



EASTPORT BUSINESS CENTER COMMUNITY
REDEVELOPMENT AGENCY
REGULAR MEETING AGENDA

COUNCIL CHAMBERS – 6:30 PM – CITY HALL
MARCH 15, 2022

A. OPENING

1. Roll Call
2. Nomination of Chair
3. Nomination of Vice Chair

B. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE

C. DISCUSSION/ACTION

4. Approval of Minutes - September 8, 2021
5. Eastport Business Center CRA Annual Report - FY 2020/2021

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 EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY 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 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 8, 2021

THE REGULAR MEETING of the EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY was called to order by Chairman Drew Bastian at 6:10 p.m.

Roll Call: Present: Member Chase Tramont
Member Scott Stiltner
Member Jonathan (Reed) Foley
Member Donald Burnette
Chairman Drew Bastian

Also Present: Jamie Miller, Interim City Manager
Matthew Jones, City Attorney
Robin Fenwick, City Clerk

B. DISCUSSION/ACTION

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

2. Approval of Minutes
 - a. March 16, 2021 – Regular Meeting

Motion to approve the Minutes of March 16, 2021, was made by Member Foley and Seconded by Member Tramont. Motion carried unanimously by roll call vote.

3. Resolution No. 21-1 - Proposed Eastport Business Center CRA Tax Increment District FY 2021-2022 Operating Budget

Member Don Burnette read Resolution No. 21-1.

RESOLUTION NO. 21-1
EASTPORT

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, 2021 THROUGH SEPTEMBER 30, 2022; SETTING FORTH ANTICIPATED SOURCES OF REVENUE IN THE ESTIMATED AMOUNT OF \$_281,671; SETTING FORTH EXPENDITURES IN AN EQUIVALENT AMOUNT; PROVIDING FOR AMENDMENTS;

PROVIDING FOR APPROPRIATION AND PROCEDURES; AND
PROVIDING AN EFFECTIVE DATE.

Motion to approve Resolution No. 21-1
was made by Member Burnette and
Seconded by Member Foley. 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 Eastport Business Center
Redevelopment Agency, the meeting was adjourned at 6:12 p.m.

Chairman Drew Bastian



EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY

AGENCY MEETING DATE: 3/15/2022

SUBJECT: (C5) Eastport Business Center CRA Annual Report - FY 2020/2021

DEPARTMENT: Community Development

RECOMMENDED MOTION: Move to accept the FY 2020/2021 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.	FINAL FY 20-21 Eastport CRA Annual Report	FINAL FY 20-21 Eastport CRA Annual Report.pdf
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Penelope Cruz	Created/Initiated - 2/23/2022
Tim Burman	Approved - 2/24/2022
Linda Truitt	Approved - 2/25/2022
Shannon Balmer	Approved - 3/8/2022
Wayne Clark	Approved - 3/9/2022
Robin Fenwick	Final Approval - 3/9/2022



ANNUAL REPORT FY 20/21

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 forty-six (146) 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 latest Volusia County Property Appraiser's Final Tax Roll data, there was a **\$214,802** increase in taxable value between 2020 and 2021. The 2021 total taxable value within Eastport Business Center CRA is **\$40,396,202**.

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

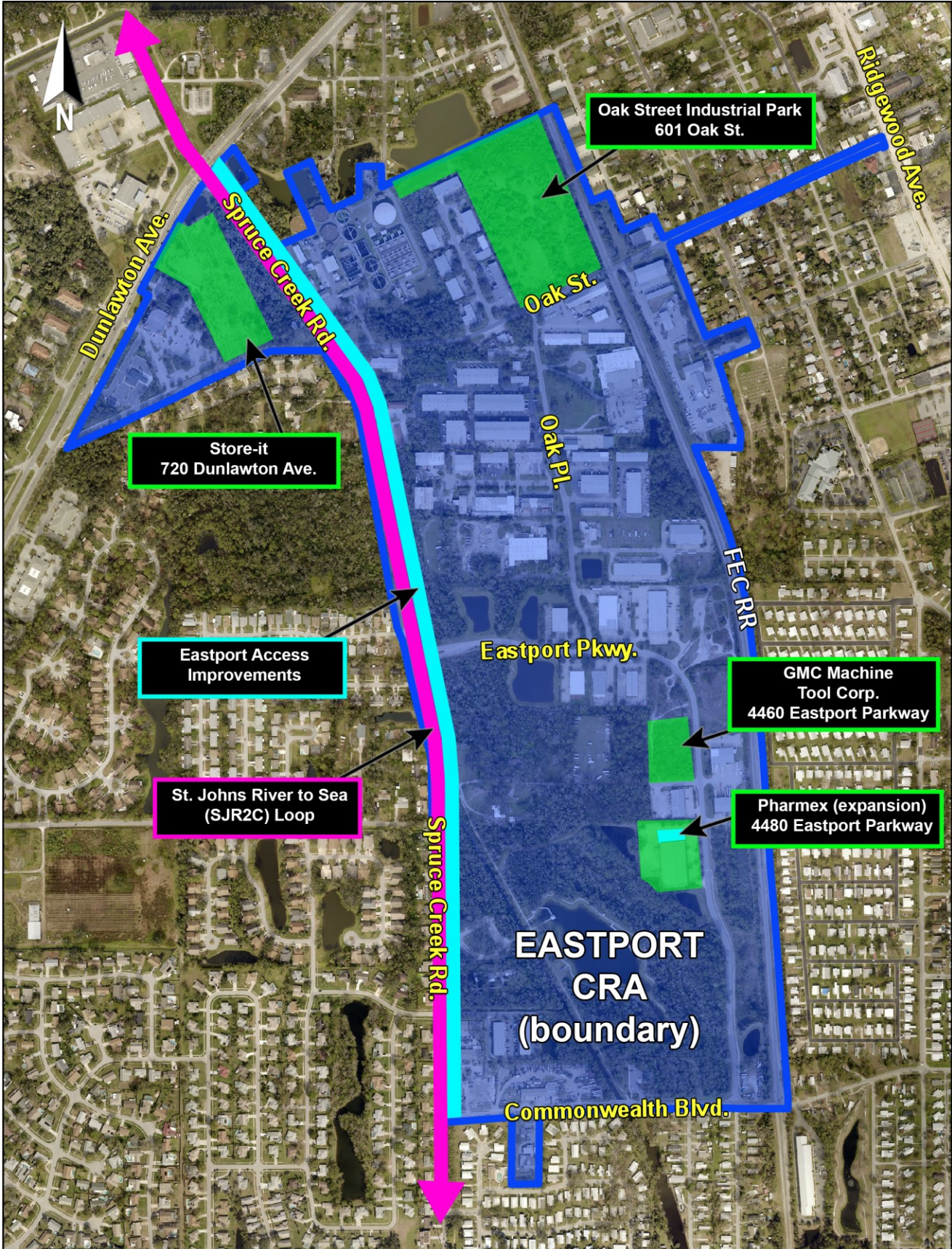
The County of Volusia and Halifax Hospital participate in the Tax Increment Trust Fund and are valued partners in the City's redevelopment efforts.

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 **195%** since establishment of the CRA.

Eastport Business Center CRA Boundary and FY 2020/2021 Major Redevelopment Activities



REDEVELOPMENT PLAN & GOALS

The Eastport Business Center Redevelopment Plan was originally adopted in 1995. In 2009, the Plan was updated, 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.

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 \(Hyperlink\)](#)

EASTPORT BUSINESS CENTER Redevelopment Plan 2010 Update



REDEVELOPMENT ACTIVITIES UPDATE

Implementation of the plans, projects and programs identified in the Eastport Business Center Redevelopment Plan is largely dependent on available revenues. During FY 2020/2021, the Eastport CRA operated with an adopted budget of **\$248,113**. Of that amount, **96%** 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 2020 and October 2021 (See Page 4 for Location Map):

- Pharmex Expansion** - A Building Permit was issued in May 2021 for a ±9,450 square-foot addition to the existing Pharmex building located at 4480 Eastport Park Way in the Eastport Business and Technology Park. Pharmex manufactures healthcare labeling, patient ID wristbands, medical labels, and equipment protection products. The building expansion is to provide high ceiling warehouse storage space for materials and products made at this Port Orange location.


- GMC Machine Tool Corp.** - A Development Order was issued in August 2021 for the construction of a +/-19,200 square-foot building at 4460 Eastport Park Way, a vacant lot in the Eastport Business and Technology Park. GMC Machine Tool Corp. is a manufacturer and distributor of metalworking machinery with their headquarters in Ontario, California. GMC Machine Tool Corp. selected this site to expand their distribution and service operations to the east coast of the United States. The proposed building will be used to store new metalworking machinery manufactured by GMC Machine Tool Corp. in their factories. The manufactured machinery will be shipped to the Port Orange location until an order is placed. At the time an order is placed, the selected machine or tool will be powered up, tested, calibrated, repackaged, and shipped. The facility is anticipated to be staffed with five employees, but as the facility grows, additional jobs will be added. The following is a link to the GMC Machine Tool Corp. for more information on the metalworking machinery manufactured and distributed www.gmcmachinetools.com/. Site construction is anticipated to begin in 2022.
- Oak Street Industrial Park** - Construction continued at the Oak Street Industrial Park. The Oak Street Industrial Park is a 11.9-acre complex located on the north side of Oak Street, between Dairy Court and the FEC Railroad tracks. Nine (9) of approved 19 industrial warehouse buildings have been completed, with three (3) more under construction, and range in size between 4,400 square feet to 8,900 square feet. These buildings support a

variety of uses including storage, repair, industrial services, construction services, fleet base, office, and limited manufacturing uses.



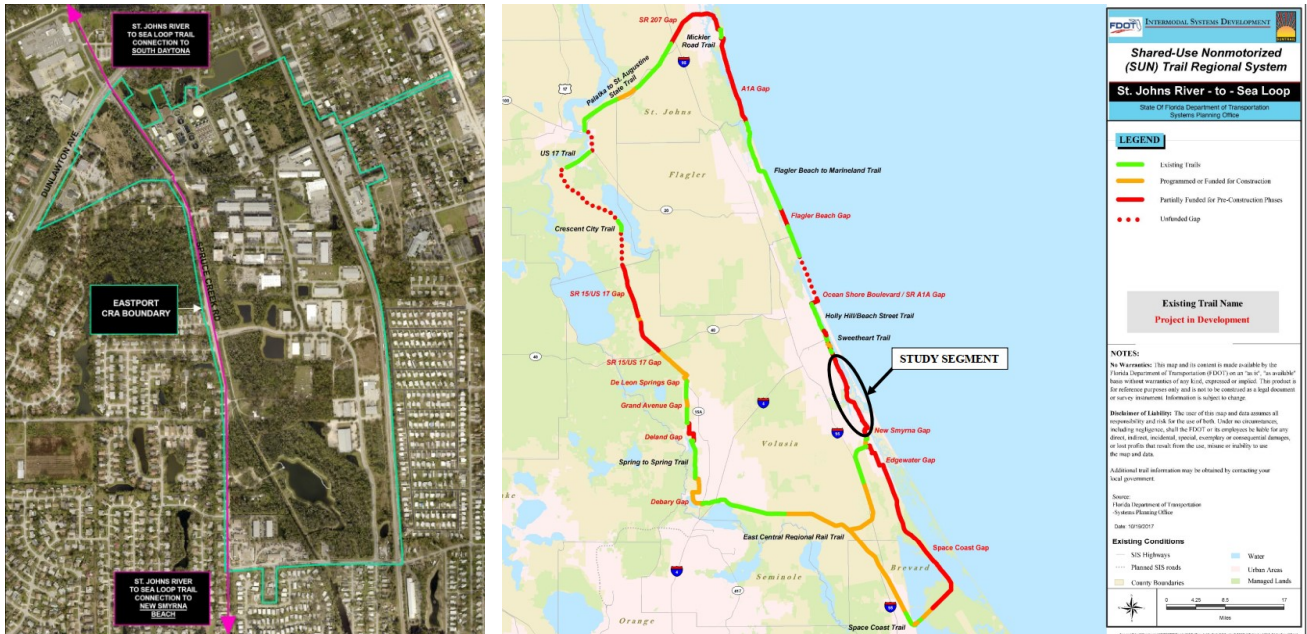
Location graphic and picture of Oak Street industrial Park

- Dunlawton Storage Planned Commercial Development (Stor-it)** - A Planned Commercial Development (PCD) was approved in August 2021 to establish the development framework for a multi-tenant commercial building and self-storage facility on a vacant commercial property located at 720 Dunlawton Avenue, on the south side of Dunlawton Avenue, between Spruce Creek Road and Florida Health Care building. The proposed project will include a two-story multi-tenant building for retail and office uses along Dunlawton Avenue and self-storage facility located behind the multi-tenant building. Site construction is anticipated to begin in Summer 2022.



- Eastport Access Improvements (Spruce Creek Road)** - In February 2021, the city submitted a request to the River-to-Sea Transportation Planning Organization (R2CTPO) for a Feasibility Study to be prepared for roadway improvements along Spruce Creek Road between Dunlawton Avenue and Commonwealth Boulevard to improve access into the Eastport Business Center CRA. The request consists of widening Spruce Creek Road to from a 2-lane roadway to a 3-lane section from Dunlawton Avenue to Commonwealth Boulevard, along with intersection improvements to accommodate large truck volume, improve driver safety, roadway Level of Service (LOS) capacity, and long-term maintenance for Spruce Creek Road between Dunlawton Avenue and Commonwealth Boulevard. The widening of Spruce Creek Road is a planned improvement in the Eastport Business Center CRA Plan. Feasibility Study is anticipated to be completed in FY 2021/2022.

- St. Johns River to Sea (SJR2C) Loop:** Design for the segment of the St. Johns River to Sea (SJR2C) Loop multi-use trail that will go through the Eastport Business Center CRA along Spruce Creek Road began in July 2021. The Port Orange segment will be part of the larger FDOT's SUN Trail (Shared-Use Nonmotorized) Regional System and will use a combination of existing and new 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 Beach 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 FY 2020/2021 adopted budget for the Eastport Tax Increment Fund (Fund #102), anticipated \$272,915 in TIF, and \$2,400 in miscellaneous income, for anticipated total revenues of \$275,315. The City’s unaudited figures show actual receipt of \$288,662 from TIF, and \$755 in miscellaneous income, for total revenues of \$289,417.



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. Most of these funds were used for infrastructure improvements, including construction of Eastport Park Way, 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 2020/2021 was \$238,043.



FINANCIAL STATEMENT

Eastport Business Center CRS	Audited FY20	Unaudited FY21
Assets	\$332,339	\$376,249
Total	\$332,339	\$376,249
Liabilities	-	-
Total	-	-
Sources (Revenues)		
City TIF	\$100,976	\$117,318
Intergovernmental (County/Halifax Hospital)	\$144,714	\$171,344
Interest	\$6,704	\$753
Miscellaneous (includes transfers)	\$7	\$2
Total	\$252,401	\$289,417
Expenditures		
Operating/Maint/Other	\$6,403	\$10,930
Capital Outlay	-	-
Grants and Aid	-	-
Transfer to 217 Eastport Note (Debt Service)	\$240,790	\$238,043
Total	\$247,193	\$248,973
Net change in fund balance	\$5,208	\$40,444
Fund balance - beginning	\$330,598	\$335,806
Fund Balance - Ending	\$335,806	\$376,250

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 \(Hyperlink\)](#)

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 Scott Stiltner, Vice-Chair

Council Member Chase Tramont

Council Member Drew Bastian, Chair

Council Member Reed Foley

Vacant

Vacant

Staff support provided by:

Wayne Clark, City Manager

Matt Jones, City Attorney

Linda Truitt, Assistant Finance Director

Robin Burris, Budget Analyst

Tim Burman, Community Development Director

Penelope Cruz, Planning Manager

Registered Agent's Name: Penelope Cruz

Registered Office Address:

City of Port Orange

1000 City Center Circle

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