



APOPKA COMMUNITY REDEVELOPMENT AGENCY MEETING AGENDA

August 16, 2023 6:00 PM
Apopka City Hall Council Chambers

APOPKA CITY COUNCIL MEETING WILL BE LIVE-STREAMED ON YOUTUBE. TO WATCH, PLEASE VISIT:
<https://www.youtube.com/CityofApopkaFL>

CALL TO ORDER

INVOCATION

PLEDGE

APPROVAL OF MINUTES

CRA Meeting Minutes of 06-21-23.

1. CRA Board Meeting Minutes of 06-21-23
2. CRA Board Meeting Minutes of 07-19-23

PUBLIC COMMENT PERIOD

The Public Comment Period is for City-related issues that may or may not be on today's Agenda. If you are here for a matter that requires a public hearing, please wait for that item to come up on the agenda. If you wish to address the Council, you must fill out an Intent to Speak form and provide it to the City Clerk prior to the start of the meeting. If you wish to speak during the Public Comment Period, please fill out a green-colored Intent-to-Speak form. If you wish to speak on a matter that requires a public hearing, please fill out a white-colored Intent-to-Speak form. Speaker forms may be completed up to 48 hours in advance of the Council meeting. Each speaker will have four minutes to give remarks, regardless of the number of items addressed. Please refer to Resolution No. 2016-16 for further information regarding our Public Participation Policy & Procedures for addressing the City Council.

PRESENTATION

NEW BUSINESS

1. CRA Fiscal Year 2024 Budget Approval in accordance with Florida Statutes
2. Resolution Number 2023-01, to appropriate existing Redevelopment Trust Funds to the next FY 2024
3. Resolution Number 2023-02, to approve the CRA FY 2024 Budget

OLD BUSINESS

ADJOURNMENT

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least two (2) working days in advance of the meeting date and time at (407) 703-1704. F.S. 286.0105 If a person decides to appeal any decision or recommendation made by Community Redevelopment Agency with respect to any matter considered at this meeting, he will need record of the proceedings, and that for such purposes he 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.

Any opening invocation that is offered before the official start of the Community Redevelopment Agency meeting shall be the voluntary offering of a private person, to and for the benefit of the Community Redevelopment Agency meeting. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Community Redevelopment Agency meeting or the

city staff, and the City is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the Community Redevelopment Agency meeting are invited to stand during the opening ceremony. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the City Council Chambers or exit the City Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

Minutes of the City of Apopka Community Redevelopment Agency (CRA), held June 21, 2023, at 6:00 p.m. in the City of Apopka Council Chambers.

CALL TO ORDER: Chair Nelson called to order the Community Redevelopment Agency Board meeting at 6:04 p.m.

ROLL CALL: Chairman Bryan Nelson
Member Kyle Becker
Member Nick Nesta
Member Alexander Smith
Member Diane Velazquez
Member Linda Voll
Member Nikki Williams

APPROVAL OF MINUTES:

1. CRA meeting August 17, 2022.

Chairman Nelson asked if everyone has looked at the minutes or if anyone had any questions on them. Hearing none, he asked for a motion to approve.

MOTION by Member Velazquez and seconded by Member Nesta to approve the CRA minutes for August 17, 2022. Motion carried unanimously with Chair Nelson, and Members Becker, Nesta, Smith, Velazquez, Voll and Williams voting aye.

PUBLIC COMMENT

Dennis New, 105 W. Magnolia Street, Apopka, FL, said he's had a lot of questions about the CRA and said he's turned in some public information requests and got some of the information back but not all of it. He said he's looked at what money has been expended and said he knows the CRA is limited in scope and area but he sees a whole lot of money being spent on air conditioners and going to the same group of people and asked how the application process works and who approves the applications. He said by looking at the expenditures, it seems like they were limited in scope to a few organizations or people and asked if that's whether not enough people applied. He said he didn't see anything advertised or hear any discussion and asked why the citizens don't have a chance.

Leroy Bell, 2308 Blue Meadows Court, Apopka, echoed what Dennis just said and wants to know what the process is and wants to know what the CRA money was spent on. He said the CRA money should not be spent on the government and said it should be spent on the businesses and for the blighted areas, and for houses for residents. He said he used to sit on the Enterprise Board before it sunset and knows that to qualify for this money, say you were trying to put a roof on your house, it had to be in excess of \$5,000. He said this was never published though and said we couldn't publish it.

Sylvester Hall, echoed what Mr. New and Mr. Bell said and said hopefully we can get some answers. He said if the CRA has been around if he's not mistaken for about 5 years and

said we've only had one resident apply for the \$1,000. He said this is a real concern and a real problem. He's here today hoping to see the results and see the numbers and said hopefully they've increased. He said we have a problem when it comes to how the CRA funds are being distributed and we need all of the Commissioners and the Mayor to step up to make sure that the money is being used for the right purpose.

NEW BUSINESS

1. CRA Fiscal Year 2023 Projects Status Report

Jim Hitt, CRA Director, said this is an update on all of the programs we have in the CRA. He said as you may recall, back in 2017, we updated our redevelopment plan and put a lot of new programs in there and said we've touched on just about all of them. He said one of the things he's looked in a lot of the other communities is that they work with other groups. He stated that we work with groups all of the time and if there's a funding mechanism involved, we work on that also. He said we are going to be putting in a few programs this next budget year having to do with pocket parks. He said the areas that we work in for the assistance programs are throughout the downtown and not on one strip mall as it was eluded to. He said the people that are applying for these grants come in and fill out an application and are required to get three quotes. He said we go with the lowest one and if the applicant wants to go with the middle or higher one, they must pay the difference and it cannot go toward their 25% that's required. He said a lot of people do utilize the air conditioning program and said if that's what the CRA Board doesn't want to do anymore, we can take that off. He said the idea is that it is for Code work or things that are required by the Code whether electrical, plumbing, air conditioning. He said we do approve entryways under the façade program for to make the doorways ADA accessible. He said the criteria is outlined on the website under the Community Development Agency portion. He said he reviews the applications to make sure they're all filled out properly and make sure they don't get reimbursed for something that's already been done and they must get 3 quotes. He said once it's been approved, they'll get a notice to proceed for that. He said once the notice is done, they will need to fill out a W-9 form for the finance department. He said once that's completed and signed off by the building department, the owner would submit their last bill showing paid in full in order to get their reimbursement.

He said when we started the CRA, we only had a couple of programs and said we started out with 3 programs and then branched it out to residential but unfortunately, we haven't been proactive with regard to getting that word out regarding the programs for renovations that are available. He said one thing we have done is in order to get some affordable housing going, we began working with a few different builders in regards to funding or refunding of the impact fees that are paid, whether it's water; sewer; police; fire; transportation or schools. He said if there is a home already on the site, we give them full credit for whatever size home it was and said so far, we've had 3 completed. He said we have 9 townhomes off of 5th Street that are going to be done as well as 24 Townhomes in Hannibal Square on 6th Street that are processing. He said that's a quick

update and said now we'll go through the items as outlined in the Staff Report. He said the CRA District is finite the area goes from Oak Street on the North; 10th Street on the South; Hawthorne on the West; and Sheeler and Apopka Blvd. on the East side. He said it comprises 644 acres and was approved back in 1994. He said there was an update while I was gone back in 2007 but said the only issue was that there was a lot of work put into this update but it was never adopted formerly. He said nothing was done. He said they did a streetscape and lighting projects and utilities with the CDBG Grants and said nothing else was done.

He said the overall budget does have to have a separate fiscal audit by an independent auditor other than the one the City uses. He said he'll go through the information in your packet and said the audit is in there. He said we send a person to the annual CRA conference and said that's where you can network with other Cities and get ideas of what they do. He said there are about 55+ other CRA agencies in the State and said unfortunately, State Legislation has done its best to get rid of them or have made it harder to adopt new CRA's. He said we have 6 assistance programs and the 2 that are the most active are the building code ones which is a \$5,000 maximum with a 25% match. He said we've had 18 submittals for the façade program and said this is for the exterior including painting, signage, windows, doors, and said most people use it for painting and said we do however require ADA access for any façade program. He said the building permit refund and the business impact are for those new businesses that come in to the downtown, they can get funding, albeit, it's not a lot. Residential renovation, we've only had 1 and said it's a \$1,000 match and said that person did about \$4,000 worth of work and fixed their whole house up. He said we have a demolition program and said we haven't don't anything with that and it may be a program that can go by the wayside. He said he's budgeted downtown furniture and said he had hoped to get the Station Street project going a little faster. He said also in the budget, we do have electrical boxes along Central Avenue and 5th Street. He said the idea behind that is that when we have events in the downtown where we can close the street off and have food trucks and other vendors, they don't have to bring their noisy generators so it will quiet the events down. He said what we'd like to do is get this going in 2024 with the benches, trash cans, bike racks. He said special districts, there are about 180 Special Districts in the State and we're mandated to pay into the special district fee. He said S. Central Ave. trail portion of the Downtown Apopka Trail is another portion of the downtown Apopka Trail and said this is one that's been in design for about a year and a half and said we ran into 5 lots that needed easements and they're on 4 properties on 6th Street and 1 property at the NE corner of Hawthorne and Michael Gladden. He said currently we have in the budget for the Downtown Apopka Trail, \$3.185 million dollars and said we were looking at this about 5 years.

Commissioner Becker said we're about to approve a 7 month expense to actual tonight and said on the CRA development budget, we have .3% expended which is only \$12,000 for this year on a \$4 million dollar budget. He said the annual projections, according to this budget is only \$21,000 to finish out the year and asked what we're doing. He said he's been here for the past 5 years and we did approve a budget every year for a trail system, a 6th Street promenade. **Jim** said as he mentioned, the trail has been under design

for about a year and a half and said we ran into a couple of snags for getting the design done itself and what portion we were doing first. He said we decided we would go out to bid all at the same time and said that will be in August and will be a 45 day bid process which will put us into next years budget. He said it will take a big chunk out of the \$4 million dollar budget as we anticipate it will cost about \$3 million. He said the rest of the budget will go toward the Central Avenue portion and some of the things that we haven't done.

Christine Moore, Orange County Commissioner. 2145 Palm Crest Drive said she's been working on this and wanted to come in with some suggestions and offer some help. She said for the sake of the audience, she'll read from the letter to the Apopka CRA Board and in summary, she's reviewed successful Orange County CRA's plans and documents in order to better assist you through the approval process. She offered a few suggestions for the board to consider: 1) Between now and January, you'll hold monthly CRA Board meetings in order to increase the visibility of the CRA, make time for revisions to grant programs, increase property owner participation and provide additional direction to your staff. 2) Redesign a more marketable grant brochure and create a more certain time grant application process. She said the purpose of her suggestion is to increase engagement by property owners and provide access to calendars and to obtain information, set program goals and inspire greater citizen participation. She provided a sample schedule for the Boards consideration and provided the timeline. She said this board should update some of the programs and set annual goals and set a goal for how many grants are awarded. Perhaps you can think about raising some of the amounts as Winter Garden has a \$20,000 façade with a 50% match. She said she's not a fan of the building permit or the impact fee credit grants and recommended removal of those programs. Residential renovations is a great program and she would raise that. She said she recommended setting a goal for Jim and staff to get at least 5 of these out per year. Finally, she said she would consider adding a landscape grant. She said the downtown trail system is fabulous and provided a cultural trail concept and said Apopka is a perfect candidate for that. She said Apopka is a perfect candidate for that. She provided some important segments for this and said she hopes this will be helpful. **Mayor Nelson** asked Commissioner Moore if she has any ideas on where the cement segments should go, if she could provide as soon as possible so we can go out to bid on this project. **Commissioner Moore** said she will be happy to get with Mr. Hitt and provide him with suggestions. She said you're giving me more homework but she's happy to do that. **Mayor Nelson** asked Pam if she knew the price differential between asphalt and concrete to which **Pam** stated it's 50% to 70% higher and Orange County has specific trail standards so this may be even more. **Commissioner Moore** said by having meetings for the CRA monthly, you'll make a lot of progress and said she put a lot of thought into her presentation.

Mayor Nelson asked Jim if there was anything else to add to which **Jim** said that's primarily it and said a lot of the things that Commissioner Moore mentioned were good suggestions and said we do need to do a better job at advertising and getting the word out to get the information out there so the community knows what funding is available. He said he likes the idea of increasing the residential fix up program as well as some of her other suggestions. **Commissioner Velazquez** said she understands that the reason why

we haven't been able to invest as much time and money into the CRA is because of the lack of staff and mentioned that you're the only one doing this to which **Jim** stated yes, especially this last year as we were down three planners. **Commissioner Velazquez** asked if there is a consideration to bring someone specifically to work on the CRA and said this would free you up. **Jim** stated that the CRA can pay for administrative services and said we've never done that and said we could consider that.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 6:57 p.m.

ATTEST

Bryan Nelson, Chairman

Susan M. Bone, City Clerk

Minutes of the City of Apopka Community Redevelopment Agency (CRA), held July 19, 2023, at 6:00 p.m. in the City of Apopka Council Chambers.

CALL TO ORDER: Chair Nelson called to order the Community Redevelopment Agency Board meeting at 6:00 p.m.

ROLL CALL: Chairman Bryan Nelson
Member Kyle Becker
Member Nick Nesta
Member Alexander Smith
Member Diane Velazquez
Member Linda Voll
Member Nikki Williams

NEW BUSINESS

1. CRA Fiscal Year 2023 Budget

Jim Hitt, CRA Director, said this is a pre-review of the proposed budget for FY – 2-24. He said the CRA redevelopment plan was updated in 2017 and said this provides a multitude of programs and projects that were approved by the CRA Board. He said Orange County has seen this and Staff is requesting a continuation of various projects and we've added some new projects into this budget. He said one of the things at this last update to the redevelopment plan did was provide a multitude of different types of projects so we wouldn't necessarily have to update after 2 or 3 years and said in this case, we're at about 5 or 6 years and still has a lot of projects that we can utilize even this year or the year after that. He said, the Budget approval meeting is currently scheduled for August 16, 2023 at 6:00 PM, here the City Council Chambers. There will be two Resolutions for approval - one for approving the appropriation of funds remaining in the Redevelopment Trust Fund to certain projects; the second for the CRA budget itself as required by Chapter 163, Florida Statutes. He said attached to the original agenda he sent out, were some updated funding numbers. He said he'll go over some of those in his power point and said also through the chart and the budget items of the CRA budget itself. He said, we also provided a general comparison with three neighboring jurisdictions with CRA's including Winter Garden, Winter Park and Ocoee so that you had an idea of what they're doing and what we're doing. He said we also have some projects that we will be able to do this year that they don't do. He said this will enable us to spread the funds a little more and said in about 2 weeks, the Community Development Department will be fully staffed and said this will help him in terms of dedicating a little more time to the CRA projects and funds.

Jim said in the budget portions, there's a general account string that we have along with the account name, the budget number and the current description. He said right now, we have professional services covers our Wayfinding signage. He said right now, we have 10 signs programed and said that can be expanded however we also have other services that we're going to end up needing to do from any other parking issues, or any other

design things that need to be done for parks and said that is one of the big things that we're doing this coming year and will be a great bonus for our downtown. He said the CRA District boundary hasn't changed and is still 644 acres. He said another thing we're putting in this budget is \$20,000 for marketing promotions for events in the downtown. He said in addition to that, we're also looking forward to doing a few other projects, including Historical Markers for some of the Historical buildings we have in downtown. He said back in 1990, there was a historical survey done and said that does not need to be redone as its historical and has already been taken into account all of the old buildings we have in the City and in the CRA area and said there were a couple of different designations that were done for the historical markers for the State. He said we can also institute a local historical survey recognition and this would include commercial and residential buildings. He said the audit we have to do is a separate audit and keeps the funds separate from the City. He said the City manages the funds but the audit must be separate. He said we do have a redevelopment conference in October and said in case anyone would like to go, we need to update the funding and said it's usually a Thursday and Friday and they cover a lot as all of the different CRA's are there. He said there's also a legal section and said Cliff Shepard is the attorney for the FRA the Florida Redevelopment Association and said he's spoken at them in the past. He said the building assistance program and the façade program are the two most popular programs and said at the last meeting, there was talk about the air conditioning and said we currently have done 19 building code assistance programs and 11 of those were air conditioning. He said we do live in Florida and said it does keep businesses here. He said he did take it out of the funding for this next year but if you'd like to keep it in there, we could put it in at the same amount as before, or we can reduce it or eliminate it. Whatever the will of the board. He said the façade renovations seems to be doing pretty good. He said painting is one of the big ones and said they also put windows in and said we've had 3 buildings that have done that so far.

He said the building permit refund and the business impact fee assistance is primarily for new buildings and said we don't get a lot of impact at this stage. He said this is good for businesses that are coming in and building new buildings and said we haven't had much impact on that at all. He said the other one is the residential fee assistance program. He said this is the one that's gotten a lot of notoriety and said we've had a few homes that have been built with help from this program and said it's a step program based upon the mean value of a house and then staged down at 33%. He said the low rung is about \$6,000 and up to the full amount is \$20,451. He said when you take these amounts off of the cost of the house, it becomes more affordable. He said we did increase that program from \$200,000 to \$400,000 and said the reason for that are that we have 3 townhome projects that are looking to go in along with a few single family home projects in our CRA District. He said the limit for this is 10 units maximum and said this way not one builder can take all of the money and we can spread the wealth. He said the residential renovation program is one that we need to market a little better and said he's looking to send out a brochure along with a link to the application. He said this is the program where we can help people fix up their homes, whether it's painting, windows, doors, cleaning the yard or house itself. He said one of the programs we haven't had to

use yet is the demolition program and this is for taking down dilapidated homes or businesses that need to be replaced and said that owner may also want to apply for the building permit refund or the impact fee refund programs. He said lastly, he has some samples to show the board so that we can decide what type of benches or bike racks we need. He said this is a design component that if we do 1 type, we need to carry it out the same design throughout the CRA District. He said the \$150,000 is for the electrical boxes for Central Avenue and 5th Street and said this is for when we do close off the streets to hold events, we don't have to listen to the generators as the vendors can plug in. He said we have 3 new items and said this came through a couple of conversations. He said he thinks most of you have heard about the downtown park where UCF did a quick design for. He said this is a very doable project. He said the marketing and promotions amount is community based efforts where we can support organizations to promote the CRA District, whether they're residential projects or commercial projects, craft fairs, or other events, we can actually help sponsor those with this option. He said the other one was the award program. He said now that we have businesses that are new in town, we can for instance award a construction project for a good design. He said other Cities have done this type of "gold brick" program. He said the other one is for an economic improvement contribution award. He said if we get developers or business people that are coming in and redeveloping a whole sight or they put a lot of funding in toward the building whether it's painting or a new business that brings families downtown, those are the things that we want downtown. He said currently, with the assistance programs, we reviewed, we've done 39 of them over the last few years. He said contributions from the applicants are sometimes spending a little more and can top out and utilize these funds for different projects. The redevelopment fee has a three level sliding scale depending on the value of the home and we can provide the criteria if needed.

The Downtown Trail is in the final trail design and said he's contacted the property owners along 6th Street and the 1 property owner on the NE corner of Hawthorne and Michael Gladden and said this should be going out to bid in September. He said it will likely be about a 30-45 day turn around time and said it's very complicated and is not just pouring a sidewalk and will have to be framed in properly, moving electric poles, removal of trees and other items. He said the Episcopal Church has a Historical Marker that will need to be moved back 5 feet and said there's also a large tree that needs to be moved, grind the stump and fill the hole. He said next door to that is a multi-family development and said we found out that the water is just on the inside of the sidewalk on the lot side. He said we have to get an easement on not just the trail but also for the utilities. He said by Hannibal Square, they're excited about this and said this is a 2 mile trail that's right in front of them and said it's a good connection to go downtown and do some shopping. He said the next corner is owned by a non-active church and said it's a very long stretch until you get to Alabama and said crossing Alabama, you'll pick up the Southwick Apartment Complex, which goes into the sidewalk at McGee. He said we'll be connecting Alonzo Williams on the West side to City Center on the East side. He said this is our review of the budget and asked if anyone had any questions.

Commissioner Becker asked about the fueling station as this resides in the brownfield

designation area and asked if we leverage that before would mitigate that potential risk before. **Jim** stated if the environmental came back bad, yes, but the environmental came back ok. **Commissioner Becker** asked about the Skate Park and said it's awesome. He said the budget is flat year after year and asked if we could isolate funds to do a Master Plan for the entire Kit Land Nelson Park. He said it will give everyone a clear direction of what we're going to do with this area. **Jim** said we can do this and said Radley and I have had some conversations about expanding this park and that would be a benefit for the whole CRA District and the community as a whole. **Commissioner Velazquez** recommended a CRA Director, rather than you doing both. **Jim** said we could put the salary coming from the budget. He said if we did an assistant, that would be about \$50K but if we did a full time CRA person, that position would be about \$90K. He said an Economic Development Director could oversee the CRA. **Nicky Williams** asked if there is an overall marketing plan for the CRA development and asked if we could do a community meeting in this area and said we need to get the word out. **Commissioner Nesta** said we need to get creative with marketing and asked if a resident could combine these programs to which **Jim** stated yes. **Commissioner Nesta** asked how much money we receive from Orange County on an annual basis to which **Jim** responded we get a total of about \$800,000 per year. **Linda Voll** said we're doing things in the downtown area and that's great but asked when we could move above 441 and doing things in the neighborhoods. **Jim** said we're looking at this for next year and said with the funding we're getting with the TIFF, there's a couple of streets there that are about 80' wide and said he'd like to put trails in going E to W toward Park Avenue and get a crosswalk as there are a lot of people that park across the street from the park.

PUBLIC COMMENT

Ella Duke and Joanna Timm, owners of Propagate Social House, Halls on 5th, in the newly developed Main Street Apopka program, said we're very excited about all of the downtown growth and are fully invested in it. He said we want to thank you all personally for coming down to the events and said Commissioner Nesta was at the Friday night Farmers Market. She said Commissioner Velazquez, Commissioner Becker and the Mayor have all been so supportive of the Dog Mayor and all of these events and said they're starting to grow positive community in Apopka. She said we would love additional funding for beautifying the area and our businesses and said one of the main things that we'd like to see is a little more Police presence downtown. She said there are some individuals that are a growing concern and are terrorizing 5th Street. We realize there is not a lot that can be done with the homeless problem and we know it's a national problem but feel very strongly that there is zero to little police presence on 5th, Central and on Park and said a lot of the issues we're facing can be remedied with their presence, Id we could allocate some of those funds to create a safer downtown, that would be wonderful. She said we know this is difficult for police to deal with but we really do need more help.

Matthew Hutchinson said he appreciates all of the efforts from Jim and said we've been able to apply CRA and it's been extremely helpful as he's been on the receiving end of

some of these funds. He said what he wants to do is express that we need a continuation of CRA and said at the last meeting, Christine Moore was here and wasn't completely satisfied with what's happening here. He said we need this to happen within the next year to two years to revitalize this downtown area. He said as a business owner, air conditioning is one of the biggest things we can do to make the upstairs environment habitable. He asked us to consider helping businesses with modern air conditioning. He talked about the homeless hanging around the sidewalks and said we do need police presence. He said we need day and night police officers on bikes going up and down and said if the customers have a bad experience, they're not coming back. He said, the police are great when I call them and said if we have funds dedicated to this would be of help. Lastly, he said we need pickle-ball and said the rumor is that it's going to Northwest but if we put it here, as the fastest growing sport, the people will come and spend money.

Leroy Bell, said he heard Jim say that there are 4 single family homes by 8th Street and asked when the City got into single family homes and said he thought the CRA money was for blighted areas. He said there are blighted areas in South Apopka and said he noticed that he had one graph up from 5th Street down to Michael Gladden Blvd. that are with the Trail to go around. He said you have another whole block in the City that goes out to 10th Street and asked why that wasn't included. He said also, up on the west side at Billie Dean and Lorenzo Williams Park, you're going to put a trail up through that and asked why we can't allocate more money on that side of town. He said lastly, on Station Street, that one way street, we have parking on one side but asked why on 6th Street, there's no money allocated for that parking lot. He said if we clean up these blighted areas, we clean up the crime and homelessness.

Sylvester Hall said when you listen to the whole project, and how over the years we accumulated all of this money, if we would have done what we were supposed to do all along over the years, we wouldn't have the conditions we have now. He said on Sunday he drove the CRA zone and it's a very depressing look. He said when we say downtown, what are we really saying when we say downtown? He said we have a few nice places but when you compare Apopka's downtown to other Cities downtown, it's terrible. He said he agrees with Commissioner Velazquez that we need a director over the CRA program, He said that's the only way we'll get the proper advertising done. He said he went to Lula Mae's ribbon cutting and said when he got home at 4:00 pm, Fairwinds Credit Union called him to ask if he authorized the use of his credit card. He said when we talk about crime, if we're trying to help these businesses move forward and their patrons credit cards are being flagged, that's a serious problem. He said moving forward, he admires Jim's efforts but he's stretched too thin.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:01 pm.

ATTEST

Bryan Nelson, Chairman

Susan M. Bone, City Clerk



City of Apopka COMMUNITY REDEVELOPMENT AGENCY STAFF REPORT

Section: NEW BUSINESS

Item #: 1.

Meeting Date: August 16, 2023

Department: Community Development

SUBJECT:

CRA Fiscal Year 2024 Budget Approval in accordance with Florida Statutes

REQUEST:

Approve the Fiscal Year 2024 CRA Budget and Resolution Numbers 2023-01 and 2023-02.

SUMMARY:

The *CRA Redevelopment Plan 2017~update* provides the programs and projects that were approved by the CRA Board. Staff is requesting the continuation of various projects and programs and adding a few additional ones for the next budget year. These projects and programs continue to further the economic and redevelopment goals of the CRA.

CRA Trust Fund balance for FY 2023: \$ 3,138,599

Resolution No. 2023-01 is required in accordance with Florida Statutes 163.387:

(7) On the last day of the fiscal year of the community redevelopment agency, any money which remains in the trust fund after the payment of expenses pursuant to subsection (6) for such year shall be:

(d) Appropriated to a specific redevelopment project pursuant to an approved community redevelopment plan which project will be completed within 3 years from the date of such appropriation.

Resolution 2023-02 is for the approval of the CRA Budget for FY 2024. Total: \$4,163,599

The Assistance Programs require minor updates to the criteria, applications, agreements or support documentation from time to time. Staff is requesting authorization to make those minor changes.

Additional funding opportunities for new programs will include the following:

- The Historical Properties marker program for locally significant historical sites.
- Mural & Art – as part of the Façade Renovation Assistance Program.
- Wayfinding signage program funding.
- New sidewalk repair and installation in the CRA District – to include north of Main Street.
- Increased funding for affordable housing in the Residential Impact Fee Assistance Program.
- Community Parks – three new parks to be planned, designed and installed.

FUNDING SOURCE:

The CRA Redevelopment Trust Fund, established by Ordinance No. 783 on June 16, 1993 utilizing Tax Increment Funding (TIF) from Orange County and City of Apopka. All projects and programs are in accordance with Florida Statutes and the *CRA Redevelopment Plan 2017~Update*.

RECOMMENDED MOTION:

Approve Resolution Number 2023-01 to appropriate the CRA Redevelopment Trust Funds to the following Fiscal Year.

Approve Resolution Number 2023-02 for FY 2024 budget with carry-over projects and programs and new projects and programs from the Redevelopment Trust Fund, and direction to the Apopka City Council for approval.

Approve staff to complete minor changes to the Assistance Programs as needed to further the CRA Redevelopment Plan.

ATTACHMENTS:

1. Supporting Documents - CRA FY 2024

FY 2024 budget items and projects in the CRA Budget:

Worksheet: 610-9950: Community Redevelopment Agency Fund			
Account String	Account Name	FY23 Budget	Current Description
610-9950-515.3100	PROFESSIONAL SERVICES	\$ 100,000	Wayfinding Signage - design and specifications for CRA directional signage. Special permitting for US441 (Main St.) through FDOT. Includes general directional, public parking, shopping, Downtown Trail, Police Dept., Fire Dept., Historical Museum.
610-9950-515.3100	PROFESSIONAL SERVICES	\$ 20,000	Marketing and promotions: Property renovation recognition for Community based efforts in the CRA; Historical property recognition.
610-9950-515.3200	AUDIT SERVICES	\$ 5,500	Separate Annual Audit required by State
610-9950-515.4000	TRAVEL & PER DIEM	\$ 850	FRA - Florida Redevelopment Association annual conference. 3 hotel nights, and misc. food
610-9950-515.4900	CRA BCAP	\$ 30,000	Building Code Assistance Program (BCAP) ~ Pays for interior commercial renovations, i.e. wiring, plumbing, ADA access, etc. \$5,000 max with a 25% match
610-9950-515.4910	CRA (FRAP)	\$ 30,000	Façade Renovation Assistance Program (FRAP) ~ Pays for exterior commercial renovations, i.e. paint, windows, doors, stone work, awning, ADA access, etc. \$5,000 max. /separate storefront, \$10,000 max. / corner – with a 25% match.
610-9950-515.4912	CRA (BPRP)	\$ 20,000	Building Permit Refund Assistance Program (BPRP) ~ Permit fees refunded after building certificate of occupancy for up to 50% of fees for targeted businesses. Max. \$5,000.
610-9950-515.4914	CRA (BIFAP)	\$ 20,000	Business Impact Fee Assistance Program (BIFAP) ~ Pays impact fees for new, expanding, or change of use businesses for up to 50% of fees and a max. \$5,000
610-9950-515.4920	CRA (RFAP)	\$ 400,000	Residential Fee Assistance Program (RFAP) ~ CRA redevelopment program for impact fee assistance on single family lots and multi-family owner-occupied developments. Budgeted for sliding scale and up to \$20,451 each.
610-9950-515.4922	CRA (RRAP)	\$ 10,000	Residential Renovation Assistance Program (RRAP) ~ SF & MF renovation. May include: CPTED review; paint, lighting, windows, doors (energy efficient), gutters, house numbers, etc. Max. \$1,000 Potential Home Renovation CDBG match.

610-9950-515.4950	DEMOLITION	\$ 10,000	Demolition Program - Removal of dilapidated residential and commercial properties in the CRA District to make developable land available for new residential and commercial development
610-9950-515.4960	DOWNTON BENCHES, CANS, ETC.	\$ 25,000	Downtown Furniture - Benches, trash cans, bike racks, misc. furniture
610-9950-515.5400	BOOKS, PUBS, SUBS & MEMBERSHIP	\$ 175	Special District State Mandated Fee
610-9950-515.5400	BOOKS, PUBS, SUBS & MEMBERSHIP	\$ 995	FRA - Florida Redevelopment Association annual membership
610-9950-515.5500	TRAINING	\$ 450	FRA-Florida Redevelopment Association annual conference - registration
610-9950-515.6300	IMPROVEMENTS OTHER THAN BLDGS	\$ 150,000	Electrical AMP Boxes on S. Central Ave. and E. 5th Street, south of Main Street, north of Stations Street and west of Park Ave. ~ used for events.
610-9950-515.6300	IMPROVEMENTS OTHER THAN BLDGS	\$ 400,000	Skate Park & Pump Track at Fran Carlton / Edwards Field
610-9950-515.6300	IMPROVEMENTS OTHER THAN BLDGS	\$ 20,000	City Hall Downtown Park
610-9950-515.6300	IMPROVEMENTS OTHER THAN BLDGS	\$ 105,000	Neighborhood Park at E. 8 th Street and S. Highland Ave.
610-9950-515.6300	IMPROVEMENTS OTHER THAN BLDGS	\$ 250,000	Central Ave Trail Portion
610-9950-515.6300	IMPROVEMENTS OTHER THAN BLDGS	\$ 2,515,629	Downtown Apopka Trail - Construction (funds held over from FY 2023).
610-9950-515.6300	IMPROVEMENTS OTHER THAN BLDGS	\$ 50,000	Cement Downtown Apopka Trail enhancement
	Total:	\$ 4,163,599.00	

**CITY OF APOPKA
COMMUNITY REDEVELOPMENT AGENCY
RESOLUTION NO. 2023-01**



A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY (CRA) OF THE CITY OF APOPKA, FLORIDA, APPROVING THE APPROPRIATION OF FUNDS REMAINING IN THE REDEVELOPMENT TRUST FUND TO CERTAIN PROJECTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Apopka created a redevelopment trust fund (“Trust Fund”) for the Apopka Community Redevelopment Agency (“CRA”) pursuant to Section 163.387, Florida Statutes; and

WHEREAS, for Fiscal Year 2023 the CRA budgeted and appropriated funds deposited in the Trust Fund to pay certain administrative and operating expenses as well as project and program expenses of the CRA; and

WHEREAS, certain funds remain in the Trust Fund as of September 30, 2023 after payment of all budgeted expenses; and

WHEREAS, none of the funds being allocated from the previous fiscal year have been in the Tax Increment Revenue Trust Fund for more than three years without being assigned to a future project.

NOW, THEREFORE, BE IT RESOLVED by the Community Redevelopment Agency of the City of Apopka, Florida, as follows:

Section 1. As of September 30, 2023, the anticipated unexpended amount of \$3,138,599 remains in the Trust Fund.

Section 2. The Board of Directors desires to appropriate such funds to the specific redevelopment projects and programs in the amounts shown on the attached Exhibit “A” and encumber said funds for Fiscal Year 2024. Additional projects and programs will be introduced during FY 2024 as budget amendments in accordance with Florida Statutes and the adopted *CRA Redevelopment Plan 2017~update*.

Section 3. Such funds are included within the approved Community Redevelopment Plan of the CRA and will be completed within three (3) years from the date of such appropriation.

PASSED AND ADOPTED this 16th day of August, 2023, by the Community Redevelopment Agency of the City of Apopka., Florida.

ATTEST:

Bryan Nelson, Chairman
City of Apopka, Florida

Susan Bone, City Clerk

**CITY OF APOPKA
COMMUNITY REDEVELOPMENT AGENCY
RESOLUTION NO. 2023-02**



**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY
(CRA) OF THE CITY OF APOPKA, FLORIDA, ADOPTING THE ANNUAL
BUDGET FOR FISCAL YEAR 2024.**

WHEREAS, on October 1, 2023, the Community Redevelopment Agency of the City of Apopka will start a new budget for fiscal year 2024; and

WHEREAS, the Community Redevelopment Agency Board of the City of Apopka wishes to adopt a final budget for that fiscal year; and

Estimated Revenues:	
Ad Valorem Taxes	\$ 950,000
Interest	75,000
Funding from Reserves	<u>3,138,599</u>
Total Revenues and Reserves	\$ 4,163,599

Expenditures:	
Professional Services	\$ 120,000
Audit Services	5,500
Travel & Per Diem	850
Other Charges (& Assistance Programs)	545,000
Books, Pubs & Subscriptions	1,170
Training	450
Capital – Improvements	<u>3,490,629</u>
Total Expenditures and Reserves	\$ 4,163,599

NOW, THEREFORE, BE IT RESOLVED by the Community Redevelopment Agency Board of the City of Apopka that the Final Budget for fiscal year 2024 is hereby adopted.

PASSED AND ADOPTED this 16th day of August, 2023, by the Community Redevelopment Agency Board of the City of Apopka, Florida.

Bryan Nelson, Chairman
City of Apopka, Florida

ATTEST:

Susan Bone, City Clerk



City of Apopka COMMUNITY REDEVELOPMENT AGENCY STAFF REPORT

Section: NEW BUSINESS

Item #: 2.

Meeting Date: August 16, 2023

Department: Community Development

SUBJECT:

Resolution Number 2023-01, to appropriate existing Redevelopment Trust Funds to the next FY 2024

REQUEST:

Approve CRA Resolution Number 2023-01

SUMMARY:

In accordance with Florida Statutes Section 163, the Community Redevelopment Agency is required to appropriate the existing balance within the Redevelopment Trust Fund for the following fiscal year's budget.

FUNDING SOURCE:

CRA Redevelopment Trust Fund

RECOMMENDED MOTION:

Approve CRA Resolution Number 2023-01

ATTACHMENTS:

None



City of Apopka COMMUNITY REDEVELOPMENT AGENCY STAFF REPORT

Section: NEW BUSINESS

Item #: 3.

Meeting Date: August 16, 2023

Department: Community Development

SUBJECT:

Resolution Number 2023-02, to approve the CRA FY 2024 Budget

REQUEST:

Approve CRA Resolution Number 2023-02

SUMMARY:

CRA Fiscal Year 2024 budget approval in accordance with Resolution Number 2023-02 and supplemental information.

FUNDING SOURCE:

CRA Redevelopment Trust Fund.

RECOMMENDED MOTION:

Approve CRA Resolution Number 2023-02.

ATTACHMENTS:

None