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MEMORANDUM

TO: Margate Community Redevelopment Agency Board

FROM: Sam May, Executive Director

DATE: January 16, 2019

RE: Enhanced Code Enforcement

In Fiscal Year 2019, the Margate Community Redevelopment Agency (MCRA) funded an additional Code Enforcement Officer. This officer would be located in and supervised by the Margate Police Department. Florida Statutes restrict how the MCRA can spend its revenues. All expenditure must be consistent with the Redevelopment Plan. The funding of a Code Enforcement Officer is consistent with that plan (see pg. 32 of the MCRA Redevelopment Plan).

The CRA cannot use increment revenues for:

1. Construction or expansion of administrative buildings for public bodies or police and fire buildings, unless each taxing authority agrees or unless the construction or expansion is contemplated as part of a community policing innovation.
2. Any publicly owned capital improvements or projects if such projects or improvements were scheduled pursuant to a previously approved public capital improvement or project schedule or plan of the governing body which approved the community redevelopment plan unless and until removed from such schedule or plan of the governing body and 3 years have elapsed.
3. General government operating expenses unrelated to the planning & carrying out of a community redevelopment plan.

The third item applies to the funding of a Code Enforcement Officer.

The term "government operating expenses" is not defined. However, it is generally accepted by the redevelopment community that those activities typically funded by local government, are currently being funded, or have been funded in the past are considered government operating expenses. The City

of Margate has in the past and is currently funding a code enforcement office to monitor the commercial area of the City which includes the boundaries of the MCRA. Therefore, the MCRA increment revenues cannot be used to fund that position or to replace that position. In addition, the new Code Enforcement Officer cannot be used to monitor areas outside the MCRA boundaries. However, the MCRA funded officer can be used for enhanced code enforcement within the MCRA boundaries.

The following activities are recommended for the enhanced code enforcement:

1. Code Education. Common complaint or response is that an individual did not know that a certain activity was a violation of the Code or that they were not informed of a change to the Code. To promote a business friendly climate, this Officer would prepare materials to inform property owners, managers and tenants of common code violations and upcoming changes to the Code. This officer would visit new tenants to review code requirements. The development of these materials should be coordinated with the Development Services Department's zoning and economic activities.
2. Site Plan compliance. Once a project's certificate of occupancy is approved which indicates that the project is constructed in compliance with the approved site plan, the site is never checked again for site plan compliance. The City's Code sets minimum standards to avoid slum and blight conditions. The enforcement of the site plans over time will continue to prevent slum and blight conditions.
3. Non-vehicular Right-of-Ways. Enforce the right-of-way mowing along canals and other non-vehicular right-of-ways.
4. Dumpsters. Currently code enforcement primarily focuses on the accumulation of trash at dumpsters. The maintenance of the dumpster enclosures is typically not addressed. Enforce dumpster enclosure repair and maintenance.
5. Crime Prevention through Environmental Design (CPTED). CPTED is a national program that with proper design and effective use of the development's environment, can achieve a more productive use of space, and a reduction of opportunity for crime. This program is not currently being conducted in Margate. The Officer would be responsible for reviewing site plans for CPTED criteria and the inspection of development during construction and afterwards for compliance with those standards.
6. The MCRA funded Code Enforcement Officer cannot do any additional duties without the express approval of the CRA Board.

It is recommended that the MCRA board adopt the recommended code enhancements that describe the responsibilities and duties of the MCRA funded Code Enforcement Officer and direct the MCRA Executive Director to provide them to the City Manager and the Chief of Police. It is further recommended that the Executive Director be directed to request that the City Commission include an agenda item at the next available meeting to provide direction to the Police Chief, Building Official, and the Development Services regarding code enforcement responsibilities of each department.