



**CRA Advisory Board Meeting
Thursday, October 4, 2018 - 6:30 PM
City Commission Chambers
Intracoastal Park Clubhouse, 2240 N. Federal Highway, Boynton Beach, FL 33435
561-737-3256**

ADVISORY BOARD AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Agenda Approval**
 - A. Additions, Deletions, Corrections to the Agenda
 - B. Adoption of Agenda
- 4. Information Only**
 - A. Financial Report Period Ending September 30, 2018
- 5. Public Comment**
- 6. Consent**
 - A. CRA Advisory Board Meeting Minutes - September 6, 2018
- 7. Assignments**
 - A. Pending Assignments
 1. Consideration and Discussion of the Letter Submitted by the Community Caring Center Boynton Beach, Inc. (CCC), for their property located at 145 NE 4th Ave, Boynton Beach, Florida **Tabled (8/2/18)**
 - B. Reports on Pending Assignments
 1. None
 - C. New Assignments
 1. None
- 8. CRA Board Items for CRA Advisory Board Review and Recommendations**
 - A. Old Business
 1. Consideration of the FY 2018-19 Non-Profit Organization Grant Funding Program
 - B. New Business

1. Consideration of Purchase of a Portion of the Property Located at
1003 NE 3rd Street

9. Future Agenda Items

10. Adjournment

Notice

THE CRA SHALL FURNISH APPROPRIATE AUXILIARY AIDS AND SERVICES WHERE NECESSARY TO AFFORD AN INDIVIDUAL WITH A DISABILITY AN EQUAL OPPORTUNITY TO PARTICIPATE IN AND ENJOY THE BENEFITS OF A SERVICE, PROGRAM OR ACTIVITY CONDUCTED BY THE CRA. PLEASE CONTACT THE CRA, (561) 737-3256, AT LEAST 48 HOURS PRIOR TO THE PROGRAM OR ACTIVITY IN ORDER FOR THE CRA TO REASONABLY ACCOMMODATE YOUR REQUEST.

ADDITIONAL AGENDA ITEMS MAY BE ADDED SUBSEQUENT TO THE PUBLICATION OF THE AGENDA ON THE CRA'S WEBSITE. INFORMATION REGARDING ITEMS ADDED TO THE AGENDA AFTER IT IS PUBLISHED ON THE CRA'S WEBSITE CAN BE OBTAINED FROM THE CRA OFFICE.



ADVISORY BOARD ITEM 4.A.

INFORMATION ONLY

SUBJECT:

Financial Report Period Ending September 30, 2018

SUMMARY:

Attached is the monthly budget report representing the revenues and expenses for September 2018 (Attachment I); Statement of Revenues, Expenditures and Changes in Fund Balance Report (Attachment II); and Budget Comparison Schedule - General Fund (Attachment III).

FISCAL IMPACT:

None.

CRA PLAN/PROJECT/PROGRAM:

2016 Boynton Beach Community Redevelopment Plan and FY 2017-2018 CRA Budget

CRA BOARD OPTIONS:

Approve the CRA's Monthly Financial Report for the Period Ending September 30, 2018.

ATTACHMENTS:

Description

- ▣ **Attachment I - Monthly Financial Report for Period Ending September 30, 2018**
- ▣ **Attachment II - Statement of Revenues, Expenditures and Changes in Fund Balance Report**
- ▣ **Attachment III - Budget Comparison Schedule**

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
REVENUE SUMMARY							
T.I.F.INCOME	11,461,518	11,461,518	0.00	11,776,328.00	0.00 (314,810.00)	2.75-
MARINA RENT & GRANT INC	1,000,000	1,000,000	5,832.11	1,172,933.46	0.00 (172,933.46)	17.29-
INVESTMENT INCOME	0	0	0.00	27,172.36	0.00 (27,172.36)	0.00
CONTRIBUTIONS & DONATION	0	0	20,257.33	90,987.57	0.00 (90,987.57)	0.00
MISCELLANEOUS	0	0	236.73	19,104.74	0.00 (19,104.74)	0.00
OTHER FINANCING SOURCES	0	2,980,000	0.00	0.00	0.00	2,980,000.00	100.00
TOTAL REVENUES	12,461,518	15,441,518	26,326.17	13,086,526.13	0.00	2,354,991.87	15.25
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
LEGISLATIVE	30,500	30,500	654.17	15,649.20	2,212.01	12,638.79	41.44
ADMINISTRATIVE	445,240	445,240	37,144.40	416,126.24	235.00	28,878.76	6.49
FINANCE	186,060	186,060	13,779.02	167,355.80	150.00	18,554.20	9.97
INSURANCES	172,500	172,500	0.00	121,495.90	0.00	51,004.10	29.57
PROFESSIONAL SERVICES	274,000	274,000	4,514.53	138,866.28	28,714.00	106,419.72	38.84
PLANNING	115,290	115,290	9,435.93	82,307.39	0.00	32,982.61	28.61
BUILDINGS & PROPERTY	592,770	592,770	51,378.05	484,182.53	103,152.66	5,434.81	0.92
MARINA	1,000,000	1,000,000	79,167.17	1,097,468.34	0.00 (97,468.34)	9.75-
COMMUNICATIONS & TECHNOLO	80,550	80,550	677.45	54,017.27	6,520.71	20,012.02	24.84
CONTINGENCY	100,000	100,000	0.00	0.00	0.00	100,000.00	100.00
MARKETING	167,620	167,620	12,296.67	109,673.42	0.00	57,946.58	34.57
SPECIAL EVENTS	86,870	86,870	4,535.10	63,705.25	0.00	23,164.75	26.67
EMPLOYEE BEBEFITS	367,938	367,938	37,993.02	259,556.05	0.00	108,381.95	29.46
DEBT SERVICE	2,140,955	2,140,955	0.00	2,140,955.00	0.00	0.00	0.00
TRANSFER OUT	6,701,225	9,681,225	0.00	9,681,225.00	0.00	0.00	0.00
TOTAL EXPENDITURES	12,461,518	15,441,518	251,575.51	14,832,583.67	140,984.38	467,949.95	3.03
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	0	0 (225,249.34)	(1,746,057.54)	(140,984.38)	1,887,041.92	0.00

01 -GENERAL FUND

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
T.I.F.INCOME							
01-41000 T.I.F. COLLECTIONS	11,461,518	11,461,518	0.00	11,776,328.00	0.00 (314,810.00)	2.75-
TOTAL T.I.F.INCOME	11,461,518	11,461,518	0.00	11,776,328.00	0.00 (314,810.00)	2.75-
MARINA RENT & GRANT INC							
01-42115 MARINA RENTS	100,000	100,000	8,198.50	109,905.47	0.00 (9,905.47)	9.91-
01-42116 MISCELLANEOUS RENTS FRO PROPE	0	0	600.00	14,876.25	0.00 (14,876.25)	0.00
01-42117 MARINA FUEL SALES	900,000	900,000	0.00	1,047,962.80	0.00 (147,962.80)	16.44-
01-42118 MARINA MISC INCOME	0	0 (2,966.39)	188.94	0.00 (188.94)	0.00
TOTAL MARINA RENT & GRANT INC	1,000,000	1,000,000	5,832.11	1,172,933.46	0.00 (172,933.46)	17.29-
MARKETING INCOME							
FESTIVALS & EVENT INCOME							
INVESTMENT INCOME							
01-46100 INTEREST INCOME	0	0	0.00	27,172.36	0.00 (27,172.36)	0.00
TOTAL INVESTMENT INCOME	0	0	0.00	27,172.36	0.00 (27,172.36)	0.00
CONTRIBUTIONS & DONATION							
01-47200 IN KIND REVENUE	0	0	20,257.33	90,987.57	0.00 (90,987.57)	0.00
TOTAL CONTRIBUTIONS & DONATION	0	0	20,257.33	90,987.57	0.00 (90,987.57)	0.00
MISCELLANEOUS							
01-48100 MISCELLANEOUS INCOME	0	0	236.73	19,104.74	0.00 (19,104.74)	0.00
TOTAL MISCELLANEOUS	0	0	236.73	19,104.74	0.00 (19,104.74)	0.00
OTHER FINANCING SOURCES							
01-49100 OTHER FINANCING SOURCES	0	2,980,000	0.00	0.00	0.00	2,980,000.00	100.00
TOTAL OTHER FINANCING SOURCES	0	2,980,000	0.00	0.00	0.00	2,980,000.00	100.00
TOTAL REVENUES	12,461,518	15,441,518	26,326.17	13,086,526.13	0.00	2,354,991.87	15.25

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
LEGISLATIVE

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
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PURCHASED/CONTRACT SERV							
01-51010-200 CONTRACTUAL EXPENSE	7,500	7,500	558.57	5,054.44	1,012.01	1,433.55	19.11
01-51010-216 ADVERTISING & PUBLIC NOTI	6,500	6,500	0.00	5,546.94	0.00	953.06	14.66
01-51010-225 ASSOC. MEETINGS & SEMINAR	15,000	15,000	0.00	4,573.02	1,200.00	9,226.98	61.51
01-51010-227 DELIVERY SERVICES	750	750	55.90	384.52	0.00	365.48	48.73
TOTAL PURCHASED/CONTRACT SERV	29,750	29,750	614.47	15,558.92	2,212.01	11,979.07	40.27
SUPPLIES							
01-51010-310 OFFICE SUPPLIES	750	750	39.70	90.28	0.00	659.72	87.96
TOTAL SUPPLIES	750	750	39.70	90.28	0.00	659.72	87.96
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 TOTAL LEGISLATIVE	 30,500	 30,500	 654.17	 15,649.20	 2,212.01	 12,638.79	 41.44

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
ADMINISTRATIVE

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
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PERSONNEL SERVICES							
01-51230-100 PERSONNEL SERVICES	384,900	384,900	31,018.47	379,153.19	0.00	5,746.81	1.49
01-51230-115 CAR ALLOWANCE	5,220	5,220	401.52	5,059.12	0.00	160.88	3.08
TOTAL PERSONNEL SERVICES	390,120	390,120	31,419.99	384,212.31	0.00	5,907.69	1.51
PURCHASED/CONTRACT SERV							
01-51230-225 ASSOC. MEETINGS & SEMINAR	16,500	16,500	110.00	7,706.48	0.00	8,793.52	53.29
01-51230-226 MEMBERSHIP DUES	11,385	11,385	3,870.00	10,300.12	0.00	1,084.88	9.53
01-51230-227 DELIVERY SERVICES	500	500	0.00	155.88	0.00	344.12	68.82
01-51230-229 CAREER DEVELOPMENT	16,500	16,500	1,267.00	6,907.70	235.00	9,357.30	56.71
TOTAL PURCHASED/CONTRACT SERV	44,885	44,885	5,247.00	25,070.18	235.00	19,579.82	43.62
SUPPLIES							
01-51230-310 OFFICE SUPPLIES	3,000	3,000	210.21	1,813.70	0.00	1,186.30	39.54
01-51230-315 POSTAGE	2,500	2,500	0.00	1,136.89	0.00	1,363.11	54.52
01-51230-340 CELLULAR PHONES	2,880	2,880	267.20	2,773.66	0.00	106.34	3.69
01-51230-355 SUBSCRIPTIONS	605	605	0.00	262.50	0.00	342.50	56.61
01-51230-360 BOOKS & PUBLICATIONS	250	250	0.00	0.00	0.00	250.00	100.00
TOTAL SUPPLIES	9,235	9,235	477.41	5,986.75	0.00	3,248.25	35.17
CAPITAL EXPENDITURES							
01-51230-400 EQUIPMENT COSTS	1,000	1,000	0.00	857.00	0.00	143.00	14.30
TOTAL CAPITAL EXPENDITURES	1,000	1,000	0.00	857.00	0.00	143.00	14.30
DEPRECIATION & AMORT							
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TOTAL ADMINISTRATIVE	445,240	445,240	37,144.40	416,126.24	235.00	28,878.76	6.49

01 -GENERAL FUND
AUDITOR

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEPARTMENTAL EXPENDITURES							
PURCHASED/CONTRACT SERV							

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
FINANCE

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
PERSONNEL SERVICES							
01-51325-100 PERSONNEL SERVICES	158,000	158,000	12,566.80	158,027.75	0.00 (27.75)	0.02-
TOTAL PERSONNEL SERVICES	158,000	158,000	12,566.80	158,027.75	0.00 (27.75)	0.02-
PURCHASED/CONTRACT SERV							
01-51325-200 CONTRACTUAL EXPENSE	250	250	0.00	175.00	0.00	75.00	30.00
01-51325-201 BANK FEES	3,000	3,000	289.97	2,176.89	0.00	823.11	27.44
01-51325-225 ASSOC. MEETINGS & SEMINAR	10,450	10,450	0.00	1,286.99	0.00	9,163.01	87.68
01-51325-226 MEMBERSHIP DUES	820	820	35.00	589.00	0.00	231.00	28.17
01-51325-227 DELIVERY COSTS	500	500	0.00	278.77	0.00	221.23	44.25
01-51325-229 CAREER DEVELOPMENT	5,000	5,000	640.00	996.45	0.00	4,003.55	80.07
TOTAL PURCHASED/CONTRACT SERV	20,020	20,020	964.97	5,503.10	0.00	14,516.90	72.51
SUPPLIES							
01-51325-310 OFFICE SUPPLIES	2,500	2,500	144.86	1,256.62	0.00	1,243.38	49.74
01-51325-340 CELLULAR PHONES	1,440	1,440	102.39	1,184.46	0.00	255.54	17.75
01-51325-355 SUBSCRIPTIONS	1,300	1,300	0.00	1,099.00	0.00	201.00	15.46
01-51325-360 BOOKS & PUBLICATIONS	700	700	0.00	0.00	0.00	700.00	100.00
01-51325-365 OFFICE PRINTING COSTS	600	600	0.00	284.87	150.00	165.13	27.52
TOTAL SUPPLIES	6,540	6,540	247.25	3,824.95	150.00	2,565.05	39.22
CAPITAL EXPENDITURES							
01-51325-400 EQUIPMENT COSTS	1,500	1,500	0.00	0.00	0.00	1,500.00	100.00
TOTAL CAPITAL EXPENDITURES	1,500	1,500	0.00	0.00	0.00	1,500.00	100.00
DEPRECIATION & AMORT							
TOTAL FINANCE	186,060	186,060	13,779.02	167,355.80	150.00	18,554.20	9.97

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 201801 -GENERAL FUND
INSURANCES

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
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PURCHASED/CONTRACT SERV							
01-51410-213 GENERAL PROPERTY COVERAGE	172,500	172,500	0.00	121,495.90	0.00	51,004.10	29.57
TOTAL PURCHASED/CONTRACT SERV	172,500	172,500	0.00	121,495.90	0.00	51,004.10	29.57
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TOTAL INSURANCES	172,500	172,500	0.00	121,495.90	0.00	51,004.10	29.57

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
PROFESSIONAL SERVICES

	ORIGINAL	AMENDED	MONTHLY	YEAR-TO-DATE	TOTAL	UNENCUMBERED	% OF
DEPARTMENTAL EXPENDITURES	BUDGET	BUDGET	ACTIVITY	BALANCE	ENCUMBERED	BALANCE	BUDGET REMAINING
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PURCHASED/CONTRACT SERV							
01-51420-200 CONTRACTUAL EXPENSE	152,000	152,000	2,118.50	73,680.08	5,835.00	72,484.92	47.69
01-51420-201 CONTRACT LEGAL	100,000	100,000	2,206.03	62,394.20	11,000.00	26,605.80	26.61
01-51420-204 CITY STAFF COSTS	22,000	22,000	190.00	2,792.00	11,879.00	7,329.00	33.31
TOTAL PURCHASED/CONTRACT SERV	274,000	274,000	4,514.53	138,866.28	28,714.00	106,419.72	38.84
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TOTAL PROFESSIONAL SERVICES	274,000	274,000	4,514.53	138,866.28	28,714.00	106,419.72	38.84

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
PLANNING

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
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PERSONNEL SERVICES							
01-51440-100 PERSONNEL SERVICES	75,000	75,000	8,107.26	77,261.99	0.00 (2,261.99)	3.02-
TOTAL PERSONNEL SERVICES	75,000	75,000	8,107.26	77,261.99	0.00 (2,261.99)	3.02-
PURCHASED/CONTRACT SERV							
01-51440-225 ASSOC. MEETINGS & SEMINAR	29,820	29,820	19.95	945.34	0.00	28,874.66	96.83
01-51440-226 MEMBERSHIP DUES	350	350	0.00	0.00	0.00	350.00	100.00
01-51440-227 DELIVERY SERVICES	300	300	18.64	212.23	0.00	87.77	29.26
01-51440-229 CAREER DEVELOPMENT	4,300	4,300	0.00	0.00	0.00	4,300.00	100.00
TOTAL PURCHASED/CONTRACT SERV	34,770	34,770	38.59	1,157.57	0.00	33,612.43	96.67
SUPPLIES							
01-51440-310 OFFICE SUPPLIES	1,500	1,500	43.38	968.88	0.00	531.12	35.41
01-51440-340 CELLULAR PHONES	720	720	45.00	540.00	0.00	180.00	25.00
01-51440-355 SUBSCRIPTIONS	1,500	1,500	100.20	1,016.45	0.00	483.55	32.24
01-51440-360 BOOKS & PUBLICATIONS	300	300	0.00	0.00	0.00	300.00	100.00
01-51440-365 OFFICE PRINTING COSTS	1,500	1,500	1,101.50	1,362.50	0.00	137.50	9.17
TOTAL SUPPLIES	5,520	5,520	1,290.08	3,887.83	0.00	1,632.17	29.57
CAPITAL EXPENDITURES	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
DEPRECIATION & AMORT	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
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TOTAL PLANNING	115,290	115,290	9,435.93	82,307.39	0.00	32,982.61	28.61

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
BUILDINGS & PROPERTY

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
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PURCHASED/CONTRACT SERV							
01-51620-200 CONTRACTUAL EXPENSE	3,045	3,045	0.00	2,219.67	0.00	825.33	27.10
01-51620-201 PROPERTY TAXES & ASSOC. D	75,000	75,000	2,253.49	26,431.79	30,000.00	18,568.21	24.76
01-51620-205 RENTAL OF OFFICES	100,725	100,725	7,842.88	101,710.56	0.00 (985.56)	0.98-
01-51620-208 EQUIPMENT LEASES	20,000	20,000	353.20	18,057.35	1,942.65	0.00	0.00
01-51620-209 PROPERTY MAINTENENCE COST	355,000	355,000	21,060.44	217,688.21	71,210.01	66,101.78	18.62
01-51620-210 IN KIND EXPENSE	0	0	20,257.33	90,987.57	0.00 (90,987.57)	0.00
01-51620-224 SIGNAGE	15,000	15,000	125.00	5,564.50	0.00	9,435.50	62.90
TOTAL PURCHASED/CONTRACT SERV	568,770	568,770	51,892.34	462,659.65	103,152.66	2,957.69	0.52
SUPPLIES							
01-51620-325 ELECTRICITY COSTS	12,000	12,000	2,040.85	13,811.48	0.00 (1,811.48)	15.10-
01-51620-326 WATER CHARGES	12,000	12,000 (2,555.14)	7,711.40	0.00	4,288.60	35.74
TOTAL SUPPLIES	24,000	24,000 (514.29)	21,522.88	0.00	2,477.12	10.32
CAPITAL EXPENDITURES	_____	_____	_____	_____	_____	_____	_____
DEPRECIATION & AMORT	_____	_____	_____	_____	_____	_____	_____
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TOTAL BUILDINGS & PROPERTY	592,770	592,770	51,378.05	484,182.53	103,152.66	5,434.81	0.92

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
MARINA

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
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PURCHASED/CONTRACT SERV							
01-51630-200 CONTRACTUAL	500	500	0.00	450.00	0.00	50.00	10.00
01-51630-209 PROPERTY MAINTENENCE	25,000	25,000	3,780.46	19,845.56	0.00	5,154.44	20.62
01-51630-241 MARINA FUEL MANAGEMENT	181,435	181,435	15,119.60	181,435.20	0.00 (0.20)	0.00
01-51630-242 MARINE FUEL STATION OVERH	29,500	29,500	2,969.89	29,690.76	0.00 (190.76)	0.65-
TOTAL PURCHASED/CONTRACT SERV	236,435	236,435	21,869.95	231,421.52	0.00	5,013.48	2.12
SUPPLIES							
01-51630-310 OFFICE SUPPLIES	1,000	1,000	22.13	1,000.00	0.00	0.00	0.00
01-51630-325 ELECTRIC COSTS	8,100	8,100	690.08	6,174.56	0.00	1,925.44	23.77
01-51630-326 WATER COSTS	15,000	15,000	4,595.08	11,707.19	0.00	3,292.81	21.95
01-51630-327 GASOLINE & DEISEL FUEL PU	727,465	727,465	51,130.82	833,977.68	0.00 (106,512.68)	14.64-
01-51630-328 MARINA DIESEL SALES TAX	12,000	12,000	859.11	13,187.39	0.00 (1,187.39)	9.89-
TOTAL SUPPLIES	763,565	763,565	57,297.22	866,046.82	0.00 (102,481.82)	13.42-
CAPITAL EXPENDITURES							
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TOTAL MARINA	1,000,000	1,000,000	79,167.17	1,097,468.34	0.00 (97,468.34)	9.75-

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
COMMUNICATIONS & TECHNOLO

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
<hr/>							
PURCHASED/CONTRACT SERV							
01-51650-200 CONTRACTUAL EXPENSE	3,000	3,000	0.00	0.00	0.00	3,000.00	100.00
01-51650-210 CITY IT SUPPORT	27,000	27,000	0.00	18,894.96	6,520.71	1,584.33	5.87
01-51650-211 COMPUTER SOFTWARE & LICEN	4,550	4,550	0.00	1,557.93	0.00	2,992.07	65.76
01-51650-212 FINANCIAL SOFTWARE MAINTEN	29,000	29,000	0.00	20,226.43	0.00	8,773.57	30.25
TOTAL PURCHASED/CONTRACT SERV	63,550	63,550	0.00	40,679.32	6,520.71	16,349.97	25.73
SUPPLIES							
01-51650-330 TELEPHONE LINES	8,000	8,000	677.45	7,389.73	0.00	610.27	7.63
TOTAL SUPPLIES	8,000	8,000	677.45	7,389.73	0.00	610.27	7.63
CAPITAL EXPENDITURES							
01-51650-400 EQUIPMENT COSTS	9,000	9,000	0.00	5,948.22	0.00	3,051.78	33.91
TOTAL CAPITAL EXPENDITURES	9,000	9,000	0.00	5,948.22	0.00	3,051.78	33.91
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TOTAL COMMUNICATIONS & TECHNOLO	80,550	80,550	677.45	54,017.27	6,520.71	20,012.02	24.84

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 201801 -GENERAL FUND
CONTINGENCY

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
<hr/>							
PURCHASED/CONTRACT SERV							
01-51990-200 CONTRACTUAL EXPENSE	100,000	100,000	0.00	0.00	0.00	100,000.00	100.00
TOTAL PURCHASED/CONTRACT SERV	100,000	100,000	0.00	0.00	0.00	100,000.00	100.00
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TOTAL CONTINGENCY	100,000	100,000	0.00	0.00	0.00	100,000.00	100.00

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	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEPARTMENTAL EXPENDITURES							
PURCHASED/CONTRACT SERV							

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
MARKETING

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
<hr/>							
PERSONNEL SERVICES							
01-57400-100 PERSONNEL SERVICES	61,035	61,035	4,824.00	61,033.68	0.00	1.32	0.00
TOTAL PERSONNEL SERVICES	61,035	61,035	4,824.00	61,033.68	0.00	1.32	0.00
PURCHASED/CONTRACT SERV							
01-57400-216 ADVERTISING & PUBLIC NOTI	58,540	58,540	1,450.94	22,592.84	0.00	35,947.16	61.41
01-57400-218 ANNUAL REPORT & BROCHURES	5,000	5,000	0.00	354.96	0.00	4,645.04	92.90
01-57400-225 ASSOC. MEETINGS & SEMINAR	5,900	5,900	12.50	724.52	0.00	5,175.48	87.72
01-57400-226 MEMBERSHIP DUES	5,800	5,800	0.00	5,100.00	0.00	700.00	12.07
01-57400-227 DELIVERY SERVICES	4,000	4,000	0.00	0.00	0.00	4,000.00	100.00
01-57400-229 CAREER DEVELOPMENT	2,500	2,500	600.00	1,218.00	0.00	1,282.00	51.28
01-57400-236 PHOTOGRAPHY / VIDEOS	15,000	15,000	1,100.00	11,778.95	0.00	3,221.05	21.47
TOTAL PURCHASED/CONTRACT SERV	96,740	96,740	3,163.44	41,769.27	0.00	54,970.73	56.82
SUPPLIES							
01-57400-310 OFFICE SUPPLIES	1,500	1,500	34.23	1,020.18	0.00	479.82	31.99
01-57400-340 CELLULAR PHONES	720	720	45.00	507.00	0.00	213.00	29.58
01-57400-355 SUBSCRIPTIONS	1,425	1,425	0.00	1,113.29	0.00	311.71	21.87
01-57400-360 BOOKS & PUBLICATIONS	200	200	0.00	0.00	0.00	200.00	100.00
01-57400-365 OFFICE PRINTING COSTS	6,000	6,000	4,230.00	4,230.00	0.00	1,770.00	29.50
TOTAL SUPPLIES	9,845	9,845	4,309.23	6,870.47	0.00	2,974.53	30.21
DEPRECIATION & AMORT							
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TOTAL MARKETING	167,620	167,620	12,296.67	109,673.42	0.00	57,946.58	34.57

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
SPECIAL EVENTS

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
<hr/>							
PERSONNEL SERVICES							
01-57500-100 PERSONNEL SERVICES	55,000	55,000	4,336.60	54,975.62	0.00	24.38	0.04
TOTAL PERSONNEL SERVICES	55,000	55,000	4,336.60	54,975.62	0.00	24.38	0.04
PURCHASED/CONTRACT SERV							
01-57500-225 ASSOC. MEETINGS & SEMINAR	6,100	6,100	12.50	488.92	0.00	5,611.08	91.98
01-57500-226 MEMBERSHIP DUES	500	500	0.00	0.00	0.00	500.00	100.00
01-57500-229 CAREER DEVELOPMENT	2,500	2,500	0.00	321.15	0.00	2,178.85	87.15
TOTAL PURCHASED/CONTRACT SERV	9,100	9,100	12.50	810.07	0.00	8,289.93	91.10
SUPPLIES							
01-57500-310 OFFICE SUPPLIES	1,500	1,500	120.67	1,178.72	0.00	321.28	21.42
01-57500-340 CELLULAR PHONES	720	720	45.00	492.00	0.00	228.00	31.67
01-57500-355 SUBSCRIPTIONS	250	250	0.00	0.00	0.00	250.00	100.00
01-57500-360 BOOKS & PUBLICATIONS	300	300	0.00	0.00	0.00	300.00	100.00
TOTAL SUPPLIES	2,770	2,770	165.67	1,670.72	0.00	1,099.28	39.69
CAPITAL EXPENDITURES							
01-57500-400 EQUIPMENT & EVENTS SUPPOR	20,000	20,000	20.33	6,248.84	0.00	13,751.16	68.76
TOTAL CAPITAL EXPENDITURES	20,000	20,000	20.33	6,248.84	0.00	13,751.16	68.76
DEPRECIATION & AMORT							
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TOTAL SPECIAL EVENTS	86,870	86,870	4,535.10	63,705.25	0.00	23,164.75	26.67

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	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEPARTMENTAL EXPENDITURES							
INTERFUND/INTERDEPTMENTL							

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
EMPLOYEE BEBEBITS

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
PERSONNEL SERVICES							
01-59000-151 F.I.C.A.	46,558	46,558	3,739.62	44,817.73	0.00	1,740.27	3.74
01-59000-152 MEDICARE	10,889	10,889	874.55	10,490.75	0.00	398.25	3.66
01-59000-153 RETIREMENT PLAN 401(a)	142,907	142,907	32,670.00	144,172.00	0.00 (1,265.00)	0.89-
01-59000-154 WORKERS COMP INSURANCE	2,500	2,500	229.84	2,021.30	0.00	478.70	19.15
01-59000-155 HEALTH INSURANCE	99,000	99,000	83.33	50,141.14	0.00	48,858.86	49.35
01-59000-156 DENTAL INSURANCE	4,050	4,050	0.00	3,052.33	0.00	997.67	24.63
01-59000-157 LIFE INSURANCE	1,350	1,350	150.00	1,695.00	0.00 (345.00)	25.56-
01-59000-158 SHORT / LONG TERM DISABIL	3,144	3,144	245.68	2,717.87	0.00	426.13	13.55
01-59000-159 UNEMPLOYMENT CHARGES	5,000	5,000	0.00	0.00	0.00	5,000.00	100.00
01-59000-160 VISION INSURANCE	540	540	0.00	447.93	0.00	92.07	17.05
01-59000-161 COMPENSATED ABSENSES	52,000	52,000	0.00	0.00	0.00	52,000.00	100.00
TOTAL PERSONNEL SERVICES	367,938	367,938	37,993.02	259,556.05	0.00	108,381.95	29.46
TOTAL EMPLOYEE BEBEBITS	367,938	367,938	37,993.02	259,556.05	0.00	108,381.95	29.46

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 201801 -GENERAL FUND
DEBT SERVICE

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
<hr/>							
DEBT SERVICE							
<hr/>							
OTHER FINANCING USES							
01-59800-990 TRANS OUT TO DEBT SERVICE	2,140,955	2,140,955	0.00	2,140,955.00	0.00	0.00	0.00
TOTAL OTHER FINANCING USES	2,140,955	2,140,955	0.00	2,140,955.00	0.00	0.00	0.00
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TOTAL DEBT SERVICE	2,140,955	2,140,955	0.00	2,140,955.00	0.00	0.00	0.00

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

01 -GENERAL FUND
TRANSFER OUT

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
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OTHER FINANCING USES							
01-59999-990 INTERFUND TRANSFERS OUT	6,701,225	9,681,225	0.00	9,681,225.00	0.00	0.00	0.00
TOTAL OTHER FINANCING USES	6,701,225	9,681,225	0.00	9,681,225.00	0.00	0.00	0.00
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TOTAL TRANSFER OUT	6,701,225	9,681,225	0.00	9,681,225.00	0.00	0.00	0.00
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TOTAL EXPENDITURES	12,461,518	15,441,518	251,575.51	14,832,583.67	140,984.38	467,949.95	3.03
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0	0 (225,249.34)	(1,746,057.54)	(140,984.38)	1,887,041.92	0.00

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

02 -PROJECTS FUND
FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
REVENUE SUMMARY							
FESTIVALS & EVENT INCOME	0	0	0.00	56,888.43	0.00 (56,888.43)	0.00
INVESTMENT INCOME	0	0	0.00	89,087.12	0.00 (89,087.12)	0.00
MISCELLANEOUS	0	0	0.00	1,070,256.08	0.00 (1,070,256.08)	0.00
OTHER FINANCING SOURCES	10,006,620	12,986,620	0.00	9,681,225.00	0.00	3,305,395.00	25.45
TOTAL REVENUES	10,006,620	12,986,620	0.00	10,897,456.63	0.00	2,089,163.37	16.09
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
OPERATING EXPENSES	564,400	443,188	30,970.00	212,581.13	27,129.32	203,477.55	45.91
CAPITAL OUTLAY	6,447,062	9,598,274	126,484.70	4,068,267.83	3,570,049.86	1,959,956.31	20.42
AFFORDABLE HOUSING	50,000	0	0.00	0.00	0.00	0.00	0.00
ECONOMIC DEVELOPMENT	1,870,158	1,870,158	34,386.61	1,272,934.94	429,259.57	167,963.49	8.98
PROJECTS AND PROGRAMS	1,075,000	1,075,000	94,630.78	813,828.77	202,295.15	58,876.08	5.48
TOTAL EXPENDITURES	10,006,620	12,986,620	286,472.09	6,367,612.67	4,228,733.90	2,390,273.43	18.41
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	0	0	(286,472.09)	4,529,843.96	(4,228,733.90)	(301,110.06)	0.00

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
FESTIVALS & EVENT INCOME							
02-44100 FESTIVAL & EVENT INCOME	0	0	0.00	56,888.43	0.00 (56,888.43)	0.00
TOTAL FESTIVALS & EVENT INCOME	0	0	0.00	56,888.43	0.00 (56,888.43)	0.00
INTERGOVERNMENTAL REV							
INVESTMENT INCOME							
02-46100 INTEREST INCOME	0	0	0.00	89,087.12	0.00 (89,087.12)	0.00
TOTAL INVESTMENT INCOME	0	0	0.00	89,087.12	0.00 (89,087.12)	0.00
MISCELLANEOUS							
02-48100 MISCELLANEOUS INCOME	0	0	0.00	1,070,256.08	0.00 (1,070,256.08)	0.00
TOTAL MISCELLANEOUS	0	0	0.00	1,070,256.08	0.00 (1,070,256.08)	0.00
OTHER FINANCING SOURCES							
02-49100 OTHER FINANCING SOURCES	3,305,395	325,395	0.00	0.00	0.00	325,395.00	100.00
02-49900 TRANSFERS IN	6,701,225	12,661,225	0.00	9,681,225.00	0.00	2,980,000.00	23.54
TOTAL OTHER FINANCING SOURCES	10,006,620	12,986,620	0.00	9,681,225.00	0.00	3,305,395.00	25.45
TOTAL REVENUES	10,006,620	12,986,620	0.00	10,897,456.63	0.00	2,089,163.37	16.09

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

02 -PROJECTS FUND
OPERATING EXPENSES

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
<hr/>							
PURCHASED/CONTRACT SERV							
02-58100-202 CONTINGENCY EXPENSE	100,000	100,000	0.00	0.00	0.00	100,000.00	100.00
02-58100-203 CONTRACTUAL EXPENSE	325,000	203,788	22,510.00	81,680.13	27,129.32	94,978.55	46.61
02-58100-207 RENT EXPENSE	14,400	14,400	0.00	6,000.00	0.00	8,400.00	58.33
02-58100-213 LEGAL FEES	125,000	125,000	8,460.00	124,901.00	0.00	99.00	0.08
TOTAL PURCHASED/CONTRACT SERV	564,400	443,188	30,970.00	212,581.13	27,129.32	203,477.55	45.91
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TOTAL OPERATING EXPENSES	564,400	443,188	30,970.00	212,581.13	27,129.32	203,477.55	45.91

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

02 -PROJECTS FUND
CAPITAL OUTLAY

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
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CAPITAL EXPENDITURES							
02-58200-401 BUILDINGS	766,435	3,654,935	95,000.00	3,411,842.09	2,183.56	240,909.35	6.59
02-58200-404 CONSTRUCTION IN PROGRESS	200,000	270,000	31,484.70 (4,946.67)	274,946.30	0.37	0.00
02-58200-405 SITE WORK AND DEMOLITION	73,957	73,957	0.00	2,884.08	4,758.00	66,314.92	89.67
02-58200-406 INFRASTRUCTURE AND STREET	5,406,670	5,599,382	0.00	658,488.33	3,288,162.00	1,652,731.67	29.52
TOTAL CAPITAL EXPENDITURES	6,447,062	9,598,274	126,484.70	4,068,267.83	3,570,049.86	1,959,956.31	20.42
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TOTAL CAPITAL OUTLAY	6,447,062	9,598,274	126,484.70	4,068,267.83	3,570,049.86	1,959,956.31	20.42

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 201802 -PROJECTS FUND
AFFORDABLE HOUSING

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
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CAPITAL EXPENDITURES							
02-58300-420 RESIDENTIAL IMPROVEMENT P	50,000	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL EXPENDITURES	50,000	0	0.00	0.00	0.00	0.00	0.00
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TOTAL AFFORDABLE HOUSING	50,000	0	0.00	0.00	0.00	0.00	0.00

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

02 -PROJECTS FUND
ECONOMIC DEVELOPMENT

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEPARTMENTAL EXPENDITURES							
CAPITAL EXPENDITURES							
02-58400-443 DIFA-ECONOMIC DEVELOPMENT	1,230,000	1,230,000	0.00	1,116,739.00	0.00	113,261.00	9.21
02-58400-444 ECONOMIC DEVELOPMENT GRAN	519,158	569,158	32,911.61	96,075.95	418,379.57	54,702.48	9.61
02-58400-445 MARKETING INCENTIVES	121,000	71,000	1,475.00	60,119.99	10,880.00	0.01	0.00
TOTAL CAPITAL EXPENDITURES	1,870,158	1,870,158	34,386.61	1,272,934.94	429,259.57	167,963.49	8.98
TOTAL ECONOMIC DEVELOPMENT	1,870,158	1,870,158	34,386.61	1,272,934.94	429,259.57	167,963.49	8.98

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

02 -PROJECTS FUND
PROJECTS AND PROGRAMS

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEPARTMENTAL EXPENDITURES							
CAPITAL EXPENDITURES							
02-58500-460 COMMUNITY POLICING INNOVA	372,000	372,000	89,344.84	293,292.82	78,707.15	0.03	0.00
02-58500-470 COMMUNITY SUPPORT PROJECT	125,000	125,000	0.00	0.00	92,923.00	32,077.00	25.66
02-58500-480 COMMUNITY SPECIAL EVENTS	578,000	578,000	5,285.94	520,535.95	30,665.00	26,799.05	4.64
TOTAL CAPITAL EXPENDITURES	1,075,000	1,075,000	94,630.78	813,828.77	202,295.15	58,876.08	5.48
TOTAL PROJECTS AND PROGRAMS	1,075,000	1,075,000	94,630.78	813,828.77	202,295.15	58,876.08	5.48

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

02 -PROJECTS FUND
TRANSFER OUT - ASSET TRA

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEPARTMENTAL EXPENDITURES							
OTHER FINANCING USES							
TOTAL EXPENDITURES	10,006,620	12,986,620	286,472.09	6,367,612.67	4,228,733.90	2,390,273.43	18.41
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0	0 (286,472.09)	4,529,843.96 (4,228,733.90) (301,110.06)	0.00

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

03 -DEBT SERVICE
FINANCIAL SUMMARY

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
REVENUE SUMMARY							
INVESTMENT INCOME	0	0	0.00	10,073.60	0.00 (10,073.60)	0.00
OTHER FINANCING SOURCES	2,140,955	2,140,955	0.00	2,140,955.00	0.00	0.00	0.00
TOTAL REVENUES	2,140,955	2,140,955	0.00	2,151,028.60	0.00 (10,073.60)	0.47-
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
DEBT SERVICES	2,140,955	2,140,955	1,904,977.70	2,138,785.97	0.00	2,169.03	0.10
TOTAL EXPENDITURES	2,140,955	2,140,955	1,904,977.70	2,138,785.97	0.00	2,169.03	0.10
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0	0	(1,904,977.70)	12,242.63	0.00 (12,242.63)	0.00

03 -DEBT SERVICE

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
INVESTMENT INCOME							
03-46100 INTEREST INCOME	0	0	0.00	10,073.60	0.00 (10,073.60)	0.00
TOTAL INVESTMENT INCOME	0	0	0.00	10,073.60	0.00 (10,073.60)	0.00
OTHER FINANCING SOURCES							
03-49900 TRANSFERS IN	2,140,955	2,140,955	0.00	2,140,955.00	0.00	0.00	0.00
TOTAL OTHER FINANCING SOURCES	2,140,955	2,140,955	0.00	2,140,955.00	0.00	0.00	0.00
TOTAL REVENUES	2,140,955	2,140,955	0.00	2,151,028.60	0.00 (10,073.60)	0.47-

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2018

03 -DEBT SERVICE
DEBT SERVICES

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
<hr/>							
PURCHASED/CONTRACT SERV	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<hr/>							
DEBT SERVICE							
03-59800-814 BOND 2012 PRINCIPAL	1,300,000	1,300,000	1,300,000.00	1,300,000.00	0.00	0.00	0.00
03-59800-815 BOND 2015 PRINCIPAL	370,000	370,000	370,000.00	370,000.00	0.00	0.00	0.00
03-59800-824 BOND 2012 INTEREST	328,550	328,550	164,275.20	327,380.97	0.00	1,169.03	0.36
03-59800-826 BOND 2015 INTEREST	141,405	141,405	70,702.50	141,405.00	0.00	0.00	0.00
03-59800-830 FINANCIAL AGENT FEES	1,000	1,000	0.00	0.00	0.00	1,000.00	100.00
TOTAL DEBT SERVICE	2,140,955	2,140,955	1,904,977.70	2,138,785.97	0.00	2,169.03	0.10
<hr/>							
OTHER FINANCING USES	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<hr/>							
TOTAL DEBT SERVICES	2,140,955	2,140,955	1,904,977.70	2,138,785.97	0.00	2,169.03	0.10

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 201803 -DEBT SERVICE
TRANSFER OUT

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEPARTMENTAL EXPENDITURES							
OTHER FINANCING USES							
TOTAL EXPENDITURES	2,140,955	2,140,955	1,904,977.70	2,138,785.97	0.00	2,169.03	0.10
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0	0 (1,904,977.70)		12,242.63	0.00 (12,242.63)	0.00

BOYNTON BEACH COMMUNITY REDEVELOPMENT AGENCY

(A Component Unit of the City of Boynton Beach, Florida)

Statement of Revenues, Expenditures and Changes in Fund Balances

Through Year to Date - September 30, 2018

	General Fund	Projects Fund	Debt Service Fund	Total Governmental Funds
REVENUES				
Tax increment revenue	\$ 11,776,328	\$ -	\$ -	\$ 11,776,328
Marina Rent & Fuel Sales	1,173,876	-	-	1,173,876
Contributions and donations	-	-	-	-
Interest and other income	137,265	1,216,232	10,074	1,363,570
Total revenues	<u>13,087,469</u>	<u>1,216,232</u>	<u>10,074</u>	<u>14,313,774</u>
EXPENDITURES				
General government	3,031,598	-	-	3,031,598
Redevelopment projects	-	8,928,238	-	8,928,238
Debt service:				-
Principal	-	-	1,670,000	1,670,000
Interest and other charges	-	-	468,786	468,786
Total expenditures	<u>3,031,598</u>	<u>8,928,238</u>	<u>2,138,786</u>	<u>14,098,622</u>
Excess (deficiency) of revenues over expenditures	<u>10,055,871</u>	<u>(7,712,006)</u>	<u>(2,128,712)</u>	<u>215,153</u>
OTHER FINANCING SOURCES (USES)				
Funds Transfers in	-	9,681,225	2,140,955	11,822,180
Funds Transfers out	(11,822,180)	-	-	(11,822,180)
Total other financing sources (uses)	<u>(11,822,180)</u>	<u>9,681,225</u>	<u>2,140,955</u>	<u>-</u>
Net change in fund balances	(1,766,309)	1,969,219	12,243	215,153
Fund balances - beginning of year	4,249,519	9,286,312	78,291	13,614,122
Fund balances - end of year	<u>\$ 2,483,210</u>	<u>\$ 11,255,531</u>	<u>\$ 90,534</u>	<u>\$ 13,829,275</u>

Footnote:

Transfers between funds include monies received from TIF and carryover from general fund balance.

The notes to the basic financial statements are an integral part of this statement.

BOYNTON BEACH COMMUNITY REDEVELOPMENT AGENCY

(A Component Unit of the City of Boynton Beach, Florida)

Budgetary Comparison Schedule

General Fund

Through Year to Date - September 30, 2018

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>
REVENUES			
Tax increment revenue	\$ 11,461,518	\$ 11,461,518	\$ 11,776,328
Marina Rent & Fuel Sales	1,000,000	1,000,000	1,173,876
Interest and other income	-	-	137,265
Total revenues	<u>12,461,518</u>	<u>12,461,518</u>	<u>13,087,469</u>
EXPENDITURES			
General government	<u>3,619,338</u>	<u>3,619,338</u>	<u>3,031,598</u>
Total expenditures	<u>3,619,338</u>	<u>3,619,338</u>	<u>3,031,598</u>
Excess of revenues over expenditures	<u>8,842,180</u>	<u>8,842,180</u>	<u>10,055,871</u>
OTHER FINANCING SOURCES (USES)			
Carryover fund balance		2,980,000	-
Transfers out	<u>(8,842,180)</u>	<u>(11,822,180)</u>	<u>(11,822,180)</u>
Total other financing sources (uses)	<u>(8,842,180)</u>	<u>(8,842,180)</u>	<u>(11,822,180)</u>
Net change in fund balances	<u>\$ -</u>	<u>\$ -</u>	<u>(1,766,309)</u>
Fund balances - beginning of year			<u>4,249,519</u>
Fund balances - end of year			<u>\$ 2,483,210</u>

The notes to the basic financial statements are an integral part of this statement.



ADVISORY BOARD ITEM 6.A.

CONSENT

SUBJECT:

CRA Advisory Board Meeting Minutes - September 6, 2018

SUMMARY:

See attached minutes.

CRAAB RECOMMENDATION:

Approve the September 6, 2018 CRA Advisory Board Minutes

ATTACHMENTS:

Description

- ▣ **September 6, 2018 CRA Advisory Board Minutes**



MINUTES OF THE CRA ADVISORY BOARD MEETING
710 NORTH FEDERAL HIGHWAY
BOYNTON BEACH, FLORIDA 33435
HELD ON THURSDAY, SEPTEMBER 6, 2018, AT 6:30 P.M.

PRESENT:

Linda Cross, Chair
Robert Pollock, Vice Chair
Rick Maharajh
Anthony Barber
James DeVoursney

Vicki Hill, CRA Financial Director
Thuy Shutt, CRA Assistant Director
Theresa Utterback, CRA Dev. Svcs. Mgr.
Bonnie Nicklien, Adm. Asst.
Lisa Tayar, Prototype, Inc.

ABSENT:

Thomas Murphy, Jr.
Allen Hendricks

1. Call to Order
The meeting was called to order at 6:31 p.m.
Pledge of Allegiance was recited.

2. Roll Call

Roll was called, and it was determined a quorum was present.

4. Agenda Approval
 - A. Additions, Deletions, Corrections to the Agenda
 - B. Adoption of Agenda

Motion made and duly seconded to adopt the agenda. In a voice vote, the motion passed unanimously.

5. Public Comment - None

6. Consent
 - A. Approval of CRA Advisory Board Minutes - August 2, 2018

Motion made by Mr. Maharajh, seconded by Vice Chair Pollock, to approve the minutes of the August 2, 2018 meeting. In a voice vote, the motion passed unanimously.

7. Assignments
 - A. Pending Assignments
 1. Consideration and Discussion of the Letter Submitted by the Community Caring Center Boynton Beach, Inc. (CCC) for their property located at 145 NE 4th Ave., Boynton Beach, Florida (Tabled)

- B. New Assignments from the August 14, 2018 CRA Board Meeting
 - 1. None
- 8. CRA Board Items for CRA Advisory Board Review and Recommendations
 - A. Old Business
 - 1. Consideration and Discussion of Fiscal Year 2018/2019 Budget

Ms. Hill reported that the CRA had adopted several suggestions made by the CRAAB subsequent to the prior budget discussions.

The Board then briefly discussed withdrawn and pending grants, property acquisition funds, rollover amounts, proceeds from property sales, the addition of funds for the women's club, property acquisition monies, reallocations, contributions and timeline for Ocean Breeze East, and non-profit grant stipulations and/or requirements.

It was noted that the Community Caring Job Fair had gone well with Mr. Barber indicating that he had hired two individuals for his business. He stated there had been a great environment, an abundance of job seekers, and the whole event had been nicely set up. Mr. Barber expressed disappointment that some businesses seemed to be in attendance solely for the purpose of promoting their business and had no jobs to offer. In response to Chair Cross's inquiry, Ms. Shutt indicated they will be following up and looking at statistics for the event including attendance, applications, and actual hires.

With regard to a new position in the CRA, the two part time consultants have been replaced with one fulltime position. That employee will be mapping all businesses in the area, working with those businesses to promote development, and training participants at various locations within the CRA.

Any additional suggestions the CRAAB members have regarding the budget will need to be addressed directly to the CRA at their next meeting as the budget will be finalized at that time.

It was suggested by Mr. Barber that a percentage of funds be allocated for Unity or MLK Day and was advised by Ms. Shutt that CRA funds are utilized for development purposes and that the City has taken over non-business related events such as the 4th of July. The CRA will still promote and fund Pirate Fest, Blarney Bash, and the holiday boat parade, however, they will be shifting their focus from citywide promotional events to conform with statutory requirements.

With regard to the property where the City had considered building a shell for \$1.2 million and then having to find tenants, it was decided a developer would be in a better position to develop the property. A RFP has gone out with two applicants responding; one a for-profit company and one a non-profit. The presentations will be made to the CRA at their next meeting.

Motion made by Mr. Barber, seconded by Vice Chair Pollock, to approve the Fiscal Year 2018/2019 Budget. In a voice vote, the motion passed unanimously.

2. Consideration of Registration and Travel Expenses to Attend the Florida Redevelopment Association 2018 Annual Conference on October 24-26, 2018 in Fort Myers, Florida

It was decided that only Mr. Barber would be attending the conference this year.

- B. New Business
 - 1. None

9. Future Agenda Items - none.

10. Adjournment

With no further business to discuss, the meeting adjourned at 7:15 p.m.

[Minutes transcribed by L. Tayar, Prototype, Inc.]



ADVISORY BOARD ITEM A.1.

OLD BUSINESS

SUBJECT:

Consideration of the FY 2018-19 Non-Profit Organization Grant Funding Program

SUMMARY:

The CRA Board approved the Nonprofit Organizations Grant Program (NOGP) for its first year of implementation in FY 2017-18. There are four categories that may be approved by the CRA Board for funding each fiscal year. These include: Removal of Slum and Blight, Economic/Business Development, Affordable and Workforce Housing, and Recreation and Cultural Facilities. The Board approved funding for the Economic/Business Development category initially in the beginning of FY 2017-18 and added the Affordable and Workforce Housing on March 13, 2018.

The attached draft FY 2018-19 Nonprofit Organizations Grant Program (NOGP) guidelines and review process is developed with parameters that would provide a funding framework and methodology for verifying effectiveness of the programs and activities supported by the CRA (see Attachment I). The program's parameters includes eligibility and review criteria, funding amount and categories, and deliverables to ensure an objective and consistent evaluation process for the Funding Evaluation Committee while providing the opportunity for the CRAAB's recommendation to the CRA Board for final funding amounts.

There were several modifications to the attached draft NOGP documents based on Board direction and lessons learned from the program's first year activities. The most significant was the incorporation of the CRAAB's review and funding recommendation for applications with a minimum total score of 50% from the Funding Evaluation Committee, prior to final CRA Board approval (see Attachment II). Additionally, the results of last year's grant activities indicated that with strict adherence to the established review criteria and consistent monitoring of the terms of the grant agreement, the NOGP may assist in the furtherance of the CRA Plan by addressing the Economic/Business Development and Affordable and Workforce Housing needs within the CRA Area.

Proposed grant documents, including application, instructions, form documents (including budget and quarterly/annual evaluation reports), and recommended evaluation criteria/scoring methodology are provided for Board review (see Attachments III). To facilitate the application process, the grant application will be made available electronically in editable formats on the CRA's website and in printed formats at the CRA Office.

Notice of available funding will be advertised through traditional methods (e.g. legal ad, emails, press

release, postings at public buildings, Creole and Spanish flyers - see Attachment IV) as well as eblasts, CRA website, and other available social media resources. Two pre-submission workshops are tentatively scheduled for October 29, 2018 at 1:00 P.M. and 6:00 P.M.

Staff recommends that Notice of Available Funding (NOFA) be issued for the Economic/Business Development and Affordable and Workforce Housing categories based on the recommended tentative schedule on Page 8 of the NOGP Guidelines and Page 1 of the NOGP Application Instructions. This will allow adequate time for the Funding Evaluation Committee's review and the CRAAB input prior to the CRA Board meeting on December 11, 2018. Should the Board approve alternate dates, staff will adjust the schedule accordingly taking into consideration the observed holidays.

HISTORY:

At the August 2, 2018 CRAAB meeting, the CRAAB recommended funding the following funding allocations for the FY 2018-19 Budget (see Attachment V):

- \$65,000 with 80% allocated to the Affordable and Workforce Housing category and 20% allocated to the Economic/Business Development category; and,
- \$27,712 to the Historic Woman's Club of Boynton Beach (HWCBB) building improvements.

The CRAAB based its decision on the FY 2017-18 NOGP results and felt that more tangible results may be obtained from funding the Affordable and Workforce Housing projects/programs consistent with the CRA's statutory requirements. At its September 11, 2018 the CRA Board approved a final allocation of \$95,000 for the NOGP (inclusive of the grant amount allocated to Pathway to Prosperity from FY 2017-18) as part of the adoption of the FY 2018-19 Budget.

FISCAL IMPACT:

FY 2018-19 Project Fund, line item 02-58500-470, \$95,000

CRA PLAN/PROJECT/PROGRAM:

2016 Boynton Beach Community Redevelopment Plan

CRAAB RECOMMENDATION:

1. Recommend approval of the issuance of the FY 2018-19 Nonprofit Organization Grant Program (NOGP) with \$76,000 (80%) allocated for the Affordable and Workforce Housing category and \$19,000 (20%) allocated for the Economic/Business Development category.
 2. Do not recommend approval of the issuance of the FY 2018-19 Nonprofit Organization Grant Program (NOGP) with \$76,000 (80%) allocated for the Affordable and Workforce Housing category and \$19,000 (20%) allocated for the Economic/Business Development category.
 3. The Board may consider an alternative upon review and discussion.
-

ATTACHMENTS:**Description**

- ▯ **Attachment I - FY 2018-19 NOGP Guidelines**
- ▯ **Attachment II - Minutes of the March 13, 2018 CRA Board Meeting**
- ▯ **Attachment III - FY 2018-19 Grant Application Package and Evaluation and Reporting Forms**
- ▯ **Attachment IV - FY 2018-2019 NOGP Flyer**
- ▯ **Attachment V - Minutes of the August 2, 2018 CRAAB Meeting**



Nonprofit Organization Grant Program

Fiscal Year 2018-19 Funding Cycle (Fall)

**Funding Availability for Economic/Business
Development Projects or Programs**

Boynton Beach Community Redevelopment Agency Nonprofit Organization Grant Program (NOGP)

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Boynton Beach Community Redevelopment Agency

Nonprofit Organization Grant Program (NOGP)

Fiscal Year 2018-19

Funding Framework

The mission of the Boynton Beach Community Redevelopment Agency (CRA) is to foster and directly assist in the redevelopment of the Community Redevelopment Area (CRA Area) in order to eliminate blight, create an economically sustainable downtown, and encourage economic growth, thus improving the attractiveness and quality of life of the CRA Area. The 2016 Boynton Beach Community Redevelopment Plan (CRA Plan) provides the framework for projects and activities intended to accomplish this mission, and offers objectives for redevelopment of the area that is also consistent with the citizens' visions as expressed through various redevelopment plans that have been consolidated into the current CRA Plan. In addition, the CRA Plan must be consistent with the City of Boynton Beach's Comprehensive Plan. In order to remain current in the fast-paced, ever changing economy of South Florida, both the CRA Plan and City of Boynton Beach Comprehensive Plan are periodically reviewed and updated in order to accurately reflect changing conditions and community objectives.

The CRA cannot fund the immense task of redevelopment on its own and encourages leveraged investment by private enterprise. With limited resources available for redevelopment efforts, the CRA allocates funding to projects and programs that will benefit the CRA Area. To assure the CRA is receiving the intended results from its projects and programs it is important that funding decisions be based on expectations of specific, measurable outcomes. In addition, since the implementation of a few strategically placed well-funded programs may have a much greater impact on the overall area than many inadequately funded ones, programs must be evaluated in the context of the CRA Plan, and implemented accordingly.

Therefore, the CRA's funding activities must align with the CRA Plan. Toward that end, the CRA has developed the Nonprofit Organization Grant Program (NOGP) as a methodology for evaluating the effectiveness of the programs and activities the CRA supports in furthering the CRA Plan.

Needs and Priorities for Funding

The CRA provides funding to address "Overall Needs" within the CRA Area. Along with the specific needs identified within the CRA Plan for the various districts of the CRA Area, the following "Overall Needs" are wide in scope and encompass some of the more serious problems that are prevalent throughout the CRA Area and contributed to the overall state of decline. These needs are addressed in previous CRA redevelopment plans and have been consolidated in the 2016 Boynton Beach Community Redevelopment Plan.

Removal of Slum and Blight (Demolition of Blighted Properties and Community Beautification and Clean-up Activities)

Economic/Business Development

Affordable and Workforce Housing Recreation & Cultural Facilities

While the CRA is the primary entity responsible for implementing the CRA Plan, the economic development envisioned by the CRA Plan may also be addressed through partnerships with other organizations. The NOGP has the potential to realize results without duplicating efforts through strategic alliances between the CRA and nonprofits that have a demonstrated capacity to address those needs. This program may be expanded in the future at the discretion of the CRA Board.

In order to better evaluate funding requests from those organizations and potential new non-profit "Partners," and measure the results of activities supported by CRA funds relative to the CRA's goals and objectives, the CRA developed the NOGP process and documents.

Funding Category for FY 2018-19

Economic/Business Development
Affordable and Workforce Housing

Nonprofit Organization Grant Program (NOGP)

The NOGP provides a strategic framework for awarding and evaluating funding for programs and projects that further the CRA Plan, and includes specific guidelines that provide clear and consistent means for the CRA to:

- Inform the community about CRA funding interests and intentions;
- Identify funding in each fiscal year that is eligible for strategic partnerships based on the four "Overall Needs" identified above (Removal of Slum and Blight, Affordable and Workforce Housing, Economic/Business Development, Recreation and Cultural Facilities);
- Advise potential applicants on how they may become partners in accomplishing short and long-term CRA goals;
- Consider and compare funding applications and make funding decisions; and,
- Measure and evaluate organization performance relative to projections once funding is awarded.

For the Economic/Business Development Category funded in FY 2018-19, the NOPG describes the kinds of activities the CRA will fund and the short-term outcomes and long-term impacts the CRA hopes to achieve in collaboration with its nonprofit partner. It includes tools to assist the CRA in assessing the success of projects and programs that receive CRA funding. Funding applications must demonstrate alignment with these guidelines.

Boynton Beach Community Redevelopment Agency (CRA) Funding Framework

	Economic/Business Development
<i>CRA funds these kinds of activities</i>	<ul style="list-style-type: none"> • Business incubator facilities/programs that focus on the following industries, and have the potential to create five or more jobs, such as: <ul style="list-style-type: none"> – Communication/Information Technology – Life Science – Culinary Industries – Arts and cultural Industries – Business & Financial Services – Clean Energy – Emerging Technologies – Corporate Headquarters
<i>To achieve these (short-term) outcomes</i>	<ul style="list-style-type: none"> • Establishment and/or expansion of technology-based businesses, culinary industries, arts and cultural industries, and similar industries • Creation of higher paying jobs located in the CRA Area • Higher occupancy in office buildings • Increased economic activity in the CRA Area • Diversified local economy in the CRA Area
<i>With these long-term impacts</i>	<ul style="list-style-type: none"> • Construction of new mixed-use buildings in the applicable CRA Districts • National recognition of Boynton Beach as a City where companies want to be • Higher tax base • Increased economic development
<i>Demonstrated by these kinds of measures of success</i>	<ul style="list-style-type: none"> • Number and types of new technology based business start-ups • Number of higher paying new jobs • Number of new mixed-use buildings • Number of new arts and cultural venues • Number of technology based businesses relocating to or expanding in the CRA Area • Dollars invested/capital raised • Increases in assessed values • Occupancy rates

The NOGP framework does not replace guidelines for various other CRA grant programs such as Commercial Façade Improvement Grant Program, Commercial Interior Build-Out Grant Program, Commercial Rent Reimbursement Grant Program, and Commercial Construction Permit Grant Program.

Amount of Funding:

The following guidelines regarding the amount of funding for which a potential Nonprofit Partner may apply are effective for Fiscal Year 2018-2019.

- CRA support for Nonprofit Partners will be subject to availability of funds and the quality of their applications relative to these guidelines.
- CRA support may not exceed 25% of an organization's total operating budget for the year or a maximum of \$75,000, whichever is less, for a specific requested project or program, unless approved by the CRA Board as specified below.
- The CRA Board may, at its discretion, approve a grant allocation in excess of 25% of an organization's operating budget for the year, up to a maximum of \$75,000, for a specific requested project or program in the following circumstances:
 - The project or program service area is located within CRA priority area(s);
 - The project or program supports CRA priority project(s); or,
 - CRA funds are leveraged with other investment or private enterprise.
- An organization is permitted to request support for only one project or program in FY 2018-19.
- Applicants may request funding for a maximum one-year period in any application, though applications may be submitted for the same project/program in more than one consecutive year.
- The inclusion of in-kind cash value and/or services as projected and/or current revenue will be given careful review by the CRA. The value of in-kind revenue must be thoroughly documented and in general should not exceed ten percent (10%) of the total project/program budget. For Affordable Housing programs, real estate donations will not be included in the 10% calculation.
- Nonprofit Partners that have received funding in prior years must submit applications annually for future funding; no future funding will be made based on past support.
- Funds will be disbursed quarterly in accordance with the "Funding Agreement" executed by each Nonprofit Partner upon approval of funding.

Along with organizational and programmatic considerations, the CRA will include financial factors in its review of funding proposals to determine whether or not and how much funding will be awarded to each applicant. Financial considerations may include projected and actual revenue and expenses for prior years, financial statements, the proposed program/project budget, committed and potential support from other funders, financial sustainability, and the CRA's own budget and available resources.

Types of Activities

At the CRA's sole discretion and as allowed by Florida Statutes, the CRA may provide the funding for the following types of activities for Nonprofit Partners' projects and programs that are requested in the grant application. Generally speaking, a **project** is defined as a set of activities that has definite start and end points and is relatively short in term (a year or less); the scope is clearly defined and somewhat narrow and not likely to change significantly during the life of the project. A **program** is longer in term or ongoing and may involve multiple related projects; the scope is broad and activities and objectives must be managed over time as the organization environment changes. Projects and programs are usually linked to identifiable organization work units or cost centers. Only expenses for projects or programs that benefit the CRA Area and further the CRA Plan are eligible for funding.

Administrative support / overhead expense	Day-to-day operating costs or expenses tied directly to the benefits to be received by the CRA; maximum allowed is 10% of project/program budget
Conferences/seminars	Expenses to hold or sponsor a conference, seminar, workshop, other training event
Consulting services	Professional staff support to assist with a project of mutual interest or to evaluate services provided by an organization
Equipment	Purchase of equipment, furnishings, or other materials
Film/video/radio	Film, video, or radio production
Program/project support	Direct costs to develop and/or implement specific projects or programs
Public relations services	Printing and duplicating, audio-visual and graphic arts production, assistance in planning job fairs or training sessions, public service announcements, and other activities to increase public awareness and promote the organization's project/program to the community and other stakeholders.
Use of facilities	Reduced office space for temporary periods

Eligibility for Funding

Organizations meeting the following criteria are eligible to apply for Nonprofit Partner funding:

- Mission consistent with the mission of the CRA
- Classified as tax-exempt under IRS 501(c)(3), at time of application
- In good standing with the State of Florida
- Priority will be given to principle businesses located in the CRA Area
- Serves residents or businesses of the CRA Area and/or intends to locate a project or program in the CRA Area will that will bring visitors to the district to participate in funded projects or programs.
- Demonstrated commitment by Board of Directors or governing board to the purpose of and accountability for CRA funds
- Demonstrated capacity to create jobs and economic opportunities through the requested project or program funding

Funding Cycle, Fiscal Year 2018-2019

CRA support for Nonprofit Partners will be allocated in an annual cycle, with specific dates and instructions published prior to the beginning of each cycle. Dates for Fiscal Year 2018-2019 (Fall) are as follows:

- October 15, 2018 Application Available online
- October 29, 2018 1 & 6PM Voluntary Pre-submission Workshop (Boynton Beach CRA Office)
- November 5, 2018, 5 PM Deadline for Request for Information or questions
- November 15, 2018, 5 PM Applications due to CRA Office (710 N. Federal Hwy., Boynton Beach)
- November 21 or 26, 2018 Funding Evaluation Committee review of applications
- December 2018 Presentation & potential funding decisions by CRAAB and CRA Board

The CRA has the right to adjust the dates as necessary. All applicants would be notified of any changes.

In addition, from time to time the CRA may offer special funding initiatives for community partners to provide services in response to emerging/changing community needs and resources.

Application Components

To request CRA support, interested organizations must submit an *Application for Funding*. The application, related forms, and instructions to complete and submit the application package are available on the CRA website. The application package is comprised of the following components, which are described in detail in the instructions.

- *Cover Letter* - signed by the Chair of the organization's Board of Directors to demonstrate Board commitment to the purpose of and accountability for the proposed project or program
- *501(c)(3) IRS Determination Letter, at time of application*

- *Evidence of good standing with the State of Florida*
- *Application for Funding* – includes organization information, a comprehensive narrative description of the proposed project/program, and budget data
- *Board of Directors* - List of Board members and officers, brief bio for each, and, if available, policies on Board roles & responsibilities and Board contributions
- *Strategic Plan* – Strategic Plan or other long-term planning document and, if available, policy on long-term planning
- *Budget and Budget Narrative* - past, current, and proposed organization budget figures and line item budget with justification for the proposed project/program
- *Project/Program Model* – graphic presentation to demonstrate how project/program activities deliver immediate products and services (outputs), which result in short-term changes (outcomes), that in the long-term address “Overall Needs” within the CRA Area (impacts)
- *Evaluation Plan* – a written plan to translate outputs and outcomes defined on the Project/Program Model to measureable indicators and identify specific procedures, personnel, schedule, and tools/instruments to collect, analyze, and report data on performance
- *Organization financial information* – most recent Financial Statement, IRS Form 990 or 990 EZ, as applicable, credit report, and Independent Financial Compilation, Review, or Audit (see Application Instructions)
- *Affiliation Agreements* - if applicable, documents describing current or planned collaborative partnerships with specific roles or resources that each partner will provide relative to the proposed project/program
- *Current Balance Sheet* – As of 7/31/18 or more recent

The CRA has the right to determine what documents included on the list are not applicable and request any additional information as necessary.

Application and Review Process

1. Previously funded Nonprofit Partners will be notified by email of the new funding cycle and public notice will be published on the CRA website.
2. Application and related forms and detailed instructions will be available in hard copy at the CRA office and by email on request.

3. Applications delivered to the CRA office in person by an organization representative, U.S. Mail, or courier service will be accepted from the opening of the funding cycle until the due date and time.
4. The CRA Assistant Director or designee will conduct a preliminary review of each application to confirm that the organization is eligible to apply and determine whether application components are present and complete.
5. The Assistant Director will recommend applications for review to the Funding Evaluation Committee, comprised of the CRA Executive Director or CRA Assistant Director, CRA Finance Director, and the CRA Development Services Manager.
6. The Funding Evaluation Committee will review each application according to established criteria and make preliminary funding recommendations to the CRAAB and CRA Board of Commissioners for applications that receives a minimum overall score of 50%.
7. At the discretion of the CRAAB and CRA Board, applicant organizations may be asked to make presentations based on the Project/Program Models and Evaluation Plans included as part of their funding applications to the CRA Board.
8. The CRA Board will consider and make final decisions regarding funding requests.

Application Review Criteria

Criteria to be used by the CRA's Funding Evaluation Committee in reviewing applications for funding are grouped into six categories weighted as follows:

Organization Capacity	20%
Need for Project/Program	20%
Project/Program Description	10%
Project/Program Model	20%
Evaluation Plan	10%
Budget & Sustainability	20%

Specific items will be rated by each member of the Funding Evaluation Committee on a scale of 1 to 5, worst to best possible response: (1) Unacceptable, (2) Minimal, (3) Satisfactory, (4) Good, (5) Excellent.

Specific criteria to be used by the committee to evaluate funding applications are as follows:

ORGANIZATION CAPACITY

- Length of time established, overall growth/stability
- Stability/growth of organization funding
- Board professional composition, role, commitment to program/project
- Demonstrated experience/success with similar project/program

- Project/program leadership and staff qualifications
- Collaborative relationships/affiliations relative to project/program
- Prior CRA funding experience with similar project/program
- External oversight/accreditation/affiliation
- Long term/strategic planning process
- Current strategic plan and status

NEED FOR PROGRAM/PROJECT

- Project/program need consistent with CRA “Overall Needs”
- Project/program need consistent with organization mission
- Documentation of project/program need
- Uniqueness/lack of duplication, or affiliation with similar resources

PROJECT/PROGRAM DESCRIPTION

- Innovative or proven approach and justification
- Target population(s) clearly defined and within guidelines
- Activities clearly described and consistent with project/program model
- Staff and resources adequate to implement activities
- Activities likely to result in stated outputs/outcomes
- Realistic time frame to implement project/program

PROJECT/PROGRAM MODEL/PROJECTED RESULTS

- Stated project/program goal clear and relevant to CRA “Overall Needs”
- Clear relationship between activities, outputs, and outcomes
- Activities appropriate to project/program goal
- Realistic outputs and outcomes relative to organization capacity
- Clear, measurable outputs
- Clear, measurable outcomes
- Project/program results likely to lead to stated impacts

EVALUATION PLAN

- All CRA-funded activities addressed
- Outputs presented with measurable indicators
- Outcomes presented with measurable indicators
- Evaluation processes clearly described (who, how/tools, when)

- Evaluation processes reasonable, appropriate
- Implementation responsibility/process clearly defined
- Application/usefulness of evaluation results

BUDGET & SUSTAINABILITY

- Adequate, appropriate expense budget to implement project/program
- Line item costs explained/justified in narrative
- Use of CRA funds clearly identified, may be tracked
- Sufficient mix of funding secured to implement project/program
- Non-CRA funding solicited/pending
- Financial documents demonstrate responsible financial management
- Realistic plans to sustain project/program

Accountability for Use of CRA Funds

Nonprofit Partners will be required to submit quarterly and annual evaluation and financial reports to provide data to support progress toward projected outcomes and to account for use of CRA funds. Report forms and instructions will be provided to organizations upon execution of funding agreements and will also be available at the CRA office and by email upon request.

Discrepancies in meeting projections included in final funding documents, whether performance fails to meet or exceeds those projections, must be addressed in the organization's Quarterly Evaluation Report, which may include, but not limited to, the following:

- Verifiable cumulative list of clients or location of activities funded by the program;
- Graduates and Job Creation Statistics (e.g. with minimum goal of 25% of clients residing or opening businesses within the CRA Area, etc.), as applicable to funding category;
- Quarterly workshops/training data, as applicable to funding category;
- Financial Statements (quarterly unaudited and annual audited) or supportive documents consistent with approved grant budget; and,
- Marketing and Outreach Plan and Statistics with documentation of efforts towards individuals who are served or residents of the CRA Area or own and operate a small business located in the CRA Area.

At its discretion, the CRA will work with Nonprofit Partners to address discrepancies, adjust projections, and/or improve performance.

Proposed changes to funding-related documents must be approved *in advance* by Thuy Shutt, CRA Assistant Director, as follows:

- *All* changes to the Project/Program Model or Evaluation Plan
- Changes of *more than 10%* in any Budget line item

Limitations on Communications – Cone of Silence/No Lobbying

As to any matter relating to the NOGP, any applicant or anyone representing an applicant is advised that they are prohibited from contacting or lobbying the BBCRA Board, BBCRA Advisory Board, BBCRA staff, or any other person working on behalf of the BBCRA on any matter related to or involved with the NOGP. For purposes of clarification, an applicant's representatives shall include, but not be limited to, the proposer's employees, partners, attorneys, officers, directors, consultants, lobbyists, or any actual or potential subcontractor or consultant of the applicant. There will be an opportunity for inquiries to be made of BBCRA staff during the scheduled Voluntary Pre-Submission Meeting. All inquiries must be in writing and directed to the BBCRA Assistant Director, Thuy Shutt, (ShuttT@bbfl.us). Any violation of this condition may result in rejection and/or disqualification of the application. This "Cone of Silence/No Lobbying" is in effect from the date of publication of the Notice of Funding Availability (NOFA) and shall terminate at the time the BBCRA Board selects an organization(s), rejects all application(s), or otherwise takes action which ends the solicitation process.

not located in the CRA District. They could have a satellite district, but first they need to be in the CRA District and lastly, the Community Caring Center was interested in the program, but could not make the deadline for this cycle.

Board Member Romelus asked why the CRA would open the grant to the Community Caring Center if the CRA was already allocating funds for them and learned the program is open to everyone. There are funds remaining and the Board could reissue another notice of available funding. The CRA has not allocated any funds to the Community Caring Center for their incubator program this year, but they did last year. This year, there was a request for assistance to relocate. Vice Chair Katz urged the Board to strictly regulate the grant so it would not become a money grabber. As the program expands, anyone who comes up with an idea could potentially become an economic development opportunity and the fund becomes a pile of available money. He thought the focus should be on business and economic development.

Board Member Romelus noted some people returned and were confused. She noted the program was new and there was a learning curve. She thought the grant should be reissued and supported option 2, which was to approve the reissuance of the NOGP for the remaining \$92,923 for economic development and affordable/workforce housing categories with a 30-day closing date. If no one applies within that time, they close the category, roll the funds over to the next year and educate the public the opportunity is available.

Motion

Board Member Romelus moved to her above statement. Vice Chair Katz seconded the motion.

Vice Chair Katz commented now that the Board understands the process, the Board should hold the line on suspect proposals. Board Member Casello requested adding on to the program, if an applicant has a rating of less than 50%, the Board should not consider the request. Both motion makers added the requirement to the motion

Vote

The motion passed 4-1 (*Board Member McCray dissenting.*)

4. Discussion Regarding Redevelopment Options for CRA Owned Parcels within the MLK, Jr. Boulevard Corridor

Mr. Simon explained this item was discussed at the January 18th meeting and the Board requested the Advisory Board review redevelopment options and solicit input from the public. There was a good turnout and the Advisory Board took note of the public's concern. The CRA Advisory Board recommendation was to pursue a mixed-use commercial/residential development as contained in the CRA Plan; incorporate

Application for Funding – Nonprofit Partner

Boynton Beach Community Redevelopment Agency

INSTRUCTIONS

Organizations interested in applying for financial support from the Boynton Beach Community Redevelopment Agency (CRA) are strongly encouraged to review the Nonprofit Organization Grant Program (NOGP) to evaluate eligibility and obtain complete guidelines. The NOGP application and related forms are available online at www.CatchBoynton.com.

IMPORTANT DATES, Fiscal Year 2017-18 (Spring) Funding Cycle

- October 15, 2018 Application Available online
- October 29, 2018 1 & 6PM Voluntary Pre-submission Workshop (Boynton Beach CRA Office)
- November 5, 2018, 5 PM Deadline for Request for Information or questions
- November 15, 2018, 5 PM Applications due to CRA Office (710 N. Federal Hwy., Boynton Beach)
- November 21 or 26, 2018 Funding Evaluation Committee review of applications
- December 2018 Presentation & potential funding decisions by CRAAB and CRA Board

The CRA has the right to adjust the dates as necessary. All applicants would be notified of any changes.

GENERAL INSTRUCTIONS

Your application must be completed using the Word format provided by the CRA. The application form uses the Palatino Linotype, 11 point font. Maintain this font and *single spacing* for your responses.

Before you begin to fill in the application:

- Read all of these application instructions carefully
- Re-name the file using the following format: Application, Name of Organization, Due Date.doc
- Fill in your organization name and the due date in the footer
- If requested funding is not linked to a specific named project or program within the organization but rather to an organization-wide activity, administrative function, or other component it must still correlate with a “Key Activity” on the organization’s project/program model. A project/program “title” should be assigned to identify it.

Enter all responses in the spaces provided. (Instructions for specific items follow.) Enter a response or “Not Applicable” for each item; do not leave any blanks.

Limit your narrative responses to the stated number of words. It is not necessary to use the maximum number of words – respond to each item as succinctly as possible to get your points across. (Use the Word Count feature in Word to check the exact number.)

You may find it helpful to draft your responses on a separate sheet and then copy-and-paste into the application form.

INDIVIDUAL APPLICATION ITEMS

Section I. ORGANIZATION INFORMATION

- 1 **Organization legal name:** as shown on the 501(c)(3) letter and dba (doing business as), if applicable
- 2 **Address:** physical location of main organization office
- 3 **Telephone:** telephone number, including area code, for main organization office
- 4 **Fax:** fax number, including area code, for main organization office
- 5 **Website:** organization website address
- 6 **Mission Statement:** Board-approved mission statement
- 7 **Executive Leader:** name of Executive Director or Chief Executive Officer
- 8 **Application Contact:** if applicable, contact person other than executive leader for application
- 9 **Title:** of Application Contact, if applicable
- 10 **Contact Telephone:** phone number for Application Contact, if applicable
- 11 **Email:** e-mail address for Application Contact, if applicable
- 12 **Year Established, Organization History and Growth (maximum 1,000 words):** provide brief overall history and key events that speak to your organization's strengths and qualifications, especially as they pertain to the proposed services for which you are requesting CRA support; include negative events or challenges you have overcome if you think doing so will strengthen your case
- 13 **Description/Programs (maximum 1,000 words):** provide brief overview of the organization's structure and programs, including those not incorporated in your request for support; use this broad description to create the context in which you are requesting support for specific programs or projects
- 14 **Long Term/Strategic Planning Process and Status of Current Plan (maximum 500 words):** describe organization's policy/process for long term/strategic planning and review; approval date and time frame for current plan; current action plan status; how plan/progress is tracked, etc.; attach plan (approved or adopted within past three years) and policy, if applicable
- 15 **Board Roles Responsibilities (maximum 500 words):** explain key Board roles and responsibilities, frequency of meetings, committee structure, etc.; *also attach list of Board officers and members including brief bio for each (maximum 250 words each), if applicable*

- 16 **Policy on Board Contributions (maximum 250 words):** Explain any formal or informal policy on Board member contributions; attach policy if applicable
- 17 **For current fiscal year, number of Board members contributing cash donations, donations raised from others, volunteer hours, in-kind donations:** the number of Board members that have contributed during the current fiscal year
- 18 **For current fiscal year, amount/value of Board member contributions of cash, donations raised from others, volunteer hours, in-kind donations:** the total dollar value of contributions by Board members represented in item #17
- 19 **Oversight, accreditation, affiliation:** if applicable, list “parent” organization or other entities with which the organization is professionally or legally affiliated for accreditation, evaluation, or mandatory or voluntary oversight (does not include funding sources, unless they also meet this criterion); include brief description of relationship

Section II. PROJECT/PROGRAM INFORMATION

- 20 **Project/Program Title:** specific project or program within the organization or organization-wide activity, administrative function, or other component; must correlate with a “Key Activity” on the Project/Program Model and be assigned a title.
- 21 **Prior CRA Funding for Same Project/Program (Yes/No):** has your organization received previous CRA funding for the same type of project or program?
- 22 **Time Period:** indicate the fiscal year(s) if organization has received prior CRA funding
- 23 **Boynton CRA Overall Need Addressed:** “Economic/Business Development” as discussed in the 2016 Boynton Beach Community Redevelopment Plan (CRA Plan) and the NOGP Funding Framework
- 24 **New or Existing Project/Program**
- 25 **If Existing Project/Program, Year Established**
- 26 **Project/Program Goal (maximum 150 words):** succinctly stated purpose or intended results of the project/program, *not* a description of it
- 27 **Need for Project/Program (maximum 1000 words):** *documented* problems, symptoms, or conditions that demonstrate the need for the project/program; justification; consequences if the need is not met; include data and references to support the need at the local, state, and/or national levels
- 28 **Description (maximum 500 words):** detailed description of how the project/program operates
- 29 **Target Audience or Persons Served (maximum 150 words):** intended audience or participants including geographic area (goal of 25% of clients residing or opening businesses within the CRA district as applicable to funding category), age range, and other demographics or characteristics

- 30 **Innovative or Proven Approach and Justification (maximum 500 words):** rationale or justification for the project/program approach including references and/or related data
- 31 **Uniqueness, or Justification for Duplication of Similar Area Project/Program (maximum 250 words):** how the project/program is unique or different from others in the area or, if there are similar projects/programs, why the project/program is justified
- 32 **Organization's Prior Experience with Project/Program or Similar (maximum 250 words)**
- 33 **Operating partnerships (maximum 500 words):** relationships with other organizations that are integral to operation of the project/program; formal and/or informal sharing or exchange of services, products, human resources, funding, etc. specific to this purpose; attach Affiliation Agreements if applicable
- 34 **Implementation Action Plan/Time Line:** time line to implement proposed project/program or make changes to existing operations, including key actions, dates, responsible staff if applicable (especially important for new projects/programs or significant changes); narrative or graphic presentation is acceptable
- 35 **Key Staff and Qualifications (maximum 500 words):** staff directly responsible for implementing, managing, and evaluating the project/program and brief summary of their relevant credentials and experience
- 36 **Potential Challenges and Strategies to Address Challenges (maximum 500 words)**

Section III. FINANCIAL INFORMATION

- 37 **Total Organization Budget:** Enter three Total Organization Budget amounts:
- Final *audited* Total Organization budget for the previous Fiscal Year
 - Board-approved Total Organization Budget for the current Fiscal Year; most recent figure if the budget has been revised during the year
 - Proposed Total Organization Budget for the fiscal year for which the request is being submitted; if the request is made for the current Fiscal Year, enter that amount again
- 38 **Project/Program Budget:** *total* budget amount for projects or programs included in this CRA application; should equal the "Total Expenses Project " shown on the CRA Budget, Attachment VII)
- 39 **Amount Requested:** of the total Project/Program Budget, dollar amount of request to CRA - should equal the CRA request amount in the CRA Budget (attached)
- 40 **Percent of Organization Budget:** percent of Amount Requested of the *Total Organization Budget* (not the Total Project/Program Budget); this amount generally may not exceed 25%. The CRA Board at their discretion may approve an amount over 25%, based on the criteria outlined in the NOGP Guidelines, but may not to exceed a total grant amount of \$75,000 per applicant (see NOGP Guidelines, Amount of Funding).

- 41 **Project/Program Time Period:** Fiscal Year or specific time frame within Fiscal Year in which proposed project/program will be completed
- 42 **Type(s) of Support Requested:** type of support as defined in the NOGP
- 43 **Other Support/Status and Plans for project/program sustainability (maximum 500 words):** planned and committed financial support including status of funds requested but not confirmed, as well as other factors expected to assure sustainability of the program; for time-limited projects, mix of funding and other support expected to make it possible to complete the project within the anticipated time frame

Section IV. APPLICATION CHECKLIST

- A. Cover Letter signed by Board President/Chair - stating: (1) the application package was endorsed by a majority vote of the board; include the date of the meeting in which the vote was taken; (2) the board understands that the CRA funding is to be utilized in conjunction with programs and operations that are consistent with the CRA's mission and the CRA Plan for the benefit of the Redevelopment Area, and (3) board members are committed to assisting the organization in working to achieve the measurable outcomes identified in the funding application. *If the Board meeting schedule precludes a review/vote prior to submitting the application, indicate in the letter the date that meeting will take place and send the full commitment letter before the CRA Board presentation*
- B. 501(c)(3) Letter (must be classified as tax-exempt under IRS 501(c)(3) at time of application)
- C. Evidence of Good Standing with the State of Florida
- D. Board of Directors/Officers list with bios (maximum 250 words each)
- E. Policy on Board roles & responsibilities, if applicable
- F. Policy on Board contributions, if applicable
- G. Strategic Plan or other long-term planning document
- H. Policy on strategic/long-term planning, if applicable
- I. Project/Program Model – *refer to separate instructions*
- J. Evaluation Plan - *refer to separate instructions*
- K. CRA Project/Program Budget Request - *refer to separate instructions*
- L. CRA Project/Program Budget Narrative - *refer to separate instructions*
- M. Financial Statement – current fiscal year-to-date through July
- N. Most recent Form 990 or 990 EZ, as applicable
- O. The Applicant's Experian consumer credit report must reflect an acceptable level of financial stability, within the sole discretion of the CRA, as an eligibility requirement for funding. A copy of the consumer report will be provided to the applicant upon request. Applicants must have an minimum Experian Intelliscore Plus Score of 26 or higher or Risk Class of "3" or lower to be eligible. A non-refundable fee of \$100 is required to obtain a consumer credit report on the business and principal/owners of business. Make check payable to: Boynton Beach CRA.
- P. One of the following financial statement services performed by a Certified Public Accountant (CPA):
 - Most recent Financial Statement Compilation for grant applications in excess of \$10,000;
 - Most recent Financial Statement Review for grant applications in excess of \$45,000; or,
 - Most recent Independent Financial Audit for grant applications in excess of \$70,000

- Q. Affiliation Agreements, if applicable (list) – only documents describing current or planned collaborative partnerships with specific roles or resources that each partner will provide relative to the proposed project/program are acceptable; *letters of general support will not be considered as a replacement for an Affiliation Agreement*
- R. Current Balance Sheet – As of 7/31/18 or more recent.

The CRA has the right to determine what documents included on the list are not applicable (NA) and request any additional information as necessary.

The checklist is provided to assure that the application is complete. Applicants will be advised of missing components and given a time-limited opportunity to add them. If the time frame passes and missing components are not provided, incomplete applications will not be given further consideration.

- Enter ✓(provided), X (not provided), or NA (not applicable) for each item on the checklist
- Enter titles and/or dates as requested for various documents

Section V. CERTIFICATION STATEMENT AND SIGNATURE

The name and title of the chief executive of the organization must be typed in and he or she must sign and date the certification statement in blue ink.

ASSEMBLING THE APPLICATION

Applicants must prepare one original unbound copy, one (1) hard copy of the complete application document in a three-ring loose-leaf binder with the left margin adjusted for the punched holes, and one electronic copy on a CD or jump drive. Note that printing on three-hole punch paper will preclude having to punch holes in all of the sheets. Assemble the pages of the complete application document in the following order:

Cover Letter

1. Application for Funding

2. Organization Information:

- 501(c)(3) Letter (must be classified as tax-exempt under IRS 501(c)(3) at time of application)
- Board of Directors list with bios
- Policy on Board roles & responsibilities, if applicable
- Policy on Board contributions, if applicable
- Strategic Plan or other long-term planning document
- Policy on strategic/long-term planning, if applicable

3. Project/Program Documents:

- Project/Program Model
- Evaluation Plan

4. Financial Information:

- CRA Project/Program Budget Request
- CRA Project/Program Budget Narrative
- Most recent Financial Statement
- Most recent Form 990 or 990 EZ, as applicable
- Most recent Financial Statement Compilation performed by a Certified Public Accountant (CPA) for grant applications in excess of \$10,000
- Most recent Financial Statement Review performed by a Certified Public Accountant (CPA) for grant applications in excess of \$45,000
- Most recent Independent Financial Audit performed by a Certified Public Accountant (CPA) for grant applications in excess of \$70,000
- Authorization to perform credit check for the business and each principal/owner of the business (attached)

5. Affiliation Agreements, if applicable

Print one (1) unbound original application document and mark it "ORIGINAL" at the top of the first page. Do not staple any of the pages together.

Place the cover letter on top and enter the remaining pages in order as instructed above behind the following five tabs:

- 1. Application Form**
- 2. Organization Information**
- 3. Project/Program Documents**
- 4. Financial Information**
- 5. Affiliation Agreements**

Scan and save your completed Application for Funding and CRA Combined Budget, including Project/Program Budget Narrative(s) as .pdf files (minimum 300 dpi resolution with autocolor format) in the same tabbed order as indicated above. Copy these files *and all other application attachments* onto a CD or jump drive. It is *NOT* necessary to convert all other attachments to .pdf files if they are not already saved in that format.

Label the CD or jump drive with your organization name and the submission due date.

SUBMISSION OF THE APPLICATION

Place the original unbound application, one (1) hard copy in a three-ring binder, and the CD or jump drive in a sealed box and deliver to the CRA office at the following address by hand, US mail, or courier service. Proof of delivery is recommended.

ATTENTION: Thuy Shutt, Assistant Director
Boynton Beach Community Redevelopment Agency
710 North Federal Highway
Boynton Beach, FL 33435
561-600-9098

The application package must be received at the CRA office on the due date by 5 PM. *Late applications will not be accepted.* Applications will not be accepted by fax or email.

QUESTIONS / TECHNICAL ASSISTANCE

You may submit questions by e-mail to ShuttT@bbfl.us by November 5, 2018, 5 PM, before the application deadline. Answers relevant to all applicants will be posted on the CRA website, www.catchboynton.com.

Application for Funding – Nonprofit Partner Boynton Beach Community Redevelopment Agency

The Boynton Beach CRA is a public agency and is governed by the “Florida Public Records Law” under Florida State Statutes, Chapter 119. Any documents provided by the Applicant(s) may be subject to production by the CRA upon receipt of a public records request, subject to any exemptions provided by Florida Law.

SUBMISSION OF AN APPLICATION IS NOT A GUARANTEE OF FUNDING

It is the responsibility of the applicant to READ AND UNDERSTAND all aspects of the Grant Program’s Rules/Requirements and Application.

NOTICE TO THIRD PARTIES: The grant application program does not create any rights for any parties, including parties that performed work on the project. Nor shall issuance of a grant result in any obligation on the part of the CRA to any third party. The CRA is not required to verify that entities that have contracted with the applicant have been paid in full, or that such entities have paid any subcontractors in full. Applicant’s warranty that all bills related to the Project for which the applicant is directly responsible is sufficient assurance for the CRA to award grant funding.

Section I. ORGANIZATION INFORMATION		
1 Organization Legal Name:		
<i>dba</i> , if applicable:		
2 Address:		
3 Telephone:	4 Fax:	5 Website:
6 Mission Statement:		
7 Executive Leader:		
8 Application Contact:		9 Title:
10 Contact Telephone:		11 Email:
12 Year Established, Organization History and Growth (maximum 1,000 words):		
13 Description/Programs (maximum 1,000 words):		
14 Long Term/Strategic Planning Process & Status of Current Plan (attach Plan) (maximum 500 words):		
15 Board Roles & Responsibilities (maximum 500 words):		
16 Policy on Board Contributions (maximum 250 words):		
17 For current fiscal year, number of Board Members contributing:		

___ Cash donations ___ Donations raised from others ___ Volunteer hours ___ In-kind donations			
18 For current fiscal year, amount/value of Board member contributions: _____ Cash donations _____ Donations raised from others _____ Volunteer hours _____ In-kind donations			
19 Oversight/Accreditation/Affiliation:			
Section II. PROGRAM/PROJECT INFORMATION			
20 Project/Program Title:			
21 Prior CRA Funding for Same Project/Program ___ Yes ___ No		22 If Yes, Time Period:	
23 Boynton Beach CRA Overall Need Addressed:			
24 Project/Program is ___ New or ___ Existing		25 If Existing, Year Established:	
26 Goal (maximum 150 words):			
27 Documentation of Need for Project/Program (maximum 1,000 words):			
28 Description (maximum 500 words):			
29 Target Audience or Persons Served (maximum 150 words):			
30 Innovative or Proven Approach and Justification (maximum 500 words):			
31 Uniqueness, or Justification for Duplication of Similar Area Project/Program (maximum 250 words):			
32 Prior Experience with Project/Program or Similar (maximum 250 words):			
33 Operating Partnerships (maximum 500 words):			
34 Implementation Action Plan/Time Line:			
35 Key Staff and Qualifications (maximum 500 words):			
36 Potential Challenges and Strategies to Address Them (maximum 500 words):			
Section III. FINANCIAL INFORMATION			
37 Total Organization Budget:	Previous FY \$	Current FY \$	Proposed \$
38 Project/Program Budget: \$	39 Amount Requested: \$	40 % of Org Budget	%
41 Time Period: Program/Project A:			
42 Type(s) of Support Requested:			
43 Other Support/Status and Plans for Sustainability (maximum 500 words):			

Section IV. APPLICATION CHECKLIST		
	A. Cover letter signed by Board President/Chair	
	B. 501(c)(3) IRS Determination Letter, must be classified as tax-exempt at time of application	
	C. Evidence of Good Standing with State of Florida	
	D. Board of Directors list with brief bios	
	E. Policy on Board roles & responsibilities, if applicable	Title:
	F. Policy on Board contributions, if applicable	Title:
	G. Strategic Plan or other long-term planning document	
	H. Policy on strategic/long-term planning, if applicable	Title:
	I. Project/Program Model	
	J. Evaluation Plan	
	K. CRA Project/Program Budget Request	
	L. CRA Project/Program Budget Narrative	
	M. Most recent Financial Statement	Time Period:
	N. Most recent Form 990 or 990 EZ (as applicable)	Fiscal Year:
	O. Completed Credit Authorization Form	
	P. Most or more recent Independent Financial Compilation, Review, or Audit	Fiscal Year:
	Q. Affiliation Agreements (if applicable list below):	
	R. Current Balance Sheet as of 7/31/18	

Section V. CERTIFICATION STATEMENT AND SIGNATURE

CERTIFICATION AND WAIVER OF PRIVACY:

I, the undersigned applicant(s), certify that all information presented in this application, and all of the information furnished in support of the application, is given for the purpose of obtaining a grant under the Boynton Beach Community Redevelopment Agency Nonprofit Organization Grant Program, and it is true and complete to the best of my knowledge and belief.

I further certify that I am aware of the fact that I can be penalized by fine and/or imprisonment for making false statements or presenting false information. I further acknowledge that I have read and understand the terms and conditions set forth and described in the Boynton Beach Community Redevelopment Agency Nonprofit Organization Grant Program Rules and Requirements.

I understand that this application is not a guarantee of grant assistance, and that award of grants is at the sole discretion of the Boynton Beach Community Redevelopment Agency Board. I understand that the purpose of the grant is to further the Boynton Beach Community Redevelopment Plan, and that the Boynton Beach Community Redevelopment Agency may decline my application for any legal reason, including the reason that granting the award will not further the Community Redevelopment Plan. Should my application be approved, I understand that the CRA may, at its sole discretion, discontinue subsidy

payments at any time if in its sole and absolute determination it feels such assistance no longer meets the program criteria or is no longer in furtherance of the Boynton Beach Community Redevelopment Plan.

I hereby waive my rights under the privacy and confidentiality provision act, and give my consent to the Boynton Beach Community Redevelopment Agency, its agents and contractors to examine any confidential information given herein. I further grant permission, and authorize any bank, employers or other public or private agency to disclose information deemed necessary to complete this application.

I give permission to the Boynton Beach Community Redevelopment Agency or its agents to take photos of myself and business to be used to promote the program.

As Chief Executive of the applicant organization I certify that (1) the information provided in this application is correct and complete to the best of my knowledge; (2) I am committed to the purpose of the proposed project or program and will work with Board and staff members to accomplish its stated outcomes; and, (3) I will be accountable for compliance with all CRA requirements for operation, evaluation, and reporting.

Chief Executive Signature

Date Submitted

Print Name/Title

Funding Evaluation Plan - Instructions

Boynton Beach Community Redevelopment Agency (CRA)

The Evaluation Plan serves as the basis for required quarterly and annual reports in which funded organizations will document their progress toward projected outputs and outcomes. The Evaluation Plan is designed to 1) translate outcomes from the Project/Program Model(s) into measureable performance indicators, and 2) to identify specific procedures, personnel, schedule, and tools/instruments to collect, analyze, and report data comparing actual to projected performance. *The Project/Program Model(s) must be complete before the Evaluation Plan may be developed.*

These instructions are intended to provide guidelines specific only to the Boynton Beach CRA Funding Evaluation Plan. Organizations with limited knowledge of or experience with evaluation planning are advised to obtain training and/or technical assistance.

1. Rename the file using the following format: "Eval Plan, Organization Name, Due Date.doc"
2. Enter the organization name, Fiscal Year for which funding is requested, and application due date in the footer
3. Complete the organization information
 - Organization – legal name of organization
 - Contact Person – person responsible for preparing the Evaluation Plan
 - Names of Project/Program, consistent with other application materials
 - Funding Period – fiscal year or part for which funding is requested for each project/program
4. Copy-and-paste the blank table as many times as needed to have one for each Key Activity listed in the Project/Program Model for the program/project.
5. Complete the table for each activity – the space will expand as you enter text:
 - Fill in the Key Activity number and name or brief description in a few words, just enough to identify the activity
 - List the OUTPUTS in the appropriate column to the left – be sure the indicators are measurable; you may be able to copy-and-paste each section directly from the Project/Program Model
 - Fill in the related Evaluation Process for each output (shown on the left) in the column to the right – include who will be involved in the process, specific methods and tools to be used to collect data, and the schedule or time frame for evaluation processes

- List the OUTCOMES/Measurable Indicators in the appropriate column to the left (below the Outputs) – be sure the indicators are measurable; you may be able to copy-and-paste each section directly from the Project/Program Model
 - Fill in the related Evaluation Process for each outcome (shown on the left) in the column to the right – include who will be involved in the process, specific methods and tools to be used to collect data, and the schedule for evaluation
 - Some evaluation processes may be used for more than one indicator – it is not necessary to repeat the entire description as long as you make this clear in the table
6. Repeat the above in a separate table for each activity shown on the Project/Program Model(s)
 7. Complete “Narrative response” items #1 - #10
 8. The Plan must be signed by the organization’s executive and Board leaders to indicate their approval and commitment; type in their names and correct titles under the signature line
 9. Attach the Project/Program Model(s) on which the Evaluation Plan was based

The Evaluation Plan serves as the basis for required quarterly and annual reports in which funded organizations will document their progress toward projected outputs and outcomes. Separate reporting forms for quarterly and annual reports are included in the application package.

Funding Evaluation Plan Boynton Beach Community Redevelopment Agency (CRA)

Organization _____ Contact Person _____

Project/Program Name _____ Funding Period _____

The Boynton Beach CRA is a public agency and is governed by the “Florida Public Records Law” under Florida State Statutes, Chapter 119. Any documents provided by the Applicant(s) may be subject to production by the CRA upon receipt of a public records request, subject to any exemptions provided by Florida Law.

SUBMISSION OF AN APPLICATION IS NOT A GUARANTEE OF FUNDING

It is the responsibility of the applicant to READ AND UNDERSTAND all aspects of the Grant Program’s Rules/Requirements and Application.

NOTICE TO THIRD PARTIES: The grant application program does not create any rights for any parties, including parties that performed work on the project. Nor shall issuance of a grant result in any obligation on the part of the CRA to any third party. The CRA is not required to verify that entities that have contracted with the applicant have been paid in full, or that such entities have paid any subcontractors in full. Applicant’s warranty that all bills related to the Project for which the applicant is directly responsible is sufficient assurance for the CRA to award grant funding.

Copy-and-paste table below to address each Key Activity included in the Project/Program Model for the Program/Project

PROGRAM/PROJECT		Activity #__:
OUTPUTS / Measurable Indicators	➔	Evaluation Process - Outputs: Who, Tools, When
OUTCOMES / Measurable Indicators	➔	Evaluation Process - Outcomes: Who, Tools, When

Narrative response:

1. Describe input, if any, to this Evaluation Plan, or the Project/Program Model(s) on which it is based, from outside consultants, staff, Board, funders, clients, or other organization stakeholders.
2. Does the organization engage in other evaluation activities and reporting? If so, describe briefly.

3. Will any additional cost be incurred to implement this Evaluation Plan? ____Yes ____ No If yes, describe specific items and amounts.
4. If applicable, have additional costs been included in the project/program budget?
5. Who will be responsible for coordinating the evaluation process and preparing quarterly/annual reports?
6. How will evaluation data be used for internal performance improvement?
7. Will evaluation data/reports be shared with organization staff?
8. Will evaluation data/reports be shared with the organization's Board of Directors?
9. The Boynton Beach CRA requires that evaluation data relative to CRA support be reported quarterly and at the end of the year. Will the data/reports be shared with other funders?
10. Who are other organization stakeholders? Will evaluation data/reports be shared with them?

CERTIFICATION AND WAIVER OF PRIVACY:

I, the undersigned applicant(s), certify that all information presented in this application, and all of the information furnished in support of the application, is given for the purpose of obtaining a grant under the Boynton Beach Community Redevelopment Agency Nonprofit Organization Grant Program, and it is true and complete to the best of my knowledge and belief.

I further certify that I am aware of the fact that I can be penalized by fine and/or imprisonment for making false statements or presenting false information. I further acknowledge that I have read and understand the terms and conditions set forth and described in the Boynton Beach Community Redevelopment Agency Nonprofit Organization Grant Program Rules and Requirements.

I understand that this application is not a guarantee of grant assistance, and that award of grants is at the sole discretion of the Boynton Beach Community Redevelopment Agency Board. I understand that the purpose of the grant is to further the Boynton Beach Community Redevelopment Plan, and that the Boynton Beach Community Redevelopment Agency may decline my application for any legal reason, including the reason that granting the award will not further the Community Redevelopment Plan. Should my application be approved, I understand that the CRA may, at its sole discretion, discontinue subsidy payments at any time if in its sole and absolute determination it feels such assistance no longer meets the program criteria or is no longer in furtherance of the Boynton Beach Community Redevelopment Plan.

I hereby waive my rights under the privacy and confidentiality provision act, and give my consent to the Boynton Beach Community Redevelopment Agency, its agents and contractors to examine any confidential information given herein. I further grant permission, and authorize any bank, employers or other public or private agency to disclose information deemed necessary to complete this application.

I give permission to the Boynton Beach Community Redevelopment Agency or its agents to take photos of myself and business to be used to promote the program.

Signatures below indicate approval of and commitment to this Evaluation Plan and the Project/Program Model on which it is based:

Chief Executive Signature Date

Chairperson, Board of Directors Date

Printed Name/Title

Printed Name

Attachment: Project/Program Model

DRAFT



AUTHORIZATION TO PERFORM A CREDIT CHECK

FOR NONPROFIT ORGANIZATION

The applicant hereby consents to and authorized the Boynton Beach Community Redevelopment Agency's ("CRA") investigation into the credit-worthiness of the applicant. Such consent and authorization is given with respect to any and all persons who may conduct an investigation of the applicant's credit-worthiness on behalf of the CRA, including independent contractors and credit agencies retained by the CRA for such purpose.

Any information provided to the CRA is a public record subject to the provisions of Ch. 119 F.S.

Applicant grants such consent and authorization to the CRA for the period commencing as of the date of this authorization and terminating on the date the grant has been fulfilled.

This applicant hereby waives and all claims, past, present or future, which the applicant may have against the CRA by reason of any credit investigation made pursuant to applicant's consent and authorization herein give to the CRA.

An authorization to Perform Credit Check needs to be complete by each Chief Executive of the nonprofit organization.

Business (d/b/a if applicable): _____

Federal Tax ID #: _____

Current Business Address: _____

State of Corporation: _____ Email: _____

Phone Number: _____ Fax Number: _____

Signature: _____ Date: _____

Title: _____

00874977-1

710 North Federal Highway, Boynton Beach, FL 33435 – Phone: (561) 737 -3256 Fax: (561) 737 -3258
www.catchboynton.com

	A	B	C	D	E	F	G	H	I	J	K
1	CRA Combined Budget Form - Funding Application FY 2018-19										
2	Organization Name										
3	Executive Leader & Key Financial Manager Names										
4	Previous FY (2017-18) Total Organization Budget			\$							
5	Program/Project Name										
6	Application Due Date			November 15, 2018							
7											
8	INCOME		FY 2017-2018 Budget		FY 2017-2018 Organization Fiscal YTD thru 9/30/18		Projected 2018-19 Organization Total Budget		FY 2018-19 Projected Total Project/Program		
9	Fees, Tickets, Registration, etc.										
10	Corporate Grants/Contributions										
11	Individual Donations										
12	Foundation Grants										
13	Government - Federal										
14	Government- Local/County										
15	Government- State										
16	In-Kind										
17	Interest Income										
18	Membership										
19	CRA Actual or Requested		-				-				
20	Other:										
21	Other:										
22	Other:										
23	Total Income		-		-		-		-		
24											
25	CRA % of Total Income		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!		
26											
27	NOTES:										
28	(1) The CRA Request in INCOME Column G should equal the CRA Request at the bottom of the EXPENSES budget										
29	(2) Total INCOME should equal Total EXPENSES to project a balanced budget in FY 2018-19 (Column G)										
30	(3) CRA % of projected Total Organization Income may not exceed 25% for FY 2018-19 (Column G) unless approved by CRA										
31	(4) Figures in Column I and, if applicable, Column K, should match Program/Project Budget Narrative										

	A	B	C	D	E	F	G	H	I	J	K
32	EXPENSES <i>See separate Instructions for line item definitions</i>		FY 2017-2018 Budget		FY 2017-2018 Organization Fiscal YTD thru 9/30/18		Projected FY 2018-19 Organization Total Budget		FY 2018-19 Projected Total Project/Program		
33	Salaries & Related Taxes										
34	Fringe Benefits										
35	Professional Svcs/Consulting										
36	Insurance										
37	Licenses, Registration, Permits										
38	Conferences & Meetings										
39	Copying & Printing										
40	Equipment Rental/Maintenance										
41	Rent/Mortgage & Maintenance										
42	Utilities										
43	Telecommunication										
44	Office & Program Supplies										
45	Postage & Delivery										
46	Local Travel										
47	Capital Expenditures										
48	Other:										
49	Other:										
50	Sub-Total Expenses		-		-		-		-		
51	___% Admin/Indirect Expense										
52	Total Expense		-		-		-		-		
53											
54	NET INCOME		-		-		-		-		
55											
56	Total Expenses Project						-				
57	CRA Request						-		-		
58											
59	NOTES:										
60	(1) Refer to separate Instructions for definitions of each line item expense										
61	(2) In Column G, CRA Request may be less than Total Expense as there may be other sources of revenue for the program(s)										
62	(3) Projected NET INCOME (Total Income minus Total Expense) should equal zero for a balanced budget in FY 2018-2019 (Column G)										

	A	B	C	D	E	F
1			CRA Project/Program Budget Narrative Form			
2						
3	Organization Name					
4	Project/Program Name					
5						
6	PROJECT/PROGRAM INCOME NARRATIVE		Amount	Justification / basis for budgeted amount (Insert lines for significant specific funding sources beneath line item categories)	C or P (2)	Date of: - P -Decision or - C - Funding Start (3)
7						
8	Fees, Tickets, Registration, etc.					
9	Corporate Grants/Contributions					
10	Individual Donations					
11	Foundation Grants					
12	Government- Federal					
13	Government- Local/County					
14	Government- State					
15	In-Kind					
16	Interest Income					
17	Membership					
18	CRA Request			See Combined Budget, Revenue Section		
19	Other:					
20	Other:					
21	Other:					
22	Total Income		-	Equals Total Income, Program/Project (Column I)		
23						
24	NOTES:					
25	(1) Insert additional rows for significant specific funding sources beneath each line item category					
26	(2) For each significant grant, contract, or contribution, indicate if it is (C) confirmed, or (P) decision pending					
27	(3) For each item in Column E, indicate date decision is expected for PENDING and date funding begins for CONFIRMED					
28	(4) CRA Request, Column C, should match Column I on the Combined Budget					
29	(5) Total Income should equal Project/Program, Total Income, (Column I)					
30						
31	COMMENTS:					

	A	B	C	D	E	F
32	PROJECT/PROGRAM EXPENSE NARRATIVE		Amount	Item Detail/Description		
33						
34	Salaries & Related Taxes:					
35						
36						
37						
38				- Total Salaries & Related Taxes		
39						
40	Fringe Benefits:					
41						
42						
43						
44				- Total Fringe Benefits		
45						
46	Professional Svcs/Consulting:					
47						
48						
49						
50				- Total Professional Services / Consulting		
51						
52	Insurance:					
53						
54						
55				- Total Insurance		
56						
57	Licenses, Registration, Permits:					
58						
59						
60				- Total Licenses, Registration, Permits		
61						
62	Conferences & Meetings:					
63						
64						
65				- Total Conferences & Meetings		
66						
67	Copying & Printing					
68						

	A	B	C	D	E	F
69	Equipment Rental/Maintenance					
70						
71	Rent/Mortgage & Maintenance					
72						
73	Utilities					
74						
75	Telecommunications					
76						
77	Office & Program Supplies					
78						
79	Postage & Delivery					
80						
81	Local Travel					
82						
83	Capital Expenditures					
84						
85	Other:					
86						
87	Other:					
88						
89	___% Admin/Indirect Expense					
90						
91	TOTAL EXPENSES			- Equals Total Expense, Program/Project, Combined Budget (Column I)		
92						
93						
94						
95						
96						
97						
98						
99						
100						
101						
102						
103						
104						
105						
106						
107						
108						
109						

SUMMARY PAGE

No.	Criterion	Max	Rating	%	Comments
	ORGANIZATION CAPACITY (20%) - ENTER RATINGS HERE				
1	Length of time established, overall growth/stability	5	0		
2	Stability/growth of organization funding	5	0		
3	Board composition, role, commitment to program/project	5	0		
4	Demonstrated experience/success with similar program/project	5	0		
5	Program/project leadership and staff qualifications	15	0		
6	Collaborative relationships/affiliations relative to program/project	5	0		
9	Strategic planning process/current plan	5	0		
	Organization Capacity Subtotal	45	0	0%	Formula: (Score X .20) ÷ maximum
	PROJECT/PROGRAM - Enter ratings on attached sheet				
	Project/Program - Need (20%)	20	0	0%	
	Project/Program - Description (10%)	30	0	0%	
	Project/Program Projected Results (20%)	35	0	0%	
	Project/Program - Evaluation Plan (10%)	35	0	0%	
	Project/Program - Budget & Sustainability (20%)	35	0	0%	
	Program A - Total, including Organization Capacity	200	0	0%	
NOTES AND COMMENTS (See also - Notes, Program/Project)				FUNDING RECOMMENDATION	
Committee Member:					Date:

Application Evaluation Form
Project/Program: Economic/Business Development or Affordable and Workforce Housing

1=Unacceptable 2=Minimal 3=Satisfactory 4=Good 5=Excellent					
No.	Criterion	Max	Rating	%	Comments
NEED FOR PROGRAM/PROJECT (20%)					
10	Project/program need consistent with CRA Overall Need	5	0		
11	Project/program need consistent with organization mission	5	0		
12	Documentation of program/project need	5	0		
13	Uniqueness/lack of duplication, or affiliation with similar resources	5	0		
	Need for Project/Program Subtotal	20	0	0%	Formula: (Score X .20) ÷ maximum
PROGRAM/PROJECT DESCRIPTION (10%)					
14	Innovative vs proven approach and justification	5	0		
15	Target population(s) clearly defined and within guidelines	5	0		
16	Activities clearly described and consistent with logic model	5	0		
17	Staff and resources adequate to implement activities	5	0		
18	Activities likely to result in stated outputs/outcomes	5	0		
19	Realistic time frame to implement program/project	5	0		
	Project/Program Description Subtotal	30	0	0%	Formula: (Score X .10) ÷ maximum
LOGIC MODEL / PROJECTED RESULTS (20%)					
20	Stated project/program goal clear and relevant to CRA Overall Need	10	0		
21	Clear relationship between activities, outputs, and outcomes	5	0		
22	Activities appropriate to project/program goal	5	0		
24	Clear, measurable outputs	5	0		
25	Clear, measurable outcomes	5	0		
26	Program/project results likely to lead to stated Impacts	5	0		
	Project/Program Model/Projected Results Subtotal	35	0	0%	Formula: (Score X .20) ÷ maximum
EVALUATION PLAN (10%)					
27	All CRA-funded activities addressed	5	0		
28	Outputs presented with measurable indicators	5	0		
29	Outcomes presented with measurable indicators	5	0		
30	Evaluation processes clearly described (who, how/tools, when)	5	0		
31	Evaluation processes reasonable, appropriate	5	0		
32	Implementation responsibility/process clearly defined	5	0		
33	Application/usefulness of evaluation results	5	0		
	Evaluation Plan Subtotal	35	0	0%	Formula: (Score X .10) ÷ maximum

Application Evaluation Form
Project/Program: Economic/Business Development or Affordable and Workforce Housing

1=Unacceptable 2=Minimal 3=Satisfactory 4=Good 5=Excellent					
No.	Criterion	Max	Rating	%	Comments
BUDGET & SUSTAINABILITY (20%)					
34	Adequate, appropriate expense budget to implement project/program	5	0		
35	Line item costs explained/justified in narrative	5	0		
36	Use of CRA funds clearly identified, may be tracked	5	0		
37	Sufficient mix of funding secured to implement project/program	5	0		
38	Mix & status of non-CRA funding solicited/pending	5	0		
39	Financial documents demonstrate responsible financial management	5	0		
40	Realistic plans to sustain project/program	5	0		
Budget & Sustainability Subtotal		35	0	0%	Formula: (Score X .20) ÷ maximum
TOTAL		155	0	0%	
NOTES AND COMMENTS					

Boynton Beach Community Redevelopment Agency
FUNDING APPLICATION SCREENING FY2018-19

Applicant _____ Program/Project _____

1. <input type="checkbox"/> Yes <input type="checkbox"/> No	Funding application was submitted by due date/time
Comments	
2. <input type="checkbox"/> Yes <input type="checkbox"/> No	Organization meets eligibility criteria to apply: <input type="checkbox"/> Mission consistent with CRA <input type="checkbox"/> Tax-exempt under 501(c)(3) <input type="checkbox"/> Located within CRA (_____ District) <input type="checkbox"/> Serves CRA residents and/or visitors <input type="checkbox"/> Demonstrated Board commitment to purpose/accountability
Comments	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No	Application package is complete: <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <input type="checkbox"/> Cover Letter signed by Board Chair <input type="checkbox"/> Board of Directors List and Bios <input type="checkbox"/> Project/Program Model <input type="checkbox"/> Budget Request <input type="checkbox"/> Financial Statement <input type="checkbox"/> Independent Financial Compilation/ Review/Audit (2017) <input type="checkbox"/> Policy on Board roles & responsibilities <input type="checkbox"/> Letter of Good Standing </div> <div style="width: 48%;"> <input type="checkbox"/> 501(c)(3) Documentation <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Evaluation Plan <input type="checkbox"/> Budget Narrative <input type="checkbox"/> Form 990 or 990 EZ (2013) <input type="checkbox"/> Credit Authorization & Fee <input type="checkbox"/> Affiliation Agreements <input type="checkbox"/> Policy on Board contributions </div> </div>
Comments	
4. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending	Board Resolution demonstrates: <input type="checkbox"/> Consistency of proposed project/program with specific CRA Overall Need <input type="checkbox"/> Board commitment to purpose and accountability for funding
Comments	
5. <input type="checkbox"/> Yes <input type="checkbox"/> No	Requested amount is within limit stated in NOGP Guidelines
Comments	

Recommendation: ☒ Full review of application ☐ No further consideration of application

Thuy Shutt
 Thuy Shutt, Assistant Director

11/ /18
 Date

	A	B	C	D	E	F	G	H	I
1	FY 2018-19								
2	CRA Quarterly Budget Report								
3	ORGANIZATION NAME: _____			FY 2018-19 Budget				Quarter: _____	
4									
5	INCOME		FY 2018-19 Quarter to	FY 2018-2019 Year-to-Date to		FY Budget 2018-19		Variance Favorable (Unfavorable)	
6	Fees, Tickets, Registration, etc.								
7	Corporate Grants/Contributions								
8	Individual Donations								
9	Foundation Grants								
10	Government - Federal								
11	Government- Local/County								
12	Government- State								
13	In-Kind								
14	Interest Income								
15	Membership								
16	CRA Actual or Requested								
17	Other:								
18	Other:								
19	Other:								
20	Total Income		-	-		-		-	
21									
22	Expense		FY 2018-19 Quarter to	FY 2018-2019 Year-to-Date to		FY Budget 2018-19		Variance Favorable (Unfavorable)	
23	Salaries & Related Taxes								
24	Fringe Benefits								
25	Professional Svcs/Consulting								
26	Insurance								
27	Licenses, Registration, Permits								
28	Conferences & Meetings								
29	Copying & Printing								
30	Equipment Rental/Maintenance								
31	Rent/Mortgage & Maintenance								
32	Utilities								
33	Telecommunication								
34	Office & Program Supplies								
35	Postage & Delivery								
36	Local Travel								
37	Capital Expenditures								
38	Other:								
39	Other:								
40	Sub-Total Expenses		-	-		-		-	
41	Total Expense		-	-		-		-	
42									
43	NET INCOME		-	-		-		-	
44									
45									

	A	B	C	D	E	F	G	H	I
46	CRA Budget Narrative Form								
47	ORGANIZATION NAME: _____				FY 2018-2019 Budget			Quarter: _____	
48	____ Exceeding Projection		____ On Target		____ Below Projection				
49	INCOME: Explanation of Variances								
50	Fees, Tickets, Registration, etc.								
51	Corporate Grants/Contributions								
52	Individual Donations								
53	Foundation Grants								
54	Government - Federal								
55	Government- Local/County								
56	Government- State								
57	In-Kind								
58	Interest Income								
59	Membership								
60	CRA Actual or Requested								
61	Other:								
62	Other:								
63	Other:								
64									
65									
66	____ Lower than Projection		____ On Target		____ Exceeding Projection				
67	EXPENSES: Explanation of Variances								
68	Salaries & Related Taxes								
69	Fringe Benefits								
70	Professional Svcs/Consulting								
71	Insurance								
72	Licenses, Registration, Permits								
73	Conferences & Meetings								
74	Copying & Printing								
75	Equipment Rental/Maintenance								
76	Rent/Mortgage & Maintenance								
77	Utilities								
78	Telecommunication								
79	Office & Program Supplies								
80	Postage & Delivery								
81	Local Travel								
82	Capital Expenditures								
83	Other:								
84	Other:								
85									

FUNDING AVAILABLE!



The Boynton Beach CRA is accepting applications for the Non-profit Organization Grant Program (NOGP).

Non-profit organizations serving the Boynton Beach community are invited to submit applications for financial assistance with Economic/Business Development or Affordable and Workforce Housing programs and activities in the furtherance of the CRA's Redevelopment Plan.

**Voluntary Pre-submission Workshops at
Boynton Beach CRA Office:
Monday, October 29, 2018
1:00 P.M.
6:00 P.M.**

**Submission Deadline at CRA Office, 710 N. Federal Highway:
November 15, 2018, 5:00 P.M.**

**For More Information Contact
Thuy ("Twee") Shutt
(561) 600-9098
ShuttT@bbfl.us**



¡FINANCIAMIENTO DISPONIBLE!



La CRA de Boynton Beach está aceptando solicitudes para el Programa de subsidio para organización no lucrativa (Non-profit Organization Grant Program, NOGP).

Las organizaciones no lucrativas que atienden a la comunidad de Boynton Beach están invitadas a enviar las solicitudes de asistencia financiera con los programas de Desarrollo económico/empresarial y vivienda asquible y las actividades para la promoción del Plan de remodelación de la CRA.

Talleres voluntarios antes del envío de solicitudes en la oficina de Boynton Beach CRA:

29 de octubre de 2018 a la 1:00 p.m. o 6:00 p.m.

Fecha límite para el envío de solicitudes a la oficina de la CRA, 710 N. Federal Highway:

15 de noviembre de 2018 a las 5:00 p.m.

Las solicitudes están disponibles en CatchBoynton.com

Para obtener más información,
comuníquese con
Thuy ("Twee") Shutt
(561) 600-9098
ShuttT@bbfl.us



GEN FINANSMAN DISPONIB!



Boynton Beach CRA ap aksepte aplikasyon pou Pwogram Sibvansyon Òganizasyon ak Bi Non Likratif (Non-profit Organization Grant Program, NOGP).

N ap envite òganizasyon ak bi non likratif yo sèvi kominote Boynton Beach yo pou soumèt aplikasyon yo pou asistans finansyè ak pwogram ak aktivite Devlopman Ekonomik/Biznis lojman abòdab or kay bon mache avansman Plan Redevlopman CRA a.

Atelye Vonlontè Avan ou Soumèt Aplikasyon nan Boynton Beach CRA:

29 oktob 2018, nan 1:00 PM oswa 6:00 PM

**Delè pou Soumèt nan CRA Office, 710 N. Federal Highway:
15 novanm 2018, 5:00 PM**

Aplikasyon yo disponib nan CatchBoynton.com

**Pou Jwenn Plis Enfòmasyon Kontakte
Thuy ("Twee") Shutt
(561) 600-9098
ShuttT@bbfl.us**



requirements. Discussion followed on various other events and how they relate to actual redevelopment. One idea being explored is “Rock the Plaza” events at various sites that attract people to actual businesses. Mr. Barber proposed \$20,000 from the \$92,000 be reallocated to support various events including MLK Unity Day that do not conflict with the CRA goals. General discussion followed on budget line items, grants, and allocations, especially as relates to best use of the \$92,000.

Motion made by Mr. Barber, seconded by Mr. Hendricks, to adopt the budget and propose \$65,000 instead of \$92,712 allocated percentage-wise, 80% to housing development and 20% to business incubation programs. In a voice vote, the motion passed unanimously (4-0).

Discussion: Mr. Hendricks was not sure if this is the right mix and gave examples of reasoning for questioning percentages. Ms. Shutt noted the first round was only authorized for economic development, and in the second round the Board added affordable housing. Mr. Barber was not in favor of P2P receiving funding; CCC will continue to receive money from CRA in several ways; can touch the work that Habitat for Humanity does; and that there is not enough evidence on record that the incubation program uses funds in such a way as to benefit the community.

After passing the motion, further discussion ensued on the remaining \$27,712. Mr. Simon gave examples of how the funds can be allocated, such as the Women’s Club could use funds towards maintenance projects such as painting, flooring, curtains, ceiling tiles, and upkeep for historical building. Also discussed was the MLK Corridor RFP and the Cottage District RFP.

Motion made by Mr. Barber, seconded by Mr. Maharajh, to take remaining funding that the CRA Board allocated from non-profit business/housing line item and move to line item for Historic Women’s Club of Boynton Beach exterior and interior prep and paint. In a voice vote, the motion passed unanimously (4-0).

Motion made by Mr. Maharajh, seconded by Mr. Barber, to pass budget as amended. In a voice vote, the motion passed unanimously (4-0).

10. Future Agenda Items – None

11. Adjournment

Upon motion duly made and seconded, the meeting was adjourned at 8:53 p.m.

Attachments: Fiscal Year 2018/2019 Budget Worksheets

[Minutes transcribed by M. Moore, Prototype, Inc.]



ADVISORY BOARD ITEM B.1.

NEW BUSINESS

SUBJECT:

Consideration of Purchase of a Portion of the Property Located at 1003 NE 3rd Street

SUMMARY:

The CRA is in the process of working with the City for the improvement of the NE 3rd Street right-of-way. Currently, NE 3rd Street dead ends at the south side of a CRA-owned property (340 NE 10th Avenue a.k.a. E. Martin Luther King, Jr. Boulevard) and a privately owned property located at 404 E. Martin Luther King Jr. Boulevard. Attachment I is a map showing the 3rd Street right-of-way and the adjacent properties. The CRA and City owns the properties to the east of the existing right-of-way (see Attachment I). These three lots have been identified as part of the MLK corridor redevelopment. It would be beneficial to the area to extend NE 3rd Street straight through to E. Martin Luther King Jr. Boulevard to provide a north/south access street for the distribution of traffic between E. Martin Luther King Jr. Boulevard and NE 9th Avenue from N. Railroad Avenue (which is one-way north at NE 9th Avenue) and N. Seacrest Blvd.

The extension of NE 3rd Street would require a 50' right-of-way improvement. Since the CRA does not own the property located at 404 E. Martin Luther King, Jr. Boulevard, NE 3rd Street needs to be shifted to the west and run straight north, utilizing the CRA-owned property located at 340 NE 10th Avenue to connect E. MLK Jr. Boulevard and NE 9th Avenue. In order to do so, a portion of the property to the west of NE 3rd Street (1003 NE 3rd Street) would need to be purchased for the roadway alignment.

The owner of the property located at 1003 NE 3rd Street has agreed to sell approximately 1,395.12 square feet to the CRA for the right-of-way improvements. The survey showing the portion of the property needed for the right-of-way improvements is included as Attachment II. The sales price of \$11,510.00 was calculated based on the appraised value of 1003 NE 3rd Street and the surveyed land needed for the road improvements. An appraisal was done on September 7, 2018 and is attached as Attachment III (specifically, see page 41).

Appraised Value of 1003 NE 3rd Street	= \$288,000.00
---------------------------------------	----------------

Sq. ft. of 1003 NE 3rd Street	= 34,878 sq. ft.
-------------------------------	------------------

Price per sq. ft. (\$288,000/34,878 sq. ft.)	= \$8.25 per sq. ft.
--	----------------------

Surveyed square footage needed for ROW
(147.71 ft. x 18.89 ft. = 2,790.24 sq. ft. x .5) = 1,395.12 sq. ft.

Sale Price (1,395.12 sq. ft. x \$8.25) = \$11,510.00

FISCAL IMPACT:

FY 2018 - 2019, Project Fund, Line Item 02-58200-401 \$11,510.00 plus closing costs

CRA PLAN/PROJECT/PROGRAM:

2016 Boynton Beach Community Redevelopment Plan - Heart of Boynton District

CRAAB RECOMMENDATION:

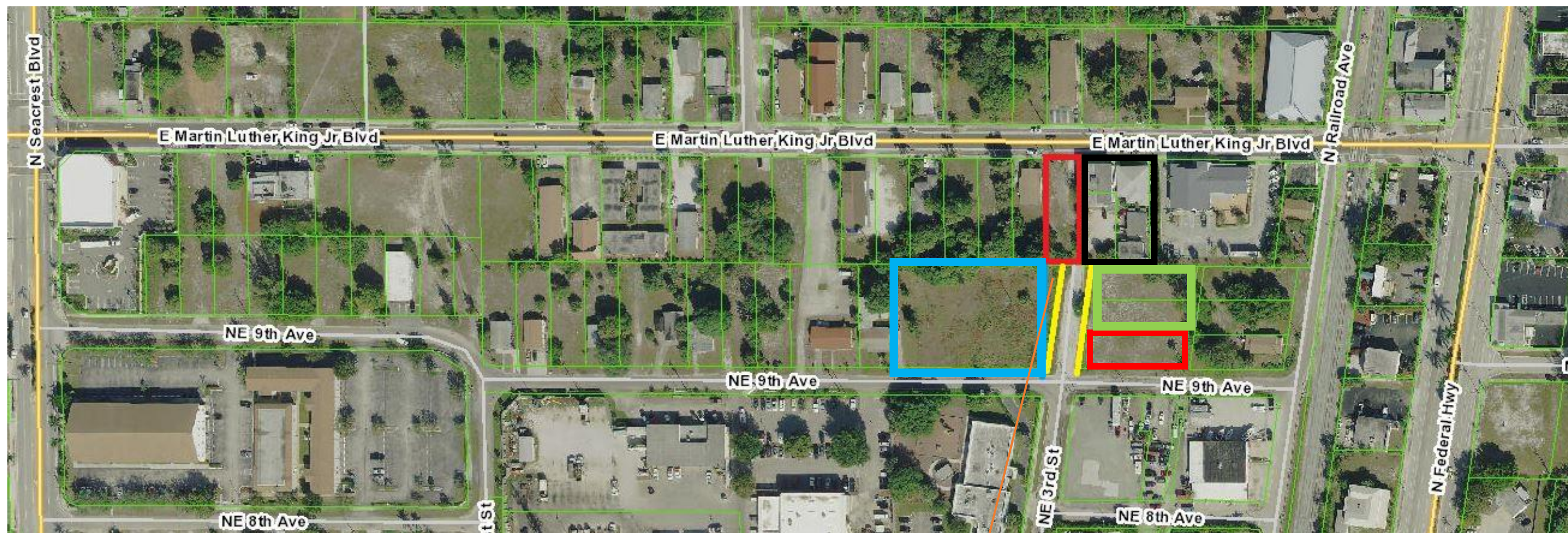
1. Recommend approval the purchase of 1,395.12 sq. ft. in the amount of \$11,510.00 for the NE 3rd Street right-of-way.
2. Do not recommend approval the purchase of 1,395.12 sq. ft. in the amount of \$11,510.00 for the NE 3rd Street right-of-way.

CRA BOARD OPTIONS:

ATTACHMENTS:

Description

- ▣ **Attachement I - Location Map**
- ▣ **Attachment II - Survey**
- ▣ **Attachment III - Appraisal by Vance Real Estate Service**

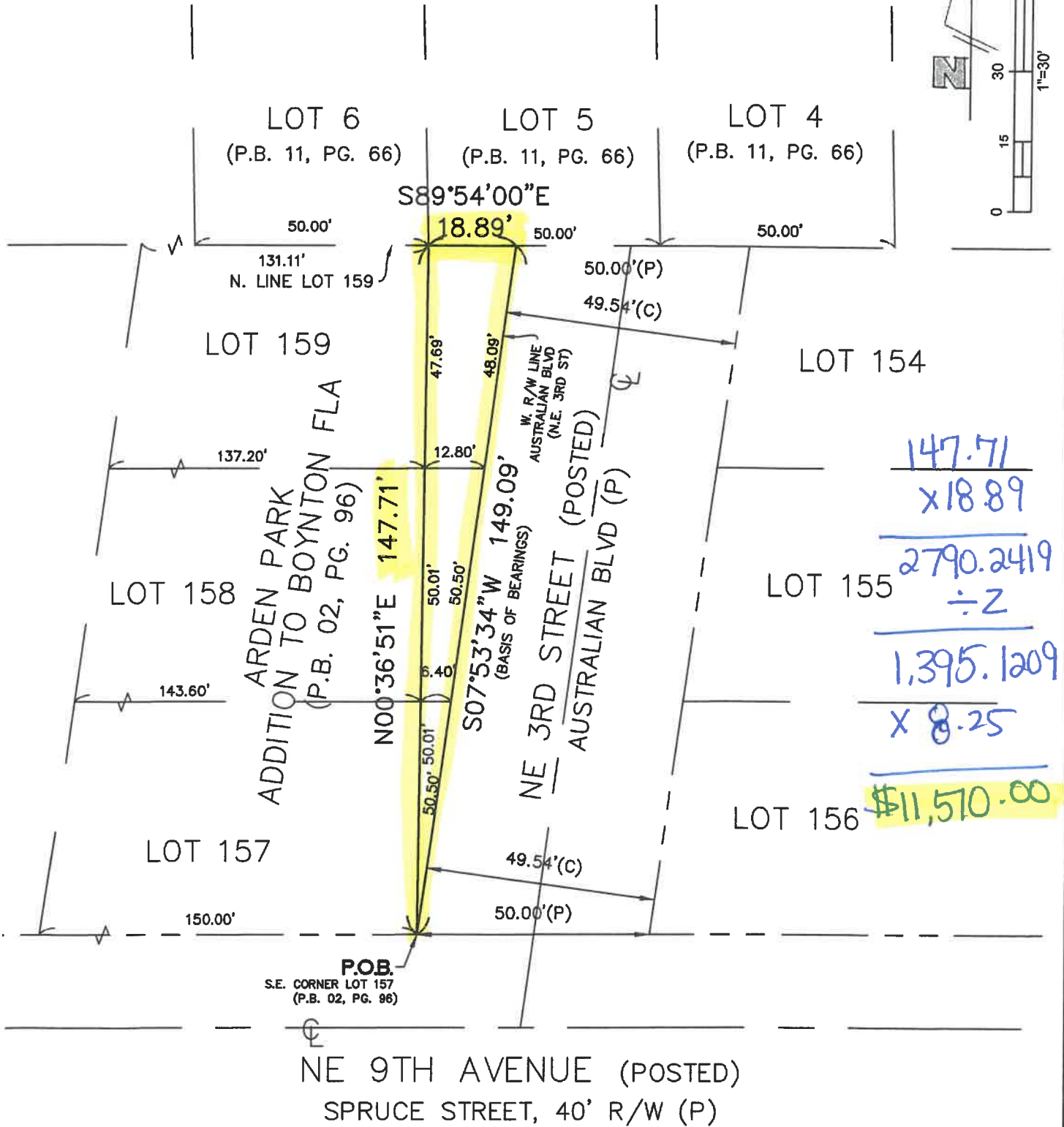
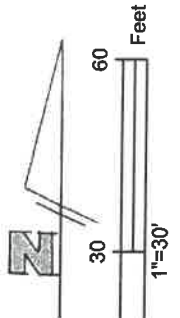


- Blue outline-1003 NE 3rd Street
- CRA owned properties
- City owned properties
- Private property – 404 E. MLK, Jr. Blvd.
- Existing NE 3rd Street layout

1,395.12 sq. ft. triangle between blue & yellow lines
Is the property needed to straighten NE 3rd Street
Purchase \$11,510.00

SKETCH AND LEGAL DESCRIPTION

A PORTION OF LOTS 157, 158, AND 159
OF ARDEN PARK ADDITION TO BOYNTON FLA, P.B. 02, PG. 96



Lot sq ft 34878 - Appraised Value \$288,000 = \$8.25 per sq ft.

WrightPSM, LLC
PROFESSIONAL SURVEYING AND MAPPING
2263 NW 3RD AVE BOCA RATON, FL 33431
(772) 538-1858 www.wrightpsm.com
CERTIFICATE OF AUTHORIZATION NO. L.B.8186

SCALE:	1"=30'	DATE:	09/03/2018
JOB NO.	18-0215	PAGE	2 OF 2

A P P R A I S A L R E P O R T

**VACANT LAND
1003 NORTHEAST 3RD STREET
BOYNTON BEACH, FLORIDA 33435**

by

**Vance Real Estate Service
7481 Northwest Fourth Street
Plantation, Florida 33317-2204**

for

**Boynton Beach Community Redevelopment Agency
710 North Federal Highway
Boynton Beach, FL 33435**

September 7, 2018



September 7, 2018

Boynton Beach Community Redevelopment Agency
710 North Federal Highway
Boynton Beach, FL 33435

RE: Vacant land, 1003 Northeast 3 Street, Boynton Beach, FL 33435
(Legal description is in the report.)

Ladies and Gentlemen:

In fulfillment of our agreement, we transmit our Appraisal Report, in which we develop an opinion of market value for the fee simple estate in the referenced real property as of September 7, 2018. The report sets forth our value conclusion, along with data and reasoning supporting our opinion.

This report was prepared for and our professional fee billed to Boynton Beach Community Redevelopment Agency. Our analyses have been prepared in conformance with the Uniform Standards of Professional Appraisal Practice (USPAP 2018-2019). This report is for possible acquisition of the appraised property.

Jesse B. Vance, Jr. and Claudia Vance visited the property. If you have questions or further needs, please contact the undersigned.

As a result of our analyses, we have developed the following opinion of the market value of the appraised property, subject to definitions, certifications, and limiting conditions set forth in the attached report.

TWO HUNDRED EIGHTY-EIGHT THOUSAND DOLLARS
\$288,000

(THIS LETTER MUST REMAIN ATTACHED TO THE REPORT WITH SIXTY-FOUR (64) NUMBERED PAGES FOR THE VALUE OPINION SET FORTH TO BE CONSIDERED VALID.)

Respectfully submitted,

Jesse B. Vance, Jr., MAI, SRA, ASA
State-Certified General Real Estate Appraiser RZ-85

Claudia Vance, MAI
State-Certified General Real Estate Appraiser RZ-173

“MBA” REAL ESTATE MANAGEMENT AND DEVELOPMENT

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INTRODUCTION



Unpaved NE 3 Street Looking South



Unpaved NE 3 Street Looking North



Subject Property Looking West



Looking South on NE 3 Street



Looking East on NE 9th Avenue

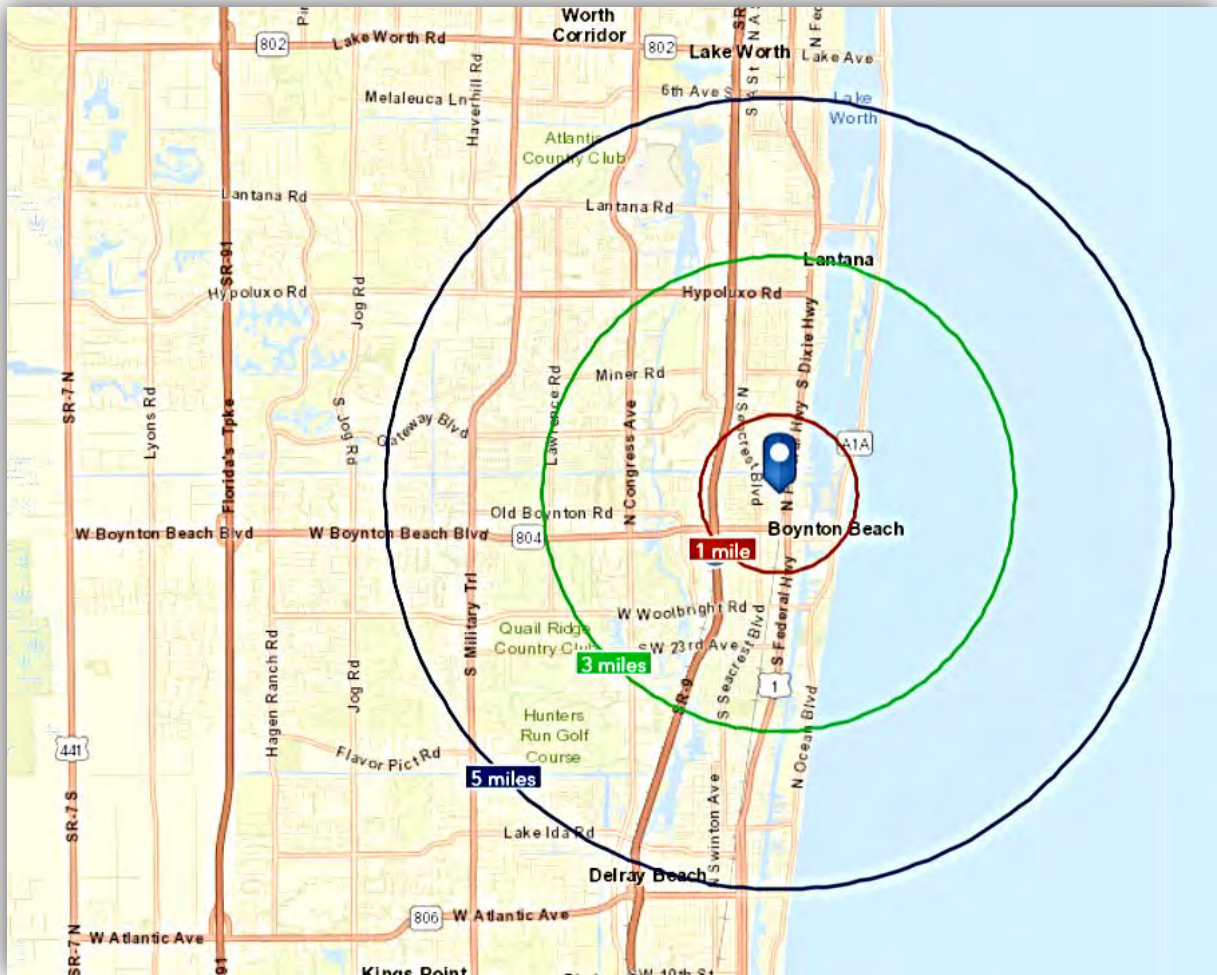


Looking West on NE 9th Avenue

**PHOTOS OF THE VALUED LAND AND ENVIRONS
1003 NE 3rd Street
Boynton Beach, Florida 33435**



**AERIAL VIEW OF THE APPRAISED PROPERTY
1003 NORTHEAST 3 STREET
BOYNTON BEACH, FL 33435**



1-3-5 MILE RADII FROM THE VALUED LAND
1003 NE 3 Street
Boynton Beach, Florida 33435



Demographics

Prepared by VANCE REAL ESTATE SERVICE
1003 NE 3rd St, Boynton Beach, Florida, 33435
Rings: 1, 3, 5 mile radii

Latitude: 26.53525
Longitude: -80.05974

	1 mile	3 miles	5 miles
Population			
2000 Population	12,806	70,185	155,949
2010 Population	13,125	79,209	173,335
2018 Population	14,721	86,913	188,458
2023 Population	15,781	92,788	199,591
2000-2010 Annual Rate	0.25%	1.22%	1.06%
2010-2018 Annual Rate	1.40%	1.13%	1.02%
2018-2023 Annual Rate	1.40%	1.32%	1.15%
2018 Male Population	49.0%	47.9%	47.9%
2018 Female Population	51.0%	52.1%	52.1%
2018 Median Age	43.2	43.5	46.4

In the identified area, the current year population is 188,458. In 2010, the Census count in the area was 173,335. The rate of change since 2010 was 1.02% annually. The five-year projection for the population in the area is 199,591 representing a change of 1.15% annually from 2018 to 2023. Currently, the population is 47.9% male and 52.1% female.

Median Age

The median age in this area is 43.2, compared to U.S. median age of 38.3.

Race and Ethnicity

2018 White Alone	39.9%	59.9%	65.1%
2018 Black Alone	53.8%	31.3%	25.5%
2018 American Indian/Alaska Native Alone	0.5%	0.3%	0.4%
2018 Asian Alone	0.9%	2.0%	2.2%
2018 Pacific Islander Alone	0.0%	0.0%	0.0%
2018 Other Race	2.6%	3.6%	4.0%
2018 Two or More Races	2.3%	2.8%	2.7%
2018 Hispanic Origin (Any Race)	11.5%	17.4%	18.3%

Persons of Hispanic origin represent 18.3% of the population in the identified area compared to 18.3% of the U.S. population. Persons of Hispanic Origin may be of any race. The Diversity Index, which measures the probability that two people from the same area will be from different race/ethnic groups, is 65.7 in the identified area, compared to 64.3 for the U.S. as a whole.

Households

2000 Households	4,950	30,503	68,179
2010 Households	5,150	33,700	74,395
2018 Total Households	5,820	36,944	80,409
2023 Total Households	6,265	39,498	85,104
2000-2010 Annual Rate	0.40%	1.00%	0.88%
2010-2018 Annual Rate	1.49%	1.12%	0.95%
2018-2023 Annual Rate	1.48%	1.35%	1.14%
2018 Average Household Size	2.50	2.32	2.32

The household count in this area has changed from 74,395 in 2010 to 80,409 in the current year, a change of 0.95% annually. The five-year projection of households is 85,104, a change of 1.14% annually from the current year total. Average household size is currently 2.32, compared to 2.31 in the year 2010. The number of families in the current year is 46,411 in the specified area.

Data Note: Income is expressed in current dollars

Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2018 and 2023. Esri converted Census 2000 data into 2010 geography.



Demographics

Prepared by VANCE REAL ESTATE SERVICE
1003 NE 3rd St, Boynton Beach, Florida, 33435
Rings: 1, 3, 5 mile radii

Latitude: 26.53525
Longitude: -80.05974

	1 mile	3 miles	5 miles
Median Household Income			
2018 Median Household Income	\$40,374	\$50,654	\$52,877
2023 Median Household Income	\$47,124	\$56,950	\$60,309
2018-2023 Annual Rate	3.14%	2.37%	2.67%
Average Household Income			
2018 Average Household Income	\$63,934	\$71,150	\$77,751
2023 Average Household Income	\$75,604	\$84,023	\$91,810
2018-2023 Annual Rate	3.41%	3.38%	3.38%
Per Capita Income			
2018 Per Capita Income	\$25,648	\$30,786	\$33,567
2023 Per Capita Income	\$30,401	\$36,284	\$39,516
2018-2023 Annual Rate	3.46%	3.34%	3.32%

Households by Income

Current median household income is \$52,877 in the area, compared to \$58,100 for all U.S. households. Median household income is projected to be \$60,309 in five years, compared to \$65,727 for all U.S. households

Current average household income is \$77,751 in this area, compared to \$83,694 for all U.S. households. Average household income is projected to be \$91,810 in five years, compared to \$96,109 for all U.S. households

Current per capita income is \$33,567 in the area, compared to the U.S. per capita income of \$31,950. The per capita income is projected to be \$39,516 in five years, compared to \$36,530 for all U.S. households

Housing			
2000 Total Housing Units	6,171	36,461	81,456
2000 Owner Occupied Housing Units	3,288	22,051	51,119
2000 Renter Occupied Housing Units	1,662	8,451	17,059
2000 Vacant Housing Units	1,221	5,959	13,278
2010 Total Housing Units	6,895	42,730	93,281
2010 Owner Occupied Housing Units	3,142	21,840	51,746
2010 Renter Occupied Housing Units	2,008	11,860	22,649
2010 Vacant Housing Units	1,745	9,030	18,886
2018 Total Housing Units	7,588	46,012	99,051
2018 Owner Occupied Housing Units	3,262	21,713	51,572
2018 Renter Occupied Housing Units	2,558	15,231	28,837
2018 Vacant Housing Units	1,768	9,068	18,642
2023 Total Housing Units	8,095	48,670	104,276
2023 Owner Occupied Housing Units	3,649	23,581	55,539
2023 Renter Occupied Housing Units	2,616	15,918	29,566
2023 Vacant Housing Units	1,830	9,172	19,172

Currently, 52.1% of the 99,051 housing units in the area are owner occupied; 29.1%, renter occupied; and 18.8% are vacant. Currently, in the U.S., 56.0% of the housing units in the area are owner occupied; 32.8% are renter occupied; and 11.2% are vacant. In 2010, there were 93,281 housing units in the area - 55.5% owner occupied, 24.3% renter occupied, and 20.2% vacant. The annual rate of change in housing units since 2010 is 2.70%. Median home value in the area is \$214,885, compared to a median home value of \$218,492 for the U.S. In five years, median value is projected to change by 2.67% annually to \$245,147.

Data Note: Income is expressed in current dollars

Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2018 and 2023. Esri converted Census 2000 data into 2010 geography.

SUMMARY OF IMPORTANT FACTS AND CONCLUSIONS

PROPERTY APPRAISED:	Vacant land 1003 Northeast 3 rd Street Boynton Beach, FL 33435
OWNERSHIP:	Pamela H Patterson 1861 Waldorf Street Royal Palm Beach, FL 33411
LAND AREA:	Approximately 34,878 square feet Size is from public records. No sketch of survey is available for review.
BUILDING IMPROVEMENTS:	None
ZONING:	“MU-1”, Mixed Use Low Intensity, 20 dwelling units per acre, in the city of Boynton Beach
FUTURE LAND USE:	“MU-L1”, Mixed Use Low Intensity 1, in the city of Boynton Beach
APPRAISAL PURPOSE:	To develop an opinion of market value
INTEREST APPRAISED:	Fee simple
CURRENT USE:	Vacant
HIGHEST AND BEST USE:	Possibly 16 dwelling units

VALUE BY THE SALES COMPARISON APPROACH:

34,878 square feet x \$8.00 per square foot =

TWO HUNDRED EIGHTY-EIGHT THOUSAND DOLLARS

\$288,000

VALUATION DATE: September 7, 2018

Exposure Time: 12 months prior to selling at the appraised value

DESCRIPTIONS, ANALYSES, CONCLUSIONS

APPRAISAL REPORT

This is an APPRAISAL REPORT that complies with Standard Rule 2-2(a) of the Uniform Standards of Professional Appraisal Practice (USPAP 2018 - 2019)

2-2(a)(i) *State the identity of the client and any intended users, by name or type;*

The client and intended user of this report is the Boynton Beach Community Redevelopment Agency.

2-2(a)(ii) *State the intended use of the appraisal;*

The intended use of the appraisal is for possible acquisition of the appraised property. Any other use is not intended.

2-2(a)(iii) *Summarize information sufficient to identify the real involved in the appraisal, including the physical, legal and economic property characteristics relevant to the assignment;*

Owner: Pamela H. Patterson
 1861 Waldorf Street
 Royal Palm Beach, FL 33411

Property Address: 1003 Northeast 3rd Street
 Boynton Beach, FL 33435

Legal Description: Lots 157, 158, 159 and 160 ARDEN PARK
 ADDITION TO BOYNTON, Plat Book 2, page
 96, Palm Beach County, FL

Census Tract No. 61

APPRAISAL REPORT (continued)

2-2(a)(iii) *Summarize information sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic characteristics relevant to the assignment; (continued)*

Real Estate Tax: Parcel Control Number: 08 43 45 21 18 000 1570

Land Value:	\$80,931
Improvement Value:	<u>-0-</u>
Total Value:	\$80,031
Assessed Value:	\$56,268
Ad Valorem Tax:	\$ 1,370
Non Ad Valorem Tax:	\$ -0-
Total Tax:	\$ 1,370

No exemptions for this property.

Properties are assessed in arrears by the county property appraiser. The tax bill is issued in November and a 4% discount is given to a tax payer if the amount is paid in November. The discount diminishes until March, when the tax is due and payable.

In Florida, the taxable (assessed) value for non-homesteaded properties can be increased to a maximum of 10% per year, from tax year 2009 going forward, based on a constitutional amendment voted on by the electorate of the state. There are some exceptions which relate to school taxing districts. However, the millage of the city can increase; thus, real estate taxes can continue to increase from year to year. The 10% per year increase cap accounts for the difference between the Total Value of the appraised property and the Assessed Value.

APPRAISAL REPORT (continued)

2-2(a)(iii) *Summarize information sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic characteristics relevant to the assignment; (continued)*

Boundaries and Market Composition & Transportation Infrastructure

The general market area is the City of Boynton Beach in eastern-central Palm Beach County. Population of the city is about 72,000 residents; land area of the municipality is about 16 square miles situated between Delray Beach on the south and Lake Worth on the north. The town was named for an early developer, Nathan Boynton, a former major in the Union Army in the Civil War. The city was founded in 1898 and incorporated in 1920. Most of the original buildings were destroyed in the hurricane of 1926, though a few remain. Others which were constructed in the early 1920's are still in use with repairs and replacements over the decades. Time and economic trends take a toll on properties; thus, in 1984 a redevelopment plan was adopted for the Community Redevelopment Area (CRA) in the city. It covers 1,650 acres in the central part of the municipality west of the Intracoastal Waterway.

One of the districts in the CRA is the immediate subject market area known as the Heart of Boynton (HOB), containing 380 acres. This area is the historic, older part of the CRA, with the following boundaries: Boynton Beach Canal (C-16) on the north, Florida East Coast (FEC) Railroad on the east, Interstate 95 on the west, and jagged line a few blocks north of Boynton Beach Boulevard as the south boundary, at about NE 3 Avenue.

Agriculture and farming had been important activities in past centuries in Boynton Beach. Commerce came to the area when Henry Flagler extended the Florida East Coast Railway (FEC) from West Palm Beach to Miami in 1896. The railroad was the main mode of transportation to bring visitors and manufactured products to the city as well as transporting produce grown in the vicinity out of the area to other cities in the southeastern United States. Now the railroad is primarily used for freight transportation. The new Brightline rapid passenger service was constructed in the FEC corridor; however, there is only one depot in Palm Beach County in West Palm Beach.

APPRAISAL REPORT (continued)

2-2(a)(iii) Summarize information sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic characteristics relevant to the assignment; (continued)

Boynton Beach Boulevard is the principal east-west artery in the subject market area, having an interchange with Interstate 95 on the west side of the neighborhood. The boulevard continues west through Palm Beach County to its terminus at State Road 7/ U S Highway 441. Two miles east of State Road 7, it has an interchange with Florida's Turnpike. Boynton Beach Boulevard commences on the east at U S Highway 1, just to the east of the FEC Railroad. U S Highway 1 is the main north-south artery through eastern Palm Beach County and extends along the eastern seaboard of the United States.

Seacrest Boulevard is a main north-south artery through the City of Boynton Beach and south into Delray Beach. Martin Luther King, Jr. Boulevard is an east-west thoroughfare through the Heart of Boynton. The immediate subject market area is easily accessible by main roads and Interstate 95.

Property types in the Heart of Boynton are smaller commercial establishments along the main roads, light industrial close to the FEC Railroad, municipal facilities, single family residential, small multi-family dwellings, a few apartment buildings and places of worship. As mentioned, some structures date back to the 1920's, but most which are still usable were built in the mid-twentieth century. Municipal facilities in the immediate subject market area include parks, two elementary schools and a community center.

Recent projects implemented in the Heart of Boynton are:

- Seacrest Boulevard Streetscape
- Carolyn Sims Center
- Ocean Breeze West - 21 homes –joint venture with Habitat for Humanity
- Construction of single family residences on Martin Luther King, Jr. Boulevard

APPRAISAL REPORT (continued)

2-2(a)(iii) *Summarize information sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic characteristics relevant to the assignment; (continued)*

Future projects are:

- Revitalization of Martin Luther King, Jr. Boulevard and surroundings
- Redevelopment of the Public Works site
- Establishment of mixed use districts of residential and commercial
- Expansion of light industrial near the FEC Railroad
- Widening and extension of NW 11 Avenue, west of Seacrest Boulevard.

Sara Sims Park improvements are anticipated to begin in fall of 2018 to the 12 acre park and historic cemetery fronting West Martin Luther King, Jr. Boulevard. Improvements will include landscaping, pavilions, picnic facilities, lighting and security.

Population Trends

The demographic survey in the beginning of the report of 1, 3, and 5 mile radial circles from the appraised property shows the median household income for 2018 in the one-mile radius is \$40,374, for three miles it is \$50,654, and \$52,877 for the five mile circle. All are lower than the median household income for Palm Beach County of \$54,400, and the east part of the circles include the residents all the way to the Atlantic Ocean. In the one-mile circle, population is 14,721. In three miles, population increases to 86,913; at five miles, it is 188,458. However, about one-third of the three and five mile circles are over the Atlantic Ocean. Annual growth rate is anticipated to be 1.15% to 1.40% in the three circles during the next five years as the economy and job market improves in South Florida, and new multi-family residential complexes are constructed. 52% of the housing units are owner occupied, with 29% rented. The percentage of renters is higher in this market because many of the single family houses are owned by investors who purchased them after the economic crash in 2008.

APPRAISAL REPORT (continued)

2-2(a)(iii) Summarize information sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic characteristics relevant to the assignment; (continued)

Vacancy is reported to be 19%; however, this amount is high due to the undercount of the other two categories. Median home value in the five-mile area is \$214,885, including the highly priced homes fronting the Atlantic Ocean and Intracoastal Waterway, compared to median home value of \$218,492 in the United States.

The current life cycle stage of the market area is stability, a period of equilibrium without marked gains or losses, after a period of decline. However, the life cycle stage will change to revitalization, a period of renewal, modernization and increasing demand with the assemblage of lots and construction of mixed use projects as promoted by the Boynton Beach Community Redevelopment Plan.

Economic Trends

During 2005-2006, the subject market area was experiencing a rise in property prices due primarily to the availability of financing with adjustable rate mortgages. Interest rates adjusted upward, but rental rates of multi-family properties did not. For single family residences, interest rates on mortgages adjusted upward, but homeowners' incomes did not increase. Scenarios were the same for many property types, all with the same result of owners' inability to make the payments and mortgages foreclosed. This situation was exacerbated by the economic crash in late 2008, followed by the Great Recession. The foreclosure cycle appears to be near the end. Currently, sales are between individuals or investors who previously purchased the properties from foreclosing lenders and private parties who will reside in the properties or hold them in their investment portfolios.

Third party lenders are providing financing to investors and residents, at high loan to price ratios. Sale prices for single-family residences in the subject market area and close vicinity are in the range of \$85,000 to \$180,000, depending on building size, age and condition. Price range for multi-family dwellings are from about \$70,000 to \$100,000 per unit based on the same factors.

APPRAISAL REPORT (continued)

2-2(a)(iii) Summarize information sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic characteristics relevant to the assignment; (continued)

Land unit prices had been from about \$4.00 to \$7.00 per square foot for small lot. Larger tracts which meet the size requirement for development in the new zoning districts are displaying higher unit prices as noted in some of the land sales cited in this report.

Family Dollar Store is an addition to the subject market area; it consists of an 8,100 square foot commercial building at the southeast corner of the signalized intersection of Martin Luther King, Jr. Boulevard and North Seacrest Boulevard. More revitalization in the CRA is taking place along US Highway 1, in the southern part of the corridor near Ocean Avenue and Boynton Beach Boulevard with projects such as 500 Ocean, with 341 residential units, 20,000 square feet of retail space and 6,000 square feet of office. Ocean One at 114 N Federal Highway is planned for 358 apartments, 12,075 square feet of retail, 120 hotel room and 439 parking spaces. The Villages at East Ocean Avenue were approved for 371 dwelling units and 15,757 square feet of commercial space.

Town Square, a major redevelopment project, will take place in three sections extending from the south side of Boynton Beach Boulevard south to SE 2 Avenue, encompassing 16.5 acres of land. The north section covers the area of the old city hall and police station which will be demolished and removed.

The project consists of the following:

- North parcel – 225 residential units, 120 hotel rooms, 65,000 square feet of office/ retail space and 927 space parking garage
- Middle parcel – 200 residential units, 18,887 square feet of retail space
- South parcel – 280 residential units, 820 space parking garage, 4,000 public space

Included in the project are spaces for a new city hall, police station, fire station and park. Renovation of the historic high school is part of the project. The first phase of the project is underway.

APPRAISAL REPORT (continued)

2-2(a)(iii) Summarize information sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic characteristics relevant to the assignment; (continued)

Boynton Beach Community Redevelopment Agency (BB CRA) issued a Request for Proposals and Developer Qualifications for Commercial and Residential Redevelopment for land in the Heart of Boynton District. The land is owned by the BB CRA. At the west end of Martin Luther King (MLK), Jr. Boulevard, east of Seacrest Boulevard, there are two mixed-use development sites totaling about 3.6 acres.

Additionally, there are 1.4 acres located at the east end of MLK, Jr. Boulevard where the appraised lot is located. Specific property types for the projects are not specified, but that they must be consistent with the BBCRA plan for the area.

The redevelopment goal of the RFP and private development is to transform Boynton Beach from a retirement community to a vibrant city where residents can enjoy living and working in an attractive setting.

Conclusion

The immediate subject market area of the Heart of Boynton (HOB) has the components of an appealing neighborhood with schools, parks and recreation. HOB is easily accessible by main roads and Interstate 95. Goods and services are nearby on Boynton Beach Boulevard and U S Highway 1. With the involvement of the City of Boynton Beach and the Community Redevelopment Agency, Heart of Boynton Community Redevelopment Plan can continue to succeed in revitalizing the area.

Former Land Use: Current land use is Medium Density Residential, maximum density 9.58 dwelling units per acre
Recommended Land Use is High Density Residential, with a density of 11 dwelling units per acre in multi-story structures. Greater density increases the production of the land.

APPRAISAL REPORT (continued)

2-2(a)(iii) *Summarize information sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic characteristics relevant to the assignment; (continued)*

Future Land Use: “MU-L”, Mixed Use Low Intensity

Former Zoning: “R-2”, Single and Two-family Residential District with the purpose to implement the medium density residential future land use map classification of the comprehensive plan. The intent of the district is to stabilize and protect existing residential neighborhoods with density no greater than 10 dwelling units per acre, and allow limited types of non-residential uses. Minimum lot area is 4,500 square feet per unit for a duplex; minimum lot frontage is 75 feet. However, there is a provision for a site with two lots platted prior to the enacting of the current zoning regulation to be improved with a duplex.

Single family dwellings shall be constructed on lots that are no less than 6,000 square feet with a width of at least 60 feet and follow the building and site regulations of the “R-1”, Single Family District.

Current Zoning: “MU-L1”, Mixed Use Low Intensity, 20 units per acre. Minimum lot area for “MU-L1” is 0.50 of an acre or 21,780 square feet. An excerpt from the zoning ordinance is in the Addenda. Permitted residential uses in mixed use districts include two-family dwellings, multi-family dwellings, mixed use, live-work units, and townhouses. Single family residential is not permitted.

Commercial uses are only permitted on arterials and collector roads. Sites on local roads would be restricted to residential uses. City officials make the determination of allowed uses and permitted density of sites.

APPRAISAL REPORT (continued)

2-2(a)(iii) *Summarize information sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic characteristics relevant to the assignment; (continued)*

Platting: The appraised land consists of four platted lot.

Site Description: The shape of the site is a quadrangle. Approximate dimensions are from the original plat; size is from the Palm Beach County tax roll.

North boundary on adjacent property: 245.30 ft
East boundary on NE 3 Street: 149.11 ft
South boundary NE 9 Avenue: 220.83 ft
West boundary on adjacent property: 148.57 ft
Total: 34,878 square feet or 0.8007 of an acre

Utilities: All utilities are available to the site.

Access: The site is accessible via NE 9 Avenue, a two-laned street. There are no sidewalks, but there are streetlights. NE 9 Avenue intersects with North Railroad Avenue on lot to the east. NE 9 Avenue extends west three blocks to intersect with Seacrest Boulevard.

NE 3 Street, on the east side of the site concerned, is not paved. However, NE 3 Street is paved south of NE 9 Avenue and extends seven blocks to Boynton Beach Boulevard. The original plat shows NE 3 Street extending north and curving to Railroad Avenue; however, the plat is not an official map of the area. Boynton Beach Community Redevelopment Agency plans to extend NE 3 Street north to extend to East MLK, Jr. Boulevard and pave the road.

Easements: Easements are not noted on original plat. If they exist, utility easements would be most probably be around the perimeter of the lot.

APPRAISAL REPORT (continued)

2-2(a)(iii) *Summarize information sufficient to identify the real estate involved in the appraisal, including the physical, legal and economic characteristics relevant to the assignment; (continued)*

Encroachments: There is no sketch of survey to review to note if there are encroachments.

Improvement Description: There are no building or site improvements on the site.

Environmental Assessment: No assessment was available for review.

2-2(a)(iv) *State the real property interest appraised;*

A person who owns all the property rights is said to have *fee simple title*. A *fee simple title* implies absolute ownership unencumbered by any other interest or estate. Partial interests in real estate are created by selling, leasing, et cetera. Partial estates include *leased fee* and *leasehold estates*.

The interest appraised is fee simple.

2-2(a)(v) *State the type and definition of value and cite the source of the definition;*

The purpose of the appraisal is to develop an opinion of market value of the subject property as of September 7, 2018.

MARKET VALUE: a type of value, stated as an opinion, that presumes the transfer of a property (i.e., a right of ownership or a bundle of such rights), as of a certain date, under specific conditions set forth in the definition of the term identified by the appraiser as applicable in an appraisal. The conditions included in market value definitions establish market perspectives for development of the opinion. These conditions may vary from definition to definition but generally fall into three categories as follows.

APPRAISAL REPORT (continued)

1. the relationship, knowledge, and motivation of the parties (i.e., seller and buyer);
2. the terms of sale (e.g., cash, cash equivalent, or other terms); and
3. the conditions of sale (e.g., exposure in a competitive market for a reasonable time prior to sale).

Market value appraisals are distinct from appraisals completed for other purposes because market value appraisals are based on a market perspective and on a normal or typical premise. These criteria are illustrated in the following definition of *Market Value**, provided here only as an example.

Market value means the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. buyer and seller are typically motivated;
2. both parties are well informed or well advised and acting in what they consider their own best interests;
3. a reasonable time is allowed for exposure in the open market;
4. payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
5. the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

* This example definition is from regulations published by federal regulatory agencies pursuant to Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act (FIRREA) of 1989 between July 5, 1990, and August 24, 1990, by the Federal Reserve System (FRS), National Credit Union Administration (NCUA), Federal Deposit Insurance Corporation (FDIC), the Office of Thrift Supervision (OTS), and the Office of Comptroller of the Currency (OCC). This definition is also referenced in regulations jointly published by the OCC, OTS, FRS, and FDIC on June 7, 1994, and in the *Interagency Appraisal and Evaluation Guidelines*, dated December, 2010.

Florida Court Definition: “Market Value is the price that a seller willing, but not compelled to sell, and a buyer willing, but not compelled to buy, would agree to in fair negotiations with knowledge of all the facts.” [Source: *Fla. Power & Light Co., v. Jennings*, 518 So.2d 895 (Fla. 1987)]

2-2(a)(vi) State the effective date of the appraisal and the date of the report;

A) Effective Date of the Appraisal: September 7, 2018

B) Date of the Report: September 7, 2018

APPRAISAL REPORT (continued)

2-2(a)(vii) *Summarize the scope of work used to develop the appraisal;*

The appraisal problem is to develop an opinion of value of the property based on its highest and best use. The appraiser inspected the property and photographed it. A thorough investigation was made into the physical characteristics of the property that could affect its value. The market area was surveyed to determine its stage of the life cycle. Research was conducted to ascertain economic factors that might influence value. Data research consisted of collecting, confirming, and reporting land sales. The process included searches and analyses, inspections and confirmations, and final reporting. The appraiser examined several sources of sales data, including the multiple listing service, Palm Beach County Appraiser's records, the public records, and data from the appraiser's plant.

For Sales Comparison Approach-Land Valuation, land sales are compared to each other and to the property under appraisal to arrive at an opinion of value.

2-2(a)(viii) *Summarize the information analyzed, the appraisal methods and techniques employed, and the reasoning that supports the analyses, opinions, and conclusions; exclusion of the sales comparison approach, cost approach, or income approach must be explained;*

The information analyzed and appraisal method used is detailed in the valuation section of the report. Further, the reasoning that supports the analyses, opinion, and conclusion is explained in that section. Cost Approach is not used because there are no structures on the site. The Income Approach is not employed in this appraisal because most land is typically purchased for immediate use, not for lease. Sales Comparison Approach is the best method to value vacant land. Exclusion of the Cost Approach and Income Approach still produce a creditable report.

APPRAISAL REPORT (continued)

SR 1-5 When the value opinion to be developed is market value, if such information is available in the normal course of business:

a) analyze all agreements of sale, options, or listings of the subject property current as of the effective date of the appraisal; and

There are no known agreements for sale, options or listings of the appraised property as of the effective date of the appraisal.

b) analyze all sales of the subject property that occurred within the three (3) years prior to the effective date of the appraisal.

There was a non-arm's length transfer of the ownership of the appraised property on October 28, 2008. A copy of the deed is in the Addenda.

2-2(a)(ix) State the use of the real estate existing as of the date of value, and the use of the real estate or personal property reflected in the appraisal;

The use of the real estate on the date of valuation is vacant land, and it is this use which is reflected in the appraisal. No personal property is included in the valuation.

2-2(a)(x) When an opinion of highest and best use was developed by the appraiser, summarize the support and rationale for that opinion.

HIGHEST AND BEST USE OF THE PROPERTY AS VACANT

Physically Possible as Vacant

No soil or subsoil tests are available for review. However, some of the surrounding land has been improved with residential, commercial or industrial properties since the 1920s. The land is level and filled to street grade; however, the type of fill is not known. Land size is 34,878 square feet; the shape is a quadrangle. All utilities are available to the site. The site is accessible via NE 9 Street, with North Railroad Avenue one block to the east. NE 3 on the east side of the site is planned to be paved in the near future. Physical constraint to develop the site is its size which governs the number of potential improvements which can be placed on it.

HIGHEST AND BEST USE OF THE PROPERTY AS VACANT

Legally Permissible as Vacant

Legal restrictions to the development of the site consist of land use designation, building and zoning codes, platting restrictions and restrictive covenants. Future land use is “MU-L”, Mixed Use Low Density, 20 dwelling units per acre. Zoning district is in agreement of “MU-1”, Mixed Use Low Density. Minimum lot area is 0.50 of an acre or 21,780 square feet. The site concerned contains 34,878 square feet or 0.80 of an acre with a width of 220 feet, meeting the standards of the “MU-L” district. Potential use of the site appears to be 16 dwelling units (20 units x 0.80 acre). City officials determine legal use of the site.

Financially Feasible as Vacant

The third test of Highest and Best Use is economic feasibility. Demand for a certain property type must be evident for it to be feasible. For it to be financially feasible, the use must be marketable and provide the investor with a competitive return when compared with alternate uses. The subject market area has been improved with single-family residences and small multi-family dwellings for almost 100 years. Structures come to the end of their useful lives, improvements are razed and the sites are redeveloped with modern projects. There are examples of this cycle throughout the subject market area. New single family redevelopment projects in the subject vicinity are Ocean Breeze West with 21 homes, Eastview Park with market rate houses ranging from \$255,000 to \$300,000 constructed by D R Horton, and four new houses on West Martin Luther King, Jr. Boulevard sold from \$166,000 to \$195,000. The four houses are the result of the work of the Boynton Beach CRA and Boynton Beach Faith-Based Community Development Corporation.

The shift in new projects is from single family residential to higher density multi-family. Ocean Breeze East will be a new affordable housing development in the Heart of Boynton at North Seacrest Boulevard and NE 7 Avenue. The Florida Housing Finance Corporation awarded RS Development Corp. tax credits to construct 123 dwelling units on 4.4 acres of land. This developer submitted the successful proposal to the Boynton Beach CRA to purchase the property for the new project.

HIGHEST AND BEST USE OF THE PROPERTY AS VACANT

Additionally, the CRA issued three other requests for proposals for developers to submit concepts for large sites consisting of smaller, assembled parcels. The proposals would most likely be for multi-family residential and for mixed use with multi-family units on upper floors and commercial on the first level.

With a small amount of vacant land in the densely populated eastern part of Palm Beach County, land has to have a higher yield with more dwelling units per acre calling for multi-family projects. As yield increases, the price of land increases. Financially feasible use of the appraised land is to improve it with 16 dwelling units as most probably permitted in the “MU-1” zoning district. The most probably buyer for the site is a local developer familiar with the revitalization that will occur in the subject market area. Time for development is now with renewed interest in the neighborhood and support from the Boynton Beach Community Redevelopment Agency.

Maximally Productive as Vacant

In summary, the Highest and Best Use of the appraised property as vacant is for 16 dwelling units. Such use would be potentially physically possible, most probably legally permissible, financially feasible and maximally productive.

2-2(a)(xi) Clearly and Conspicuously: State all extraordinary assumptions and hypothetical conditions; and state that their use might have affected the assignment result.

There are no extraordinary assumptions or hypothetical conditions in this report.

2-2(a)(xii) Include a signed certification in accordance with Standards Rule 2-3

See signed certification in report.

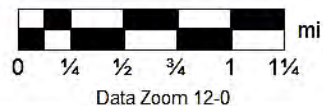
SALES COMPARISON APPROACH

LAND VALUATION

Subject & Land Sale Location Map



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VACANT LAND SALES

SALE NO.	1
LEGAL DESCRIPTION	Lot 5, ROBERT WELLS' SUBDIVISION, Plat Book 11, page 66, Palm Beach County, FL, less the north 10 feet for road
RECORDED	O. R. Book 29172, Page 1071, Palm Beach County Records
GRANTOR	Larann Land Investments, LLC
GRANTEE	Boynton Beach Community Redevelopment Agency
DATE OF SALE	June 15, 2017
LOCATION	340 East Martin Luther King, Jr. Boulevard Boynton Beach, Florida
ZONING	"R-2", Single and two-family residential district "MU-L" Mixed Use Low Intensity – future zoning
FUTURE LAND USE	"MU-L1", Mixed Use Low Intensity
SALE PRICE	\$50,000
LAND SIZE	7,750 square feet (50' x 155')
UNITS OF COMPARISON	\$6.45 per square foot
FOLIO NUMBERS	08-43-45-21-04-000-0050
CONDITIONS OF SALE	Cash sale. Arm's length transaction.
CONFIRMED	Grantee, Boynton Beach CRA
COMMENTS	Boynton Beach CRA acquired this lot for the future construction of NE 3 Street to connect with MLK, Jr. Boulevard.



LAND SALE 1
340 EAST MARTIN LUTHER KING, JR. BOULEVARD
BOYNTON BEACH, FL 33435

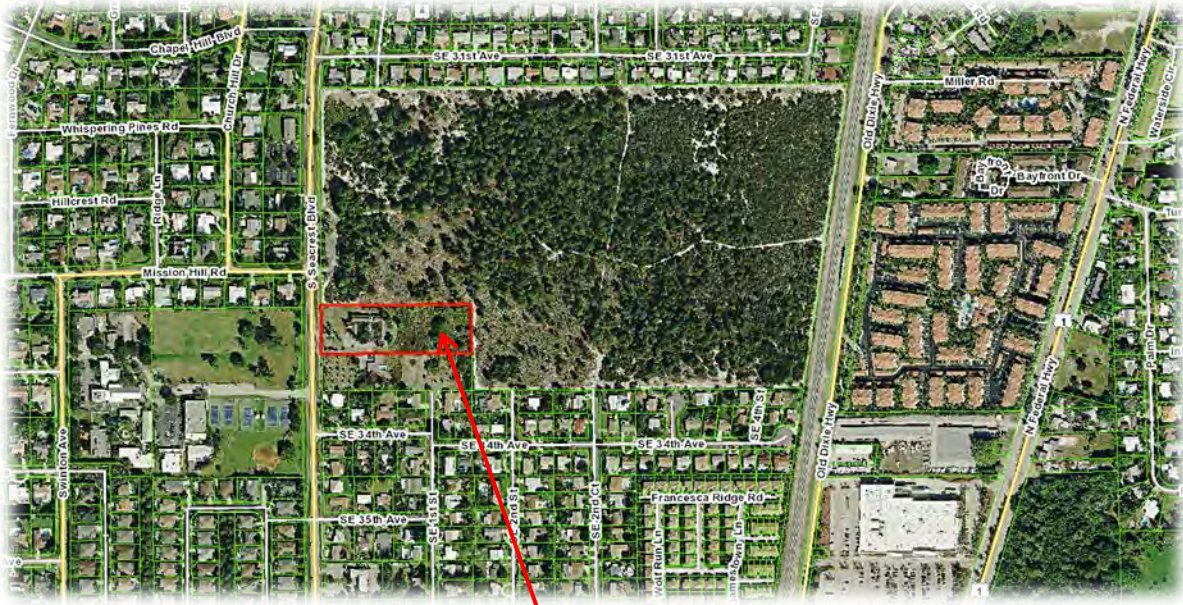
VACANT LAND SALES

SALE NO.	2
LEGAL DESCRIPTION	Tract 19, Section20, Township 45 South, Range 43 East, Plat Book 7, page 20, Palm Beach County, FL
RECORDED	O. R. Book 29304, Page 1898, Palm Beach County Records
GRANTOR	MVP Homes, LLC
GRANTEE	J B A Realstate, LLC
DATE OF SALE	August 15, 2017
LOCATION	900 block, east side, Northwest 10 Street Boynton Beach, Florida
ZONING	“R-1-AA”, Single family residential district
FUTURE LAND USE	Low Density Residential
SALE PRICE	\$665,000
LAND SIZE	108,900 square feet or 2.50 acres
UNITS OF COMPARISON	\$6.11 per square foot
FOLIO NUMBERS	08-43-45-20-01-000-0190
CONDITIONS OF SALE	Cash sale. Arm’s length transaction.
CONFIRMED	Jorge Tager, for grantee
COMMENTS	Long, narrow parcel west of Interstate 95 and north of Boynton Beach Boulevard. Prior sale in December, 2016 for \$385,000. Previously, site was approved for ten single family residences; however, plans may change.



VACANT LAND SALES

SALE NO.	3
LEGAL DESCRIPTION	The north ½ of the north ½ of the northeast ¼ of the southwest ¼ of the northwest ¼ of Section 4, Township 46 South, Range 43 East, less the west 40 feet for road right-of-way, Palm Beach County, FL
RECORDED	O. R. Book 29104, Page 379, Palm Beach County Records
GRANTOR	Chris Seiler et al
GRANTEE	Eden Ridge LLC
DATE OF SALE	May 19, 2017
LOCATION	3479 South Seacrest Boulevard Boynton Beach, FL
ZONING	“R-1-AA”, Single family residential district
FUTURE LAND USE	Low density residential
SALE PRICE	\$1,100,000
LAND SIZE	105,415 square feet or 2.42 acres
UNITS OF COMPARISON	\$10.43 per square foot
FOLIO NUMBERS	08-43-46-04-00-000-3030
CONDITIONS OF SALE	Cash sale. Arm’s length transaction.
CONFIRMED	Jeremy Vandervort, listing agent
COMMENTS	Long narrow parcel in the southeast section of Boynton Beach. Residential improvements on the site at the time of sale will be razed and removed to make way for a new residential project of potentially single family residences.



LAND SALE 3
3479 SOUTH SEACREST BOULEVARD
BOYNTON BEACH, FL

VACANT LAND SALES

SALE NO.	4
LEGAL DESCRIPTION	Lots 26 – 37, inclusive, Block 8, TOWN OF DELRAY, Plat Book 14, page 58, and Lots 32 – 33, Block 15, TOWN OF DELRAY, Plat Book 13, page 8, Palm Beach County, FL
RECORDED	O. R. Book 29046, Page 1233, Palm Beach County Records
GRANTOR	Robert Russo et al
GRANTEE	Delray Beach Community Redevelopment Agency
DATE OF SALE	April 25, 2017
LOCATION	238 SW 6 Avenue and 300 block, north side, SW 7 Avenue Delray Beach, FL
ZONING	“R-1-A”, Single family residential district
FUTURE LAND USE	Low Density Residential
SALE PRICE	\$487,000
LAND SIZE	66,384 square feet or 1.52 acres
UNITS OF COMPARISON	\$7.34 per square foot
FOLIO NUMBERS	12-43-46-16-01-008-0260-0370 12-43-46-16-01-015-0320
CONDITIONS OF SALE	Cash sale. Arm’s length transaction.
CONFIRMED	Jeff Costello for the grantee
COMMENTS	The site consists of 10 parcels in the southwest section of the town of Delray Beach. The land had been a plant nursery in the past. The Delray Beach CRA plans to improve the parcels with ten single family residences.



LAND SALE 4
238 SW 6 AVENUE
300 block SW 7 AVENUE
DELRAY BEACH, FL

VACANT LAND SALES

SALE NO.	5
LEGAL DESCRIPTION	The south 150 feet of the west ½ of Kit 19, Subdivision of Section 8, Township 46 South, Range 43 East, less the south 20 feet, less the west 40 feet thereof and less the east 20 feet, Plat Book 1, page 4, Palm Beach County, FL
RECORDED	O. R. Book 29429, Page 1221, Palm Beach County Records
GRANTOR	D B Wright Industries, Inc.
GRANTEE	F Michael 5832 LLC
DATE OF SALE	October 6, 2017
LOCATION	402 Northwest 10 Avenue Delray Beach, FL
ZONING	“R-1-A”, Single family residential district
FUTURE LAND USE	Multi-family
SALE PRICE	\$900,000
LAND SIZE	82,402 square feet or 1.8917 acres
UNITS OF COMPARISON	\$10.92 per square foot
FOLIO NUMBERS	12-43-46-08-21-019-0030
CONDITIONS OF SALE	Cash sale. Arm’s length transaction.
CONFIRMED	Daniel Wright, grantor
COMMENTS	Long, narrow parcel in the southeast quadrant of Lake Ida Road and Interstate 95; however, there is not an I-95 interchange at Lake Ida Road. At the time of sale, the site is improved with five old duplexes which do not have any contributory value to the property. They would be demolished to ready the site for redevelopment.



S

LAND SALES COMPARISON CHART

No.	Location	Sale Date	Sale Price	Land Size SF	Price/ S F	Zoning	Platted
1	340 E MLK Blvd Boynton Beach, FL	07/15/17	\$ 50,000	7,750	\$ 6.45	MU-L	yes
2	900 NW 10 Street Boynton Beach, FL	08/15/17	\$ 665,000	108,900	\$ 6.11	R-1-AA	no
3	3479 S Seacrest Blvd Boynton Beach, FL	05/19/17	\$1,100,000	105,415	\$10.43	R-1-AA	no
4	238 SW 6 Avenue 300 SW 7 Avenue Delray Beach, FL	04/25/17	\$ 487,000	66,384	\$ 7.34	R-1-A	yes
5	402 NW 10 Avenue Delray Beach, FL	10/06/17	\$ 900,000	82,402	\$10.92	R-1-A	no
Subject	1003 NE 3 Street Boynton Beach, FL	09/07/18	VALUE \$288,000	34,878	VALUE \$8.25	MU-L	yes

SALES COMPARISON APPROACH LAND VALUATION

Of the several methods to develop an opinion of land value, the one considered to be the most reliable is the Sales Comparison Approach. In this method, sales of other similar vacant parcels are compared to the site concerned; then adjusted for differences to arrive at land value. For the opinion to be supportable, there must be an adequate number of sales of similar properties for comparison to the subject.

The steps of sales comparison in Land Valuation are:

- 1) Locate and collect information of recent sales of sites most similar to the land being appraised.
- 2) Verify the sales information with parties to the transactions, including details of financing and any special considerations or non-typical market features.
- 3) Select relevant units of comparison and develop a comparative analysis for each unit.
- 4) Compare and adjust the sales to the subject using the significant, market-derived units of comparison.
- 5) Reconcile all value indications from the comparisons into a single value opinion by this approach.

The appraised vacant land contains 34,878 square feet or 0.80 of an acre. Zoning is “MU-1”, Mixes Use Low Density, 20 dwelling units per acre. Based on the size of the site and its location on a residential street, the highest and best use of the land is to improve it with 16 dwelling units, if the city permits.

A search was made to find recent sales of sites similar to the subject in the central part of Boynton Beach and in like areas. Development in the subject market area began almost 100 years ago. There are some vacant in-fill parcels and still others coming about by the razing of depreciated or obsolete improvements. Most of these older market areas have zoning districts with specific uses attached to them. Zoning and land use are changing to include many types of uses in one district and even several uses on one parcel. The appraised land is part of this new wave being in a mixed use district. These zoning and land use changes were initiated by the municipality rather than a private developer, with the city taking the time and having the expertise to accomplish the variations. Little time has elapsed since the new districts are in effect. Thus, there have been few land sales in them. One sale was found in the subject’s district and cited as Land Sale 1. The land sales search expanded to other similar areas with the original districts still in place. A few more transactions were found of larger sites that could be improved with various residential projects. In the older districts, the effort to change from single family to multi-family use would fall upon the buyer of the site.

The search revealed five sales of larger in-fill sites that offer an overview of market activity for such parcels. As a group, they provide an indication of value for the land under appraisal. Details of the transactions are on the sale sheets and chart in this report.

The unit of comparison relevant to this valuation is Sale Price per Square Foot of Land. The range of unit prices is from \$6.11 per square foot to \$10.92 per square foot of land.

LAND VALUATION

(Continued)

ELEMENTS OF COMPARISON

*Elements of comparison are the characteristics of transactions and properties that cause variation in prices paid for real estate. **The Appraisal of Real Estate** continues by stating that there are basic elements of comparison that may be considered in sales comparison analysis for land valuation. The first group is termed transactional elements being: real property rights conveyed, financing terms, conditions of sale and market conditions. This second group of property elements consists of location, physical characteristics and use. Each element is hereafter addressed.*

Real Property Rights Conveyed

A transaction price is always predicated on the real property interest conveyed. Property interests conveyed can either be fee simple (without tenants) or leased fee (subject to leases). An adjustment for property rights conveyed is based on whether a leased fee interest was sold with leases at market rent, or below or above market rent.

In the case of land, there could be a land lease on the site that would create a leased fee interest. The lease amount would require examination to see if the tenant (the leasehold interest) had a value greater than zero. If it is, then the submarket rental rate would give some of the property value to the tenant.

The sales were the conveyance of fee simple interest, the same interest valued for the land in question. No numerical adjustment is warranted for this element of comparison.

Financing Terms

Financing terms may have a bearing on the price paid for a property. Such terms that may affect price include assuming a mortgage at lower than current interest rates, the seller paying a buydown for the buyer to have a lower interest rate, or the seller providing financing for a transaction at lower than typical institutional rates. In all of these cases, the buyer could have paid higher prices in such transactions to obtain favorable financing.

All of the land sales were in cash, which is the most common form of payment for vacant lots in the subject area. No adjustments are made for this element of comparison.

Conditions of Sale

Condition of sale addresses the motivation of buyers and sellers. Such motivations include a seller accepting a lower than market price for needed cash, a lender selling a previously foreclosed property to comply with regulations imposed on the institution, or a buyer purchasing an adjacent property. Even arm's length transactions may be the result of atypical motivation, such as lack of exposure time to the market, the result of an eminent domain proceeding, or tax consideration.

(Continued)

LAND VALUATION

(Continued)

The land sales cited in this report are arm's length transactions. Land Sale 1 was purchased by the Boynton Beach Community Redevelopment Agency to connect NE 3 Street to MLK, Jr. Boulevard. Land Sales 2, 3, 4 and 5 were purchased for residential development. Delray Beach Community Redevelopment Agency was the grantee for No. 4. The CRA transactions are negotiated sales, with unit prices in the range of those purchased by private entities. Conditions of sale for all of the transactions are typical for the market, with no adjustments necessary for this element of comparison.

Market Conditions

Comparable sales that occurred under different market conditions than those applicable to the subject on the effective date of the value estimate require adjustment for any differences that affect their value. The most common adjustment for market condition is time; however, the passage of time itself is not the cause of the adjustment. Market conditions which change over time are the reason to make the adjustment, such as appreciation or depreciation due to building inventory, changes in tax laws, investor's criteria, building moratoriums, fluctuation in supply and demand, et cetera. It is also possible that there is no change in market condition over time.

All of the land sales closed in 2017 during a time of market conditions which are similar to those existing on the date of valuation. No adjustment is required for this element of comparison.

Transactional adjustments were considered; now, the land sales are likened to the subject and to each other for property elements of comparison.

Location

The location of a property is a key factor in prompting a buyer to purchase it. Location encompasses many aspects such as road frontage, access, traffic count, proximity to other competing properties, proximity to a market that will use the goods and services housed in a property, governmental influences, et cetera.

Typically, properties in a neighborhood share some of the same locational characteristics such as age, condition, and style. However, there may be differences such as corner location, view, and zoning, to name a few. Properties of a similar type may be in different locations, yet the locations may share enough similarities to justify comparison. Factors of similarity between locations include average daily traffic counts, zoning and/or land use, and market composition.

Locations of the appraised parcel and the land sales are in central Palm Beach County, where the peak of construction took place in the mid-twentieth century. Redevelopment is occurring because buyers are purchasing parcels with old improvements, then razing them to make way for new projects. Financial support of governmental and social agencies, and the availability of funds for construction are aiding in the revitalization.

(Continued)

LAND VALUATION

(Continued)

The appraised site is one street south of Martin Luther King, Jr. Boulevard, a main neighborhood road with a plan for a streetscape. Land Sale 1 fronts MLK, Jr. Boulevard. The parcel concerned and Sale 1 are both in the new “MU-L” zoning district. With a minimum lot size of 21,780 square feet to construct a multi-family project, No. 1 with only 7,750 square feet would have to be assembled with adjacent lots for such a venture.

Land Sale 2 is west of Interstate 95, away from the activity in the Community Redevelopment Area. Correspondingly, it has the lowest unit price in the data set. On the other hand, No. 3 fronts South Seacrest Boulevard and is adjacent to the Seacrest Scrub Natural Area, a 53 acre preserve of native vegetation. Additionally, this parcel is on the approach to Delray Beach, the city to the south of Boynton Beach with revitalization rapidly taking place. Land Sales 4 and 5 are in Delray Beach in areas of revitalization.

Zoning districts for Land Sales 2, 3, 4 and 5 were single family residential at the time of sale. As mentioned, a change would have to be initiated by the grantee. However, they are all of a sufficient size so that a change might be possible.

The locational characteristics of the appraised land puts its unit value near the center of the range of unit prices because it already is in a new zoning district and revitalization is pending, yet not in full swing.

Physical Characteristics

Physical characteristics to be considered for adjustments are those that cause a difference in price to be paid by the market. A wide range of such items includes land size, shape, frontage, topography, view, access, functional utility, et cetera. Adjustments for physical characteristics are best derived from the market by paired sales comparison.

Through the process of searching for comparable sales, the physical characteristics are of great import. From the universe of possible comparable sales, those that are most similar to the site appraised are presented in the report for analysis and comparison to the subject. The less the number of physical differences, the better.

The appraised site contains 34,878 square feet, which is larger than most parcels in the immediate subject market area, and large enough for multi-family construction. Except for Sale 1, the subject is the smallest in the data set. Viewing Nos. 2, 3, 4 and 5, their sizes and locations point to multi-family residential use; however, the zoning districts are the stumbling blocks. Single family houses on individual lots are expensive to construct and to purchase. The trend is to attached housing or multi-story buildings.

There are no outstandingly positive or negative physical characteristics about the land sales. They form a range of representative unit prices for the market, with the land in question fitting in the mid-range.

(Continued)

LAND VALUATION

(Continued)

Use

For sites to be comparable, they should have similar uses. The Highest and Best Use for the land sales is residential. As discussed in locational and physical characteristics, Land Sales 2, 3, 4 and 5 have the potential for multi-family development because of location and size, but are still in older zoning districts. All of the land sales are in-fill parcels, with few existing and even fewer changing ownership. The uses of all of the tracts are similar enough not to warrant adjustment.

FINAL VALUE OPINION

Revitalization is a slow process requiring zoning, land use, governmental cooperation, demand, entrepreneurial incentive, and funds to occur. The land under appraisal has most of these requirements, needing a developer to improve the property. If the land were for sale, a buyer would see its potential and weigh its characteristics. Considering all of the foregoing discussion, the unit value for the appraised land is in the mid-range of the sale unit prices at \$8.25 per square foot.

The quantity of the comparable data is sufficient to have an overview of the market for land in the central-eastern Palm Beach County. The quality of the data is good in that it provides a sound basis to develop an opinion of value for the land under appraisal. Based on the analysis and conclusions presented within the report, it is our opinion that the Market Value of the Fee Simple Estate of the Subject Property as of September 7, 2018 is:

\$8.25/sq.ft. x 34,878 square feet =

\$288,000

TWO HUNDRED EIGHTY-EIGHT THOUSAND DOLLARS

CERTIFICATION

I certify that, to the best of my knowledge and belief, the statements contained in this report are true and correct.

The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, unbiased professional analyses, opinions, and conclusions. I have no present or prospective interest in the property that is the subject of this report, and I have no bias or personal interest with the parties involved.

The appraisal assignment was not based on a requested minimum valuation, a specific valuation, or the approval of a loan.

My compensation is not contingent on an action or event resulting from the analyses, opinions, or conclusions in, or the use of, this report. I appraised the property on April 15, 2017.

The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute. The analyses, opinions and conclusions were also developed and the report prepared in conformity with the Uniform Standards of Professional Appraisal Practice, which is included in the Appraisal Institute's Standards, and Chapter 475, Part II F.S.

The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives. The use of this report is (*also*) subject to the requirements of the State of Florida relating to review by the Florida Real Estate Appraisal Board.

I have visited the property that is the subject of this report on August 24, 2018.

Jesse B. Vance, Jr. and Claudia Vance are responsible for the analyses, conclusions and opinions concerning real estate set forth in this report. No one else has provided significant professional service to the persons signing this report.

The Appraisal Institute and the American Society of Appraisers each conduct programs of continuing education for their designated members. As of the date of this report, Jesse B. Vance, Jr. and Claudia Vance have completed the requirements of the continuing education program of the Appraisal Institute. Continuing educational requirements are also completed for the American Society of Appraisers and the State of Florida.



September 7, 2018

Jesse B. Vance, Jr., MAI, SRA, ASA
Florida State-Certified General Real Estate Appraiser No. RZ-85



September 7, 2018

Claudia Vance, MAI
Florida State-Certified General Real Estate Appraiser No. RZ-173

CERTIFICATION AND LIMITING CONDITIONS

The statements and conclusions contained in this report, subject to the limiting conditions hereafter cited, are correct to the best of the writers' knowledge.

1. The undersigned have personally inspected the subject of this report. No pertinent information has been knowingly withheld.
2. Unless specifically included, the subject is analyzed as though free and clear of liens and encumbrances.
3. No responsibility is assumed for legal matters, nor is an opinion of title rendered. Title is assumed to be good and held in Fee Simple, unless excepted.
4. Legal descriptions and property dimensions have been furnished by others; no responsibility for their correctness is assumed. Sketches which may be in the report are for illustrative purposes only.
5. Possession of any copy of this report does not carry with it the right of publication, duplication, or advertising using the writers' names or professional designations or membership organizations.
6. The writers are not required to testify without prior agreement.
7. Neither the employment to make this appraisal nor compensation therefore is contingent on the value reported.
8. Where divisions are made between land, improvements, etc., the values estimated for each apply only under the cited use or uses.
9. The value applies ONLY as of the date of valuation stated within the report.
10. The writers certify that they have no present, past or contemplated interest in the subject of this report - unless specifically stated.
11. This report is the property of the indicated client. It may not be used by any other party for any purpose not consistent with the written function of this report without the express written consent of the writers AND client.
12. The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Practice and Conduct of the Appraisal Institute. The work also conforms to the Uniform Standards of Professional Appraisal Practice.
13. Soil or sub-soil contamination may exist from current or prior users, or users outside the property concerned. The appraisers are not qualified to detect such substances. We urge the client to retain an expert in this field if desired.
14. The appraisers have not been provided a Habitat Survey, Endangered Species Survey, or analysis by a qualified environmental specialist indicating the presence of or proximity to environmentally sensitive and/or protected land or species which could affect the use, and possibly, value of the appraised property. The appraisers are not qualified to identify these factors. We recommend that an expert be hired where there may be reasonable cause to expect the presence of any of the cited elements.
15. Jesse B. Vance, Jr. and Claudia Vance are responsible for the analyses, conclusions, and opinions of real estate set forth in this report. No one else provided significant professional assistance to the signers of this report.
16. Prospective value is based on current conditions and trends. The appraisers cannot be held responsible for unforeseeable events which might alter market conditions upon which market value opinion has been developed.
17. The appraisers certify that they have the knowledge and experience required to perform this appraisal assignment.
18. The appraisers reserve the right to amend or change this report at any time additional market information is obtained which would significantly affect the value.



Jesse B. Vance, Jr., MAI, SRA, ASA

State-Certified General Real Estate Appraiser No. RZ 85 September 7, 2018



Claudia Vance, MAI

State-Certified General Real Estate Appraiser No. RZ 173 September 7, 2018

ADDENDA

Return to:
Jo Ann Abrams, Attorney at Law
11440 Okeechobee Blvd.
Suite 216
Royal Palm Beach, FL 33411

CFN 20080430407
OR BK 22974 PG 1335
RECORDED 12/02/2008 15:53:51
Palm Beach County, Florida
AMT 10.00
Doc Stamp 0.70
Sharon R. Bock, CLERK & COMPTROLLER
Pg 1335; (1pg)

This Instrument Prepared by:
Jo Ann Abrams
11440 Okeechobee Blvd.
Suite 216
Royal Palm Beach, FL 33411

Property Appraiser's Parcel
Identification (Folio) Number(s): 08-43-45-21-18-000-1570

(Wherever used herein the terms "first party" and "second party" shall include the singular and plural, heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, wherever the context so admits or requires.)

THIS INSTRUMENT, made this 28 day of OCTOBER, 2008, between Pamela Patterson as the Personal Representative of the Estate of Rosetta J. Dean, deceased, of the County of Palm Beach, in the State of Florida, party of the first part, and Pamela Harvey Patterson, a married woman, of the County of Palm Beach, in the State of Florida, whose post office address is 1861 Waldorf Street, Royal Palm Beach, FL 33411, party of the second part.

WITNESSETH, that the said party of the first part, for and in consideration of the sum of Ten Dollars (\$10.00) to her in hand paid by the party of the second part, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said party of the second part, her heirs and assigns forever, the following described land, situate, and being in the County of Palm Beach, State of Florida, to-wit:

Lots 157, 158, 159 and 160, ARDEN PARK ADDITION TO BOYNTON, according to the plat thereof on file in the office of the Clerk of the Circuit Court in and for Palm Beach County, Florida, recorded in Plat Book 2, Page 96, Section 21, Township 45 South, Range 43 East.

And the said party of the first part does hereby fully warrant the title to said land on behalf of the Estate of Rosetta J. Dean and that the Estate of Rosetta J. Dean will defend the same against the lawful claims of all persons whomsoever.

IT WITNESS WHEREOF, the said party of the first part has hereunto set her hand and seal the day and year first above written.

Signed, sealed and delivered in the presence of:

Peg Radtke
Witness Signature
Peg Radtke
Printed Name

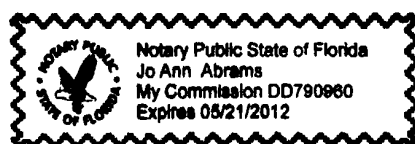
Arnold Sachs
Witness Signature
Arnold Sachs
Printed Name

Pamela Patterson
Pamela Patterson, Grantor
Personal Representative of the Estate of
Rosetta J. Dean

STATE OF FLORIDA
COUNTY OF PALM BEACH

I HEREBY CERTIFY that on this day before me, an officer duly qualified to take acknowledgments, personally appeared Pamela Patterson, who is ☒ personally known to me or () who has produced _____ as identification, who did/did not take an oath, who is the person described in and who executed the foregoing instrument and acknowledged that she executed the same.

Witness my hand and official seal in the County and State aforesaid this 28 day of OCTOBER, 2008.



Jo Ann Abrams
Notary Public

E. *Mixed Use Urban Building and Site Regulations (Table 3-4).*

MIXED USE, URBAN	MU-L1	MU-L2	MU-L3	MU-4	MU-H
Lot Area, Minimum (acres):					
Public park	N/A	N/A	N/A	N/A	N/A
All other uses	0.50	0.75	1	1	1
Lot Frontage, Minimum (ft.)¹	100	100	150 ²	200	200
Structure Ht., Minimum (ft.)	30	30	30	45	45
Maximum Height (ft.)⁵	45	65	75	100	150/125 ⁶
Maximum Density (DUs/Acre)^{14, 16}	20	30	40	60	80
Maximum F.A.R.¹⁵	1.0	2.0	3.0	4.0	4.0
Build-to-line (ft.) ¹¹					
All sides abutting a collector or arterial road	Factor of Pedestrian Zone Requirement ¹⁰				
Abutting a Local street	0 ¹⁰	0 ¹⁰	0 ¹⁰	0 ¹⁰	0 ¹⁰
Interior side	0 ¹⁰	0 ¹⁰	0 ¹⁰	0 ¹⁰	0 ¹⁰
Building Setback, Minimum (ft.) ¹¹					
Rear abutting:					
Residential single-family	25 ⁷ /0 ^{7, 8}	25 ⁷	25 ⁷	25 ⁷	25 ⁷
Intracoastal waterway	25 ⁷	25 ⁷	25 ⁷	25 ⁷	25 ⁷
Side abutting					
Residential single-family	25 ⁷ /0 ^{7, 8}	25 ⁷	25 ⁷	25 ⁷	25 ⁷
Usable Open Space, Minimum (sq. ft.) ¹³	N/A	N/A	N/A	1%	2%

1. May be reduced if frontage extends from right-of-way to right-of-way.

2. Minimum of fifty (50) feet, if frontage is on a collector/local collector roadway.

5. Maximum height on any street frontage is forty-five (45) feet. Maximum height on Intracoastal Waterway is thirty-five (35) feet. Heights may require reduction where adjacent to a single-family zoning district where necessary to achieve the compatibility requirements of these regulations.

6. Maximum height reduced to one hundred twenty-five (125) feet for the entire project where property abuts any MU-L or residential zoning district not separated by a right-of-way.
 7. Plus one (1) additional foot for each foot of height over thirty-five (35) feet.
 8. Where there is an intervening right-of-way of at least forty (40) feet.
 9. Subject to permitting agency approval.
 10. Buildings and structures shall be located no farther than zero (0) feet from the property line, except in conjunction with providing required visibility at intersections, driveways; open spaces and public plazas; or when additional setback is necessary to provide for required "Pedestrian Zone (PZ). Building placement is a factor of roadway type and CRA district, which determines the min. width and design of the PZ. Except for the Downtown District, where the minimum PZ width is 18', the minimum PZ in all other districts is 16 ft. See Section 5.C.2. below for additional relief provisions from build-to line requirements.
 11. Listed eligible historic structures are not required to meet these standards.
 13. Usable open space shall be required for all developments two (2) acres in size or larger which shall be devoted to plazas or other public open space, excluding private recreation. See Chapter 4, Article III, Section 8 for additional regulations.
 14. Projects within the transit core shall have minimum densities as follows: MU-1 - eleven (11), MU-2 - twenty (20), MU-3 - thirty (30), MU-4 - thirty-five (35) and MU-H - forty (40) dwellings per acre (except that minimum density for the MU-H district applies to projects located within the entire station area).
 15. Projects within the transit core shall have a minimum FAR as follows: MU-L3 - one and three-quarters (1.75), MU-4 (2.0) and MU-H - two (2.0) (except that minimum FAR for the MU-H district applies to projects to be located within the entire station area).
 16. The maximum density for projects within the Downtown Transit-Oriented Development District Overlay Zone (the Station Area) may be increased up to twenty-five percent (25%) over the maximum density allowed in the underlying zoning district.
- (Ord. 10-025, passed 12-7-10; Am. Ord. 12-016, passed 10-2-12; Am. Ord. 14-009, passed 7-1-14; Am. Ord. 15-006, passed 3-2-15; Am. Ord. 16-023, passed 1-3-17)

SUMMARY OF 2018 – 2019 USPAP (Uniform Standards of Professional Appraisal Practice)

Standard Rule 2: Real Property Appraisal, Reporting

In reporting the results of a real property appraisal, an appraiser must communicate each analysis, opinion, and conclusion in a manner that is not misleading. STANDARD 2 addresses the content and level of information required in a report that communicates the results of the real property appraisal. STANDARD 2 does not dictate the form, format, or style of real property appraisal reports. The form, format, and style of the report are functions of the needs of intended users and appraisers. The substantive content of a report determines its compliance.

STANDARDS RULE 2-1

Each written or oral real property appraisal report must:

- (a) clearly and accurately set forth the appraisal in the manner that will not be misleading;*
- (b) contain sufficient information to enable the intended users of the appraisal to understand the report properly; and*
- (c) clearly and accurately disclose all assumptions, extraordinary assumptions, hypothetical conditions, and limiting conditions used in the assignment.*

STANDARDS RULE 2-2(a)

Each written real property appraisal report must be prepared under one of the following options and prominently state which option is used: Appraisal Report or Restricted Appraisal Report.

The content of an Appraisal Report must be consistent with the Intended Use of the appraisal and, at a minimum:

- (i) state the identity of the client, unless the client has specifically requested otherwise; state the identity of any intended users by name or type;*
- (ii) state the intended use of the appraisal;*
- (iii) summarize information sufficient to identify the real estate involved in the appraisal, including the physical, legal, and economic property characteristics relevant to the assignment;*
- (iv) state the real property interest appraised;*
- (v) state the type and definition of value and cite the source of the definition;*
- (vi) state the effective date of the appraisal and the date of the report;*
- (vii) summarize the scope of work used to develop the appraisal;*
- (viii) summarize the information analyzed, the appraisal methods and techniques employed, and the reasoning that supports the analyses, opinions, and conclusions; exclusion of the sales comparison approach, cost approach or income approach must be explained;*
- (ix) state the use of the real estate existing as of the date of value and the use of the real estate reflected in the appraisal;*
- (x) when an opinion of highest and best use was developed by the appraiser, summarize the support and rationale for that opinion;*
- (xi) clearly and conspicuously:
state all extraordinary assumptions and hypothetical conditions; and
state that their use might have affected the assignment results; and*
- (xii) include a signed certification in accordance with Standards Rule 2-3.*

475.611 Florida Statutes: Definitions.--

(1) As used in this part, the term:

- (a) "Appraisal" or "appraisal services" means the services provided by certified or licensed appraisers or registered trainee appraisers, and includes:
 - 1. "Appraisal assignment" denotes an engagement for which a person is employed or retained to act, or could be perceived by third parties or the public as acting, as an agent or a disinterested third party in rendering an unbiased analysis, opinion, review, or conclusion relating to the nature, quality, value, or utility of specified interests in, or aspects of, identified real property.
 - 2. "Analysis assignment" denotes appraisal services that relate to the employer's or client's individual needs or investment objectives and includes specialized marketing, financing, and feasibility studies as well as analyses, opinions, and conclusions given in connection with activities such as real estate brokerage, mortgage banking, real estate counseling, or real estate consulting.
 - 3. "Appraisal review assignment" denotes an engagement for which an appraiser is employed or retained to develop and communicate an opinion about the quality of another appraiser's appraisal, appraisal report, or work. An appraisal review may or may not contain the reviewing appraiser's opinion of value.
- (b) "Appraisal Foundation" or "foundation" means the Appraisal Foundation established on November 20, 1987, as a not-for-profit corporation under the laws of Illinois.
- (c) "Appraisal report" means any communication, written or oral, of an appraisal, appraisal review, appraisal consulting service, analysis, opinion, or conclusion relating to the nature, quality, value, or utility of a specified interest in, or aspect of, identified real property, and includes any report communicating an appraisal analysis, opinion, or conclusion of value, regardless of title. However, in order to be recognized in a federally related transaction, an appraisal report must be written.
- (d) "Appraisal review" means the act or process of developing and communicating an opinion about the quality of another appraiser's appraisal, appraisal report, or work.
- (e) "Appraisal subcommittee" means the designees of the heads of the federal financial institutions regulatory agencies established by the Federal Financial Institutions Examination Council Act of 1978 (12 U.S.C. ss. 3301 et seq.), as amended.
- (f) "Appraiser" means any person who is a registered trainee real estate appraiser, licensed real estate appraiser, or a certified real estate appraiser.

An appraiser renders a professional service and is a professional within the meaning of s. 95.11(4)(a).
- (g) "Board" means the Florida Real Estate Appraisal Board established under this section.
- (h) "Certified general appraiser" means a person who is certified by the department as qualified to issue appraisal reports for any type of real property.
- (i) "Certified residential appraiser" means a person who is certified by the department as qualified to issue appraisal reports for residential real property of one to four residential units, without regard to transaction value or complexity, or real property as may be authorized by federal regulation.
- (j) "Department" means the Department of Business and Professional Regulation.



Jesse B. Vance, Jr., MAI, SRA, ASA, MBA

Appraiser · Real Estate Analyst · Reviewer · Expert Witness

Vance Real Estate Service · 7481 NW 4 Street · Plantation · Florida · 33317

Office: 954-583-2116; Cell: 954-610-2423; Email: vanceval@comcast.net

Web Page: www.vancerealestateservice.com

Vance Real Estate Service is a Veteran-Owned Small Business (VOSB) and Florida Certified SDVBE Minority Business Enterprise specializing in personalized real estate valuation services in Florida for over 35 years. Currently registered in "SAM" (U.S. Government System for Award Management – DUNS 826494957). Designated appraisers perform the appraisal work, no trainees. Jesse B. Vance, Jr., MAI, SRA, ASA, MBA and Claudia Vance, MAI are qualified as expert witnesses for eminent domain, bankruptcies, deficiency judgments, marriage dissolution, and estate valuations. Our firm values most types of real property interests for sale, mortgage loans, litigation and investment reasonably, timely and professionally. As licensed real estate brokers, we perform most other real property functions. We also do "Valuations for Financial Reporting."

PROFESSIONAL QUALIFICATIONS

A) PROFESSIONAL DESIGNATIONS/ DEGREES/ LICENSES & CERTIFICATIONS

MAI DESIGNATION - APPRAISAL INSTITUTE/Life Member No. 8781

SRA DESIGNATION - APPRAISAL INSTITUTE/Life Member No. 8781

ASA DESIGNATION - AMERICAN SOCIETY OF APPRAISERS (RE-Urban) #003439

MBA DEGREE - REAL ESTATE MANAGEMENT AND DEVELOPMENT

STATE-CERTIFIED GENERAL REAL ESTATE APPRAISER #RZ-85 (Florida)

FLORIDA STATE LICENSED REAL ESTATE BROKER NO. BK. 91050

REGISTERED VETERAN-OWNED SMALL BUSINESS (CCR/Duns 826494957)

FLORIDA CERTIFIED SDVBE BUSINESS ENTERPRISE (Minority Business Enterprise - MBE)

FLORIDA "D.E.P." APPROVED APPRAISER

Currently registered in "SAM" (U.S. Government System for Award Management).

B) QUALIFIED AS AN EXPERT WITNESS IN REAL ESTATE VALUATION

1. U.S. Court of Appeals, Eleventh Circuit
2. U.S. District Court, Southern District of South Florida
3. U.S. District Court, New Jersey
4. U.S. Bankruptcy Court, Southern District of Florida
5. U.S. Bankruptcy Court, District of New Jersey
6. U.S. Bankruptcy Court, Western (Pittsburgh) Division of Pennsylvania
7. Florida Circuit Courts: Broward, Dade, Palm Beach, Lee, Collier, Martin, and Okeechobee Counties
8. Appraiser on landmark eminent domain cases: TESSLER, NESS TRAILER PARK, PATEL, SIMPSON v. FILLICHIO, RUBANO, PALM BEACH COUNTY (FL) vs. COVE CLUB INVESTORS, LTD.

C) EXPERIENCE Over thirty-five (35) years appraising and analyzing real property interests in South Florida.

Partial list: RESIDENCES, RESTAURANTS/BARS, APARTMENT BUILDINGS, OFFICE BUILDINGS, HOTELS/MOTELS, CHURCHES, CONDOMINIUMS/COOPS, HOSPITALS & NURSING HOMES, VACANT LAND, GOLF COURSES, GOLF CLUBS, GASOLINE SERVICE STATIONS, MARINAS, TRAILER PARKS, SHOPPING CENTERS, BANKS/THRIFT INSTITUTIONS, BOWLING ALLEYS, P.U.D.'S, INDUSTRIAL BUILDINGS, TIME-SHARE DEVELOPMENTS, ROCK PITS, SCHOOLS, AGRICULTURAL PROPERTIES, WATER MANAGEMENT DISTRICT, MARKETABILITY, FEASIBILITY ANALYSES, INVESTMENT ANALYSES, AUTO SALES FACILITIES, LEASE VALUATIONS, TAX & ASSESSMENT APPEALS, CONDEMNATION, EXPERT WITNESS (Member National Forensic Center), BUSINESS ENTERPRISE VALUATIONS (BEV), (VFR) VALUATION FOR FINANCIAL REPORTING, AVIGATION & CLEARANCE EASEMENTS, ESTATES, DIVORCES, PLANNING/LAND USE STUDIES, HIGHEST & BEST USE ANALYSES, DEPRECIATION ANALYSES, COMPONENT APPRAISALS, ENVIRONMENTALLY SENSITIVE LAND, CONTAMINATED PROPERTIES, SUGARCANE & TURFGRASS LAND, DAY CARE CENTERS, SELF-STORAGE FACILITIES, FUNERAL HOMES, ANIMAL HOSPITALS, SUBMERGED LAND, CITY CENTERS, etc.

D) PARTIAL LIST OF CLIENTS

PRIVATE INDIVIDUALS AND CORPORATIONS, ATTORNEYS, ACCOUNTANTS, TRUST DEPARTMENTS, **COMMERCIAL BANKS**: Wells Fargo; BankAtlantic; SunTrust; American National Bank; Landmark Bank; City National Bank; BankUnited; Gateway American Bank; State Farm Bank; Englewood Bank & Trust; SAVINGS & LOANS, INSURANCE COMPANIES, REAL ESTATE INVESTMENT TRUSTS, & REAL ESTATE TRANSFER COMPANIES, TITLE INSURANCE COMPANIES; **FLORIDA CITIES**: FORT LAUDERDALE, PLANTATION, COOPER CITY, TAMARAC, LAUDERHILL, BOCA RATON, DEERFIELD BEACH, OAKLAND PARK, WILTON MANORS, HOLLYWOOD, WEST PALM BEACH, DELRAY BEACH, HALLANDALE, PEMBROKE PINES, COOPER CITY, TOWN OF DAVIE, TOWN OF SOUTHWEST RANCHES, MIRAMAR. **FLORIDA COUNTIES**: BROWARD, PALM BEACH, COLLIER, OKEECHOBEE; BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS; OKEECHOBEE BOARD OF COUNTY COMMISSIONERS. **SCHOOL BOARD OF BROWARD COUNTY, FLORIDA**, **BROWARD COUNTY HOUSING AUTHORITY**, **STATE OF FLORIDA** DEPARTMENT OF TRANSPORTATION (DOT); **STATE OF FLORIDA** DIVISION OF GENERAL SERVICES(GSA); N. BROWARD GENERAL HOSPITAL DISTRICT; **STATE OF FLORIDA** DEPARTMENT OF ENVIRONMENTAL PROTECTION (**Approved Vendor**); **U.S. TREASURY DEPARTMENT** (General Counsel, I.R.S.); **U.S. MARSHAL'S SERVICE** – **U.S. ATTORNEY'S OFFICE** CENTRAL DIVISION – U.S. Dept. of Justice; **VETERANS ADMINISTRATION**

E) EDUCATIONAL BACKGROUND - (Partial List)

BACHELOR OF ARTS - Earlham College, Richmond, Indiana (1954)

MBA (Nova University) - Real Estate Management & Development (National Dean's List 1991)

Course 1 (AIREA) - Basic Principles of Appraising
 Course 2 (AIREA) - Urban Property Valuation (Income)
 Course 4 (AIREA) - Condemnation Appraising
 Course 6 (AIREA) - Income Capitalization & Analysis
 Course 101 (SREA) - Introduction to Appraising
 Course 201 (SREA) - Income Property Valuation, Theory
 Course 202 (SREA) - Applied Income Property Valuation
 Course 301 (SREA) - Applications/Appraisal Analysis
 Symposium (SREA) - Market Analysis, 1978, Virginia
 Symposium (SREA) - Market Analysis, 1979, Arizona
 Symposium (SREA) - Market Analysis, 1980, South Carolina
 Symposium (SREA) - Market Analysis, 1981, Tennessee
 Symposium (SREA) - Market Analysis, 1982, New Mexico
 Symposium (SREA) - Market Analysis, 1983, Pennsylvania
 Symposium (SREA) - Market Analysis, 1984, Georgia
 Symposium (SREA) - Market Analysis, 1985, Vancouver, B.C.
 Symposium (SREA) - Market Analysis, 1986, New Jersey
 Clinic (SREA) - #201 Instructor, 1987, U. of Illinois
 Clinic (SREA) - #201 Instructor, 1988, Illinois
 Seminar (SREA) - Professional Practice, 1988, Florida
 Symposium (SREA) - Market Analysis, 1988, California
 Symposium (SREA) - Market Analysis, 1989, Minnesota

MBA Graduate School Courses: 1990 – 1991

Successfully completed the following graduate school courses:

- | | |
|--|--|
| - "Regulation of Real Estate Development" | - "Real Properties Management" |
| - "Legal Issues In Real Estate" | - "Market Analysis and Site Selection" |
| - "Organizational Behavior and Management" | - "Human Resource Management" |
| - "Real Estate Economics" | - "R. E. Finance: Instruments, Institutions & Investment Analysis" |
| - "Urban Infrastructure & Environmental Analysis" | - "Real Estate Accounting" |
| - "Marketing Management for Real Estate" | - "Commercial Real Estate Lending" |
| - "Construction Technology and the Building Development Process" | |

SEMINAR (AI) - Cost Approach (1992/Boston)
 SEMINAR (AI) - Rates & Ratios (1992/Boston)
 SEMINAR (AI) - International Appraising (1992/Boston)
 SEMINAR (AI) - Litigation Valuation/Mock Trial (1993)
 SEMINAR (AI) - ADA ACT (1993/Reno)
 SEMINAR (AI) - Hotel Valuation (1993)
 SEMINAR (AI) - Income Capitalization, Methods (1993)
 SEMINAR (AI) - Powerlines/Electromagnetic Radiation (1994)
 SEMINAR (AI) - Verifying Market Data (1994)
 SEMINAR (AI) - Market Studies for Appraisals (1994)
 SEMINAR (AI) - Florida Appraiser Core Law (USPAP/1994)

E) EDUCATIONAL BACKGROUND - (Partial List, continued)

- SEMINAR (AI) - Limited Appraisals & Reports (USPAP/1994)
- SEMINAR (AI) - Public Safety & Property Values (1995)
- SEMINAR (AI) - Outparcel Valuation (1995)
- SEMINAR (AI) - Computer Technology Video Conference (1995)
- SEMINAR (AI) - The Internet & the Appraiser (1996)
- SEMINAR (AI) - Florida Commercial Construction (1996)
- SEMINAR (AI) - Real Property Rights in Florida (1996)
- COURSE (AI) - USPAP & Florida Real Estate Core Law (1996)
- SEMINAR (AI) - Valuation of Trees (1997)
- 3-DAY COURSE - Environmental Permitting/Mitigation/Mitigation Banking/Contamination Risk Management-
Liability/Wetlands/ Hazardous Wastes/Lender Liability (1997/Marco Beach, FL)
- SEMINAR (AI) - Valuation of Transferable Development Rights [TDR's] (1997)
- COURSE (AI) - Standards of Professional Practice, Part C, 15 hour Course #430 (1997)
- SEMINAR (AI) - Non-Conforming Uses (1998)
- SEMINAR (AI) - The Impact of Contamination on Real Estate Value (1998)
- COURSE (AI) - USPAP & Florida Real Estate Core Law (1998)
- SEMINAR (AI) - Econometrics/Statistical Valuation Methods (1999)
- COURSE (AI) - 14 Hour (2-day) Advanced Spreadsheet Modeling for Valuation Applications
- SEMINAR (AI) - Globalization of Real Estate/What U.S. Appraisers Need to Know (1999)
- SEMINAR (AI) - The Role of the Appraiser in Alternative Dispute Resolution (Mediation/Arbitration) (1999)
- SEMINAR (AI) - Technology Forum Part II/Intermediate (1999)
- SEMINAR (AI) - Client Satisfaction/Retention/Development (1999)
- SEMINAR (AI) - Attacking and Defending an Appraisal (1999)
- SEMINAR (AI) - Federal Appraisal Requirements ("Yellow Book") (2000)
- SEMINAR (AI) - Regression Analysis in Appraisal Practice: Concepts & Applications (2000)
- SEMINAR (AI) - Analyzing Income Producing Properties (2000)
- SEMINAR (ATIF) - 1031 Tax Deferred Exchanges (2000)
- COURSE (AI) - USPAP & Florida Real Estate Core Law (2000)
- SEMINAR (AI) - Mediation & Alternate Dispute Resolution Seminar (2001)
- SEMINAR (AI) - State of the Appraisal Profession (2001)
- 2-Day SEMINAR - Eminent Domain, by CLE International, Tampa, Florida (2001)
- SEMINAR (AI) - Ad Valorem Assessment Process in Florida (2002)
- SEMINAR (AI) - Role of Real Estate Appraisers in Bankruptcy Proceedings (2002)
- SEMINAR (AI) - Appraisers & the Gramm-Leach-Bliley Federal Privacy Act (2002)
- SEMINAR (AI) - How to Appraise the Ugly House (2002)
- COURSE (AI) - 2-Day Course #430, Standards of Professional Practice, Part C (2002)
- SEMINAR (AI) - Market Trends for 2003 (2003)
- SEMINAR (AI) - Update on Code of Professional Ethics (2003)
- PANEL (AI) - Moderator "Industry, Consumer & Congressional Views on Predatory Lending" D.C. (2003)
- SEMINAR (AI) - Florida State Law for Real Estate Appraisers (2003)
- SEMINAR (AI) - Appraisal Agreements (2003)
- SEMINAR (AI) - Analyzing Distressed Real Estate (2004)
- SEMINAR (AI) - Valuation for Financial Reporting Purposes (2004)
- SEMINAR (AI) - 7 Hour National USPAP Update Course #1400 (2004)
- SEMINAR (AI) - Inverse Condemnation (2004)
- SEMINAR (AI) - Appraiser Independence in the Loan Process (2004)
- SUMMIT (AI) - Moderator at 2-day Appraisal Summit in Washington, D.C. (12/2004)
- SEMINAR (AI) - Loss Prevention Program for Real Estate Appraisers (2005)
- SEMINAR (AI) - Valuation of Wetlands (7/2005)
- SEMINAR (AI) - Tri-County Residential Symposium (8/2005)
- SEMINAR (AI) - "Cool Tools" Internet Resources and Use for Valuation (2/2006)
- SEMINAR (AI) - FREAB 7-Hour National USPAP Update (5/2006)
- SEMINAR (AI) - FREAB 3-Hour Florida State Law for Real Estate Appraisers (5/2006)
- SEMINAR (AI) - USPAP Scope of Work & New Requirements (8/2006)
- SEMINAR (AI) - USPAP Reappraising, Readdressing & Reassigning Appraisal Reports (2/2007)
- SEMINAR (AI) - AI Summary Appraisal Report/Residential (4/07)
- COURSE (Fla.) - 14-Hour Continuing Education (including 3-Hour Florida Core Law) (7/2007)
- SEMINAR (AI) - Real Estate Fraud: Appraisers Beware! (8/2007)
- SEMINAR (AI) - Florida Law for Real Estate Appraisers (11/2007)
- COURSE (AI) - Business Practices and Ethics – 8 hours (12/2007)
- SEMINAR (AI) - Supervisor Trainee Roles and Rules (2/2008)
- SEMINAR (AI) - 7 Hour National USPAP (4/2008)
- SEMINAR (AI) - USPAP Hypothetical Conditions & Extraordinary Assumptions (5/2008)
- SEMINAR (AI) - Litigation Skills for the Appraiser – 7-Hour Seminar (9/2008)
- SEMINAR (AI) - Public Sector Appraising (2/2009)

E) EDUCATIONAL BACKGROUND - (Partial List, continued)

- WEBINAR (AI) - Develop an Effective Marketing Plan (3/2009)
- SEMINAR (AI) - Inspecting the Residential “Green House” (4/2009)
- SEMINAR (AI) - Property Tax Assessment (5/2010)
- SEMINAR (AI) - Supervisor Trainee Roles and Rules (7/2010)
- SEMINAR (AI) - Florida Law for Real Estate Appraisers (7/2010)
- SEMINAR (AI) - 7-Hour Introduction to Valuation for Financial Reporting – Chicago (5/2009)
- SEMINAR (AI) - Government Regulations & Their Effect on R.E. Appraising (8/2009)
- SEMINAR (AI) - R.E.Market: How We Got Here, Where We Are, Where We’re Going (10/2009)
- SEMINAR (AI) - 7 Hour National USPAP Update Course (10/1/2010)
- COURSE (AI) - 7 Hour Introduction to Conservation Easement Valuation (12/10/2010)
- SEMINAR (AI) - The Real Estate Market (2/18/2011)
- COURSE (AI) - 16 Hours Uniform Appraisal Standards for Federal Land Acquisitions (“Yellow Book”) (2/25-26/2011)
- WEBINAR (AI) - Real Estate Industry Perspectives on Lease Accounting (4/7/2011)
- COURSE (AI) - 15 Hour Appraisal Curriculum Overview (5/19-20/2011)
- WEBINAR (AI) - 2-hour Investment Property Accounting Standards (6/8/2011)
- SEMINAR (AI) - 3 Hour Spotlight on USPAP – Agreement for Services (7/15/2011)
- COURSE (AI) - 14 Hours (2-day) Advanced Excel Spreadsheet Modeling for Valuation Applications (9/22 & 9/23/2011)
- SEMINAR (AI) - Trial Components (11/4/11)
- SEMINAR (AI) - Lessons from the Old Economy Working in the New (1/20/2012)
- 7-Hour USPAP - National USPAP Update (3/9/2012)
- 3-Hour Fla. Law - State Law Update (3/9/2012)
- SEMINAR (AI) - Appraisal Review for General Appraisers (4/12/2012)
- SEMINAR (AI) - Land Valuation (4/20/2012)
- SEMINAR (AI) - The Valuation of Warehouses (6/22/2012)
- SEMINAR (AI) - Town Hall Meeting: 2012 Appraisal Institute Forum (7/12/2012)
- SEMINAR (AI) - IRS Valuation (7/19/2012)
- SEMINAR (AI) - 7 Hour Business Practices and Ethics Course (12/7/2012)
- SEMINAR (AI) - Real Estate Forecast 2013 (1/25/2013)
- COURSE (AI) - 7 Hour Advanced Marketability Studies (5/6/2013)
- SEMINAR (AI) - Developing a Supportable Workfile (11/15/2013)
- SEMINAR (AI) - Florida Appraisal Law Course (2/7/2014)
- SEMINAR (AI) - Liability Issues for Appraisers performing Litigation & Non-Lending Work (2/24/2014)
- COURSE (AI) - 7 Hour National USPAP Update Course (4/25/2014)
- SEMINAR (AI) - Economic Conditions (5/16/2014)
- SEMINAR (AI) - Fundamentals of Going Concerns (7/16/2014)
- SEMINAR (AI) - Litigation Assignments for Residential Appraisers (7/24/2014)
- SEMINAR (AI) - Economic Engines of Miami-Dade County, Florida (1/23/2015)
- SEMINAR (AI) - Economic Engines Driving Broward County, Florida (5/15/2015)
- 3-Hour Fla.Law - Florida Real Estate Broker 14-hour Continuing Education Course (incl. 3 hour core law) with exam (9/2015)
- SEMINAR (AI) - Drone Technology & its Effect on Real Estate Valuations (11/2015)
- SEMINAR (AI) - Loss Prevention for Real Estate Appraisers (1/22/2016)
- COURSE (AI) - 7-Hour National USPAP Update Course (4/22/2016)
- SEMINAR (AI) - 3-Hour Florida Appraisal Law (4/22/2016)
- SEMINAR (AI) - 4-Hour Appraisals in the Banking Environment (5/6/2016)
- SEMINAR (AI) - Appraising the Tough One: Mixed Use Properties (8/19/2016)
- SEMINAR (AI) - 4-Hour Business Practices & Ethics (12/02/2016) 5-Year Requirement
- WEBINAR (AI) - 2-Hour Yellow Book Changes – Overview for Appraisers (1/11/2017)
- SEMINAR (AI) - 3-Hours Economic Engines Driving Broward County in 2017 (1/27/2017)
- COURSE (AI) - 7-Hours: Introduction to Green Buildings Principles & Concepts (2/24/2017)
- COURSE (AI) - 4 Hours: Another View of the Tough One: Sales Comparison Approach for Mixed-Use Properties (5/19/2017)
- SEMINAR (AI) - 4 Hours: Appraising for Federal Office of Valuation Services & Yellow Book Review (8/18/2017)
- COURSE (BR) - 14 Hours Real Estate Continuing Education, including 3-Hour Florida Real Estate Core Law (9/13/2017)
- COURSE (AI) - 4-Hours: 2-4 Unit Small Residential Income Property Appraisals (11/3/2017)
- COURSE (AI) - 15 Hours “Yellow Book” Uniform Appraisal Standards for Federal Land Acquisitions – Passed Exam (11/10/2017)
- SEMINAR (AI) - 3 Hours “Hot Topics and Myths in Appraiser Liability” (1/26/2018)
- COURSE (AI) - 7-Hour National USPAP Update Course (2/9/2018)
- SEMINAR (AI) - 3 Hours Florida Appraisal Law (2/9/2018)
- SEMINAR (AI) - 3 Hours “Parking Impact on Florida Properties” (5/4/2018)

F) APPRAISAL TEACHING EXPERIENCE

Licensed by the Florida Department of Education to Teach (Certificate No. 275236). Authored and taught Residential and Commercial Real Estate Appraisal Courses for Broward County Adult Education Program. Taught Course 101 - Society of Real Estate Appraisers. Taught Course 201 - Society of Real Estate Appraisers. Taught Appraisal Seminars - Board of Realtors, ASA, SREA, and AI (Appraisal Institute). Adjunct Professor, University of Florida Division of Continuing Education: (taught Course 2, "Real Estate Principles and Practices" to prospective Florida Real Estate Brokers).

G) PROFESSIONAL OFFICES HELD/AWARDS

NATIONAL B.O.D. MEMBER	-	BOARD OF DIRECTORS of APPRAISAL INSTITUTE (2006- 2008)
AWARD	-	Appraisal Institute "NATIONAL PRESIDENTS AWARD" 2008
AWARD	-	Appraisal Institute "LIFETIME ACHIEVEMENT AWARD" 2011 For "high ethical standards, contributions to the Appraisal Institute, Community and Appraisal Profession for at least 20 years."
CHAIR	-	REGION X - All of Florida - Appraisal Institute (2008)
VICE-CHAIR	-	REGION X - All of Florida - Appraisal Institute (2007)
THIRD DIRECTOR	-	REGION X - All of Florida - Appraisal Institute (2006)
FINANCE OFFICER	-	REGION X - All of Florida - Appraisal Institute (2006)
PRESIDENT	-	BROWARD COUNTY, SOCIETY OF REAL ESTATE APPRAISERS
PRESIDENT	-	BROWARD COUNTY, AMERICAN SOCIETY OF APPRAISERS
CHAIR	-	FLA. STATE GOVERNMENT RELATIONS SUBCOMMITTEE OF AI
CHAIR	-	FLA. STATE LEGISLATION & REGULATION SUBCOMMITTEE OF AI

G) PROFESSIONAL OFFICES HELD/AWARDS

CHAIR	-	FLORIDA REALTORS COMMITTEE ON COMMITTEE REFORMS
CHAIR	-	EDUCATION COMMITTEE, FT. LAUDERDALE CHAPTER AI
CHAIR	-	CANDIDATES GUIDANCE COMMITTEE, FT. LAUDERDALE CHAPTER AI
CHAIR	-	NATIONAL Valuation for Financial Reporting PROJECT TEAM OF AI
VICE CHAIR & MEMBER	-	NATIONAL GOVERNMENT RELATIONS COMMITTEE OF AI (15 Years)
MEMBER	-	NATIONAL LONG RANGE PLANNING COMMITTEE OF AI
MEMBER	-	NATIONAL PUBLIC AFFAIRS COMMITTEE OF AI
DIRECTOR	-	REGION X (Florida) Appraisal Institute
MEMBER	-	REGION X (FLORIDA) ETHICS AND COUNSELING PANEL
DIRECTOR	-	BROWARD COUNTY, FLORIDA SOCIETY OF REAL ESTATE APPRAISERS
DIRECTOR	-	SOUTH FLORIDA CHAPTER AMERICAN SOCIETY OF APPRAISERS
MEMBER	-	NATIONAL EXPERIENCE REVIEW PANEL MEMBER OF AI
SPECIAL MASTER	-	BROWARD COUNTY BOARD OF TAX ADJUSTMENT
COMMISSIONER	-	17TH JUDICIAL CIRCUIT COURT, Broward County, FL
MEMBER	-	2013 APPRAISAL INSTITUTE NATIONAL BUSVAL PROJECT TEAM

H) PROFESSIONAL PUBLICATIONS & PRESENTATIONS

Wrote and taught a basic Residential Appraisal Course for the Broward County Adult Education Div. of the Dept. of Education;

Wrote and taught an Income Appraisal Course for the Broward County Adult Education Division of the Department of Education;

Co-authored and taught an appraisal course on Mortgage-Equity Capitalization for the American Society of Appraisers.

Authored and taught a Florida State and Appraisal Institute 3-hour accredited course in "The Legislation, Regulation and Appraisal of Real Property Rights in Florida September 7, 1996.

Presentation on "Gramm-Leach-Bliley" Federal Privacy Act of 1999 for South Florida Chapter of American Society of Appraisers on October 24, 2001.

Presented 3-hour Florida CEU-credit seminar on "Appraisers and the Gramm-Leach-Bliley Act" before the South Florida Chapter of the Appraisal Institute on July 27, 2002.

Presenter at 6.5 Hour CLE-credit Attorney Seminar on Florida Eminent Domain, "Valuation and Damage Issues" February 2, 2006, Fort Lauderdale, Florida

I) CIVIC INVOLVEMENT

MEMBER OF ROTARY INTERNATIONAL / PAUL HARRIS FELLOW

MEMBER OF THE GREATER FORT LAUDERDALE OPERA GUILD

MEMBER FLORIDA PHILHARMONIC BROWARD TRUSTEES

MEMBER OF THE BROWARD COUNTY LIBRARY SUPPORT GROUP ("BYBLOS")

MEMBER CIRCLE OF FRIENDS – NOVA SOUTHEASTERN LIBRARY FOUNDATION

MEMBER NOVA SOUTHEASTERN UNIVERSITY ALUMNI ASSOCIATION

MEMBER OF THE FORT LAUDERDALE HISTORICAL SOCIETY

MEMBER OF THE BROWARD COUNTY MUSEUM OF THE ARTS

MEMBER OF THE FORT LAUDERDALE / BROWARD COUNTY CHAMBER OF COMMERCE

MEMBER OF THE BETTER BUSINESS BUREAU OF SOUTH FLORIDA

LIFETIME HONORARY MEMBER FLORIDA SHERIFF'S ASSOCIATION

MEMBER NATIONAL & FT. LAUDERDALE COUNCILS U.S. NAVY LEAGUE

U.S. ARMY VETERAN WWII (RA 17212681) - HONORABLE DISCHARGE 1949



Claudia Vance, MAI

Appraiser · Real Estate Analyst · Reviewer

Vance Real Estate Service · 7481 NW 4 Street · Plantation · FL · 33317

Office: 954-583-2116 Cell: 954-647-7148 Email: vanceval@att.net

Web Site: www.vancerealestateservice.com

Vance Real Estate Service is a Veteran-Owned Small Business (VOSB) and Florida Certified SDVBE Minority Business Enterprise specializing in personalized real estate valuation services in Florida for over 35 years. Designated appraisers perform the appraisal work, no trainees. Our appraisals are used for financial/ mortgage loan purposes from large mixed use complexes to small owner- occupied properties. We have the qualifications for appraisals submitted to SBA.

Jesse B. Vance, Jr., MAI, SRA, ASA and Claudia Vance, MAI are qualified as expert witnesses for eminent domain, deficiency judgments, marriage dissolution, and estates. Our firm values most types of real property interests, timely, professionally, and at competitive costs.

PROFESSIONAL QUALIFICATIONS

A) PROFESSIONAL DESIGNATIONS/ LICENSES

MAI Designation - APPRAISAL INSTITUTE No. 9451

State-Certified General Real Estate Appraiser No. RZ-173

Florida State Licensed Real Estate Broker No. BK 0161305

VOSB Veteran-Owned Small Business (CCR/Duns 826494957)

B) WORK HISTORY

1983 - Current Vice President - Vance Real Estate Service

1981 – 1983 President - The Appraisal Company, Fort Lauderdale, Florida

1979 – 1981 Staff Appraiser - Real Property Analysts, Inc., Fort Lauderdale, Florida

1976 – 1980 REALTOR-Associate - The Atwood Corporation, Fort Lauderdale, Florida

1973 – 1975 Teacher of Secondary Language Arts in the Jefferson Parish School in Louisiana

C) QUALIFIED AS AN EXPERT WITNESS IN REAL ESTATE VALUATION

U.S. Bankruptcy Court, Southern District of Florida

Florida Circuit Court: Broward County

D) APPRAISER SPECIAL MAGISTRATE FOR THE BROWARD CO VALUE ADJUSTMENT BOARD 2002-2010

E) EXPERIENCE: 35+years appraising and analyzing real property interests in South Florida.

Partial list of real property types valued:

High value residences, Condominiums/ Co-operatives, Office, Industrial, Multi-family, Restaurants/ bars, Auto dealerships, City Centers, Hotels/ motels, Houses of worship, Schools, Child care centers, Self-storage, Funeral home, Animal Hospital, Mixed use, Nursing homes, Gas sales stations, Marinas, Mobile home parks, Shopping centers, Country clubs/ golf courses, Financial institutions, Bowling centers, Vacant land, Agricultural properties, Environmentally sensitive land

Types of Reports:

Market Value, Eminent Domain, Marketability, Feasibility, Highest and Best Use, Investment Analyses, Partial Interests, Easement Valuations, Estate planning, Marriage dissolution, Land use studies, Damage/ Contamination studies

F) PARTIAL LIST OF CLIENTS –

PRIVATE: Individuals, Corporations, Attorneys, Accountants, Habitat for Humanity, Seminole Tribe of Florida

COMMERCIAL BANKS: Wells Fargo; BankAtlantic; SunTrust; Citigroup; Space Coast Credit Union; State Farm Bank; Florida Shores Bank; American National Bank; Landmark Bank; City National Bank; Englewood Bank & Trust

SAVINGS & LOANS, INSURANCE COMPANIES, REAL ESTATE INVESTMENT TRUSTS, & REAL ESTATE TRANSFER COMPANIES, TITLE INSURANCE COMPANIES

FLORIDA CITIES: Fort Lauderdale, Plantation, Cooper City, Deerfield Beach, Tamarac, Oakland Park, Wilton Manors, Davie, Hollywood, Pembroke Pines, Hallandale Beach, Lauderhill, Southwest Ranches, Miramar, Boca Raton, Boynton Beach, West Palm Beach, Delray Beach

FLORIDA COUNTIES and AGENCIES: Broward, Palm Beach, Broward County Board of County Commissioners, School Board of Broward County, Broward County Housing Authority

STATE OF FLORIDA Department of Transportation (FDOT), Department of Environmental Protection

U.S. Department of Veterans Affairs, U.S. Department of Treasury (IRS), U.S Marshall's Service, U.S. Attorney

G) EDUCATIONAL BACKGROUND**Academic:**

Bachelor of Arts Degree – University of New Orleans, New Orleans, LA – Major: English

Professional:

Course 1-A (AIREA) -	Introduction to Appraising Real Property, 1977, Passed Exam
Course 1-B (AIREA) -	Capitalization Theory and Techniques, 1978, Passed Exam
Course VIII (AIREA) -	Residential Appraising, 1978, Passed Exam
Course SPP (AI) -	Standards of Professional Practice, 1992, Passed Exam
Course 2-1 (AIREA) -	Case Studies, 1987, Passed Exam
Course 2-2 (AIREA) -	Report Writing, 1987, Passed Exam
Course R-2 (SREA) -	Report Writing, 1978, Passed Exam
Course 202 (SREA) -	Applied Income Property Valuation, 1983, Passed Exam
Course 301 (SREA) -	Applications/Appraisal Analysis, 1984, No Exam
Course SPP (SREA) -	Standards of Professional Practice, 1989, No Exam
Symposium (SREA) -	Market Analysis, 1983, Philadelphia
Symposium (SREA) -	Market Analysis, 1984, Atlanta
Symposium (SREA) -	Market Analysis, 1985, Vancouver
Symposium (SREA) -	Market Analysis, 1986, Atlantic City
Symposium (SREA) -	Market Analysis, 1988, Los Angeles
SEMINAR (AI)	- Cost Approach (1992/Boston)
SEMINAR (AI)	- Rates & Ratios (1992/Boston)
SEMINAR (AI)	- International Appraising (1992/Boston)
SEMINAR (AI)	- Litigation Valuation/Mock Trial (1993)
SEMINAR (AI)	- ADA ACT (1993/Reno)
SEMINAR (AI)	- Hotel Valuation (1993)
SEMINAR (AI)	- Income Capitalization, Methods (1993)
SEMINAR (AI)	- Powerlines/Electromagnetic Radiation (1994)
SEMINAR (AI)	- Verifying Market Data (1994)
SEMINAR (AI)	- Market Studies for Appraisals (1994)
SEMINAR (AI)	- Florida Appraiser Core Law (USPAP/1994)
SEMINAR (AI)	- Limited Appraisals & Reports (USPAP/1994)
SEMINAR (AI)	- Public Safety & Property Values (1995)
SEMINAR (AI)	- Outparcel Valuation (1995)
SEMINAR (AI)	- Computer Technology Video Conference (1995)
SEMINAR (AI)	- The Internet & the Appraiser (1996)
SEMINAR (AI)	- Florida Commercial Construction (1996)
SEMINAR (AI)	- 1996 Data Exchange (1996)
SEMINAR (AI)	- Real Property Rights in Florida (1996)
COURSE (AI)	- USPAP & Florida Real Estate Core Law (1996)
SEMINAR (AI)	- Valuation of Trees (1997)

G) EDUCATIONAL BACKGROUND (Continued)

SEMINAR (AI)	- Valuation of Transferable Development Rights [TDR's] (1997)
COURSE (AI)	- Standards of Professional Practice, Part C, 15 hour Course #430 (1997)
SEMINAR (AI)	- Non-Conforming Uses (1998)
SEMINAR (AI)	- The Impact of Contamination on Real Estate Value (1998)
COURSE (AI)	- USPAP & Florida Real Estate Core Law (1998)
SEMINAR (AI)	- Econometrics/Statistical Valuation Methods (1999)
SEMINAR (AI)	- Globalization of Real Estate/What U.S. Appraisers Need to Know (1999)
SEMINAR (AI)	- The Role of the Appraiser in Alternative Dispute Resolution (Mediation/Arbitration) (1999)
SEMINAR (AI)	- Technology Forum Part II/Intermediate (1999)
SEMINAR (AI)	- Client Satisfaction/Retention/Development (1999)
SEMINAR (AI)	- Attacking and Defending an Appraisal (1999)
SEMINAR (AI)	- Federal Appraisal Requirements (2000)
SEMINAR (AI)	- Regression Analysis in Appraisal Practice: Concepts & Applications (2000)
SEMINAR (AI)	- Analyzing Income Producing Properties (2000)
COURSE (AI)	- USPAP & Florida Real Estate Core Law (2000)
SEMINAR (AI)	- Mediation & Alternate Dispute Resolution Seminar (2001)
SEMINAR (AI)	- State of the Appraisal Profession (2001)
SEMINAR (AI)	- Ad Valorem Assessment Process in Florida (2002)
SEMINAR (AI)	- Role of Real Estate Appraisers in Bankruptcy Proceedings (2002)
SEMINAR (AI)	- Appraisers & the Gramm-Leach-Bliley Federal Privacy Act (2002)
SEMINAR (AI)	- How to Appraise the Ugly House (2002)
COURSE (AI)	- 2-Day Course #430, Standards of Professional Practice, Part C (2002)
SEMINAR (AI)	- Market Trends for 2003 (2003)
SEMINAR (AI)	- Update on Code of Professional Ethics (2003)
PANEL (AI)	- Moderator "Industry, Consumer & Congressional Views on Predatory Lending" D.C. (2003)
SEMINAR (AI)	- Florida State Law for Real Estate Appraisers (2003)
SEMINAR (AI)	- Appraisal Agreements (2003)
SEMINAR (AI)	- Analyzing Distressed Real Estate (2004)
SEMINAR (AI)	- Valuation for Financial Reporting Purposes (2004)
SEMINAR (AI)	- National USPAP Course (2004)
SEMINAR (AI)	- Inverse Condemnation (2004)
SEMINAR (AI)	- Loss Prevention (2005)
SEMINAR (AI)	- Single Family Fraud Awareness (2005)
SEMINAR (AI)	- Guide to the new URAR form (2005)
SEMINAR (AI)	- Technologies for Real Estate Appraisers (2006)
SEMINAR (AI)	- The Appraiser's Role in New Urbanism (2006)
SEMINAR (AI)	- National USPAP Update (2006)
SEMINAR (AI)	- Florida State Law for Real Estate Appraisers (2006)
SEMINAR (AI)	- Scope of Work and the New USPAP Requirements (2006)
SEMINAR (AI)	- Energy Star and the Appraisal Process (2006)
SEMINAR (AI)	- Reappraising, Readdressing, and Reassigning Appraisals (2007)
SEMINAR (AI)	- Real Estate Fraud (2007)
SEMINAR (AI)	- Forecasting Revenue (2007)
SEMINAR (AI)	- Florida Law for Real Estate Appraisers (2007)
COURSE (AI)	- Business Practice and Ethics #420 (2007)
SEMINAR (AI)	- Supervisor – Trainee Roles and Rules (2008)
COURSE (AI)	- 7 Hour National USPAP Update #400 (2008)
SEMINAR (AI)	- Hypothetical Conditions and Assumptions (2008)
SEMINAR (AI)	- Real Estate Economy (2008)
SEMINAR (AI)	- Public Sector Appraising (2009)
SEMINAR (AI)	- Inspecting the residential "green" house (2009)
WEBINAR (AI)	- Value for Financial Reporting (2009)
SEMINAR (AI)	- The Real Estate Market in 2009
SEMINAR (AI)	- New Government Regulations (2009)
SEMINAR (AI)	- Property Tax Assessment (2010)
SEMINAR (AI)	- 7 Hour National USPAP (2010)
SEMINAR (AI)	- Florida Law for Real Estate Appraisers (2010)
SEMINAR (AI)	- Supervisor/ Trainee Roles and Rules (2010)
SEMINAR (AI)	- The Real Estate Market (2011)
SEMINAR (AI)	- Uniform Appraisal Standards for Federal Land Acquisitions- "Yellow Book" (2011)
COURSE (AI)	- 15 Hour Appraisal Curriculum Overview (2011)
SEMINAR (AI)	- Spotlight on USPAP – Agreement for Services (2011)
SEMINAR (AI)	- Trial Components (2011)

G) EDUCATIONAL BACKGROUND (Continued)

SEMINAR (AI)	- Lessons from the Old Economy Working in the New (2012)
SEMINAR (AI)	- Appraisal Review for General Appraisals (2012)
COURSE (AI)	- National USPAP Update (2012)
SEMINAR (AI)	- Florida Law (2012)
SEMINAR (AI)	- Land Valuation (2012)
SEMINAR (AI)	- Valuation of Warehouses (2012)
SEMINAR (AI)	- IRS Valuation (2012)
SEMINAR (AI)	- Business Practices and Ethics (2012)
SEMINAR (AI)	- Real Estate Forecast (2013)
SEMINAR (AI)	- Advanced Marketability Studies (2013)
SEMINAR (AI)	- Developing a Supportable Workfile (2013)
SEMINAR (AI)	- Florida Appraisal Law (2014)
SEMINAR (AI)	- Liability Issues for Appraisers performing Litigation & Non-Lending Work (2014)
COURSE (AI)	- 7 Hour National USPAP Update Course (2014)
SEMINAR (AI)	- Florida Law (2014)
SEMINAR (AI)	- New Real Estate Economy (2014)
SEMINAR (AI)	- Economic Engines of Miami-Dade County (2015)
SEMINAR (AI)	- Economic Engines of Broward County (2015)
SEMINAR (AI)	- Tightening the Appraisal (2015)
SEMINAR (AI)	- Evaluating Commercial Construction (2015)
SEMINAR (AI)	- Drone Technology (2015)
SEMINAR (AI)	- Loss Prevention for Appraisers (2016)
COURSE (AI)	- 7 Hour National USPAP Update (2016)
SEMINAR (AI)	- Florida Law (2016)
SEMINAR (AI)	- Redefining the Appraisal & Its Role in an Evolving Banking Environment (2016)
SEMINAR (AI)	- The Tough One, Mixed use properties (2016)
SEMINAR (AI)	- Business Practices & Ethics (2016)
SEMINAR (AI)	- Economic Engines Driving Broward County (2017)
SEMINAR (AI)	- Introduction to Green Buildings & passed exam (2017)
SEMINAR (AI)	- Another View of the Tough Ones (2017)
SEMINAR (AI)	- Appraising for the Office of Valuation Services, Department of the Interior (2017)
SEMINAR (AI)	- Case Studies in Appraising Green Residential Buildings & passed exam (2017)
SEMINAR (AI)	- Uniform Appraisal Standards for Federal Land Acquisitions & passed exam (2017)
SEMINAR (AI)	- Hot Topics & Myths in Appraiser Liability (2018)
COURSE (AI)	- 7 Hour National USPAP Update (2018)
SEMINAR (AI)	- Florida Law (2018)
SEMINAR (AI)	- Parking & Its Impact on Florida Properties (2018)
SEMINAR (AI)	- What's New in Residential Construction (2018)
SEMINAR (AI)	- Valuation Resources for Solar Photovoltaic Systems (2018)

H) PROFESSIONAL INVOLVEMENT

Region X Representative of the Appraisal Institute 2006 – 2009
 President of the South Florida Chapter of the Appraisal Institute - 2003
 First Vice-President of the South Florida Chapter of the Appraisal Institute -2002
 Second Vice-President of the South Florida Chapter of the Appraisal Institute -2001
 Secretary of the South Florida Chapter of the Appraisal Institute -2000
 Treasurer of the South Florida Chapter of the Appraisal Institute - 1999
 Chair of the Education Committee of the S. Florida Chapter of the Appraisal Institute - 1995, 1996, 1997, 1998, 2007- 2018
 Chair of the University Relations Committee of the South Florida Chapter of the Appraisal Institute - 2006
 Director of the South Florida Chapter of the Appraisal Institute 1996 - 1998
 Member of Region X (Florida) Ethics and Counseling Panel –AI
 Graduate of the Florida REALTORS Institute (GRI)
 Director of the Florida Association of REALTORS (FAR) - 1981
 Committee Member of the Florida Association of REALTORS, Education Committee 1980 & 1981
 Chairman of the Education Committee of the Fort Lauderdale REALTORS - 1981 and 1982; Member 1978, 1979, 1980
 Member of the Long Range Planning and Awards Committees of the Fort Lauderdale REALTORS
 Instructor for the Investment Division of the Fort Lauderdale REALTORS

I) PROFESSIONAL PUBLICATIONS & PRESENTATION

Prepared and taught *Mastering Real Estate Mathematics* at the Fort Lauderdale Area Board of REALTORS

Prepared and taught *A Guide to Researching Real Estate Information in Broward County* and *Working Through the Basic Approaches to Market Value*, Fort Lauderdale Area Board of REALTORS

J) CIVIC INVOLVEMENT

Member of the Navy League of the United States – Fort Lauderdale Council

Lifetime Honorary Member- Florida Sheriff's Association

Member of Zeta Tau Alpha Alumnae Fraternity