

2011/12 Proposed Community Redevelopment Agency Budget



City of

D E E R F I E L D

B E A C H

Deerfield Beach, Florida

CRA Board of Directors

Peggy Noland, Chair

Bill Ganz

Joseph Miller

Martin Popelsky

Ben Preston

City Manager

Burgess Hanson

Economic Development Office Community Redevelopment Agency

The Economic Development Office/Community Redevelopment Agency is responsible for the City's economic development consisting of three areas of professional concern: business retention and attraction, economic development and community redevelopment. The Economic Development Office/Community Redevelopment Agency maintains a strong relationship with Broward County's public/private economic development organization – the Greater Fort Lauderdale Broward Alliance, the Broward County Office of Economic Development and the State's Enterprise Florida.

The Community Redevelopment Agency is charged with implementing the adopted Beach/Cove Community Redevelopment Plan. The Agency monitors the reinvestment of tax increment dollars stemming from the Beach/Cove Community Redevelopment Area toward public infrastructure improvements. The Agency is also tasked with coordinating such infrastructure improvements with the different private development activities occurring within the Beach/Cove Community Redevelopment Area. Furthermore, the Agency has the responsibility to keep the public informed as to activities within the CRA. The Agency also ensures that proper reporting is submitted to the County and the State on an annual basis.

The general purpose of the Economic Development Office/Community Redevelopment Agency is to strengthen the City's tax base which, in turn, will result in an improved quality of life for all its citizens.

COMMUNITY REDEVELOPMENT AGENCY FUND
REVENUES BY CATEGORY AND SOURCE

	2008-09	2009-10	2010-11 Y-T-D Actual (Thru 3/31/11)	2010-11 Y-T-D %age	2010-11 Budget	2011-12 Budget
	<u>Actual</u>	<u>Actual</u>			<u>Budget</u>	<u>Budget</u>
TAXES						
Tax Increment Revenue	1,868,856	1,500,220	1,382,280	105	1,322,509	1,211,228
<i>General Property Taxes</i>	<u>1,868,856</u>	<u>1,500,220</u>	<u>1,382,280</u>	<u>105</u>	<u>1,322,509</u>	<u>1,211,228</u>
TOTAL TAXES	<u>1,868,856</u>	<u>1,500,220</u>	<u>1,382,280</u>	<u>105</u>	<u>1,322,509</u>	<u>1,211,228</u>
CHARGES FOR SERVICES						
Records Retrieval and Copying	-	12	-	-	-	-
<i>General Government</i>	<u>-</u>	<u>12</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL CHARGES FOR SVCS	<u>-</u>	<u>12</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
MISCELLANEOUS REVENUE						
Interest on Investments	86,461	7,968	-	-	40,000	20,000
Interest on Idle Cash	22,864	14,363	9,467	47	20,000	15,000
<i>Interest Earnings</i>	<u>109,325</u>	<u>22,331</u>	<u>9,467</u>	<u>16</u>	<u>60,000</u>	<u>35,000</u>
TOTAL MISC REVENUES	<u>109,325</u>	<u>22,331</u>	<u>9,467</u>	<u>16</u>	<u>60,000</u>	<u>35,000</u>
NON-REVENUES						
General Fund	1,390,279	1,216,726	1,237,523	99	1,253,003	900,177
CRA Construction Fund	34,736	-	-	-	-	-
<i>Interfund Transfers</i>	<u>1,425,015</u>	<u>1,216,726</u>	<u>1,237,523</u>	<u>99</u>	<u>1,253,003</u>	<u>900,177</u>
Cash Bal for Planned Projects	-	-	-	-	10,719,643	8,529,223
<i>Other Non-Revenues</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,719,643</u>	<u>8,529,223</u>
TOTAL NON-REVENUES	<u>1,425,015</u>	<u>1,216,726</u>	<u>1,237,523</u>	<u>10</u>	<u>11,972,646</u>	<u>9,429,400</u>
TOTAL COMMUNITY REDEVELOPMENT AGENCY FUND	<u>3,403,196</u>	<u>2,739,289</u>	<u>2,629,270</u>	<u>20</u>	<u>13,355,155</u>	<u>10,675,628</u>

City of Deerfield Beach, Florida
 Community Redevelopment Agency Fund
 Summary

<u>BY DIVISION</u>	2008-09 Actual	2009-10 Actual	2010-11 YTD 3/31/11	2010-11 Budget	2011-12 Budget
CRA	\$ 924,659	\$ 1,078,513	\$ 806,941	\$ 13,355,155	\$ 10,675,628
TOTAL	<u>\$ 924,659</u>	<u>\$ 1,078,513</u>	<u>\$ 806,941</u>	<u>\$ 13,355,155</u>	<u>\$ 10,675,628</u>
<u>EXPENSE GROUP</u>					
Personal Services	\$ -	\$ -	\$ 71,552	\$ 278,512	\$ 423,062
Materials & Supplies	53	8,124	20,892	2,800	5,300
Operating Expenses	924,606	1,070,389	77,193	1,940,249	1,858,572
Infrastructure	<u>-</u>	<u>-</u>	<u>637,304</u>	<u>11,133,594</u>	<u>8,388,694</u>
TOTAL APPROPRIATIONS	<u>\$ 924,659</u>	<u>\$ 1,078,513</u>	<u>\$ 806,941</u>	<u>\$ 13,355,155</u>	<u>\$ 10,675,628</u>

Community Redevelopment Agency Fund

EXPENDITURES	2008-09 Actual	2009-10 Actual	2010-11 YTD 3/31/11	2010-11 Budget	2011-12 Budget
Personal Services					
Salaries and Wages	\$ -	\$ -	\$ 63,601	\$ 241,791	\$ 365,678
Employee Benefits	-	-	7,951	36,721	57,384
Materials & Supplies	53	8,124	20,892	2,800	5,300
Other Services and Charges	924,606	1,070,389	714,497	1,940,249	1,858,572
Operations Subtotal	924,659	1,078,513	806,941	2,221,561	2,286,934
Capital Outlay	-	-	-	11,133,594	8,388,694
DEPARTMENTAL TOTAL	\$ 924,659	\$ 1,078,513	\$ 806,941	\$ 13,355,155	\$ 10,675,628
PERSONNEL					
Full-Time	0	0	1	1.3	4.1
Part-Time	0	0	0	0	0
TOTAL	0	0	1	1.3	4.1

Mission Statement

The mission of the Deerfield Beach Economic Development Office/Community Redevelopment Agency is to improve the quality of life for residents by strengthening the City's tax base. This is accomplished by engaging in three areas of professional concern – Economic Development, Business Attraction and Retention and Community Redevelopment.

Major FY11-12 Goals

1. Continue the successful implementation of projects contained the in the Deerfield Beach Community Redevelopment Plan.
2. Retain existing businesses and attract new ones to the City of Deerfield Beach.
3. Provide ongoing technical assistance and resources in support of the business community.

Strategic Objectives:

- Complete the design of and begin construction on the Deerfield Beach Pier.
- Commence construction of The Cove Shopping Center Parking Lot.
- Complete construction of Hillsboro Boulevard Streetscape Improvements.
- Complete construction of North A1A Streetscape Improvements.
- Market and implement the Commercial Façade Improvement Program throughout the CRA District.
- Create real estate acquisition strategy for the CRA and begin property acquisition.
- Create and begin implementation of a 5 Year Capital Improvement Plan in the CRA.
- Create and begin implementation of an ADA Compliance Strategy in the CRA.
- Coordinate business attraction and retention activities with The Broward Alliance and the Broward County Office of Economic Development.
- Market the City of Deerfield Beach as a business destination.

Economic Development Office / Community Redevelopment Agency

PERFORMANCE MEASURES	2009-10 Actual	2010-11 Goal	2010-11 Estimated	2011-12 Projection
INPUTS:				
Number of CRA & Economic Development Staff	1	1.3	1.3	4.1
OUTPUTS:				
Number of businesses assisted	50	50	80	80
Number of joint efforts	2	4	4	6
Number of regional meetings attended	10	12	12	18
Number of capital projects managed	3	5	5	8
Number of public awareness meetings/presentations	12	12	12	18
EFFECTIVENESS MEASURES:				
Jobs Retained	N/A	N/A	N/A	100
Jobs Created	N/A	N/A	N/A	150
Value of Projects Completed	N/A	N/A	N/A	\$ 4,321,000
Impact of redevelopment efforts on TIF	N/A	N/A	N/A	Stabilization
EFFICIENCY MEASURES:				
Response time to business inquiries	N/A	N/A	N/A	24 Hours
Number of business complaints resolved	N/A	N/A	N/A	80
Number of projects completed on time	N/A	N/A	N/A	8
Number of projects completed on budget	N/A	N/A	N/A	8

BUDGET LINE ITEM SUMMARY
OCTOBER 1, 2011 TO SEPTEMBER 30, 2012

COMMUNITY REDEVELOPMENT AGENCY FUND 190
NON-DEPARTMENTAL
NON-DEPARTMENTAL 8000-552

ACCT NO.	ACCOUNT DESCRIPTION	FY 2011 BUDGET	FY 2012 REQUEST	INCREASE (DECREASE)	% CHANGE
10-01	Regular Salary	236,769	353,928	117,159	49.5%
10-03	Longevity	1,022	1,750	728	71.2%
10-06	Automobile Allowance	4,000	8,000	4,000	100.0%
10-12	Sick Leave Conversion Pay	-	2,000	2,000	-
11-01	FICA	18,497	27,989	9,492	51.3%
12-04	ICMA Pension Plan	18,224	29,395	11,171	61.3%
32-16	Landscaping Services	5,000	5,000	-	0.0%
32-99	Other Contractual Services	390,000	215,000	(175,000)	-44.9%
35-04	Office Supplies	400	800	400	100.0%
35-09	Professional Publications	300	300	-	0.0%
35-13	Minor Tools, Equip, Hdwe	2,100	4,200	2,100	100.0%
35-74	Special Events	275,000	171,000	(104,000)	-37.8%
39-01	Travel and Training	5,000	10,000	5,000	100.0%
39-02	Printing	1,500	1,500	-	0.0%
39-21	Advertising	10,000	10,000	-	0.0%
39-27	General Admin Charge	32,955	70,000	37,045	112.4%
39-35	Dues and Memberships	-	2,000	2,000	-
39-59	Commercial Façade Improv Loan Prog	600,000	500,000	(100,000)	-16.7%
60-41	Automotive Equipment	-	175,000	175,000	-
60-42	Office Machinery & Equipment	10,000	10,000	-	0.0%
60-43	Other Machinery & Equipment	20,000	-	(20,000)	-100.0%
63-01	Cove Parking Lot	2,500,000	30,000	(2,470,000)	-98.8%
63-02	Hillsboro Streetscape	510,000	510,000	-	0.0%
63-03	Pier	3,500,000	350,000	(3,150,000)	-90.0%
63-04	Infrastructure & Capital Improvements	1,065,100	75,000	(990,100)	-93.0%
63-05	Cove Gardens Improvements	-	1,213,000	1,213,000	-
63-06	Beach Enhancements	90,000	670,000	580,000	644.4%
63-07	Real Estate Acquisition	3,368,494	3,265,194	(103,300)	-3.1%
63-08	Main Beach Parking Area Improvements	-	1,625,000	1,625,000	-
63-09	Sidewalk Improvements	-	285,000	285,000	-
63-10	Fire Hydrants	-	175,500	175,500	-
63-11	Lighting	-	65,000	65,000	-
63-12	Park Improvements	-	125,000	125,000	-
90-01	Transfer to General Fund	686,794	689,072	2,278	0.3%
90-03	Transfer to Insurance Services Tr	4,000	-	(4,000)	-100.0%
Total		13,355,155	10,675,628	(2,679,527)	-20.1%

**PERSONAL SERVICES AND OPERATING EXPENSES
DETAIL BUDGET INFORMATION
OCTOBER 1, 2011 TO SEPTEMBER 30, 2012**

**COMMUNITY REDEVELOPMENT AGENCY FUND 190
NON-DEPARTMENTAL
NON-DEPARTMENTAL 8000-552**

10-01 REGULAR SALARY

This Year's Request	353,928
Last Year's Budget	236,769
Difference	117,159
% Change	49.5%

Regular salary	353,928
Longevity	1,750
Automobile allowance	8,000
Sick Leave Conversion Pay	2,000
Total	<u>365,678</u>

Cost of living included: 0%
 Number of personnel: 4.1 - shared with General Fund (Keven Klopp 35%, Kris Mory 95%, Administrative Assistant 75%, Charlie DaBrusco 15%, Dean Payne 40%, Bernard Buxton-Tetteh 50%) - Project Manager 100% paid entirely with Tax Increment Revenues
 New positions included: 2

10-03 LONGEVITY

This Year's Request	1,750
Last Year's Budget	1,022
Difference	728
% Change	71.2%

FROZEN: Longevity is paid in accordance with the following schedule to permanent full time employees who have worked for the city for at least five years. The longevity percentage is applied to regular salary only.

<u>Years of Service</u>	<u>Longevity Allowance</u>
5	2%
10	4%
15	6%
20	8%
25	10%

10-06 AUTOMOBILE ALLOWANCE

This Year's Request	8,000
Last Year's Budget	4,000
Difference	4,000
% Change	100.0%

CRA's portion of the cost of a vehicle for use by staff in the CRA. (Added \$4,000 for Project Manager vehicle)

10-12 SICK LEAVE CONVERSION PAY

This Year's Request	2,000
Last Year's Budget	-
Difference	2,000
% Change	-

Once a year, in December, every full-time, permanent employee who has used less than six days of sick leave during the preceding year may choose to be paid for the unused portion of those six days. For example, if an employee has used two days of sick leave during the year, he or she may choose to be paid for the remaining four days worth of sick leave. The payment is calculated using the employee's base hourly rate; therefore not including any additional pay factors such as longevity.

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11-01 FICA

This Year's Request	27,989
Last Year's Budget	18,497
Difference	9,492
% Change	51.3%

The 7.65% FICA rate is composed of two rates; a 6.20% social security tax that is applied to the first \$106,800 that an employee earns and a 1.45% Medicare tax that is applied to all earnings.

12-04 ICMA PENSION PLAN

This Year's Request	29,395
Last Year's Budget	18,224
Difference	11,171
% Change	61.3%

Estimated city pension contribution for those city employees who are participants in the ICMA defined contribution plan; the city contribution, as a percentage of salary, is 8%.

32-16 LANDSCAPING SERVICES

This Year's Request	5,000
Last Year's Budget	5,000
Difference	-
% Change	0.0%

Maintenance of projects improved using CRA TIR funds – The Cove Shopping Center Parking Lot, Hillsboro Boulevard and Ocean Way.

32-99 OTHER CONTRACTUAL SERVICES

This Year's Request	215,000
Last Year's Budget	390,000
Difference	(175,000)
% Change	-44.9%

Budget item includes costs for miscellaneous consultant and contractual services (Architect for Façade Program (\$50,000), Wayfinding (\$25,000), Appraisals (\$25,000), Graphic Design (\$5,000) and Website Design (\$45,000); includes cost of legal services provided by CRA Attorney (\$38,000); includes \$27,500 for other consultant services to be determined by the CRA Board.

35-04 OFFICE SUPPLIES

This Year's Request	800
Last Year's Budget	400
Difference	400
% Change	100.0%

Office supplies necessary for departmental operations.

35-09 PROFESSIONAL PUBLICATIONS

This Year's Request	300
Last Year's Budget	300
Difference	-
% Change	0.0%

Funding for development and management-related newspapers, trade magazines, and books.

**PERSONAL SERVICES AND OPERATING EXPENSES
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**COMMUNITY REDEVELOPMENT AGENCY FUND 190
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35-13 MINOR TOOLS, EQUIPMENT AND HARDWARE

This Year's Request	4,200
Last Year's Budget	2,100
Difference	2,100
% Change	100.0%

35-74 SPECIAL EVENTS

This Year's Request	171,000
Last Year's Budget	275,000
Difference	(104,000)
% Change	-37.8%

Funds for the CRA to form Special Events partnerships (\$60,000), Deerfield Beach Green Market (\$10,000) and July 4th event (\$115,000).

39-01 TRAVEL AND TRAINING

This Year's Request	10,000
Last Year's Budget	5,000
Difference	5,000
% Change	100.0%

Includes attendance at annual conferences, seminars, workshops and business retention/attraction meetings. Includes travel to Tallahassee for state meetings.

39-02 PRINTING

This Year's Request	1,500
Last Year's Budget	1,500
Difference	-
% Change	0.0%

Printing of brochures, hand-outs, annual report, etc.

39-21 ADVERTISING

This Year's Request	10,000
Last Year's Budget	10,000
Difference	-
% Change	0.0%

Advertising of programs and events in newspapers, industry publications and exhibits. Includes advertising for The Cove Shopping Center Parking Lot Improvements project and Commercial Façade Program

39-27 GENERAL ADMINISTRATIVE CHARGE

This Year's Request	70,000
Last Year's Budget	32,955
Difference	37,045
% Change	112.4%

Money which is paid to the general fund for the services that are provided to support the CRA Fund.

**PERSONAL SERVICES AND OPERATING EXPENSES
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**COMMUNITY REDEVELOPMENT AGENCY FUND 190
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39-35 DUES AND MEMBERSHIPS

This Year's Request	2,000
Last Year's Budget	-
Difference	2,000
% Change	-

39-59 COMMERCIAL FACADE IMPROVEMENT LOAN PROGRAM

This Year's Request	500,000
Last Year's Budget	600,000
Difference	(100,000)
% Change	-16.7%

The Cove Shopping Center parking lot improvements will be under construction during this FY and Cove Shopping Center tenants and property owners will be encouraged to undertake private improvements concurrently.

60-41 AUTOMOTIVE EQUIPMENT

This Year's Request	175,000
Last Year's Budget	-
Difference	175,000
% Change	-

Cost of a showmobile mobile event venue for special events to be held in the CRA.

60-42 OFFICE MACHINERY & EQUIPMENT

This Year's Request	10,000
Last Year's Budget	10,000
Difference	-
% Change	0.0%

60-43 OTHER MACHINERY & EQUIPMENT

This Year's Request	-
Last Year's Budget	20,000
Difference	(20,000)
% Change	-100.0%

63-01 COVE PARKING LOT

This Year's Request	30,000
Last Year's Budget	2,500,000
Difference	(2,470,000)
% Change	-98.8%

Funding for decorative seasonal banner program and hardware

63-02 HILLSBORO STREETScape

This Year's Request	510,000
Last Year's Budget	510,000
Difference	-
% Change	0.0%

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63-03 PIER

This Year's Request	350,000
Last Year's Budget	3,500,000
Difference	(3,150,000)
% Change	-90.0%

10% contingency for unforeseen circumstances while under construction.

63-04 INFRASTRUCTURE & CAPITAL IMPROVEMENTS

This Year's Request	75,000
Last Year's Budget	1,065,100
Difference	(990,100)
% Change	-93.0%

Wayfinding Signage \$75,000.

63-05 COVE GARDENS IMPROVEMENTS

This Year's Request	1,213,000
Last Year's Budget	-
Difference	1,213,000
% Change	-

Drainage and streetscape improvements for the Cove Gardens neighborhood.

63-06 BEACH ENHANCEMENTS

This Year's Request	670,000
Last Year's Budget	90,000
Difference	580,000
% Change	644.4%

Funds for lifeguard rescue operation stands (\$270,000), landscape upgrades (\$50,000), tree well upgrades (\$50,000), and North Beach Access Improvements (\$125,000).

63-07 REAL ESTATE ACQUISITION

This Year's Request	3,265,194
Last Year's Budget	3,368,494
Difference	(103,300)
% Change	-3.1%

Funds to purchase real estate in the CRA.

63-08 MAIN BEACH PARKING AREA IMPROVEMENT

This Year's Request	1,625,000
Last Year's Budget	-
Difference	1,625,000
% Change	-

Funds to improve vehicular circulation, increase the number of parking spaces, install drainage, landscaping, lighting, pay and display machines, signage, and storage at the main beach parking area.

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63-09 SIDEWALK IMPROVEMENTS

This Year's Request	285,000
Last Year's Budget	-
Difference	285,000
% Change	-

Funds to design and install ADA compliant sidewalks in the CRA District.

63-10 FIRE HYDRANTS

This Year's Request	175,500
Last Year's Budget	-
Difference	175,500
% Change	-

Funds to install fire hydrants in the CRA District to improve public safety.

63-11 LIGHTING

This Year's Request	65,000
Last Year's Budget	-
Difference	65,000
% Change	-

Funds to install necessary lighting in the CRA District.

63-12 PARK IMPROVEMENTS

This Year's Request	125,000
Last Year's Budget	-
Difference	125,000
% Change	-

Funds to redevelop or enhance park space in the CRA.

90-01 TRANSFER TO GENERAL FUND

This Year's Request	689,072
Last Year's Budget	686,794
Difference	2,278
% Change	0.3%

Interfund transfer for debt service payments on Florida Municipal Loan Council Covenant Bonds.

90-03 TRANSFER TO INSURANCE SERVICES TRUST FUND

This Year's Request	-
Last Year's Budget	4,000
Difference	(4,000)
% Change	-100.0%

Interfund transfer for allocable portion of employee benefits funded through insurance services trust fund.