Pasco pioneer past.

8. Are there any cultural or recreational organizations that have programs or activities that directly affect the Main Street program area? If so, describe them, their activities and programs. (Festivals, theaters, arts councils, schools, etc.).

In the Mainstreet area at the Four Seasons Park and stage, several Arts and Crafts Festivals have been held. Additionally, there have been concerts, various civic and fund raising events, and currently a weekly Farmers Market.



AGENDA MEMO

Community Redevelopment Agency

To: Honorable Mayor and Members of the City Commission
From: Marieke vanErven, City Manager
Through: Peter Altman, Finance Officer
Re: Community Redevelopment Agency FYE 24 Audit Report
Date: April 14, 2026

RECOMMENDED ACTION

Receive and accept the CRA Audit and Approve Payment of the Audit Fee

BACKGROUND SUMMARY/ANALYSIS

The Audit was delivered to the Auditor General and was received by the State in time to avoid legal action by the Commerce Department.

ATTACHMENTS

[City of Dade City CRA FY24 Final 03-31-26](#)

[CRI Audit Invoice](#)

FUNDING

Due to the importance of completion of the CRA Audit in advance of the issuance of the Citywide Audit, please find the separate invoice attached.

Dade City Community Redevelopment Agency

Financial Statements and Independent Auditor's Reports

Fiscal Year Ended September 30, 2024

**FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT**

**DADE CITY COMMUNITY REDEVELOPMENT AGENCY
DADE CITY, FLORIDA**

SEPTEMBER 30, 2024

TABLE OF CONTENTS

Independent Auditor's Report	1-3
Management's Discussion and Analysis	4-8
Financial Statements	
Statement of Net Position and Governmental Fund Balance Sheet - General Fund	9
Statement of Activities and Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance.....	10
Notes to Financial Statements.....	11-14
Required Supplementary Information	
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual	15
Other Reports	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	16-17
Schedule of Findings	18
Corrective Action Plan	19
Independent Accountant's Report on Compliance with Section 163.387(6) and (7), Florida Statutes.....	20
Independent Accountant's Report on Compliance with Section 218.415, Florida Statutes, Investment of Public Funds.....	21
Management Letter	22-24



Carr, Riggs & Ingram, L.L.C.
4010 West Boy Scout Boulevard
Suite 475
Tampa, FL 33607

813.855.3036
CRIadv.com

INDEPENDENT AUDITOR’S REPORT

The Board of Directors
Dade City Community Redevelopment Agency
Dade City, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities and the major fund of the Dade City Community Redevelopment Agency(the CRA), a component unit of the City of Dade City, Florida (the City), as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the CRA’s basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the CRA, as of September 30, 2024, and the respective changes in financial position and budgetary comparison information for the major fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the auditor’s responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the CRA, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the CRA’s ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the CRA's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the CRA's ability to continue as a going concern for a reasonable period of time.

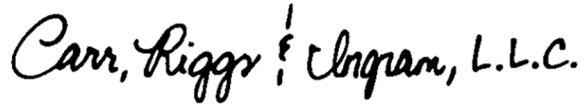
We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 31, 2026, on our consideration of the CRA's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the CRA's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering CRA's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "Carr, Riggs & Ingram, L.L.C." The signature is written in a cursive, flowing style.

CARR, RIGGS & INGRAM, LLC

Tampa, Florida
March 31, 2026

**COMMUNITY REDEVELOPMENT AGENCY
CITY OF DADE CITY, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2024**

This supplement to the Independent Auditor's Report and Financial Statements has been developed in accordance with the Government Accounting Standards Board Statement No. 34. It is intended to provide the readers of this report with a general overview of the financial activities of the Community Redevelopment Agency (the CRA). The CRA provides the following discussion and analysis of the CRA's financial activities for the fiscal year ended September 30, 2024. Management's Discussion and Analysis is designed to: (a) assist the reader to focus on significant financial issues, (b) provide an overview of the CRA's financial activities, (c) identify changes in the CRA's financial position, (d) identify material deviations from the financial plan, and (e) identify individual fund issues or concerns. We encourage readers to consider the information presented here in conjunction with the CRA's financial statements.

The CRA

The CRA was created by the Dade City, Florida (the City) Resolution No. 526 as authorized by Part III of Chapter 163 of the Florida Statutes. The CRA was further expanded in 2008. The Governing Board of the CRA (the Board) is appointed by the City Council and the Pasco County Board of County Commissioners and, therefore, the City exercises significant influence over its operations and fiscal management. The CRA is considered a component unit for financial reporting purposes and is included as a blended special revenue fund within the City's overall basic financial statements.

These financial statements are presented for the purpose of complying with state law, specifically Florida Statute Section 163.387(8)(a), which requires separate audited financial statements for each community redevelopment agency that has revenues or expenditures that exceed \$100,000.

Financial Highlights

- The assets of the CRA exceeded its liabilities at the close of the most recent fiscal year by \$431,816.
- The CRA's fund balance increased by \$133,971 as a result of 2024 operations.
- Revenues for fiscal year 2024 were \$184,206, transfers in tax incremental funds were \$155,793, and expenditures totaled \$130,228. In addition, the CRA transferred funds to the City's general fund to cover operational needs provided by the City in the amount of \$75,800. Expenditures included capital outlay of \$6,264 for the year.
- For the year ended September 30, 2024, actual revenues were more than budgeted revenues by \$16,327 while actual expenditures were \$286,272 less than budgeted expenditures.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the CRA's basic financial statements, which are comprised of the following four (4) components:

- Government-Wide Financial Statements
- Fund Financial Statements
- Notes to the Financial Statements
- Required Supplementary Information

**COMMUNITY REDEVELOPMENT AGENCY
CITY OF DADE CITY, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2024**

Government-Wide Financial Statements

The *government-wide financial statements* are designed to provide readers with a broad overview of the CRA's finances, in a manner similar to a private-sector business.

The *Statement of Net Position* presents financial information on all of the CRA's assets and liabilities, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the CRA is improving or deteriorating.

The *Statement of Activities* presents information showing how the CRA's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements listed above distinguish functions of the CRA that are principally supported by ad-valorem taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activity of the CRA is community redevelopment.

The government-wide financial statements include only the activities of the CRA. However, the CRA is considered a blended component unit the City and, as such, the financial information of the CRA is included in the City's financial statements for each fiscal year.

Fund Financial Statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The CRA uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating the CRA's *near-term* financing requirements. The CRA's expendable financial resources and the related liabilities are accounted for through its general fund, the main operating fund of the CRA.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the CRA's *near-term* financing decisions. Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

**COMMUNITY REDEVELOPMENT AGENCY
CITY OF DADE CITY, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2024**

Restricted Fund Balance

Fund Balance should be reported as restricted when constraints are placed on the use of resources, such as enabling legislation, which authorizes the government to access, levy, charge, or otherwise mandate payment of resources. All of the CRA's fund balance is considered restricted.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Required Supplementary Information

Included in this section of the report is the Budgetary Comparison Schedule.

Government-Wide Financial Analysis

Statement of Net Position

As noted earlier, net position may serve over time as a useful indicator of the CRA's financial position. In the case of the CRA, assets exceeded liabilities by \$431,816 (*net position*) as of the close of the most recent fiscal year, an increase of \$133,971 in comparison with the prior year.

The following table reflects a summary of the *Statement of Net Position* for the current and prior year:

	2024	2023
Community Redevelopment Agency		
Assets		
Cash and Cash Equivalents	\$ 432,620	\$ 302,846
Accrued Interest Receivable	6,132	-
Total Assets	438,752	302,846
Liabilities and Fund Balances		
Liabilities		
Accounts Payable	6,936	5,001
Total Liabilities	6,936	5,001
Net Position		
Restricted	431,816	297,845
Total Net Position	\$ 431,816	\$ 297,845

**COMMUNITY REDEVELOPMENT AGENCY
CITY OF DADE CITY, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2024**

Statement of Activities

The following table reflects the *Statement of Activities* for the current and prior year:

	2024	2023
Community Redevelopment Agency		
Revenues		
Property Taxes - Pasco County	\$ 166,705	\$ 138,162
Interest Income	17,501	-
Total Revenues	184,206	138,162
Expenses		
Current:		
Economic Development	123,964	119,975
Total Expenses	123,964	119,975
Excess of Revenues Over Expenditures	60,242	18,187
Transfers and Capital Contributions		
Capital Contributions to Primary Government	(6,264)	-
Transfers (In) TIF Revenue from Primary Government	155,793	131,050
Transfers (Out) to Primary Government - Allocated Costs	(75,800)	(85,800)
Total Transfers and Capital Contributions	73,729	45,250
Change in Net Position	133,971	63,437
Net Position, Beginning of Year	297,845	234,408
Net Position, End of Year	\$ 431,816	\$ 297,845

Fiscal year 2024 activities increased the CRA's net position by \$133,971 in comparison with the prior year. The increase in net position of \$133,971 in the current year, compared to an increase in net position of \$63,437 in the prior year, is due to less expenses than budgeted as projects were carried forward to the next year.

Financial Analysis of the CRA's Funds

Governmental Funds

The focus of the CRA's *governmental funds* is to provide information on *near-term* inflows, outflows, and balances of *spendable resources*. Such information is useful in assessing the CRA's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

The CRA's fund balance of \$431,816 is restricted for redevelopment projects within the CRA district.

Property taxes from Pasco County totaled \$166,705, along with the transfer in from the primary government for property taxes totaling \$155,793 represented approximately 94.9% of all inflows. The CRA's fund balance increased by \$133,971 in the current year. The increase in Tax Increment Financing (TIF) revenues received by the CRA in the current year resulted from increased property values within the CRA district.

**COMMUNITY REDEVELOPMENT AGENCY
CITY OF DADE CITY, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2024**

Capital Assets and Debt Administration

The CRA's capital assets are considered to be property of the City and, therefore, are included as capital assets in the City's government-wide financial statements. Capital asset activity for the year ended September 30, 2024, can be found in the City's audited financial statements.

At September 30, 2024, the CRA had no long-term debt. Throughout each fiscal year, when applicable, the CRA transfers funds to the City's general fund to cover a portion of infrastructure projects.

Budgetary Highlights

An annual budget is prepared for the CRA and approved by the Board. The legal level of control is maintained at the fund level. During 2024, the Board approved a budget appropriation to provide for unanticipated requirements of the period. Budget appropriations may not be legally exceeded on a fund basis. Appropriations lapse at the end of the fiscal year. The budget is adopted on a basis consistent with generally accepted accounting principles.

There were no amendments from the adopted and final budget. Capital projects budgeted for were not started in the current year.

Economic Factors and Future Developments

The CRA will continue to plan projects and infrastructure improvements that align with its redevelopment priorities for the designated district. The CRA will continue to implement the community's shared development goals through its redevelopment strategies and critical tasks.

Request for Information

This financial information is designed to present users with a general overview of the CRA's finances for all those with an interest in its finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Community Development Department of the City of Dade City located at 38020 Meridian Ave, Dade City, Florida 33525.

FINANCIAL STATEMENTS

COMMUNITY REDEVELOPMENT AGENCY
STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET
GENERAL FUND
SEPTEMBER 30, 2024

	<u>Balance Sheet</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Net Position</u>
Assets			
Cash and Cash Equivalents	\$ 432,620	\$ -	\$ 432,620
Accrued Interest Receivable	6,132	-	6,132
Total Assets	<u>438,752</u>	<u>-</u>	<u>438,752</u>
Liabilities			
Accounts Payable	6,936	-	6,936
Total Liabilities	<u>6,936</u>	<u>-</u>	<u>6,936</u>
Fund Balance			
Restricted	431,816	(431,816)	-
Total Fund Balance	<u>431,816</u>	<u>(431,816)</u>	<u>-</u>
Total Liabilities and Fund Balance	<u>\$ 438,752</u>		
Net Position			
Restricted for:			
Community Redevelopment Projects		431,816	431,816
Total Net Position		<u>\$ 431,816</u>	<u>\$ 431,816</u>

See accompanying notes

COMMUNITY REDEVELOPMENT AGENCY
STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCE
SEPTEMBER 30, 2024

	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Activities</u>
Revenues			
Property Taxes - Pasco County	\$ 166,705	\$ -	\$ 166,705
Interest Income	17,501	-	17,501
Total Revenues	<u>184,206</u>	<u>-</u>	<u>184,206</u>
Expenditures			
Current:			
Economic Development	123,964	-	123,964
Capital Outlay:			
Economic Development - Contributed to Primary Government	6,264	(6,264)	-
Total Expenditures	<u>130,228</u>	<u>(6,264)</u>	<u>123,964</u>
Excess of Revenue Over Expenditures	<u>53,978</u>	<u>6,264</u>	<u>60,242</u>
Transfers and Capital Contributions			
Capital Outlay Transfer to City	-	(6,264)	(6,264)
Transfers (In) TIF Revenue from Primary Government	155,793	-	155,793
Transfers (Out) to Primary Government - Allocated Costs	(75,800)	-	(75,800)
Total Transfers and Capital Contributions	<u>79,993</u>	<u>(6,264)</u>	<u>73,729</u>
Net Change in Fund Balance/Net Position	133,971	-	133,971
Fund Balance/Net Position, Beginning of Year	<u>297,845</u>	<u>-</u>	<u>297,845</u>
Fund Balance/Net Position, End of Year	<u>\$ 431,816</u>	<u>\$ -</u>	<u>\$ 431,816</u>

See accompanying notes.

**NOTES TO FINANCIAL STATEMENTS
COMMUNITY REDEVELOPMENT AGENCY
CITY OF DADE CITY, FLORIDA**

Note 1 - Summary of Significant Accounting Policies

The Dade City Community Redevelopment Agency's (the CRA) financial statements are prepared in accordance with generally accepted accounting principles, as applicable to governments. The following is a summary of the more significant policies:

Reporting Entity

The CRA was created under the Florida Statutes, Chapter 163.410 and Ordinance No. 1496 of the City of Dade City, Florida (the City). The purpose of the CRA is to establish the redevelopment priorities for the designated CRA. The Governing Board of the CRA (the Board) is appointed by the City Council (the Council) and the Pasco County Board of County Commissioners and, therefore, the City exercises significant influence over its operations and fiscal management. The CRA is considered a blended component unit for financial reporting purposes and is included as a special revenue fund within the City's overall basic financial statements.

Financial Statements

These financial statements are presented for the purpose of complying with state law, specifically Florida Statutes, Section 163.387(8)(a), which requires separate audited financial statements for each community redevelopment agency that has revenues or expenditures that exceed \$100,000.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting, except for debt service expenditures, which are recorded only when payment is due.

Considering that the fund statements are presented on a different measurement focus and basis of accounting than the government-wide governmental activities column, a reconciliation is sometimes necessary to explain the adjustments needed to reconcile the fund based financial statements to the governmental activities column of the government-wide presentation.

**NOTES TO FINANCIAL STATEMENTS
COMMUNITY REDEVELOPMENT AGENCY
CITY OF DADE CITY, FLORIDA**

Tax increment financing (TIF) revenue, when levied for, and interest associated with the current fiscal period are both considered to be measurable and have been recognized as revenues of the current fiscal year, if available.

When both restricted and unrestricted resources are available for use, it is the CRA's policy to use restricted resources first, and then unrestricted resources as they are needed.

The CRA reports the general fund as a major governmental fund. The general fund is used to account for all financial resources received by the CRA and serves as the primary operating fund of the CRA. The CRA does not have any non-major funds.

Budgetary Requirements

An annual budget is prepared for all funds of the City, including the CRA. The budget amounts presented in the accompanying financial statements are as originally adopted, or as legally amended, by the Council during the year ended September 30, 2024. The City Manager is authorized to transfer budgeted amounts within the fund; however, all budget amendments require CRA Board approval and any budget amendments that alter the total expenditures of the fund must be approved by the Council. The Council approved supplemental budget appropriations to provide for unanticipated requirements of the period. Budget appropriations may not be legally exceeded at the fund level. Appropriations lapse at the end of each fiscal year. The budget is adopted on a basis consistent with generally accepted accounting principles.

Assets, Liabilities, Fund Balance and Net Position

Cash and Cash Equivalents in City's Pooled Cash and Investments

The CRA participates in the City's pooled cash and investments fund. This pool includes deposits with a financial institute. Interest income earned as a result of pooling is distributed to the appropriate funds based on the average daily balance of cash in each fund for the period.

Capital Assets

Capital assets include property, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items). The CRA's capital assets are considered to be property of the City and, therefore, are included as capital assets in the City's government-wide financial statements. Capital asset activity for the year ended September 30, 2024, can be found in the City's audited financial statements. As the capital assets are retained by the City, the CRA contributes capital to the City's general fund for capital outlay related to the CRA's redevelopment and infrastructure projects.

Nature and Purpose of the Fund Balance

In the fund financial statements, the governmental fund reports fund classifications that comprise a hierarchy based primarily on the extent to which the CRA is bound to honor constraints on the specific purposes for which amounts in the fund can be spent. Amounts that are restricted to specific purposes either by: a) constraints placed on the use of resources by creditors, grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation, are classified as restricted fund balances. Amounts that can only be used for specific purposes pursuant to constraints imposed by the Board through an ordinance or resolution are classified as committed fund balances. Amounts that are constrained by the CRA's intent to be used

**NOTES TO FINANCIAL STATEMENTS
COMMUNITY REDEVELOPMENT AGENCY
CITY OF DADE CITY, FLORIDA**

for specific purposes but are neither restricted nor committed are classified as assigned fund balances. Assignments are made by the Board or the City Manager. Non-spendable fund balances include amounts that cannot be spent because they are either: a) not in spendable form, or b) legally or contractually required to be maintained intact. Unassigned fund balance represents fund balance that is not restricted, committed, or assigned to specific purposes within the general fund.

Unspent TIF revenues are restricted for future redevelopment projects and are reported as restricted fund balance in the financial statements. Unassigned fund balance, if any, represents fund balance that has not been restricted, committed, or assigned to specific purposes within the general fund.

Net Position

The government-wide statements utilized a net position presentation. Restricted net position is unspent tax increment financing revenues that are restricted for future redevelopment projects. Unrestricted net position represents the net position of the CRA that is not restricted for any project or purpose.

Other Significant Accounting Policies

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statement and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Transfers and Contributions

The CRA makes transfers to the City's general fund to cover a portion of the operating expenses. Overhead allocation transfers from the CRA to the City's general fund totaled \$75,800 for the year ended September 30, 2024.

Capital assets are contributed by the CRA to the City's general fund for capital outlay incurred for the CRA's redevelopment and infrastructure projects.

Payroll-Related Expenses and Liabilities

The employees that manage or are involved in day-to-day operations of the CRA are employees of the City. Per an agreement with the City, the CRA is charged an administrative fee related to those employees. Payroll-related activity for the year ended September 30, 2024, can be found in the City's audited financial statements. Accordingly, no payroll-related long-term liabilities, such as compensated absences, net pension liabilities, or other postemployment benefits are recorded by the CRA.

Note 2 - Explanation of Certain Differences Between the Government-Wide and Fund Financial Statements

Statement of Net Position and Governmental Fund Balance Sheet

The governmental fund balance sheet includes a reconciliation between fund balance - total governmental funds and net position of governmental activities as reported in the government-wide statement of net position.

**NOTES TO FINANCIAL STATEMENTS
COMMUNITY REDEVELOPMENT AGENCY
CITY OF DADE CITY, FLORIDA**

Statement of Activities and Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances

The governmental fund statement of revenues, expenditures, and changes in fund balance includes a reconciliation between the capital outlay of the governmental fund and the capital contribution to the primary government as reported in the government-wide statement of activities.

Note 3 - Cash and Cash Equivalents in City's Pooled Cash and Investments

At September 30, 2024, the carrying amount of the CRA's cash deposits was \$432,620. These funds are a part of the City's pooled cash funds. The City's cash deposits are held by a bank that qualifies as a public depository under the *Florida Security for Public Deposits Act* as required by Chapter 280, Florida Statutes. The City maintains an investment policy managing pooled cash and investments. Further information on the City's pooled cash and investments can be found in the notes to the annual financial statements of the City.

Note 4 - Tax Increment Financing (TIF) Revenue

The CRA is primarily funded through TIF revenue. The tax increment revenue is calculated by applying the adopted millage rate to the increase in current year taxable assessed valuations within the designated CRA districts, using the year in which they were established as the "base year". The City is required to contribute a minimum of 50% and maximum of 95% of the incremental property taxes levied each year. Pasco County is required to contribute 50% of the incremental property taxes levied each year for 20 years. The CRA's taxable value is 151% of its base year taxable value.

REQUIRED SUPPLEMENTARY INFORMATION

**COMMUNITY REDEVELOPMENT AGENCY
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
SEPTEMBER 30, 2024**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Property Taxes - Pasco County	\$ 167,879	\$ 167,879	\$ 166,705	\$ (1,174)
Interest Income	-	-	17,501	17,501
Total Revenues	<u>167,879</u>	<u>167,879</u>	<u>184,206</u>	<u>16,327</u>
Expenditures				
Current:				
Economic Development	166,500	166,500	123,964	42,536
Capital Outlay:				
Economic Development	250,000	250,000	6,264	243,736
Total Expenditures	<u>416,500</u>	<u>416,500</u>	<u>130,228</u>	<u>286,272</u>
Excess of (Deficiency) Revenues Over (Under) Expenditures	<u>(248,621)</u>	<u>(248,621)</u>	<u>53,978</u>	<u>302,599</u>
Transfers				
Transfers (In) TIF Revenue from Primary Government	159,235	159,235	155,793	(3,442)
Transfers (Out) to Primary Government - Allocated Costs	(136,100)	(136,100)	(75,800)	60,300
Total Other Financing Sources (Uses)	<u>23,135</u>	<u>23,135</u>	<u>79,993</u>	<u>56,858</u>
Net Change in Fund Balance	(225,486)	(225,486)	133,971	359,457
Fund Balances, Beginning of Year	<u>225,486</u>	<u>225,486</u>	<u>297,845</u>	<u>72,359</u>
Fund Balances, End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 431,816</u>	<u>\$ 431,816</u>

OTHER REPORTS



Carr, Riggs & Ingram, L.L.C.
4010 West Boy Scout Boulevard
Suite 475
Tampa, FL 33607

813.855.3036
CRIadv.com

**INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

The Board of Directors
Dade City Community Redevelopment Agency
Dade City, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of the Dade City Community Redevelopment Agency (the CRA), as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the CRA’s basic financial statements, and have issued our report thereon dated March 31, 2026.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the CRA’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the CRA’s internal control. Accordingly, we do not express an opinion on the effectiveness of the CRA’s internal control.

A *deficiency* in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the CRA’s financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies may exist that were not identified. We identified certain deficiencies in internal control, described below as item 2024-001 that we consider to be a material weakness.

Report on Compliance and Other Matters

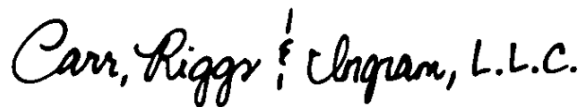
As part of obtaining reasonable assurance about whether the CRA's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Dade City Community Redevelopment Agency's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the Dade City Community Redevelopment Agency's response to the findings identified in our audit and described in the accompanying schedule of findings. Dade City Community Redevelopment Agency's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the CRA's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the CRA's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



CARR, RIGGS & INGRAM, LLC

Tampa, Florida
March 31, 2026

City of Dade City Community Redevelopment Agency Schedule of Findings

Finding Number: 2024-001 (Previously reported as 2023-001) Material Weakness Financial Reporting

Criteria: Pursuant to Florida Statutes, Chapter 163.387(8), and Chapter 10.550, Rules of the Auditor General, the City of Dade City Community Redevelopment Agency (CRA) shall ensure timely submission of audited financial information to the City, taxing authorities, and the Auditor General of the State of Florida.

Condition: For the year ended September 30, 2024, the audit of the City's CRA financial statements were significantly delayed because the financial records were not timely reconciled and closed out in preparation of the audit.

Cause: The delay was primarily attributable to significant operational and personnel changes within the Finance Department. As a result of these events during fiscal year 2024, the City was delayed in completing timely reconciliations of account balances, including the monthly reconciliations of bank and investment accounts.

Effect: The CRA's annual financial audit was not completed timely.

Recommendation: The City should continue to strengthen and monitor its year-end financial reporting and closing procedures to ensure timely reconciliation of account balances.

Response: See attached Corrective Action Plan.

SUMMARY OF PRIOR YEAR AUDIT FINDINGS

Finding Number: 2023-001, Significant Deficiency Financial Reporting

Condition: For the year ended September 30, 2023, the audit of the City's basic financial statements was significantly delayed because the financial records were not timely reconciled and closed out in preparation of the audit. The City does not have sufficient key operating staff in their accounting department to accurately keep the accounting records current which caused significant delays in financial reporting and analysis.

Recommendation: The City should continue to review year-end financial reporting to ensure proper accounting treatment is completed.

Current Status: This finding is not corrected.



CITY OF DADE CITY

“Proud Heritage, Promising Future”

Scott Black, Chairman
Normita L. Woodard, Vice-Chair
James Shive, Member
Ann E. Cosentino, Member
Kristin Church, Member

Marieke vanErven, CRA Manager
Angelia Guy, City Clerk
Peter Altman, Finance Officer
Patrick Brackins, City Attorney

March 31, 2026

The Board of Directors
Dade City Community Redevelopment Agency (CRA)
Dade City, Florida

RE: Corrective Action Plan – Fiscal Year Ended September 30, 2024, Audit Findings

2024-001 (Previously reported as 2023-001) Material Weakness Financial Reporting

Recommendation: The City should continue to strengthen and monitor its year-end financial reporting and closing procedures to ensure timely reconciliation of account balances.

Response: While the cause of the delays has been remediated through the return to the City’s legacy software and the upgrading of the software to a more current version, the CRA, as a Dependent Special District, was unable to move forward with its 2024 audit until the City’s Financial Statements for fiscal year 2023 were completed. A Corrective Action Plan is now in place. The Plan includes an active Audit Review Committee in an oversight function. Staff support is also in place through consulting professionals. Deliverables are established and tracked through weekly meetings to expedite the completion of the 2025 Audit with the goal of complete compliance with timely closing procedures for the 9/30/2026 Fiscal Year.

Anticipated Completion Date: September 30, 2026

Responsible Party: Peter Altman

Sincerely,

Peter Altman, Finance Officer



Carr, Riggs & Ingram, L.L.C.
4010 West Boy Scout Boulevard
Suite 475
Tampa, FL 33607

813.855.3036
CRIadv.com

**INDEPENDENT ACCOUNTANT’S REPORT ON COMPLIANCE
WITH SECTION 163.387, FLORIDA STATUTES**

The Board of Directors
Dade City Redevelopment Agency
Dade City, Florida

We have examined the Dade City Redevelopment Agency’s, (the CRA), compliance with the requirements of Section 163.387(6) and (7), Florida Statutes, during the year ended September 30, 2024, as required by section 10.556(10)(f), *Rules of the Auditor General*. Management is responsible for the CRA’s compliance with those requirements. Our responsibility is to express an opinion on the CRA’s compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the CRA’s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. An examination involves performing procedures to obtain evidence about whether the CRA complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that our examination provides a reasonable basis for our opinion.

Our examination does not provide a legal determination on the CRA’s compliance with specified requirements.

In our opinion, the CRA complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2024.

This report is intended solely for the information and use of management and the State of Florida Auditor General and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads 'Carr, Riggs & Ingram, L.L.C.' in a cursive style.

CARR, RIGGS & INGRAM, LLC

Tampa, Florida
March 31, 2026



Carr, Riggs & Ingram, L.L.C.
4010 West Boy Scout Boulevard
Suite 475
Tampa, FL 33607

813.855.3036
CRladv.com

**INDEPENDENT ACCOUNTANT’S REPORT ON COMPLIANCE
WITH SECTION 218.415, FLORIDA STATUTES,
INVESTMENT OF PUBLIC FUNDS**

The Board of Directors
Dade City Redevelopment Agency
Dade City, Florida

We have examined the Dade City Redevelopment Agency’s, (the CRA), compliance with the requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2024, as required by section 10.556(10)(a), *Rules of the Auditor General*. Management is responsible for the CRA’s compliance with those requirements. Our responsibility is to express an opinion on the CRA’s compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the CRA’s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. An examination involves performing procedures to obtain evidence about whether the CRA complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that our examination provides a reasonable basis for our opinion.

Our examination does not provide a legal determination on the CRA’s compliance with specified requirements.

In our opinion, the CRA complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2024.

This report is intended solely for the information and use of management and the State of Florida Auditor General and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads 'Carr, Riggs & Ingram, L.L.C.' in a cursive style.

CARR, RIGGS & INGRAM, LLC

Tampa, Florida
March 31, 2026



Carr, Riggs & Ingram, L.L.C.
4010 West Boy Scout Boulevard
Suite 475
Tampa, FL 33607

813.855.3036
CRIadv.com

INDEPENDENT AUDITOR’S MANAGEMENT LETTER

The Board of Directors
Dade City Community Redevelopment Agency
Dade City, Florida

Report on the Financial Statements

We have audited the financial statements of the Dade City Community Redevelopment Agency (the CRA), as of and for the fiscal year ended September 30, 2024, and have issued our report thereon dated, March 31, 2026.

Auditor’s Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Accountant’s Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated March 31, 2026, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. Material weakness from prior year due to timeliness issues for the preparation and issuance of audit report has not been remedied and is a repeated finding in the current audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information is disclosed in the notes to the financial statements.

Financial Condition and Management

Section 10.554(1)(i)5.a and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the Board has met one of more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that the Board did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the Board. It is management's responsibility to monitor the Board's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Dade City Community Redevelopment Agency reported:

- a. The total number of district employees compensated in the last pay period of the district's fiscal year as -0-.
- b. The total number of independent contractors to whom nonemployee compensation was paid in the last month of the district's fiscal year as -0-.
- c. All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency as \$-0-.
- d. All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency as \$-0-.
- e. Each construction project with a total cost of at least \$65,000 approved by the district that is scheduled to begin on or after October 1 of the fiscal year being reported. The District had no such construction projects.
- f. A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the district amends a final adopted budget under Section 189.016(6), Florida Statutes, as Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual as presented in financial statements for the year ended September 30, 2024.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)7, Rules of the Auditor General, the Dade City Community Redevelopment Agency reported:

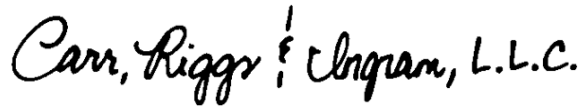
- a. The millage rate imposed by the Board as 0.00757 TIF from Pasco County Millage and TIF transfer from The City at 0.00700 millage rate.
- b. The total amount of ad valorem tax increment collected on behalf of the Board as \$166,705 and \$155,793 from the TIF transfer from the City.
- c. The total amount of outstanding bonds issued by the district and the terms of such bonds as \$-0-.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the members of the Board, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Carr, Riggs & Ingram, L.L.C." The signature is written in a cursive style with a vertical line separating "Riggs" and "Ingram".

CARR, RIGGS & INGRAM, LLC

Tampa, Florida
March 31, 2026



**CRI CARR
RIGGS &
INGRAM**
600 Cleveland Street Suite 1000
Clearwater, FL 33755
727-446-0504

Marieke vanErven, City Manager
Dade City Community Redevelopment Agency
38020 Meridian Avenue
Dade City, FL 33525

Invoice No. 114007906 (include on check)
Date 03/28/2026
Client No. 75-10195.000AX

Professional services rendered as follows:

First progress billing for the September 30, 2024 financial statement audit.

Position	Contracted Rate	Total Hours	Previously Billed Hours	Current Billed Hours	Current Extended Amount
Partner	\$350.00	2.50	-	2.50	\$875.00
Manager	\$215.00	-	-	-	\$0.00
Senior	\$165.00	114.25	-	114.25	\$18,851.25
Staff	\$125.00	20.50	-	20.50	\$2,562.50
Admin	\$55.00	-	-	-	\$0.00
		137.25	-	137.25	\$22,288.75
				Total	\$ 22,288.75
				Administrative Fee	1,560.21
				Current Amount Due	23,848.96
				Prior Balance	0.00
				Total Amount Due	\$ 23,848.96

Assurance, attest, and audit services provided by Carr, Riggs & Ingram, L.L.C.
Tax, business consulting, and all other services provided by CRI Advisors, LLC

"CRI" is the brand name under which Carr, Riggs & Ingram, L.L.C. ("CPA Firm") and CRI Advisors, LLC ("Advisors") and its subsidiary entities provide professional services. CPA Firm and Advisors (and its subsidiary entities) practice as an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable law, regulations and professional standards. CPA Firm is a licensed independent CPA firm that provides attest services to its clients, and Advisors and its subsidiary entities provide tax and business consulting services to their clients. Advisors and its subsidiary entities are not licensed CPA firms.

Invoice payable upon receipt. Please include invoice number with payment.
To pay by ACH or credit card, please visit <https://criadv.com/client-resources/> or scan QR code below.
Credit card payments are subject to a 3.5% surcharge.
CRI reserves the right to assess finance charges on past due balances up to the maximum amount allowed under state law.