



APOPKA COMMUNITY REDEVELOPMENT AGENCY AGENDA

AUGUST 18, 2021 6:00 PM

APOPKA CITY HALL COUNCIL CHAMBERS

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

1. Approve the Community Redevelopment Minutes from December 20, 2020.

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.

NEW BUSINESS

1. CRA Fiscal Year 2021/2022 Budget Approval
2. Resolution No. 2021-01, to appropriate existing Redevelopment Trust Funds to the next FY 2021-2022.
3. Resolution No. 2021-02 to approve the CRA FY 2021-2022 Budget.
4. Approve staff to complete minor changes to the Assistance Programs as needed to further the CRA Redevelopment Plan.

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 December 2, 2020, at 1:00 p.m. in the City of Apopka Council Chambers.

CALL TO ORDER: Chair Nelson called to order the Community Redevelopment Agency Board meeting.

INVOCATION & PLEDGE OF ALLEGIANCE: Member Smith gave the invocation and led in the Pledge of Allegiance.

ROLL CALL: Bryan Nelson, Chairman
Doug Bankson
Kyle Becker
Alexander Smith
Steve White
Nikki Williams – Absent

PRESS: Teresa Sargent, The Apopka Chief

APPROVAL OF MINUTES:

1. CRA meeting August 19, 2020.

MOTION by Member Bankson and seconded by Member Smith to approve the CRA minutes for August 19, 2020. Motion carried unanimously with Chair Nelson, and Members Bankson, Becker, Smith, White and Williams voting aye.

PUBLIC COMMENT – There was no public comment.

NEW BUSINESS

1. Approve Budget Amendment for FRA Annual Membership Increase, 5th Street parking lot additional work items, & Budget line item for audit fees.

James Hitt, Community Development Director stated that this is a just a budget adjustment for three different items. The FRA Annual Membership increases; we were being very conservative and not spending much money, so he was working with the FRA on the membership fees, based on what we were actually spending. At the time, it was about \$295.00 for the year, for the membership. It is supposed to be based on the actual budgeted amount, but what we were looking at was what was actually being spent versus the budgeted amount. In this case, this year, we have a couple different major projects: the trail project for the downtown, which is about two-million by itself, we have some signage work, and the assistance programs. So, the membership is more in line with the two to three-million-dollar range, which is the nine-hundred and ninety-five, so we need to increase the budget for that line item.

The second one is the 5th Street parking lot, which is now completed. There were some changes that were done at the site itself. Vladimir, one of our staff members, was working very diligently with Beasley Construction and we believe we have a pretty good looking product. We have received a lot of very positive comments, the park is a simpler to see now, we have stripes and lighting now, and the crosswalk is there to get over to the business on the Southside, the VFW, and the Community Center. This project is the start of our downtown along with the assistance programs. On that we ended up being short about

\$11,745, so we are looking to take some money out of the wayfinding signage, where originally we put in \$50,000, so we would like to take \$11,646 out of there for the parking lot. With the FRA Membership, we needed an extra \$750.00, so in conjunction with that the FRP conference did not go through, it was held virtually, so we did not spend the \$850.00, so zero that out and put the \$750 towards the FRP Membership and \$100 towards the 5th Street parking lot.

Mr. Hitt stated the last item is the CRA audit. He said we are required to do an audit every year and the finance department was able to get that fee separated out for the CRA portion and that is \$4,500. For that one, we actually have to create a new line item, which is the \$3,200 item and that portion is also coming out of the wayfinding signage. That leaves the wayfinding signage with a little of \$33,854.00. I do believe that that is plenty of money to start our signage program for the downtown area, coming in for the downtown itself and creating a pattern for where to go, when to go, and who to see type of thing. That will come into play once we get the downtown trail going, which is about 2.2 miles of trail; we will be able to put trail markers along the trail for fitness work, as well. Overall, we are looking to shift funds, which total \$16,996. It is not creating more money, just shifting into three different accounts.

Mayor Nelson asked what pushed it over the budget; was it something specific that we added. James Hitt responded stating that there was about \$2,600 that was from Duke Energy, for moving and resetting lights, asphalt work, material testing, electrically work, and concrete work. It was a little bit of everything.

Mayor Nelson stated that it looks outstanding and that was the purpose.

Member White stated that the parking lot makes the entire area look better; it now looks more like a downtown area.

Member Smith stated that he has received several positive comments in reference to the parking lot. One person did not know that the City owns that, so he likes that fact that it is identified with City markings, so that people know it is a city parking lot. Beautiful job.

Member Becker stated that it looks great and he has used it several times. Of course, we would have liked to be right on target, but if we originally factored in ten-percent contingency, then really this additional amount represents just shy of three-percent.

Mayor Nelson stated that the Florida Statue changed requiring the CRA to have a separate audit.

Jamie Roberson, Finance Director stated that it will have a standalone audit report, it must be separated out. That was changed October 1, 2019, with an implementation for Fiscal Year 2020, so the auditor included it, it was a part of our audit RFP that we awarded to Molden and Jenkins, so it will be a standalone report for the CRA to follow the state statutes now.

Mayor Nelson stated that we just got the contract signed to do the new flooring in the VFW,

so we will have new flooring, lighting, and a new parking lot. As soon as we get through COVID we should have a pristine and marketable venue that everyone will be proud of. We are hoping to get the flooring in by the end of the year, but if not, the first or second week of January it will be completed.

James Hitt stated that we got a proposal from New Kirk Engineering, for doing the design for the downtown trail, we will be reviewing it over the next two weeks and bring it back before the CRA for approval of that contract.

Edward Bass, City Administrator stated that it is important to point out that we have started the beautification with our landscaping, as well.

MOTION by Member Becker and seconded by Member Bankson to approve the CRA budget amendments. Motion carried unanimously with Chair Nelson, and Members Bankson, Becker, Smith, White and Williams voting aye.

OLD BUSINESS –

Member Bankson stated that he likes that our focus is to move forward on the trail, as soon as we can. He is seeing progress there. He stated his interest in beautifying the area across the street from the VFW; anything that makes it look more like a park and as businesses come in, it can be developed.

Mayor Nelson stated that when we look at the sidewalk and trails, it is all in as one, so it should all come together.

James Hitt stated that we have 3.42 acres there if we vacate a portion of that Station Street and 5th Street; that is the portion we were looking to go out to bid to bring in someone to develop it. It can get up to about fifty units of apartments or condos along with some commercial.

Mayor Nelson asked if there is still planned to do a stage and community theatre and James Hitt stated that he had the general idea and the draft was just to get the ideas flowing. Whatever company comes in that has the experience, developing a mixed-use product, will be able to propose a stage, pavilion, meeting area, and open space for a craft fairs, etc. They would end up turning that space back over to the City and getting credit for the units, then we would take over the operations.

ADJOURNMENT - There being no further business to discuss, the meeting adjourned at 1:18 p.m.

ATTEST

Bryan Nelson, Chairman

Susan M. Bone, City Clerk



CITY OF APOPKA COMMUNITY REDEVELOPMENT AGENCY



☐ CONSENT AGENDA
☐ PUBLIC HEARING
☐ SPECIAL REPORTS
☒ OTHER: BUDGET ITEMS

MEETING OF: August 18, 2021
FROM: Community Development
EXHIBITS: Resolution No. 2021-01
Resolution No. 2021-02
allocating TIF funds for
Fiscal Year 2021/2022

SUBJECT: BUDGET ITEMS FOR FY 2021-2022 IN ACCORDANCE WITH FLORIDA STATUTES
AND THE *CRA REDEVELOPMENT PLAN 2017 ~ UPDATE*

REQUESTS: RESOLUTION NO. 2021-01 – APPROVE THE REMAINING FY 2019-2020 CRA
TRUST FUNDS TO BE EXTENDED TO FY 2020-2021
RESOLUTION NO. 2021-02 – APPROVED CRA BUDGET FOR FY 2020-2021

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 2020-2021: \$ 2,456,270

Resolution No. 2021-01 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 2021-02 is for the approval of the CRA Budget for FY 2021-2022. Total: \$3,266,270

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 affordable housing projects and the Downtown Apopka Trail extending on Central Ave. from Michael Gladden Blvd. to the Station Street Project area will be brought to the CRA Board once the new 2022 TIF funds are collected from Orange County and the City of Apopka

FY 2021-2022 budget items and projects in the CRA Budget:

Item or Project	Description	\$ Amount	CRA Account Number
Wayfinding signage for downtown	Design and specifications for directional signage in the CRA district. Any signage on Main St. (U.S. 441) would require special permitting in accordance with the wayfinding signage requirements regulated by FDOT. Include direction, public parking, shopping districts and area location signage.	50,000	610-9950-515-3100
Annual Audit	Effective 9-30-2020 CRAs with expenditures over \$100,000 are required to have a separate audit.	4,500	610-9950-515-3200
FRA conference per diem	Florida Redevelopment Association, 3 nights' hotel, parking & per diem. Maintains participation and certification	850	610-9950-515-4000
CRA ~ Assistance Programs	Building Code Assistance Program (BCAP) ~ Pays for interior commercial renovations, i.e. air conditioning, wiring, plumbing, ADA access, etc. \$5,000 max with a 25% match	35,000	610-9950-515-4900
	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.	25,000	610-9950-515-4910
	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.	20,000	610-9950-515-4912
	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	20,000	610-9950-515-4914
	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.	150,000	610-9950-515-4920
	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.	10,000	610-9950-515-4922
Demolition Program	Removal of dilapidated residential and commercial properties in the CRA District to make developable land available for new residential and commercial development	15,000	610-9950-515-4950
Downtown Furniture	Benches, trash cans, bike racks, misc. furniture	25,000	610-9950-515-4960

CRA – AUGUST 18, 2021
CRA BUDGET, FY 2021-2022
PAGE 3

Special District State Mandated Fee	Special District State Fee	175	610-9950-515-5400
FRA Membership	Florida Redevelopment Association	995	610-9950-515-5400
FRA Conference registration	Florida Redevelopment Association annual conference registration	450	610-9950-515-5500
Capital Improvements	M A Board St. parking lot for Alonzo Williams Park and Billie Dean Community Center	200,000	610-9950-515-6300
Capital Improvements	Downtown trail supplement funding. (see below) Electrical amp. Boxes on Central Ave. between Station Street and Main St.	2,609,300 <u>100,000</u> 2,709,300	610-9950-515-6300
Downtown Apopka Trail segments	<u>Michael Gladden Blvd. Downtown Trail portion</u> ~ includes 5' sidewalk on south side. From Park Ave. for Hawthorne Ave. Includes lighting, landscape palms, benches, signage, etc. <u>5th Street Downtown Trail Portion</u> ~ from Station Street Project to Hawthorne Ave. and Alonzo Williams Park. Includes trail, sidewalks, lighting, landscape palms, benches, signage, etc. <u>Station Street & 6th Street portion</u> ~ One-way portion of Station St. from Central Ave. to 6th St., and trail portion. 6th St. trial from Station St. to McGee Ave. Includes street width reduction, new curb, trail, sidewalks, lighting, landscape palms, benches, signage, etc. <u>Hawthorne Ave. - Downtown Trail portion</u> ~ from Michael Gladden Blvd. to E. 5th St. at Alonzo Williams Park <u>Central Ave. Downtown trail portion</u> ~ from Michael Gladden Blvd. to Station Street Project (DAT) - Downtown Trail portions ~ will include 10'-12' wide multi-modal trail and other amenities as described in each section above.		610-9950-515-6300

CRA Total budget for FY 2020-2021: \$ 3,266,270

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*.

RECOMMENDATION ACTION:

Approve Resolution No. 2021-01 to appropriate the CRA Redevelopment Trust Funds to the following Fiscal Year.

Approve Resolution No. 2021-02 for FY 2022 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.

Community Redevelopment Agency FY 2022 Budget

CRA		2019	2019	2020	2021
8-13-2021 edit 2 JH		ADOPTED	AMENDED	BUDGET	BUDGET
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	BUDGET			
610-9950-515.3100	PROFESSIONAL SERVICES	30,000	31,247	4,975	33,854
610-9950-515.3200	AUDIT SERVICES				4,500
610-9950-515.3400	CONTRACTUAL SERVICES	0	0	0	0
610-9950-515.4000	TRAVEL & PER DIEM	700	700	827	850
610-9950-515.4900	CRA-BCAP	278,000	25,000	36,500	35,000
610-9950-515.4910	CRA-FRAP	0	25,000	25,000	25,000
610-9950-515.4912	CRA-BPRP	0	0	25,000	25,000
610-9950-515.4914	CRA-BIFAP	0	0	25,000	25,000
610-9950-515.4920	CRA-RFAP	0	103,000	200,000	200,000
610-9950-515.4922	CRA-RRAP	0	0	20,000	50,000
610-9950-515.4950	DEMOLITION	0	100,000	100,000	25,000
610-9950-515.4960	DOWNTOWN BENCHES, CANS, ETC	0	0	10,000	70,000
610-9950-515.5200	OPERATING SUPPLIES	0	0	0	0
610-9950-515.5400	BOOKS PUBS & MEMBERSHIPS	175	175	445	1,195
610-9950-515.5500	TRAINING	175	175	450	450
	OPERATING EXPENSES	308,875	285,122	448,197	495,849
610-9950-515.6200	CAPITAL - LAND		0	0	0
610-9950-515.6300	CAPITAL - IMPROVEMENTS	1,309,558	1,309,558	\$ 2,909,300	\$ 2,224,270
	CAPITAL OUTLAY	1,309,558	1,309,558	2,909,300	2,224,270
610-9950-515.9300	CONTINGENCY	0	0	0	0
610-4200-581.9100	TRANSFERS	0	621,114	0	107,500
	TRANSFERS OUT	0	621,114	0	107,500
TOTAL		1,618,433	2,215,794	3,357,497	2,827,619

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2021-2022**

Fund	<u>CRA Fund - 610</u>
Department	<u>CRA 9950-515</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	Wayfinding signage for the CRA district	Design and specifications for directional signage in the CRA district. Any signage on Main St. (U.S. 441) would require special permitting in accordance with the wayfinding signage requirements regulated by FDOT. Include direction, public parking, shopping, Downtown Trail, and area location signage.	50,000

Total Cost	\$ 50,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2021-2022**

Fund	<u>CRA Fund - 610</u>
Department	<u>CRA 9950-515</u>
Line Item #	<u>3200</u>
Line Item Description	<u>Audit Services</u>

Item	Description	Justification	Estimated Cost
1	Annual Audit	Effective 9-30-2020 CRAs with expenditures over \$100,000 are required to have a separate audit.	4,500

Total Cost	\$ 4,500
-------------------	-----------------

Fund	<u>CRA Fund - 610</u>
Department	<u>CRA 9950-515</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Contractual Services</u>

Total Cost	\$ -
------------	------

Fund	<i>CRA Fund - 610</i>
Department	<i>CRA 9950-515</i>
Line Item #	<i>4000</i>
Line Item Description	<i>Travel & Per Diem</i>

Item	Description	Justification	Estimated Cost
1	FRA - Florida Redevelopment Association, conference	3 nights hotel, registration	850

Total Cost	\$ 850
------------	--------

CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2021-2022

Fund	<u>CRA Fund - 610</u>
Department	<u>CRA 9950-515</u>
Line Item #	<u>4900-4960</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost	Account Line
1	CRA ~ Building Code Assistance Program (BCAP) - Commercial	CRA redevelopment program for interior code renovations in accordance with the Southern Building Code. May include: air conditioning-ducts and associated electrical; re-wiring; ADA accessible building; plumbing. No roof work. Max. \$5,000 per unit	35,000	4900
2	CRA ~ Façade Renovation Assistance Program FRAP - Commercial	CRA redevelopment program for exterior commercial redevelopment assistance. Max \$5,000 per storefront, \$10,000 corner	25,000	4910
3	CRA ~ Building Permit Refund Assistance Program (BPRAP) Business	Permit fees refunded after building certificate of occupancy for up to 50% of fees for targeted businesses. Max \$5,000	20,000	4912
4	CRA ~ 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	20,000	4914
5	CRA ~ 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.	150,000	4920
6	CRA~Residential Renovation Assistance Program (RRAP)	CRA redevelopment program for residential SF renovation. May include: CPTED review; paint, lighting, windows, doors (energy efficient), gutters, house numbers, etc. Max. \$750 Potential Home Renovation CDBG match	10,000	4922
7	Demolition Program - delapidated residential and commercial properties.	Removal of dilapidated residential and commercial properties in the CRA District to make developable land available for new residential and commercial development	15,000	4950
8	Downtown benches, trash cans, bike racks	Downtown improvements	25,000	4960

Total Cost	\$ 300,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2021-2022**

Fund	<u>CRA Fund - 610</u>
Department	<u>CRA 9950-515</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Memberships</u>

<i>Item</i>	Description	Justification	Estimated Cost
1	Fl, Dept. of Economic Oportunity, FRA Special District	State mandated fee	175
2	Florida Redevelopment Association (FRA) membership	Membership Fee	995

Total Cost	\$ 1,170
-------------------	-----------------

Fund	<i>CRA Fund - 610</i>
Department	<i>CRA 9950-515</i>
Line Item #	<i>5500</i>
Line Item Description	<i>Training</i>

<i>Total Cost</i>	\$ 450
-------------------	--------

Fund	<u>CRA Fund - 610</u>
Department	<u>CRA 9950-515</u>
Line Item #	<u>6200</u>
Line Item Description	<u>Capital - Land</u>

Total Cost	\$ -
------------	------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2021-2022**

Fund	<u>CRA Fund - 610</u>
Department	<u>CRA 9950-515</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Capital - Improvements</u>

Item	Description	Justification	Estimated Cost
1	<i>Downtown Apopka Trail segments</i>	<i>Construction for the 10'-12' multi-modal trail segments, 5' sidewalks, palm trees, curbing, road work, driveways, etc. where designed. Includes Central Ave.</i>	2,609,300
2	Electric amp boxes increase on S. Central Ave. and E. 5th Street, south of Main St., north of Station St.	For Central Ave. and 5th Street events. Food truck and vendor plug-in (rather than portable generators)	100,000
3	<i>M A Board Street parking lot</i>	<i>For Alonzo Williams Park and Billie Dean Community Center even parking. About 40 spaces.</i>	200,000

Total Cost	\$ 2,909,300
-------------------	---------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2021-2022**

Fund	<u>CRA Fund - 610</u>
Department	<u>CRA 9950-515</u>
Line Item #	<u></u>
Line Item Description	<u>Summary</u>

			(Auto-filled)
Object	Description	Justification	Estimated Cost
3100	Professional Services		50,000
3200	Audit Services		4,500
4000	Travel and Per Diem		850
4900	CRA-BCAP		35,000
4910	CRA-FRAP		25,000
4912	CRA-BPRP		20,000
4914	CRA-BIFAP		20,000
4920	CRA-RFAP		150,000
4922	CRA-RRAP		10,000
4950	DEMOLITION		15,000
4960	DOWNTOWN BENCHES, CANS, ETC		25,000
5200	Operating Supplies		-
5400	Books, Subs and Memberships		1,170
5500	Training		450
6200	Land		-
6300	Infrastructure		\$ 2,909,300
9300	Transfers		

Total Cost	\$ 3,266,270
-------------------	---------------------

**CITY OF APOPKA
COMMUNITY REDEVELOPMENT AGENCY
RESOLUTION NO. 2021-01**



**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 2020/2021 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, 2021 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, 2021, the anticipated unexpended amount of \$2,456,270 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 2021/2022. Additional projects and programs will be introduced during FY 2021/2022 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 18th day of August, 2021, by the Community Redevelopment Agency of the City of Apopka., Florida.

Bryan Nelson, Chairman
City of Apopka, Florida

ATTEST:

Susan Bone, City Clerk

EXHIBIT "A"

CRA Fund Balance Analysis

	Actual 2017	Actual 2018	Actual 2019	Actual 2020	Forecast 2021
Beginning Balance	\$ 2,091,524.38	\$ 2,091,524.38	\$ 2,422,528.38	\$ 2,394,812.45	\$ 2,467,135.45
Plus Estimated Revenues	\$ -	\$ 392,395.00	\$ 621,224.07	\$ 572,015.00	\$ 660,030.00
Less Estimated Expenditures			\$ (27,826.00)	\$ (499,692.00)	\$ (563,394.68)
Less Transfer Out	\$ -	\$ (61,391.00)	\$ (621,114.00)		\$ (107,500.00)
Actual Ending Fund Balance	\$ 2,091,524.38	\$ 2,422,528.38	\$ 2,394,812.45	\$ 2,467,135.45	\$ 2,456,270.77

Note: Transfer for 2020 will be completed in 2021.

<u>2021 Estimated</u>	Actual <u>Expenditures</u>	Estimated to be <u>paid @ 09/30/21</u>	Estimated <u>Total</u>
Audit Services	\$ 4,500.00		\$ 4,500.00
Travel & Per Diem			\$ -
BCAP	\$ 15,000.00	\$ 7,896.50	\$ 22,896.50
FRAP	\$ 18,043.95		\$ 18,043.95
BDRP			\$ -
BIFAP			\$ -
RAFP	\$ 2,960.03		\$ 2,960.03
RRAP	\$ 1,000.00		\$ 1,000.00
Downtown Benches, Cans, m Etc	\$ 3,715.03		\$ 3,715.03
Books Pubs & Subs	\$ 1,195.00		\$ 1,195.00
Training			\$ -
PO#26-04641 5th St Parking Lot Retainage	\$ 30,982.95		
<u>Improvements Other Than Buildings</u>			\$ -
PO#20-04118 Musco Lighting Alonzo	\$ 71,504.00		\$ 71,504.00
PO#20-04641 5th Street Parking	\$ 109,253.36		\$ 109,253.36
PO#21-01657 5th St Light Pole Relocation	\$ 1,013.38		\$ 1,013.38
PO#21-01687 CRA - 5th St Parking Lot	\$ 1,648.85		\$ 1,648.85
PO#21-02071 APOPKA DOWNTOWN TRAIL I	\$ 62,001.01	\$ 263,663.57	\$ 325,664.58
Transfer Out	\$ 107,500.00		\$ 107,500.00
Totals	\$ 430,317.56	\$ 271,560.07	\$ - \$ - \$ 670,894.68

[CRA Fund Balance Analysis.xlsx](#)

RESOLUTION NO. 2021-02

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY
(CRA) OF THE CITY OF APOPKA, FLORIDA, ADOPTING THE ANNUAL
BUDGET FOR FISCAL YEAR 2021-2022.**

WHEREAS, on October 1, 2021, the Community Redevelopment Agency of the City of Apopka will start a new budget for fiscal year 2021-2022; 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	\$ 800,000
Interest	10,000
Funding from Reserves	<u>2,456,270</u>
Total Revenues and Reserves	\$ 3,266,270

Expenditures:

Professional Services	\$ 50,000
Audit Services	4,500
Travel & Per Diem	850
Other Charges (& Assistance Programs)	300,000
Books, Pubs & Subscriptions	1,170
Training	450
Capital – Improvements	<u>2,909,300</u>
Total Expenditures and Reserves	\$ 3,266,270

NOW, THEREFORE, BE IT RESOLVED by the Community Redevelopment Agency Board of the City of Apopka that the Final Budget for fiscal year 2021-2022 is hereby adopted.

PASSED AND ADOPTED this 18th day of August, 2021, by the Community Redevelopment Agency Board of the City of Apopka, Florida.

Bryan Nelson, Chairman
City of Apopka, Florida

ATTEST:

Susan Bone, City Clerk

CRA Assistance Program Project Summary

App. #	Location	Bus. Name & Applicant	Items	Date Applied	Date Completed	CRA \$	Applicant \$	Applicant %	Total \$
BCAP ~ 9950-515-4900									
Building Code									
2018-01 BCAP	60 E. 5 th St.	Young's Law Firm, P.A. Hai Yong Kim	Air Conditioner	4/12/18	5/11/18	\$ 1,875.00	\$ 625.00	25	\$ 2,500.00
2018-02 BCAP	54 E. 5 th St.	All American Furniture, LLC	2 Air conditioners	4/12/18	7/23/18	\$ 7,500.00	\$ 2,500.00	25	\$ 10,000.00
2019-03 BCAP	430 E. Main St.	World O' Suds BND Nicols Properties, LLC Ben Nicols	Air Conditioner	4/5/19	4/30/19	\$ 5,000.00	\$ 2,900.00	36.7	\$ 7,900.00
2018-04 BCAP	VOID								
2019-05 BCAP	430 (suites 102 & 103) and 432 S. Central Ave.	Sergio Ramirez	4 Air Conditioners	8/20/19	12/17/2019	\$ 15,000.00	\$ 5,300.00	28.1	\$ 20,300.00
2019-06 BCAP	256 E. Main St.	Porkies Original BBQ Steve White	2 5-ton Air Conditioners	10/15/19	11/8/2019	\$ 5,000.00	\$ 6,752.00	57.45	\$ 11,752.00
2020-07 BCAP	48 E. 5th Street	Three Odd Guys Brewing, Trod Buggs	2 10-ton Air Conditioners	5/22/2020	9/23/2020	10,000.00	25,125.00	71.37	\$35,125.00
2020-08 BCAP	50 E. 5th Street	My Axes Place	Fire wall materials	7/8/2020	7/28/2020	441.66	147.22	25	\$588.88
2020-09 BCAP	440 S. Park Ave.	Farm City	1 10-ton Air Conditioner	9/22/2020	11/19/2020	5,000.00	7,398.00	59.6	\$12,398.00
2021-10 BCAP	VOID								
2021-11 BCAP	426 S. Central Ave.	Apopka Furniture	1 10-ton Air Conditioner	4/9/2021	6/25/2021	5,000.00	4,300.00	46.2	\$9,300.00
2021-12 BCAP	40 E. 5th Street	Propagate Social House	2 18k BTU 16 Seer AC	4/23/2021	6/7/2021	5,000.00	4,283.00	46.1	\$9,283.00
2021-13 BCAP	52 E. 5th Street	The Smoke Exchange (Naram Global)	1 5-ton Air Conditioner	5/19/2021	7/26/2021	5,000.00	2,000.00	28.57	\$7,000.00
2021-14 BCAP	940 S. Central Ave.	Lula Maes Eatery	Front door & frame, 20 gal, grease trap and mop sink	7/8/2021		2,896.50	965.50	25	\$3,862.00
2021-15 BCAP	940 S. Central Ave.	Lula Maes Eatery	Electrical outlets and EXIT signs	8/5/2021		887.15	282.39	25	\$1,169.54
					TOTALS:	\$ 68,600.31	\$ 62,578.11	38.39	\$ 131,178.42
FRAP ~ 9950-515-4910									
Façade Renovation									
2017-01 FRAP	426 S. Central Ave.	Apopka Furniture, Robert R. Bratton	New Awning	1/12/18	4/10/18	\$ 2,108.70	\$ 702.90	25	\$ 2,811.60
2018-02 FRAP	215 E. Main St.	Take 5 Oil Change LLC Pete Frey	Clean & Paint Exterior	2/21/18	3/13/18	\$ 5,000.00	\$ 6,500.00	56.52	\$ 11,500.00
2018-03 FRAP	72 E. Main St.	Park Avenue Gold & Pawn Harry Oshman	12 new upper story windows Clean & Paint exterior New awnings	4/11/18	9/11/18	\$ 17,874.00	\$ 5,958.00	25	\$ 23,832.00
2018-04 FRAP	920 S. Central Ave.	Hands 4 U Yolanda George	New Awning	9/20/18	1/16/19	\$ 570.00	\$ 190.00	25	\$ 760.00
2019-05 FRAP	VOID								
2019-06 FRAP	115 W. Michael Gladden Blvd.	Vacant (Steep & Cheap)	1 door and 2 windows	12/2/19	3/11/2020	\$ 3,332.39	\$ 1,110.79	25	\$ 4,443.18
2019-07 FRAP	65 E. Station St.	Dexinole Insurance David Chase	13 windows replaced	10/2/19	2/4/2020	\$ 4,701.58	\$ 1,567.19	25	\$ 6,268.77
2020-08 FRAP	48 E. 5th Street	Three Odd Guys Brewing, Trod Buggs	Sign for front façade	3/18/20	5/11/2020	\$ 3,019.21	\$ 1,642.91	35	\$ 4,662.12
2020-09 FRAP	32 and 34 E. Main St.	H&R Block and Gramac Printing - Jeff Szukalski	20 new windows for entire building	5/5/20	1/5/2021	\$ 6,216.75	\$ 3,337.25	35	\$ 9,554.00
2021-10 FRAP	32 and 34 E. Main St.	H&R Block and Gramac Printing - Jeff Szukalski	Clean & Paint Exterior	2/3/2021	4/9/2021	3783.25	1696.75	30.9	\$ 5,480.00

2021-11 FRAP	24 W. 4th Street	Mercer Pest Control, Inc.	Clean & Paint Exterior	4/2/21	5/17/2021	\$ 4,350.00	\$ 1,450.00	25	\$ 5,800.00
2021-12 FRAP	40 E. 5th Street	Propagate Social House	Exterior Business Sign	4/23/21	6/7/2021	\$ 3,693.95	\$ 1,231.32	25	\$ 4,925.27
2021-13 FRAP	36 E. Main St.	Downtown Barbers, Inc.	New front door	6/23/21		\$ 1,837.50	\$ 613.50	25	\$ 2,450.00
					TOTALS:	\$ 56,487.33	\$ 26,000.61	29.78	\$ 82,486.94
BPRAP ~ 9950-515-4912 Building Permit Refund									
2020-01 BPRAP	48 E. 5 th Street	Three Odd Guys Brewing - Trod Buggs	Interior buildout	1/2/2020	1/24/2020	\$480.00	\$480.00	50%	\$960.00
BIFAP ~ 9950-515-4914 Business Impact Fee									
2020-01 BPRAP	48 E. 5 th Street	Three Odd Guys Brewing ~ Trod Buggs	Water & Sewer Impact Fees	1/2/2019	1/24/2020	\$5,000.00	\$7,897.00	0.61231294	\$12,897.00
RFAP ~ 9950-515-4920 Residential Fee									
2018-01 RFAP	821 S. Washington Ave.	Parthenon Homes, Inc. Arnold Hutchinson	1 new home (1,806 sf) - Impact Fees Paid	11/29/18	Permit # 18001838 CO 1/15/19	\$ 20,451.00	N/A	NA	\$ 20,451.00
2019-02 RFAP	825 S. Washington Ave.	Lessa Investments, LLC Marcela Fischer	1 new home (1,670 sf) – Impact Fees Paid	3/25/19	Permit # 19000925 CO 8/20/20	\$ 20,451.00	N/A	NA	\$ 20,451.00
2020-03 RFAP	233 W. 8th Street	Fischer Capital Management, LLC	1 new home (1,797 sf) - Impact Fees Paid (fire & police)	9/21/20	Permit # 21000403 5/6/2021	\$ 2,960.03	N/A	N/A	\$ 2,960.03
					TOTALS:	\$ 43,862.03	N/A	NA	\$ 43,862.03
RRAP ~ 9950-515-4922 Residential Renovation									
2021-01 RRAP	30 S. Central Ave.	Peter Megna	Painting exterior	5/21/2021	6/3/2021	\$1,000.00	\$3,525.00	77.90%	\$4,525.00
Demolition Program 9950-515-4950									

\\apk-fs1\users\$\j\hitt\Documents\CRA\Assistance Programs\CRA Assistance Program Project Summary.docx