



## City of Lauderdale Lakes

Office of the City Clerk

4300 Northwest 36 Street - Lauderdale Lakes, Florida 33319-5599

(954) 535-2705 - Fax (954) 535-0573

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### COMMUNITY REDEVELOPMENT AGENCY MEETING AGENDA

Commission Chambers

July 17, 2017

5:30 PM

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**1. CALL TO ORDER**

**2. ROLL CALL**

**3. MINUTES FROM PREVIOUS MEETING**

**A. JUNE 20, 2017 CRA MEETING MINUTES**

**4. PUBLIC COMMENT (LIMITED TO 2 MINUTES-MUST SIGN IN WITH CLERK)**

**A. PUBLIC COMMENTS**

All petitioners must sign in with the CRA Secretary and will be seated in a designated area. Petitioners will be allowed to speak for two (2) minutes.

**5. EXECUTIVE DIRECTOR REPORT**

**A. EXECUTIVE REPORT FROM THE CRA EXECUTIVE DIRECTOR**

This report provides a summary of the Community Redevelopment Agency related activities.

**6. FINANCE DIRECTOR REPORT**

**A. CRA RESOLUTION 2017-017 RATIFYING THE CITY MANAGERS FILING OF THE AGENCY'S FISCAL YEAR 2017, PERIOD 8 AND 9 - (MAY AND JUNE) FINANCIAL ACTIVITY REPORTS**

This Resolution serves to ratify the May and June 2017 - (Period 8 and 9) Financial Activity Reports provided by the Financial Services Department.

**7. CHAIRMAN REPORT**

**8. COMMITTEE REPORTS : STANDING**

**9. COMMITTEE REPORTS : AD HOC**

**10. LEGAL REPORT**

**11. OLD BUSINESS**

**12. NEW BUSINESS**

**A. RESOLUTION 2017-018 APPROVING AND ADOPTING A BUDGET FOR THE CITY OF LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY FOR FISCAL YEAR 2018, COMMENCING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018; APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF LAUDERDALE LAKES**

## COMMUNITY REDEVELOPMENT AGENCY FOR FISCAL YEAR 2018

This is a Resolution approving and adopting the Fiscal Year 2018 CRA Budget. The proposed budget is presented for discussion, revision and adoption as directed by the Community Redevelopment Agency Board.

### **13. ITEMS FOR FUTURE DISCUSSION/ANNOUNCEMENTS**

### **14. ADJOURNMENT**

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Chairperson Beverly Williams - Vice Chairperson Sandra Davey

Commissioner Veronica Edwards Phillips - Commissioner Gloria Lewis - Commissioner Hazelle Rogers

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### COMMUNITY REDEVELOPMENT AGENCY MEETING MINUTES

Alfonso Gereffi Room

June 20, 2017

5:30 PM

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#### 1. CALL TO ORDER

Chairperson Beverly Williams called the June 20, 2017 CRA Meeting to order at 5:30 p.m. in the Alfonso Gereffi Room, located at 4300 N.W. 36th Street, Lauderdale Lakes, Florida 33319.

#### 2. ROLL CALL

##### PRESENT

Chairperson Beverly Williams

Vice Chairperson Sandra Davey

Commissioner Veronica Edwards Phillips

Commissioner Hazelle Rogers (arrived at 5:32 p.m.)

##### ABSENT

Commissioner Gloria Lewis

##### ALSO PRESENT

CRA Administrator Phil Alleyne

CRA Attorney Michael Haygood

CRA Secretary Sharon Houslin

City Staff

Members of the Public

#### 3. MINUTES FROM PREVIOUS MEETING

##### A. APRIL 18, 2017 CRA MEETING MINUTES

Board Member Veronica Edwards Phillips made a motion to approve the April 18, 2017 CRA Meeting Minutes. Vice Chairperson Sandra Davey seconded the motion. There was a unanimous voice vote of approval. The Minutes were passed unanimously.

#### 4. PUBLIC COMMENT (LIMITED TO 2 MINUTES-MUST SIGN IN WITH CLERK)

##### A. PUBLIC COMMENTS

All petitioners must sign in with the CRA Secretary and will be seated in a designated area. Petitioners will be allowed to speak for two (2) minutes.

There were no public comments

#### 5. EXECUTIVE DIRECTOR REPORT

##### A. EXECUTIVE REPORT FROM THE CRA EXECUTIVE DIRECTOR

This report provides a summary of the Community Redevelopment Agency related activities.

CRA Executive Director, J. Gary Rogers reminded the Board that the Executive Director Report will no longer be read in its entirety. However, if the Board has questions, he will answer them.

## **6. FINANCE DIRECTOR REPORT**

### **A. CRA RESOLUTION 2017-015 OF THE LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY ('AGENCY') RATIFYING THE CITY MANAGERS FILING OF THE AGENCY'S FISCAL YEAR 2017, PERIOD 6 AND 7 - (MARCH AND APRIL) FINANCIAL ACTIVITY REPORTS**

This Resolution serves to ratify the March and April 2017 - (Period 6 and 7) Financial Activity Reports provided by the Financial Services Department.

CRA Attorney Haygood read the following Resolution by title only:

#### **CRA RESOLUTION 2017-015**

A RESOLUTION OF THE LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY ('AGENCY') RATIFYING THE CITY MANAGERS FILING OF THE AGENCY'S FISCAL YEAR 2017, PERIOD 6 AND 7 (MARCH AND APRIL) FINANCIAL ACTIVITY REPORTS, AS PREPARED BY THE DEPARTMENT OF FINANCIAL SERVICES, FOR THE PURPOSE OF CONFORMING TO THE AGENCY'S ADOPTED FINANCIAL INTEGRITY PRINCIPALS AND FISCAL POLICIES; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

Board Member Hazelle Rogers made a motion to move CRA Resolution 2017-015 to the floor for discussion. Vice Chairperson Sandra Davey seconded the motion.

CRA Treasurer, Susan Gooding-Liburd presented the March and April 2017 Financial Activity Reports.

Discussion ensued and the Board stated that they would like to have the cancelled check information in their office and not as backup on the agenda.

Chairperson Beverly Williams asked if there was any further discussion. Hearing no discussion, Chairperson Beverly Williams requested a roll call:

FOR: Chairperson Beverly Williams, Vice Chairperson Sandra Davey, Board Member Veronica Edwards Phillips, Board Member Hazelle Rogers, ABSENT: Board Member Gloria Lewis

Motion passed: 4-0

## **7. CHAIRMAN REPORT**

## **8. COMMITTEE REPORTS : STANDING**

## **9. COMMITTEE REPORTS : AD HOC**

## **10. LEGAL REPORT**

## **11. OLD BUSINESS**

### **A. CRA RESOLUTION 2017-016 OF THE CITY OF LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY ('CRA'), APPROVING APPLICANTS FOR THE MICRO BUSINESS LOAN PROGRAM (THE "PROGRAM"); APPROVING THE FORM OF THE PROGRAM AGREEMENT**

This Resolution authorizes the execution of an agreement with the loan recipients of the Micro Business Loan Program.

Attorney Haygood read the following Resolution by title only:

#### **CRA RESOLUTION 2017-016**

A RESOLUTION OF THE CITY OF LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY ("CRA"), APPROVING APPLICANTS FOR THE MICRO BUSINESS LOAN PROGRAM (THE "PROGRAM"); APPROVING THE FORM OF THE PROGRAM AGREEMENT; AUTHORIZING THE CHAIRMAN AND EXECUTIVE DIRECTOR TO TAKE ALL ACTIONS CONSISTENT WITH THE INTENT OF THIS RESOLUTION; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

Board Member Hazelle Rogers made a motion to move CRA Resolution 2017-015 to the floor for discussion. Commisisoner Veronica Edwards Phillips seconded the motion.

Economic Development Manager, Celestine Dunmore, provided information on the Micro Business Loan Program and read the name of the applicants and the amounts they would receive.

Discussion ensued

Chairperson Beverly Williams asked if there was any further discussion. Hearing no discussion, Chairperson Beverly Williams requested a roll call:

FOR: Chairperson Beverly Williams, Vice Chairperson Sandra Davey, Board Member Veronica Edwards Phillips, Board Member Hazelle Rogers, ABSENT: Board Member Gloria Lewis

Motion passed: 4-0

## **12. NEW BUSINESS**

### **A. MOTION TO DISCUSS APPROVAL TO MOVE THE REGULARLY SCHEDULED CRA MEETING TO A DIFFERENT DATE**

A motion is required to move the Tuesday July 18, 2017 CRA Meeting to July 17, 2017 at 5:30 p.m.

Vice Chairperson Sandra Davey made a motion to move the Tuesday, July 18, 2017 CRA Meeting to Monday, July 17, 2017 at 5:30 p.m. Commissioner Hazelle Rogers seconded the motion.

Chairperson Beverly Williams asked if there was any discussion. Hearing no discussion, Chairperson Beverly Williams requested a roll call:

FOR: Chairperson Beverly Williams, Vice Chairperson Sandra Davey, Board Member Veronica Edwards Phillips, Board Member Hazelle Rogers, ABSENT: Board Member Gloria Lewis

Motion passed: 4-0

### **B. MOTION TO SCHEULE A DATE TO HOLD A SPECIAL MEETING RELATED TO THE COMMERCE PARK**

A motion is needed to scheduled a date and time to hold a special meeting related to the Commerce Park. The Single Family Development agreement has to be considered before the July 17, 2017 CRA meeting.

This item was removed from the agenda

**13. ITEMS FOR FUTURE DISCUSSION/ANNOUNCEMENTS**

**14. ADJOURNMENT**

The Meeting was adjourned at 6:05 p.m.

"In accordance with Sec. 2-55 of the Code of Ordinance, the minutes are action minutes and do not record or transcribe debate or argument. The City Clerk maintains an audio recording of the Workshop and Commission Meeting minutes in accordance with state retention regulations. For an audio/video copy of the minutes, please contact the City Clerk's Office at 954-535-2705."

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BEVERLY WILLIAMS, CHAIRPERSON

ATTEST:

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SHARON HOUSLIN, CITY CLERK

# CITY OF LAUDERDALE LAKES

## Agenda Cover Page

Fiscal Impact: No

Contract Requirement: No

Title
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EXECUTIVE REPORT FROM THE CRA EXECUTIVE DIRECTOR
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Summary
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This report provides a summary of the Community Redevelopment Agency related activities.
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Staff Recommendation
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**Background:**

N/A

**Funding Source:**

N/A

**Sponsor Name/Department:** J. Gary Rogers, CRA Director

**Meeting Date:** 7/17/2017

**ATTACHMENTS:**

Description	Type
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<input type="checkbox"/> Exectutive Report	Executive Summary
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**LAUDERDALE LAKES COMMUNITY  
REDEVELOPMENT AGENCY  
INTEROFFICE MEMORANDUM**

<b>TO:</b>	City Manager Phil Alleyne	<b>DATE:</b>	July 11, 2017
		<b>CC:</b>	Michael Haygood - CRA Attorney Celestine Dunmore - Economic Dev. Manager
<b>FROM:</b>	J. Gary Rogers - CRA Executive Director	<b>RE:</b>	UPDATE: Community Redevelopment Agency (CRA) activities through June 30, 2017

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**CRA Executive Director Report**

**1. Northwest 31<sup>St</sup>. Avenue Corridor Improvements**

**Wildfire Wireless Video Security Program**

Delivery/installation of the N.W. 31<sup>St</sup> Ave. corridor Video Security equipment underway.

**Complete Streets Contract - NW 31<sup>St</sup>. Ave.**

Project engineering and design funded by the CRA is underway at this time and project development, in partnership with Florida Department of Transportation, is funded through a \$1m. State of Florida FY2016 Legislative Appropriation.

The approved project design calls for the modification of existing medians to gain space for a sidewalk to be installed on the East side of the corridor. Landscaping, lighting, street furnishings and project signage will also be included in the final project design which is under development at this time under the contract with FDOT.

\*Following the completion of final project engineering and design the project will proceed to bidding/development in FDOT FY-2017/8.

**N.W. 31<sup>St</sup>. Ave. Corridor Planning Collaborative**

The Corridor Planning Collaborative is sponsored by the City of Lauderdale Lakes to strengthen partnerships with: Broward County and the Cities of Fort Lauderdale, Lauderhill, Lauderdale Lakes, Oakland Park and Tamarac for the development of Complete Streets designs for N.W. 31<sup>ST</sup> Ave. from: Broward Boulevard, to



McNabb Rd. where past roadway widening caused undesirable visual qualities for the corridor and created unsafe street conditions.

Collaborative meetings in May and June 2017 have resulted in the establishment of the 3<sup>rd</sup> Wednesday of each month for Collaborative meetings which will take-place at Lauderdale Lakes City Hall from 11-12:00 P.M.

## **2. Northwest 31<sup>st</sup> Avenue Residential Improvements**

City and CRA staff have initiated an analysis of improvements that might be made in the area to enhance/replace landscape materials along the streets within the public Right Of Way in coordination with City Code Enforcement efforts.

\*A Residential Façade Improvement Program funding proposal will be presented to the CRA Board for consideration when resources become available to provide an incentive for the improvement of private property on the corridor and in the immediate area.

## **3. Electronic Messaging Board/Community Gateway**

The CRA Board has selected an Electronic Messaging Board/Community Gateway architectural design and approved the solicitation of Design/Build proposals and pricing for consideration. Proposals submitted for consideration will be evaluated by staff, and submitted to the CRA Board for vendor selection and approval for the development of contract for future approval.

\*The definition of specific locations for the development of Message Board/Community Gateway features will be considered by the CRA Board following vendor selection and contract execution.

## **4. Redevelopment/Town Center - Master Developer/Development Agreement**

Following the sale of the Marketplace Plaza at the Town Center District in 2016 the new owners engaged City and CRA staff to discuss the opportunities for the stabilization of the property, improvements to the existing drainage system, and to craft strategies for the redevelopment of the property as reflected within the adopted CRA Plan and to conform to Town Center Zoning standards.

An Architectural firm engaged by the property owners has submitted a conceptual site plan design reflecting the build-out of the Town Center in areas presently developed as surface parking. That plan is under evaluation at this time by the City Planning Office. The design is being evaluated for conform with the adopted CRA Plan, City of Lauderdale Lakes Land Use/Zoning standards, Architectural Code and Local Activity Center (LAC) regulations which prevail throughout the 144 acre LAC zone approved by the City and Broward County.

## 5. Transit Improvement Planning

**The FY2017 Transportation Improvement Program (TIP)** is adopted to reflect funding allocated for local projects to be completed by FDOT:

Pedestrian Safety Crossing improvements at SR7/US441 and the C-13 Greenway Trail with the project anticipated to be constructed in FDOT - FY2018.

Pedestrian Safety improvements at SR7/US 441 and Oakland Park Boulevard with the project anticipated to be constructed in FDOT - FY2018.

\*The Florida Department of Transportation (FDOT) will design and develop the projects referenced above in partnership with the MPO and the City of Lauderdale Lakes.

FDOT has announced the 2017 Safe Routes to School Program grant application cycle. The City/CRA, in partnership with MPO and Broward County Schools, will develop the grant application over the summer and submit for funding consideration when due in December 2017.

## 6. Commercial Façade Improvement Program

The CRA Commercial Façade Improvement Program was approved by the CRA Board for temporary suspension on February 21, 2017. A proposed program funding reservation is contained in the proposed FY2018 CRA Budget to be considered on July 17, 2017 with a Façade program funding allocation recommended for resuming the implementation of the program in FY2018.

## 7. Community Policing Initiatives

Community Policing Initiatives are approved in the adopted CRA Plan to continue on an on-going basis to provide innovative strategies to insure public safety and to enhance public safety within the CRA area.

**Directed Patrol:** Broward Sheriff's Office (BSO) Directed Patrol services in the CRA area are funded periodically based upon need for deployment within the CRA District. Additional funding for this activity will be presented to the CRA Board in the future should anticipated funding sources be determined to be unavailable to meet local needs.

**Video Security:** CRA funded installation of WildFire Camera Networks Wireless Video Security Cameras, on the **N.W. 31<sup>st</sup> Avenue** corridor, and at the City of Lauderdale Lakes **Alzheimer's Center** facility, in partnership with the City of Lauderdale Lakes and the Broward County Sheriff's Office, is underway at the present time.

## 8. The C-13 Greenway Trail "Gap"

Federal and local project funding in the amount of \$458,504 was secured in partnership with the City of Lauderdale Lakes, Broward MPO through the 2016 Broward County TIGER Grant program application.

The C-13 Greenway Trail “GAP” project will connect the existing Greenway Trail in the area between the City of Oakland Park and Lauderdale Lakes to include pedestrian lighting, landscaping, and aesthetic features.

By Resolution, the City of Lauderdale Lakes pledged TIGER matching funds of \$250,000 for the project. The release of pledged matching funds for project design by was approved the City on April 1, 2017. The design of the project by FDOT is underway at this time with project construction anticipated for FY2018.

### **9. C-13 Greenway Trailhead Park**

Project design and cost estimates have been developed for this site and efforts to identify/secure competitive grant funding to complete the project are on-going.

NOTE: The single Masonry Bus Shelter is under development at this site remains approximately 50% complete at the present time.

### **10. Vincent Torres Memorial Park**

FY2017 funding for additional park improvements may be considered, through approval by the CRA Board under the adopted CRA Plan at any time through the filing of a formal request and approval by the CRA Board.

**Healthy Community Zone** This project represents an expansion of the CRA Healthy Living Initiatives Program in cooperation with the City of Lauderdale Lakes – Parks and Leisure Services Department through FY2016 grant award of \$70,000 at Vincent Torres Park.

Year 2 Healthy Community Zone program funding is under consideration through by the Broward Community Foundation.

### **11. Ireland Property / Community Gardens**

The Ireland Property @ NW 36<sup>Th</sup> St. is leased to the City for recreational use related to the Vincent Torres Memorial Park, providing parking for the Vincent Torres Park, and a home for the ¼ acre Community Garden project.

Flowers and fruit bearing trees have been added to the 49 individual family garden beds on the site with all material required for garden development and on-going utilization provided by the CRA. Physical improvements to the properties have been built and

are maintained by community volunteers from the Community Garden Club of Lauderdale Lakes.

Healthy Community Zone (HCZ) program funding provides support for the active utilization of: Community Gardens, Vincent Torres Park, C-13 Greenway Trail and the City Aquatic Facility. The primary HCZ program objective is to educate members of the community to encourage the adoption and practice of healthy behaviors and to promote active lifestyles throughout the community for all age groups, with a focus upon youth.

## **12. Library/Educational & Cultural Programs**

Community Redevelopment Agency funding for events/activities at the Library/ECC facility continues in FY2017 in partnership with the City for community benefit activities such as: business training/educational events/seminars/exhibits/cultural experiences. These activities are classified as Marketing and Promotion expenses within the adopted CRA Plan.

CRA/City staff continue to provide/sponsor various forums in response to on-going community, non-profit and business needs and request for support.

The Seaport Training Initiative, a program that provides technical assistance and resources to off-site Foreign Trade Zone areas, was officially launched. Informational Workshops were held in November 2016, December 2016 and February 2017. One on one meetings have been held to identify and provide resources that will help the businesses. Additionally, the coordinators of the program from Broward College and the Greater Caribbean American Chamber of Commerce, have developed a curriculum focused on the Foreign Trade Zone and continued to collaborate on expanded utilization of available FTZ incentives for economic development and job creation.

In collaboration with SpotOn, a loyalty rewards program, the CRA and City of Lauderdale Lakes are promoting local businesses. The development of a customized program for the City will be introduced in an effort to assist local businesses.

The Property Assessed Clean Energy (PACE) Program provides financing for renovations related to energy efficiency. A PACE Contractor's Workshop was held to certify local contractors. To date, business owners in the CRA have been able to secure contracts for home rehab, hurricane shutter installation and related renovations. Several residents have also participated in the PACE Program.

The 5<sup>th</sup> Annual Business Conference, coordinated by the Minority Business Development Agency Export Center and M. Gill & Associates, was held on March 8, 2017. Presenters included representatives from the Export-Import Bank of the U.S., Small Business Administration, Minority Business Development Agency Export Center and U.S. Department of Labor.

At the request of the CRA Board, the Business Consultation Program will be deferred. In the meantime, the Micro Business Loan Program has been launched. The Loan Review Committee made recommendations for the CRA Board's consideration. Six business owners were approved for funding. Five of six agreements have been fully executed. The Notice to Proceed will be issued once the business owners have completed the one on one session.

Workshops continue to be scheduled for new and prospective entrepreneurs interested in investing in the City of Lauderdale Lakes CRA on an on-going basis. On July 6, 2017, a financing seminar was held in collaboration with the Urban League of Broward County. A Business Bootcamp will be hosted by the CRA during the summer, along with a Quick Books session. Future sessions will be coordinated based on feedback from the Business Survey.

### **13. Commerce Park/ Somerset Drive Redevelopment**

American Land Ventures (ALV), designated site redeveloper, is nearing the completion of Step II - Development Agreement allowing for project planning, design and development negotiations.

On April 18, 2017 the CRA Commissioners voted to approve a single-family, detached, for-sale, home development strategy for the property in-lieu of previously approved/planned Multifamily Rental development with retail.

Following CRA site plan approval an updated property appraisal has been secured to support negotiations for the presentation of a fair market value proposal to CRA for the land purchase by ALV. The Broward County Tree Preservation/mitigation study was also required to be modified to meet the single-family site plan design and to establish time-lines, generate revised project cost for inclusion in the negotiation of a proposed Development Agreement for future consideration by the CRA Board in the month of September.

### **14. City-Wide Bus Shelter Development Project**

The development of 5 masonry Bus Shelters by Broward County Transit (BCT), through contract with the City of Lauderdale Lakes (BCT as development and grant manager for the City), has been pledged to the City Commission by BCT to resume in the weeks ahead with a new contractor to be selected by Broward County.

Contractor qualifications and proposals for the development of 10 additional Masonry shelters throughout the CRA target area are secured at the present time also according to BCT project representatives with contract award near.

### **15. ICMA LOKAL+/Sister City Kenscoff Haiti-City of Lauderdale Lakes**

The LOKAL+ Partnership Program through ICMA which has become inactive due to the suspension funding for the project by USAID following the 2016 Hurricane. On-going collaboration with City and ICMA staff for the Kenscoff Haiti providing recommendations and research materials to complete the ICMA work program will resume when funding to support the work can be identified to guide project activities for water supply and for the production, processing and marketing of local foods to impact the regional economy, to preserve the tree canopy and to improve water and soil quality of the region.

## **FY2017 COMMUNITY REDEVELOPMENT AGENCY PROJECT EXPENDATURES**

**NOTE:** Approved/funded/paid activities underway/contracted are tracked monthly using the template below. Activities, such as regular operating expenses, as approved within the adopted CRA Budget, are not tracked/reported within the report below. For instance, the purchase of office supplies, or the regular payment utility expenses will not be reflected below.

The information provided below is offered for review and consideration by the members CRA Board and the Lauderdale Lakes community. CRA staff is available for inquiry/discussion regarding any entry/project, or for consideration of any recommended revisions to the reporting template for use in future reports.

## Community Redevelopment Agency Project Expenditures

Project Name	Total Budget				Contractual Information				
	FY2017 Adopted Budget	FY2017 Revised Budget	Encumbered	Spent To Date	Available Balance	Total Contract Amount	Spent To Date	Available Balance	Comments
Commerce Park - Master Development									
Florida Atlantic (Tree Study)						23,000	22,360	640	
Prestige Property Maintenance, Inc.						14,112	10,322	3,790	
Anderson & Carr						6,000	6,000	0	
American Land Ventures (Predevelopment Cost)						30,000	0	30,000	
Carras Community Investment, Inc.						10,000	4,556	5,444	
Action Fence ( Fence Repairs)						1,100	1,100	0	
National Construction (Fence Lease)						3,926	35	3,891	
Commercial Facade Improvement Project									
Lauderdale Lakes Industrial Park	400,000	400,000	200,000	0	200,000				
The Oakland Center						150,000	0	150,000	
Community Policing						50,000	0	50,000	
Educational/Cultural/Business Programs	25,000	25,000	0	0	25,000				
Healthy Living Facilities	70,000	70,000	0	0	70,000				
All American Waste	12,500	12,500	0	0	12,500				
Home Depot						5,280	4,840	440	
Action Fence (Windscreen)						4,000	1,246	2,754	
Vincent Torres Memorial Park						1,446	1,446	0	
Video Surveillance Project	2,500	2,500	0	0	2,500				
Wild Fire Camera Networks (NW 31st & NW 41st)	50,000	50,000	0	0	50,000				
TEI Innovations (Poles)						40,000	30,868	9,132	
Wild Fire Camera Networks (Alzheimer's Center)						27,000	16,164	10,836	
Wild Fire Camera Networks (441 & Oakland Park Blvd.)						30,000	17,990	12,010	
Streetscape						23,000	0	23,000	
Broward County (Bus Shelter)	244,787	244,787	92,000	0	152,787				
McMahon and Associate						85,000	0	85,000	
JBC Planning & Design						195,968	37,699	158,269	
Craven & Thompson & Assoc.						10,000	4,815	5,185	
Radis International, LLC						41,640	28,790	12,850	
Michael Satz (Electronic Message Board)						8,279	6,352	1,928	
						4,750	0	4,750	
Total CRA Expenses	804,787	804,787	292,000	-	512,787	764,502	194,583	569,919	

Total invoices paid submitted for payment in June 2017: 115

Total amount for invoices submitted in June 2017: \$31,175

Total invoices directly related to projects listed: 9

Total amount for invoices directly related to projects listed: \$22,201.92

# CITY OF LAUDERDALE LAKES

Agenda Cover Page

Fiscal Impact: No

Contract Requirement: No

## Title

CRA RESOLUTION 2017-017 RATIFYING THE CITY MANAGERS FILING OF THE AGENCY'S FISCAL YEAR 2017, PERIOD 8 AND 9 - (MAY AND JUNE) FINANCIAL ACTIVITY REPORTS

## Summary

This Resolution serves to ratify the May and June 2017 - (Period 8 and 9) Financial Activity Reports provided by the Financial Services Department.

## Staff Recommendation

### Background:

Staff recommends the CRA Board of Directors accept the filing of the City's Fiscal Year 2017 Financial Activity Reports for the months of May and June 2017 - (Period 8 and 9).

The intended purpose of this agenda item is to provide for the Financial Reporting as required under Ordinance No. 2011-22;

### Section 82-304 – Financial Reporting

The city shall provide for the ongoing generation and utilization of financial reports on all funds comparing budgeted revenue and expenditure information to actual on a monthly and year-to-date basis. The Financial Services Department shall be responsible for issuing the monthly reports to departments, the Mayor and City Commission, and provide any information regarding any potentially adverse trends or conditions.

### Funding Source:

Not Applicable.

**Sponsor Name/Department:** Susan Gooding-Liburd, MBA, CPA, CGFO, Financial Services Director

**Meeting Date:** 7/17/2017

### ATTACHMENTS:

Description	Type
☐ CRA Resolution 2017-017 - May and June Financial Activity Reports	Resolution
☐ Exhibit - May 2017 Financial Report	Exhibit
☐ Exhibit - June 2017 Financial Report	Exhibit



## RESOLUTION 2017-017

A RESOLUTION OF THE LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY ("AGENCY") RATIFYING THE CITY MANAGER'S FILING OF THE AGENCY'S FISCAL YEAR 2017, PERIOD 8 AND 9 (MAY AND JUNE) FINANCIAL ACTIVITY REPORTS, AS PREPARED BY THE DEPARTMENT OF FINANCIAL SERVICES, FOR THE PURPOSE OF CONFORMING TO THE AGENCY'S ADOPTED FINANCIAL INTEGRITY PRINCIPALS AND FISCAL POLICIES; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Manager's Office, through an Interlocal Agreement is responsible for monitoring the financial affairs of the Agency; and

WHEREAS, the City Manager's Office has recommended, and the Commissioners of the Agency have accepted such recommendation that the fiscal affairs of the Agency should be conducted in a manner which is open and transparency; and

WHEREAS, in furtherance of the principal of such openness and transparency, the Financial Services Department will make monthly reports of the financial affairs of the Agency to the Commissioners of the Agency.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY, as follows:

Section 1. ADOPTION OF REPRESENTATIONS: The foregoing Whereas paragraphs are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.

Section 2. RATIFICATION: The Commissioners of the Agency hereby ratify the City Manager's filing of the Agency Fiscal Year 2017, Period 8 and 9 (May and June) Financial Activity Reports, as prepared by the Department of Financial Services.

Section 3. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

ADOPTED BY THE BOARD OF COMMISSIONERS OF THE LAUDERDALE LAKES  
COMMUNITY REDEVELOPMENT AGENCY AT ITS REGULAR MEETING, HELD ON  
JULY 17, 2017.

\_\_\_\_\_  
BEVERLY WILLIAMS, CHAIRPERSON

ATTEST:

\_\_\_\_\_  
SHARON HOUSLIN, SECRETARY

VOTE:

Chairperson Beverly Williams	____(For)	____(Against)	____(Other)
Vice Chairperson Sandra Davey	____(For)	____(Against)	____(Other)
Commissioner Hazelle Rogers	____(For)	____(Against)	____(Other)
Commissioner Gloria Lewis	____(For)	____(Against)	____(Other)
Commissioner Veronica Edwards Phillips	____(For)	____(Against)	____(Other)

# CITY OF LAUDERDALE LAKES

## FY 2017 Financial Report as of 5/31/2017

### (67% of year elapsed)

## Community Redevelopment Agency (CRA)\*

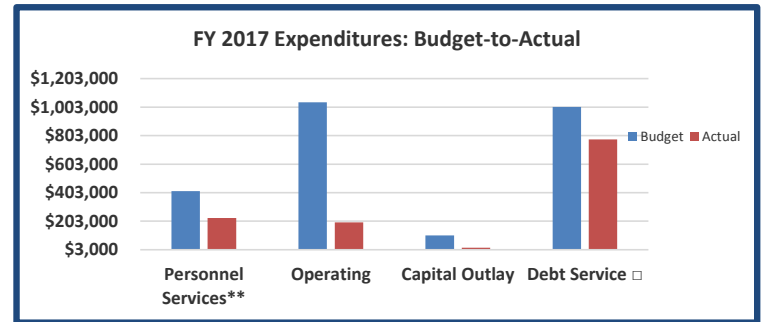
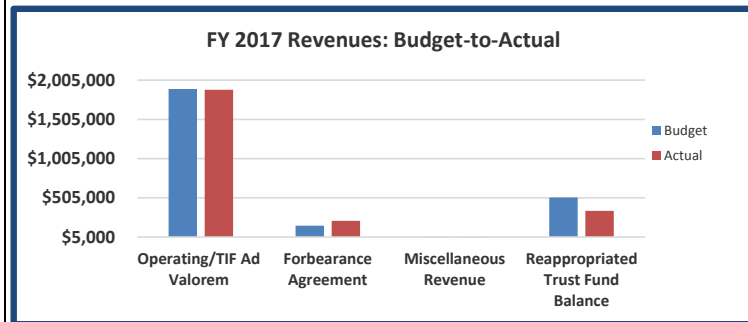
109 CRA Trust Fund Revenues	Budget	Year-to-Date (May 31, 2017)	% Credited
Operating/TIF Ad Valorem	\$1,892,625	\$1,880,900	99%
Forbearance Agreement	\$150,000	\$210,000	140%
Miscellaneous Revenue	\$5,500	\$4,762	87%
Reappropriated Trust Fund Balance	\$509,014	\$339,343	67%
<b>Total</b>	<b>\$2,557,139</b>	<b>\$2,435,005</b>	<b>95%</b>

109 CRA Trust Fund Expenses	Budget	Year-to-Date (May 31, 2017)	% Spent
Personnel Services**	\$414,153	\$225,383	54%
Operating	\$1,036,236	\$194,386	19%
Capital Outlay	\$102,500	\$16,306	16%
Debt Service □	\$1,004,250	\$777,205	77%
<b>Total</b>	<b>\$2,557,139</b>	<b>\$1,213,280</b>	<b>47%</b>

\*\*Includes cell & auto allowances

□ There are 3 debt obligations, each requires 2 payments annually



#### Note(s):

- The CRA TIF Ad valorem revenue has been received from the City, Broward County, Children's Svcs Council, & N. Broward Hosp District
- Forbearance payment received from the City - \$210,000.00
- Debt Service payments for FY 2017:
  - Note 59: due in December & June (maturity in June 2018)
  - Note 91: due in October & April (maturity in April 2025)
  - Note 117: due December & June (maturity in June 2024)

- Personnel: There are four positions: Executive Director, Economic Development Manager, Administrative Coordinator, and Staff Assistant (vacant & unfunded)

Next Debt Service Payment:	Debt Remaining Balance:
\$37,487.85	\$77,301.00
payment made March 2017	\$3,938,447.65
\$131,539.13	\$1,580,740.47

Additional Revenue Due to CRA Trust Fund		Cash Management	
\$2,568,031.00	Forbearance Agreement	\$2,947,026.51	Accounts - Bank of America
(\$1,030,000.00)	Payments to date	\$244,522.41	Accounts - SunTrust
\$1,538,031.00	Balance as of 7/12/2017	\$24,673.72	Local Gov't Investment Pool - SBA
	•final payment: January 2019	\$3,216,222.64	CRA Trust Fund

\*Data as of 7/12/2017

#### Budget Amendment(s) as of May 2017

Date of Approval  
N/A

**Susan Gooding-Liburd**

Financial Services Director

**7/12/2017**

Date

I/We certify the information provided to be true and accurate to the best of my/our knowledge.

Amounts subject to adjustments according to GAAP/GASB guidelines. Data does not include encumbrances.

# CITY OF LAUDERDALE LAKES

## FY 2017 Financial Report as of 6/30/2017

### (75% of year elapsed)

## Community Redevelopment Agency (CRA)\*

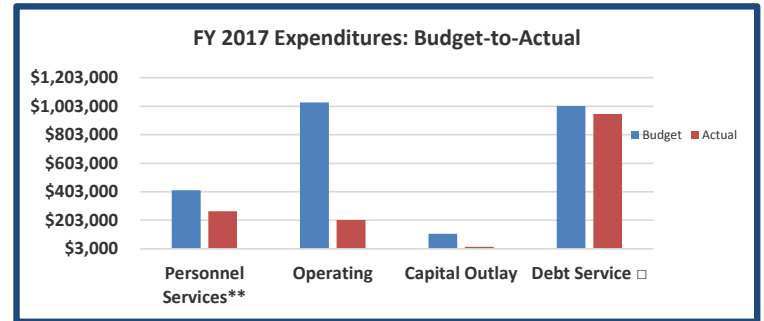
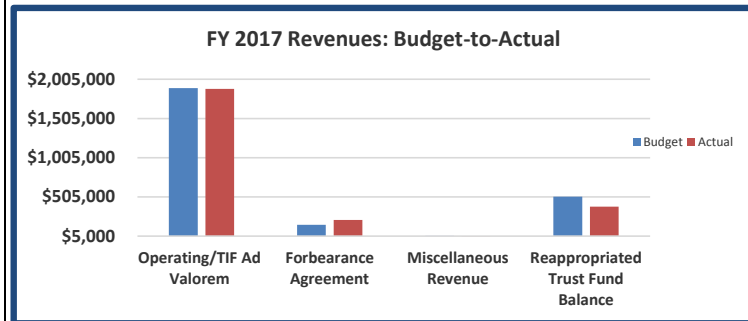
109 CRA Trust Fund Revenues	Budget	Year-to-Date (June 30, 2017)	% Credited
Operating/TIF Ad Valorem	\$1,892,625	\$1,880,900	99%
Forbearance Agreement	\$150,000	\$210,000	140%
Miscellaneous Revenue	\$5,500	\$4,762	87%
Reappropriated Trust Fund Balance	\$509,014	\$381,761	75%
<b>Total</b>	<b>\$2,557,139</b>	<b>\$2,477,423</b>	<b>97%</b>

109 CRA Trust Fund Expenses	Budget	Year-to-Date (June 30, 2017)	% Spent
Personnel Services**	\$414,153	\$266,116	64%
Operating	\$1,030,236	\$205,271	20%
Capital Outlay	\$108,500	\$16,306	15%
Debt Service □	\$1,004,250	\$948,665	94%
<b>Total</b>	<b>\$2,557,139</b>	<b>\$1,436,358</b>	<b>56%</b>

\*\*Includes cell & auto allowances

□ There are 3 debt obligations, each requires 2 payments annually



#### Note(s):

- The CRA TIF Ad valorem revenue has been received from the City, Broward County, Children's Svcs Council, & N. Broward Hosp District

- Forbearance payment received from the City - \$210,000.00

- Debt Service payments for FY 2017:

Note 59: due in December & June (maturity in June 2018)

Note 91: due in October & April (maturity in April 2025)

Note 117: due December & June (maturity in June 2024)

- Personnel: There are four positions: Executive Director, Economic Development Manager, Administrative Coordinator, and Staff Assistant (vacant & unfunded)

Next Debt Service Payment:

Debt Remaining Balance:

payment made June 2017

\$77,301.00

payment made March 2017

\$3,938,447.65

payment made June 2017

\$1,580,740.47

#### Additional Revenue Due to CRA Trust Fund

\$2,568,031.00	Forbearance Agreement
(\$1,030,000.00)	Payments to date
<u>\$1,538,031.00</u>	Balance as of 7/12/2017
	•final payment: January 2019

\*Data as of 7/12/2017

#### Cash Management

\$2,956,680.52	Accounts - Bank of America <sup>1</sup>
\$244,609.50	Accounts - SunTrust
\$24,697.69	Local Gov't Investment Pool - SBA
<u>\$3,225,987.71</u>	CRA Trust Fund

<sup>1</sup> Balance as of May 31, 2017

#### Budget Amendment(s) as of June 2017

Date of Approval

N/A

**Susan Gooding-Liburd**

Financial Services Director

**7/12/2017**

Date

I/We certify the information provided to be true and accurate to the best of my/our knowledge.

Amounts subject to adjustments according to GAAP/GASB guidelines. Data does not include encumbrances.

# CITY OF LAUDERDALE LAKES

## Agenda Cover Page

Fiscal Impact: Yes

Contract Requirement: No

### Title

RESOLUTION 2017-018 APPROVING AND ADOPTING A BUDGET FOR THE CITY OF LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY FOR FISCAL YEAR 2018, COMMENCING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018; APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY FOR FISCAL YEAR 2018

### Summary

This is a Resolution approving and adopting the Fiscal Year 2018 CRA Budget. The proposed budget is presented for discussion, revision and adoption as directed by the Community Redevelopment Agency Board.

### Staff Recommendation

#### Background:

The proposed Fiscal Year 2018 Budget for the Community Redevelopment Agency has been developed with thoughtful consideration of CRA resource allocations to support established goals of the CRA.

#### Funding Source:

Increment Revenue

**Sponsor Name/Department:** J. Gary Rogers, CRA Executive Director and Susan Gooding Liburd, Director of Financial Services

**Meeting Date:** 7/17/2017

#### ATTACHMENTS:

Description	Type
☐ Resolution 2017-018 Approving Fiscal Year 2018 Community Redevelopment Agency Budget	Resolution
☐ Exhibit A to Resolution 2017-018 Adopting Fiscal Year 2018 Community Redevelopment Agency Budget	Exhibit
☐ Backup - Fiscal Year 2018 CRA Budget Cover	Backup Material
☐ Backup - Fiscal Year 2018 CRA Budget Org Chart	Backup Material
☐ Backup - Fiscal Year 2018 CRA Budget Message	Backup Material
☐ Backup - Fiscal Year 2018 CRA Goals and Objectives	Backup Material
☐ Backup - Fiscal Year 2018 CRA Budget Review	Backup Material
☐ Backup - Fiscal Year 2018 CRA Program Mod	Backup Material

## CRA RESOLUTION 2017-018

A RESOLUTION APPROVING AND ADOPTING A BUDGET FOR THE CITY OF LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY FOR FISCAL YEAR 2018, COMMENCING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018; APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY FOR FISCAL YEAR 2018; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING FOR INSTRUCTIONS TO THE CITY MANAGER; PROVIDING FOR THE AMENDMENT OF THE BUDGET; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Fiscal Year 2018 operating budget estimates of the revenue and other sources, and the requirements for expenditures and other uses of Community Redevelopment Agency (CRA) operating funds has heretofore been prepared by the Department of Financial Services, City Manager and the CRA Executive Director and submitted to the Board of Directors of the City of Lauderdale Lakes Community Redevelopment Agency, as is required by Chapter 163, Part III, Florida Statutes (the "Act"), and

WHEREAS, the CRA Board of Directors has received the proposed annual budget for Fiscal Year 2018, commencing October 1, 2017, as recommended by the City Manager and CRA Executive Director, and

WHEREAS, the CRA Board of Directors has determined the amount of money which must be raised to conduct the affairs of the CRA as required by CRA operating funds for Fiscal Year 2018, so that the business of the CRA may be conducted on a balanced budget, and

WHEREAS, the CRA Board of Directors has also determined the amount of Tax Increment Funding to be raised and deposited in the City of Lauderdale Lakes Community Redevelopment Agency Trust Fund, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY as follows:

SECTION 1. ADOPTION OF REPRESENTATIONS: The foregoing Whereas Clauses are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.

SECTION 2. ADOPTION OF BUDGET: The City of Lauderdale Lakes Community Redevelopment Agency Board of Directors hereby approves and adopts the estimates of revenue and expenditures of the City of Lauderdale Lakes Community Redevelopment Agency for Fiscal Year 2018, commencing October 1, 2017, and ending September 30, 2018; as specifically set forth on the attached Exhibit "A", which is incorporated herein by reference.

SECTION 3. AUTOMATIC AMENDMENT: The Fiscal Year 2018 budget is automatically amended to reappropriate encumbrances, outstanding contracts, capital outlay of project funds reserved or unexpended from Fiscal Year 2017, said appropriation having been previously approved by the CRA Board of Directors.

SECTION 4. AUTHORIZATION TO CORRECT SCRIVENER'S ERRORS: The City Manager is hereby authorized and empowered to amend the budget on an as-is needed basis in order to correct typographical errors or omissions that are purely scrivener's errors.

SECTION 5. AUTHORITY TO AMEND BUDGET BASED UPON RECEIPT OF GRANT FUNDS: The budget shall be automatically amended upon the adoption of a resolution to accept a grant or donation over Five Thousand One and no/100 (\$5,001) Dollars. Such amendments shall be automatic only when such amendments are authorized in the resolution accepting the grant or donation. The budget will be automatically amended upon receipt of a grant or donation for less than Five Thousand One and no/100 (\$5,001) Dollars.

SECTION 6. APPROPRIATION OF UNANTICIPATED REVENUE: The City Manager is hereby authorized to appropriate unanticipated revenue as deemed necessary, subject to the Board of Directors' approval.

SECTION 7. EFFECTIVE DATE: This Resolution shall become effective immediately upon its final passage.

ADOPTED BY THE CITY OF LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY AT ITS REGULAR MEETING HELD ON THE 17<sup>TH</sup> DAY OF JULY, 2017.

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BEVERLY WILLIAMS, CHAIRPERSON

ATTEST:

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SHARON HOUSLIN, SECRETARY

Chairperson Beverly Williams	_____	(For)	_____	(Against)	_____	(Other)
Vice Chairperson Sandra Davey	_____	(For)	_____	(Against)	_____	(Other)
Commissioner Gloria Lewis	_____	(For)	_____	(Against)	_____	(Other)
Commissioner Veronica Edwards Phillips	_____	(For)	_____	(Against)	_____	(Other)
Commissioner Hazelle Rogers	_____	(For)	_____	(Against)	_____	(Other)



## Community Redevelopment Agency (CRA)

### Revenues

	FY 2015 Actuals	FY 2016 Actuals	FY 2017 Amended Budget	FY 2018 Budget Request	Variance FY 2018 vs 2017
109 323900 Advertising - Franchise	-	10,680	5,000	-	(5,000)
10980 311100 Tax Increment Payment	1,497,131	1,593,508	1,892,625	2,392,072	499,447
10996 361100 Interest Income	2,788	3,199	500	500	-
10996 369920 Miscellaneous Revenue	293,003	269,000	150,000	150,000	-
109 399000 Appropriation	-	203,211	509,014	359,014	(150,000)
<b>CRA Revenue</b>	<b>1,792,922</b>	<b>2,079,598</b>	<b>2,557,139</b>	<b>2,901,586</b>	<b>344,447</b>

## Community Redevelopment Agency (CRA)

### Expenditures

	FY 2015 Actuals	FY 2016 Actuals	FY 2017 Revised Budget	FY 2018 Budget Request	Variance FY 2018 vs 2017
1090500 1210 Regular Salaries	239,564	274,949	300,818	320,573	19,755
1090500 1250 Vacation Buy Back	4,722	2,483	3,000	2,500	(500)
1090500 2110 FICA Taxes	17,339	21,807	23,013	24,524	1,511
1090500 2210 Retirement Contribution	31,202	35,816	39,089	42,102	3,013
1090500 2310 Life & Health Insurance	17,170	25,002	26,457	28,157	1,700
1090500 2350 Cafeteria	7,430	9,619	9,776	10,675	899
<b>Personnel Services</b>	<b>317,426</b>	<b>369,676</b>	<b>402,153</b>	<b>428,531</b>	<b>26,378</b>
1090500 3110 Professional Services	174,013	123,129	244,787	110,000	(134,787)
1090500 3125 Professional Services- Legal	-	-	98,864	73,864	(25,000)
1090500 3410 Other Contractual Services	83,337	56,809	181,150	235,975	54,825
1090500 4009 Expense Car Allowance	4,830	9,811	9,600	11,040	1,440
1090500 4010 Travel & Per Diem	25,773	11,928	19,550	17,500	(2,050)
1090500 4110 Telecommunications	1,500	2,400	2,400	2,880	480
1090500 4111 Postage	-	-	4,500	5,000	500
1090500 4255 Administrative Charge	-	-	-	247,979	247,979
1090500 4311 Water & Sewer	3,589	6,436	4,500	5,000	500
1090500 4410 Rentals & Leases	3,833	3,943	5,000	5,000	-
1090500 4510 Insurance	8,221	-	4,500	4,500	-
1090500 4611 Repairs & Maintenance	5,647	18,553	25,450	30,000	4,550
1090500 4710 Printing & Binding	4,973	3,649	5,000	10,000	5,000
1090500 4810 Promotional Activities	-	-	12,500	22,000	9,500
1090500 4909 Redevelopment Incentives	-	-	400,000	468,000	68,000
1090500 4910 Legal Advertisements	1,138	3,040	1,500	2,000	500
1090500 4911 Other Current Charges	44,677	33,414	20,000	27,000	7,000
1090500 5110 Office Supplies	1,500	1,476	2,000	2,000	-
1090500 5212 Miscellaneous Operating Supply	1,636	490	185	683	498
1090500 5410 Subscriptions & Memberships	2,409	2,766	1,925	1,925	-
1090500 5510 Training	-	4,760	4,825	4,825	-
<b>Operating Expense</b>	<b>367,076</b>	<b>282,602</b>	<b>1,048,236</b>	<b>1,287,171</b>	<b>238,935</b>
1090500 6310 Improvements Other Than Bldg	1,650	800	102,500	194,787	92,287
1090500 6310 Park Improvements Other Than Bldg	-	-	-	10,000	10,000
1090500 6410 Machinery and Equipment	40,655	141,892	-	25,000	25,000
<b>Capital Outlay Expenses</b>	<b>42,305</b>	<b>142,692</b>	<b>102,500</b>	<b>229,787</b>	<b>127,287</b>
1097575 7110 Principal Line of Credit 91	352,525	370,734	390,000	410,014	20,014

1097575 7113 Principal-Line of Credit 117	146,814	256,306	190,000	198,599	8,599
1097575 7118 Principal-Line of Credit 59	56,409	105,160	74,250	77,302	3,052
1097575 7210 Interest Line of Credit 91	253,187	234,978	250,000	195,700	(54,300)
1097575 7212 Interest-Line of Credit 117	90,029	83,456	80,000	64,482	(15,518)
1097575 7218 Interest-Line of Credit 59	12,289	9,815	20,000	10,000	(10,000)
<b>Debt Service</b>	<b>911,254</b>	<b>1,060,449</b>	<b>1,004,250</b>	<b>956,097</b>	<b>(48,153)</b>
<b>Total CRA Expenses</b>	<b>1,638,061</b>	<b>1,855,420</b>	<b>2,557,139</b>	<b>2,901,586</b>	<b>344,447</b>

# Community Redevelopment Agency (CRA)

# Community Redevelopment Agency (CRA)

**TOTAL - 4**

**COMMUNITY REDEVELOPMENT  
AGENCY\*- (4 FT)**

Executive Director	1
Economic Development Manager	1
Administrative Coordinator	1
Staff Assistant*	1

\* Include one (1) unfunded position



# City of Lauderdale Lakes

## Office of the City Manager

4300 NW 36th Street • Lauderdale Lakes, Florida 33319-5599  
Phone (954) 535-2740 • Fax (954) 733-7325 • [www.lauderdalelakes.org](http://www.lauderdalelakes.org)

---

July 17, 2017

Commissioners of the City of Lauderdale Lakes Community Redevelopment Agency  
City of Lauderdale Lakes  
4300 Northwest 36<sup>th</sup> Street  
Lauderdale Lakes, Florida 33319

### **Re: Fiscal Year 2018 Proposed Budget**

Honorable Commissioners,

In accordance with Chapter 163, Part III, Florida Statutes, and with the adopted By-Laws of the Community Redevelopment Agency (CRA) and with the approved City/CRA Services Agreement I am pleased to present the proposed Fiscal Year (FY) 2018 budget for the City of Lauderdale Lakes CRA. The proposed FY 2018 CRA Budget is balanced and covers the fiscal operating year of October 1, 2017 through September 30, 2018.

We are pleased to report the significant progress made in accomplishing the goals established in Fiscal Year 2017. Today, we can see visual results of development in the residential and commercial district that will soon be the catalyst that transforms the Community Redevelopment Agency area into a thriving location in the heart of Broward County. Specifically, the driving forces that have contributed to the success of our Community Redevelopment Agency in Fiscal Year 2017 are as follows:

CRA staff provided management oversight and technical support to bring forward: site plan approval, zoning modifications (as may be necessary), land sales and development of the City of Lauderdale Lakes CRA owned property on Oakland Park Boulevard and Northwest 31<sup>st</sup> Avenue. The primary objectives for this site included the creation of local jobs, growth of property values and the expansion of available goods and services within the City of Lauderdale Lakes and the region. It is expected that this project will commence in 2018.

CRA staff worked in collaboration with Parks and Human Services to expand community education and services to enhance quality of life through healthy initiatives.

The CRA budget continued to support debt service for loans which have been utilized for: ECC development, the acquisition of the CRA property and for properties acquired for future development on the NW 31<sup>st</sup> Avenue corridor. The CRA continued to enhance activity at the Ireland Property on Northwest 36<sup>th</sup> Street in collaboration with the City of Lauderdale Lakes for recreational program activities.

The CRA continued to promote redevelopment opportunities within the CRA target area with emphasis on public private partnerships and leverage tax increment financing dollars to encourage private investment throughout the District.

The CRA continued to coordinate transportation, community and regional planning in Fiscal Year 2017. The CRA pursued other funding opportunities for projects in the adopted CRA Plan.

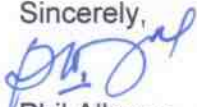
The proposed Fiscal Year 2018 CRA Budget has been developed in cooperation with the City Administration with strong consideration given to the development of a budget moves toward completing major projects. The proposed CRA Budget is sound with revenue and expenses in line with available resources to support continuing CRA services and continuing program delivery.

CRA staffing levels are necessary to support the CRA Plan implementation. In the proposed Fiscal Year 2018, the CRA personnel complement remains at three full-time positions. One position is unfunded.

- Continue to improve the commercial sectors through collaboration, community-driven planning and the coordination of public and private investment
- Continue the implementation of Healthy Living Initiatives with the Parks and Human Services Department
- Facilitate renovations at Vincent Torres Memorial Park
- Implement initiatives focused on Community Policing and Pedestrian Safety efforts
- Expand the Business First Initiative in collaboration with the City of Lauderdale Lakes which includes ten (10) events, one hundred (100) counseling sessions/site visits and recruitment of new businesses
- Commit Commercial Facade Improvement Program funds to revitalize commercial properties in the CRA District
- Enhance marketing outreach to promote the Community Redevelopment Agency
- Host events at the Educational and Cultural Center in collaboration with various public service, non-profit and private agencies to serve area residents and business owners
- Continue to work in partnership with Broward County Transit to facilitate the expansion of new bus shelters throughout the CRA District

I would like to acknowledge the support provided by: CRA Executive Director J. Gary Rogers, Assistant City Manager/Financial Services Director Susan Gooding Liburd, Budget and Management Analyst Asheley Hepburn, Purchasing Agent Bobbi Williams, Economic Development Manager/Special Assistant to the City Manager Celeste Dunmore and CRA Administrative Coordinator Danielle Robinson in the development of the proposed Fiscal Year 2018 CRA Budget.

Sincerely,



Phil Alleyne  
City Manager/CRA Administrator

cc: J. Michael Haygood, CRA Attorney  
J. Gary Rogers, CRA Executive Director  
Susan Gooding Liburd, MBA CPA CGFO Director of Financial Services



# COMMUNITY REDEVELOPMENT AGENCY (CRA)

## Office Description:

The City of Lauderdale Lakes Community Redevelopment Agency (CRA) was initiated in 1999 to establish strategies for community and economic renewal based on priorities determined through dialogue with the public. Since the establishment of the CRA, property taxes generated through new development within the boundaries of the CRA have been captured and redirected toward the goals and priorities reflected in the CRA Master Plan.

## FY 2017 Accomplishments:

- Continued to work with Broward County Transit staff to complete the Bus Shelter installation Project \*15 shelters
- Worked with City Staff to manage the Complete Streets engineering, design and procurement for Northwest 31 Avenue Corridor Improvement Project
- Coordinated development and tree relocation for the CRA owned property located on Oakland Park Boulevard in collaboration with American Land Ventures
- Completed the design of the Electronic Community Message Board
- Completed Vincent Torres Memorial Park and CRA owned Ireland Property improvements
- Continued the development and expansion of Local Healthy Living Initiatives in cooperation with the Parks and Human Services Department; scheduled various community educational and recreational events in collaboration with the Parks and Human Services Department at Vincent Torres Memorial Park and Community Gardens
- Provided business assistance, cultural and educational programs at the Educational and Cultural Center (ECC)
- Continued to facilitate Community Policing Initiatives planning for the wireless and fixed camera installation
- Continued the pursuit of grant funding for City and CRA projects and programs through: FDOT, MPO, BRHPC and other sources to complete pedestrian safety, transportation and recreational projects and programs
- Implemented the CRA Commercial Facade Improvement Program and Micro Business Loan programs
- Secured development funding for the completion of the C-13 Greenway Trail "GAP" project (east of NW 31<sup>st</sup> Avenue)
- Implemented pedestrian safety improvement planning throughout the CRA area in partnership with the City of Lauderdale Lakes, FDOT and MPO

## FY 2018 Projects and Initiatives:

- Spur private investment in collaboration with public/private partnerships; Commence development at Commerce Park and Bella Vista Townhomes
- Facilitate the Northwest 31 Avenue Collaborative for future planning with eventual feedback from community members and regional stakeholders
- Implement and manage the Bus Shelter Installation Project in partnership with Broward County Transit (BCT)
- Continue to support Local Healthy Living Initiatives in cooperation with the City of Lauderdale Lakes Parks and Human Services Department and the Broward Regional Health Planning Council
- Continue the implementation of the Business First Initiative in collaboration with the City of Lauderdale Lakes; Implement 20 events, conduct (100+) counseling sessions/site visits, expand

network of business partners and participate in local business activities. Continue to provide business assistance in the CRA area

- Complete the pending Commercial Facade Improvement Program project leveraging dollars in private investment to revitalize multi-tenant properties in the CRA targeted area
- Secure CRA funding to expand the wireless video camera system in cooperation with the City of Lauderdale Lakes at: NW 31<sup>st</sup> Avenue and Alzheimer's Care Center
- Review gateway features and electronic message board in the CRA district
- Facilitate a Charrette in an effort to re-set community vision

**Staffing Levels:**

Three full time positions are proposed for Fiscal Year 2018



## Community Redevelopment Agency (CRA)

### Revenues

	FY 2015 Actuals	FY 2016 Actuals	FY 2017 Amended Budget	FY 2018 Budget Request	Variance FY 2018 vs 2017	Justification
109 323900 Advertising - Franchise	-	10,680	5,000	-	(5,000)	
10980 311100 Tax Increment Payment	1,497,131	1,593,508	1,892,625	2,392,072	499,447	Increment revenue from Lauderdale Lakes, Children's Service Council, Broward County, North Broward Hospital District
10996 361100 Interest Income	2,788	3,199	500	500	-	Interest paid to the City from the County on ad-valorem funds (500)
10996 369920 Miscellaneous Revenue	293,003	269,000	150,000	150,000	-	CRA Forbearance Agreement Payment (150,000)
109 399000 Appropriation	-	203,211	509,014	359,014	(150,000)	Commercial Facade (200,000); Bus Shelters (85,000); Elec. Msg. Board (44,787); Cameras (29,227)
<b>CRA Revenue</b>	<b>1,792,922</b>	<b>2,079,598</b>	<b>2,557,139</b>	<b>2,901,586</b>	<b>344,447</b>	

## Community Redevelopment Agency (CRA)

### Expenditures

	FY 2015 Actuals	FY 2016 Actuals	FY 2017 Revised Budget	FY 2018 Budget Request	Variance FY 2018 vs 2017	
1090500 1210 Regular Salaries	239,564	274,949	300,818	320,573	19,755	COLA and merit; CM 20%; 3 positions funded; 1 unfunded
1090500 1250 Vacation Buy Back	4,722	2,483	3,000	2,500	(500)	Vacation Buy Back based on FY16 expenses
1090500 2110 FICA Taxes	17,339	21,807	23,013	24,524	1,511	Estimates for FICA Taxes
1090500 2210 Retirement Contribution	31,202	35,816	39,089	42,102	3,013	Estimates for Retirement Contribution
1090500 2310 Life & Health Insurance	17,170	25,002	26,457	28,157	1,700	Estimates for Life & Health Insurance Contribution
1090500 2350 Cafeteria	7,430	9,619	9,776	10,675	899	Estimates for Cafeteria
<b>Personnel Services</b>	<b>317,426</b>	<b>369,676</b>	<b>402,153</b>	<b>428,531</b>	<b>26,378</b>	
1090500 3110 Professional Services	174,013	123,129	244,787	110,000	(134,787)	Professional Services for CRA projects - Streetscape (110,000)
1090500 3125 Professional Services- Legal	-	-	98,864	73,864	(25,000)	Contractual Legal Services (73,864)
1090500 3410 Other Contractual Services	83,337	56,809	181,150	235,975	54,825	Broward Cty - Project Mgt Bus Shelters (85,000); Business Programming/Mkt. Analysis (150,000); Recording Services (975)
1090500 4009 Expense Car Allowance	4,830	9,811	9,600	11,040	1,440	Car allowance ED/EDM (2@4,800)+20% CM
1090500 4010 Travel & Per Diem	25,773	11,928	19,550	17,500	(2,050)	Professional Development - Board Members (2,500 each) plus All Staff (5,000)
1090500 4110 Telecommunications	1,500	2,400	2,400	2,880	480	Phone Allowance ED/EDM (2@1,200)+20% CM
1090500 4111 Postage	-	-	4,500	5,000	500	Mailings for promotional, business development activities and CRA events (5 mailings) (5,000)
1090500 4255 Administrative Charge	-	-	-	247,979	247,979	Added CRA to Cost Allocation Plan; Per City/CRA Service Agreement (247,979)
1090500 4311 Water & Sewer	3,589	6,436	4,500	5,000	500	Estimated water bill primarily for Community Gardens (5,000)
1090500 4410 Rentals & Leases	3,833	3,943	5,000	5,000	-	Rental fee for fence on NW 31 Avenue/OPB property (5,000)
1090500 4510 Insurance	8,221	-	4,500	4,500	-	Florida Municipal Insurance Trust Payment (4,500)
1090500 4611 Repairs & Maintenance	5,647	18,553	25,450	30,000	4,550	CRA Property Maintenance (25,000); Repairs (5,000)
1090500 4710 Printing & Binding	4,973	3,649	5,000	10,000	5,000	Print material for CRA related activities (printed promotional material) (10,000)
1090500 4810 Promotional Activities	-	-	12,500	22,000	9,500	Program Marketing & Promotions (17,000); Healthy Initiatives (5,000)
1090500 4909 Redevelopment Incentives	-	-	400,000	468,000	68,000	Commercial Façade Improvement Program (468,000)
1090500 4910 Legal Advertisements	1,138	3,040	1,500	2,000	500	Annual Report Notice; CRA Legal Notice (2,000)
1090500 4911 Other Current Charges	44,677	33,414	20,000	27,000	7,000	Fire Assessment (12,000); Community Gardens (15,000)
1090500 5110 Office Supplies	1,500	1,476	2,000	2,000	-	Supplies for day to day operations and CRA activities (2,000)
1090500 5212 Miscellaneous Operating Supply	1,636	490	185	683	498	unanticipated expenditures (683)
1090500 5410 Subscriptions & Memberships	2,409	2,766	1,925	1,925	-	Constant Contact (500); FRA (400); ULI (315); APA (310); IEDC (400)
1090500 5510 Training	-	4,760	4,825	4,825	-	FRA Academy and CRA related training for staff and board members (4,825)
<b>Operating Expense</b>	<b>367,076</b>	<b>282,602</b>	<b>1,048,236</b>	<b>1,287,171</b>	<b>238,935</b>	
1090500 6310 Improvements Other Than Bldg	1,650	800	102,500	194,787	92,287	Electronic Message Board (144,787); Wireless Video Cameras (50,000)
1090500 6310 Park Improvements Other Than Bldg	-	-	-	10,000	10,000	Vincent Torres Memorial Park Renovations (10,000)
1090500 6410 Machinery and Equipment	40,655	141,892	-	25,000	25,000	Community Policing / Pedestrian Safety (25,000)
<b>Capital Outlay Expenses</b>	<b>42,305</b>	<b>142,692</b>	<b>102,500</b>	<b>229,787</b>	<b>127,287</b>	
1097575 7110 Principal Line of Credit 91	352,525	370,734	390,000	410,014	20,014	Note #91 Suntrust Bank - Non Revolving Line of Credit
1097575 7113 Principal-Line of Credit 117	146,814	256,306	190,000	198,599	8,599	Note #117 Suntrust Bank - Library Construction
1097575 7118 Principal-Line of Credit 59	56,409	105,160	74,250	77,302	3,052	Note #59 Suntrust Bank - Non Revolving Line of Credit
1097575 7210 Interest Line of Credit 91	253,187	234,978	250,000	195,700	(54,300)	Interest - Note #91 Suntrust Bank
1097575 7212 Interest-Line of Credit 117	90,029	83,456	80,000	64,482	(15,518)	Interest - Note #117 Suntrust Bank - Library Construction
1097575 7218 Interest-Line of Credit 59	12,289	9,815	20,000	10,000	(10,000)	Interest - Note #59 Suntrust Bank
<b>Debt Service</b>	<b>911,254</b>	<b>1,060,449</b>	<b>1,004,250</b>	<b>956,097</b>	<b>(48,153)</b>	
<b>Total CRA Expenses</b>	<b>1,638,061</b>	<b>1,855,420</b>	<b>2,557,139</b>	<b>2,901,586</b>	<b>344,447</b>	

# FY 2018 PROGRAM MODIFICATION



## Community Redevelopment Agency

Priority No:

1

Title of Request:

Electronic Message Board/ Gateway Features

Request Type:

Capital Outlay

# of New Position(s)

0

Requested:

Title of Position:

New Program

Program Enhancement

New Position

Capital Outlay

New Revenue

**Provide justification: Improvement, revenue generating, mandated, cost reduction, workload change. Please include any consequence if this request is not funded?**

In accordance with the Community Redevelopment Agency's Plan, the installation of electronic message boards was incorporated as a means to promote the Community Redevelopment Agency. A prominent gateway feature with electronic messaging will be installed in the CRA District. Such signage will establish a presence for prospective visitors and residents that frequent the CRA District. Also, the gateway feature will be used to share information on key projects, programs and activities to create awareness and increase participation. Currently, the design for the signage has been approved by the CRA Board. Additional funding would be used for procurement and construction of the features in the approved locations. The projected cost is \$144,787.

Focus Areas:

Capital Improvements

City Operations

Economic Development

Maintain Public Safety

Capital Improvements

Technological Improvements

Quality of Life

Improve the City's Image

Expenditure

Amounts:

Expenditure

Amt.  
Requested

Organization  
Code

Object

Object Title

144,787

1090500

6310

Improvements  
other than  
buildings

-

-

-

Total Expenditure:

\$ 144,787

Offsetting

Revenue:

Amount of  
Offsetting Revenue

Organization  
Code

Object

Object Title

Tax Increment Revenue

144,787

109399000

Appropriation

-

-

Total: Offsetting Revenue

\$ 144,787

Net Fund Support

(Expenditures less Revenues)

\$ -