



EASTPORT BUSINESS CENTER COMMUNITY  
REDEVELOPMENT AGENCY  
REGULAR MEETING AGENDA

COUNCIL CHAMBERS – 6:30 PM – CITY HALL  
AUGUST 1, 2023

A. OPENING

1. Roll Call

B. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE

C. DISCUSSION/ACTION

2. Approval of Minutes
  - a. March 21, 2023 - Regular Eastport CRA Meeting
3. Resolution No. 23-01 - Eastport Business Center CRA Tax Increment District FY 2023-2024 Operating Budget

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](mailto: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.



Motion to approve the minutes of August 16, 2022 as presented was made by Member Tracy Grubbs and Seconded by Member Scott Stiltner. Motion carried unanimously by roll call vote.

5. Port Orange Town Center CRA Annual Report - FY 2021/2022

Motion to accept the Annual Report - FY 2021/2022 as presented was made by Member Don Burnette and seconded by Member Scott Stiltner. Motion carried unanimously by voice vote.

PUBLIC COMMENTS

There were none.

BOARD COMMENTS

There were none.

The CRA Meeting adjourned at 6:42 p.m. by motion of Member Don Burnette and second of Member Tracy Grubbs.

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Chairman Drew Bastian

Attest:

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Robin Fenwick, MMC  
City Clerk



# EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY

AGENCY MEETING DATE: 8/1/2023

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**SUBJECT:** (C3) Resolution No. 23-01 - Eastport Business Center CRA Tax Increment District FY 2023-2024 Operating Budget

**DEPARTMENT:** Community Development

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**RECOMMENDED MOTION:** Move to approve Resolution No. 23-01.

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**SUMMARY:** Attached is the proposed operating budget for the Eastport Business Center CRA tax increment district for FY 2023-2024 (October 1, 2023 to September 30, 2024).

The CRA budget had traditionally been considered as part of the first reading of the City's budget items. In 2022, the process was modified and the CRA budget consideration has been moved to occur prior to the budget hearings so that the CRA Board has sufficient time to review and comment and to make any necessary changes prior to the City Council adopting the overall budget of the city, which includes the CRA's budget.

The resolution is also written such that the revenues and expenditures are estimates that can be changed based on the final adopted millage rate and budget so that the tax increment can be adjusted to the final amount and not require the CRA Board to re-consider the budget.

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**ATTACHMENTS:**

1.	CRA Resolution 23-01 w exhibit	CRA Resolution 23-01 w exhibit.pdf
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Penelope Cruz	Created/Initiated - 6/27/2023
Tim Burman	Approved - 6/28/2023
John McKinney	Approved - 7/13/2023
Shannon Balmer	Approved - 7/18/2023
Wayne Clark	Approved - 7/25/2023
Tracee Cody	Final Approval - 7/25/2023

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RESOLUTION NO. 23-01

A RESOLUTION OF THE EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, ADOPTING THE ANNUAL BUDGET FOR THE EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024; PROVIDING FOR CONFLICTING RESOLUTIONS; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, Section 189.016(3), Florida Statutes requires that the governing body of each special district shall adopt a budget by resolution each fiscal year; and

**WHEREAS**, the Eastport Business Center Community Redevelopment Agency deems it is in the best interest to adopt the Annual Budget of the Eastport Business Center Community Redevelopment Agency for Fiscal Year beginning October 1, 2023, and ending September 30, 2024, as more particularly set forth hereinafter.

NOW, THEREFORE, BE IT RESOLVED BY THE EASTPORT BUSINESS CENTER COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA:

Section 1. Adoption. That the following is adopted as the Annual Budget of the Eastport Business Center Community Redevelopment Agency for Fiscal Year beginning October 1, 2023, and ending September 30, 2024, is hereby as set forth in **Exhibit "A"** attached hereto.

Section 2. Conflicting Resolutions. That all resolutions or parts thereof that conflict with this resolution are hereby rescinded or repealed.

Section 3. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the City Clerk and City Attorney, may be corrected.

Section 4. This resolution shall become effective immediately upon adoption.

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CHAIRMAN DREW BASTIAN

ATTEST:

\_\_\_\_\_  
Robin Fenwick, MMC, City Clerk

Adopted on the \_\_\_\_\_ day of \_\_\_\_\_

Reviewed and Approved: \_\_\_\_\_  
Matthew J. Jones, City Attorney

**EXHIBIT "A"**

**102 Eastport CRA  
FY2024 Total Requested Budget**

Revenue	
Intergovernmental Revenue	548,709
Miscellaneous Revenues	2,400
<hr/> Total revenues	<hr/> 551,109
Operating Expenditures	
Discretionary Operating Expenditures	
Contractual Services	4,500
Other Supplies and Expenses	7,799
Current Year Carryforward	305,475
Debt Service	233,335
<hr/> Total expenditures	<hr/> 551,109