



Minutes
Town of Lake Park, Florida
Community Redevelopment Agency Board Meeting
Wednesday, January 4, 2012, 6:30 p.m.
Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met on Wednesday, January 4, 2012 at 6:30 p.m. Present were Chair James DuBois, Vice-Chair Kendall Rumsey, Board Members Steven Hockman, Jeanine Longtin, Tim Stevens, and Christiane Francois, Executive Director Maria Davis, and Agency Clerk Vivian Lemley. Board Member Sue-Ellen Mosler was absent.

Chair DuBois led the Pledge of Allegiance.
 Agency Clerk Vivian Lemley performed the Roll Call.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA

Moved item number 4, Discussion of 800 Park Avenue, as the first Discussion and Possible Action item.

Motion: A motion was made by Board member Longtin to approve the Agenda as amended; Board member Francois made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Sue-Ellen Mosler			Absent
Board Member Christiane Francois	X		
Board Member Steve Hockman	X		
Board Member Jeanine Longtin	X		
Board Member Tim Stevens	X		
Vice-Chair Kendall Rumsey	X		
Chair James DuBois	X		

Motion passed 6-0

Public Comment:

None

CONSENT AGENDA:

CRA Board Meeting Minutes of December 7, 2011

Motion: A motion was made by Board Member Hockman to approve item 1 on the Consent Agenda; Board member Francois made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Sue-Ellen Mosler			Absent
Board Member Christiane Francois	X		
Board Member Steve Hockman	X		
Board Member Jeanine Longtin		X	
Board Member Tim Stevens	X		
Vice-Chair Kendall Rumsey	X		
Chair James DuBois	X		

Motion passed 5-1

DISCUSSION AND POSSIBLE ACTION:

Discussion 800 Park Avenue

Executive Director Davis explained that there are very specific restriction options with the Bond loan that was taken to pay off the 800 Park Avenue building. She explained that there were two options that the Board can decide between. She stated that option one was to sell the building, and option two was to lease the building for a nominal fee. She explained that if they decided to lease the building that it must remain a government owned building. She explained that if they choose to sell the building the loan balance of approximately \$340,000 plus a pre-payment penalty of \$95,000 would have to be paid. She explained that if the building is sold that the proceeds from the sale cannot be used to fund operational costs, and that the funds must be used for capital expenditures. She stated that she has received a great deal of interest for the building from both a leasing prospective and an acquisition prospective. She asked the Board for direction.

The Board discussed the 800 Park Avenue building and the loan restrictions and came to consensus to continue the discussion to the next meeting and directed staff to bring back some proposals from the prospective organizations.

Interest on Delinquent Tax Increment Finance (TIF) PowerPoint Presentation

Finance Director Anne Costello presented a PowerPoint Presentation regarding the interest on delinquent TIF as shown in exhibit A.

The Board discussed the delinquent TIF and came to consensus to begin discussion on outsourcing the CRA management before making a decision as to paying back the interest on the delinquent TIF.

Outsourcing CRA Management

Vice-Chair Rumsey explained he would like the Board to have a general discussion regarding outsourcing the CRA management. He stated that he agrees with a comment that Board Member Longtin has made several times, which is that government does not run business well. He explained that he has conducted research on outsourcing management companies and contacted Pompano Beach and the organization they use. He noted that the same management company also redeveloped Delray Beach.

The Board discussed outsourcing the CRA management and came to consensus to continue the discussion to the next meeting by inviting Mr. Brown, of Redevelopment Management Associates, to come to the meeting.

Chair DuBois wanted to make sure it was clear that Mr. Chris Brown would not be paid and is being invited as a guest to assist the Board in these deliberations. The Board concurred.

Chair DuBois recommended that Mr. Brown be asked before the meeting what areas he thinks the CRA should be focusing and provide input on the potential cost of a third party providing this service. The Board concurred.

Board Member Longtin asked if the discussion regarding the delinquent TIF would now resume.

Chair DuBois stated comments, questions or action on the delinquent TIF would be appropriate at this time.

Motion: A motion was made by Board Member Longtin to decrease the interest rate on the TIF repayment from 12% to 6%. The motion failed due to a lack of a second.

CRA Advisory Board

Chair DuBois explained that a committee is needed in order to include the stakeholders in the CRA in the conversation regarding the direction of the CRA.

Public Comment:

1. *Richard Ahrens, 1461 Kinetic Rd.* – spoke in support of the creation of the CRA Advisory Board and that it would allow for the business owners in the CRA to participate on a greater level.

Public Comment Closed.

Chair DuBois explained that the majority of stakeholders in the CRA are not eligible to vote on the membership of the City Commission and thus the majority of the membership of the Board. He noted he is interested in hearing the business owners' thoughts and ideas regarding the CRA.

Vice Chair Rumsey advised he is in favor of a CRA Advisory Board.

Board Member Hockman recommended a monthly meeting and that the Commission not be involved. He recommended that the Economic Development Director run the meetings and bring items before the Advisory Board for discussion. He noted that all the business owners need to be involved and this needs to be a place where they can voice their opinions and ideas.

Board Member Francois stated she remembered the Lake Park Business Owners Association meetings were very productive. She noted that a regular meeting of business owners would be positive for the CRA.

Motion: A motion was made by Board Member Francois to create a CRA Advisory Board and to direct staff to bring back an organizational proposal for approval; Vice Chair Rumsey made the second.

Board Member Stevens asked for clarification on the motion.

Chair DuBois clarified that the motion is to create the CRA Advisory Board and direct staff to bring back an organization proposal for approval.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Sue-Ellen Mosler			Absent
Board Member Christiane Francois	X		
Board Member Steve Hockman	X		
Board Member Jeanine Longtin	X		
Board Member Tim Stevens	X		

Vice-Chair Kendall Rumsey	X		
Chair James DuBois	X		

Motion passed 6-0

COMMENTS BY BOARD MEMBERS AND EXECUTIVE DIRECTOR

Board Member Hockman none.

Vice-Chair Rumsey none.

Chair DuBois none.

Board Member Stevens stated that the CRA needs an austerity budget and plan. He stated that the closing of the Art Studio and Gallery will save the CRA \$86,000.

Board Member Longtin stated that she still has not received answers regarding the Community Development Corporation (CDC). She asked Mr. Richard Ahrens to fix his building. She asked when was the CRA Board agenda packet uploaded to the website.

Executive Director Davis stated that it was uploaded on Friday.

Board Member Francois wished everyone a good New Year. She stated that she has heard comments that Park Avenue looks nice.

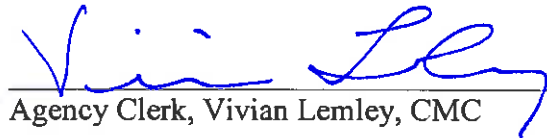
Executive Director Davis wished everyone a Happy New Year.

ADJOURNMENT

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Stevens and seconded by Board Member Hockman, and by unanimous vote, the meeting adjourned at 8:16 p.m.



Chair, James DuBois



Agency Clerk, Vivian Lemley, CMC



Approved on this 1 of February, 2012

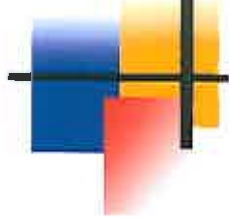
Exhibit A

Community Redevelopment Agency



Budget Review
January 3, 2012

Adopted Budget FY 2012

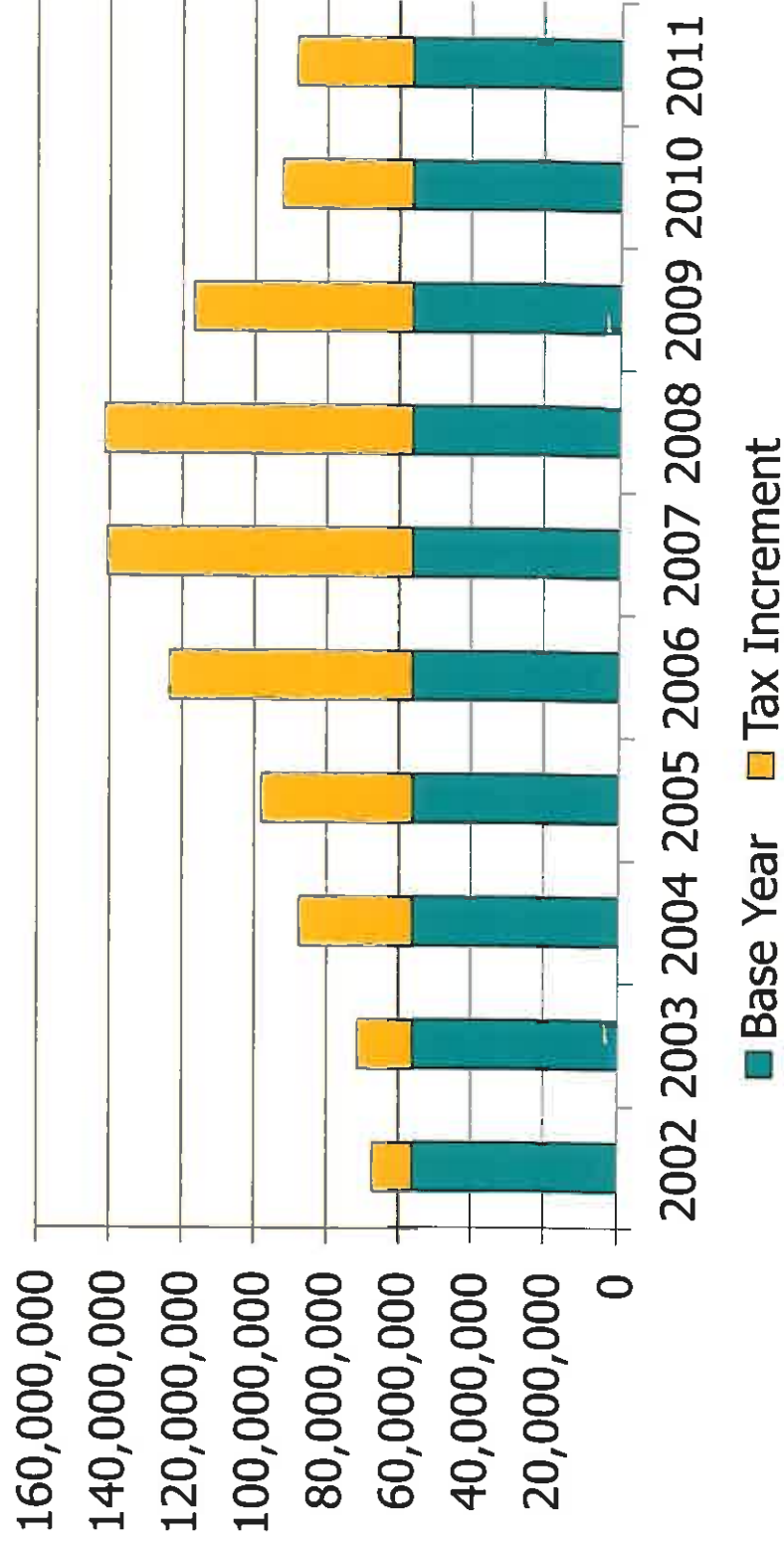


Values and Tax Increments

Revenue

Expenditures

Tax Increment – What is it?





How is the TIF Calculated?

- Current year value 88,218,721
- Minus Base year (56,070,754)
- Tax Increment 32,147,967

- Tax Increment Funds? How are they determined?



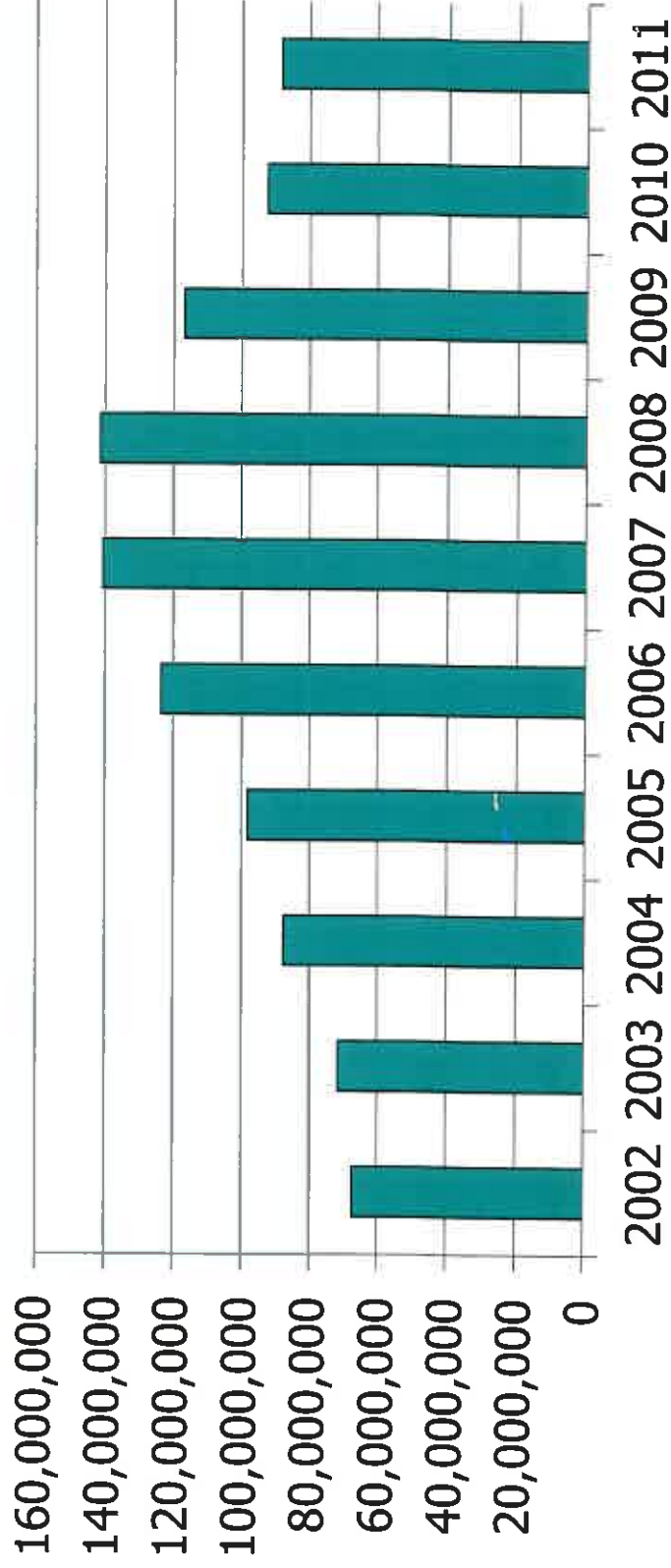
TIF Calculation Continued...

- Tax Increment $32,147,967 /$
 $\underline{1,000}$
- Divided by 1000 $32,147$
- Mult. by 95% $\times \underline{.95}$
- = Value of 1 Mill $30,540$
- x Tax Rate (Millage Rate) $\times \underline{8.5083}$
- Tax Increment Funds (TIF) $\underline{259,850}$

Taxable Values in CRA Area Last 10 Years



Taxable Value





Comparison of Values

2010 Value	\$ 92,402,211
2011 Value	\$ 88,218,721
Decrease	\$ 4,183,490

4.5% Decrease in Taxable Value



Revenue

■ 1999 Base Year Value	\$ 56,070,754
■ 2011 Taxable Value	\$ 88,218,721
■ Tax Increment	\$ 32,147,967
■ Town Tax Increment Funds	\$ 259,850
■ County Tax Increment Funds	\$ <u>146,025</u>
■ Total Tax Increment Funds	\$ 405,875



Revenue – continued...

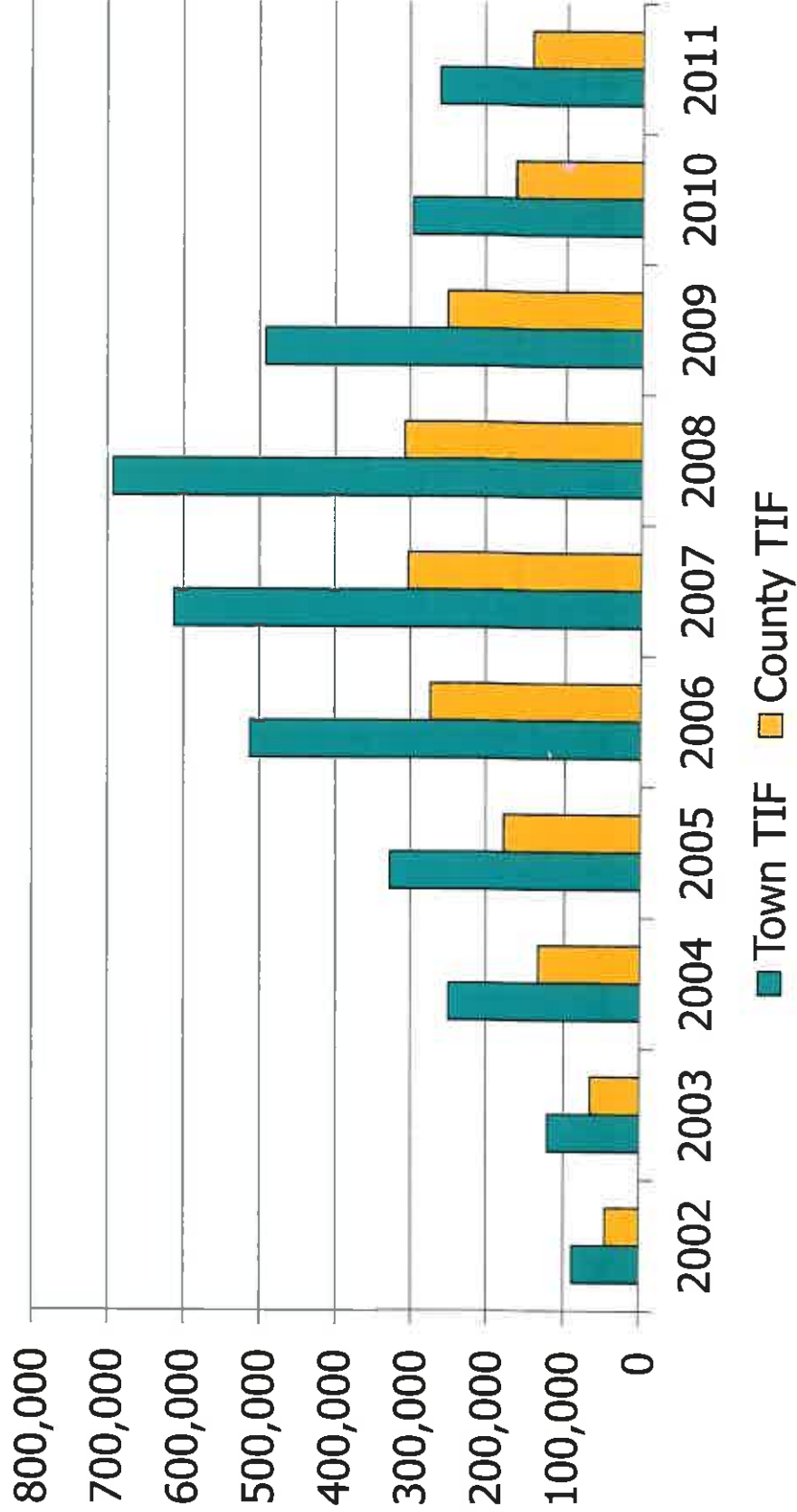
■ Total Tax Increment Funds	\$	405,875
■ Interest on Bus. Dev. Loans	\$	2,900
■ Balance Brought Forward	\$	91,110
■ Payment of Delinquent TIF	\$	<u>500,000</u>
■ Total Revenue	\$	<u><u>999,885</u></u>



Tax Incremental Funds FY 2011 vs. FY 2012

TIF	FY 2011	FY 2012	DIFF	% chg.
TOWN	295,600	259,850	(35,750)	-12.1%
COUNTY	165,050	146,025	(19,025)	-11.5%
TOTAL	460,650	405,875	(54,775)	-11.9%

History of Tax Increment Funds (TIF)





Expenditures



Expenditures

CRA Positions

- Economic Dev. Dir. FT \$76,529
- Project Manager 25 hrs/wk \$43,526 ^{no benefits}
- FICA & Benefits \$22,917

Total Budgeted for CRA Positions \$142,972

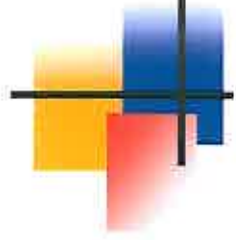


Shared Positions w/General Fund

■ Grants Writer	50%	\$35,003
■ Recreation Director	50%	\$30,908
■ Comm. Dev. Director	20%	\$12,895
■ Planner	10%	\$ 3,447
■ Code Comp. Officer	10%	\$ 3,499
■ FICA & Benefits		<u>\$28,487</u>

Total Budgeted for Shared Positions \$114,239

*54-118
2019
March*



Expenditures – continued...

- Professional Services \$ 13,500
 - Lobbyist – 50%
- Professional Services – Town Attorney \$ 2,000
- Contractual Services \$104,020
 - Landscape Maintenance Contract \$92,500
 - Holiday Decorations \$ 6,000
 - Custodial Services \$ 3,120
 - Telvue Bulletin Board for Ch. 18 \$ 2,400



Expenditures – continued...

- **Contract Services PBSO** \$ 112,350
 - Cost of One Deputy for CRA District
- **Administrative Fee to General Fund** \$ 72,050
 - Detail Follows on Next Slide



Expenditures - continued...

■	Administrative Fees to General Fund		
•	Town Commission	2%	\$ 1,603
•	Town Manager	10%	\$25,729
•	Town Clerk	5%	\$ 7,641
•	Information Tech.	7.5%	\$10,477
•	Finance	4%	\$20,650
•	PW Administration	3.5%	<u>\$ 5,948</u>
	Total		\$72,050



Expenditures - continued...

- Travel & Training \$ 180
- Telephone \$ 1,500
 - Office Phone, FAX, Internet Access
- Postage \$ 1,000
 - General Mailings
- Utilities \$14,300
 - Irrigation, Electric for Pumps & CRA Office



Expenditures - continued...

- Rentals & Leases
 - CRA Office \$6,600
- Equipment Rentals
 - Bucket Truck for Holiday Decorations \$1,000
- Insurance
 - Property/Liability \$12,595
 - Workers Compensation



Expenditures – continued...

- **Repair & Maintenance** \$ 5,000
 - Repairs of Downtown Infrastructure
 - Repairs to Paver Bricks, Sidewalks
- **Printing** \$ 3,000
 - Promotional Flyers for Events
- **Promotional Activity** \$ 1,500
 - Tree Lighting Festival



Expenditures – continued...

- Office Supplies \$ 1,000
- Operating Expenses \$ 2,000
 - Street Light Replacements
 - Holiday Lights and Decorations
- Gasoline & Diesel Fuel \$ 750
 - Economic Dev. Director and Project Manager



- **Memberships & Dues** \$ 2,525
 - Business Development Board \$1,000
 - NPB Chamber of Commerce \$ 640
 - FL Redevelopment Association \$ 695
 - State of FL Annual Fee \$ 175

- **Business Dev. Grant** \$40,000
 - Don Ramon's Baja Grill



Other

- **Trans. to General Fund** \$ 84,250
 - One Deputy in General Fund Contract
- **Trans. To Gen. Fd. – ILA 08 \$ 169,575**
 - Contribution for Debt Service per Inter-local Agreement (ILA)
 - Alleyway Improvement Project
 - Purchase of Foresteria Property (725)



Other – continued...

- Trans. to Gen. Fd. – ILA 09 \$ 54,795
 - Contribution for Debt Service per Inter-local Agreement (ILA)
 - Foresteria Property (711 & 761) and site demolition and restoration



Other – continued...

- Garbage & Trash \$ 555
- Solid Waste Authority Assessment
- Trans. To Gen. Fd. – ILA 09 \$ 36,530
- Contribution for Debt Service per Inter-local Agreement
 - Purchase of 800 Park Avenue Building and Renovations

*2025
paid*

Historical Revenue Comparison



	FY 2010	FY 2011	FY 2012	Revenue Losses
Town TIF	504,260	295,900	259,850	(244,410)
County TIF	257,215	165,050	146,025	(111,190)
Delinquent TIF	250,000	250,000	500,000	250,000
Other	22,000	51,250	2,900	(19,100)
Balance Forward	850,000	550,000	91,110	(758,890)
Total Revenue	1,883,475	1,312,200	999,885	(883,590)

Historical Expenditure Comparison

	FY 2010	FY 2011	FY 2012	Cuts
Personal Services	248,080	288,775	258,235	10,155
Operating Expenses	785,675	686,505	440,800	(344,875)
Capital Outlay	188,830	-0-	-0-	(188,830)
Programs	325,000	-0-	40,000	(285,000)
Debt Service	260,990	260,900	260,850	(140)
Gallery	74,900	76,020	-0-	(74,900)
Total	1,883,475	1,312,200	999,885	(883,590)



Operating Cuts 2010 to 2012

- Professional Services \$ 76,500
- PBSO Contract \$106,500
- R & M and Operating \$ 18,000
- R & M Sidewalks \$ 60,000
- Printing \$ 12,000
- Promotional Activity \$ 48,500
- Advertising \$ 25,000

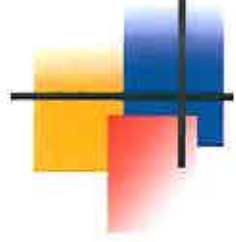


Program Cuts 2010 to 2012

- Façade Improve. Grants \$125,000
- Bus. Development Grants \$ 35,000
- Bus. Development Loans \$125,000

Other Cuts

- Closure of Gallery \$ 74,900



Future Budget Projections

- 2013 Revenue Projections
 - Town TIF \$260,000
 - County TIF \$146,000
 - Delinquent TIF (12%) \$300,000
- Total Projected Revenue \$706,000

(Assumes that values remain flat.)

Future Budget Projections – continued...

■ Projected Revenue	\$706,000
■ Expenditures	
■ CRA Positions	\$142,972
■ Shared Positions	\$114,236
■ Admin. Fees	\$72,050
■ 1 Deputy in G.F.	\$84,250
■ Debt Service	\$260,850
■ All Other Expenses	\$325,527
■ Total Expenditures	<u>\$999,885</u>
■ Shortfall	(\$293,885)

CRA Contributions to General Fund




- Shared Positions \$114,236
- Administrative Fees \$ 72,050
- PBSO Deputy \$ 84,250
- Total Contributions \$270,536

- Tax Equivalent .6370

Additional General Fund

Offsets...



■ Landscape Maintenance	\$ 92,500
■ Operating Supplies	\$ 2,000
■ R & M	\$ 5,000
■ Utilities	\$ <u>12,000</u>
■ Total	\$111,500
■ Tax Equivalent	.2625
■ Increased Tax Rate	9.4078



Board Member Comments

TOWN OF LAKE PARK
Community Redevelopment Agency
ADOPTED BUDGET



FISCAL YEAR 2011-2012

TOWN OF LAKE PARK

ADOPTED BUDGET

CRA FUND 110

FISCAL YEAR

October 1, 2011 through September 30, 2012

TOWN OF LAKE PARK - ANNUAL BUDGET

CRA RECAP

FUND	110	FUNCTION	Community Redevelopment									
			Revenues & Expenditures									
		ACTIVITY	Actual Expenses 2008-09	Actual Expenses 2009-10	Current Budget 2010-11	Estimate for the Year 2010-11	By Department 2011-12	Proposed Budget 2011-12	Adopted Budget 2011-12			
Budget Summary												
		Revenues	1,087,880	822,848	1,312,200	1,309,375	934,170	1,001,980	999,885			
		Personal Services	223,498	283,638	340,575	338,615	287,690	260,330	258,235			
		Operating Expenses	474,224	672,739	651,232	596,415	384,290	356,550	356,550			
		Capital Outlay	1,931,431	254,159	183	4,000	-	-	-			
		Debt Service	14,249	-	-	-	-	-	-			
		Non-Operating	290,891	338,026	376,022	396,075	345,150	385,100	385,100			
		Total Expenses	2,934,293	1,548,562	1,368,012	1,335,105	1,017,130	1,001,980	999,885			
		Surplus (Deficit)	(1,846,413)	(725,714)	(55,812)	(25,730)	(82,960)	-	-			

Personnel Recap

	Present	Proposed	Adopted
Economic Development Director	100%	100%	100%
Community Development Director	20%	20%	20%
Recreation Director	25%	50%	50%
Project Manager (25 hrs/week)	50%	50%	50%
Grants Writer	50%	50%	50%
Planner	10%	10%	10%
Code Officer	10%	10%	-
Code Officer	10%	10%	10%
Art Gallery & Studio Manager	100%	100%	-
Art Gallery Manager Assistant	100%	100%	-
	-	-	-
11/12 increment	32,144,911	Town	8,5163
		County	4,8800

Cost Center 110 - CRA

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
	REVENUES							
110-311.100	Ad Valorem Taxes	-	-	295,900	-	260,070	260,070	260,070
110-311.115	Ad Valorem Taxes - County	306,439	250,104	165,050	163,570	145,050	148,550	148,550
110-311.120	Ad Valorem Taxes - Delinquent	-	-	250,000	250,000	500,000	500,000	500,000
110-345.305	Art Class Supplies	-	-	-	200	200	-	-
110-345.400	Co-op Jury Fee	-	525	500	250	500	-	-
110-345.705	Co-op Commissions Earned - Art	-	754	1,000	2,830	1,000	-	-
110-345.710	Sale by Artist	-	2,378	3,000	11,485	3,000	-	-
110-345.725	Co-op Commissions Earned - Prog	-	-	-	475	500	-	-
110-345.900	Co-op Rent - Studio Space	-	2,845	18,000	7,760	12,000	-	-
110-345.910	Co-op Rent - Display Space	-	1,452	6,300	4,600	4,000	-	-
110-345.925	Co-op Fees - Art Programs	-	-	2,500	905	2,500	-	-
110-345.930	Co-op Fees - Firing Fees	-	-	-	90	250	-	-
110-345.950	Co-op Dues	-	1,320	1,100	440	1,100	-	-
110-345.955	Co-Op Associate Memberships	-	100	-	220	-	-	-
110-347.005	Festival Jury Fees	-	-	-	1,110	-	-	-
110-347.010	Beer & Wine Festival	-	1,652	-	-	-	-	-
110-347.011	Ride-in to Park	-	28	-	-	-	-	-
110-347.013	Seafood Festival	-	-	-	-	-	-	-
110-347.014	Holiday Arts & Crafts Fair	-	-	-	1,085	1,100	-	-
110-347.016	Cruise-in on Park - Jan 2011	-	-	-	8,075	-	-	-
110-347.017	Cruise-in on Park - May 2011	-	-	-	50	-	-	-
110-347.310	Entry Fee - 5K Run	-	1,146	-	25	-	-	-
110-347.320	Donations - 5K Run	-	376	-	-	-	-	-
110-347.400	Art on Park Festival - Jury Fe	-	1,530	2,000	910	-	-	-
110-347.410	Art on Park Festival - Artist	-	5,746	8,750	5,275	-	-	-
110-347.415	Art on Park Festival - Vendor	-	1,620	3,000	1,965	-	-	-
110-347.420	Art on Park Festival - Merchan	-	817	1,500	15	-	-	-
110-361.100	Interest Earnings	5,622	523	250	500	-	-	-

Cost Center 110 - CRA

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2011 ESTIMATE				2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
		2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	FOR THE YEAR			
110-361.120	Interest Income - Bus. Dev. Loan	-	1,058	1,350	1,300	2,900	2,900	2,900
110-361.130	Sales Tax Commissions	-	20	-	75	-	-	-
110-362.110	Rent - 711 Foresteria	1,813	-	-	-	-	-	-
110-366.300	Event Sponsorship	-	-	-	400	-	-	-
110-366.310	Sponsorship - 5K Run	-	1,000	-	-	-	-	-
110-366.315	Event Sponsorship-Seafood Fest	-	-	-	500	-	-	-
110-366.320	Sponsorship - Art on Park	-	1,950	2,000	1200	-	-	-
110-369.100	Miscellaneous Revenue	-	-	-	5	-	-	-
110-369.300	Refund Prior Year Expense	500	-	-	-	-	-	-
110-381.001	Transfer from General Fund	773,506	545,904	-	294,060	-	-	-
110-389.900	Fund Balance Surplus	-	-	550,000	550,000	-	90,460	88,365
	TOTAL REVENUE	1,087,880	822,848	1,312,200	1,309,375	934,170	1,001,980	999,885
EXPENDITURES								
110-55-552-520-11000	Executive Salaries	92,837	110,823	127,525	124,725	112,125	121,990	120,350
110-55-552-520-12000	Regular Salaries	48,924	48,769	48,700	45,910	38,350	39,050	38,525
110-55-552-520-13000	Other & Part Time Salaries	46,096	52,562	43,975	44,850	46,125	46,975	46,975
110-55-552-520-14000	Overtime Salaries	-	278	-	-	-	-	-
110-55-552-520-15000	Special pay	720	684	720	720	720	720	720
110-55-552-520-21000	FICA	14,224	16,233	16,650	16,500	15,100	15,975	15,825
110-55-552-520-22000	Retirement	3,820	6,026	11,575	11,000	6,375	8,055	7,950
110-55-552-520-23100	Health Insurance	11,331	18,671	33,010	30,000	17,625	22,400	22,400
110-55-552-520-23200	Insurance - Dental	718	1,031	1,560	1,560	840	1,075	1,075
110-55-552-520-23300	Insurance - Life	286	431	565	565	350	465	540
110-55-552-520-23400	Insurance - Vision	66	150	220	220	105	130	130
110-55-552-520-23500	Disability	1,301	2,027	3,150	3,150	1,785	2,370	2,870
110-55-552-520-24000	Workers' Compensation Insuranc	2,500	1,310	1,125	1,125	1,425	1,125	875
110-55-552-520-25100	Unemployment Compensation	675	495	-	7,550	-	-	-
	TOTAL PERSONNEL EXPENSES	223,498	259,490	288,775	287,875	240,925	260,330	258,235

Cost Center 110 - CRA

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
110-55-552-520-31000	Professional Services	129,940	72,022	77,807	32,800	13,500	13,500	13,500
110-55-552-520-31100	Professional Svc - Town Attorn	4,037	5,041	3,000	1,500	2,000	2,000	2,000
110-55-552-520-34000	Contractual Services	110,524	117,500	114,495	115,850	104,500	104,020	104,020
110-55-552-520-34010	Contract PBC Sheriff	89,583	219,031	228,425	224,675	112,350	112,350	112,350
110-55-552-520-34901	Administrative Fee	47,748	49,925	72,050	72,050	72,050	72,050	72,050
110-55-552-520-40000	Travel & Training	303	435	75	1,200	75	180	180
110-55-552-520-41100	Telephone	1,377	2,534	1,750	2,100	1,600	1,500	1,500
110-55-552-520-41200	Postage & Shipping	973	1,191	1,200	1,200	250	1,000	1,000
110-55-552-520-43000	Utilities	12,509	17,973	16,000	15,050	14,300	14,300	14,300
110-55-552-520-43100	Utilities - Office Space	832	-	-	-	-	-	-
110-55-552-520-44000	Rental & Leases - Office Space	6,624	6,600	6,600	6,600	6,600	6,600	6,600
110-55-552-520-44100	Equipment Rentals	1,206	1,763	4,000	1,225	1,000	1,000	1,000
110-55-552-520-44200	Equipment Leases	-	1,896	2,075	1,035	-	-	-
110-55-552-520-45000	Insurance	-	8,701	11,525	11,525	11,720	11,720	11,720
110-55-552-520-45400	Insurance Expense - Excess Cov	-	790	2,000	-	-	-	-
110-55-552-520-46000	Repair and Maintenance	8,071	18,288	7,125	8,600	5,000	5,000	5,000
110-55-552-520-46010	Repair & Maint. - Sidewalks	25,576	7,853	-	-	-	-	-
110-55-552-520-46070	Repair & Maintenance - Town Gr	-	21,437	-	-	-	-	-
110-55-552-520-47000	Printing	2,948	4,608	3,000	3,850	1,500	3,000	3,000
110-55-552-520-48000	Promotional Activity	7,208	14,264	37,830	5,000	2,500	1,500	1,500
110-55-552-520-48010	Promotional - Beer & Wine Fest	-	8,793	-	-	-	-	-
110-55-552-520-48011	Promotional - Ride-in to Park	-	3,155	120	120	-	-	-
110-55-552-520-48012	Promotional - Pet Parade	-	14	-	-	-	-	-
110-55-552-520-48013	Promotional - Seafood Festival	-	1,555	7,200	7,350	-	-	-
110-55-552-520-48014	Promo - Holiday Arts & Crafts	-	1,766	11,250	17,585	-	-	-
110-55-552-520-48016	Promo - Ride-in on Park/Jan 2011	-	-	-	1,465	-	-	-
110-55-552-520-48017	Promo - Ride-in on Park/May 2011	-	-	-	1,015	-	-	-
110-55-552-520-48050	Promotional - Art Festival	-	33,199	1,000	13,915	-	-	-

Cost Center 110 - CRA

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2011 ESTIMATE				2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
		2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	FOR THE YEAR			
110-55-552-520-48055	Promotional - Cruise In On Park	-	3,390	1,450	1,445	-	-	-
110-55-552-520-48100	Advertising	3,736	6,655	2,925	2,500	-	-	-
110-55-552-520-49000	Other Current Charges	548	-	-	-	-	-	-
110-55-552-520-49400	Uniforms & Clothing	144	-	-	-	-	-	-
110-55-552-520-51000	Office Supplies	1,775	1,629	1,000	1,000	1,000	1,000	1,000
110-55-552-520-52000	Operating Expenses	11,760	9,498	5,000	2,000	2,000	2,000	2,000
110-55-552-520-52001	Operating Expenses - 711 Fores	471	-	-	-	-	-	-
110-55-552-520-52100	Gasoline & Diesel Fuel	662	750	750	800	750	750	750
110-55-552-520-52200	Small Tools & Other	3,157	963	-	210	-	-	-
110-55-552-520-54200	Memberships, Dues, & Subscript	2,465	2,510	2,510	2,510	2,525	2,525	2,525
	TOTAL OPERATING EXPENSES	474,177	645,729	622,162	556,175	355,220	355,995	355,995
110-55-552-520-61500	Property Acq - 725 Foresteria	152,270	-	-	-	-	-	-
110-55-552-520-61501	Property Acq - 711 Foresteria	102,422	169	-	-	-	-	-
110-55-552-520-61502	Property Acq - 761 Foresteria	363,377	-	-	-	-	-	-
110-55-552-520-61503	Property Acq - 800 Park Avenue	292,436	2,989	-	-	-	-	-
110-55-552-520-63000	Improvement Other Than Bldg	5,440	2,910	-	-	-	-	-
110-55-552-520-63100	Alleyway Improvements	955,069	-	-	-	-	-	-
110-55-552-520-63102	Improvements - Park Ave. Lands	13,371	-	-	-	-	-	-
110-55-552-520-63103	Improvements - Sidewalks	12,046	3,220	-	-	-	-	-
110-55-552-520-63105	Improvements/Foresteria Proper	15,944	11,735	-	-	-	-	-
110-55-552-520-63106	Improvements/800 Park Avenue	14,381	189,330	-	1,495	-	-	-
110-55-552-520-64100	Machinery & Equipment	4,675	20,132	-	2,505	-	-	-
	TOTAL CAPITAL OUTLAY	1,931,431	230,485	-	4,000	-	-	-
110-55-552-520-71000	Principal (See note below)	-	-	-	-	-	-	-
110-55-552-520-72000	Interest	-	-	-	-	-	-	-
110-55-552-520-73100	Bond Issuance Costs	14,249	-	-	-	-	-	-
	TOTAL DEBT SERVICE	14,249	-	-	-	-	-	-

Cost Center 110 - CRA

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2011 ESTIMATE				2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
		2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	FOR THE YEAR			
110-55-552-520-82110	Grant - Facade Improvements	3,357	12,500	-	-	-	-	
110-55-552-520-82111	Grant - Business Development	-	13,030	-	29,000	40,000	40,000	
110-55-552-520-82300	Window Design Coverings	-	6,533	-	-	-	-	
110-55-552-520-82310	Downtown Awnings	-	-	30,872	21,925	-	-	
110-55-552-520-91001	Transfer to General Fund	81,000	84,250	84,250	84,250	84,250	84,250	
110-55-552-520-91010	Transfer to General Fund - ILA 2008	205,500	169,640	169,575	169,575	169,525	169,525	
110-55-552-520-91030	Transfer - ILA 2009	-	32,934	54,795	54,795	54,795	54,795	
110-55-552-520-96200	Unrealized Gain/Loss on Invest	1,034	(2,817)	-	-	-	-	
	TOTAL OTHER EXPENSES	290,891	316,070	339,492	359,545	348,570	348,570	
	TOTAL DEPT EXPENDITURES	2,934,246	1,451,774	1,250,429	1,207,595	964,895	962,800	

525 - Art On Park Expenses

EXPENDITURES							
110-55-552-525-12000	Regular Salaries	-	16,606	36,780	30,675	30,050	-
110-55-552-525-13000	Other & Part Time Salaries	-	3,310	3,000	9,775	3,000	-
110-55-552-525-21000	FICA	-	1,524	2,815	3,095	2,550	-
110-55-552-525-22000	Retirement	-	126	615	140	1,010	-
110-55-552-525-23100	Health Insurance	-	2,165	7,470	6,175	8,965	-
110-55-552-525-23200	Insurance - Dental	-	144	480	360	530	-
110-55-552-525-23300	Insurance - Life	-	49	150	110	150	-
110-55-552-525-23400	Insurance - Vision	-	17	60	45	60	-
110-55-552-525-23500	Disability	-	167	330	365	450	-
110-55-552-525-26000	Mileage Reimbursement	-	40	100	-	-	-
	TOTAL PERSONNEL EXPENSES	-	24,148	51,800	50,740	46,765	-

Cost Center 110 - CRA

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE		2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
					FOR THE YEAR				
110-55-552-525-31000	Professional Services	-	1,245	2,850	4,560	-	2,850	-	-
110-55-552-525-31500	Commissions Paid	-	2,378	3,000	11,850	-	3,000	-	-
110-55-552-525-34000	Contractual Services	-	1,920	4,860	3,750	-	4,860	-	-
110-55-552-525-41100	Telephone	-	1,401	1,970	2,860	-	1,970	-	-
110-55-552-525-41200	Postage & Shipping	-	116	2,315	1,350	-	2,315	-	-
110-55-552-525-43000	Utilities	47	1,743	3,500	3,250	-	3,500	-	-
110-55-552-525-43250	Garbage & Trash	-	93	550	705	-	550	555	555
110-55-552-525-46000	Repair & Maintenance	-	1,054	1,675	3,400	-	1,675	-	-
110-55-552-525-47000	Printing	-	245	500	250	-	500	-	-
110-55-552-525-48000	Promotional Activity	-	6,744	5,000	4,050	-	5,000	-	-
110-55-552-525-49600	Bank Charges/Admin Fees	-	349	750	760	-	750	-	-
110-55-552-525-51000	Office Supplies	-	470	350	825	-	350	-	-
110-55-552-525-52000	Operating Supplies	-	6,111	1,500	2,250	-	1,500	-	-
110-55-552-525-52200	Small Tools & Others	-	3,071	250	380	-	250	-	-
110-55-552-525-54200	Memberships, Dues, & Subscript	-	70	-	-	-	-	-	-
	TOTAL OPERATING EXPENSES	47	27,010	29,070	40,240	-	29,070	555	555
110-55-552-525-64100	Machinery & Equipment	-	23,674	183	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	-	23,674	183	-	-	-	-	-
110-55-552-525-71000	Principal (See note below)	-	-	-	-	-	-	-	-
110-55-552-525-72000	Interest	-	-	-	-	-	-	-	-
	TOTAL DEBT SERVICE	-	-	-	-	-	-	-	-
110-55-552-525-91030	Transfer to General Fund - ILA 2009	-	21,956	36,530	36,530	-	36,530	36,530	36,530
	TOTAL OTHER EXPENSES	-	21,956	36,530	36,530	-	36,530	36,530	36,530

Cost Center 110 - CRA

Schedule 1

ACCOUNT NUMBER	DESCRIPTION	2009 ACTUAL	2010 ACTUAL	2011 CURR YR BUDGET	2011 ESTIMATE FOR THE YEAR	2012 BY DEPARTMENT	2012 PROPOSED BUDGET	2012 ADOPTED BUDGET
	TOTAL DEPT EXPENDITURES	47	96,788	117,583	127,510	112,365	37,085	37,085
	TOTAL CRA EXPENDITURES	2,934,293	1,548,562	1,368,012	1,335,105	1,017,130	1,001,980	999,885
	SURPLUS/(DEFICIT)	(1,846,413)	(725,714)	(55,812)	(25,730)	(82,960)	-	-

CRA Budget Analysis FY11-12

Revenues:

- 311.110 Ad Valorem Taxes – Tax increment funds (property taxes) from the Town.
- 311.115 Ad Valorem Taxes – County – Tax increment funds (property taxes) from the County.
- 311.120 Ad Valorem Taxes – Delinquent – Delinquent tax increment funds (restricted reserves) from the Town.
- 361.120 Interest Income – Business Development Loans – Interest earned on business development loans provided to businesses within the CRA.
- 389.900 Fund Balance Surplus – Funds carried forward from current fiscal year dedicated to the operation of the CRA in Fiscal Year 2012.

Expenditures:

- 520-11000 Executive Salaries – Includes the salaries of Economic Development Director (\$77,730), 50% of Recreation Director (\$31,229), and 20% of Community Development Director (\$13,029).
- 520-12000 Regular Salaries – Includes the salaries of Grants Writer (50% for \$35,552) and Code Compliance Officer (10% for \$3,499)..
- 520-13000 Other and Part-time Salaries – Includes the salaries of Project Manager at 25 hours per week (\$43,526) and Planner (10% for \$3,447).
- 520-15000 Special Pay – Phone stipend for Project Manager (\$720).
- 520-31000 Professional Services – Lobbyist services provided by Gomez Barker Associates (\$ 13,500).

- 520-31100 Professional Services – Town Attorney** – Cost of services provided by Town attorney estimated at \$2,000.
- 520-34000 Contractual Services** – Grounds maintenance (Chris Wayne Associates @ \$81,600 and Tree Huggers @ \$10,900) for the areas zoned to the CRA (\$ 92,500), services provided under contract for custodial services (Sparkle Team) for the CRA office (\$3,120), holiday displays (\$6,000), and Telvue for the Bulletin Board for Channel 18 (\$ 2,400).
- 520-34010 Contract PBC Sheriff** – Reduction of one officer assigned to the CRA area (\$112,350).
- 520-34901 Administrative Fee** – Fee to General Fund for services rendered by various departments (\$72,050).
- 520-40000 Travel and Training** – FAU Institute of Government for Executive Director, Economic Development Director, and Community Development Director \$180 .
- 520-41100 Telephone** - Cost of telephone usage for the department, including the CRA office (\$45/mo), cell phone cost (\$80/mo).
- 520-41200 Postage & Shipping** – Postage for general mailing and newsletter is estimated at \$1,000.
- 520-43000 Utilities** – Water (Seacoast) and electric (FPL) costs for utilities and irrigation (\$14,300).
- 520-44000 Rentals & Leases – Office Space** – Rent for CRA office (\$550 per month).
- 520-44100 Equipment Rentals** - Cost of renting bucket truck for installation of banners and holiday decorating (\$1,000).
- 520-45000 Insurance** – Property and liability insurance coverage (\$11,720).
- 520-46000 Repair and Maintenance** – Repair and maintenance cost of downtown infrastructure (\$5,000) for brick paver repairs, bollard repairs, street light repairs, pressure cleaning, irrigation repairs, etc.
- 520-47000 Printing** - Cost of newsletter.

- 520-48000 Promotional Activity – Cost of Tree Lighting Festival (\$1,500).
- 520-51000 Office Supplies – Budgeted amount of \$1,000 for office supplies needed for CRA office.
- 520-52000 Operating Supplies – Street light bulbs, holiday lights, and miscellaneous supplies (\$2,000).
- 520-52100 Gasoline & Diesel – Gasoline for two CRA vehicles (\$750).
- 520-54200 Memberships, Dues & Subscriptions – Business Development Board (\$1,000), NPB Chamber of Commerce (\$640), FDCA (\$175), and FL Redevelopment Agency (\$695).
- 520-91001 Transfer to General Fund – Transfer to cover the cost of one PBSO deputy in the General Fund contract (\$84,250).
- 520-91010 Transfer to General Fund – ILA 2008 – Contribution per inter-local agreement between the Town and the CRA for debt service payments due on loan for Alleyway Improvement Project and acquisition of 725 Foresteria (\$169,575).
- 520-91030 Transfer – ILA 2009 – Debt service payments due on loan for land acquisitions on Foresteria (demolitions and improvements); 711 & 761 Foresteria (\$54,795).
- Co-op Expenses
- 525-xxxxx Closure of Gallery effective October 1, 2011.
- 525-43250 Garbage & Trash – Estimated Solid Waste Authority assessment (\$555).
- 525-91030 Transfer to General Fund – ILA 2009 – Debt service payments due on loan for purchase and renovation of building at 800 Park Avenue (\$36,530).

**Town of Lake Park
Community Redevelopment Agency
Interest Rate Analysis on Delinquent TIF**

Fiscal Year	Del. TIF Principal	12% Int.	10% Int.	8% Int.	6% Int.	4% Int.	2% Int.	No Int.
2000	10,622	10,197	8,498	6,798	5,099	3,399	1,700	-
2001	25,604	21,507	17,923	14,338	10,754	7,169	3,585	-
2002	55,603	40,034	33,362	26,689	20,017	13,345	6,672	-
2003	88,521	53,113	44,261	35,408	26,556	17,704	8,852	-
2004	121,402	58,273	48,561	38,849	29,136	19,424	9,712	-
2005	249,597	96,017	80,014	64,011	48,008	32,006	16,003	-
2006	326,952	133,099	110,916	88,733	66,549	44,366	22,183	-
2007	511,718	247,823	206,519	165,215	123,912	82,608	41,304	-
Total	1,390,019	660,063	550,052	440,042	330,031	220,021	110,010	-

Payments								
FY 2008	(500,000)							
FY 2009	(250,000)							
FY 2010	(250,000)							
FY 2011	(250,000)							
FY 2012*	140,019	660,063	550,052	440,042	330,031	220,021	110,010	-
	(140,019)	(359,981)	(359,981)	(359,981)	(359,981)	(359,981)	(359,981)	(359,981)

Balance to be Paid FY 2013 or FY 2012 (Shortfall) - 300,082 190,071 80,061 (29,950) (139,960) (249,971) (359,981)

Interest Reduction 110,010 220,021 330,031 440,042 550,052 660,063

***Note:** Payment made FY 2012 pays off the remaining principal of the delinquent TIF and the balance will be applied to outstanding interest.



AGENDA

Community Redevelopment Agency Meeting
 Wednesday, January 4, 2012, 6:30 pm
 Lake Park Town Hall
 535 Park Avenue

James DuBois	—	Chair
Kendall Rumsey	—	Board Member
Steven Hockman	—	Board Member
Jeanine Longtin	—	Board Member
Tim Stevens	—	Board Member
Christiane Francois	—	Board Member
Sue-Ellen Mosler	—	Board Member
.....
Maria V. Davis	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian M. Lemley, CMC	—	Agency Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, 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. *Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.*

- A. **CALL TO ORDER**
- B. **PLEDGE OF ALLEGIANCE**
- C. **ROLL CALL**
- D. **ADDITIONS/DELETIONS - APPROVAL OF AGENDA**
- E. **PUBLIC COMMENT**

This time is provided for audience members to address items that do not appear on the Agenda. Please complete a comment card and provide it to the Agency Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

- F. **Consent Agenda:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Board member or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the Agenda. Any person wishing to speak on an Agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Agency Clerk. Cards must be submitted before the item is discussed.

Consent Agenda Items Recommended For Approval:

- | | |
|---|-------|
| 1. CRA Board Meeting Minutes of December 7, 2011 | Tab 1 |
| G. <u>DISCUSSION AND POSSIBLE ACTION:</u> | |
| 2. Interest on Delinquent TIF (PowerPoint Presentation) | Tab 2 |
| 3. Outsourcing CRA Management | Tab 3 |
| 4. Discussion of 800 Park Avenue | Tab 4 |
| 5. CRA Advisory Committee | Tab 5 |
| H. <u>BOARD MEMBER COMMENTS</u> | |
| I. <u>EXECUTIVE DIRECTOR COMMENTS</u> | |
| J. <u>ADJOURNMENT</u> | |