

Meeting Date
April 28, 2015



AGENDA	
Section	CONSENT AGENDA
Item No.	<i>II.C.4</i>

AGENDA REPORT
 BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	ACKNOWLEDGE RECEIPT OF FY 2013-2014 ANNUAL REPORT, ENDING SEPTEMBER 30, 2014, FOR THE CITY OF WEST MELBOURNE COMMUNITY REDEVELOPMENT AGENCY
DEPT/OFFICE:	BUDGET OFFICE

Requested Action:

It is requested that the Board acknowledge receipt of the 2013-2014 annual report, ending September 30, 2014, for the City of West Melbourne Community Redevelopment Agency.

Summary Explanation & Background:

In accordance with Florida Statute 163.356(3)(c), the City of West Melbourne is providing the Brevard County Board of County Commissioners a copy of their FY 2014 Community Redevelopment Agency (CRA) Annual Report.

The report is on file in the Budget Office.

Fiscal Impact: There is no fiscal impact.

Clerk to the Board instruction: Maintain necessary documents for records retention.

Exhibits Attached: No attachments are provided. The 2014 Annual Report for the City of West Melbourne Community Redevelopment Agency are maintained in the Budget Office.

Contract /Agreement (If attached): Reviewed by County Attorney		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	PR	<input type="checkbox"/>
County Manager		Assistant County Manager		Department Director / Extension			
Stockton Whitten				Tom Rosenberg/52854 Thomas.rosenberg@brevardcounty.us			



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972

April 29, 2015

MEMORANDUM

TO: Tom Rosenberg, Budget Director

RE: Item II.C.4., Acknowledge Receipt of Fiscal Year 2013-2014 Annual Report Ending September 30, 2014, for City of West Melbourne Community Redevelopment Agency

The Board of County Commissioners, in regular session on April 28, 2015, acknowledged receipt of the Fiscal Year 2013-2014 annual report, ending September 30, 2014, for the City of West Melbourne Community Redevelopment Agency.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge

Tammy Etheridge, Deputy Clerk

/af

cc: Finance

Joint West Melbourne-Brevard County
Community Redevelopment Area
Annual Report



Fiscal Year 2013-2014

Community Redevelopment Agency
City Hall - 2240 Minton Road, West Melbourne, FL 32904
Phone: 321-837-7771 Fax: 321-768-2390

TABLE OF CONTENTS

Letter of Transmittal	i
List of Principal Officials	ii
Introduction	1
Financial Statement	2

West Melbourne-Brevard
County Joint
Community Redevelopment
Agency

Hal J. Rose
John "Coach" Tice
Pat Bentley
Stephany Eley
Bill Mettrick
Barbara A. Smith
Andrea Young
Andy Anderson



CITY HALL
2240 Minton Road
West Melbourne, FL 32904
Phone: (321) 727-7700
Fax: (321) 768-2390
www.westmelbourne.org

LETTER OF TRANSMITTAL

March 20, 2015

Florida Auditor General;
Florida Department of Financial Services;
Florida Department of Economic Opportunity;
Brevard County Property Appraiser
Joint West Melbourne-Brevard County Community Redevelopment Agency;
City Council; and
Brevard County Board of Commissioners District

Ladies and Gentlemen,

City staff is pleased to submit the Joint West Melbourne-Brevard County Community Redevelopment Agency (CRA) Annual Report for fiscal year 2012-2013. The Joint CRA Annual Report was approved by CRA on March 17, 2015. Under Florida law (Chapter 163, Part III), local governments are required to file a report of the activities of the previous fiscal year by March 31st of each year. This transparency supports the efficient utilization of resources when they are applied to the redevelopment of our commercial corridors.

Chairman	Hal Rose (West Melbourne Mayor)
Vice Chairman	Andy Anderson (District 5 County Commissioner)
CRA Official	Bill Mettrick (West Melbourne Deputy Mayor)
CRA Official	Barbara Smith (West Melbourne Council)
CRA Official	John "Coach" Tice (West Melbourne Council)
CRA Official	Andrea Young (West Melbourne Council)
CRA Official	Pat Bentley (West Melbourne Council)
CRA Official	Stephany Eley (West Melbourne Council)
Registered Agent	Scott Morgan (West Melbourne City Manager)
CRA Attorney	James P. Wilson (West Melbourne City Attorney)
Executive Director	Christy Fischer (West Melbourne Planning Director)
CRA Clerk	Sue Frank (West Melbourne City Clerk)
Financial Officer	Margi Starkey (West Melbourne Finance Director)

INTRODUCTION

The unique Joint West Melbourne-Brevard County Community Redevelopment Area district was created in 2011. This district encompasses unincorporated areas and areas in the West Melbourne city limits along three main corridors: the New Haven Corridor that stretches from the Intersection of I-95 to Dairy Road, the Wickham Road Mixed-Use Corridor that extends north from New Haven Ave to Emerald Drive, and the Ellis Industrial Corridor that extends west from Wickham Road to John Rodes Blvd.

CRA Milestones:

Formed - The Joint West Melbourne-Brevard County Community Redevelopment Area was formed in 2011 as a result of findings that our business corridors that revealed high vacancy rates, outdated building density patterns, inadequate transportation and parking facilities, faulty lot layouts and inadequate street layouts.

2013 Master Plan Adopted - The adoption of a Community Redevelopment Plan occurred in March 2013 and the attached Strategic outline the main programs and results the joint CRA is endeavoring to achieve during its 30 year tenure.

2013 Revenue Fund Initiated - The tax increment trust fund (revenue) was initiated in May of 2013, and the coding of the specific properties in the CRA area with the Brevard County Property Appraiser occurred in the summer of 2013. The City and County trust fund is limited per Florida Statutes to 95% of the incremental increase of City and County general ad valorem taxes generated in the CRA boundaries over the 2011-2012 base year.

2013 First Budget and First Working Capital – The City of West Melbourne approved an interlocal agreement in September 2013 to extend administrative services to the CRA at no cost and to lend the working capital for the Agency for ten years. This working capital loan is a no-interest loan providing the capital required for the Agency start up. The interlocal agreement (10-year loan) provided funding of the CRA's façade program, and set up a reimbursement mechanism to the City for its Master Plan preparation expenses.

2014 Activities – The CRA distributed \$25,000 in commercial façade loans, and was to provide funding for the lighting on New Haven Avenue near I-95; however, coordination with FDOT has taken longer than initially expected and continues into the next fiscal year, 2015. The first façade redevelopment loans were approved and work on the facades commenced in 2014.

2015 Proposed Activities – The CRA will continue coordination with FDOT to design and install decorative lighting on New Haven Avenue from west of I-95 near Columbia Lane to Pearl Street (next to Safelite Auto Glass). Revisions of the zoning districts along Wickham Road and New Haven Avenue are proposed as implementation of a task from the CRA Master Plan. The first commercial façade loan will be paid for completed work that occurred in 2014-2015. The commercial façade loans will continue to be available for redevelopment.

FISCAL YEAR 2013-2014 FINANCIAL STATEMENT

Note – The tax increment revenue trust fund was enacted in fiscal year 2012-2013.

This was the CRA's first year to receive tax increment revenues. The City of West Melbourne funded a non-interest bearing loan to the Agency in the amount of \$185,000 for operating expenses and programs. The annual debt payment for the preparation of the CRA Master Plan from the CRA to the City of West Melbourne is \$18,500 (current)

Assets and Liabilities – September 30, 2014

Assets:

Cash and Investments	\$212,706.00
Receivables	\$00,000.00
Total Assets	<u>\$212,706.00</u>

Liabilities:

Accounts Payable	\$00,000.00
City Loan Debt Service – Long Term \$166,500 (operating and programs)	\$166,500.00
City Loan Debt Service – Current (annual repayment of CRA Plan)	\$18,500.00
Total Liabilities	<u>\$185,000.00</u>

Revenues, Expenditures and Changes in Fund Balances – September 30, 2014

FY 2013-2014 Revenues:

Increment Financing (County)	\$21,194.00
Increment Financing (City)	\$6,512.00
Interest Income (\$0)	
Transfer from CRA	\$00,000.00
Total Revenue	<u>\$27,706.00</u>

FY 2013-2014 Expenditures:

Personnel costs	\$00,000.00
Debt Service	\$00,000.00
Operating Expenditures	\$00,000.00
Capital Outlay/Improvements (Lighting along US 192/New Haven)	\$00,000.00
Total Expenditures	<u>\$00,000.00</u>

Changes in Fund Balance

Fund Balance – Beginning of Year	\$00,000.00
Fund Balance – End of Year Reserved for Lighting Project on US 192	\$27,706.00
Total Changes	<u>\$27,706.00</u>