

**Minutes
Town of Lake Park, Florida
Special Call
Virtual Community Redevelopment
Agency Board Budget Meeting
Wednesday, August 19, 2020, 6:30 p.m.**

The Community Redevelopment Agency (CRA) Board met for a Virtual Budget Meeting on Wednesday, August 19, 2020 at 6:30 p.m. Present were Chair Michael O’Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, Christine Francois, John Linden, and Roger Michaud. Executive Director John D’Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez.

Agency Clerk Mendez performed the roll call and Chair O’Rourke led the pledge of allegiance.

CONSENT AGENDA:

1. June 3, 2020 Community Redevelopment Agency Board Meeting Minutes

Motion: Vice-Chair Glas-Castro moved to approve the Consent Agenda; Board Member Michaud seconded the motion.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Erin Flaherty	X		
Board Member Christiane Francois	X		
Board Member Roger Michaud	X		
Board Member John Linden	X		
Vice-Chair Kimberly Glas-Castro	X		
Chair Michael O’Rourke	X		

Motion passed 6-0.

NEW BUSINESS:

2. Resolution 54-08-20 Accepting the Community Redevelopment Agency Budget for Fiscal Year 2020/2021.

Executive Director D’Agostino explained that if the Millage Rate were modified as a result of the discussion; the CRA Budget would also need to be modified. He explained the maximum Millage Rate is 5.3474, but had not been determined by the Town Commission. He informed the CRA Board of the option to postpone the discussion until (Sept. 2020) the Town Commission determined a Millage Rate for Fiscal Year 2020/2021. Discussion ensued, and the CRA Board opted to continue the discussion of Resolution 54-08-20. Executive Director D’Agostino reviewed the Proposed CRA 2020/2021 Fiscal Year Budget (See Exhibit “A”). Board Member Linden questioned the

total amount commitment for Dedicated IT. Executive Director D’Agostino explained that the total amount of commitment for Dedicated IT was \$400,000.00 over a five-year period.

Motion: Vice-Chair Glas-Castro moved to approve Resolution No. 54-08-20; Board Member Francois seconded the motion.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Erin Flaherty	X		
Board Member Christiane Francois	X		
Board Member Roger Michaud	X		
Board Member John Linden	X		
Vice-Chair Kimberly Glas-Castro	X		
Chair Michael O’Rourke	X		

Motion passed 6-0.

Public Comment:

None

EXECUTIVE DIRECTOR REPORT:

Executive Director D’Agostino provided an update regarding Dedicated IT as it related to Seacoast Utilities and Financing. Executive Director D’Agostino informed that a recommendation to increase density in the CRA would be presented to the CRA Board at a future meeting.

BOARD MEMBERS COMMENTS:

Board Member Francois had no comments.

Board Member Linden had no comments.

Board Member Flaherty was absent.

Board Member Michaud had no comments.

Vice-Chair Glas-Castro had no comments.

Chair O’Rourke had no comments.

ADJOURNMENT

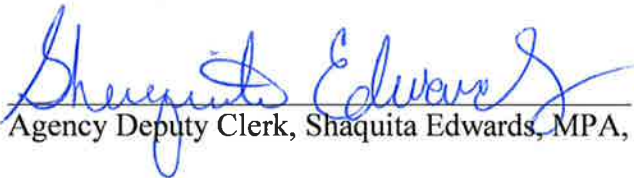
There being no further business to come before the CRA Board and by unanimous vote, the meeting adjourned at 6:56 p.m.



Chair, Michael O'Rourke



Agency Clerk, Vivian Mendez, MMC



Agency Deputy Clerk, Shaquita Edwards, MPA, MMC



FLORIDA

Approved on this 2 of September, 2020

Exhibit "A"



**CRA
Agenda Request Form**

Meeting Date: August **Agenda Item No.**

Agenda Title: **DISCUSSION OF THE FISCAL YEAR 2020/2021
BUDGET AND APPROVAL OF THE RESOLUTION
TO ADOPT THE CRA BUDGET FOR 2020/2021**

- | | | | |
|--------------------------|----------------|-------------------------------------|----------------------------|
| <input type="checkbox"/> | Consent Agenda | <input type="checkbox"/> | Discussion/Possible Action |
| <input type="checkbox"/> | Presentation | <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Other | | |

Approved by Executive Director: *Lourdes Cariseo* **Date:** 8-10-2020

Lourdes Cariseo Finance Director
Name/Title

Lourdes Cariseo

Digitally signed by Lourdes Cariseo
DN: cn=Lourdes Cariseo, o=Town of Lake Park,
ou=Finance Department,
email=lcariseo@lakeparkflorida.gov, c=US
Date: 2020.08.05 16:23:36 -0400'

Originating Department: FINANCE	Costs: N/A	Attachments: RESOLUTION Proposed Budget
	Funding Source: Acct. # [] Finance _____	

Summary Explanation/Background:

The Community Redevelopment Agency (CRA) is a dependent special district of the Town of Lake Park and is required to adopt a budget by resolution prior to September 30th of each year. This Resolution will formally adopt the proposed budget for the CRA for Fiscal Year 2020/2021.

Recommended Motion:

I move to approve Resolution No. __-20, adopting the 2020-2021 Budget.

54-08-20

RESOLUTION NO. 54-08-20

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, ADOPTING THE 2020-2021 FISCAL YEAR BUDGET.

WHEREAS, the Town of Lake Park (“Town”) 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 263.370, *Florida Statutes*; and

WHEREAS, the staff of the Lake Park CRA has prepared a budget governing operating and capital expenditures for Fiscal Year 2020-2021.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA:

Section 1: The Fiscal Year 2020-2021 budget prepared for the Lake Park Community Redevelopment Agency is hereby approved, a copy of which is attached and incorporated herein.

Section 2. This resolution shall take effect immediately upon adoption.

Rept:124 - Itemized Budget For Year 2021 Version 1
PROPOSED CRA BUDGET FY 2021

G/L Account	Description	2019 Actual	2020 Budget	2020 YTD+Enc	2021 Budget	Notes
REVENUES						
110-311.115	Ad Valorem Taxes - County	351,385.00	423,201.00	424,923.00	473,069.00	
110-361.120	Interest Income-Bus Dev Loan	77.48	0.00	2.30	0.00	
110-369.100	Miscellaneous Income	0.14-	0.00	0.00	0.00	
110-381.001	Transfer from General Fund	647,102.00	783,106.00	783,106.00	871,192.00	
	TOTAL REVENUE	998,564.34	1,206,307.00	1,208,031.30	1,344,261.00	
EXPENDITURES						
110-55-552-520-19900	Wages reclassified	170,183.00	193,237.00	193,236.96	0.00	
	TOTAL PERSONNEL EXPENSES	170,183.00-	193,237.00-	193,236.96-	0.00	
110-55-552-520-31000	Professional Services	0.00	55,000.00	54,775.00	50,000.00	
10	Strategic Marketing				50,000.00	
110-55-552-520-31100	Professional Svc - Town Attorney	6,400.00	3,500.00	6,050.00	3,500.00	
110-55-552-520-31101	Professional Svc-Other Legal	2,876.00	0.00	0.00	0.00	
110-55-552-520-34000	Contractual Services	149,524.98	113,105.00	70,678.23	102,850.00	
10	Landscape Services				84,850.00	
20	Landscape Services Contingency Tree Trimming				10,000.00	
30	Decoration Displays				8,000.00	
110-55-552-520-34010	Contract PBC Sheriff	0.00	112,400.00	96,210.00	133,680.00	
10	Community Policing Services PBSO District 10				133,680.00	
110-55-552-520-34901	Administrative Fee	73,000.00	73,000.00	72,999.96	0.00	

Town of Lake Park
 Print Itemized Budgets

Rept:124 - Itemized Budget For Year 2021 Version 1
 PROPOSED CRA BUDGET FY 2021

G/L Account	Description	2019 Actual	2020 Budget	2020 YTD+Enc	2021 Budget	Notes
110-55-552-520-40000	Travel & Training	3,793.00	4,500.00	8,151.42	8,250.00	
110-55-552-520-41100	Telephone	186.85	0.00	0.00	0.00	
110-55-552-520-41200	Postage & Shipping	7.60	182.00	0.00	182.00	
110-55-552-520-43000	Utilities	13,913.25	12,000.00	11,071.94	12,000.00	
110-55-552-520-44100	Equipment Rentals	1,044.00	1,500.00	678.41	1,500.00	
110-55-552-520-45000	Insurance	8,308.00	10,000.00	5,464.00	10,000.00	
110-55-552-520-46000	Repair and Maintenance	3,474.15	6,000.00	4,938.01	6,000.00	
110-55-552-520-47000	Printing	0.00	100.00	0.00	100.00	
110-55-552-520-48100	Advertising	1,850.00	4,732.00	1,052.37	2,000.00	
110-55-552-520-48101	Office Supplies	0.00	250.00	0.00	250.00	
110-55-552-520-48102	OPERATING EXPENSES	0.00	0.00	460.28-	0.00	
110-55-552-520-52000	Operating Expenses	2,307.60	100.00	3,246.31	3,000.00	
110-55-552-520-54200	Memberships, Dues, & Subscriptions	795.50	1,120.00	1,420.00	1,045.00	
	10 Department of Economic Opportunity District Renewal				175.00	
	20 FRA Membership Renewal				870.00	
	TOTAL OPERATING EXPENSES	267,480.93-	397,489.00-	336,275.37-	334,357.00-	
110-55-552-520-64100	Machinery & Equipment	10,546.00	0.00	0.00	0.00	
	TOTAL CAPITAL OUTLAY	10,546.00-	0.00	0.00	0.00	
	TOTAL DEBT SERVICE	0.00	0.00	0.00	0.00	
110-55-552-520-82111	Grant - Business Development	100,707.22	175,000.00	163,002.68	125,000.00	
	10 Dedicated IT Grant Agreement				50,000.00	
	20 Business Development Grants				75,000.00	

Rept:124 - Itemized Budget For Year 2021 Version 1
 PROPOSED CRA BUDGET FY 2021

G/L Account	Description	2019 Actual	2020 Budget	2020 YTD+Enc	2021 Budget	Notes
110-55-552-520-82110	Grants and Incentives	25,000.10	25,000.00	0.00	62,500.00	
	10 Artist of the Palm Beaches				37,500.00	
	20 Other Grants				25,000.00	
110-55-552-520-82200	Revolving Loan Program	0.00	154,770.00	0.00	147,891.00	
110-55-552-520-91010	Transfer to Gen Fund - ILA 2008	169,183.00	171,221.00	260,811.00	168,866.00	
110-55-552-520-91030	Transfer to Gen Fund - ILA 2009	91,321.00	89,590.00	0.00	91,320.00	
110-55-552-520-99110	Indirect Cost Allocation	0.00	0.00	0.00	414,327.00	
	TOTAL OTHER EXPENSES	386,211.32-	615,581.00-	423,813.68-	1,009,904.00-	
110-55-552-525-43000	Utilities	1,050.00	0.00	0.00	0.00	
	TOTAL CAPITAL OUTLAY	1,050.00-	0.00	0.00	0.00	
	TOTAL DEBT SERVICE	0.00	0.00	0.00	0.00	
	TOTAL OTHER EXPENSES	0.00	0.00	0.00	0.00	

Rept:124 - Itemized Budget For Year 2021 Version 1
 PROPOSED CRA BUDGET FY 2021

G/L Account	Description	2019 Actual	2020 Budget	2020 YTD+Enc	2021 Budget	Notes
	TOTAL DEPT EXPENDITURES	835,471.25-	1,206,307.00-	953,326.01-	1,344,261.00-	
	NET INCOME	163,093.09	0.00	254,705.29	0.00	