

**FRUITLAND PARK CITY COMMISSION
COMMUNITY REDEVELOPMENT AGENCY
MEETING AGENDA**

January 23, 2020

City Hall Commission Chambers
506 W. Berckman Street
Fruitland Park, Florida 34731

6:15 p.m.

1. CALL TO ORDER

Pledge of Allegiance

2. ROLL CALL

3. Approval of Minutes (city clerk)

December 12, 2019

4. 2020 CRA Meeting Schedule (city clerk)

Motion to approve the 2020 CRA meeting schedule.

5. CRA FY 2018-19 Annual and Activity Report (city treasurer)

6. FY 2019-20 Budget Transfer - Municipal Complex to Community Center (city treasurer)

Motion to recommend the transfer in the CRA budget of \$50,000 from the municipal complex to the community center.

7. PUBLIC COMMENTS

This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Action may not be taken by the Community Redevelopment Agency at this meeting; however, questions may be answered by staff or issues may be referred for appropriate staff action.

Note: Pursuant to F.S. 286.0114 and the City of Fruitland Park's Public Participation Policy adopted by Resolution 2013-023, members of the public shall be given a reasonable opportunity to be heard on propositions before the CRA. Accordingly, comments, questions, and concerns regarding items listed on this agenda shall be received at the time the CRA addresses such items during this meeting. Pursuant to Resolution 2013-023, public comments are limited to three minutes.

7. OTHER BUSINESS

8. ADJOURNMENT

Any person requiring a special accommodation at this meeting because of disability or physical impairment should contact the City Clerk's Office at City Hall (352) 360-6727 at least forty-eight (48) hours prior to the meeting. (§286.26 F.S.)

If a person decides to appeal any decision made by the CRA with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The city does not provide verbatim records. (§286.0105, F.S.)

PLEASE TURN OFF ELECTRONIC DEVICES OR PLACE IN VIBRATE MODE.

**CITY OF FRUITLAND PARK
CRA AGENDA ITEM SUMMARY SHEET
Item Number: 3**

ITEM TITLE: CRA – Draft Minutes

For the Meeting of: January 23, 2020

Submitted by: City Clerk

Date Submitted: January 14, 2020

Funds Required:

Attachments: Draft minutes

Item Description: December 12, 2019 draft meeting minutes

Action to be Taken: Approve the December 12, 2019 draft minutes as submitted.

Staff’s Recommendation: If there are no corrections, approval.

Additional Comments:

City Manager Review:

Mayor Authorization:

**FRUITLAND PARK COMMUNITY REDEVELOPMENT AGENCY
DRAFT MEETING MINUTES
December 12, 2019**

A Community Redevelopment Agency meeting was held at 506 W. Berckman Street, Fruitland Park, Florida 34731 on Thursday, September 5, 2019 as soon as practical at 6:15 p.m.

Members Present: Mayor Chris Cheshire, Vice Mayor John L. Gunter, Jr., Commissioners Christopher Bell, Patrick DeGrave and John Mobilian.

Also Present: City Manager Gary La Venia; City Attorney Anita Geraci-Carver; City Treasurer Jeannine Racine; Police Chief Erik Luce, Public Works Director Dale Bogle; Community Development Director Tracy Kelley; Library Director Jo Ann Glendinning; Human Resources Director Diana Kolcun; Deputy City Clerk Stevie Taub and City Clerk Esther B. Coulson.

1. CALL TO ORDER

ACTION: ACTION: 6:33:43 PM Mayor Cheshire called the meeting to order.

2. ROLL CALL

ACTION: 6:33:45 PM At Mayor Cheshire's request, Ms. Coulson called the roll and a quorum was declared present.

Upon Mayor Cheshire' suggestion and **by unanimous consent, the CRA accepted the change to Item 5.(a), the revised FY 2018-19 Annual Report.**

3. Election of Officers

Mayor Cheshire recognized the annual election of the chair and vice chair of the CRA to be in order.

Chair and Vice Chair

Commissioner DeGrave placed in nomination the names of Chris Cheshire as CRA chair for 2019-20 and Vice Mayor Gunter as CRA vice chair for 2019-20. These nominations were seconded by Commissioner Mobilian

ACTION: 6:34:35 PM **There being no further names placed for nomination, by unanimous consent, it was declared closed.**

Mayor Cheshire called for a roll call vote to nominate Chris Cheshire as CRA Chair and John L. Gunter Jr. as CRA Vice Chair for 2019-20 and declared it carried unanimously.

4. Approval of Minutes

September 5, 2019 CRA meeting minutes.

ACTION: 6:35:08 PM On motion of Vice Mayor Gunter, seconded by Commissioner Bell and unanimously carried, the CRA approved the September 5, 2019 minutes as submitted.

5. CRA Performance Data

Ms. Racine reviewed the following performance data reports:

- (a) FY 2018-19 Annual and Activity Reports, a revised report was previously submitted by email on December 10, 2019; a copy of which was distributed and filed with the supplemental papers to the minutes of this meeting;
- (b) Total Assessed Real Property Values (since inception) - \$121,650,696;
- (b) Total Assessed Real Property Values (January 1, 2019, Reporting Year);
- (c) Total Number of CRA Projects Started and Completed - FYs 2004/05 to FY 2019/20, which are detailed to 2014 with the intent to complete the list and provide the update to the city commission at a later date, and
- (d) Affordable Housing Total Expenditures (Low-Middle Income Residents).

After Mr. Greg Beliveau, LPG Urban Planners Inc. (consultants retained by the city) highlighted the city's current position on its boundaries, he referred to his previous discussions with Ms. Geraci-Carver and suggested reviewing clarification of a language discovered in the city's redevelopment plan.

ACTION: 6:35:20 PM No action was taken.

6. CRA Redevelopment Taxes – FY 2019-20

Motion to approve from the general fund to the redevelopment fund for the redevelopment taxes for FY 2019-20 totaling \$183,533.

ACTION: 6:43:00 PM On motion of Commissioner Bell, seconded by Vice Mayor Gunter and unanimously carried, the CRA withdrew from consideration its action to approve the redevelopment fund for the redevelopment taxes as previously cited and place the item on a future the city commission regular agenda for consideration.

7. FYs 2015-20 Redevelopment Plan Projects Discussion

Mayor Cheshire addressed the need for the city commission to schedule holding a workshop to consider the FYs 2015-20 Redevelopment Plan projects and the Five-Year Capital Improvement Plan to be addressed at a future city commission meeting.

ACTION: 6:43:17 PM No action was taken.

8. PUBLIC COMMENTS

There was no one from the public at this time.

ACTION: 6:43:17 PM No action was taken.

9. OTHER BUSINESS

ACTION: 6:44:20 PM No action was taken.

10. ADJOURNMENT

The meeting adjourned at 6:45 p.m.

The minutes were approved at the January 23, 2020 meeting.

Signed _____
Esther B. Coulson, City Clerk

Signed _____
Chris Cheshire, Mayor

**CITY OF FRUITLAND PARK
CRA AGENDA ITEM SUMMARY SHEET
Item Number: 4**

ITEM TITLE: CRA Meeting Schedule

For the Meeting of: January 23, 2020

Submitted by: City Clerk

Date Submitted: January 15, 2020

Funds Required: No

Attachments: Yes – Meeting Schedule

Item Description: 2020 CRA Meeting Schedule

Action to be Taken: Approve the 2020 CRA meeting schedule

Staff's Recommendation: Approval

Additional Comments: No

City Manager Review: Yes

Mayor Authorization: Yes



**CITY OF FRUITLAND PARK
COMMUNITY REDEVELOPMENT AGENCY
2020 MEETING SCHEDULE**

The City of Fruitland Park Community Redevelopment Agency holds its scheduled meetings quarterly as soon as practical at 6:15 pm at 506 West Berckman Street, Fruitland Park, Florida, 34731. The following meeting dates, times and locations are subject to change to unforeseen circumstances such as emergencies:

March 26 regular

July 23 regular

September 24 regular

December 10 regular

**CITY OF FRUITLAND PARK
CRA AGENDA ITEM SUMMARY SHEET
Item Number: 5**

ITEM TITLE: CRA FY 2018-19 Annual and Activity Report

For the Meeting of: January 23, 2020

Submitted by: City Treasurer

Date Submitted: December 10, 2019

Funds Required: No

Attachments: Annual and Activity Report

Item Description: The amended FY 2018-19 CRA Annual Activity Report was submitted at the December 12, 2019 CRA meeting. According to Florida Statutes 163.371, the report needs to be filed with the city commission and by March 2020 with the State of Florida Department of Financial Services.

Action to be Taken: Approve filing the FY 2018-19 CRA Annual Activity Report with the city commission.

Staff's Recommendation: Approval

Additional Comments: Please also note that subject to FS 163.317, the digital map depicting the geographical boundaries and total acreage of the community redevelopment agency will be posted on the city's website.

City Manager Review: Yes

Mayor Authorization: Yes

Community Redevelopment Agency
City of Fruitland Park

Annual Report FY 2018-2019

The Florida Community Redevelopment Act of 1969 (Florida Statutes: Title XI, Chapter 163, Part III) provides a vehicle for local communities to form a Community Redevelopment Agency (CRA) and create a Redevelopment Trust Fund through Tax Increment Financing (TIF) for financing improvements within a target area.

The City of Fruitland Park established its CRA in March 1995. The Community Redevelopment Plan was updated and approved in September 2016.

The CRA Base Year Tax Value for OOF1 dated 3/16/1995 is \$17,896,110 and for 00F2 dated 6/28/2005 is \$67,646,734. FY2019 Current Year Tax Value for 00F1 is \$56,226,726 and for 00F2 is \$78,682,996. The increase in tax value from the base value of 00F1 is \$38,330,616 and for 00F2 is \$11,036,262 for a total increase of \$49,366,878.

Pursuant to Chapter 163.356(3)(c) of the Florida Statutes, a progress report of the year's redevelopment activities, including a complete financial statement of assets, liabilities, income and expenses, is due March 31 of each year. This annual report briefly summarizes the redevelopment activities conducted by the CRA in FY 18-19 and includes the year's financial statements.

In FY18-19, eight streets were repaved (Ridge Drive, Judith Ave, Le Conte St, Plumosa Ave, Fountain St, Dennis Ave, Smith St, Nuzum St, and the entrance to soccer field at Dixie & Shiloh were paved. Rose Plantation was the recipient of a grant match for a new awning. Improvements to the Municipal Complex were completed. These improvements included the windmill and all outside landscaping including plants, sod and irrigation. There was Booth Ern Straughan & Hiott (BESH) engineering support for moving utilities in the expansion of 466a and supplies purchased.

Prepared for
City of Fruitland Park Board of Commissioners
November 2019

**CITY OF FRUITLAND PARK
CRA FINANCIAL STATEMENT FOR FY2018**

CRA ACTIVITY REPORT FY2019

FY2018 Fund Balance \$ 24,928.60

Income - Revenue FY2019

City of Fruitland Park	\$ 134,239.00
Lake County Commission	\$ 167,637.00
Lake County Water Authority	\$ 16,808.20
Lake County Ambulance District	\$ 15,163.00
Interest	\$ 4,412.35
Rent & Late Fees	
TOTAL REVENUES	\$ 338,259.55

Operating Expenses FY2019

Misc. Expense	
Misc. Expense	\$ (620.00)
Memberships	
Special District Fees	\$ (175.00)
GrantProgram	\$ (1,767.96)
Improvements	
466a (BESH, Core & Main LP)	\$ (13,596.98)
Municipal Complex	\$ (42,143.71)
Basketball rims, poles, backboards, posts, goals, and nets	
Light poles Vets Park	
Gate at entrance of Vets Park	
	\$ (55,740.69)

Streets

Repared 8 streets, entrance to soccer field	
<i>Paved (Ridge Drive, Judith Ave, Le Conte St, Plumosa Ave, Fountain St, Dennis Ave, Smith St, Nuzum St, Entrance to soccer field Dixie & Shiloh)</i>	<i>\$ (115,536.00)</i>
Streets	\$ (115,536.00)

Transfer to Other Funds Fund

Tx 10% UT for 466a Relocate	\$ (9,247.30)
Tx 20% CM, 10 CT	\$ (29,547.02)

Transfer to General Fund \$ (38,794.32)

TOTAL EXPENSES \$ (212,633.97)

FY2019 Fund Balance \$ 150,554.18

GOVERNMENTAL BALANCE SHEET	
Assets	
SBOA Investments	\$ 166,843.76
CD Citizens Bank	\$ 100,000.00
	\$ 266,843.76
Liabilities	
Accts Payable	\$ (115,536.00)
Rent Deposit- R Holiday	\$ (753.58)
	\$ 150,554.18

**CITY OF FRUITLAND PARK
CRA AGENDA ITEM SUMMARY SHEET
Item Number: 6**

ITEM TITLE: CRA FY 2019-20 Budget Amendment -
Municipal Complex to Community Center

For the Meeting of: January 23, 2020

Submitted by: City Treasurer

Date Submitted: January 15, 2020

Funds Required: Yes \$50,000, CRA

Attachments: Interfund Budget Amendment BT2020-008

Item Description: **Budget Amendment BT2020-008** – transfers \$50,000 from the Community Redevelopment Agency (CRA) municipal complex (20511-60624) to CRA Community Center (20511-60636) expense. This budget amendment will decrease the municipal complex budget and will increase the community center budget by \$50,000.

Action to be Taken: **Recommend approval of Budget Amendment BT2020-008.**

Staff's Recommendation: Approval.

Additional Comments: No

City Manager Review: Yes

Mayor Authorization: Yes

CITY OF FRUITLAND PARK

Interfund Budget Amendment: #

BT2020-008

To: CITY MANAGER

Date: 14-Jan-2019

Prepared by: FINANCE DIRECTOR
Department Head

Approved: _____
City Manager

REVENUES:

Object name & #	_____	Amount: _____	Inc/Dec
Object name & #	_____	Amount: _____	Inc/Dec
Object name & #	_____	Amount: _____	Inc/Dec
Object name & #	_____	Amount: _____	Inc/Dec
Object name & #	_____	Amount: _____	Inc/Dec
Object name & #	_____	Amount: _____	Inc/Dec

EXPENDITURES:

Object name & #	<u>20511-60624 Municipal Complex</u>	Amount: <u>50,000</u>	Inc/Dec
Object name & #	<u>20511-60636 Community Center</u>	Amount: <u>50,000</u>	Inc/Dec
Object name & #	_____	Amount: _____	Inc/Dec
Object name & #	_____	Amount: _____	Inc/Dec
Object name & #	_____	Amount: _____	Inc/Dec
Object name & #	_____	Amount: _____	Inc/Dec

Explanation: Move money from Municipal Complex into Community Center budget.
This leaves \$100,000 in Municipal Complex.

Approved by Commission: 1/23/2020
Date

City Clerk

City Finance Director

Mayor