

**RESOLUTION NO. 41-09-09**

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT  
AGENCY OF THE TOWN OF LAKE PARK ADOPTING THE  
2009-2010 FISCAL YEAR BUDGET.**

**WHEREAS**, the Town Commission of the Town of Lake Park has previously created a Community Redevelopment Agency (CRA), pursuant to Section 163.356, *Florida Statutes*; and

**WHEREAS**, the Lake Park CRA has all of the statutory powers conferred upon it by Section 163.370, *Florida Statutes*; and

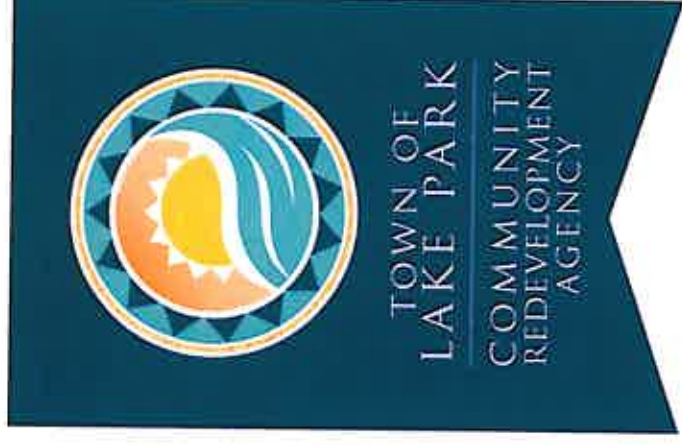
**WHEREAS**, the staff of the Lake Park Community Redevelopment Agency (the CRA) has prepared a budget governing operating and capital expenditures for FY 2009-2010,

**NOW, THEREFORE BE IT RESOLVED BY THE TOWN COMMISSION OF THE  
TOWN OF LAKE PARK, FLORIDA:**

**Section 1.** The FY 2009-2010 budget prepared for the Lake Park Community Redevelopment Agency is hereby approved.

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

**TOWN OF LAKE PARK**  
**Community Redevelopment Agency**  
**PROPOSED BUDGET**



**FISCAL YEAR 2009-2010**

# **TOWN OF LAKE PARK**

## **PROPOSED BUDGET**

### **CRA FUND 110**

**FISCAL YEAR**

**October 1, 2009 through September 30, 2010**

**TOWN OF LAKE PARK - ANNUAL BUDGET  
CRA RECAP**

<b>FUND</b>	<b>520</b>	<b>FUNCTION</b>	<b>Community Redevelopment</b>					
		<b>ACTIVITY</b>	<b>Revenues &amp; Expenditures</b>					
<b>Budget Summary</b>								
Revenues		Actual Expenses 2006-07	Actual Expenses 2007-08	Current Budget 2008-09	First Six Months 2008-09	Estimate for the Year 2008-09	By Dept. Budget 2009-10	Proposed Budget 2009-10
Personal Services		987,288	3,464,517	1,109,800	1,008,446	3,422,095	1,939,990	1,883,475
Operating Expenses		-	98,423	229,225	133,507	181,725	232,683	249,630
Capital Outlay		32,970	271,423	462,335	199,801	496,770	731,125	776,325
Non-Operating		-	1,766,859	1,453,011	1,271,040	2,245,965	10,000	-
Total Expenses		173,298	4,308	725,775	141,467	344,000	966,182	857,520
Surplus (Deficit)		206,268	2,141,013	2,870,346	1,745,815	3,268,460	1,939,990	1,883,475
		781,020	1,323,504	(1,760,546)	(737,369)	153,635	-	-

**Personnel Recap**

Economic Development Director	<u>Present</u>	<u>By Dept.</u>	<u>Proposed</u>
Community Development Director	100%	100%	100%
Recreation Director	20%	20%	20%
Project Manager (25 hrs/week)	0%	0%	25%
Grants Writer	PT	PT	PT
Planner	50%	50%	50%
Code Officer	10%	10%	10%
Code Officer	10%	10%	10%
Co-op Attendants	10%	10%	10%
	0%	0%	PT
	-	-	-
09/10 increment	62,327,796	Town	8,5163
		County	4,3440

Cost Center 520 - CRA

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2007 ACTUAL	2008 ACTUAL	2009 CURR YR BUDGET	2009 ACTUAL TO DATE	2009 ESTIMATE FOR THE YEAR	2010 BY DEPARTMENT	2010 PROPOSED BUDGET
<b>REVENUES</b>								
110-311.100	Ad Valorem Taxes	273,769	612,691	692,350	692,334	690,205	549,515	504,260
110-311.115	Ad Valorem Taxes - County	-	303,424	307,300	307,219	306,440	281,975	257,215
110-311.120	Ad Valorem Taxes - Delinquent	-	-	250,000	-	250,000	250,000	250,000
110-337.175	Grant - PBC Regions	-	2,525	-	-	-	-	-
110-345.900	Co-op Rent	-	-	-	-	-	-	13,500
110-345.940	Co-op Friends	-	-	-	-	-	-	-
110-345.950	Co-op Memberships	-	-	-	-	-	-	-
110-361.100	Interest Earnings	24,764	3,074	2,500	4,880	8,600	8,500	8,500
110-362.110	Rent - 711 Foresteria	-	-	-	3,513	1,500	-	-
110-369.300	Reimbursements	-	-	-	500	500	-	-
110-381.001	Transfer from General Fund	688,755	122,803	-	-	-	-	-
110-381.115	Transfer from General Fund - I	-	2,420,000	-	-	-	-	-
110-384.100	Loan Proceeds Curr. Yr.	-	-	-	-	919,700	-	-
110-389.899	Surplus - Carry Fwd of Loan Proceeds	-	-	-	-	1,245,150	-	-
110-389.900	Fund Balance Surplus	-	-	550,000	-	-	850,000	850,000
<b>TOTAL REVENUE</b>		987,288	3,464,517	1,109,800	1,008,446	3,422,095	1,939,990	1,883,475
<b>EXPENDITURES</b>								
110-55-552-520-11000	Executive Salaries	-	15,102	97,600	46,702	49,000	97,860	113,950
110-55-552-520-12000	Regular Salaries	-	43,596	48,925	43,230	48,750	48,775	48,775
110-55-552-520-13000	Other & Part Time Salaries	-	25,328	43,250	19,308	38,610	36,775	36,775
110-55-552-520-15000	Special pay	-	420	725	360	360	1,440	1,440
110-55-552-520-19999	Furlough Days	-	-	-	-	-	-	(3,100)
110-55-552-520-21000	FICA	-	6,465	14,525	8,271	13,720	13,950	15,225
110-55-552-520-22000	Retirement	-	3,504	3,525	3,348	6,700	6,800	6,625
110-55-552-520-23100	Health Insurance	-	2,952	15,225	9,217	18,435	19,815	23,375
110-55-552-520-23200	Insurance - Dental	-	228	925	492	925	1,200	1,080
110-55-552-520-23300	Insurance - Life	-	72	400	180	400	820	375
110-55-552-520-23400	Insurance - Vision	-	36	125	47	125	156	160
110-55-552-520-23500	Disability	-	216	1,500	1,100	2,200	2,092	1,950
110-55-552-520-24000	Workers' Compensation Insuranc	-	504	2,500	1,252	2,500	3,000	3,000
<b>TOTAL PERSONNEL EXPENSES</b>		-	98,423	229,225	133,507	181,725	232,683	249,630



Cost Center 520 - CRA

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2007 ACTUAL	2008 ACTUAL	2009 CURR YR BUDGET	2009 ACTUAL TO DATE	2009 ESTIMATE FOR THE YEAR	2010 BY DEPARTMENT	2010	
								PROPOSED	BUDGET
110-55-552-520-61500	Property Acq - 725 Foresteria	-	1,114,512	24,280	94,537	152,275	-	-	-
110-55-552-520-61501	Property Acq - 711 Foresteria	-	-	-	101,427	102,425	-	-	-
110-55-552-520-61502	Property Acq - 761 Foresteria	-	-	-	348,192	349,690	-	-	-
110-55-552-520-61503	Property Acq - 800 Park Avenue	-	-	-	-	350,000	-	-	-
110-55-552-520-63000	Improvement Other Than Bldg	-	8,369	5,440	5,440	5,440	-	-	-
110-55-552-520-63100	Alleyway Improvements	-	60,352	884,344	699,676	963,075	-	-	-
110-55-552-520-63101	Improvements - Asphalt Resurfa	-	287,087	250,000	-	-	-	-	-
110-55-552-520-63102	Improvements - Park Ave. Lands	-	294,284	33,947	13,371	33,950	-	-	-
110-55-552-520-63103	Improvements - Sidewalks	-	-	150,000	3,722	37,050	10,000	-	-
110-55-552-520-63104	Improvements - Gateway Road	-	-	100,000	-	-	-	-	-
110-55-552-520-63105	Improvements - 725 Foresteria Property	-	-	-	-	129,800	-	-	-
110-55-552-520-63106	Improvements - 711 Foresteria Property	-	-	-	-	117,585	-	-	-
110-55-552-520-64100	Machinery & Equipment	-	2,255	5,000	4,675	4,675	-	-	-
TOTAL CAPITAL OUTLAY		-	1,766,859	1,453,011	1,271,040	2,245,965	10,000	-	-
110-55-552-520-71000	Principal	-	-	-	-	-	27,000	-	27,000
110-55-552-520-72000	Interest	-	-	-	-	-	27,800	-	27,800
110-55-552-520-81001	Contribution to General Fund	-	-	205,500	102,750	205,500	169,640	-	169,640
110-55-552-520-82106	Alleyway Improvements	54,638	-	-	-	-	-	-	-
110-55-552-520-82107	10th Street Landscape	110,937	-	-	-	-	-	-	-
110-55-552-520-82108	Park Ave Landscape	7,723	-	-	-	-	-	-	-
110-55-552-520-82109	Grant - PBC Regions	-	2,525	-	-	-	-	-	-
110-55-552-520-82110	Grant - Facade Improvements	-	-	125,000	-	7,500	125,000	-	125,000
110-55-552-520-82111	Grant - Business Development	-	-	-	-	-	-	-	75,000
110-55-552-520-82200	Revolving Loan Program	-	-	100,000	-	50,000	125,000	-	125,000
110-55-552-520-91001	Transfer to General Fund	-	-	81,000	40,500	81,000	84,250	-	84,250
110-55-552-520-96200	Unrealized Gain/Loss on Investment	-	1,783	-	(1,783)	-	-	-	-
110-55-552-520-99901	Unappropriated	-	-	214,275	-	-	370,942	-	187,280
TOTAL OTHER EXPENSES		173,298	4,308	725,775	141,467	344,000	929,632	-	820,970

Cost Center 520 - CRA

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2007 ACTUAL	2008 ACTUAL	2009 CURR YR BUDGET	2009 ACTUAL TO DATE	2009 ESTIMATE FOR THE YEAR	2010 BY DEPARTMENT	2010 PROPOSED BUDGET
<b>525- Co-op Expenditures</b>								
110-55-552-525-13000	Other & Part Time Salaries	-	-	-	-	-	-	23,400
110-55-552-525-21000	FICA	-	-	-	-	-	-	1,800
110-55-552-525-31000	Professional Services	-	-	-	-	-	12,000	12,000
110-55-552-525-34000	Contractual Services	-	-	-	-	-	5,300	5,300
110-55-552-525-43000	Utilities	-	-	-	-	-	7,200	7,200
110-55-552-525-43250	Garbage & Trash	-	-	-	-	-	2,700	2,700
110-55-552-525-48000	Promotional Activity	-	-	-	-	-	10,000	15,000
110-55-552-525-51000	Office Supplies	-	-	-	-	-	-	1,250
110-55-552-525-52000	Operating Supplies	-	-	-	-	-	5,000	5,000
110-55-552-525-52200	Small Tools & Others	-	-	-	-	-	-	1,250
<b>TOTAL OPERATING EXPENSES</b>		-	-	-	-	-	42,200	74,900
110-55-552-525-71000	Principal	-	-	-	-	-	18,000	18,000
110-55-552-525-72000	Interest	-	-	-	-	-	18,550	18,550
<b>TOTAL OTHER EXPENSES</b>		-	-	-	-	-	36,550	36,550
<b>TOTAL DEPT EXPENDITURES</b>		206,268	2,141,013	2,870,346	1,745,815	3,268,460	1,939,990	1,883,475
<b>SURPLUS/(DEFICIT)</b>		781,020	1,323,504	(1,760,546)	(737,369)	153,635	-	-



## CRA Budget Analysis FY09-10

520-11000	<b>Executive Salaries</b> – Increased cost for use of Recreation Director as event planner, with an expected cost of \$16,100.
520-13000	<b>Other and Part-time Salaries</b> – Increase of 5% for Project Manager.
520-31000	<b>Professional Services</b> – Services provided by Gomez Barker Associates (\$15,000), Adkins and Associates (\$50,000), Civic Design Associates (\$20,000), and consulting services for Arts Coordination (\$12,000). A portion of professional expenses (\$12,000) will be shared under co-op expense (cost center 525).
520-31100	<b>Professional Svc – Town Attorney</b> – Cost of services provided by Town attorney estimated at \$5,000.
520-34000	<b>Contractual Services</b> – Services provided under contract for custodial services for the CRA office and grounds maintenance for the areas zoned to the CRA.
520-34010	<b>Contract PBC Sheriff</b> – Cost of officers assigned to the CRA area (\$218,850).
520-40000	<b>Travel &amp; Per Diem</b> – Estimated cost of \$3,000 for Florida Redevelopment Association conference expense for Economic Development Director and Community Development Director.
520-41100	<b>Telephone</b> - Cost of telephone usage for the department, including the CRA office and cell phone cost for Economic Development Director and Project Manager, is expected to be \$1,400.
520-41200	<b>Postage &amp; Shipping</b> – Mailing cost is estimated at \$5,000.
520-43000	<b>Utilities</b> – Utility cost is being increased from \$13,800 to \$17,500 due to irrigation and lighting for Alleyway project.
520-44100	<b>Equipment Rentals</b> - Cost of the renting equipment for light repairs and holiday decorating (\$7,500).
520-46000	<b>Repair and Maintenance</b> – Repair and maintenance cost of downtown infrastructure (\$15,000) for brick paver repair, bollard repair, street light repair, and pressure cleaning.

**520-46010 Repair & Maint. - Sidewalks** - Costs of maintaining and repairing of Town sidewalks is estimated at \$50,000.  
**520-47000 Printing** - \$15,000 budgeted for cost of newsletters, promotional printing, maps, business cards, letterhead, etc.  
**520-48000 Promotional Activity** – Costs of CRA sponsored events, including Arts Festival and holiday events. The cost of banners, signs, entertainment, etc. for these sponsored events is estimated at \$50,000.  
**520-48100 Advertising** – Budgeted amount of \$25,000 for needed advertisements.  
**520-82110 Grant – Façade Improvements** – \$125,000 budgeted for façade improvement grants.  
**520-82111 Grant – Business Development** – \$75,000 budgeted for business development grants.  
**520-82200 Revolving Loan Program** – \$125,000 budgeted for revolving loan program.  
**Co-op Expenses**  
**525-13000 Part-time Wages** – Attendants to operate the Co-op, Wednesday – Sunday, 12 Noon – 8PM  
**525-31000-**  
**-52200 Co-op Expenses** – Operating costs for building expenses, consultant fees, promotional activities (\$49,700).

**TOWN OF LAKE PARK - ANNUAL BUDGET  
WAGE AND BENEFITS - DETAIL**

FUND	520	FUNCTION	Community Redevelopment									
			FT/PT	ACTIVITY								
DEPT		ACTIVITY	Revenues & Expenditures									
Position Classification	FT/PT	Merit Date	Hourly Rate	Hours	Base Wages	23100 Health Insurance	23200 Dental Insurance	23300 Life Insurance	23400 Vision Insurance	23500 Disability Insurance	Total Cost	
Economic Dev Director	FT	10/7	38.46	2,080	79,997	10,445	480	127	60	979	92,088	
Project Manager	PT	3/31	35.35	1,040	36,764	-	-	-	-	-	36,764	
Grants Writer	FT	6/4	34.34	1,040	35,714	5,220	240	98	36	416	41,724	
Code Compliance Officer	FT	1/29	17.32	208	3,603	680	48	14	12	42	4,399	
Planner 1	FT	12/4	21.13	208	4,395	680	48	16	12	51	5,202	
Code Compliance Officer	FT	10/30	24.30	208	5,054	1,425	48	19	12	59	6,617	
Community Dev. Director	FT	4/10	42.94	416	17,863	1,365	96	39	12	208	19,583	
Recreation Director	FT	10/4	30.92	520	16,078	3,555	120	50	15	185	20,003	
Co-op Attendants	PT		12.00	1,950	23,400	-	-	-	-	-	23,400	
**Note: 50% of Grants Writer salary budgeted to 520 CRA												
**Note: 20% of Community Dev. Director salary budgeted to 520 CRA												
**Note: 10% of Planner salary budgeted to 520 CRA												
**Note: 10% of Code Compliance Officer salary budgeted to 520 CRA												
**Note: 10% of Code Compliance Officer salary budgeted to 520 CRA												
**Note: 25% of Recreation Director salary budgeted to 520 CRA												
Total Wages & Benefits						222,868	23,370	1,080	363	159	1,940	249,780

**TOWN OF LAKE PARK - ANNUAL BUDGET  
TRAVEL AND TRAINING REQUEST - DETAIL**

**Schedule 3**

FUND	520	FUNCTION	Community Redevelopment			
DEPT.		ACTIVITY	Revenues & Expenditures			
				Person Attending	By Department 2009-10	Proposed Budget 2009-10
Description of Training				Reason		
		Florida Redevelopment Assoc.		Comm. Dev. Dir. Econ. Dev. Dir.	3,000	3,000
					3,000	3,000

The foregoing Resolution was offered by Board Member Rumsey, who moved its adoption. The motion was seconded by Board Member Daly and upon being put to a roll call vote, the vote was as follows:

	AYE	NAY
CHAIR DESCA DUBOIS	<u>  /  </u>	<u>  —  </u>
VICE-CHAIR JEFF CAREY	<u>  /  </u>	<u>  —  </u>
BOARD MEMBER ED DALY	<u>  /  </u>	<u>  —  </u>
BOARD MEMBER PATRICIA OSTERMAN	<u>  /  </u>	<u>  —  </u>
BOARD MEMBER KENDALL RUMSEY	<u>  /  </u>	<u>  —  </u>
BOARD MEMBER CHRISTIANE FRANCOIS	<u>  /  </u>	<u>  —  </u>
BOARD MEMBER MICHELLE SUITER	<u>  Absent  </u>	

The Community Redevelopment Agency thereupon declared the foregoing Resolution NO. 41-09-09 duly passed and adopted this 16 day of September, 2009.

TOWN OF LAKE PARK, FLORIDA

BY: Desca Dubois  
 DESCA DUBOIS  
 CHAIR

ATTEST:

Vivian M. Lemley

VIVIAN M. LEMLEY  
 AGENCY CLERK

TOWN OF LAKE PARK  
 (TOWN SEAL)  
 FLORIDA

Approved as to form and legal sufficiency:

BY: Thomas J. Baird  
 THOMAS J. BAIRD  
 AGENCY ATTORNEY