



## Legislation Text

File #: 18-0198 CRA, Version: 1

**TO:** CRA Board of Commissioners  
**FROM:** Lori Hayward, Finance and Operations Director  
**THROUGH:** Jeff Costello, CRA Executive Director  
**DATE:** December 11, 2018

### CRA FINANCIAL REPORT - SEPTEMBER 2018

#### **Recommended Action:**

Receive and File.

#### **Background:**

Attached are the September 2018 Financial Statements [1] Statement of Net Assets and [2] Statement of Activities with Budget vs. Actual (YTD). At its meeting of November 13, 2018, the CRA Board approved Resolution No. 18-08 Budget Amendment No. 2 for FY 2017-2018. The financial changes that are associated with the budget amendment are highlighted in yellow on the attached Monthly Financial Statements. Below are highlights of significant activities that occurred during the month of September:

1. **City National Line of Credit (LOC) (G/L #4400)** - A withdraw of \$1,250,000 was made on the City National LOC for various capital improvement projects.
2. **Downtown-DB-Master Plan-Downtown Trolley (G/L #5230)** - Payments totaling \$163,186 were made to the City of Delray Beach for the third and fourth quarter payments for the trolley services.
3. **Downtown-DB-Master Plan-Parking Management Projects (CIP) (G/L #5235)** - A payment in the amount of \$329,359 was made to the City of Delray Beach for the improvements on E. Atlantic Avenue at the intersections of Venetian Drive and Gleason Street.
4. **SW Neighborhood Plan-SW 3<sup>rd</sup> Ct, SW 4<sup>th</sup> St, 6<sup>th</sup> St, 7<sup>th</sup> Ave-Reconst. (CIP) (G/L #5351)** - A payment in the amount of \$39,306 was made to the City of Delray Beach for engineering design services.
5. **SW Neighborhood Plan-SW Neighborhood Alleys (CIP) (G/L #5361)** - A payment in the amount of \$803,595 was made to the City of Delray Beach for construction of two alleys in the Southwest Neighborhood, west of SW 10<sup>th</sup> Avenue, between SW 3<sup>rd</sup> and 4<sup>th</sup> Streets, along with the installation of a watermain on SW 10<sup>th</sup> Avenue.
6. **Osceola Neighborhood Plan-Osceola Park Neighborhood Plan Update (G/L #5510)** - A payment in the amount of \$64,750 was made to the City of Delray Beach for Osceola Park Redevelopment Plan Update.
7. **Other-Sidewalks-Other (CIP) (G/L #5650)** - A payment in the amount of \$330,011 was made to the City of Delray Beach for the Northwest/Southwest Neighborhood sidewalk project.
8. **Other- Hilltopper Stadium Restroom Conc. Bldg. (CIP) (G/L #5662)** - A payment in the amount of

\$58,500 was made to the City of Delray Beach for design services.

9. **Redevelopment Sites-Maintenance (G/L #6303)** - Payments totaling \$83,251 were made to the following vendors for maintenance services:
  - Sod Unlimited, Inc. - \$19,878
  - From Green to Greener, Inc. - \$2,400
  - Investment Limited - \$52,164
  - Zimmerman Tree Service - \$2,930
  - Hatcher Construction & Development - \$3,387
  - Waste Management Inc.- \$460        23
  - Carson Fence- \$547
  - The BG Group, LLC - \$501
  - Raymond Graves \$ Sons Construction- \$478
  - Hulett Environmental Services, Inc.- \$450
  - Miscellaneous - \$55
10. **Redevelopment Sites-Project Develop/Implementation (G/L #6305)** - A payment in the amount of \$11,346 was made to The BG Group, LLC for the demolition of 15 NW 11 Avenue.
11. **Affordable/Workforce Housing Program-A-Guide Funding-Delray Beach Community Land Trust (DBCLT) - (G/L #6535)** - A fourth quarter A-GUIDE payment in the amount of \$48,675 was made to DBCLT.
12. **Carver Square Neighborhood-Project Development/Imp (G/L #6621)** - Payments in the amount of \$26,450 were made to the following for architectural services:
  - Brooks & Scarpa Architects, Inc.- \$3,150
  - Pasquale Kuritzky Architecture, Inc. - \$23,300
13. **City Contractual Services- Planning, IT, and Parking Manager- (G/L #7331)** - A fourth quarter payment in the amount of \$27,500 was made to the City of Delray Beach.
14. **City Contractual Services- Code Officer (NW/SW Neighborhoods)- (G/L #7332)** - A fourth quarter payment in the amount of \$14,620 was made to the City of Delray Beach for the position.
15. **City Contractual Services-Clean & Safe (G/L #7335)** - Third and fourth quarter payments totaling \$1,100,503 were made to the City of Delray Beach.
16. **City Contractual Services- Project Engineer- (G/L #7337)** - A fourth quarter payment in the amount of \$23,670 was made to the City of Delray Beach for the position.
17. **City Contractual Services- Fire Prevention & Life Safety Captain- (G/L #7338)** - A fourth quarter payment in the amount of \$45,048 was made to the City of Delray Beach for the position.
18. **City Contractual Services- Engineering Inspector- (G/L #7339)** - A fourth quarter payment in the amount of \$13,555 was made to the City of Delray Beach for the position.
19. **Community Resource Enhancement-A-Guide Funding- (G/L #7376)** - Fourth quarter A-GUIDE payments totaling \$213,250 were made to the following nonprofit organizations:
  - Creative City Collaborative - \$68,750

- Delray Beach Public Library - \$113,250
- Delray Beach Historical Society - \$31,250

20. **Economic Development Initiative-Economic Development Marketing (G/L #7425)** - Payments totaling \$16,755 were made to the following:

- DG Communication Group, Inc. - CRA Website upgrades - \$13,330
- Camilucci Signs- Career Cottage sign - \$3,425

21. **Economic Development Initiative- Arts Warehouse Incubator- (G/L #7440)** - Payments totaling \$55,548 were made to the following:

Warehouse Operation Expenses \$32,028

- Salaries & Benefits- \$22,949
- Advertising & Communication- \$61
- Program Expenses- \$4,106
- Building/Facility Supplies- \$1,039
- Utilities-\$3,008
- Telephone/Internet- \$865

Maintenance/Construction Expenses \$23,520

- Fire alarm system - \$10,371
- Sound panel installation - \$5,277
- AC repair -\$3,134
- Architectural services - \$3,000
- Appliance repair- \$1,593
- Lock repair- \$145

Attachment(s): Exhibit A - September 2018 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