

**CRA RESOLUTION NO. 2020-001**

**A RESOLUTION OF THE OCOEE COMMUNITY REDEVELOPMENT AGENCY ADOPTING A BUDGET FOR FISCAL YEAR 2020-2021; PROVIDING FOR BUDGET ADJUSTMENTS AND THE APPROPRIATION OF FUNDS; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Ocoee Community Redevelopment Agency (the “CRA”) was created pursuant to Part III, Chapter 163, Florida Statutes, and Ordinance No. 2006-007 of the City of Ocoee, Florida; and

**WHEREAS**, the CRA is a dependent special district under Chapter 189, Florida Statutes, known as the Uniform Special District Accountability Act (the “Special District Act”); and

**WHEREAS**, the Special District Act requires all special districts, including dependent special districts, such as the CRA, to adopt a budget for each fiscal year by resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE OCOEE COMMUNITY REDEVELOPMENT AGENCY, AS FOLLOWS:**

**SECTION 1. Authority.** The CRA has the authority to adopt this Resolution pursuant to the Special District Act.

**SECTION 2. Adoption of Budget.** The governing body of the CRA does hereby approve and adopt a budget for the CRA for Fiscal Year 2020-2021. A copy of the budget is attached hereto as Exhibit “A” and incorporated herein by reference.

**SECTION 3. Budget Adjustments.** As of the date of adoption of the Budget for Fiscal Year 2020-2021, the governing body of the CRA may not have received the final calculations regarding tax increment revenues and/or carried forward monies to be deposited into the Community Redevelopment Trust Fund for the Community Redevelopment Area which will be available for use by the CRA for Fiscal Year 2020-2021. Accordingly, the governing body of the CRA does hereby direct that tax increment revenues received in excess of the projected budgeted revenues be allocated to the 4900 Reserve for Contingency line item as set forth in Exhibit “A” and that any shortfalls in the projected budgeted tax increment revenues and/or monies carried forward be deducted from the 4900 Reserve for Contingency line item as set forth in Exhibit “A”. In accordance with Subsection 163.387(7), F.S., the governing body of the CRA does hereby direct that monies carried forward in excess of the budgeted amount be allocated to the 6302 Capital Improvements line item, as set forth in Exhibit “A”, to fund projects identified in the CRA Capital Improvement Plan and Community Redevelopment Plan or be deposited into an escrow account for the purpose of later reducing any indebtedness to which increment revenues are pledged. The Executive Director of the CRA is hereby authorized to administratively make any adjustments to the budget which may be required to implement the provisions of this section.

**SECTION 4. Appropriations.** There are hereby expressly appropriated out of anticipated revenues all funds and monies necessary to meet the appropriations stipulated by and in the attached budget.

**SECTION 5. Severability.** If any section, subsection, sentence, clause, phrase or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

**SECTION 6. Effective Date.** This Resolution shall become effective immediately upon passage and adoption, and the budget adopted and approved by this Resolution shall be effective as of October 1, 2020.

**PASSED AND ADOPTED** this 15<sup>th</sup> of September, 2020.

APPROVED:

**ATTEST:**

**OCOEE COMMUNITY  
REDEVELOPMENT AGENCY**

\_\_\_\_\_  
Melanie Sibbitt, Secretary

\_\_\_\_\_  
Richard Firstner, Chair

(SEAL)

**FOR USE AND RELIANCE ONLY  
BY THE OCOEE COMMUNITY  
REDEVELOPMENT AGENCY,  
APPROVED AS TO FORM AND LEGALITY  
This 15<sup>th</sup> day of September, 2020.**

**SHUFFIELD, LOWMAN & WILSON, PA**

By: \_\_\_\_\_  
Scott Cookson, City Attorney

## Exhibit A



**FIFTY  
WEST**

### **FY 2020-2021 CRA BUDGET DETAIL & CIP WORK PROGRAM**

The following provides a more detailed overview of the CRA's budget and capital work program. This document is an attachment to the CRA's FY 2020-2021 Budget Resolution.

#### **PERSONNEL** **\$257,816**

This account covers salary, FICA, and benefit costs for the CRA Administrator, the CRA Administrative Assistant, and a percentage of the Assistant City Manager and the City Manager personnel cost.

#### **OPERATING EXPENSES** **\$559,825**

##### **3101 Legal Expense - \$11,400** (same as last year)

- Legal costs associated with potential acquisitions, legal review of documents, attendance at CRA Board meetings and other legal issues pertaining to implementation of the CRA Plan and/or amendment, or other planning documents; as well as, the day to day activities of the office of the CRA.

##### **3128 Professional Services/Other - \$120,000**

- The allocation includes funds for the following items:
  - Graphic Design Services for CRA Branding & Promotions - \$10,000
  - Economic Development Services - \$30,000
  - Planning Studies - \$80,000 (i.e. studies related to potential redevelopment sites, Target Area stormwater continued assessment, and evaluation of adding enclaves located within the CRA boundaries to the legal description of the Redevelopment District)

##### **3400 Contractual Services - \$300,000**

- The following costs have been estimated:
  - CRA Landscape Maintenance - \$200,000
  - Plant Replacements in Medians - \$55,000
  - Desk Top Publishing/Graphic Design for Annual Report - \$5,000
  - CRA Website Hosting & Updates - \$2,000
  - Grant Writing Support Services - \$5,000
  - Misc. Contracts unknown at this time - \$33,000

This account was increased from \$150,000 to account for the added landscape maintenance within the CRA, in addition to funding plant replacement.

**4000 Travel Expense - \$10,000** (same as last year)

- This is for travel to events such as ICSC's national, state and local networking meetings to promote the Fifty West Redevelopment District.

**4100 Telephone Expense - \$3,800** (5% decrease)

**4200 Postage and Freight - \$1,000**

- We needed to double the allocation from last year to address mailing out developer packages, annual reports, and business welcome packets.

**4301 Water Expense - \$20,000**

- This is a new line item for the CRA to cover irrigation expenses on SR 50 medians.

**4700 Printing and Binding - \$4,500**

- For various print jobs, such as the CRA Annual Report, CRA Target Area Special Development Plan Booklets, and miscellaneous printing and binding.
- This account was increased by 28.5 % due to increasing printing/binding costs.

**4900 Reserve for Contingency - \$50,000**

- This account serves as the CRA's reserve
- This account was lowered from \$75,000 in FY 20

**4901 Administrative Legal Ads - \$600** (same as last year)

**5100 Office Supplies - \$1,000**

- We needed to double this account to meet the needs of 2 full time staff members.

**5200 POL Supplies- \$500** (same as last year)

**5202 Operating Supplies - \$1,000** (same as last year)

**5216 Copying Expense - \$1,000** (same as last year)

**5235 Computer Equipment/Software - \$2,000** (same as last year)

**5401 Books/Subscriptions - \$525**

- This account was increased from \$150.00 to pay for CRA's video conferencing capability.
- Funds are also used to pay for the CRA's website domains' renewals.

**5402 Professional Dues - \$2,500** (same as last year)

**5405 Training Expense - \$5,000** (same as last year)

**8200 Community Promotions - \$15,000** (same as last year)

- Provides funding for sponsorship of local events

**8205 Public Relations Development - \$10,000** (same as last year)

- Funds promotional activities designed to broaden CRA awareness.

**6302 Capital Improvements** **\$2,958,500**

The following provides details for each of the three (3) capital improvement program categories.

- **Ongoing Projects from FY 2019/2020 (\$2,958,500)** – The following projects have been identified to move forward in FY 20-21.
  - Wellness Park (\$2,000,000) – Design is complete. We estimate initiating construction in early 2021. The construction is viewed as high priority in order to create Fifty West Redevelopment District as a destination.
  - N Blackwood Avenue (\$350,000) – Engineering is at 60% complete. The roundabout is resulting in the need for additional engineering to relocate utilities and stormwater facilities. The Construction documents should be completed by late fall. Furthermore, there will be a need to acquire ROW. Costs anticipated in FY 21 will be directed at ROW acquisition and design refinement. The total construction cost of this project is currently estimated at \$1,200,000. Construction will probably start fall of 2021.
  - S. Bluford Streetscape Design & Engineering (\$383,500) The estimated construction cost is over \$4,000,000. Staff will secure design services in FY 20-21 and move forward with the acquiring easements needed for its construction. Staff will need to secure supplemental funding for this project. Construction is not estimated to commence until FY 2021 – 2022 or later based on available funding.
  - Intersection Improvements at Bluford & Geneva (175,000) -FY 2021-2022 identifies \$175,000 to be used for intersection improvements at Bluford/Geneva.
  - Maine Street Park (\$50,000) CRA will partner with CCWO to outfit Maine Street park with park furnishings and interpretive signage. This is expected to be completed in early fall of 2021.
- **New Projects (\$0.00)** – Currently, there are no funds assigned to this category. This category includes miscellaneous beautification and/or capital projects that meet the intent as defined by the Ocoee Community Redevelopment Plan, but not listed above. If costs for the capital projects listed above are less than estimated or if there are additional monies carried forward than anticipated, then those monies may be used to fund new projects.
- **Acquisition/Incentives (\$0.00)** – Currently, there are no funds assigned to this category. If costs for the capital projects listed above are less than estimated or if there are additional monies carried forward than anticipated, then those monies may be used to fund property appraisals or site assessments, to purchase property or to fund developer or business incentive programs.

**CRA 5-Year Capital Improvement Program (CIP)**  
**FY 2020-2021; Based on Final FY 20 Increment Revenue & Projected Cash Forward**

<b>On-going Projects</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>Sum of 5 Years</b>
	\$ 2,958,500	\$ 3,550,000	\$ 3,000,000	\$ 2,000,000	\$ -	\$ 11,508,500
<b>Wellness Park</b>	\$ 2,000,000	\$ -	\$ -		\$ -	\$ 2,000,000
Design						\$ -
Construction	\$ 2,000,000		\$ -		\$ -	\$ 2,000,000
						\$ -
<b>N. Blackwood Avenue Roadway</b>	\$ 350,000	\$ 1,500,000	\$ -		\$ -	\$ 1,850,000
Design - CPH Complete FY 20						\$ -
Utility Design Complete FY 20						\$ -
ROW for Corner Clips/Engineering	\$ 350,000					\$ 350,000
Construction		\$ 1,500,000				\$ 1,500,000
<b>S. Bluford Streetscape</b>	\$ 383,500	\$ 2,000,000	\$ 1,500,000	\$ 1,000,000	\$ -	\$ 4,883,500
Design/Easement Acquisition in FY 21	\$ 383,500					\$ 383,500
Construction		\$ 2,000,000	\$ 1,500,000	\$ 1,000,000		\$ 4,500,000
<b>Bluford &amp; Geneva Intersection Improvements</b>	\$ 175,000					\$ 175,000
<b>Maine Street Park Interpretative Signs and Site Amenities</b>	\$ 50,000					\$ 50,000
<b>Maguire Rd Ph. 5</b>	\$ -	\$ 50,000	\$ 500,000	\$ 2,500,000	\$ 2,500,000	\$ 5,550,000
CD review						\$ -
CD Revisions		\$ 50,000				\$ 50,000
Final Design/ROW/Construction		\$ 500,000	\$ 2,500,000	\$ 2,500,000		\$ 5,500,000
<b>New Projects</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 25-26</b>	<b>Sum of 5</b>
	\$ -	\$ 500,000	\$ 1,000,000	\$ 1,600,000	\$ 3,000,000	\$ 6,100,000
<b>Target Area 1 Infrastructure</b>	\$ -	\$ 250,000	\$ 500,000	\$ 1,500,000	\$ 1,500,000	\$ 3,750,000
<b>Misc. Project(s) Not Yet Defined</b>	\$ -	\$ 250,000	\$ 500,000	\$ 100,000	\$ 1,500,000	\$ 2,350,000
<b>Acquisitions &amp; Incentives</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>Sum of 5 Years</b>
	\$ -	\$ 100,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 700,000
<b>Acquisition/Incentive Dollars</b>	\$ -	\$ 100,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 700,000
<b>Final Budget</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>Sum of 5 Years</b>
	\$ 2,958,500	\$ 4,150,000	\$ 4,200,000	\$ 7,600,000	\$ 3,200,000	\$ 18,308,500
<b>Summary</b>						
<b>On-Going Projects</b>	\$ 2,958,500	\$ 3,550,000	\$ 3,000,000	\$ 2,000,000	\$ -	\$ 11,508,500
<b>New Projects</b>	\$ -	\$ 500,000	\$ 1,000,000	\$ 1,600,000	\$ 3,000,000	\$ 6,100,000
<b>Acquisitions/Incentives</b>	\$ -	\$ 100,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 700,000
<b>Total</b>	<b>\$ 2,958,500</b>	<b>\$ 4,150,000</b>	<b>\$ 4,200,000</b>	<b>\$ 3,800,000</b>	<b>\$ 3,200,000</b>	<b>\$ 18,308,500</b>

\* Only the projects in FY 20-21 are funded

\*\*\* Updated 07/27/20

Fund 130  
 Dept 516-00  
 Division CRA

Group	Account	Account Description	2018 Actuals	2019 Actuals	2020 Budget	2021 Tentative Budget
Personnel Services	1101	OTHER SERVICES			3,600	3,600
	1200	REGULAR SALARIES			229,291	186,000
	1400	OVERTIME PAY	0	0	0	0
	1510	PTO BUYOUT	0	0	0	0
	2100	FICA TAXES			21,626	18,999
	2200	RETIREMENT CONTRIBUTIONS	0	0	29,542	25,175
	2300	HEALTH INSURANCE	0	0	84,299	16,234
	2301	LIFE INSURANCE	0	0	696	975
	2302	DENTAL/VISION INSURANCE	0	0	1,101	569
	2303	ACCIDENT/DISABILITY INSURANCE	0	0	2,007	2,007
	2400	WORKERS' COMP INSURANCE	0	0	5,205	4,257
<b>Personnel Services Total</b>			<b>0</b>	<b>0</b>	<b>377,367</b>	<b>257,816</b>

Operating Expenses	3101	LEGAL FEES	10,242	3,128	12,000	11,400
	3128	PROFESSIONAL SERVICES	4,080	1,925	10,500	120,000
	3400	CONTRACTUAL SERVICES	68,530	126,675	235,000	300,000
	4000	TRAVEL EXPENSE	4,320	1,539	10,000	10,000
	4100	TELEPHONE EXPENSE	1,886	2,716	4,000	3,800
	4200	POSTAGE & FREIGHT		44	500	1,000
	4301	WATER EXPENSE			20,000	20,000
	4501	AUTO LIABILITY INSURANCE			0	0
	4605	VEHICLE PARTS REPAIRS			0	0
	4606	EQUIP MAINT CONTRACTS	163		0	0
	4700	PRINTING AND BINDING	1,494	2,643	3,500	4,500
	4800	NEWSLETTER EXPENSE			1,000	0
	4900	RESERVE FOR CONTINGENC			21,291	50,000
	4901	ADMINISTRATION LEGAL ADS	361	350	600	600
	4902	MISCELLANEOUS			350	0



Fund 130  
 Dept 516-00  
 Division CRA

Group	Account	Account Description	2018 Actuals	2019 Actuals	2020 Budget	2021 Tentative Budget
Operating Expenses	5100	OFFICE SUPPLIES	262	329	1,000	1,000
	5200	POL SUPPLIES			500	500
	5202	OPERATING SUPPLIES	2,076	485	1,000	1,000
	5216	COPYING EXPENSE	448	705	1,000	1,000
	5235	UNDER \$1000	1,607	667	2,400	2,000
	5401	BOOKS/SUBSCRIPTIONS		64	500	525
	5402	PROFESSIONAL DUES	1,345	2,210	2,800	2,500
	5405	TRAINING EXPENSE	2,855	2,798	5,000	5,000
	8200	COMMUNITY PROMOTIONS	15,000	15,000	15,000	15,000
	8205	PUBLIC RELATIONS DEVELOPMENT	3,205	601	10,000	10,000
	9000	TRANSFERS OUT		220,897	0	0
	9100	TRANSFERS OUT-DEBT SER	147,006		0	0
<b>Operating Expenses Total</b>			<b>264,880</b>	<b>382,776</b>	<b>357,941</b>	<b>559,825</b>
Capital	6100	LAND PURCHASE	0	0	0	0
	6300	PAVING & DRAINAGE IMPROVEMENTS	0	0	0	0
	6302	CAPITAL IMPROVEMENTS	196,227	502,434	2,426,815	2,958,500
	6400	EQUIPMENT	0	0	0	0
	6401	VEHICLES	0	0	40,000	0
	6405	CPUs - LAPTOPS - SOFTWARE			0	0
<b>Capital Total</b>			<b>196,227</b>	<b>502,434</b>	<b>2,466,815</b>	<b>2,958,500</b>
<b>Grand Total</b>			<b>461,107</b>	<b>885,210</b>	<b>3,202,123</b>	<b>3,776,141</b>