



APOPKA COMMUNITY REDEVELOPMENT AGENCY AGENDA

August 21, 2024 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

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 2025 Budget Approval in accordance with Florida Statutes
2. Resolution Number 2024-02, to appropriate existing Redevelopment Trust Funds to the next FY 2025
3. Resolution Number 2024-03, to approve the CRA FY 2025 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.



City of Apopka

COMMUNITY REDEVELOPMENT AGENCY STAFF REPORT

Section: NEW BUSINESS

Item #: 1.

Meeting Date: August 21, 2024

Department: Community Development

SUBJECT:

CRA Fiscal Year 2025 Budget Approval in accordance with Florida Statutes

REQUEST:

Approve the Fiscal Year 2025 CRA Budget and Resolution Numbers 2024-02 and 2024-03.

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 2024: \$ 3,021,828

Resolution No. 2024-02 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 2024-03 is for the approval of the CRA Budget for FY 2024. Total: \$4,471,029

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 2024-02 to appropriate the CRA Redevelopment Trust Funds to the following Fiscal Year.

Approve Resolution Number 2024-03 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.

ATTACHMENTS:

1. Supporting documentation

FY 2025 budget items and projects in the CRA Budget:

Worksheet: 610-9950: Community Redevelopment Agency Fund			
Account String	Account Name	FY25 Budget	Current Description
610-9950-515.3100	PROFESSIONAL SERVICES	\$ 65,000	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	Historical recognition
610-9950-515.3100	PROFESSIONAL SERVICES	\$ 125,000	Community Oriented Policing Program
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)	\$ 100,000	Façade Renovation Assistance Program (FRAP) ~ Pays for exterior commercial renovations, i.e. paint, windows, doors, stone work, awning, ADA access, etc. \$15,000 max. /separate storefront, \$25,000 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)	\$ 300,000	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	\$ 50,000	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	\$ 3,133,059	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:	\$ 4,471,029	

**CITY OF APOPKA
COMMUNITY REDEVELOPMENT AGENCY
RESOLUTION NO. 2024-02**



**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 2024 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, 2024 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, 2024, the anticipated unexpended amount of \$3,021,828 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 2025. Additional projects and programs will be introduced during FY 2025 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 21st day of August, 2024, by the Community Redevelopment Agency of the City of Apopka, Florida.

Bryan Nelson, Chairman
City of Apopka, Florida

ATTEST:

Susan Bone, City Clerk

RESOLUTION NO. 2024-03

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY (CRA) OF THE CITY OF APOPKA, FLORIDA, ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2025.

WHEREAS, on October 1, 2024, the Community Redevelopment Agency of the City of Apopka will start a new budget for fiscal year 2025; 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	\$ 1,176,301
Interest	272,900
Funding from Reserves	<u>3,021,828</u>
Total Revenues and Reserves	\$ 4,471,029

Expenditures:

Professional Services	\$ 210,000
Audit Services	5,500
Travel & Per Diem	850
Other Charges (& Assistance Programs)	515,000
Books, Pubs & Subscriptions	1,170
Training	450
Capital – Improvements	<u>3,738,059</u>
Total Expenditures and Reserves	\$ 4,471,029

NOW, THEREFORE, BE IT RESOLVED by the Community Redevelopment Agency Board of the City of Apopka that the Final Budget for fiscal year 2025 is hereby adopted.

PASSED AND ADOPTED this 21st day of August, 2024, 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 21, 2024

Department: Community Development

SUBJECT:

Resolution Number 2024-02, to appropriate existing Redevelopment Trust Funds to the next FY 2025

REQUEST:

Approve CRA Resolution Number 2024-02

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 2024-02

ATTACHMENTS:

1. CRA Budget Resolution 2024-02

**CITY OF APOPKA
COMMUNITY REDEVELOPMENT AGENCY
RESOLUTION NO. 2024-02**



**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 2024 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, 2024 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, 2024, the anticipated unexpended amount of \$3,021,828 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 2025. Additional projects and programs will be introduced during FY 2025 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 21st day of August, 2024, by the Community Redevelopment Agency 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 #: 3.

Meeting Date: August 21, 2024

Department: Community Development

SUBJECT:

Resolution Number 2024-03, to approve the CRA FY 2025 Budget

REQUEST:

Approve CRA Resolution Number 2024-03

SUMMARY:

CRA Fiscal Year 2025 budget approval in accordance with Resolution Number 2024-03 and supplemental information.

FUNDING SOURCE:

CRA Redevelopment Trust Fund.

RECOMMENDED MOTION:

Approve CRA Resolution Number 2024-03.

ATTACHMENTS:

1. CRA Budget Resolution 2024-03
2. CRA Budget FY2025 Request August 21, 2024 with rollover

RESOLUTION NO. 2024-03

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY (CRA) OF THE CITY OF APOPKA, FLORIDA, ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2025.

WHEREAS, on October 1, 2024, the Community Redevelopment Agency of the City of Apopka will start a new budget for fiscal year 2025; 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	\$ 1,176,301
Interest	272,900
Funding from Reserves	<u>3,021,828</u>
Total Revenues and Reserves	\$ 4,471,029

Expenditures:

Professional Services	\$ 210,000
Audit Services	5,500
Travel & Per Diem	850
Other Charges (& Assistance Programs)	515,000
Books, Pubs & Subscriptions	1,170
Training	450
Capital – Improvements	<u>3,738,059</u>
Total Expenditures and Reserves	\$ 4,471,029

NOW, THEREFORE, BE IT RESOLVED by the Community Redevelopment Agency Board of the City of Apopka that the Final Budget for fiscal year 2025 is hereby adopted.

PASSED AND ADOPTED this 21st day of August, 2024, by the Community Redevelopment Agency Board of the City of Apopka, Florida.

Bryan Nelson, Chairman
City of Apopka, Florida

ATTEST:

Susan Bone, City Clerk

Account String	Account Name	FY2024 Budget	Budget Amendment #1 (Resolution No. 2024-01)	FY2024 Amended Budget	FY2024 Budget Transfers and Encumbrances	FY2024 Expenditures YTD (8/15/2024)	FY2024 Available Budget	FY2025 Budget Request	Estimated Carryover	FY2025 Proposed Budget	Description
Revenues:											
610-311-1000	Current Ad Valorem Taxes	\$ 460,000	\$ 90,000	\$ 550,000				\$ 573,070			Current Ad Valorem Taxes
610-311-1001	Ad Valorem Tax Increase for CRA	490,000	90,000	580,000				603,231			Ad Valorem Tax Increase for CRA
610-311-1000	Interest/Dividend on Investments	75,000	-	75,000				272,900			Interest/Dividend on Investments
610-389-0009	Carry-Over Appropriation (Budget)	3,138,599	-	3,138,599				-			Carry-Over Appropriation (Budget)
		<u>\$ 4,163,599</u>	<u>\$ 180,000</u>	<u>\$ 4,343,599</u>				<u>\$ 1,449,201</u>			
Expenditures:											
610-9950-515-3100	Professional Services	\$ 100,000	\$ -	\$ 100,000		\$ 99,523	\$ 477	\$ 65,000	\$ -	\$ 65,000	Wayfinding Signage
610-9950-515-3100	Professional Services	20,000	-	20,000			20,000	-	-	-	Marketing & Promotions
610-9950-515-3100	Professional Services	-	-	-			-	20,000	-	20,000	Historical Recognition
610-9950-515-3100	Professional Services	100,000	-	100,000	(500)	11,953	87,547	125,000	-	125,000	Community Oriented Policing Program
610-9950-515-3200	Audit Services	5,500	-	5,500	500	6,000	-	5,500	-	5,500	CRA Audit - Separate Require by State
610-9950-515-4000	Travel & Per Diem	850	-	850	-	-	850	850	-	850	FRA - Florida Redevelopment Association annual conference. 3 hotel nights, and misc. food
610-9950-515-4900	CRA BCAP	30,000	-	30,000	-	13,584	16,416	30,000	-	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)	100,000	-	100,000	(1,350)	60,573	38,077	100,000	-	100,000	Façade Renovation Assistance Program (FRAP) ~ Pays for exterior commercial renovations, i.e. paint, windows, doors, stone work, awning, ADA access, etc. \$15,000 max. /separate storefront, \$25,000 max. / corner – with a 25% match.
610-9950-515-4912	CRA (BPRP)	20,000	-	20,000	-	-	20,000	20,000	-	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	-	20,000	-	-	20,000	20,000	-	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)	300,000	-	300,000	-	-	300,000	300,000	-	300,000	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	-	10,000	-	-	10,000	10,000	-	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	-	10,000	-	-	10,000	10,000	-	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	Downtown Benches, Cans, Etc.	25,000	-	25,000	-	16,223	8,777	25,000	-	25,000	Downtown Furniture - Benches, trash cans, bike racks, misc. furniture
610-9950-515-5400	Book, Pubs, Subs, & Membership	175	-	175	-	175	-	175	-	175	Special District State Mandated Fee
610-9950-515-5400	Book, Pubs, Subs, & Membership	995	-	995	-	-	995	995	-	995	FRA - Florida Redevelopment Association annual membership
610-9950-515-5500	Training	450	-	450	-	-	450	450	-	450	FRA-Florida Redevelopment Association annual conference - registration
610-9950-515-6300	Improvements, Other Than Bldgs	150,000	-	150,000	-	-	150,000	-	150,000	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	100,000	500,000	(375,000)	125,000	-	-	-	-	Skate Park & Pump Track and parking north of the Fran Carlton Center / Edwards Field for new park amenity and park events.
610-9950-515-6300	Improvements, Other Than Bldgs	50,000	-	50,000	-	-	50,000	-	50,000	50,000	City Hall Downtown Park
610-9950-515-6300	Improvements, Other Than Bldgs	105,000	-	105,000	-	-	105,000	-	105,000	105,000	Neighborhood Park at E. 8th Street and S. Highland Ave
610-9950-515-6300	Improvements, Other Than Bldgs	250,000	-	250,000	-	-	250,000	-	250,000	250,000	Central Ave Trail Portion
610-9950-515-6300	Improvements, Other Than Bldgs	2,415,629	80,000	2,495,629	(16,724)	62,077	2,416,828	716,231	2,416,828	3,133,059	Downtown Apopka Trail - Construction (funds held over from FY 2023).
610-9950-515-6300	Improvements, Other Than Bldgs	50,000	-	50,000	-	-	50,000	-	50,000	50,000	Cement Downtown Apopka Trail enhancement
		<u>\$ 4,163,599</u>	<u>\$ 180,000</u>	<u>\$ 4,343,599</u>	<u>\$ (393,074)</u>	<u>\$ 395,108</u>	<u>\$ 3,555,417</u>	<u>\$ 1,449,201</u>	<u>\$ 3,021,828</u>	<u>\$ 4,471,029</u>	
	\$2.1m - Phase 1 and \$1.1m - Phase 2 (Downtown Trail)							\$ -			
	Remaining Balance will Roll-over										