

AGENDA

Community Redevelopment Agency Meeting
 Wednesday, September 16, 2009, 7:30 P.M.
 Lake Park Town Hall
 535 Park Avenue

Desca DuBois	—	Chair
Jeff Carey	—	Vice-Chair
Edward Daly	—	Board Member
Patricia Osterman	—	Board Member
Kendall Rumsey	—	Board Member
Christiane Francois	—	Board Member
Michelle McKenzie-Suiter	—	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. **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 Items For Approval:

- | | |
|--|-------|
| 1. Special Call CRA Meeting Minutes of August 19, 2009 | Tab 1 |
| 2. Award of Bid for Building Demolition 711 & 761 Foresteria Drive | Tab 2 |
| 3. Resolution No. 41-09-09 Adopt CRA Budget | Tab 3 |

F. DISCUSSION & POSSIBLE ACTION:

- | | |
|---|-------|
| 4. Approval of Façade Treatment for 800 Park Avenue | Tab 4 |
|---|-------|

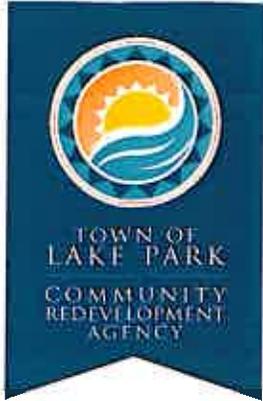
G. BOARD MEMBER COMMENTS

H. EXECUTIVE DIRECTOR COMMENTS

I. ADJOURNMENT

Consent Agenda

TAB 1



**CRA
Agenda Request Form**

Meeting Date: September 16, 2009

Agenda Item No. 1

- | | | | |
|--------------------------|-----------------------------|-------------------------------------|----------------|
| <input type="checkbox"/> | Public Hearing | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Ordinance on Second Reading | <input type="checkbox"/> | Discussion |
| <input type="checkbox"/> | Ordinance on First Reading | <input type="checkbox"/> | Bid RFP/Award |
| <input type="checkbox"/> | General Approval of Item | <input checked="" type="checkbox"/> | Consent |
| <input type="checkbox"/> | Presentation | <input type="checkbox"/> | Other |

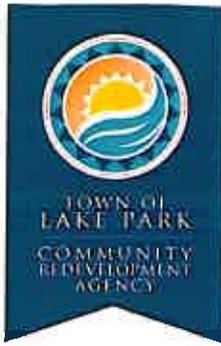
SUBJECT: Special Call CRA Meeting Minutes of August 19, 2009

RECOMMENDED MOTION/ACTION: To Approve the Special Call CRA Meeting Meeting Minutes of August 19, 2009

Approved by Executive Director *W. Davis* Date: *9/11/09*

<p>Prepared By: Jessica Shepherd Deputy Town Clerk</p>	<p>Costs: \$ Funding Source: Acct. #</p>	<p>Attachments:</p>
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Summary Explanation/Background:



**Town of Lake Park
Special Call
Community Redevelopment Agency Meeting
Town Hall Commission Chambers
535 Park Avenue, Florida 33403
Wednesday, August 19, 2009 6:00 p.m.**

The Community Redevelopment Agency met for the purpose of a Special Call CRA Meeting on Wednesday, August 19, 2009 at 6:00 p.m. Present were Chair DuBois, Vice-Chair Carey, Board Members Daly, Rumsey, Osterman, Suiter, Francois and Executive Director Maria Davis and Agency Clerk Vivian Lemley.

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

ADDITIONS/DELETIONS/APPROVAL OF AGENDA

None

Motion: A motion was made by Vice-Chair Carey to approve the agenda; Board Member Rumsey made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Daly	X		
Board Member Rumsey	X		
Board Member Osterman	X		
Vice Chair Carey	X		
Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 7-0.

Presentation:

University of Miami School of Architecture Center for Urban & Community Design

Executive Director Davis explained the reason for the presentation and gave a brief background on the proposed project. She introduced Sonia Chao the Director for the Center for Urban and Community Design of the University of Miami School of Architecture.

Ms. Chao gave a history of the program and the school. She introduced Professors Allan Shulman, Steve Fett, Jose Venegas, and Rick Lopez. She stated that these professors worked on the presentation and would also be taking part in the presentation. She introduced Palack Gandhi as one of their graduate students and stated that she was one of their star pupils who also worked on the presentation.

Mr. Schulman thanked everyone for the opportunity to work on the project. He stated that his role was to develop a project for the students that would give them tools to understand urban planning and development. He stated that students toured the Town and had gone back to the University to begin plans and drawings. He gave an explanation and description of how the students developed the project. Mr. Schulman began a PowerPoint presentation of the (see Exhibit "A") proposed project. He gave a history of the Town's original planner Mr. John Nolen and the designs that were used in the 1920's. He gave a history and description of how the Town was designed throughout the years. He explained a layered proposal of how the Town could be changed over time and in increments (see Exhibit "A"). He explained how they proposed to change the parking lots along Park Avenue (see Exhibit "A"). He proposed a possible train station and explained that there would be different façade renovations. The second step to the proposal was to add a park and slip streets along Park Avenue. He explained that there would be medium residential developing behind Park Avenue that would enhance the pedestrian traffic and proposed parking lots behind Park Avenue.

Executive Director Davis explained that the Town had begun the process of buying property along the 700 block of Foresteria Dr. in order to utilize the space for parking lots.

Mr. Schulman stated that the Town's purchase was the best first step in beginning the process to redevelop the downtown area. He introduced Steve Fett to introduce the next phase.

Mr. Fett began a PowerPoint presentation of the Design Approach Manual for the Town of Lake Park (see Exhibit "B"). He explained the reason for the report and reviewed the Table of Contents (see Exhibit "B"). He reviewed and explained the different current and proposed styles of architecture in Lake Park (see pages 6 through 14 of Exhibit "B"). He explained and reviewed "Façade Strategies for Free Standing Buildings" (see pages 15 through 24 of Exhibit "B"). He reviewed and explained "Façade Strategies for Strip Center Buildings" (see pages 25 through 39 of Exhibit "B").

Board Member Francois stated that the University had done a very good job.

Board Member Daly stated that he would like to see the buildings on the north side closer to Park Avenue.

Board Member Suiter stated that she liked the idea of connecting walkways with existing sidewalks, connecting building to building, and having parking in the rear.

Board Member Osterman asked if anything other than the slip street concept was considered.

Ms. Chao stated that there were a variety of concepts proposed and the one thing that needed to be ensured was a viable economic working center. She explained how there could be a balanced format that would address the needs for the Town. She explained how the slip street concept

would be beneficial to the downtown area.

Mr. Schulman explained the concept of the slip streets further.

Chair DuBois commented on the downtown area and stated that the slip street concept would be very advantageous to the Town.

Board Member Rumsey asked what could be done to help a business building that currently being hidden from the street to gain more exposure.

Ms. Chao explained that once the project is underway the business will become more visible as all the others would after the process.

Executive Director Davis explained that the building that Board Member Rumsey was inquiring about was to the west of the 918 Park Avenue building.

Mr. Schulman explained how the building could become aligned throughout the process.

Discussion continued between the Board and Ms. Chao and the professors regarding the proposed façade improvement project.

Board Member Osterman recommended a workshop with property owners to present the proposed façade improvement program and get their input and ideas.

Chair DuBois stated that the possibility of a workshop could be discussed at a future meeting.

Consent Agenda

- 1. Special Call CRA Board Meeting Minutes of August 5, 2009
- 2. CRA Budget Workshop Meeting Minutes of August 5, 2009

Public Comment Open.

None

Public Comment Closed.

Motion: A motion was made by Board Member Rumsey to approve the Consent Agenda; Vice-Chair Carey made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Daly	X		
Board Member Rumsey	X		
Board Member Osterman	X		
Vice Chair Carey	X		

Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 7-0.

CRA BOARD MEMBER COMMENTS

Board Member Suiter stated that she liked the idea of having a workshop with the property owners to discuss the proposed façade improvement program.

Board Member Rumsey asked Executive Director Davis if she had looked into her initial idea of changing out windows and doors for the buildings in the downtown area.

Executive Director Davis stated she had solicited design build firms to come back with proposals which are due by the end of the month. She stated that she will be presenting the designs to the Board so that they could pick the design they like most.

Board Member Rumsey asked if the design build was budgeted for.

Executive Director Davis stated that the design build was budgeted for.

Board Member Rumsey stated that the design build would be a perfect opportunity to get started on what they envisioned for the downtown area.

Vice-Chair Carey stated that they needed to lead by example and show the downtown area what a plain building could look like after the façade improvements. He asked if the downtown area had parking requirements and if not he recommended them.

Chair DuBois
None

Board Member Daly
None

Board Member Osterman
None

Board Member Francois stated that she thought it was great that they could do something with the downtown area that would not cost much and get started.

Executive Director Davis stated that at the last meeting Board Member Rumsey requested a report from staff regarding the Town’s first juried art show that was planned for March 27, 2010. She stated that she and Recreation Director Greg Dowling met with Chamber North Director of Programs and Services Susanne Neve who is in charge of ArtiGras and 60 other annual events. They spent a very productive hour and a half with her and in the next month will be completing an artist prospectus and advertising the show on a website that all the artists on the show circuit

access. The application process will be online. They determined that they wanted to keep it small and of high quality with no more than 60 artists. She stated that they felt that they were moving in the right direction and Ms. Neve was providing a wealth of information to them. She stated that she would continue to provide updates as she and Greg will be meeting weekly with the arts coordinator and Jennifer the Town's Economic Developer.

She stated that the bid for the demolition of the Foresteria properties would be out by Friday and she anticipated that the bid would be awarded by mid September. The asbestos bids on the 800 Park Avenue building would be in by Friday. The facade bids would be in by the end of the month, the roof replacement bid would be going out in two weeks and the interior demolition would happen upon completion of the asbestos abatement.

Vice-Chair Carey asked when the building would be open.

Executive Director Davis stated that she anticipated the opening of the building to be by mid-November to late December.

ADJOURNMENT

There being no further business to come before the CRA Board and after a motion to adjourn by Vice-Chair Carey and seconded by Board Member Rumsey, and by unanimous vote, the meeting adjourned at 7:30 p.m.

Chair DuBois

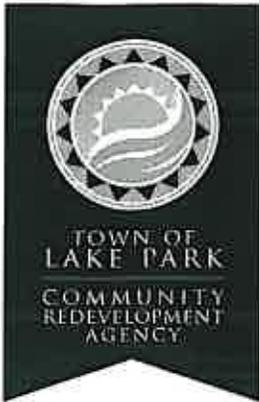
Agency Clerk Jessica Shepherd

Agency Clerk Vivian Lemley

(Town Seal)

Approved on this _____ day of _____, 2009

TAB 2



**CRA
Agenda Request Form**

Meeting Date: September 16, 2009

Agenda Item No. 2

- | | | | |
|--------------------------|-----------------------------|-------------------------------------|---------------|
| <input type="checkbox"/> | Public Hearing | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Ordinance on Second Reading | <input type="checkbox"/> | Discussion |
| <input type="checkbox"/> | Ordinance on First Reading | <input checked="" type="checkbox"/> | Bid RFP/Award |
| <input type="checkbox"/> | General Approval of Item | <input checked="" type="checkbox"/> | Consent |
| <input type="checkbox"/> | Presentation | <input type="checkbox"/> | Other |

SUBJECT: Award of Bid for Building Demolition 711 & 761 Foresteria Drive

RECOMMENDED MOTION/ACTION: Approve

Approved by Executive Director *W. Davis* Date: *9/10/09*

<p>Prepared By: Richard Pittman CRA Project Manager</p> <p style="text-align: center;"><i>RP</i></p>	<p>Costs: \$ 11,735.00</p> <p>Funding Source: Acct. # 110-55-552-520-63105</p>	<p>Attachments: Bid Tabulation</p>
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Summary Explanation/Background: Earlier this year the CRA purchased the properties addressed as 711 and 761 Foresteria Drive. A pre-demolition asbestos identification survey was performed at each property. Asbestos containing materials requiring abatement were identified at 761. The materials were abated in August.

Bids for the demolition of 711 & 761 Foresteria Drive were received on September 8, 2009. Five bids were received. The BG Group, LLC submitted the low bid in the amount of \$11,735.00. The BG Group is the same contractor that was awarded and successfully completed the project to demolish the apartment buildings in the 700 block of Foresteria Drive.

Approval of the Award of Bid to The BG Group, LLC in the amount of \$11,735.00 is recommended.

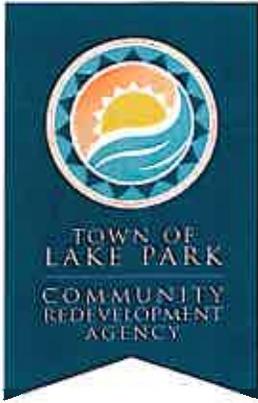
BID TABULATION
BUILDING DEMOLITION 711 & 761 FORESTERIA DRIVE
CRA PROJECT NO. 0913

ITEM NO.	ITEM DESCRIPTION	THE BG GROUP	RKC LAND DEVELOPMENT	ALL PHASE SERVICES	BEST-TEC	PROJECT DEVELOPMENT GP
1	Indemnification	\$ 10.00	Incl.	\$ 1,200.00	Incl.	\$ 500.00
2	Registration with the Town, Permits, Mobilization	\$ 700.00	Incl.	\$ 1,200.00	Incl.	Incl.
3	Install Town supplied wind screen	\$ 430.00	\$ 300.00	\$ 400.00	\$ 400.00	\$ 2,500.00
4	Disposal of building contents	\$ 1,500.00	Incl.	\$ 600.00	Incl.	\$ 2,800.00
5	Building Demolition & Disposal incl. adjacent vegetation	\$ 6,895.00	\$ 17,358.00	\$ 17,000.00	Incl.	\$ 21,875.00
6	Site grading & cleanup	\$ 1,500.00	\$ 1,000.00	\$ 1,600.00	Incl.	Incl.
7	Miscellaneous inc. fence modifications, off-site cleanup, dust control, utility disconnect & plug, preserve well.	\$ 700.00	\$ 875.00	\$ 700.00	Incl.	\$ 4,000.00
	TOTAL ITEMS 1 THRU 7	\$ 11,735.00	\$ 19,533.00	\$ 22,700.00	\$ 24,087.50	\$ 31,675.00



Tabulated by: Richard Pittman, CRA Project Manager 09/09/09

TAB 3



**CRA
Agenda Request Form**

Meeting Date: September 16, 2009 Agenda Item No. 3

- | | | | |
|--------------------------|-----------------------------|-------------------------------------|-------------------|
| <input type="checkbox"/> | Public Hearing | <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Ordinance on Second Reading | <input type="checkbox"/> | Discussion |
| <input type="checkbox"/> | Ordinance on First Reading | <input type="checkbox"/> | Bid RFP/Award |
| <input type="checkbox"/> | General Approval of Item | <input checked="" type="checkbox"/> | Consent |
| <input type="checkbox"/> | Presentation | <input type="checkbox"/> | Other |

SUBJECT: RESOLUTION TO ADOPT BUDGET FOR FISCAL YEAR 2009/2010

RECOMMENDED MOTION/ACTION: ADOPT RESOLUTION

Approved by Executive Director *W. J. Davis* Date: *9/10/09*

Prepared By: FINANCE	Costs: \$ Funding Source: Acct. #	Attachments: RESOLUTION
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Summary Explanation/Background:

A budget workshop was conducted on August 5, 2009 that outlined the recommended budget for Fiscal Year 2009/2010. Subsequent to this workshop there have been some revisions to the proposed budget. Revenue, in the amount of \$13,500, has been projected for rental income from tenants of the Co-op for the last six months of the fiscal year. Funds, in the amount of \$25,200, have been appropriated for part time personnel to man the Co-op from December to the end of the fiscal year. Additionally funds, in the amount of \$2,500, have been provided for basic office equipment and office supplies. This resolution will formally adopt the proposed budget for the CRA for Fiscal Year 2009/2010.

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

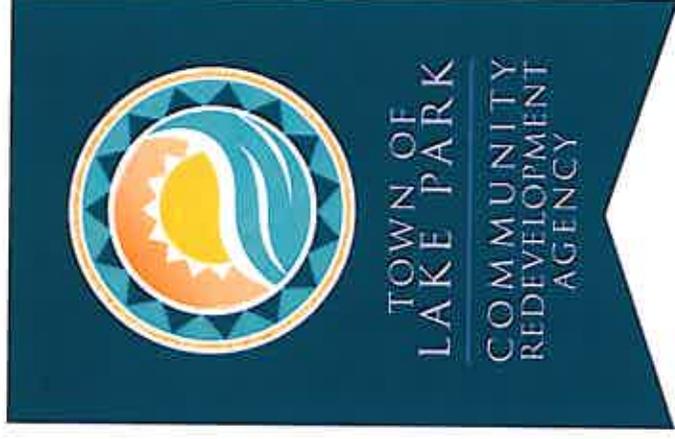
WHEREAS, the staff of the Lake Park Community Redevelopment Agency (the CRA) has prepared a budget governing operating and capital expenditures for FY 2009-2010,

**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**

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

Personnel Recap			
	Present	By Dept.	Proposed
Economic Development Director	100%	100%	100%
Community Development Director	20%	20%	20%
Recreation Director	0%	0%	25%
Project Manager (25 hrs/week)	PT	PT	PT
Grants Writer	50%	50%	50%
Planner	10%	10%	10%
Code Officer	10%	10%	10%
Code Officer	10%	10%	10%
Co-op Attendants	0%	0%	PT
	-	-	-

09/10 increment	62,327,796	Town	8.5163	County	4.3440
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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
REVENUES								
110-311.100	Ad Valorem Taxes	273,769	612,691	692,350	692,334	692,205	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
TOTAL REVENUE		987,288	3,464,517	1,109,800	1,008,446	3,422,095	1,939,990	1,883,475
EXPENDITURES								
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
TOTAL PERSONNEL EXPENSES		-	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
110-55-552-520-31000	Professional Services	-	50,309	153,704	47,444	139,350	90,000	90,000
110-55-552-520-31100	Professional Svc - Town Atorn	400	2,387	5,000	1,716	3,000	5,000	5,000
110-55-552-520-34000	Contractual Services	3,484	59,309	127,600	69,775	117,000	105,000	105,000
110-55-552-520-34010	Contract PBC Sheriff	-	75,000	-	-	89,585	218,850	218,850
110-55-552-520-34901	Administrative Fee	24,925	24,903	47,750	23,874	47,750	49,925	49,925
110-55-552-520-40000	Travel & Per Diem	-	-	1,500	224	225	3,000	3,000
110-55-552-520-41100	Telephone	-	150	1,000	672	1,375	1,400	1,400
110-55-552-520-41200	Postage & Shipping	-	212	3,000	254	1,500	5,000	5,000
110-55-552-520-43000	Utilities	-	226	-	2,346	13,800	17,500	17,500
110-55-552-520-43100	Utilities - Office Space	-	-	1,800	832	1,450	1,700	1,700
110-55-552-520-43250	Garbage & Trash	-	-	250	-	-	-	-
110-55-552-520-44000	Rental & Leases - Office Space	-	-	6,000	3,874	6,625	6,600	6,600
110-55-552-520-44100	Equipment Rentals	-	-	7,500	1,206	1,210	7,500	7,500
110-55-552-520-45000	Insurance	-	-	-	-	-	10,000	10,000
110-55-552-520-46000	Repair and Maintenance	1,608	7,236	16,560	10,700	20,000	15,000	15,000
110-55-552-520-46010	Repair & Maint. - Sidewalks	-	39,909	26,793	25,466	25,575	50,000	60,000
110-55-552-520-47000	Printing	68	131	10,000	29	1,750	15,000	15,000
110-55-552-520-48000	Promotional Activity	-	-	14,400	-	4,225	50,000	50,000
110-55-552-520-48100	Advertising	-	2,828	25,000	1,257	3,700	25,000	25,000
110-55-552-520-49000	Other Current Charges	-	1,007	400	-	550	-	-
110-55-552-520-49200	Conferences & Seminars	-	75	-	-	-	-	-
110-55-552-520-49400	Uniforms & Clothing	-	80	150	-	150	300	300
110-55-552-520-51000	Office Supplies	-	482	1,000	74	500	1,000	1,000
110-55-552-520-52000	Operating Expenses	2,310	3,438	4,500	4,007	10,000	10,000	10,000
110-55-552-520-52001	Operating Expenses - 711 Fores	-	-	-	171	1,225	-	-
110-55-552-520-52100	Gasoline & Diesel Fuel	-	38	100	258	600	1,000	1,000
110-55-552-520-52200	Small Tools & Other	-	2,528	5,528	3,157	3,160	-	-
110-55-552-520-54100	Books and Subscriptions	-	-	200	-	-	150	150
110-55-552-520-54200	Memberships, Dues, & Subscript	175	1,175	2,600	2,465	2,465	2,500	2,500
TOTAL OPERATING EXPENSES		32,970	271,423	462,335	199,801	496,770	688,925	701,425

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	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 - 763 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 - 711/761 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
525- Co-op Expenditures								
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
TOTAL OPERATING EXPENSES		-	-	-	-	-	42,200	74,900
110-55-552-525-71000	Principal	-	-	-	-	-	18,000	18,000
110-55-552-525-72000	Interest	-	-	-	-	-	18,550	18,550
TOTAL OTHER EXPENSES		-	-	-	-	-	36,550	36,550
TOTAL DEPT EXPENDITURES		206,268	2,141,013	2,870,346	1,745,815	3,268,460	1,939,990	1,883,475
SURPLUS/(DEFICIT)		781,020	1,323,504	(1,760,546)	(737,369)	153,635	-	-

CRA Budget Analysis FY09-10

520-11000	Executive Salaries – Increased cost for use of Recreation Director as event planner, with an expected cost of \$16,100.
520-13000	Other and Part-time Salaries – Increase of 5% for Project Manager.
520-31000	Professional Services – 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	Professional Svc – Town Attorney – Cost of services provided by Town attorney estimated at \$5,000.
520-34000	Contractual Services – Services provided under contract for custodial services for the CRA office and grounds maintenance for the areas zoned to the CRA.
520-34010	Contract PBC Sheriff – Cost of officers assigned to the CRA area (\$218,850).
520-40000	Travel & Per Diem – Estimated cost of \$3,000 for Florida Redevelopment Association conference expense for Economic Development Director and Community Development Director.
520-41100	Telephone - 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	Postage & Shipping – Mailing cost is estimated at \$5,000.
520-43000	Utilities – Utility cost is being increased from \$13,800 to \$17,500 due to irrigation and lighting for Alleyway project.
520-44100	Equipment Rentals - Cost of the renting equipment for light repairs and holiday decorating (\$7,500).
520-46000	Repair and Maintenance – 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).

TAB 4



**CRA
Agenda Request Form**

Meeting Date: SEPTEMBER 16, 2009 Agenda Item No. **4**

- | | | | |
|--------------------------|-----------------------------|-------------------------------------|---------------------------|
| <input type="checkbox"/> | Public Hearing | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Ordinance on Second Reading | <input checked="" type="checkbox"/> | Discussion/Approve |
| <input type="checkbox"/> | Ordinance on First Reading | <input type="checkbox"/> | Bid RFP/Award |
| <input type="checkbox"/> | General Approval of Item | <input type="checkbox"/> | Consent |
| <input type="checkbox"/> | Presentation | <input type="checkbox"/> | Other |

SUBJECT: Approval of Façade Treatment for 800 Park Avenue

RECOMMENDED MOTION/ACTION: Approve

Approved by Executive Director *W. Davis* Date: *9/10/09*

Prepared By: Richard Pittman CRA Project Manager	Costs: \$ Negotiable Approx. \$43,000.00 Funding Source: Acct. #	Attachments: None
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Summary Explanation/Background: The September 2nd CRA Board meeting agenda included the presentation of two proposals for the façade treatment of the proposed Art Co-Op building located at 800 Park Avenue. At that meeting the Board discussed modification of the "option one" proposal to incorporate University of Miami School of Architecture recommendations. Town staff has provided the contractor and his architect with concepts representative of the University of Miami recommendations. A new rendering will be presented to the Board for their discussion and approval.