



Florida's Dynamic
Waterfront Community

MEMORANDUM

TO: Honorable Chair and Members, CRA Board of Commissioners
City of Riviera Beach, Florida

FROM: Tony T. Brown, Executive Director, Riviera Beach CRA

DATE: December 9, 2015

COPY: Michael Haygood, General Counsel, Riviera Beach CRA

SUBJECT: Resolution Approving the First Amendment to the Riviera Beach Community Redevelopment Agency Budget for Fiscal Year 2015-2016

Attached, please find a proposed First Budget Amendment for Fiscal Year 2015-2016 (Attachment A). The Budget for the Agency was adopted by Resolution 2015-34 at the Regular CRA meeting on September 9, 2015.

Staff requests that the pass-through grant provided to Healthy Food, Healthy Living, Inc., (HFHL) be increased from \$6,000 to \$7,500. The \$1,500 increase will be taken from the Operating Expenses category and be added to the program grant provided to Riviera Beach Community Development Corporation (RBCDC) which will in turn increase the pass-through grant to Healthy Food, Healthy Living, Inc., (HFHL).

This change is requested to accommodate operational expenses for HFHL such as extermination services. The attached chart highlights the specific line items impacted (Attachment B). Please note that there are no net changes in the budget as these expenses merely adjust expenditures within the CRA budget.

As outlined in the attached chart under "HFHL Request," HFHL will still have an unmet financial need in excess of \$5,000 beyond our grant, totaling \$12,557. Upon your review and

**RIVIERA BEACH COMMUNITY
REDEVELOPMENT AGENCY**

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Board of Commissioners
Dawn S. Pardo (Dist. 4), Chair
Terence "TD" Davis (At-Large), Vice Chair
Bruce A. Guyton (Dist. 1)
KaShamba L. Miller-Anderson (Dist. 2)
Cedrick A. Thomas (Dist. 3)
Tony T. Brown, Executive Director



**2012 Whole City Bronze Award
Bursary Award Recipient**

**2011 Roy F. Kenzie Award
Outstanding Rehabilitation, Renovation and
Reuse Project**

discussion, if you are in support of providing additional support to HFHL, up to \$12,557, you could direct us to allocate a portion of the Program Sponsorship money that the CRA is requesting from the City. We have asked the City to support Neighborhood Services Initiatives at \$150,000. This money is currently earmarked for property acquisitions and lien resolutions.

TTB/laj

RESOLUTION NO. 2015 - ____

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE RIVIERA BEACH COMMUNITY REDEVELOPMENT AGENCY (THE "AGENCY") APPROVING THE FIRST AMENDMENT TO THE AGENCY BUDGET FOR FISCAL YEAR 2015-16, ATTACHED HERETO AND INCORPORATED AS EXHIBIT "A"; AUTHORIZING ITS TRANSMITTAL TO THE CITY OF RIVIERA BEACH FOR CERTIFICATION IN ACCORDANCE WITH THE LAW; PROVIDING AN EFFECTIVE DATE AND OTHER PURPOSES.

*** * * * ***

WHEREAS, the Agency is responsible for carrying out community redevelopment activities and projects in the community redevelopment area of the City of Riviera Beach, Florida; and

WHEREAS, the Agency is a dependent special district as provided by Section 189.403(2), Florida Statutes; and

WHEREAS, the amended budget of the Agency (i) must be passed by a resolution; (ii) include the total amount available from taxation and other sources (iii) include amounts carried over from prior fiscal years; (iv) must equal the total of appropriations for expenditures and reserves; and (v) be presented in accordance with generally acceptable accounting principles. The amended budget must be (a) contained within the general budget of the City of Riviera Beach and be clearly stated as the budget of the dependent district; or (b) with the concurrence of the City of Riviera Beach, budgeted separately, as provided in Section 189.418 (3) and (4), Florida Statutes; and

WHEREAS, with the concurrence of the City of Riviera Beach, the budget of the Agency is budgeted separately; and

WHEREAS, the Board of Commissioners of the Agency finds the amended budget to comply with Section 189.418, Florida Statutes; and

WHEREAS, the Board of Commissioners of the Agency desires to accept and approve the First Amendment to Fiscal Year (FY) 2015-16 annual budget.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE RIVIERA BEACH COMMUNITY REDEVELOPMENT AGENCY that:

SECTION 1: The recitals and findings contained in the Preamble to the Resolution are incorporated herein as if fully set forth in this section.

SECTION 2: The Board of Commissioners hereby accepts and approves the First Amendment to the FY 2015-16 annual budget attached as Exhibit "A", and incorporated herein.

SECTION 3: The Executive Director is hereby authorized to transmit the approved First Amendment to the FY 2015-16 Budget to the City of Riviera Beach for the actions necessary by the City of Riviera Beach including certification in accordance with the law.

SECTION 4: This Resolution shall be effective upon its adoption.

PASSED AND ADOPTED THIS 9th day of December 2015.


RIVIERA BEACH COMMUNITY
REDEVELOPMENT AGENCY

ATTEST:

By: _____
Dawn Pardo, Chair

Executive Director

Approved as to form and legal sufficiency



J. Michael Haygood

Date: 12/29/2015
J. Michael Haygood, PA
General Counsel to CRA

MOTION BY: _____
SECONDED BY: _____

C. Thomas _____
D. Pardo _____
B. Guyton _____
K. Miller-Anderson _____
T. Davis _____

RIVIERA BEACH CRA
Budget Amendment Worksheet: FY 2015-2016

Item #	Line Item	Explanation	Increase (+) Decrease (-)	Line Item Offset	Offset Against Working Capital Reserves
CRA Operating Expenses					
1A	Riviera Beach CDC Administration & Operations	\$1,500 increase to Sponsorships	\$ 168,200	\$ 1,500	
		Offset: Administration Expenses	\$ 1,324,117	\$ (1,500)	
1B (Alt)	Riviera Beach CDC	\$12,557 increase to Sponsorships	\$ 179,257	\$ 12,557	
	Program Sponsorships	Offset: City Grant for Neighborhood Services		\$	(12,557)

RIVIERA BEACH COMMUNITY DEVELOPMENT CORPORATION

Healthy Food Healthy Living, Inc.

Budget FY 2015/2016

<u>SOURCES</u>	<u>2015</u>	<u>2015-2016 Approved</u>	<u>HFHL Request</u>	<u>Required Basic</u>	<u>CRA Proposed</u>
				<u>Services</u>	<u>Grant</u>
RBCRA - CDC Grant	\$ 6,000.00	\$ 6,000.00	\$ 12,556.50	\$ 11,004.50	\$ 7,500.00
Rent	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
Carried over	\$ -	\$ -	\$ -		
Total Sources	\$ 6,001.00	\$ 6,001.00	\$ 12,557.50	\$ 11,005.50	\$ 7,501.00
<u>USES</u>					
Utilities					
Electricity	\$ 2,530.74	\$ 2,000.00	\$ 2,530.74	\$ 2,530.74	\$ 2,000.00
Water	\$ 1,733.76	\$ 1,427.00	\$ 1,733.76	\$ 1,733.76	\$ 1,418.00
Garbage Collection	\$ 1,608.48	\$ 1,608.00	\$ 1,548.00	\$ 3,096.00	\$ 1,548.00
Maintenance					
Landscaping	\$ 400.00	\$ -	\$ 400.00	\$ 400.00	\$ -
Extermination Services	\$ 624.00	\$ -	\$ 624.00	\$ 624.00	\$ 624.00
Janitorial Services			\$ 1,560.00	\$ 1,560.00	\$ 1,000.00
Property Management	\$ 68.90	\$ -	\$ 100.00	\$ 100.00	\$ -
Property Taxes	\$ 214.70	\$ 215.00	\$ 210.00	\$ 210.00	\$ 210.00
Insurance					
General Liability	\$ 695.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00
Event	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ -
Rent	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
Training	\$ -	\$ -	\$ -	\$ -	\$ -
Legal	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Cleaning Supplies	\$ -	\$ -	\$ 500.00	\$ -	\$ -
Internet Service	\$ -	\$ -	\$ 1,800.00	\$ -	\$ -
Refrigeration Maintenance	\$ -	\$ -	\$ 800.00	\$ -	\$ -
Transportation	\$ -	\$ -	\$ -	\$ -	\$ -
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Total Uses	\$ 7,926.58	\$ 6,001.00	\$ 12,557.50	\$ 11,005.50	\$ 7,501.00
Unspent	\$ (1,925.58)	\$ -	\$ -	\$ -	\$ -
*Budget does not include rent donation of \$12,000 per year					

<u>SOURCES</u>	<u>2015-2016 Approved</u>	<u>2015-2016 CRA Recommend *</u>
RBCRA - CDC Grant	\$ 6,000.00	\$ 7,500.00
Rent	\$ 1.00	\$ 1.00
HFHL Grant Sources	\$ -	\$ 3,504.50
Total Sources	\$ 6,001.00	\$ 11,005.50
<u>USES</u>		
Operating Expenses	\$ 6,001.00	\$ 11,005.50
Total Uses	\$ 6,001.00	\$ 11,005.50
*Includes CRA proposed grant of \$7,500 which is recommended for Board approval		