



## Growth Services

### **FY 23/24 – 2<sup>nd</sup> Quarter Accomplishments (January – March):**

#### Planning and Future Growth

1. Guide Future Growth and Housing- Prepare for Growth Demands/ Inform the Community.
  - a. Began implementing the 5-year Operational Plan with the initial budget inputs.
  - b. Concluded the agreement with JP Pro for consultant services on PSAs.
  - c. Completed the agreement with Kimley-Horn (K-H) for the Evaluation and Appraisal Report (EAR) to include the PSA study. (Approved by BCC on 4/2.)
  - d. Worked up a draft layout of our new page for Transfer Development Rights (TDR) page.
  - e. Initiated conversation between Code Enforcement and Community Services to use CDBG funding for a code enforcement officer (CEO) assigned to focus on community compliance and outreach for the SS-CRA and low income housing identified census tracts.
2. Guide Future Growth and Housing- Strengthen the Farmland Preservation Area (FPA).
  - a. Completed the LDRC and first BCC public hearings for the Land Development Code Amendment regarding Rural Commercial (RC-1) revisions proposed by HFF in conjunction with staff.
3. Improved Permitting Process Review- Evaluate the Existing Processes/Evaluate the Current Review Processes/Create How-to-Guides for the Public and Staff.
  - a. Developed preliminary administrative workflows for application processing. We also completed staff training on workflow processes.
  - b. Developed framework for the FAQs (frequently asked questions) for the department's website.
4. Improve Permitting Process Review-Compare Staffing Levels to Similar Communities
  - a. Completed position description updates with HR and submit with job assessment tools for new positions outlined in the approved operational plan into budget proposal.
  - b. Submitted the FY25 budget proposal to reflect the positions outlined in the operational plan.
5. Promote Infill within Marion Oaks and Silver Springs Shores-Evaluate Marion Oaks and Silver Springs Shores as Planned Service Areas (PSA)
  - a. The PSA framework was initiated but revised to be incorporated into the EAR process for draft completion by the end of the calendar year 2024.
6. Review the Comprehensive Plan – Evaluation and Appraisal Report (EAR)
  - a. Completed approval of the contract with the Evaluation and Appraisal Report (EAR) consultant.



## EMPOWERING MARION FOR SUCCESS II

7. Develop and implement the Silver Springs Community Redevelopment Area (CRA) Master Plan Update
  - a. Completed data gathering, including community survey and stakeholder meetings followed by 1-on-1's with the Board.
  - b. Initiated preparation of draft update reflecting findings (from item 7a above).

### **FY24 – 3<sup>rd</sup> Quarter Goals (April – June):**

#### **Planning and Future Growth**

1. Guide Future Growth and Housing- Prepare for Growth Demands/ Inform the Community.
  - a. Continuing to implement the 5-year Operational Plan as we finalize the budget.
  - b. Incorporate elements of the strategic plan (Empowering Marion II) into the analysis of planning reports.
  - c. Continuing to work with PR to develop a new layout of our website, including a page for Transfer Development Rights (TDR) program.
  - d. Develop a funding and operational plan between Code Enforcement and Community Services to use CDBG funding for a code enforcement officer (CEO) assigned to focus on community compliance and outreach for the SS-CRA and low-income housing identified census tracts.
2. Guide Future Growth and Housing- Develop Architectural Standards in Strategic Areas.
  - a. Revisit IFAS' Citra facility to examine new buffer demonstrations with the start of the new growing season. Continue coordinating with Parks and Rec (County Landscape Architect) to prepare different designs for new buffer standards to discuss with the BOCC and then present to the LDRC. This will include renderings and models as well as proposed language for the existing and proposed buffer types.
3. Guide Future Growth and Housing- Strengthen the Farmland Preservation Area (FPA).
  - a. Complete the processing of Land Development Code Amendment regarding Rural Commercial (RC-1) revisions proposed by HFF in conjunction with staff.
  - b. Work to go live with the webpage for the TDR program, providing information and resources to facilitate understanding of how the program works and increase the ease of utilization.
4. Improved Permitting Process Review- Evaluate the Existing Processes/Evaluate the Current Review Processes/Create How-to-Guides for the Public and Staff.
  - a. Prioritize workflows for completion of each application process to educate staff and citizens on the process from start to finish.
  - b. Complete the FAQs for the department processes and coordinate with PR for posting on our website.
  - c. Facilitate a meeting with the Development Review (DRC) departments to develop an implementation plan for the new state statutes regarding advanced building permits for subdivision plats.



## EMPOWERING MARION FOR SUCCESS II

5. Improve Permitting Process Review-Compare Staffing Levels to Similar Communities
  - a. Finalize the integration of the position descriptions following administration and board review in upcoming budget workshops for millage rate resolutions.
  - b. Update the FY25 budget proposal to reflect the final authorized positions following the budget workshops.
6. Promote Infill within Marion Oaks and Silver Springs Shores-Evaluate Marion Oaks and Silver Springs Shores as Planned Service Areas (PSA)
  - a. With the deferral of the PSA task, investigate and identify interim tasks that can be pursued to support community building and opportunities until the PSA task is completed.
7. Review the Comprehensive Plan – Evaluation and Appraisal Report (EAR)
  - a. Complete the first group of tasks in the EAR process, namely: the kickoff meetings and comprehensive plan analysis and prepare for the data inventory and analysis (DIA) and PSA Study.
  - b. Complete the strategy for kickoff and community engagement events including consultant and staff led methods to gather feedback and information from the citizens, stakeholders, and Board members.
8. Develop and implement the Silver Springs Community Redevelopment Area (CRA) Master Plan Update
  - a. Complete the master plan update for presentation and adoption by the Board.
  - b. Update FY25 CRA budget to reflect Updates identified tasks and CIP (capital improvement plan).
  - c. Mobilize internal staff team(s) for implementation of the Update.