



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

COUNCIL CHAMBERS – 6:30 PM – CITY HALL
MARCH 16, 2021

A. OPENING

1. Roll Call

B. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE

C. DISCUSSION/ACTION

2. Approval of Minutes
 - a. September 15, 2020 - Regular Meeting
 - b. December 1, 2020 - Joint Special Meeting with Council
3. Port Orange Town Center CRA Annual Report - FY 2019/2020

D. PUBLIC COMMENTS

E. BOARD COMMENTS

F. 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 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.

COMMUNITY REDEVELOPMENT AGENCY FOR
PORT ORANGE TOWN CENTER JOINT MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
SEPTEMBER 15, 2020

THE REGULAR MEETING of the COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER was called to order by Vice Chairman Stan Schmidt at 7:30 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; therefore, the notice was accepted.

DISCUSSION/ACTION

2. Approval of Minutes
 - a. March 17, 2020 – Regular Meeting
 - b. August 19, 2020 – Special Meeting

Motion to approve Item #5 as presented was made by Member Drew Bastian and Seconded by Member Chase Tramont. Motion carried unanimously by roll call vote.

3. Resolution No. 20-1 – Proposed Port Orange Town Center CRA Tax Increment District FY21 Operating Budget

Motion to approve Resolution No. 20-1 was made by Member Chase Tramont and Seconded by Member Don Burnette. Motion carried unanimously by roll call vote.

- C. PUBLIC COMMENTS - There were none.
- D. BOARD COMMENTS – There were none.

There being no further business of the Members of the Port Orange Town Center CRA, the meeting adjourned at 7:33 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
DECEMBER 1, 2020

THE JOINT MEETING of the COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER and PORT ORANGE CITY COUNCIL was called to order Mayor Donald Burnette at 7:20 p.m.

Roll Call:	Present:	Council:	Council Member Marilyn Ford Council Member Chase Tramont Council Member Scott Stiltner Vice Mayor Drew Bastian Mayor Donald Burnette
		CRA Members:	Member Chase Tramont Member Drew Bastian Member Scott Stiltner Member Marilyn Ford Member Donald Burnette Chairman Ray Donadio
		Absent:	Vice Chairman Stan Schmidt
		Also Present:	Jake Johansson, City Manager Matthew Jones, City Attorney Shelby Field, Assistant City Clerk

There was no objection to the notice; therefore, the notice was accepted.

DISCUSSION/ACTION

2. Review of the Trail Layout and Design and Authorization for City Manager to sign Development Permit Applications for Riverwalk Park - Phase 3

Town Center CRA: Motion to approve the trail layout and design for Phase 3 of Riverwalk Park and associated site improvements, subject to the requirements of the Land Development Code, and designate the City Manager as authorized agent of the Port Orange Town Center Community Redevelopment Agency for the purpose of executing all development related applications for Phase 3 of the Riverwalk Park. Motion carried unanimously by roll call vote.

Council: Motion to approve the trail layout and design for Phase 3 of Riverwalk Park and associated site improvements, subject to the requirements of the Land Development Code, and designate the City Manager as authorized agent of the Port Orange City Council for the purpose of executing all development related applications for Phase 3 of the Riverwalk Park. Motion carried unanimously by roll call vote.

Adjournment - 7:28 p.m.

Chairman



COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER

REQUESTED AGENCY MEETING DATE: 3/16/2021

Consent Item: No

SUBJECT: (C3) Port Orange Town Center CRA Annual Report - FY 2019/2020

DEPARTMENT: Community Development

RECOMMENDED MOTION: Move to accept the FY 2019/2020 Annual Report for the Port Orange Town 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 19-20 POTC CRA Annual Report	Revised_FY 19-20 POTC CRA Annual Report.pdf
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Penelope Cruz	Created/Initiated - 2/25/2021
Tim Burman	Approved - 2/26/2021
Lupe Reyna-Coffin	Approved - 2/26/2021
Scott Neils	Approved - 3/2/2021
Jamie Miller	Approved - 3/3/2021
Robin Fenwick	Final Approval - 3/8/2021

AGENCY ACTION: New
CONTINUATION DATE:

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



ANNUAL REPORT FY 19/20

Port Orange Town Center CRA

TABLE OF CONTENTS

This is Town Center	3
Points of Interest	4
Redevelopment Plan & Goals	5
Redevelopment Activities Update	6
Targeted Business Program	7
Down Under District Revitalization Plans	7
Tax Increment Financing	9
Financial Statement and Debt Service	10
Financial Statement	11
Trust Fund Partners	12
Agency Board	13

THIS IS TOWN CENTER

The Port Orange Town Center (POTC) Community Redevelopment District is comprised of three hundred (300) parcels constituting two hundred seventy-one (271) acres of land situated within the eastern section of Port Orange. This area historically served as the commercial core of the City. The creation of the Port Orange Town Center Community Redevelopment Agency (CRA) in 1998 was the first of many steps to be undertaken by the City to ensure that this historic area of the community remains a viable center of commercial and civic activity.

The vision for the “rebirth” of Town Center includes a strong emphasis on mixed-use development. The goal is to create a signature destination that reestablishes Port Orange’s image as a premier waterfront community.

Port Orange Town Center is comprised of five Special Character Districts. These Special Character Districts are Riverwalk, Causeway, Down Under, Dunlawton Village, and Ridgewood Avenue. Each of these districts have their own unique attributes and opportunities, but they all share the same vision of a revitalized “heart of Port Orange”; a unique place within the community that blends history, culture and public access to the water.

The 35-acre Riverwalk Project Area, located east of U.S. 1/Ridgewood Avenue and north of Dunlawton Avenue, has been the focal point for the redevelopment efforts and investment in Town Center.

The original base year taxable value within POTC as of the day the CRA was created was \$29,588,416. Based on the Volusia County Property Appraiser’s Final Tax Roll data, there was **\$4,265,300** increase in taxable value between 2019 and 2020. The 2020 total taxable value within the POTC CRA stands at **\$50,101,767**.

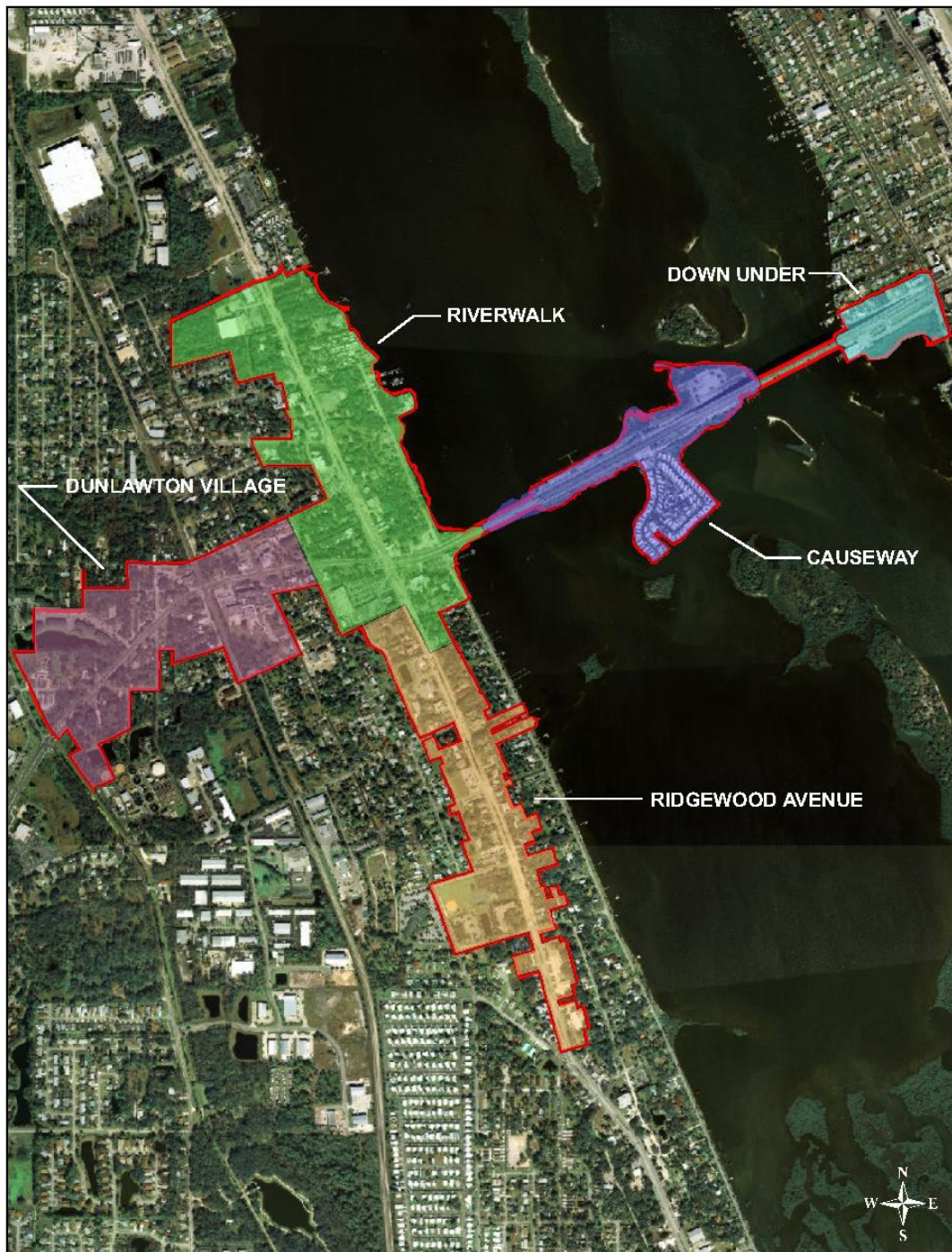
The County of Volusia and Halifax Hospital participate in the Tax Increment Trust Fund and are valued partners in the City’s redevelopment efforts.

The Port Orange Town Center CRA, outlined in red on page 4, is approximately 271 acres in size and represents 1.33% of the City’s total tax base.

Points of Interest

- The Port Orange Town Center (POTC) CRA was created in 1998, with an original taxable value of \$29,588,416.
- POTC CRA is comprised of five Special Character Districts: Riverwalk, Causeway, Down Under, Dunlawton Village, and Ridgewood Avenue.
- The Riverwalk Project Area comprises 35 acres out of the total 271 acres in POTC CRA.
- The taxable values in POTC CRA have grown 70% since 1998.

Port Orange Town Center CRA Boundary



REDEVELOPMENT PLAN & GOALS

The Port Orange Town Center (POTC) Redevelopment Plan was originally adopted in 1998. Amendments to the Plan were adopted in 2007, 2014, and 2016 to facilitate redevelopment in the Riverwalk Project area. The Redevelopment Plan will continue to be used to guide redevelopment activities throughout the entire POTC Community Redevelopment Area (CRA) until the sunset of the CRA in 2036. The POTC Redevelopment Plan is available for review on the City's website. POTC CRA Webpage: <https://www.port-orange.org/374/Port-Orange-Town-Center-CRA>

The POTC Redevelopment Plan establishes a series of goals, objectives and policies designed to ensure that this historic area of the community remains a viable center of commercial and civic activity. The nine (9) primary goals of the plan are:

- GOAL 1.** Develop five Special Character Districts recognizing that these areas are distinct in terms of uses and built environment;
- GOAL 2.** Identify and promote land uses and zoning which are compatible with the special character districts and the overall POTC visions;
- GOAL 3.** Introduce mixed-use development comprised of commercial, office and residential uses and active programming to draw people to POTC;
- GOAL 4.** Develop a coordinated design concept for open space, streetscape, furniture and recreation facilities in a manner that emphasizes the nautical history and location of POTC;
- GOAL 5.** Identify suitable locations for housing and promote a variety of dwelling types to complement the mixed-use nature of POTC;
- GOAL 6.** Establish architectural guidelines to provide architectural consistency within the special character districts over time;
- GOAL 7.** Provide for an interconnected transportation network which aims at balancing the needs of pedestrians, cyclists and vehicles;
- GOAL 8.** Identify and secure all feasible sources of funding, including tax increment financing (TIF) revenues, that will aid in implementing the Redevelopment Plan throughout both short and long term; and
- GOAL 9.** Identify and offer an array of incentives to encourage redevelopment and revitalization of POTC through realization of specific plan objectives over time.

REDEVELOPMENT ACTIVITIES UPDATE

Implementation of the plans, projects and programs identified in the POTC Redevelopment Plan is largely dependent on available revenues. During FY 2019/20, the POTC Community Redevelopment Agency (CRA) operated with an adopted budget of \$474,021. Of that amount, 96% went towards debt service obligations, leaving very limited amount of funding for plan implementation.

Development projects completed, under construction, or under review between September 2019 and October 2020:

- Fysh Bar & Grill Restaurant Site Plan** – In March 2020, the site plan was approved for the site improvements associated with the 456-seat Fysh Bar & Grill restaurant at Riverwalk.
 
- Benedict Advertising** –In October 2020, Benedict Advertising, an advertising company relocated from Daytona Beach into a vacant tenant space in the recently renovated building at 59 Dunlawton Avenue. The building at 59 Dunlawton Avenue will also be the future home of Dune's Brewery, a new local microbrewery anticipated to open Summer 2021.
 
- Gather 2 Grow** - In May 2020, a new arts and crafts studio with a café at opened at 94 Dunlawton Avenue. This locally owned, small business features arts and crafts classes with retail sales of finished arts and craft products with café.
 
- Two Jerks Seafood** - In January 2020, a new seafood market opened at 79 Dunlawton Avenue, replacing the prior King's Seafood tenant.
 
- Dunlawton Village** - In May 2020, the Dunlawton Village project located at 415 Dunlawton Avenue was completed. The property has been redeveloped and now consists of a multi-tenant professional office building and the corporate headquarters building for Gaff's Realty.
 
- Dunlawton Lighting** - In August 2020, the Dunlawton Street Lighting project was completed. The project consisted of replacing the white pedestrian walk lights along the roadway segment with 64 LED streetlights along a ±0.70-mile roadway segment of Dunlawton Avenue between Ridgewood Avenue and Spruce Creek Road including 10 intersections along this segment.
 

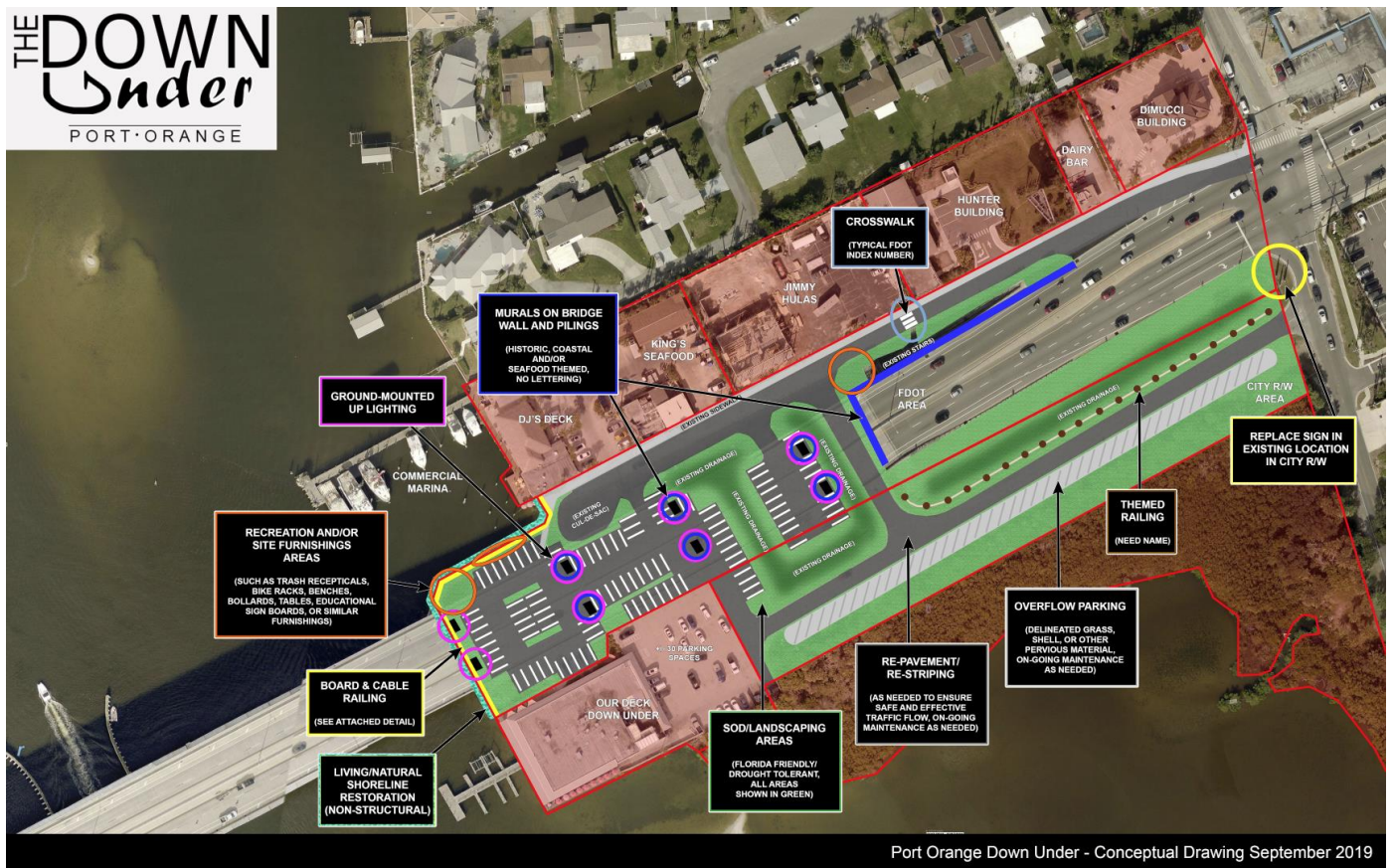
Targeted Business Program

In December 2017, the City adopted regulations for a three-year pilot program for Ridgewood Corridor Targeted Businesses to encourage redevelopment of the corridor. In August 2020, the program was expanded to add additional uses as targeted businesses and expand the timeframe of the pilot program. The program applies to all properties along the Ridgewood Corridor, including those in the CRA. The program allows for site improvements to be waived if there is no increase in the size of the existing principal structure. The only upgrades required are those related to accessibility, Building and Fire Code requirements. This pilot program now runs until January 31, 2023. Thirteen targeted businesses that have utilized the program are located within the Port Orange Town Center CRA.

Down Under District Revitalization Plan

The Down Under is the commercial area located under the Dunlawton Avenue Bridge, west of South Peninsula Drive. The Down Under is one of 5 districts identified in the Port Orange Town Center CRA Plan. City Staff has worked with FDOT to amend the existing Lease Agreement between the City and FDOT for the Down Under to allow the City to implement the planned improvements to make the area a unique destination in the CRA. These proposed improvements to the Down Under are to build upon the recent private redevelopment in this area (e.g. DiMucci building, Hunter building, DJ's Deck, Jimmy Hula's) and improve the aesthetics and vitality of the area. The proposed improvements include murals and ground-mounted lighting on the concrete bridge pilings and walls under the bridge, site furniture, native, drought-tolerant landscaping, master sign replacement, living shoreline improvements, and repaving and striping of the shared parking. Funding is anticipated to be a combination of City funding, funding from community partners and business owners in the Down Under area, and grants.

In March 2020, a feasibility study was submitted to the River2Sea Transportation Planning Organization (TPO) for sidewalk improvements in the Down Under area and along Peninsula Drive. Once the feasibility study has been completed, the City can apply for design and construction funds from FDOT to fund up to 90% of the project. Staff anticipates the feasibility study being completed in late 2021.



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 Town Center. The FY 2019/20 adopted budget for the Port Orange Town Center Fund (Fund #103), anticipated \$171,316 in TIF and \$4,817 in miscellaneous income, for total anticipated revenues of \$176,133 revenue. The City’s unaudited figures show actual receipt of \$171,177 from TIF and \$5,029 in miscellaneous income, for total revenues of \$176,206.



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 Community Redevelopment Agency for Port Orange Town Center operates on an October 1st - September 30th fiscal year.

In 2007, the Agency pledged its tax increment revenues to support a \$5.6 million bond issue to fund redevelopment activities in Town Center. The majority of the bond proceeds were used to fund property acquisitions in the Riverwalk Project Area. The total debt service payment for the 2007 Town Center TIF Bond for FY 2019/20 was \$404,738.

The Town Center CRA Debt Service Schedule is available from the City's Finance Department and Redevelopment Agency Office. The 2007 Town Center TIF Bond is projected to be paid off by 2036.



FINANCIAL STATEMENT

	Port Orange Audited FY19	Port Orange Unaudited FY20
Assets:		
Cash in Bank	\$ -	\$ (7,005)
Equity in pooled cash	\$ 199,462	\$ (90,233)
Receivables, net	\$ -	\$ 718
Prepaid items	\$ 5,966	\$ -
Total	\$ 205,428	\$ (96,520)
Liabilities:		
Accounts payable and accrued liabilities	\$ 5,544	\$ 120
Customer deposits	\$ 1,540	\$ 1,540
Deferred Revenue	\$ -	\$ 113
Due to other funds	\$ 4,023,306	\$ 4,023,324
Total	\$ 4,030,390	\$ 4,025,097
Sources (Revenues):		
City TIF	\$ 61,734	\$ 69,981
Intergovernmental TIF (County/Halifax Hospital)	\$ 88,319	\$ 101,196
State Grants	\$ -	\$ -
Charge for Services	\$ 5,285	\$ 4,237
Investment Income	\$ 9,200	\$ 785
Miscellaneous	\$ 6	\$ 7
Total	\$ 164,544	\$ 176,206
Expenditures:		
Operating/Maint/Other	\$ 19,422	\$ 8,262
Capital Outlay	\$ -	\$ -
Debt Service	\$ 37,718	\$ 53,830
Grants and Aid	\$ 5,439	\$ 6,031
Transfer to Fund 218	\$ 404,814	\$ 404,738
Total	\$ 467,393	\$ 472,861
Net change in fund balance	\$ (302,849)	\$ (296,655)
Fund balance - beginning	\$ (3,522,113)	\$ (3,824,962)
Fund Balance - Ending	\$ (3,824,962)	\$ (4,121,617)

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 Port Orange Town Center Redevelopment Tax Increment Trust Fund. All revenue derived from tax increment financing is deposited into the Trust Fund. All expenditures of TIF revenues must be consistent with the plans, projects and programs outlined in the adopted Community Redevelopment Plan for Port Orange Town Center.



POTC CRA Webpage:
<https://www.port-orange.org/374/Port-Orange-Town-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.

AGENCY BOARD

Mayor Donald O. Burnette

Vice-Mayor Chase Tramont

Council Member Drew Bastian

Council Member Scott Stiltner

Interim Council Member Jonathan Foley

Vacant, Chairman

Stan Schmidt, Vice-Chairman

Staff support provided by:

Jamie Miller, Interim City Manager

Matt Jones, City Attorney

Lupe Reyna-Coffin, Budget Manager

Tim Burman, Community Development Director

Penelope Cruz, Planning Manager

Registered Agent's Name: Penelope Cruz

Registered Office Address:

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