



AGENDA
PORT ORANGE BUSINESS PARK
PROPERTY OWNERS ASSOCIATION, INC.

Meeting Date: Tuesday, July 7, 2015

Time: 6:15 PM

Type of Meeting: Special

Location: Council Chambers
City Hall, 1000 City Center Circle

A. ROLL CALL

B. NEW BUSINESS

1. Resolution #15-2 Proposed Amended Calendar Year 2015 Budget and Assessments

C. ADJOURNMENT

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE PORT ORANGE BUSINESS PARK PROPERTY OWNERS' ASSOCIATION, INC. BOARD 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 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 ANY 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 DEPUTY CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, 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 1-800-955-8771.



AGENDA ITEM

REQUESTED MEETING DATE 07/07/2015

Consent item: No

SUBJECT: Resolution #15-2 Proposed Amended Calendar Year 2015 Budget and Assessments

DEPARTMENT: City Manager

RECOMMENDED MOTION: Move to adopt Resolution #15-2 amending the Port Orange Business Park Property Owner's Association Budget for Calendar Year 2015.

SUMMARY: Over the past couple of months the Finance Department reviewed past and current budgets of the Port Orange Business Park. During this review it became evident that the budget has been overspent each year during the last three years in the total combined amount of \$3,024.43. In general, these over expenditures have resulted from more than expected costs from the mowing contract and from not budgeting for "Other Charges, Taxes, Licenses and Fees."

Staff requests an amendment to the Calendar Year 2015 budget in order to balance out the previous year deficits. The change amounts to an increase in the current year budget for the City of \$1,512.21 and for V & P Property Group of \$1,512.22. In effect, this increases the current year budget from \$16,460 to \$19,484.43.

Project	Funding Account
No.:	No.:

ATTACHMENTS:

1.	Reso. No. 15-2	Reso. No. 15-2 POBPPOA.doc
2.	Proposed Amended Budget - Attachment 1	Proposed Amended Budget - Attachment 1.pdf
3.	2015 Proposed Amended Budget Deficit Calculation	2015 Proposed Amended Budget Deficit Calculation.pdf

Rosen, Alan
Riehm, Tracey
Roberts, Margaret
Harden, David

Created/Initiated - 06/22/2015
Approved - 06/30/2015
Approved - 07/02/2015
Final Approval - 07/02/2015

PORT ORANGE BUSINESS PARK PROPERTY OWNERS ASSOCIATION, INC.
RESOLUTION NO. 15-2

A RESOLUTION OF THE PORT ORANGE BUSINESS
PARK PROPERTY OWNERS ASSOCIATION, INC.
AMENDING THE 2015 BUDGET AND ASSESSMENT;
SUPERSEDING PRIOR RESOLUTIONS; AND
PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Port Orange Business Park Property Owners Association (POBPPOA), Inc., is a Florida not for profit corporation duly organized and existing under the laws of the State of Florida; and

WHEREAS, the Board of Directors is required to establish the annual budget and fix the amount of the annual assessment; and

WHEREAS, it has been determined that the budget for the POBPPOA was insufficient to cover expenditures during calendar years 2012 – 2014 in the amount of \$3,024.43; and

WHEREAS, Article IX (Covenant for Maintenance Assessments), Section 9.8 (Assessments) of the Declaration of Covenants, Conditions, Restrictions, Reservations and Easements for Port Orange Business Park states that, “The Association’s Board of Directors shall, from time to time, but at least annually, fix and determine a budget representing the sum or sums necessary and adequate for the continuing operation of the Association... The Board shall determine the total amount required, including operational items such as insurance, repairs, replacements, reserves, maintenance and other operating expenses, as well as charges to cover any deficits from prior budgets subsequent to expiration of the guarantee period and capital improvements and reserves approved by the Board...”

NOW, THEREFORE, be it resolved by the Board of Directors of the Port Orange Business Park Property Owners Association, Inc., Volusia County, Florida as follows:

Section 1: The Amended Budget and Assessment attached hereto as Attachment 1 is adopted.

Section 2: This resolution shall become effective and made part of the minutes of the Port Orange Business Park Property Owners Association, Inc., immediately upon adoption.

PRESIDENT, Allen Green

ATTEST:

Secretary/Treasurer, Bill Rice

Adopted on the _____ day of _____, 2015

Reviewed and Approved: _____
City Attorney

Attachment 1

PROPOSED AMENDED CALENDAR YEAR 2015 BUDGET & ASSESSMENTS

(Jan. 1, 2015 - Dec. 31, 2015)

Revenue	Proposed Amended 2015
Member Assessments	
V&P Property Group, LLC	10,242.22
City of Port Orange	9,242.21
Total Revenue	\$19,484.43

Expenditures	Proposed Amended 2015
Administrative Services	1,000.00
Liability Insurance	840.00
Hockney Ct. Mowing/Maintenance	13,800.00
Irrigation	750.00
Other Charges / Taxes, Licenses, And Fees	70.00
Total Expenditures	\$16,460.00

Deficit - Prior Year Expenditures	Proposed Amended 2015
2012 Expenditures Over Budget	1,058.25
2013 Expenditures Over Budget	860.08
2014 Expenditures Over Budget	1,106.10
Total Deficit - Prior Year Expenditures	\$3,024.43

Item	Expenditures	V&P Assessment	City Contribution
Administrative Services	1,000.00	1,000.00	-
Liability Insurance	840.00	420.00	420.00
Hockney Ct. Mowing / Maintenance	13,800.00	6,900.00	6,900.00
Irrigation	750.00	375.00	375.00
Other Charges / Taxes, Licenses, And Fees	70.00	35.00	35.00
Deficit - Prior Year Expenditures	3,024.43	1,512.22	1,512.21
Total:	\$19,484.43	\$10,242.22	\$9,242.21

Due January 1, 2015	\$2,042.00	\$1,791.98
Due April 1, 2015	\$2,042.00	\$1,791.98
Due July 1, 2015	\$3,079.11	\$2,829.13
Due October 1, 2015	\$3,079.11	\$2,829.12

Notes:

The City of Port Orange is exempt from assessments but has agreed to share in the prorated cost of liability insurance and landscape maintenance along Hockney Court until such time as the City's property is sold to another party.

V&P Property Group, LLC shall maintain, through its resources and/or staff, the common area mowing in a normal and customary manner and in accordance with the Declaration of Covenants, Conditions, Restrictions, Reservations and Easements.

PORT ORANGE BUSINESS PARK BUDGET / ACTUAL COMPARISSON

Acct#	Item	2012 Budgeted Expenditures	2012 Actual Expenditures	
634-1000-580-31-13	Administrative Services	1,000.00	1,000.00	
643-1000-580-45-10	Liability Insurance	850.00	835.25	
643-1000-580-32-20	Hockney Court Mowing	12,635.00	13,893.00	
634-1000-580-43-12	Irrigation	1,000.00	745.00	
634-1000-580.49-19	Other Charges / Taxes, Licenses, And Fees	-	70.00	
Total		<u><u>\$15,485.00</u></u>	<u><u>\$16,543.25</u></u>	\$1,058.25 Actual over Budget

Acct#	Item	2013 Budgeted Expenditures	2013 Actual Expenditures	
634-1000-580-31-13	Administrative Services	1,000.00	1,000.00	
643-1000-580-45-10	Liability Insurance	835.25	836.03	
643-1000-580-32-20	Hockney Court Mowing	12,635.00	13,715.00	
634-1000-580-43-12	Irrigation	1,000.00	709.30	
634-1000-580.49-19	Other Charges / Taxes, Licenses, And Fees	-	70.00	
Total		<u><u>\$15,470.25</u></u>	<u><u>\$16,330.33</u></u>	\$860.08 Actual over Budget

Acct#	Item	2014 Budgeted Expenditures	2014 Actual Expenditures	
634-1000-580-31-13	Administrative Services	1,000.00	1,000.00	
643-1000-580-45-10	Liability Insurance	836.03	835.83	
643-1000-580-32-20	Hockney Court Mowing	12,700.00	13,715.00	
634-1000-580-43-12	Irrigation	800.00	760.05	
634-1000-580.49-19	Other Charges / Taxes, Licenses, And Fees	-	131.25	
Total		<u><u>\$15,336.03</u></u>	<u><u>\$16,442.13</u></u>	\$1,106.10 Actual over Budget

Total Deficit (2012, 2013 & 2014)	\$3,024.43
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