



AGENDA

Community Redevelopment Agency Meeting

5:30 PM - Thursday, July 15, 2021 – Community Building, 601 Northshore Dr.

CALL TO ORDER

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

1. CRA ITEM WITH DISCUSSION, PUBLIC INPUT AND DIRECTION

1.1 Proposed Community Redevelopment Agency (CRA) Budget for Fiscal Year 2021-22

[Staff Report #21-0190 - Html](#)

[Staff Report - CRA Budget Acceptance ADA](#)

1.2 General CRA Update for July 15, 2021

[Staff Report #21-0185 - Html](#)

[Staff Report General CRA Update for 7-15-21 ADA](#)

2. ADJOURNMENT

This Agenda is provided to the Commission only as a guide, and in no way limits their consideration to the items contained hereon. The Commission has the sole right to determine those items they will discuss, consider, act upon, or fail to act upon. Changes or amendments to this Agenda may occur at any time prior to, or during the scheduled meeting. It is recommended that if you have an interest in the meeting, you make every attempt to attend the meeting. This Agenda is provided only as a courtesy, and such provision in no way infers or conveys that the Agenda appearing here is, or will be the Agenda considered at the meeting.

If a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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 (Florida Statutes, 286.0105). In accordance with the Americans with Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the City Clerk 48 hours prior to any meeting so arrangements can be made. Telephone (352) 483-5430 for assistance.



City of Eustis

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TO: EUSTIS COMMUNITY REDEVELOPMENT AGENCY BOARD
FROM: RONALD R. NEIBERT, CITY MANAGER
DATE: JULY 15, 2021
RE: PROPOSED COMMUNITY REDEVELOPMENT AGENCY (CRA) BUDGET
FOR FISCAL YEAR 2021-22

Introduction

This report summarizes the proposed Fiscal Year 2021-22 Budget for the Eustis Community Redevelopment Agency and seeks approval from the Community Redevelopment Board prior to adoption by the Eustis City Commission.

Recommended Action

Staff recommends approval of the proposed CRA Budget for Fiscal Year 2021-22.

Background

The Community Redevelopment Agency is a separate entity from the City; with the City Commission also serving as the CRA Board. The City created the CRA in November of 1990, per F.S. 163, to finance and redevelop the City's designated redevelopment areas.

The Eustis City Commission will consider the final budget for the CRA during the budget public hearings tentatively scheduled on September 9th and September 23, 2021.

Proposed Budget

Revenues:

- The anticipated revenue for FY 2021-22 is \$831,239 with funding received from Lake County (\$317,279), Lake County Water Authority (\$22,828) and the City (\$486,532). Anticipated Tax Incremental Financing (TIF) revenues reflect an increase over current year projected revenues of \$50,046. Other revenue of \$4,500 represents interest income derived from the fund's cash balance.

Expenditures:

- Administrative services of \$124,219 is comprised of the following:
 - \$113,774 personal services based on an allocation of the director's compensation as well as providing a full-time police officer to the area.
 - \$5,000 auditing services

- \$3,550 travel and per diem related to the Florida Redevelopment Association (FRA) conference and FRA Academy Certification events.
- \$795 books, subscriptions and miscellaneous office supplies
- Other Operating Expenditures include:
 - \$55,000 street lighting within the CRA boundaries
 - \$137,000 for Economic Development Incentives program
 - \$255,000 CRA projects which include the Sidewalk program and Street Rehabilitation as well as the repair of the floating dock in Ferran Park.
- Debt Service added this year for purchase of three lots in the downtown area:
 - \$116,681 for Principal payments
 - \$81,468 for Interest Payments

The following chart represents the proposed budget for the Community Redevelopment Agency Fund (014) along with the current budget and current projected actual activity:

CRA Budget	Adopted Budget FY21	Projected FY2021	Proposed Budget FY22
Fund Balance	\$1,719,320	\$1,719,320	\$1,046,806
Intergovernmental	289,087	334,343	340,107
Signage Application fee	100	100	100
Interest Income	10,000	3,725	4,500
Sale of Land	600,000	0	0
Transfer – General Fund	441,080	442,250	486,532
Total Revenue	1,340,267	780,418	831,239
Less Expenditures			
Administrative	34,043	34,043	124,219
CRA Programs	30,000	130,000	30,000
CRA Street lighting	55,000	55,000	55,000
Develop. Incentives	137,000	137,000	130,000
CRA Projects	498,376	910,989	255,000
Debt Service	185,900	185,900	198,149
Total Expenditures	940,319	1,452,932	792,368
Ending Fund Balance	\$2,119,268	\$1,046,806	\$1,085,677

Prepared By: Mike Sheppard, Finance Director

The following items have been provided to the CRA Board and are available upon request:

CRA Budget



City of Eustis

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Staff Report

TO: CRA Board
FROM: Ronald Neibert, City Manager
DATE: July 15, 2021
RE: GENERAL CRA UPDATE FOR JULY 15, 2021

Introduction:

Tom Carrino, Economic Development Director, will present the general CRA update for July 2021.

Background:

See attached Staff Report.

Attachments:

[Staff Report General CRA Update for 7-15-21 ADA](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 09 Jul 2021
Approved - 09 Jul 2021



City of Eustis

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TO: CRA BOARD

FROM: RONALD R. NEIBERT, CITY MANAGER

DATE: JULY 15, 2021

SUBJECT: GENERAL CRA UPDATE FOR JULY 15, 2021

Introduction:

Included is the general CRA update for 7-15-21.

General Budget Update:

As of June 30, 2021, fiscal year CRA revenue is \$779,584, which includes \$2,991 in interest income and \$776,593 in incremental tax revenue. Fiscal year expenses are currently at \$299,573, which is comprised of \$21,631 in administrative expenses, \$9,070 for contractual services, \$41,250 in utility services, \$18,023 for housing rehab, \$148,611 in principal and interest payments for the purchase of the former Florida Hospital Waterman site, \$924 for wayfinding signage infrastructure, \$41,974 in development incentives, \$1,395 for seawall engineering and assessment services, and \$16,695 in sidewalk/tree planting work.

Projects

Lake Eustis Seawall

Staff and the City's consultant continue to monitor the seawall to determine necessary improvements. Funding for improvements were carried over from the previous fiscal year. \$1,395 has been spent through April to assess the seawall.

Housing Rehabilitation

The CRA Board originally budgeted \$250,000 for housing rehabilitation projects in FY 19-20. Total expenses for FY 19-20 were \$17,806 for the rehabilitation of one home and pre-inspection services for a second home. The remainder of the \$250,000, or \$232,194, carried forward to FY 20-21. Expenses for FY 20-21 through June 30 are \$18,023. This includes pre-inspection services for 1312 Louis Court and 1223 Hazzard Avenue (\$2,000), an admin fee for 1312 Louis Court (\$3,000), and home improvements at 1312 Louis Court (\$13,023).

Bay Street Drainage

The purpose of this project is to alleviate drainage issues on the east side of Bay Street between Magnolia Avenue and Orange Avenue. The City is working with FDOT to incorporate the project into upcoming improvements on Bay Street. The project must first be designed and engineered before construction begins. Funding for this project carried forward from FY 19-20.

Development Incentives

The CRA made the second \$25,000 payment to Lake Investment Ventures for the Eustis Marina project. There have also been six Gateway Grant reimbursements totaling \$16,974.

Former Waterman Site

The City/CRA received one response to the Request for Proposals for the sale and redevelopment of the site. Staff is working with the respondent on a purchase/developer agreement that will come before the CRA Board and/or City Commission. The CRA budget includes \$202,000 in principal and interest payments this fiscal year. Through June 30, the CRA has paid \$84,009 in principal and \$64,602 in interest (total of \$148,611) on the loan. The budget also includes \$100,000 for environmental work on the site. The \$100,000 was received as revenue in FY 19-20 from the sellers of the site as part of the transaction

Prepared By: Tom Carrino, Economic Development Director