EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING AGENDA

COUNCIL CHAMBERS – 6:30 PM – CITY HALL
MARCH 20, 2018

A. OPENING

1. Roll Call

B. DISCUSSION/ACTION

2. Approval of Minutes - December 5, 2017
3. Eastport Business Center CRA Annual Report - FY 2016/2017
4. Public Comments

C. BOARD COMMENTS

D. ADJOURNMENT

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE HE OR SHE MAY NEED TO ENSURE AT HIS OR HER OWN EXPENSE FOR THE TAKING AND PREPARATION OF A VERBATIM RECORD OF ALL TESTIMONY AND EVIDENCE OF THE PROCEEDING UPON WHICH THE APPEAL IS TO BE BASED.

NOTE: IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, CITYCLERK@PORT-ORANGE.ORG, AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING DATE. IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 7-1-1 or 1-800-955-8771. UPON REQUEST BY A QUALIFIED INDIVIDUAL WITH A DISABILITY, THIS DOCUMENT WILL BE MADE AVAILABLE IN AN ALTERNATE FORMAT.

IF YOU NEED TO REQUEST THIS DOCUMENT IN AN ALTERNATE FORMAT, PLEASE CONTACT THE CITY CLERK WHOSE CONTACT INFORMATION IS PROVIDED ABOVE.

EASTPORT CRA MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
DECEMBER 5, 2017

THE REGULAR MEETING of the EASTPORT CRA was called to order by Chairman Drew Bastian at 6:37 p.m.

Roll Call:	Present:	Member Chase Tramont Member Scott Stiltner Member Bob Ford Member Donald Burnette Chairman Drew Bastian
	Also Present:	Jake Johansson, City Manager Margaret T. Roberts, City Attorney Robin Fenwick, City Clerk

DISCUSSION/ACTION

2. Approval of Minutes – September 19, 2017

   Motion to approve the Minutes of September 19, 2017 was made by Member Ford, and Seconded by Member Tramont. Motion carried unanimously by voice vote.

3. Resolution No. 17-2 – Eastport Business Center CRA Tax Increment District FY18 Operating Budget

   Motion to approve Resolution No. 17-2 was made by Member Ford, and Seconded by Member Tramont. Motion carried unanimously by roll call vote.

4. Public Comments – There were none.

5. CRA Member Comments – There were none.

ADJOURNMENT: 6:38 p.m.

____
Chairman Drew Bastian

EASTPORT BUSINESS CENTER
COMMUNITY REDEVELOPMENT AGENCY

REQUESTED AGENCY MEETING DATE: **03/20/2018**

Consent item: No

SUBJECT: (B3) Eastport Business Center CRA Annual Report - FY 2016/2017

DEPARTMENT: Community Development

RECOMMENDED MOTION: Move to accept the FY 2016/2017 Annual Report for the Eastport Business Center Community Redevelopment Agency, as presented.

SUMMARY: Pursuant to Chapter 163.356(3)(c), Florida Statutes, all CRAs are required to annually file a report of activities and a financial statement for the preceding fiscal year with the local governing body. The attached report has been provided to the Port Orange City Council in fulfillment of this requirement. The County of Volusia and Halifax Hospital, both of whom contribute to the Tax Increment Fund, have also been provided a copy of the Annual Report. Notice of availability of this report has been published in the Daytona Beach News Journal to meet legal advertising requirements, and a copy of the report has been posted on the City's website for review by the public.

ATTACHMENTS:

1.	FY16-17 EASTPORT BUSINESS CENTER CRA ANNUAL REPORT	REV_FY16-17 EASTPORT BUSINESS CENTER CRA ANNUAL REPORT.PDF

Penelope Cruz	Created/Initiated - 02/23/2018
Tim Burman	Approved - 03/01/2018
Tracey Riehm	Approved - 03/07/2018
Margaret Roberts	Approved - 03/08/2018
Jake Johansson	Approved - 03/09/2018
Robin Fenwick	Final Approval - 03/09/2018

AGENCY ACTION: New
CONTINUATION DATE:

Follow up letter/action needed by: Department-**No**, Clerk's Office-**No**, or N/A-**No**

EASTPORT BUSINESS CENTER

Community Redevelopment Agency **Port Orange, Florida**

ANNUAL REPORT FY 2016/2017

THIS IS EASTPORT

The Eastport Business Center Community Redevelopment Area (CRA) is situated within the eastern portion of Port Orange, west of and adjacent to the Florida East Coast Railroad. This area historically served as the industrial core of the City.

The creation of the Eastport Business Center Community Redevelopment District in 1995 was the first of many steps to be undertaken by the City to diversify its tax base, bolster Eastport's image and desirability as a major employment center, and increase opportunities for higher wage manufacturing and industrial jobs within the City.

Eastport is comprised of one hundred thirty-nine (139) tax parcels constituting approximately two hundred seventy (270) acres of land. Based on the Volusia County Property Appraiser's Final Tax Roll data, there was $3,153,235 increase in taxable value between 2016 and 2017. The 2017 total taxable value within Eastport stands at $31,571,983.

Eastport is also a Tax Increment Financing District, which is a dependent special district of the City of Port Orange. The Eastport Tax Increment Financing District targets ad valorem tax revenues to this area to fund infrastructure improvements and other programs as outlined in the Redevelopment Plan to help ensure that Eastport remains a viable economic center for decades to come.

The County of Volusia and Halifax Hospital participate in the Tax Increment Trust Fund and are valued partners in the City's redevelopment efforts.

The Eastport Business Center CRA, outlined in red above, is approximately 270 acres in size and represents 1.06% of the City's total tax base.

EASTPORT GOALS AND OBJECTIVES

The Eastport Business Center Redevelopment Plan, adopted in 1995 and updated in 2010, establishes a series of goals, objectives and policies designed to help Eastport maintain its position as an important industrial center within the community. The four (4) primary goals of the plan are:

GOAL 1—Stimulate new development, redevelopment and investment;

GOAL 2—Establish the area as a primary employment center offering full-time skilled labor positions;

GOAL 3—Promote business retention and assistance in expansion, renovation, and improvement efforts; and

GOAL 4—Improve the physical condition to meet modern business park development criteria.

TABLE OF CONTENTS:

SPECIAL POINTS OF INTEREST:

- *Eastport is home to many of the City's top manufacturers that do business throughout the country and around the globe.*
- *The Eastport Business Center CRA was created in 1995.*
- *Eastport's taxable value has more than doubled since establishment of the CRA.*

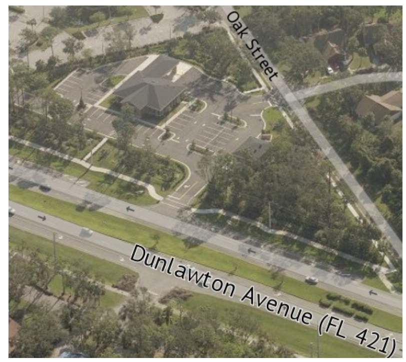
FY 16/17 REDEVELOPMENT ACTIVITIES UPDATE

Implementation of the plans, projects and programs identified in the Eastport Redevelopment Plan is largely dependent on available revenues.

During FY 2016/2017, the Eastport CRA operated with an adopted budget of $183,573. Of that amount, 96% was slated to fulfill debt service obligations. This left a very limited amount of funding for plan implementation.

The Vystar Credit Union project, located at 750 Dunlawton Avenue, was completed and opened for business in November 2016. The Vystar project consisted of a new +/- 4,000 square-foot credit unit building and drive-thru, a +/- 1,200 square-foot maintenance building, and on-site and off-site improvements.

SVN Alliance Commercial Real Estate Advisors continues to assist the City in the sale of the remaining City owned lot in the Eastport Business Park, among other City owned properties in the City.



TIF Revenues may only be spent on redevelopment plans, projects and programs, as identified in the adopted CRA Plan.

TAX INCREMENT FINANCING

Tax Increment Financing, often referred to as “TIF”, is a financial method employed to target ad valorem tax revenues to an area that has been designated for redevelopment. Upon creation of a TIF district, a base year for property values within the district is established. Growth in the taxable value of property within the district over time is then applied to the current ad valorem millage rate, resulting in the tax increment revenue. This increment revenue is then deposited into a special Trust Fund account and may only be spent on redevelopment activities that are identified in the adopted redevelopment plan. The ad valorem millage from Volusia County (including General Fund, Echo, Forever, Mosquito Control and Ponce Inlet Port Authority), the City of Port Orange Operating and Halifax Hospital comprise the tax increment millage in Eastport.

The 2016/2017 adopted budget for the Eastport Tax Increment Fund (Fund #102), anticipated $183,573 in TIF revenue. The City’s unaudited figures show actual receipt of $166,250 from TIF, $1,628 in interest, and $10,685 from an refund issued by FPL, for total revenues of $178,568.

The 2006 Eastport TIF note funded $2.5 million in capital improvements in the Eastport CRA.

FINANCIAL STATEMENT & DEBT SERVICE

The Annual Financial Statement of each CRA in the State of Florida is required to set forth the Agency’s assets, liabilities, income and operating expenses as of the end of the fiscal year. This information is presented on the following page.

The Eastport Business Center CRA operates on an October 1st - September 30th fiscal year. The Debt Service Schedule for the Eastport Business Center CRA is available from the City’s Finance Department.

The initial $2.5 million note, issued in 2006, has an interest rate of 3.922% and is projected to be paid off by FY 2025. The majority of these funds were used for infrastructure improvements, including construction of Eastport Parkway and extending potable water and sanitary sewer lines, to help create the Eastport Business Park. Master planned stormwater improvements were also constructed.

The debt service payment for the 2006 Eastport TIF Note for FY 2016/2017 was $176,673.

FINANCIAL STATEMENT

Eastport	Audited FY16	Unaudited FY17
Assets:		
Equity in pooled cash	$ 288,251	$ 284,109
Receivables - Net		
Prepaid items	$ 5,227	$ 5,484
Total	**$ 293,478**	**$ 289,593**
Liabilities:		
Due to other funds	-	$ -
Customer deposits	-	$ -
Accounts payable and accrued liabilities	$ -	$ -
Total	**$ -**	**$ -**
Sources (Revenues):		
City TIF	$ 59,699	$ 62,311
County TIF	$ 92,649	$ 93,362
Halifax Hospital TIF	$ 12,981	$ 10,577
Miscellaneous (includes transfers)	$ 2,418	$ 12,313
Total	**$ 167,747**	**$ 178,563**
Expenditures		
Commercial Policy Insurance	$ 5,116	$ 5,227
Advertising Expense	$ 81	$ -
Operating Supplies/Postal Service	$ 8	$ -
Insurance 504	$ -	$ -
Transfer to 506 Bldg. Maint. Fund	$ -	$ -
Dues and Memberships	$ 175	$ 548
Other Grants & Aid	$ 15,000	$ -
Professional Services	$ -	$ -
Transfer to 217 Eastport Note	$ 181,184	$ 176,673
Total	**$ 201,564**	**$ 182,448**
Net change in fund balance	$ (33,817)	$ (3,885)
Fund balance - beginning	$ 327,295	$ 293,478
Fund Balance - Ending	**$ 293,478**	**$ 289,593**

EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY

City of Port Orange
1000 City Center Circle
Port Orange, FL 32129

Phone: 386-506-5671
Fax: 386-506-5699
e-mail: pcruz@port-orange.org

We're on the web!

www.port-orange.org

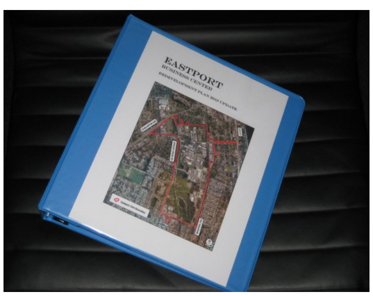
AGENCY BOARD

Mayor Donald O. Burnette, Chairman
Vice-Mayor Scott Stiltner, Vice Chair
Council Member Bob Ford
Council Member Chase Tramont
Council Member Drew Bastian
Vacant
Vacant

Staff support provided by:
M.H. Johansson, City Manager
Margaret Roberts, City Attorney
Tracey Riehm, Finance Director
Nadia Todor, Accountant II
Tim Burman, Community Development Director
Penelope Cruz, Principal Planner

This Annual Report has been prepared in compliance with the requirements of Chapter 163.356(3)(c), Florida Statutes. The notice of the availability of this report has been published in the Daytona Beach News Journal. Additionally, the governing body of each special district is required under Chapter 163.387 (8) to annually provide an independent financial audit of its trust fund to each taxing authority that pays into the trust fund. This audit of the Agency's assets, liabilities, income and expenses, as required under Chapter 163.356(3) (3) is included with the City's Comprehensive Annual Financial Report (CAFR) for each fiscal year.

REDEVELOPMENT PLAN & REDEVELOPMENT TRUST FUND PARTNERS



The Eastport Business Center Redevelopment Plan - Update 2010 is available for review on the City's website.

Redevelopment plans, projects and programs are made possible through tax increment financing. The County of Volusia and Halifax Health, along with the City of Port Orange, contribute to the Eastport Business Center Tax Increment Trust Fund.

All revenue derived from tax increment financing is deposited into the Trust Fund. All expenditure of TIF revenues must be consistent with the plans, projects and programs outlined in the adopted Eastport Business Center Redevelopment Plan.

The Eastport Business Center Redevelopment Plan was originally adopted in 1995. A complete update of the Plan was undertaken throughout 2009, culminating with the adoption of the Eastport Business Center Redevelopment Plan - Update 2010. This updated Plan guides redevelopment activities in Eastport until the sunset of the CRA in 2036.