UMATILLA COMMITTEE REDEVELOPMENT BOARD (CRA) MEETING

September 19, 2023 at 5:55 PM

Council Chambers, 1 S. Central Avenue, Umatilla, Florida 32784

AGENDA

Please silence your electronic devices

PLEDGE OF ALLEGIANCE AND INVOCATION

CALL TO ORDER

ROLL CALL

AGENDA REVIEW

MINUTES REVIEW

PRESENTATIONS

PUBLIC COMMENT

At this point in the meeting, the Umatilla CRA Board will hear questions, comments and concerns from the public. Please write your name and address on the paper provided on the podium. Matters which may be coming before the Board at a later date should not be discussed until such time as they come before the Board in a public hearing. Comments, questions, and concerns from the public regarding items listed on this agenda shall be received at the time the CRA Board addresses such items during this meeting. Public comments are generally limited to three minutes.

PUBLIC HEARING / ORDINANCES / RESOLUTIONS

1. Resolution No. 2023-18, CRA Budget

ACTION ITEMS / DISCUSSION ITEMS

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 (352)669-3125. F.S. 286.0105 If a person decides to appeal any decision or recommendation made by Council 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.

The City of Umatilla is an equal opportunity provider and employer.

CITY OF UMATILLA
AGENDA ITEM STAFF REPORT

DATE: **September 8, 2023** **MEETING DATE:** **September 19, 2023**

SUBJECT: Resolution No. 2023-18, CRA Budget

BACKGROUND SUMMARY:

The CRA budget is based on the tentatively adopted millage rate of 7.1089. The total budget is $1,057,269 of which $960,461 is for operating expenditures. Facade improvement grant funds have been included, totaling $80,000, which is $30,000 more than in previous years due to the popularity of the program. The proposed capital outlay totals $640,000 and includes the following:

- Potential land acquisition - $300,000
- Street resurfacing - $150,000
- Street signs and other wayfinding signage - $50,000
- Lighting improvements - $50,000
- Bus shelters and benches - $40,000
- Parking - $50,000

RECOMMENDATIONS:

Adoption of Resolution No. 2023 - 18, CRA Budget for Fiscal Year 2023-2024.

FISCAL IMPACTS:

Total budget of $1,057,269

ATTACHMENTS:

1. Resolution 2023 18 CRA Final Budget
2. Exhibit A

RESOLUTION 2023 – 18 (CRA)

A RESOLUTION OF THE CITY OF UMATILLA COMMUNITY REDEVELOPMENT AGENCY, STATE OF FLORIDA, ADOPTING THE BUDGET FOR FISCAL YEAR 2023-2024; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Umatilla Community Redevelopment Agency, Florida, held a duly noticed public hearing in the Umatilla City Council Chambers, on September 19, 2023, to adopt the CRA budget for fiscal year 2023-2024; and

WHEREAS, the Community Redevelopment Board is required to adopt an annual budget by resolution in accordance with Section 189.418(3), Florida Statutes; and

WHEREAS, the Community Redevelopment Board members desire to approve the CRA Budget for Fiscal Year 2023-2024.

NOW, THEREFORE BE IT RESOLVED BY THE CITY OF UMATILLA COMMUNITY REDEVELOPMENT BOARD, FLORIDA, THAT:

1. The Chairperson and Board members of the Umatilla Community Redevelopment Agency Board hereby approve and adopt the Fiscal Year 2023-2024 budget attached hereto as Exhibit “A”.

2. This Resolution shall take effect immediately upon its adoption.

DULY ADOPTED at a public hearing this 19th day of September, 2023, by the Community Redevelopment Board of the City of Umatilla, Lake County, Florida.

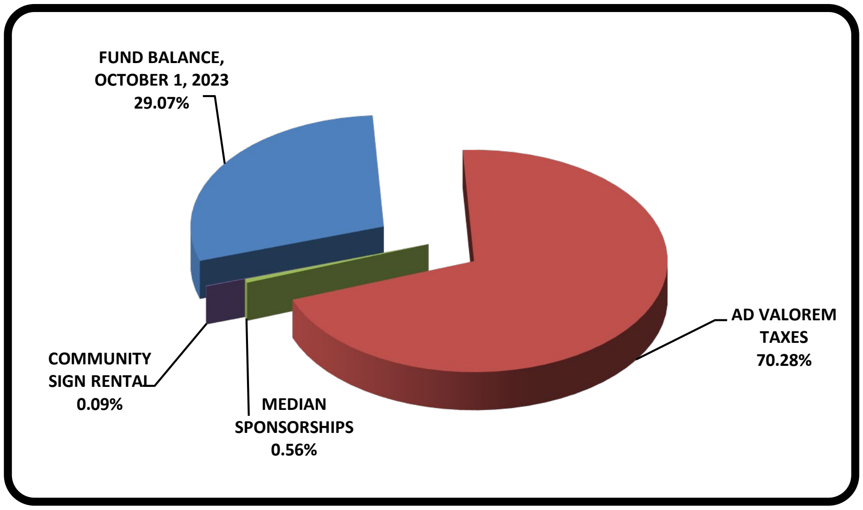
____
Chris Creech
Vice Chair
City of Umatilla Community Redevelopment Agency

ATTEST:

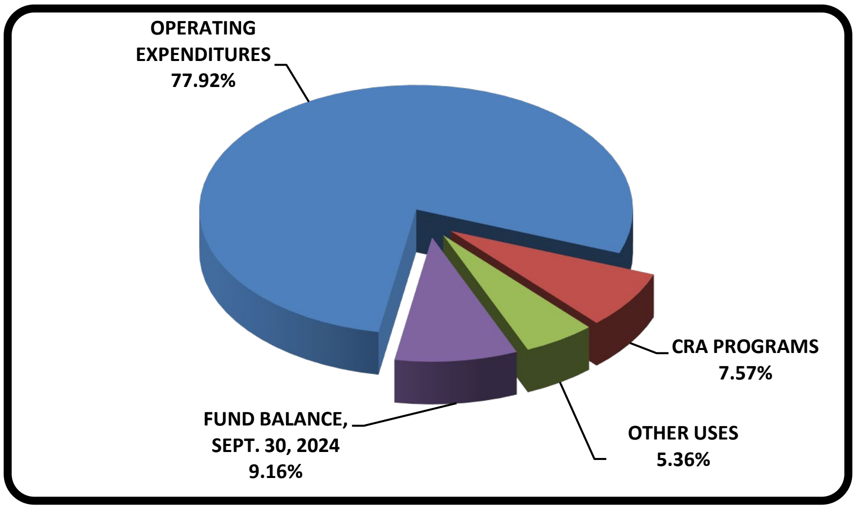
____
Jessica Burnham
City Clerk

EXHIBIT A

COMMUNITY REDEVELOPMENT AGENCY



	BUDGET	PERCENT REVENUES
FUND BALANCE, OCTOBER 1, 2023	$ 307,315	29.07%
AD VALOREM TAXES	743,079	70.28%
MEDIAN SPONSORSHIPS	5,875	0.56%
COMMUNITY SIGN RENTAL	1,000	0.09%
TOTAL AVAILABLE RESOURCES	**$ 1,057,269**	**100.00%**



	BUDGET	PERCENT EXPENSES
OPERATING EXPENDITURES	$ 823,781	77.92%
CRA PROGRAMS	80,000	7.57%
OTHER USES	56,680	5.36%
FUND BALANCE, SEPT. 30, 2024	96,808	9.16%
TOTAL USE OF RESOURCES	**$ 1,057,269**	**100.00%**

COMMUNITY REDEVELOPMENT AGENCY

GOALS:

Redevelopment Incentive Program, Commercial Improvement Matching Grant Program, Streetscape Program, and Public Property Program.

	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 BUDGET
PERSONAL SERVICES	$ 36,228	$ 62,990	$ 62,990	$ 66,736
OPERATING EXPENDITURES	134,537	162,685	116,485	197,045
CAPITAL OUTLAY	194,400	175,000	169,890	640,000
OTHER USES	-	-	-	56,680
	$ 365,165	$ 400,675	$ 349,365	$ 960,461

OBJECTIVES:

☆ Redevelopment Incentive Program - to encourage the development of commercial buildings and sites within the CRA District.

☆ Commercial Improvement Matching Grant Program - to provide an incentive to owners or tenants for rehabilitation of commercial property in the form of a matching grant.

☆ Streetscape Program - to promote community events, outdoor activities, quality of life and economic prosperity by improving pedestrian access within the CRA. Improve Safety and traffic conditions within the CRA by calming and slowing traffic. Assist local businesses by improving parking conditions and drawing attention to the City's commercial areas.

☆ Public Property Program - City to acquire property, maintain and/or improve within the CRA for other programs.

RESULTS:

⇨ Creation of an improved business environment for citizens within the community.

COMMUNITY REDEVELOPMENT AGENCY

		2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 BUDGET
FUND BALANCE, OCTOBER 1		**85,754**	**306,249**	**99,618**	**307,315**
ADD REVENUES:					
104-311-100	AD VALOREM TAXES	371,849	568,295	550,227	743,079
104-361-200	COMMUNITY SIGN RENTAL	475	1,000	960	1,000
104-366-100	CRA MEDIAN SPONSORSHIP	6,705	5,875	5,875	5,875
TOTAL REVENUES		379,029	575,170	557,062	749,954
TOTAL AVAILABLE RESOURCES		**464,783**	**881,419**	**656,680**	**1,057,269**
DEDUCT EXPENDITURES:					
PERSONAL SERVICES:					
104-559-120	REGULAR SALARIES & WAGES	21,850	36,855	36,855	39,435
104-559-210	FICA TAXES	1,478	2,822	2,822	3,017
104-559-220	RETIREMENT CONTRIBUTION	2,467	4,390	4,390	5,351
104-559-230	LIFE & HEALTH INSURANCE	9,420	17,748	17,748	17,858
104-559-240	WORKERS COMPENSATION	1,013	1,175	1,175	1,075
PERSONAL SERVICES TOTAL		**36,228**	**62,990**	**62,990**	**66,736**
OPERATING EXPENDITURES:					
104-559-310	PROFESSIONAL SERVICES	800	10,000	-	10,000
104-559-311	ATTORNEY SERVICES	478	1,500	500	1,500
104-559-312	ENGINEERING SERVICES	-	5,000	-	5,000
104-559-320	AUDITING & ACCOUNTING	5,000	5,000	5,000	5,000
104-559-340	CONTRACTUAL SERVICES	27,000	42,020	39,000	45,000
104-559-400	TRAVEL AND PER DIEM	689	800	500	800
104-559-420	POSTAGE	1	50	20	50
104-559-450	INSURANCE - P&C	4,803	4,025	3,965	4,905
104-559-460	REPAIRS & MAINTENANCE	31,701	7,375	8,165	7,375
104-559-462	R&M - EQUIPMENT	38	-	-	-
104-559-490	OTHER CURRENT CHARGES	5,389	100	153	100
104-559-491	LEGAL ADVERTISING	-	150	-	150
104-559-492	SPECIAL DISTRICT FEE	175	175	175	175
104-559-499	CRA PROGRAMS	44,500	50,000	39,963	80,000
104-559-510	OFFICE SUPPLIES	581	-	300	500
104-559-520	OPERATING SUPPLIES	1,467	350	1,044	350
104-559-540	DUES & SUBSCRIPTIONS	620	745	200	745
104-559-550	TRAINING	495	395	350	395
104-559-560	URBAN FORESTRY	10,800	35,000	17,150	35,000

COMMUNITY REDEVELOPMENT AGENCY

		2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 BUDGET
OPERATING EXPENDITURES TOTAL		**134,537**	**162,685**	**116,485**	**197,045**
CAPITAL OUTLAY:					
104-559-610	LAND	-	-	-	300,000
104-559-630	INFRASTRUCTURE	194,400	175,000	169,890	340,000
CAPITAL OUTLAY TOTAL		**194,400**	**175,000**	**169,890**	**640,000**
104-559-910	ADMINISTRATIVE SERVICES	-	-	-	56,680
TOTAL EXPENDITURES		**365,165**	**400,675**	**349,365**	**960,461**
FUND BALANCE, SEPTEMBER 30		**99,618**	**480,744**	**307,315**	**96,808**

COMMUNITY REDEVELOPMENT AGENCY

MANPOWER ANALYSIS

POSITION	2022	2023	2024
ASSISTANT TO THE CITY MANAGER (SPLIT W/CODE)	0.5	0.75	0.75
TOTAL	**0.5**	**0.75**	**0.75**

CAPITAL OUTLAY DETAILS

104-559-610 Land	
Potential land acquisition	300,000
104-559-630 Infrastructure	
Street resurfacing	150,000
Street signs and other wayfinding signage	50,000
Lighting improvements	50,000
Bus shelters and benches	40,000
Parking	50,000
	$ 340,000