



EASTPORT BUSINESS CENTER COMMUNITY
REDEVELOPMENT AGENCY
REGULAR MEETING AGENDA

COUNCIL CHAMBERS – 6:30 PM – CITY HALL
MARCH 17, 2020

A. OPENING

B. DISCUSSION/ACTION

1. Approval of Minutes - September 17, 2019
2. Eastport Business Center CRA Annual Report - FY 2018/2019

C. PUBLIC COMMENTS

D. BOARD COMMENTS

E. ADJOURNMENT

NOTICES – PURSUANT TO SECTION 286.0105 OF THE FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE DECISION MAKER WITH RESPECT TO ANY MATTER CONSIDERED AT THIS PUBLIC MEETING OR HEARING, SUCH PERSON WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE, SUCH PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THE CITY DOES NOT PREPARE OR PROVIDE SUCH A RECORD.



FOR SPECIAL ACCOMODATIONS, PLEASE NOTIFY THE CITY CLERK'S OFFICE (PHONE: 386-506-5563) 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 OR HEARING DATE.



HELP FOR THE HEARING IMPAIRED IS AVAILABLE THROUGH THE ASSISTIVE LISTENING SYSTEM RECEIVERS CAN BE OBTAINED FROM THE CITY CLERKS' OFFICE.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), 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, 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 OR HEARING 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 BUSINESS CENTER
COMMUNITY REDEVELOPMENT AGENCY
MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
SEPTEMBER 17, 2019

THE REGULAR MEETING of the EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY was called to order by Chairman Drew Bastian at 6:36 p.m.

Roll Call: Present: Member Chase Tramont
Member Scott Stiltner
Member Marilyn Ford
Member Donald Burnette
Chairman Drew Bastian

Also Present: Jake Johansson, City Manager
Margaret T. Roberts, City Attorney
Robin Fenwick, City Clerk

DISCUSSION/ACTION

1. Approval of Minutes – March 26, 2019

Motion to approve the Minutes of March 26, 2019 was made by Member Stiltner and Seconded by Member Tramont. Motion carried unanimously by voice vote.

2. Resolution No. 19-1 – Proposed Eastport Business Center CRA Tax Increment District FY20 Operating Budget

Chairman Bastian read Resolution No. 19-1.

RESOLUTION NO. 19-1

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY FOR EASTPORT BUSINESS CENTER, VOLUSIA COUNTY, FLORIDA; RECOMMENDING ADOPTION OF THE TENTATIVE EASTPORT TAX INCREMENT DISTRICT OPERATING BUDGET FOR FISCAL YEAR OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2020; SETTING FORTH ANTICIPATED SOURCES OF REVENUE IN THE ESTIMATED AMOUNT OF \$ 247,615; SETTING FORTH EXPENDITURES IN AN EQUIVALENT AMOUNT; PROVIDING FOR AMENDMENTS; PROVIDING FOR APPROPRIATION AND PROCEDURES; AND PROVIDING AN EFFECTIVE DATE.

Motion to adopt Resolution 19-1 was made by Member Stiltner and Seconded by Member Tramont. Motion carried unanimously by roll call vote.

PUBLIC COMMENTS – There were none.

BOARD COMMENTS – There were none.

ADJOURNMENT: 6:39 p.m.

Chairman Drew Bastian



EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY

REQUESTED AGENCY MEETING DATE: 3/17/2020

Consent item: No

SUBJECT: (B2) Eastport Business Center CRA Annual Report - FY 2018/2019

DEPARTMENT: Community Development

RECOMMENDED MOTION: Move to accept the FY 2018/2019 Annual Report for the Eastport Business Center Community Redevelopment Agency.

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. | FY 18-19 Eastport CRA Annual Report | FY 18-19 Eastport CRA Annual Report.pdf |
|----|-------------------------------------|---|

| | |
|----------------|-------------------------------|
| Penelope Cruz | Created/Initiated - 2/28/2020 |
| Tim Burman | Approved - 2/28/2020 |
| Scott Neils | Approved - 3/9/2020 |
| Jake Johansson | Approved - 3/10/2020 |
| Robin Fenwick | Final Approval - 3/11/2020 |

AGENCY ACTION: New
CONTINUATION DATE:

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



ANNUAL REPORT FY 18/19

Eastport Business Center CRA

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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 CRA 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. The original base year taxable value within Eastport as of the day the CRA was created was \$13,693,302. Based on the Volusia County Property Appraiser's Final Tax Roll data, there was \$4,433,665 increase in taxable value between 2018 and 2019. The 2019 total taxable value within Eastport stands at \$37,180,889.

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 on page 4, is approximately 270 acres in size and represents 1.07% of the City's total tax base.

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, with an original taxable value of \$13,693,302.
- Eastport's taxable value has increased by **172%** since establishment of the CRA.

EASTPORT CRA BOUNDARY



REDEVELOPMENT PLAN & GOALS

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. The Redevelopment Plan 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:

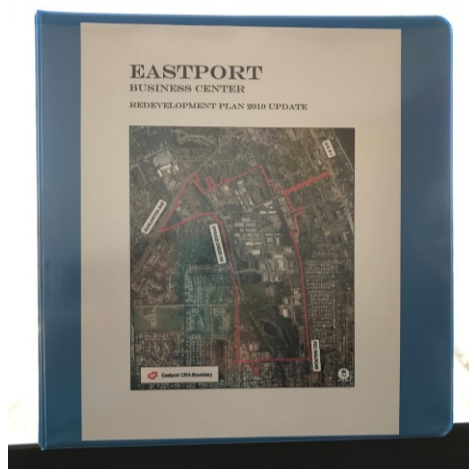
GOAL 1. Stimulate new development, redevelopment and investment;

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.

The Eastport Business Center Redevelopment Plan is available for review on the City's website. Eastport Business Center CRA Webpage: <https://www.port-orange.org/344/Eastport-Business-Center-CRA>



REDEVELOPMENT ACTIVITIES UPDATE

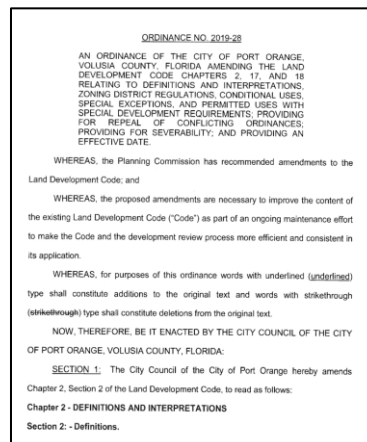
Implementation of the plans, projects and programs identified in the Eastport Redevelopment Plan is largely dependent on available revenues. During FY 2018/2019, the Eastport CRA operated with an adopted budget of \$207,733. Of that amount, 88% went towards debt service obligations. This left a very limited amount of funding for plan implementation.

Development projects completed, under construction, or under review between September 2018 and October 2019:

- Completion of a $\pm 8,960$ square-foot office/warehouse building, along with associated site improvements at 419 Oak Street.
- Staff worked with Volusia County Department of Aviation and Economic Resources to secure the relocation of Dairy Creations, LLC, to 4470 Eastport Parkway.
- The City closed on the sale of the last City-owned lot in the Eastport Business Park, located at 4500 Eastport Parkway (Lot 6). The new owner, US Glass Holdings, LLC, anticipates submitting a site plan to develop a $\pm 5,000$ square-foot office and manufacturing building in 2020.



- The City adopted amendments to the Land Development Code (LDC) to allow auto sales as a permitted use in the Commercial Industrial zoning district, which makes up much of the CRA, to create opportunities for vacant sites or buildings within the CRA to attract more potential tenants.



- The St. Johns River to Sea (SJR2C) Loop Project Development and Environment (PD&E) Study was conducted to develop a route for a multi-use trail from South Daytona Beach to New Smyrna Beach. In Summer 2019, it was decided that the trail would for the most part use existing sidewalks in the McDonald Road/Sixth Street/Spruce Creek Road/Nova Road rights-of way and then connect with Ridgewood Avenue and continue south toward New Smyrna Each along US 1. A major portion of the trail will be within the Eastport CRA and it could lead to possible redevelopment opportunities related to trail use in the CRA.



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 2018/19 adopted budget for the Eastport Tax Increment Fund (Fund #102), anticipated \$120,910 in TIF revenue. The City’s unaudited figures show actual receipt of \$204,949 from TIF, and \$9,704 in miscellaneous income for total revenues of \$214,653.



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



FINANCIAL STATEMENT AND 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 2018/19 was \$182,163.



FINANCIAL STATEMENT

| Eastport | Port Orange Audited FY18 | Port Orange Unaudited FY19 |
|--|-------------------------------------|---------------------------------------|
| Assets: | | |
| Equity in pooled cash | \$ 298,593 | \$ 324,742 |
| Receivables - Net | \$ - | \$ - |
| Prepaid items | \$ 5,586 | \$ 5,855 |
| Total | \$ 304,179 | \$ 330,597 |
| Liabilities: | | |
| Accounts payable and accrued liabilities | \$ - | \$ - |
| Customer deposits | \$ - | \$ - |
| Deferred Revenue | \$ - | \$ - |
| Due to other funds | \$ - | \$ - |
| Total | \$ - | \$ - |
| Sources (Revenues): | | |
| City TIF | \$ 76,229 | \$ 83,787 |
| County TIF | \$ 113,280 | \$ 114,743 |
| Halifax Hospital TIF | \$ 6,422 | \$ 6,419 |
| Miscellaneous (includes transfers) | \$ 1,752 | \$ 9,704 |
| Total | \$ 197,683 | \$ 214,653 |
| Expenditures | | |
| Commercial Policy Insurance | \$ 5,484 | \$ 5,586 |
| Advertising Expense | \$ - | \$ - |
| Operating Supplies/Postal Service | \$ - | \$ - |
| Insurance 504 | \$ - | \$ - |
| Transfer to 506 Bldg. Maint. Fund | \$ - | \$ - |
| Dues and Memberships | \$ 548 | \$ 485 |
| Other Grants & Aid | \$ - | \$ - |
| Professional Services | \$ - | \$ - |
| Transfer to 217 Eastport Note | \$ 177,066 | \$ 182,163 |
| Total | \$ 183,098 | \$ 188,234 |
| Net change in fund balance | \$ 14,586 | \$ 26,419 |
| Fund balance - beginning | \$ 289,593 | \$ 304,179 |
| Fund Balance - Ending | \$ 304,179 | \$ 330,598 |

TRUST FUND PARTNERS

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.



Eastport Business Center CRA
Webpage: <https://www.port-orange.org/344/Eastport-Business-Center-CRA>

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.

EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY

Agency Board

Mayor Donald O. Burnette

Vice-Mayor Chase Tramont

Council Member Drew Bastian

Council Member Marilyn Ford

Council Member Scott Stiltner

Vacant

Vacant

Staff support provided by:

M.H. Johansson, City Manager

Matt Jones, City Attorney

Lupe Reyna-Coffin, Budget Manager

Darlene Barnett, Budget Analyst

Kevin Fall, Cap Improvements/Revenue Coordinator

Tim Burman, Community Development Director

Penelope Cruz, Planning Manager

Registered Agent's Name: Penelope Cruz

Registered Office Address:

City of Port Orange

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Port Orange, FL 32129

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