Cover Memorandum/Staff Report

File #: 18-0373 CRA **Agenda Date:** 6/11/2019 **Item #:**

TO: **CRA Board of Commissioners**
FROM: **Lori Hayward, Finance and Operations Director**
THROUGH: **Jeff Costello, CRA Executive Director**
DATE: **June 11, 2019**

CRA FINANCIAL REPORT - April 2019

Recommended Action:

Receive and File.

Background:

Attached are the April 2019 Financial Statements [1] Statement of Net Assets and [2] Statement of Activities with Budget vs. Actual (YTD). Below are highlights of significant activities that occurred during the month of April:

1. **Downtown-DB-Master Plan-Swinton/Atlantic Intersection (CIP) (G/L #5253)** - A payment in the amount of $180,499 was made to the City of Delray Beach for the project - consulting/design services.

2. **Redevelopment Sites-Maintenance (G/L #6303)** - Payments and a journal entry netted ($18,329) as follows:
   - A journal entry of ($42,200) for maintenance and interior building alteration expenses was reclassified to the Arts Warehouse- (G/L #7386)
   - Sod Unlimited, Inc. - $19,858
   - Carson Fence- $273
   - Raymond Graves $ Sons Construction- $1,282
   - RSG, Inc.- $1,720
   - Waste Management, Inc.- $683
   - Miscellaneous - $55

3. **City Contractual Services- Planning, IT, and Parking Manager- (G/L #7331)** - A second quarter payment in the amount of $27,500 was made to the City of Delray Beach.

4. **City Contractual Services- Code Officer (NW/SW Neighborhoods)- (G/L #7332)** - A second quarter payment in the amount of $16,415 was made to the City of Delray Beach for the position.

5. **City Contractual Services-Clean & Safe (G/L #7335)** - A second quarter payment in the amount of $592,323 was made to the City of Delray Beach.

6. **City Contractual Services-Project Engineer (G/L #7337)** - A first and second quarter payment totaling $50,000 was made to the City of Delray Beach for the position.

7. **City Contractual Services- Fire Prevention & Life Safety Captain- (G/L #7338)** - A second quarter payment in the amount of $31,067 was made to the City of Delray Beach for the position.

8. **City Contractual Services- Engineering Inspector- (G/L #7339)** - A second quarter payment in the amount of $13,915 was made to the City of Delray Beach for the position.

9. **Community Resource Enhancement-A-Guide Funding (G/L #7376)** - A-GUIDE payment in the amount of $27,750 was made to EPOCH.

10. **Green Market-Green Market Program (G/L #7381)** - Payments totaling $10,675 were made for the following:
    - Salaries, Taxes and Benefits- $7,416
    - Entertainment- $1,375
    - Signs, Banners and Advertising- $2,023
    - Supplies & Materials, Admin & Operations- ($139)

11. **Economic Development Initiative- Arts Warehouse Incubator- (G/L #7440)** - Payments and a journal entry netted $64,159 as following:
    - A journal entry of $42,200 for maintenance and interior building alteration expenses was reclassified from Redevelopment Sites-Maintenance-(G/L #6303)
    - Salaries, Taxes and Benefits- $15,766
    - Program Operations- $4,428
    - Advertising & Communication - $46
    - General & Administration- $1,338

12. **Debt Service-Debt Bond Interest-Taxable Int (G/L #8610)** - A loan payment in the amount of $26,352 was made.

Attachment(s): Exhibit A - April 2019 Financial Statements

CRA Attorney Review:
N/A

Finance Review:
Reviewed and prepared by Lori Hayward, CRA Finance & Operation Director.

Funding Source/Financial Impact:
N/A

Timing of Request:
N/A