



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

COUNCIL CHAMBERS – 6:30 PM – CITY HALL
MARCH 21, 2023

A. OPENING

1. Roll Call

B. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE

C. DISCUSSION/ACTION

2. Approval of Minutes
 - a. August 16, 2022 - Regular Town Center CRA Meeting
 - b. March 7, 2023 - Joint Special City Council & Town Center CRA Meeting
3. Port Orange Town Center CRA Annual Report - FY 2021/2022

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 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.

3. Resolution No. 22-1 – Port Orange Town Center CRA Tax Increment District FY 2022-2023 Operating Budget

Member Don Burnette read Resolution No. 22-1.

RESOLUTION NO. 22-1

A RESOLUTION OF THE PORT ORANGE TOWN CENTER COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, ADOPTING THE ANNUAL BUDGET FOR THE PORT ORANGE TOWN CENTER COMMUNITY REDEVELOPMENT AGENCY FOR FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; PROVIDING FOR CONFLICTING RESOLUTIONS; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Resolution No. 22-1 approving the Port Orange Town Center CRA Tax Increment District FY2023 Operating Budget was made by Member Don Burnette and Seconded by Member Scott Stiltner. Motion carried unanimously by roll call vote.

D. PUBLIC COMMENTS – There were none.

E. BOARD COMMENTS – Chairman Stan Schmidt announced his resignation at the end of August due to the sale of his business in the CRA district.

The CRA Meeting adjourned at 6:38 p.m. by motion of Member Don Burnette and second of Member Scott Stiltner.

Chair: _____

4. Approval of First Amendment to the Contract for Sale of Riverwalk Property to Bristol Development Group

Tim Burman, Community Development Director, provided details of the positive changes being made to the development project that has created the need for additional time.

Charles Carlisle, with Bristol Development Group, explained some of the delays they have encountered in purchasing additional properties to enhance the development project and the need to request additional time.

Robert Reinlagen, resident, commented on his concern about when Bristol would take possession of the property.

CRA: Motion to approve the First Amendment to the Contract for the Sale of Riverwalk Property to Bristol Development Group, LLC and authorize Chairman to execute all necessary documents was made by Member Burnette and seconded by Member Bastian. Motion carried unanimously by roll call vote.

Council: Motion to approve the First Amendment to the Contract for the Sale of Riverwalk Property to Bristol Development Group, LLC and authorize Mayor and City Clerk to sign all necessary documents was made by Vice Mayor Foley and seconded by Councilman Bastian. Motion carried unanimously by roll call vote.

There was no further business to be brought before the members of the Town Center Redevelopment Agency and City Council.

ADJOURNMENT – 6:56 p.m.

Chair: Reed Foley



COMMUNITY REDEVELOPMENT AGENCY FOR PORT ORANGE TOWN CENTER

AGENCY MEETING DATE: 3/21/2023

SUBJECT: (C3) Port Orange Town Center CRA Annual Report - FY 2021/2022

DEPARTMENT: Community Development

RECOMMENDED MOTION: Move to approve the FY 2021/2022 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 will be 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, will also be 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 will be posted on the City's website for review by the public.

Over the last year, there has been considerable progress made in developing the Port Orange Town Center CRA according to the CRA plan. Some of the notable projects in 2022 include:

- **Fysh Bar & Grill Restaurant:** In September 2022, the Certificate of Occupancy was issued for the 18,000 square-foot Fysh Bar & Grill restaurant at Riverwalk and it opened to the public in October 2022.
- **Eddin Medical Office:** In March 2022, a site plan was approved for the construction of a 1,800 square-foot medical office building at 224 Dunlawton Avenue. Site construction began in early 2023 and is anticipated to be completed in early 2024.
- **Eddin Retail:** In September 2022, a site plan was approved for the construction of a 2,880 square-foot multi-tenant commercial building at 210 Dunlawton Avenue. Site construction began in early 2023 and is anticipated to be completed in early 2024.
- **Olson Custom Homes Office Complex:** In July 2022, a site plan was submitted for a 5,165 square-foot office building and a 4,800 square-foot office building at 3450 Ridgewood Avenue. The site plan was approved in December 2022 and construction is anticipated to begin in early 2024. This is an infill redevelopment project on the former Wine Warehouse site.
- **Catfish Commons Commercial Multi-Tenant Building:** In September 2022, a site plan was submitted and is currently under review for a 6,404 square-foot multi-tenant commercial building at 4075 Ridgewood Avenue. This is an infill

redevelopment of a former gas station site. The site plan is anticipated to be approved in Spring 2023 and construction is anticipated to begin in Summer 2023.

- Bristol – Riverwalk Development: In 2022, Bristol has made considerable progress in key areas, including site assessments (surveys, environmental studies, soil borings, etc.), additional property acquisition, and refinement of the concept plan and construction estimates. Bristol has negotiated contracts to acquire four of six outparcel properties adjacent to the 10-acres Bristol is purchasing from the City and is in continuing negotiations for the remaining two outparcel properties adjacent to the City 10-acres property. The acquisition of land adjacent to the City 10-acre property has allowed Bristol to improve the layout of their project from their initial December 2021 layout and the current Bristol layout now includes more commercial space, a festival street, a new seawall, additional public parking, and a waterfront park (performance pavilion, trails, swings/benches, etc.) in addition to the multi-family building with a parking garage. A site plan is anticipated to be submitted in Summer 2023 and construction is anticipated to begin in 2024.

ATTACHMENTS:

1.	FY 21-22 POTC CRA Annual Report	FY 21-22 POTC CRA Annual Report.pdf
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Penelope Cruz	Created/Initiated - 3/2/2023
Tim Burman	Approved - 3/2/2023
John McKinney	Approved - 3/3/2023
Shannon Balmer	Approved - 3/14/2023
Wayne Clark	Approved - 3/15/2023
Tracee Cody	Final Approval - 3/15/2023



ANNUAL REPORT FY 21/22

Port Orange Town Center CRA

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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 has 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 latest Volusia County Property Appraiser’s Final Tax Roll data, there was a **\$2,080,807** increase in taxable value between 2021 and 2022. The 2022 total taxable value within the POTC CRA stands at **\$53,484,531**.

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 (page 4) is approximately 271 acres in size and represents 1.19% 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 is 35 acres of the total 271 acres in POTC CRA.
- The taxable value in POTC CRA has increased by \$23,896,115 or 81% since the establishment of the CRA in 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, 2016, and 2021 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 Web page: <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 2021/2022, the POTC Community Redevelopment Agency (CRA) operated with an adopted budget of **\$493,633**. Of that amount, **82%** went towards debt service obligations, leaving very limited amount of funding for plan implementation.

Development projects completed, under construction, or under review between September 2021 and October 2022:

- **Fysh Bar & Grill Restaurant** – In September 2022, the Certificate of Occupancy was issued for the 18,000 square-foot Fysh Bar & Grill restaurant at Riverwalk. The restaurant is located along the Halifax River within the Riverwalk Special Character District of the CRA.



- **Eddin Medical Office** - In March 2022, a Development Order was issued for the construction of an 1,800 square-foot medical office building at 224 Dunlawton Avenue. Site construction began in January 2023 and is anticipated to be completed in early 2024.
- **Eddin Retail** - In September 2022, a Development Order was issued for construction of a one-story 2,880 square-foot multi-tenant commercial building at 210 Dunlawton Avenue. Site construction began in February 2023 and is anticipated to be completed in early 2024.



- Olson Custom Homes** - In July 2022, a Site Plan was submitted for the construction of a 5,165 square-foot office building and a 4,800 square-foot office building at 3450 Ridgewood Avenue. The Development Order for the site plan was issue in December 2022 and construction is anticipated to begin in early 2024. This is an infill redevelopment of the former Wine Warehouse site.



- Catfish Commons Retail** - In September 2022, a Site Plan was submitted and is currently under review for construction of a 6,404 square-foot multi-tenant commercial building at 4075 Ridgewood Avenue. This is an infill redevelopment of a former gas station site.



- Bristol - Riverwalk Development:** In December 2021, the City Council selected the Bristol Development Group (Bristol) as the development group the City would begin to work with on a purchase agreement for the 10 acres owned by the City in the Riverwalk area. Bristol's current concept is a mixed-use waterfront destination containing +/- 450 multi-family units, +/- 35,000 square feet of commercial space, and a +/- 1.4-acre public park along the Halifax River. A site plan is anticipated to be submitted in Summer 2023 and construction is anticipated to begin in early 2024.

Draft Concept Plan – December 2022



Current Redevelopment Activities in the Riverwalk Special Character District



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 was made permanent in January 2023. Sixteen of the forty-seven 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 and will continue to work with FDOT to amend the existing Lease Agreement between the City and FDOT for the Down Under to allow the city to implement 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, Benedict Advertising, Dunes Brewery, Jimmy Hula's) and improve the aesthetics and vitality of the area.

The city is currently working with Zev Cohen and Associates to develop a Master Plan to assist the city in prioritizing future infrastructure improvements in this area. As part of developing the Master Plan, staff and Zev Cohen and Associates have met with and will continue to work with business owners in the Down Under area to identify what infrastructure improvements they believe are needed to improve the aesthetics and vitality of the area and make it a unique destination. As part of developing the Master Plan, staff met with business owners in the Down Under area to further discuss what infrastructure improvements they believe are needed to improve the aesthetics and vitality of the area and make it a unique destination.

Funding for the design and construction of these improvements is anticipated to be a combination of City funding and grants, along with possible funding assistance from community partners and nearby businesses. The Master Plan currently being developed will consider the following improvements along with cost estimates to prepare construction drawings and construction costs:

- Parking optimization, repaving, and striping of the shared parking areas
- Ride-share/Parking loading area
- Covered sitting areas/Event space
- Pedestrian access improvements
- Intersection improvements at South Peninsula Drive (left and right turn lanes onto South Peninsula Drive)
- Drainage improvements
- Locations for murals and ground-mounted lighting on the concrete bridge
- Site furniture and lighting
- Native, drought-tolerant landscaping
- Master sign replacement and directional and district signage
- Living shoreline improvements
- Water taxi dockage

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 2021/2022 adopted budget for the Port Orange Town Center Fund (Fund #103), anticipated \$238,625 in TIF and \$5,000 in miscellaneous income, for total anticipated revenues of \$243,625 revenue. The City’s unaudited figures show actual receipt of \$247,272 from TIF and \$52,035 in miscellaneous income, for total revenues of \$299,069.



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 2021/2022 was \$402,069.

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

Town Center	Town Center FY21 Audited	Town Center FY22 Unaudited
Assets:		
Cash in Bank	\$ 110,067	\$ 270,774
Equity in pooled cash	\$ (400,260)	\$ (707,233)
Receivables, net	\$ 159	\$ 19,623
Total	\$ (290,034)	\$ (416,836)
Liabilities:		
Accounts payable and accrued liabilities	\$ 17	\$ 17
Customer deposits	\$ 1,540	\$ 49,540
Deferred Revenue	\$ 113	\$ 80
Due to other funds	\$ 4,023,306	\$ 4,023,306
Total	\$ 4,024,976	\$ 4,072,943
Sources (Revenues):		
City TIF	\$ 91,423	\$ 101,839
Intergovernmental (County/Halifax Hospital)	\$ 132,982	\$ 145,433
Charge for Services	\$ 4,200	\$ 4,033
Miscellaneous	\$ 2	\$ 2
Total	\$ 228,607	\$ 251,307
Expenditures:		
Operating/ Maintenance /Other	\$ 12,185	\$ 12,252
Grants and Aid	\$ 8,365	\$ 11,332
Dues and Memberships	\$ 423	\$ 423
Transfer to Fund 218	\$ 401,028	\$ 402,069
Total	\$ 422,001	\$ 426,076
Net change in fund balance	\$ (193,394)	\$ (174,769)
Fund balance - beginning	\$ (4,121,617)	\$ (4,315,011)
Fund Balance - Ending	\$ (4,315,011)	\$ (4,489,780)

Source: Finance Department, March 2023

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.



Port Orange Town Center 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 Scott Stiltner, Vice-Chair

Council Member Drew Bastian

Council Member Reed Foley, Chair

Council Member - Vacant

Board Member Michael Benedict

Board Member, Vacant

Staff support provided by:

Wayne Clark, City Manager

Matt Jones, City Attorney

Linda Truitt, Assistant Finance Director

Robin Burris, Budget Coordinator

Tim Burman, Community Development Director

Penelope Cruz, Planning Manager

Registered Agent's Name: Penelope Cruz

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