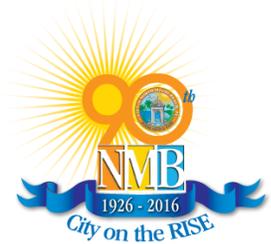




**City of North Miami Beach, Florida**  
**Community Redevelopment Agency (CRA)**



***CRA Board of Commissioners:***

Chairman George Vallejo  
Commissioner Anthony DeFillipo  
Commissioner Barbara Kramer  
Commissioner Marlen Martell  
Commissioner Frantz Pierre  
Commissioner Phyllis S. Smith  
Commissioner Beth E. Spiegel

***Staff:***

Executive Director Ana M. Garcia  
CRA Attorney Jose Smith  
Deputy City Manager Candido Sosa-Cruz  
CRA Administrator Patrick Brett

**Fiscal Year 2017 Budget**

(revision December 15<sup>th</sup>, 2016)

For the Fiscal Year Starting on October 1<sup>st</sup>, 2016 and ending on September 30<sup>th</sup>, 2017

Approved 5-0 by the CRA Board through Resolution 2016-4 on August 25<sup>th</sup>, 2016

Approved 5-0 by the City Council through Resolution 2016-77 on September 6<sup>th</sup>, 2016

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The North Miami Beach Community Redevelopment Agency (“CRA”) was created in 2005 by the Miami-Dade County Board of County Commissioners (“BCC”). The BCC delegated many of the CRA powers to the City of North Miami Beach (“City”), which then created the CRA. The BCC retained other CRA powers such as final approval of the annual budget, amending the CRA Redevelopment Plan, approval of long-term debt such as loans and bonds, and other CRA powers, which was described in the 2005 Interlocal Agreement between the BCC, City, and CRA.

The CRA’s goals are:

- 1) Eliminate and prevent blight,
- 2) Improve the public infrastructure, and
- 3) Prevent and reduce incidents of crime.

The CRA is a dependent special district that may only take on projects and programs that were approved in the Redevelopment Plan.

The CRA anticipates the approval of the 2015 Amended Redevelopment Plan by the BCC, which contained updated financial projections, projects, programs, and capital improvements.

**CRA FY 2015-2016 ACCOMPLISHMENTS**

Hired a full-time CRA Administrator.

Approved the first Tax Increment Finance Incentive for the Read Capital Apartments development (350 unit residential, mixed-use with first floor retail) that was approved for an underutilized and blighted property located at West Dixie Highway and Hanford Blvd in the designated Downtown.

Approved a Façade Beautification Program application.

Started a preparation for a Request for Proposals for a targeted industry business attraction redevelopment project.

Improved the CRA website to improve transparency and public awareness. A direct link to the web page is now available: [www.nmbcra.org](http://www.nmbcra.org).

Promoted the CRA at community events such as the Heart Health Walk, Bike 305, and the International Council of Shopping Centers annual conference.

Installed Royal Palm trees on Hanford Blvd the designated Downtown.

Promoted the Redevelopment Area through in-person marketing by meeting with businesses and walking door to door to promote private investment.

Coordinated with South Florida Regional Transportation Authority and Miami-Dade County Transit for the future passenger rail line on Florida East Coast tracks.

Completed the West Dixie Highway Implementation Strategy for the reconstruction of West Dixie Highway from 163rd Street to 172nd Street and the bridge over the Royal Glade Canal.

Submitted to the BCC the 2015 Amended Redevelopment Plan. An amendment to the existing plan was required to:

- Reflect recent changes to the Comprehensive Plan and Zoning Code;
- Remove outdated language and images;
- Update of the financial projections;
- Update program descriptions to reflect current policies and practices;
- Integrate the West Dixie Highway Implementation Plan;
- Make adjustments required by changes in State law;
- Highlight current priority projects.

Met with the Miami-Dade County Water and Sewer Department to assist with the expansion of a County wastewater line being funding in part by the CRA.

## **REVIEW OF FY 2015-2016 BUDGET GOALS**

The CRA FY 2015-2016 budgeted included seven (8) descriptive targets. Five (5) were completed, two (2) are still in progress, one (1) was incomplete, and one (1) was determined not CRA applicable.

Status	Description of FY 16 Budget
SUCCESS	Attract new development through marketing and promotion of new zoning and adopted Tax Increment Recapture Incentive program.
SUCCESS	Technical assistance, targeting and funding of existing and new businesses improvements through the CRA's Façade and Commercial Improvement program focusing on strategic investments that will provide the highest functional and visual impacts.
SUCCESS	Conduct an analysis to identify the number and location of businesses within the CRA which are unable to grow due to lack of sanitary sewer. Identify potential funding and/or create incentives to connect all existing businesses within the CRA to sewer.
IN PROGRESS	Complete Miami-Dade County sewer extension project along 163rd Street and NE 21st Avenue
SUCCESS	Implement specific short term recommendations from the West Dixie Highway Implementation Plan.
IN PROGRESS	Continue to monitor and work with Miami Dade County PWWM Department on design and engineering of the West Dixie Highway Roadway Improvement project and Royal Glade Canal Bridge Replacement Project to ensure consistency with the City vision (Design firm to be under contract with Miami Dade County, Fall of 2015. Funding has been allocated per the 5-Year Transportation Improvement Plan)
NOT CRA APPLICABLE	Negotiate a public/private partnership for City owned parking lot along the West Dixie Highway corridor.
INCOMPLETE	Develop an overall Marketing Plan for the CRA to solicit and attract investment. Fund portions of implementation.

### **CRA 2016-2017 REVENUES**

Total Revenues for the CRA FY2016-2017 is estimated at \$1,878,030. The sources of revenue include tax increment receipts from the City of \$602,408 and Miami-Dade County of \$411,413 respectively and a carry forward from FY2015-2016 of \$855,000 plus a projected \$9,209 on investments. Please see the comparative table below:

#### **CRA Estimated Revenues Comparative Table**

	(FY 15-16)	(FY 16-17)
TIF City Contribution	\$ 404,477	\$ 602,408
TIF County Contribution	\$ 289,030	\$ 411,413
Carry Forward	\$ 730,233	\$ 855,000
Interest on Investments	\$ 10,000	\$ 9,209
Total Revenues	\$ 1,433,740	\$ 1,878,030

### **CRA FY 2016-2017 EXPENSES**

#### **ADMINISTRATIVE EXPENSES**

##### **1. Employee Salary and Fringe (\$ 29,552)**

25% Administrative personnel costs charges to the CRA for the CRA Administrator

**Total for Salary/Fringe: \$ 29,552**

##### **2. Annual Audit (\$ 4,200)**

The CRA is audited as a part of the City of North Miami Beach's annual audit (CAFR) and, as with all funds, pays its pro-rata share of the cost of the audit.

##### **3. Advertising and Notices (\$ 5,000)**

Legal notices placed and published for CRA Board, Redevelopment Advisory Board, and special meetings, announcements, workshops, and public information.

##### **4. Travel (\$ 5,000)**

Travel for conventions, seminars, continuing education, conferences, and developer meetings.

##### **5. City Administrative Support (\$ 120,482)**

As per the Interlocal Agreement approved by Miami-Dade County BCC, the City of North Miami Beach CRA is governed by a 6% cap on total TIF expenditures within a set fiscal year for assessing an indirect cost and overhead allocation.

The City of North Miami Beach will provide support services to the CRA, in particular from the City Manager Office, City Attorney Office, City Clerk Office, and Finance, Procurement, Information Technology, and Community Development Departments.

**6. Other Administrative Expenses (\$ 24,525)**

Overhead expenses include but are not limited to operating supplies, bank fees, education program, communication services, repair and maintenance, office supplies, operating supplies, books and memberships, maintenance and repair of vehicles, fuel, computer equipment and software, postage, professional organization membership dues, subscriptions to publications, and maintenance agreements. Also included in the annual Florida Special Districts fee.

**7. County Administrative Charge (\$ 6,172)**

Required County Fee @ 1.5% of County's tax increment contribution.

**Total Administrative Expenses including salary/fringe \$194,931**

**OPERATING EXPENSES****1. Employee Salary and Fringe (\$ 88,655)**

75% of Administrator's salary and fringe

**2. Contractual Services (\$ 83,250)**

CRA will contract will consultants to assist with, but not limited to, review of Tax Increment Finance Recapture Incentive applications, meeting recording, meeting minutes, targeted industry market analysis, marketing, branding, and economic development services.

**3. Printing and Publishing (\$ 5,000)**

Covers the cost of producing agendas / annual reports and other documents required by the CRA Board and the Redevelopment Advisory Board. Also included are developer recruitment packages, welcome packages including annual public information and other documents needed to provide economic overview of the City & CRA.

**4. Marketing (\$ 15,000)**

Through promotional activities, the CRA will promote its services and activities to new businesses and developers interested in doing business and applying for existing programs and incentives.

**5. Legal Services Costs (\$ 20,000)**

Outside (non-City) legal assistance for development agreements/legal issues and attendance at CRA Board & Redevelopment Advisory Board Meetings. "Legal services" shall include review of contracts and agreements, and the rendering of legal opinions as requested.

**6. Grant Programs****Commercial Improvement Programs (\$ 70,000)**

Commercial Improvement Grant Program: The grant will pay for 50% of the total cost of an approved project up to a maximum cost of \$25,000. All improvements must be in compliance with any and all applicable codes, design standards, and all other restrictions of the City of North Miami Beach. Every project must be approved by the CRA Board and is subject to fund availability.

**Wastewater Tie-In (\$ 135,294)**

The CRA will develop a program to assist commercial and mixed use property owners with the cost to tie into the wastewater systems.

**Historic Preservation ( \$15,000)**

The CRA will develop a program to assist property owners with the costs associated with historic preservation and recognition in conjunction with the City of North Miami Beach 90<sup>th</sup> Anniversary. This funding is to a) assist property owners with the national and state historic recognition fees and costs, and b) assist property owners with physical, fixed improvements enhances and secures the historic environment.

**Art in Public Places ( \$25,000)**

The CRA will develop an Arts in Public Places pilot program. Emphasis will be placed on utilizing local artists to create local themes.

**7. Debt Service ( \$200,900)**

The repayment of borrowed funds for one (1) \$3,000,000 tax exempt loan drawn down in 2007. The loan will expire on 2/1/2027.

**Total Operating: \$ 658,099**

**8. Capital and Infrastructure Improvements (please see page 8 for details)**

The following is recognized as ongoing and potential future infrastructure improvements within the Redevelopment Area:

- |   |            |
|---|------------|
| • Wayfinding Signage, Placemaking, and Branding | \$ 150,000 |
| • Targeted Industry Incentive Project           | \$ 500,000 |
| • Passenger Rail Station                        | \$ 100,000 |
| • West Dixie Highway Implementation Strategy    | \$ 225,000 |
| • Public/Private Shared Parking Facility        | \$ 50,000  |

**Total Capital and Infrastructure Improvements: \$1,025,000**

**CRA FY17 BUDGET SUMMARY**

	(FY 15-16)	(FY 16-17)
<b>Total Administrative Expenses</b>	\$ 136,605	\$ 194,931
<b>Total Operating Expenses</b>	\$ 623,093	\$ 658,099
<b>Capital Improvements</b>	\$ 674,042	\$ 1,025,000
<b>Total CRA Budget</b>	<b>\$ 1,433,740</b>	<b>\$ 1,878,030</b>

**Capital and Infrastructure Improvement Details (\*\* Added December 15<sup>th</sup>, 2016 \*\*)****Wayfinding Signage, Placemaking, and Branding** **\$ 150,000**

This project will create wayfinding signage, mark public parking, public facilities, historic facilities, landmarks, places of interest, bicycle lane improvements, and place making improvements of utility and telephone boxes.

**Targeted Industry Incentive Project** **\$ 500,000**

This project will create new employment opportunities through the attraction of a microbrewery or craft beer (“targeted industry”). The incentive is a not-to-exceed amount.

**Passenger Rail Station** **\$ 100,000**

This project is to provide financial assistance for the planned North Miami Beach rail station.

**West Dixie Highway Implementation Strategy** **\$ 225,000**

This project is to provide financial assistance for a partnership between the CRA and Miami-Dade County for a) façade improvement a rebuilt West Dixie Highway bridge over the Royal Glade Canal and b) West Dixie Highway roadway, landscaping, and streetscape improvements between NE 163<sup>rd</sup> Street and NE 172<sup>nd</sup> Street, a Miami-Dade County project.

**Public/Private Shared Parking Facility** **\$ 50,000**

This project is to provide financial assistance for the creation of a public/private shared parking facility within the Redevelopment Area with priority given to the area near the planned North Miami Beach rail station.

**Disclaimer:**

This document is a modified version of the budget documents approved by the CRA Board and City Council.

This version:

- Incorporated changes as described in the meeting minutes.
- Expanded and clarified the Capital and Infrastructure Improvements section.
- Corrected scrivener errors.
- Did not change total revenues or expenditures.

**This page only provides additional budget information.**

**North Miami Beach CRA – FY2016-2017 Budget**

**September 26<sup>th</sup>, 2016:**

**Other Administrative Expenses**

Bank Fees: \$250  
Education Programs: \$10,000  
Communication Services: \$525  
Repair and Maintenance Services: \$500  
Office Supplies: \$1,250  
Operating Supplies: \$2,500  
Books and Memberships: \$2,500  
Maintenance and Repair of Vehicles: \$1,250  
Fuels and Lubricants: \$2,000  
Data Processing Equipment: \$3,750

Total: \$24,525

**City Services and Support Provided to the CRA:**

City Manager's Office  
City Attorney's Office  
City Clerk's Office  
Finance Department  
Human Resources Department (\* Added September 26, 2016 \*)  
Community Development Department  
Information Technology Division  
Procurement Division  
Fleet Maintenance

Total: \$120,482

**City of North Miami Beach**  
**Community Redevelopment Agency FY 2016-2017 Budget**

(FY 16-17 begins October 1, 2016)

	FY14-15 Approved Budget	FY14-15 Actual Budget	FY15-16 Approved Budget	FY15-16 Actual Budget	FY16-17 City Adopted Budget
<b>Revenues</b>					
City Tax Increment Revenue	343,597	343,597	404,477	404,477	602,408
County Tax Increment Revenue	275,311	194,472	289,030	289,030	411,413
<b>Additional City Funding</b>					
County Carryover					
Carryover from prior year (cash & equiv.)	578,759	681,027	730,233	730,233	855,000
Loan Proceeds					
Interest earnings	10,000	10,000	10,000	10,000	9,209
<b>Revenue Total</b>	<b>1,207,667</b>	<b>1,229,096</b>	<b>1,433,740</b>	<b>1,433,740</b>	<b>1,878,030</b>
<b>Expenditures</b>					
<b>Administrative Expenditures:</b>					
Employee salary and fringe	16,875	16,875	30,928	30,928	29,552
Audits	3,150	3,150	3,780	3,780	4,200
Advertising and notices	700	700	700	2,700	5,000
Travel	1,000	926	1,000	1,000	5,000
City Administrative Support	-	-	80,896	80,896	120,482
Other Admin. Exps (attach list)	12,916	4,649	12,966	12,966	24,525
<b>(A) Subtotal Admin Expenses, %</b>	<b>34,641</b>	<b>26,300</b>	<b>130,270</b>	<b>132,270</b>	<b>188,759</b>
County Administrative Charge at 1.5%	4,130	2,917	4,335	4,335	6,172
<b>(B) Subtotl Adm Exp</b>	<b>38,771</b>	<b>29,217</b>	<b>134,605</b>	<b>136,605</b>	<b>194,931</b>
<b>Operating Expenditures:</b>					
Employee salary and fringe	50,625	50,625	93,193	93,193	88,655
Contractual services	60,000	60,000	70,000	70,000	83,250
Printing and publishing	5,000	3,723	5,000	5,000	5,000
Promotional Activities	10,000	6,930	12,000	10,000	15,000
Legal services/court costs	21,500	11,500	41,500	41,500	20,000
Capital Projects- Encumbered	-	74,980	-	-	-
Capital Projects - Grants	130,000	26,450	200,000	200,000	-
Targeted Industry Incentive Project	-	-	-	-	500,000
West Dixie Implementation Strategy	424,900	-	-	-	225,000
Wayfinding Signage, Placemaking, and Branding	-	-	-	-	150,000
Wastewater Tie-In Grants	-	-	-	-	135,294
Passenger Rail Station	-	-	-	-	100,000
Commercial Improvement Grants	-	-	-	-	70,000
Parking Facility	-	-	-	-	50,000
Art in Public Places Grants	-	-	-	-	25,000
Historic Preservation Grants	-	-	-	-	15,000
Hanford Blvd Renovations	45,000	28,452	-	-	-
CRA wide infrastructure improvements	-	-	459,157	459,157	-
Sewer 163rd St & NE 21st Ave	214,885	-	214,885	214,885	-
Debt service payments (capital imp.)	206,986	206,986	203,400	203,400	200,900
Debt service payments (property)	-	-	-	-	-
Transfers out to others (attach list)	-	-	-	-	-
Other Oper. Expenses (attach list)	-	-	-	-	-
<b>(C) Subtotal Oper. Expenses</b>	<b>1,168,896</b>	<b>469,646</b>	<b>1,299,135</b>	<b>1,297,135</b>	<b>1,683,099</b>
<b>(D) Reserve/Contingency</b>					
<b>Expenditure Total (B+C+D)</b>	<b>1,207,667</b>	<b>498,863</b>	<b>1,433,740</b>	<b>1,433,740</b>	<b>1,878,030</b>
<b>Projects:</b>					
Redevelopment & Infrastructure					
Capital Projects	-	-	459,157	459,157	-
Targeted Industry Incentive Project	-	-	-	-	500,000
West Dixie Highway Implementation Strategy	424,900	388,490	-	-	225,000
Wayfinding Signage, Placemaking, and Branding	-	-	-	-	150,000
Passenger Rail Station	-	-	-	-	100,000
Parking Facility	-	-	-	-	50,000
Sewer NE 163rd & NE 20th Ave	214,885	214,885	214,885	214,885	-
Hanford Blvd Renovations	45,000	28,452	-	-	-
<b>Total project dollars:</b>	<b>684,785</b>	<b>631,827</b>	<b>674,042</b>	<b>674,042</b>	<b>1,025,000</b>
<b>Year End Carry Over</b>		730,233	-	855,000	-