



Community Redevelopment Agency Meeting
Temple Terrace, Florida
Tuesday, November 18, 2025
5:30 PM
City Hall Council Chambers

Agenda

- 1. Call to Order**
- 2. Consideration of Minutes from Previous Meetings**
 - 2.A. Approval of September 16, 2025 CRA Minutes
- 3. Business Items**
 - 3.A. Consideration of the Redevelopment of the Dunkin' Donuts Quick Service Restaurant located at 5302 E. Busch Blvd.
 - 3.B. Update from City Staff Regarding CRA Plan Amendment involving Redevelopment Area Boundary Modification.
- 4. Adjournment**

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Adjournment

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In accordance with Section 282.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Mayor through the City Clerk's office no later than 5:00 p.m. two business days prior to the meeting.

**CITY OF TEMPLE TERRACE, FLORIDA
COMMUNITY REDEVELOPMENT AGENCY MEETING MINUTES**

Having been duly advertised as required by law, a meeting of the Temple Terrace Community Redevelopment Agency was held at 5:30 p.m. before the City Council meeting on Tuesday, September 16, 2025, in the Council Chambers at City Hall.

Present were: Chairman Andy Ross, Agency Members James Chambers, Alison Fernandez, Erik Kravets and Gil Schisler, Executive Director Carlos Baia, Pro Tempore City Attorney Pam Cichon, and City Clerk Lynda Sader.

Absent was: None

Also present were: Community Development Director Manager Greg Pauley, Finance Director Jim Ingram, Assistant Community Development Director Marissa Robinson, and several others.

There being a quorum present, Chairman Ross called the meeting to order at 5:30 p.m.

1. Approval of the Minutes of Previous Meetings

A. Approval of August 19, 2025, CRA Minutes

Upon motion of Agency Member Schisler, seconded by Agency Member Fernandez, and unanimously carried, the **MINUTES** of August 19, 2025, Temple Terrace Community Redevelopment Agency meeting were APPROVED as presented. Vote on the motion being: Chairman Ross and Agency Members Chambers, Fernandez, Kravets and Schisler voting “aye,” no “nay.”

2. Business Items:

A. Resolution Approving the Fiscal Year 2026 Temple Terrace Redevelopment Agency Annual Budget.

Finance Director Jim Ingram noted the Temple Terrace Redevelopment Agency (TTRA) exists as a dependent special district operating under the restrictions of Chapter 163, part two of the Florida State Statutes. The estimated revenue to be received by the TTRA during the fiscal year beginning October 1, 2025, and ending September 30, 2026 from all sources equals the total of appropriations for expenditures and reserves in the budget during said period. It is estimated the City will receive a total of \$1,736,844. In keeping with past practices and the requirements of Florida law, the Temple Terrace Redevelopment Agency (TTRA) budget is posted as part of

the City’s proposed Fiscal Year 2026 proposed budget document. The content of the budget reflects the policy direction provided by the City Council in its Tentative Budget for Fiscal Year 2026. The following revenues totaling \$1,736,844 are contained in this budget: \$790,366 from Hillsborough County, \$10,863 from Tampa Port Authority, \$910,615 from the City of Temple Terrace General Fund, and \$25,000 in interest revenue. The governmental agency contributions, including the City’s contributions, are based on projected FY 26 millage rates and taxable values provided by the County Property Appraiser’s office. This budget includes the following expenditures: \$907,134 for scheduled principal and interest payments to South State bank for the CRA loan, \$3,000 for the annual CRA audit, and \$400,000 for a portion of the Riverside Park construction. This budget includes \$782,666 of contingency for reserves. Budget adjustments may be made by the Board during the Fiscal Year to spend reserves. Any unspent amount at the end of the fiscal year (September 30, 2026) will be appropriated pursuant to the next annual budget adopted by the Board in compliance with Florida Statute 189.016. Staff recommended that the Temple Terrace Redevelopment Agency board adopt the FY26 Community Redevelopment Area budget.

Agency Member Fernandez asked if the revenue that is specifically from this area, TIF and general property taxes on this property, does that revenue have to be spent within the redevelopment area or can it be spent in other areas of the city.

Mr. Ingram stated it is restricted for the redevelopment area.

Agency Member Fernandez noted that the CRA is not just those parcels that are abutting the corner of Bullard and 56th Street to Riverhills, but the redevelopment area is much larger than that.

Community Development Director Greg Pauley stated the CRA is 225 acres that is spread evenly across four quadrants, the intersection of Busch Boulevard and North 56th Street, pretty much pin marks the center of that area.

Upon motion by Agency Member Chambers, seconded by Agency Member Schisler, **CRA RESOLUTION 198-25**, Adopting and **APPROVING** the Fiscal Year 2026 Temple Terrace Redevelopment Agency Annual Budget.

Roll Call Vote:	YES	NO
Agency Member Fernandez	____X____	_____
Agency Member Chambers	____X____	_____

Agency Member Kravets	<u> X </u>	<u> </u>
Vice Mayor Schisler	<u> X </u>	<u> </u>
Mayor Ross	<u> X </u>	<u> </u>

Roll Call Vote on the motion being: Chairman Ross and Agency Members Chambers, Fernandez, Kravets and Schisler “aye,” no “nay.

Agency Member Kravets asked if the City were to reduce the area of the CRA, would that be done through an ordinance adjusting the previous ordinance that created the CRA or some process along those lines. He stated that at some point in the future, could the Agency be briefed on what that might entail and what sort of impact would be potentially on funding involved in the CRA, stating his concern is that west of 56th Street there are some single family home neighborhoods and also mentioned the new park being planned along Sunnyside. He asked if the CRA could be reduced to exclude some of the existing established neighborhoods.

Mr. Pauley stated that his department and the Legal department would have to look at that. He stated that the homes along Springdale Sunnyside are not in the CRA, along either of those roadways or even in the southeast quadrant. There are single family homes located in the other three quadrants but not in the southeast quadrant. He stated he could look into this if the board directed him to.

The Board discussed with a few stating they had no issue reviewing but had concerns with changes and asked the City Attorney if she was aware of this being an issue.

Pro Tempore City Attorney Pam Cichon noted that there was new legislation that made a lot of restrictions on CRAs and included things that could possibly eliminate a CRA if you did those. She stated that existing CRAs are prohibited from new debt or projects after July 1 of 2025 and other things, so there are many new rules. It would need to be reviewed to see if any changes would have detrimental effect on the CRA, and research would need to be done.

Agency Member Kravets noted that he had checked the map, and Mr. Pauley was correct. He stated he was referring to the few, eight properties south of River Hills, and the Springdale is not affected, except on the west side where there are no homes.

Meeting adjourned at 5:43 p.m.

X

Andrew R. Ross
Chairman

X

James Chambers
Agency Member

X

Alison Fernandez
Agency Member

X

Erik Kravets
Agency Member

X

Gil Schisler
Agency Member

Attest:

X

Lynda Sader
City Clerk

Site Plan Review Application No. SPR-25-06 (Dunkin Donuts)

Date: 10-29-2025
To: CRA Board Chair Andrew Ross and CRA Board Members
Through: Carlos Baía, City Manager
Prepared by: Alyssa Livingstone, Senior Planner

Agenda Item: Final Site Plan SPR-25-06

Request: A request to approve a Final Site Plan to allow for the redevelopment of an existing quick-service restaurant into a drive-through-only quick-service restaurant pursuant to Section 12-379. – Final Site Plans, as specified in the Temple Terrace Land Development Code.

Subject Property: Section 22, Township 28 South, Range 19 East; more specifically, Address 5302 E. Busch Boulevard, Folio No. 201624-0000. A complete legal description is on file with the Planning and Development Division. This property is located in the Temple Terrace Downtown Community Redevelopment Area.

Acreeage: Approximately 0.32 ± acres

Future Land Use: Downtown Mixed Use-35 (Temple Terrace)

Surrounding Comprehensive Plan Designation (Future Land Use Map - FLUM):

North – Downtown Mixed Use-35 (Temple Terrace)
South – Downtown Mixed Use-35 (Temple Terrace)
East – Downtown Mixed Use-35 (Temple Terrace)
West – Downtown Mixed Use-35 (Temple Terrace)

Surrounding Land Development Code Designation (Official Zoning Atlas Map):

North – C-G Commercial General (Temple Terrace)
South – C-G Commercial General (Temple Terrace)
East – C-G Commercial General (Temple Terrace)
West – C-G Commercial General (Temple Terrace)

Surrounding Area: North – Commercial Plaza
South – Package store (Liquor)
East – Restaurant
West – Bank

Background:

The subject property is approximately 0.32 acres and consists of a portion of Lot 24, along with Lots 25, 26 and 27 of Terrace Overlook Subdivision. The site is accessed from Busch Boulevard, a principal arterial road and Overlook Drive, which is classified as a collector road. The surrounding area defines the site's commercial context: to the north is a commercial plaza, to the south is a package store, to the east is a quick-service drive-through restaurant, and to the west is a bank. The existing structures on the property will be demolished.

Analysis:

The applicant is requesting Final Site Plan approval for the development of a 1,570 square foot drive-through-only quick-service restaurant. The development is designed exclusively for drive-through and walk-up service, and as such, no indoor or outdoor customer seating will be provided. The proposed

drive-through lanes will be located on the south and west sides of the property, running parallel to East Busch Boulevard and Overlook Drive, respectively.

Based on the proposed use and anticipated employment of the development, 12 on-site parking spaces are provided; this includes one (1) ADA accessible parking space. All parking spaces will be improved with concrete wheel stops. One parking space will be dedicated as a loading space for deliveries during the establishment's non-operational hours. The site layout positions the parking spaces to the north and east of the building. Both East Busch Boulevard and Overlook Drive will function as full access points. To address traffic safety concerns, clear regulatory signs and pavement markings will be installed to restrict trucks and heavy commercial vehicles from exiting onto East Busch Boulevard, directing them instead to exit via Overlook Drive.

FDOT approved an AutoTURN analysis of the site, specifically the exit onto Busch Boulevard (a state roadway), contingent upon a two-year review of any traffic crashes associated with the exit onto Busch Boulevard. Should FDOT subsequently find a significant, demonstrable increase in crashes attributable to the site, the applicant will be required to make additional modifications to remove the "right out" exit option onto Busch Boulevard.

Planning Commission Review:

The Hillsborough County City County Planning Commission (HCCCPC) staff reviewed this application and found that the request is consistent with the vision and other provisions of the City's Comprehensive Plan.

Compatibility with Adjacent Land Uses:

The surrounding area contains developed commercial properties. The subject property is compatible with the surrounding area.

Consistency with the Land Development Code (LDC):

Staff reviewed this application under the standards of Section 12-285, Temple Terrace Downtown Community Redevelopment Area, and Section 12-379, Final Site Plans, as specified in the LDC. The Development Review Committee (DRC) has reviewed this project and has no objection to the approval of Site Plan Review Application SPR-25-06 as presented to the Council.

Requested Downtown Community Redevelopment Area Waivers:

- **Section 12-291(b)(9)** – Buildings shall meet the build-to-line, which supersedes any zoning district front or street side yard setback requirement. The build-to-line shall be ten (10) feet from the property line adjacent to right-of-way. ***Compliance with the build-to-line requirements is not possible for the proposed development due to the drive-through, parking, and loading area requirements. The impacts are minimal and will be mitigated by providing enhanced landscaping along Busch Blvd.***
- **Section 12-294(a)(4)** – Uses with drive-through service windows shall be limited to the side of buildings, or to the rear of buildings and accessed via secondary streets or alleys provided they do not substantially disrupt pedestrian activity or surrounding uses. Drive-through service windows shall be accessible by bicyclists. ***Due to the size constraints of the lot, the pick-up window is proposed for the front of the building. To mitigate the impact of this front-facing service area and lessen its visibility from the main thoroughfare, enhanced landscaping is proposed. This pick-up window will be accessible to motorists and bicyclists.***

Proposed Conditions:

1. Final Site Plan SPR-25-06, upon approval by City Council, allows for the development of a drive-through-only quick-service restaurant which shall conform to and be limited by the configuration and details of the approved site plan and elevations.
2. Building elevations are bound by those included in the application for site plan review.
3. The City acknowledges the Florida Department of Transportation's (FDOT) requirements concerning the direct egress onto East Busch Boulevard. The applicant's Final Site Plan approval is conditioned upon and requires compliance with the FDOT conditions as described in FDOT's response. Specifically, the applicant is required to abide by the following post-occupancy traffic mitigation requirement: "If, based on that analysis, the department finds that there is a significant increase in the number of crashes in front of the development on Busch Blvd. and that those crashes could be attributed to traffic using the direct connection to egress from Dunkin Donuts, the Department will require the applicant to modify the connection to remove the direct right-out."
4. Site Plan expiration as outlined in Section 12-380 of the Temple Terrace Land Development Code.
5. Where standards are not specified herein, the Temple Terrace Land Development Code standards (or current code standards) will apply.

Recommendation:

Based on the information reported herein, supported by documentation attached hereto, the Community Development Department recommends approval of this application.



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Amazing City. Since 1925.

COMMUNITY DEVELOPMENT DEPARTMENT

To: CRA Board Chair Andy Ross and CRA Board Members
Through: Carlos Baía, City Manager
From: Greg Pauley, Director – Community Development
Date: 11/2/2025
Subject: Inquiry Regarding Process to Amend the CRA Boundary
(CRA Redevelopment Plan Update)

In response to an inquiry raised during the CRA Board meeting on September 16, 2025, I have reviewed Florida Statutes regarding CRA requirements and consulted with both Mr. Mueller, the City Attorney, and Ms. Tammi Bach, an experienced land-use attorney with Trask Daigneault, LLP, based in Clearwater, Florida.

I. Legal Requirement

The specific process for reducing the boundaries of an existing Community Redevelopment Area (CRA) is governed by Chapter 163, Part III, Community Redevelopment, §163.330-163.463, Florida Statutes, also known as the “Community Redevelopment Act of 1969”. Section §163.361, Florida Statutes, provides the procedures for modifying CRA plans.

In summary, to reduce the boundaries of the City’s CRA, the CRA Board and City Council must follow a specific process to complete certain actions in chronological order:

- A. First, the CRA Board must review the proposed reduction of CRA boundaries and make a recommendation to the City Council, §163.361(1) Florida Statutes;
- B. Second, after the CRA Board makes its recommendation, the City Council must schedule a public hearing for the CRA Plan Amendment by resolution to reduce the CRA boundaries and advertise the public hearing in the newspaper at least ten (10) days prior to the hearing, §163.361(2) and 166.041(3)(a), Florida Statutes;
- C. Third, although the statutes do not require notice to all taxing authorities for reduction of CRA boundaries, Ms. Bach recommends providing written notices to all taxing authorities that assess ad valorem taxes in the CRA at least fifteen (15) days before the City Council’s public hearing giving notice of the proposed modification of the CRA Plan. The notice should include a copy of the proposed resolution with a map showing the changed boundaries, §163.361(3)(a) and 163.346, Florida Statutes.
- D. Lastly, the City Council considers a resolution to reduce the CRA boundaries at a public hearing.

II. Administrative Preparation

While the previously stated legal requirements explain the official actions required by the CRA Board and the City Council, they do not include the administrative preparation recommended or required to bring these actions before the relevant governing bodies for consideration. The remainder of this memorandum will attempt to better explain this portion of the process.

It is recommended that the following administrative preparations be completed prior to the formal actions outlined in Legal Requirements - Steps 1 – 4.

A. Financial Impact and Documentation

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The reduction of CRA boundaries directly impacts revenues into the Tax Increment Financing Fund (TIF). Therefore, it is recommended that staff undertake the following steps to properly document the proposal and analyze its financial impact on the City:

1. **Boundary Definition and Mapping:** Upon receiving clear direction from the CRA Board on how to redefine the CRA boundaries, city staff will seek the consultation and services of a professional surveyor to update the legal description of the proposed new CRA boundaries. This will also require the development of professional-grade maps to illustrate the current boundary and the specific parcels proposed to be excluded. These maps will be crucial attachments and exhibits for all public notices, outreach activities, and official resolutions.
2. **Tax Increment Financing Analysis:** The TIF is an important part of the City's revenue base and is relied upon to pay outstanding CRA debt, which is currently \$10,004,856. The debt payment schedule shows the full CRA debt to be paid off by the end of FY-2038. For staff to fully understand and properly report on the financial impact of the proposal, a comprehensive financial projection must be prepared. This analysis should quantify the reduction in TIF revenue for the CRA and, conversely, the increase in ad valorem revenue that will be returned to the other assessing taxing authorities as a result of removing the affected parcels from the TIF calculation. This information is an important part of assessing the long-term fiscal impact of the proposal.
3. **Planning Commission Recommendation:** The CRA boundaries, as well all standards and regulations related thereto, are included in the City's Land Development Code, Chapter 12, City's Code of Ordinances; and therefore, must be presented to the Hillsborough County City-County Planning Commission for review and recommendation prior to action by City Council.
4. **Finding of Necessity:** Upon the establishment of the original CRA boundary, a Finding of Necessity (authorized by resolution, September 1999) was required to justify the formation of the currently included properties. At this time, it is unknown if a reduction of the CRA boundary will constitute cause for an Amended Finding of Necessity for all properties remaining within the boundary. This is a legal requirement that will need to be explored in greater detail once the proposed reduced boundary is clearly defined.
5. **Legal Instruments:** The City Attorney's office, in conjunction with staff, will prepare all required legal documents, including the resolution for City Council's consideration, the revised text for the CRA Plan amendment, and the formal newspaper advertisement text for the public hearing.

B. Taxing Authority Briefing

Successful implementation will require proactive communication with the taxing authorities that contribute to the TIF. It is recommended that city staff conduct executive level informational briefings with the relevant taxing authorities impacted by the proposal. These briefings should be scheduled well before the formal 15-day written notice is distributed and will allow staff to discuss the TIF impact analysis and rationale for the boundary reduction, mitigating potential pushback during the formal public process.

III. Formal Action

Once Sections A and B are complete, the formal legislative process can be initiated:

- A. **CRA Board Agenda:** Staff will prepare the agenda item, including the draft resolution, maps, and TIF analysis, for the CRA Board to consider and ultimately make its recommendation to the City Council (Legal Requirements - Step 1).
- B. **City Council Agenda:** Following a positive recommendation by the CRA Board, staff will schedule the item for the City Council's consideration, ensuring the standard public notice and recommended 15-day notice to taxing authorities are completed according to the prescribed timelines (Legal Requirements - Steps 2, 3, and 4).

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IV. Other Considerations

A. In addition to the details summarized in the Legal Requirements on page 1, Ms. Bach also offered the following input:

"I want to make [Temple Terrace] aware that the Florida Legislature had several bills pending over the last few years that would eliminate CRAs in Florida or restrict projects and financial tools such as acquiring debt for the CRA. No bills passed in 2025, but I expect that some state legislators are still interested in eliminating CRAs in Florida or at least restricting their activities. I will be on the lookout for any new state legislation for 2026 that might affect the CRA in the City of Temple Terrace."

B. When the Temple Terrace CRA TIF was originally established, the rate of contributions from taxing authorities other than the City were as follows:

For years 1 through 10:

100% of the eligible tax increment ad valorem revenue goes to the TTCRA TIF Fund

0% of the eligible tax increment ad valorem revenue retained by the taxing authority

For years 11 through 30:

80% of the eligible tax increment ad valorem revenue goes to the TTCRA TIF Fund

20% of the eligible tax increment ad valorem revenue retained by the taxing authority

In 2012, the City successfully gained approval from Hillsborough County to amend the rate of TTCRA TIF Fund contributions for years 11 through 30 as follows:

100% of the eligible tax increment ad valorem revenue goes to the TTCRA TIF Fund

0% of the eligible tax increment ad valorem revenue retained by the taxing authority

(Note: The eligible tax increment is capped at 95% of the total assessed incremental value of CRA properties per §163.387, Florida Statutes.)

At this time, it is unknown if a potential CRA Plan Amendment as discussed herein will generate cause for contribution rates to be reevaluated. This is another matter that may need to be explored in greater detail.

Please note that the information contained herein is offered as an overview of the process requested by the CRA Board and is not intended to be a comprehensive guide. As with any project of sizable scope and complexity, unforeseen challenges and obligations will likely be uncovered as staff and consultants further investigate and begin work on the project.

Thank you for your consideration of this information.

///End///