



THE COMMUNITY REDEVELOPMENT AGENCY
FOR PORT ORANGE TOWN CENTER
REGULAR MEETING AGENDA

COUNCIL CHAMBERS – 6:30 PM – CITY HALL
SEPTEMBER 15, 2020

A. OPENING

1. Roll Call

B. DISCUSSION/ACTION

2. Approval of Minutes
 - a. March 17, 2020 - Regular Meeting
 - b. August 19, 2020 - Special Meeting
3. Resolution No. 20-1 - Proposed Port Orange Town Center CRA Tax Increment District FY21 Operating Budget

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 COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER 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 ACCOMMODATIONS, 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 CLERK'S 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.

COMMUNITY REDEVELOPMENT AGENCY FOR
PORT ORANGE TOWN CENTER MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
MARCH 17, 2020

THE REGULAR MEETING of the COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER was called to order by Mayor Donald Burnette at 6:37 p.m.

Roll Call:	Present:	Member Chase Tramont Member Drew Bastian Member Scott Stiltner Member Marilyn Ford Member Donald Burnette
	Absent:	Vice Chairman Stan Schmidt Chairman Raymond Donadio
	Also Present:	Jake Johansson, City Manager Matthew Jones, City Attorney Robin Fenwick, City Clerk

DISCUSSION/ACTION

Motion to nominate Member Chase Tramont to Chair the meeting as the Chairman and Vice Chairman are absent was made by Member Burnette and Seconded by Member Stiltner. Motion carried unanimously by voice vote.

1. Approval of Minutes – September 17, 2019

Motion to approve the Minutes of September 17, 2019 was made by Member Ford and Seconded by Member Stiltner. Motion carried unanimously by voice vote.

2. Economic Incentive Agreement with Dunlawton Village LLC

Motion to approve was made by Member Burnette and Seconded by Member Ford.

Tim Burman, Community Development Director, presented details of the Agreement. The applicant thanked Staff and Council for their continued support with her business.

Motion carried unanimously by voice vote.

3. Port Orange Town Center CRA Annual Report – FY 2018/2019

Motion to approve was made by Member Burnette and Seconded by Member Ford. Motion carried unanimously by voice vote.

PUBLIC COMMENTS – There were none.

BOARD COMMENTS – There were none.

ADJOURNMENT: 6:46 p.m.

Chairman Raymond Donadio

COMMUNITY REDEVELOPMENT AGENCY FOR
PORT ORANGE TOWN CENTER JOINT MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
AUGUST 19, 2020

THE SPECIAL MEETING of the COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER was called to order by Mayor Donald Burnette at 6:42 p.m.

Roll Call:	Present:	Member Chase Tramont Member Drew Bastian Member Scott Stiltner Member Marilyn Ford Member Donald Burnette Vice Chairman Stan Schmidt
	Absent:	Chairman Raymond Donadio
	Also Present:	Jake Johansson, City Manager Matthew Jones, City Attorney Robin Fenwick, City Clerk

There was no objection to the notice of joint meeting and the notice was accepted.

DISCUSSION/ACTION

2. Ordinance No. 2020-27 – Second Amendment to the Riverwalk Amendment and Restated Master Development Agreement (Case No. 20-40000004)
3. Second Amendment to the Property Exchange and Escrow Agreement (Former Cardwell Funeral Home Property)
4. Second Amendment to the Economic Development Incentive Agreement
5. License Agreement for Temporary Off-Site Parking at 3571 Ridgewood Avenue (Cardwell Funeral Home Property)

Community Development requested that all items be opened together for purposes of discussion.

Item #2 - Mayor Don Burnette read Ordinance No. 2020-27 and opened all four (4) items for the Joint Meeting with City Council.

ORDINANCE NO. 2020-27

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, APPROVING THE SECOND AMENDMENT TO THE RIVERWALK AMENDED AND RESTATED MASTER DEVELOPMENT AGREEMENT (MDA); PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

Tim Burman, Community Development Director, presented the items for consideration and discussion and answered questions from Council and the CRA Board.

Jeff Brock, Attorney for Developer, also provided details of the request and answered questions from Council and the CRA Board.

There were no public comments.

Vice Chairman Stan Schmidt asked for a motion from the CRA Board regarding Item #2, Ordinance No. 2020-27.

Motion to recommend approval of Ordinance No. 2020-27, approving the Second Amendment to the Riverwalk Amended and Restated Master Development Agreement, as recommended by the Planning Commission was made by Member Drew Bastian and Seconded by Member Marilyn Ford. Motion carried 4-2 by roll call vote with Member Scott Stiltner and Member Chase Tramont voting no.

Item #3 - Vice Chairman Stan Schmidt asked for a motion by the CRA Board on Item #3, Second Amendment to the Property Exchange and Escrow Agreement (Cardwell Funeral Home Property.)

Motion to approve Item #3 as presented was made by Member Marilyn Ford and Seconded by Member Drew Bastian. Motion carried 4-2 by roll call vote with Member Scott Stiltner and Member Chase Tramont voting no.

Item #4 - Vice Chairman Stan Schmidt asked for a motion by the CRA Board on Item #4, Second Amendment to the Economic Development Incentive Agreement.

Motion to approve Item #4 as presented was made by Member Drew Bastian and Seconded by Member Marilyn Ford. Motion carried 4-2 by roll call vote with Member Scott Stiltner and Member Chase Tramont voting no.

Item #5 - Vice Chairman Stan Schmidt asked for a motion by the CRA Board on Item #5, License Agreement for Temporary Off-Site Parking at 3571 Ridgewood Avenue (Former Cardwell Funeral Home Property.)

Motion to approve Item #5 as presented was made by Member Marilyn Ford and Seconded by Member Drew Bastian. Motion carried 4-2 by roll call vote with Member Scott Stiltner and Member Chase Tramont voting no.

Mayor Don Burnette asked if there was any further business to be brought before the Members of the Town Center Redevelopment Agency and City Council. There being none, the Joint Meeting of the Town Center CRA and City Council adjourned at 7:19 p.m. and the City Council reconvened their regular meeting.

Chairman Raymond Donadio



COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER

REQUESTED AGENCY MEETING DATE: 9/15/2020

Consent Item: No

SUBJECT: (B3) Resolution No. 20-1 - Proposed Port Orange Town Center CRA Tax Increment District FY21 Operating Budget

DEPARTMENT: Community Development

RECOMMENDED MOTION: Move to approve Resolution 20-1.

SUMMARY: Attached is the proposed operating budget for the Port Orange Town Center CRA tax increment district for FY21 (October 1, 2020 to September 30, 2021).

ATTACHMENTS:

1.	Resolution No. 20-1 with exhibit	Reso No. 20-1 Town Center Tent Operating.pdf
2.	FY21 - FUND 103 TOWN CENTER PROPOSED BUDGET	FY21 - FUND 103 TOWN CENTER PROPOSED BUDGET.pdf

Penelope Cruz
Tim Burman
Lupe Reyna-Coffin
Scott Neils
Matthew Jones
Jake Johansson
Robin Fenwick

Created/Initiated - 8/28/2020
Approved - 8/28/2020
Approved - 9/9/2020
Approved - 9/9/2020
Approved - 9/11/2020
Approved - 9/11/2020
Final Approval - 9/11/2020

AGENCY ACTION: New
CONTINUATION DATE:

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

RESOLUTION NO. 20-1
TOWN CENTER

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER, VOLUSIA COUNTY, FLORIDA; RECOMMENDING ADOPTION OF THE TENTATIVE TOWN CENTER TAX INCREMENT DISTRICT OPERATING BUDGET FOR FISCAL YEAR OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021; SETTING FORTH ANTICIPATED SOURCES OF REVENUE IN THE ESTIMATED AMOUNT OF \$472,758; SETTING FORTH EXPENDITURES IN AN EQUIVALENT AMOUNT; PROVIDING FOR AMENDMENTS; PROVIDING FOR APPROPRIATION AND PROCEDURES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Port Orange has prepared the annual budget for the Town Center Tax increment district of the City of Port Orange for fiscal year 2021 and has submitted same to the Community Redevelopment Agency for Port Orange Town Center and the City Council; and

WHEREAS, the proposed budget reports in detail, information on revenues and expenditures, including debt service, and comparative figures for preceding fiscal years; and

WHEREAS, the Community Redevelopment Agency for Port Orange Town Center has recommended adoption of the tentative budget; and

WHEREAS, the City Council made a study of the recommended budget and considered council resolutions for adoption.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER as follows:

Section 1. The following amounts are appropriated for various funds:

<u>Fund #</u>	<u>Description</u>	<u>Amount</u>
103	Tax Increment Town Center Fund	<u>472,758</u>
TOTAL		\$ <u>472,758</u>

A summary of the estimated revenues and appropriations for all funds is attached hereto as Composite Exhibit A.

Section 2. The 2021 fiscal year operating budget for the Community Redevelopment Agency for Port Orange Town Center Tax Increment District of the City of Port Orange, as submitted by the City Manager and as amended to fund the amounts necessary for the successful operation of the district, is hereby adopted.

Section 3. The Community Redevelopment Agency for Port Orange Town Center hereby approves the budget as amended by the adoption of the City Council millage levy for FY2021.

Section 4. The budget as tentatively adopted in accordance with this Resolution No. 20-1 shall govern the expenditures of the Town Center tax increment district of the City during the ensuing fiscal year effective October 1, 2020 through September 30, 2021.

Section 5. Supplemental appropriations, reductions of appropriations, emergency appropriations, and interdepartmental transfers of appropriations may be effected by the City Council and the City Manager as deemed necessary in strict compliance with the procedures specified in Chapter 2, Article VI, Division 3, Code of Ordinances, City of Port Orange, Florida.

Section 6. This resolution shall become effective immediately upon adoption.

CHAIRMAN RAYMOND DONADIO

ATTEST:

Robin L. Fenwick, MMC, City Clerk

Passed and adopted on the _____ day of September 2020

Reviewed and Approved: _____
Matthew J. Jones, City Attorney

COMPOSITE EXHIBIT A

Resolution Number 20-1

FY 2021: TAX INCREMENT TOWNCENTER FUND (#103)
PREPARED: September 4, 2020
FINANCE: Finance Staff

	PROPOSED BUDGET
<u>REVENUES:</u>	
Ad Valorem Tax	90,705
Interest Revenue	1,000
Rentals	3,500
Intergovernmental Revenue	120,032
Transfer from other Funds	257,521
Property Tax Recovery	-
TOTAL REVENUES:	472,758
<u>EXPENDITURES:</u>	
Town Center Tax Increment expenses	472,758
TOTAL EXPENDITURES:	472,758

**CPO Budget vs Actuals for Cost Center
HISTORICAL - City Council View - Copy**

04:06 PM
08/27/2020
Page 1 of 1

Repeat By: Fund

Company: City of Port Orange

Cost Center(s): Cost Center: Community Redevelopment

Cost Center: General Revenues

Cost Center: Interfund Transfers

Period: FY2020 - Aug

Plan Structure: Annual Budget Detail

Fund: 103 Town Center CRA

Book: Modified Accrual

Has No Program: No

Exclude Projects?: No

	103 Town Center CRA				
Ledger Account	FY2021 Requested Base Budget (Same as FY2020 Adopted)	FY2021 Requested Amendments	FY2021 Total Requested Budget	Variance (Requested - Original) Budgets	Variance Percentage
Revenue	176,133	39,104	215,237	39,104	(22.20%)
Taxes	69,502	21,203	90,705	21,203	(30.51%)
Intergovernmental Revenue	101,814	18,218	120,032	18,218	(17.89%)
Miscellaneous Revenues	4,817	(317)	4,500	(317)	6.58%
Total revenues	176,133	39,104	215,237	39,104	(22.20%)
Operating Expenditures	19,920	3,334	23,254	3,334	16.74%
Discretionary Operating Expenditures	5,800	3,000	8,800	3,000	51.72%
Contractual Services	0	3,000	3,000	3,000	0.00%
Other Supplies and Expenses	5,800	0	5,800	0	0.00%
Non-Discretionary Operating Expenditures	14,120	334	14,454	334	2.37%
Utilities	2,180	0	2,180	0	0.00%
Insurance Claims and Expenses	5,966	334	6,300	334	5.60%
Grants and Aid	5,974	0	5,974	0	0.00%
Personnel	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0.00%
Debt Service	49,363	(897)	48,466	(897)	(1.82%)
Debt Service	49,363	(897)	48,466	(897)	(1.82%)
Total expenditures	69,283	2,437	71,720	2,437	3.52%
Other Financing Sources	297,888	(40,367)	257,521	(40,367)	13.55%
Other Financing Uses	(404,738)	3,700	(401,038)	3,700	0.91%
Interfund Transfer Expense	(404,738)	3,700	(401,038)	3,700	0.91%
Total Other Sources & Uses	(106,850)	(36,667)	(143,517)	(36,667)	(34.32%)
Net change	0	0	0	0	0.00%