



**Community Redevelopment Agency  
September 26, 2022  
Council Chambers  
6:30 PM**



- I. Call to Order
- II. Approval of Minutes
  1. Community and Redevelopment Agency Meeting Minutes of March 14, 2022
- III. Public Period
- IV. Old Business
- V. New Business
  1. Resolution Fiscal Year 2023 CRA Annual Budget
  2. Fiscal Year 2022 CRA Auditor Communication Letter - Carr, Riggs & Ingram, LLC.
- VI. Adjournment

More than one member of the City Council may be present and speak at this meeting.

**Notice: Any person who desires to appeal any decision made at this meeting or hearing will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's office (407-539-6219) 48 hours in advance of the meeting.**

MEETING DATE		AGENDA
September 26, 2022		Section: Approval of Minutes
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
<b>Subject:</b> Community and Redevelopment Agency Meeting Minutes of March 14, 2022		
<b>Requested Action or Motion:</b> Move to approve the Community Redevelopment Agency Meeting Minutes of March 14, 2022.		
<b>Summary Explanation &amp; Background:</b>		
<b>Fiscal Impact:</b> N/A		
<b>Exhibits:</b> 1. CRA Draft Minutes 3-14-2022		
<b>Commission/Board:</b> City Council		
<b>Contact Person:</b> Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
September 26, 2022		Section: New Business
Department/Office : Administration	AGENDA REPORT	Item #: 1.

**Subject:**  
Resolution Fiscal Year 2023 CRA Annual Budget

**Requested Action or Motion:**  
Move to approve the Resolution adopting the Community Redevelopment Agency Annual Budget for Fiscal Year 2023, as presented.

**Summary Explanation & Background:**  
The proposed budget for the CRA for fiscal year 2023 is \$ 2,398,673. The budget includes operating expenses, debt service and repayment of advances to the City. The estimated amount of Tax Increment Financing (TIF) revenue will exceed current year's expenditures and will repay interfund advances from the Road Impact Fee Fund.

<b>Millage</b>	<b>4.3453</b>
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<b><u>Revenues</u></b>	
City	1,509,642
County	1,693,224
Interest	35,000
<b>Total</b>	<b>\$3,237,866</b>

<b><u>Expenditures</u></b>	
Operating	16,755
N Ind Lane	1,200,000
Principal	590,000
Interest	327,900
<b>Total</b>	<b>\$2,134,655</b>

<b><u>Excess</u></b>	<b>\$1,103,211</b>
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<b><u>Revenue</u></b>	
Repay Advance	264,018

<b>Surplus Cash</b>	
<b>Balance</b>	<b>\$839,193</b>

(There is a surplus balance of \$839,193 projected for FY 2023. The plan was to retain the balance in the CRA due to construction cost uncertainties. As FY 2023 concludes, depending on the development of needs and uses in the City, a request to allocate those funds will come back to the Board for approval to repay the City or amend the CRA budget.)

At the meeting scheduled for September 26, 2022, the CRA Board may adopt the proposed resolution as submitted or with modifications, approving the budget for fiscal year 2023.

**Fiscal Impact:**

CRA budget for FY 2023 of \$2,134,655 and repayment of \$264,018 in interfund advances.

**Exhibits:**

1. CRA Budget 2023 Resolution

**Commission/Board:** Community and Redevelopment Agency

**Contact Person:** Mark Reggentin 407-539-6220

Reviewed by City Attorney

N/A

MEETING DATE		AGENDA
September 26, 2022		Section: New Business
Department/Office : Finance Department	AGENDA REPORT	Item #: 2.

**Subject:**

Fiscal Year 2022 CRA Auditor Communication Letter - Carr, Riggs & Ingram, LLC.

**Requested Action or Motion:**

Move to receive 2022 CRA Auditors Communication Letter, as presented.

**Summary Explanation & Background:**

The City Council engaged the independent certified public accounting firm of Carr, Riggs & Ingram (Auditors), to perform the annual audit of the City of Maitland, and due to changes in F.S. 163.387, requiring a separate audit of the CRA and CRA attestation letters.

Auditors are required to make certain communications to “those charged with governance” – that is, the elected officials with responsibility for overseeing the strategic direction of the City and obligations related to the accountability of the City.

The engagement letter covers:

- Audit Scope and Objectives
- Auditors' Responsibilities for the Audit of the Financial Statements
- Audit Procedures - Internal Control
- Audit Procedures - Compliance
- Compliance with Chapter 10.550, Rules of the Auditor General
- Other Services
- Responsibilities of Management for the Financial Statements
- Engagement Administration, Fees, and Other
- Reporting

Attached to this agenda report is an electronic copy of the engagement letter.

**Fiscal Impact:**

n/a

**Exhibits:**

**Commission/Board:** Community and Redevelopment Agency

**Contact Person:** Jerry Gray 407-539-6201

Reviewed by City Attorney

n/a

