

**CRA RESOLUTION NO. 2021-001**

**A RESOLUTION OF THE OCOEE COMMUNITY REDEVELOPMENT AGENCY ADOPTING A BUDGET FOR FISCAL YEAR 2021-2022; 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 2021-2022. 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 2021-2022, 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 2021-2022. 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.

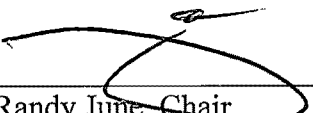
**SECTION 5. Severability.** If any section, subsection, sentence, clause, phrase or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall 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, 2021.

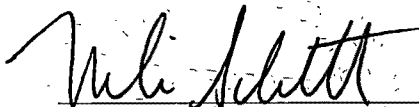
**PASSED AND ADOPTED** this 21<sup>st</sup> of September, 2021.

APPROVED:

**OCOEE COMMUNITY  
REDEVELOPMENT AGENCY**

  
\_\_\_\_\_  
Randy June, Chair

**ATTEST:**

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

(SEAL)

**FOR USE AND RELIANCE ONLY  
BY THE OCOEE COMMUNITY  
REDEVELOPMENT AGENCY,  
APPROVED AS TO FORM AND LEGALITY  
This 21<sup>st</sup> day of September, 2021.**

**SHUFFIELD, LOWMAN & WILSON, PA**

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

## Exhibit A



### **FY 2021-2022 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 2021-2022 Budget Resolution.

#### **PERSONNEL** **\$334,859.19**

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

#### **OPERATING EXPENSES** **\$592,675.00**

##### **3101 Legal Expense - \$8,000** (30% decrease from last year, based on past use)

- 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 – \$155,000** (29% increase)

- The reason for the increase is we moved \$35,000 in items that better fit the professional services line item.
- The allocation includes funds for the following items:
  - Graphic Design Services for CRA Branding & Promotions - \$10,000
  - Economic Development Services - \$20,000
  - Planning & Urban Design Studies - \$125,000 (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, and design studies to determine project feasibility.)

##### **3200 Accounting Auditing - \$5,500** (10% increase to account for rising costs)

- Audit is a new requirement per State Statutes

##### **3400 Contractual Services – \$275,000** (8.3% decrease)

- The following costs have been estimated:
  - CRA Landscape Maintenance - \$150,000
  - Plant Replacements in Medians - \$60,000
  - 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 - \$53,000

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**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** (same as last year)

**4200 Postage and Freight - \$1,000** (same as last year)

**4301 Water Expense - \$40,000** (100% increase based on 2021 costs)

**4700 Printing and Binding - \$4,500** (same as last year)

- For various print jobs, such as the CRA Annual Report, CRA Target Area Special Development Plan Booklets, and miscellaneous printing and binding.

**4900 Reserve for Contingency - \$50,000** (same as last year)

- This account serves as the CRA's reserve

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

**5100 Office Supplies - \$1,000** (same as last year)

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

**52001 Uniforms - \$275.00** (new line item)

**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 - \$1,000**

- 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** **\$5,241,762**

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

- **Ongoing Projects from FY 2020/2021 (\$5,000,000)** – The following projects have been identified to move forward in FY 21-22.
  - Wellness Park (\$2,300,000) – Project is out to Bid and construction will start later this fall; construction is viewed as high priority in order to create Fifty West Redevelopment District as a destination. Received \$2,250,000 grant from WOHD.
  - S. Bluford Streetscape Design & Engineering (\$2,550,000) The estimated construction cost is over \$7,000,000. Staff in the process of securing design services. Staff will need to secure supplemental funding for this project. Construction is not estimated to commence until FY 2022 – 2023.
  - N Blackwood Avenue (\$150,000) – Engineering is at 90% complete. Design modification may be needed to accommodate a change in the left turn lane at SR 50. There will be a need to acquire ROW (corner clips) to fit the roundabout. Costs anticipated in FY 21-22 will be directed at ROW acquisition and design refinement. The total construction cost of this project is currently estimated at \$1,950,000. Construction will probably start once City Center is nearing completion since Blackwood Avenue is City Center's construction entrance/exit.
- **Developer Incentives (\$241,762)** – These funds can be used to provide developer or business incentives. Incentives may include participating with developers/businesses to remove and/or remediate blight factors such as environmental concerns, demolition of vacant buildings/structures, façade and landscape grants and other cost sharing activities aimed at removing blight factors identified in the Redevelopment Plan.
- **Acquisition (\$0.00)** – Funds may be used to pay for property appraisals, site assessments, and acquisition of property. 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 appraisals, site assessment and/or property acquisition.

Name			Account ID	2020 Actual	FY2022 - FY21 FY20/21 ADOPTED BUDGET	FY2022 - FY22 (In Progress)	
<b>Expense Objects</b>							
	<b>Personnel Services</b>						
		<b>CRA</b>					
			OTHER SERVICES	130-516-00-1101	\$4,450.63	\$3,600.00	\$3,600.00
			REGULAR SALARIES	130-516-00-1200	\$214,835.38	\$186,000.00	\$261,722.88
			OVERTIME PAY	130-516-00-1400	\$0.00	\$0.00	\$0.00
			PTO BUYOUT	130-516-00-1510	\$0.00	\$0.00	\$0.00
			FICA TAXES	130-516-00-2100	\$16,133.56	\$18,999.00	\$20,021.80
			RETIREMENT CONTRIBUTIONS	130-516-00-2200	\$18,872.71	\$25,175.00	\$25,175.00
			HEALTH INSURANCE	130-516-00-2300	\$35,069.42	\$16,234.00	\$16,234.00
			LIFE INSURANCE	130-516-00-2301	\$779.64	\$975.00	\$1,052.13
			DENTAL/VISION INSURANCE	130-516-00-2302	\$1,007.93	\$569.00	\$569.00
			ACCIDENT/DISABILITY INSURANCE	130-516-00-2303	\$1,402.18	\$2,007.00	\$2,007.00
			WORKERS' COMP INSURANCE	130-516-00-2400	\$1,468.10	\$4,257.00	\$4,477.38
		<b>Total CRA:</b>			<b>\$294,019.55</b>	<b>\$257,816.00</b>	<b>\$334,859.19</b>
	<b>Total Personnel Services:</b>				<b>\$294,019.55</b>	<b>\$257,816.00</b>	<b>\$334,859.19</b>
	<b>Operating Expenses</b>						
		<b>CRA</b>					
			LEGAL FEES	130-516-00-3101	\$1,651.00	\$11,400.00	\$8,000.00
			ENGINEERING EXPENSE	130-516-00-3102	\$0.00	\$0.00	\$0.00
			PROFESSIONAL SERVICES	130-516-00-3128	\$4,968.11	\$120,000.00	\$155,000.00
			ACCOUNTING AUDITING	130-516-00-3200	\$0.00	\$0.00	\$5,500.00
			CONTRACTUAL SERVICES	130-516-00-3400	\$57,355.46	\$300,000.00	\$275,000.00
			TRAVEL EXPENSE	130-516-00-4000	\$2,060.98	\$10,000.00	\$10,000.00
			TELEPHONE EXPENSE	130-516-00-4100	\$2,184.11	\$3,800.00	\$3,800.00
			POSTAGE FREIGHT	130-516-00-4200	\$109.19	\$1,000.00	\$1,000.00
			WATER EXPENSE	130-516-00-4301	\$73,632.43	\$20,000.00	\$40,000.00
			LEASING EXPENSE	130-516-00-4400	\$0.00	\$0.00	\$0.00
			AUTO LIABILITY INSURANCE	130-516-00-4501	\$0.00	\$0.00	\$0.00
			VEHICLE PARTS REPAIRS	130-516-00-4605	\$0.00	\$0.00	\$0.00
			EQUIP MAINT CONTRACTS	130-516-00-4606	\$0.00	\$0.00	\$0.00
			PRINTING AND BINDING	130-516-00-4700	\$1,954.00	\$4,500.00	\$4,500.00
			NEWSLETTER EXPENSE	130-516-00-4800	\$0.00	\$0.00	\$0.00
			RESERVE FOR CONTINGENC	130-516-00-4900	\$0.00	\$50,000.00	\$50,000.00
			ADMINISTRATION LEGAL ADS	130-516-00-4901	\$284.13	\$600.00	\$600.00
			MISCELLANEOUS	130-516-00-4902	\$0.00	\$0.00	\$0.00
			OFFICE SUPPLIES	130-516-00-5100	\$980.10	\$1,000.00	\$1,000.00
			POL SUPPLIES	130-516-00-5200	\$18.97	\$500.00	\$500.00
			UNIFORMS	130-516-00-5201	\$0.00	\$0.00	\$275.00
			Operating Supplies	130-516-00-5202	\$404.83	\$1,000.00	\$1,000.00
			COPYING EXPENSE	130-516-00-5216	\$200.58	\$1,000.00	\$1,000.00
			COMPUTER PERIPHERALS - SOFTWARE UNDER \$100	130-516-00-5235	\$2,177.95	\$2,000.00	\$2,000.00
			BOOKS-SUBSCRIPTIONS	130-516-00-5401	\$449.51	\$525.00	\$1,000.00
			PROFESSIONAL DUES	130-516-00-5402	\$2,920.00	\$2,500.00	\$2,500.00
			TRAINING EXPENSE	130-516-00-5405	\$865.00	\$5,000.00	\$5,000.00
			PRINCIPAL	130-516-00-7100	\$0.00	\$0.00	\$0.00
			INTEREST EXPENSE	130-516-00-7200	\$0.00	\$0.00	\$0.00
			COMMUNITY PROMOTIONS	130-516-00-8200	\$1,199.00	\$15,000.00	\$15,000.00
			PUBLIC RELATIONS DEVELOPMENT	130-516-00-8205	\$0.00	\$10,000.00	\$10,000.00
			TRANSFERS OUT	130-516-00-9000	\$0.00	\$0.00	\$0.00
			TRANSFERS OUT-DEBT SER	130-516-00-9100	\$0.00	\$0.00	\$0.00
		<b>Total CRA:</b>			<b>\$153,415.35</b>	<b>\$559,825.00</b>	<b>\$592,675.00</b>
	<b>Total Operating Expenses:</b>				<b>\$153,415.35</b>	<b>\$559,825.00</b>	<b>\$592,675.00</b>

Name			Account ID	2020 Actual	FY2022 - FY21 FY20/21 ADOPTED BUDGET	FY2022 - FY22 (In Progress)
	Capital					
		CRA				
		LAND PURCHASE	130-516-00-6100	\$0.00	\$0.00	\$0.00
		PAVING & DRAINAGE IMPROVEMENTS	130-516-00-6300	\$0.00	\$0.00	\$0.00
		CAPITAL IMPROVEMENTS	130-516-00-6302	\$1,452,215.58	\$2,958,500.00	\$5,241,762.00
		EQUIPMENT	130-516-00-6400	\$0.00	\$0.00	\$0.00
		Vehicles	130-516-00-6401	\$25,611.00	\$0.00	\$0.00
		CPUs - LAPTOPS - SOFTWARE	130-516-00-6405	\$0.00	\$0.00	\$0.00
		<b>Total CRA:</b>		<b>\$1,477,826.58</b>	<b>\$2,958,500.00</b>	<b>\$5,241,762.00</b>
	<b>Total Capital:</b>			<b>\$1,477,826.58</b>	<b>\$2,958,500.00</b>	<b>\$5,241,762.00</b>
<b>Total Expense Objects:</b>				<b>\$1,925,261.48</b>	<b>\$3,776,141.00</b>	<b>\$6,169,296.19</b>



Name			Account ID	2020 Actual	FY2022 - FY21 FY20/21 ADOPTED BUDGET	FY2022 - FY22 (In Progress)
<b>Revenue Source</b>						
	<b>Cash Balance</b>					
		BEGINNING CASH BALANC	130-30-0000	\$0.00	\$1,851,054.00	\$2,146,986.19
	<b>Total Cash Balance:</b>			<b>\$0.00</b>	<b>\$1,851,054.00</b>	<b>\$2,146,986.19</b>
	<b>Taxes</b>					
		CONTRIBUTIONS	130-31-1100	\$1,390,115.42	\$758,289.00	\$851,332.00
		CITY CONTRIBUTION	130-38-1100	\$0.00	\$866,798.00	\$920,978.00
	<b>Total Taxes:</b>			<b>\$1,390,115.42</b>	<b>\$1,625,087.00</b>	<b>\$1,772,310.00</b>
	<b>Other Financing</b>					
		GRANT REVENUE	130-33-1000	\$589,504.19	\$0.00	\$2,250,000.00
	<b>Total Other Financing:</b>			<b>\$589,504.19</b>	<b>\$0.00</b>	<b>\$2,250,000.00</b>
	<b>Other Revenues</b>					
		MISCELLANEOUS REVENUE	130-36-0000	\$0.00	\$300,000.00	\$0.00
		INTEREST EARNINGS	130-36-1100	\$0.00	\$0.00	\$0.00
	<b>Total Other Revenues:</b>			<b>\$0.00</b>	<b>\$300,000.00</b>	<b>\$0.00</b>
<b>Total Revenue Source:</b>				<b>\$1,979,619.61</b>	<b>\$3,776,141.00</b>	<b>\$6,169,296.19</b>