



CRA Advisory Board Meeting
Thursday, April 4, 2019 - 6:30 PM
Intracoastal Park Clubhouse, 2240 N. Federal Highway, Boynton Beach, FL 33435
561-737-3256
ADVISORY BOARD AGENDA

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 March 31, 2019
- 5. Public Comment**
- 6. Consent**
 - A. Approval of CRA Advisory Board Meeting Minutes - March 7, 2019
- 7. Assignments**
 - A. Pending Assignments
 1. Consideration of Equitable Economic Development Grants
 - B. Reports on Pending Assignments
 - C. New Assignments
- 8. CRA Board Items for CRA Advisory Board Review and Recommendations**
 - A. Old Business
 1. Discussion and Consideration of the Conceptual Design and Development Terms for the CRA's MLK Jr. Blvd Redevelopment Project
 - B. New Business
- 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 March 31, 2019

SUMMARY:

Attached is the monthly budget report for March 2019 representing the Agency's revenues and expenses (Attachment I); Statement of Revenues, Expenditures and Changes in Fund Balance Report (Attachment II); and, Budget Comparison Schedule - General Fund (Attachment III).

CRA PLAN/PROJECT/PROGRAM:

2016 Boynton Beach Community Redevelopment Plan and FY 2018-2019 CRA Budget

ATTACHMENTS:

Description

- ▣ **Attachment I - March 2019 Financial Summary**
- ▣ **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: MARCH 31ST, 2019

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	12,421,686	12,421,686	0.00	12,558,411.00	0.00 (136,725.00)	1.10-
MARINA RENT & GRANT INC	1,000,000	1,000,000	6,105.30	474,181.38	0.00	525,818.62	52.58
INVESTMENT INCOME	0	0	0.00	19,781.01	0.00 (19,781.01)	0.00
CONTRIBUTIONS & DONATION	0	0	0.00	105,786.65	0.00 (105,786.65)	0.00
MISCELLANEOUS	0	0	289.10	11,444.88	0.00 (11,444.88)	0.00
TOTAL REVENUES	13,421,686	13,421,686	6,394.40	13,169,604.92	0.00	252,081.08	1.88
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
LEGISLATIVE	30,000	30,000	418.12	6,559.05	1,500.00	21,940.95	73.14
ADMINISTRATIVE	522,480	522,480	36,400.19	223,260.22	0.00	299,219.78	57.27
FINANCE	194,309	194,309	16,036.07	87,104.02	420.00	106,784.98	54.96
INSURANCES	172,500	172,500	0.00	111,664.89	0.00	60,835.11	35.27
PROFESSIONAL SERVICES	264,000	264,000	12,511.49	58,830.33	49,779.00	155,390.67	58.86
PLANNING	122,060	122,060	7,304.69	40,250.93	0.00	81,809.07	67.02
BUILDINGS & PROPERTY	723,545	723,545	21,655.28	242,842.98	79,373.34	401,328.68	55.47
MARINA	1,000,000	1,000,000	108,050.49	460,089.51	0.00	539,910.49	53.99
COMMUNICATIONS & TECHNOLO	79,500	79,500	617.99	24,991.35	17,354.36	37,154.29	46.73
CONTINGENCY	100,000	100,000	0.00	0.00	0.00	100,000.00	100.00
MARKETING	149,089	149,089	6,360.67	47,937.23	0.00	101,151.77	67.85
SPECIAL EVENTS	69,756	69,756	4,581.45	28,826.30	0.00	40,929.70	58.68
EMPLOYEE BEBEFITS	395,679	395,679	64,662.72	147,701.65	0.00	247,977.35	62.67
DEBT SERVICE	2,136,465	2,136,465	0.00	2,136,465.00	0.00	0.00	0.00
TRANSFER OUT	7,462,303	7,462,303	0.00	7,462,303.00	0.00	0.00	0.00
TOTAL EXPENDITURES	13,421,686	13,421,686	278,599.16	11,078,826.46	148,426.70	2,194,432.84	16.35
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0	0 (272,204.76)	2,090,778.46 (148,426.70) (1,942,351.76)	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	12,421,686	12,421,686	0.00	12,558,411.00	0.00 (136,725.00)	1.10-
TOTAL T.I.F.INCOME	12,421,686	12,421,686	0.00	12,558,411.00	0.00 (136,725.00)	1.10-
MARINA RENT & GRANT INC							
01-42115 MARINA RENTS	100,000	100,000	8,882.50	51,729.64	0.00	48,270.36	48.27
01-42116 MISCELLANEOUS RENTS FRO PROPE	0	0	0.00	2,127.38	0.00 (2,127.38)	0.00
01-42117 MARINA FUEL SALES	900,000	900,000	0.00	421,999.74	0.00	478,000.26	53.11
01-42118 MARINA MISC INCOME	0	0 (2,777.20) (1,675.38)	0.00	1,675.38	0.00
TOTAL MARINA RENT & GRANT INC	1,000,000	1,000,000	6,105.30	474,181.38	0.00	525,818.62	52.58
MARKETING INCOME	_____	_____	_____	_____	_____	_____	_____
FESTIVALS & EVENT INCOME	_____	_____	_____	_____	_____	_____	_____
INVESTMENT INCOME							
01-46100 INTEREST INCOME	0	0	0.00	19,781.01	0.00 (19,781.01)	0.00
TOTAL INVESTMENT INCOME	0	0	0.00	19,781.01	0.00 (19,781.01)	0.00
CONTRIBUTIONS & DONATION							
01-47200 IN KIND REVENUE	0	0	0.00	105,786.65	0.00 (105,786.65)	0.00
TOTAL CONTRIBUTIONS & DONATION	0	0	0.00	105,786.65	0.00 (105,786.65)	0.00
MISCELLANEOUS							
01-48100 MISCELLANEOUS INCOME	0	0	289.10	11,444.88	0.00 (11,444.88)	0.00
TOTAL MISCELLANEOUS	0	0	289.10	11,444.88	0.00 (11,444.88)	0.00
OTHER FINANCING SOURCES	_____	_____	_____	_____	_____	_____	_____
TOTAL REVENUES	13,421,686	13,421,686	6,394.40	13,169,604.92	0.00	252,081.08	1.88

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 201901 -GENERAL FUND
LEGISLATIVE

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							
01-51010-200 CONTRACTUAL EXPENSE	7,500	7,500	339.00	678.00	1,500.00	5,322.00	70.96
01-51010-216 ADVERTISING & PUBLIC NOTI	6,500	6,500	79.12	1,351.75	0.00	5,148.25	79.20
01-51010-225 ASSOC. MEETINGS & SEMINAR	14,500	14,500	0.00	4,518.61	0.00	9,981.39	68.84
01-51010-227 DELIVERY SERVICES	750	750	0.00	0.00	0.00	750.00	100.00
TOTAL PURCHASED/CONTRACT SERV	29,250	29,250	418.12	6,548.36	1,500.00	21,201.64	72.48
SUPPLIES							
01-51010-310 OFFICE SUPPLIES	750	750	0.00	10.69	0.00	739.31	98.57
TOTAL SUPPLIES	750	750	0.00	10.69	0.00	739.31	98.57
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TOTAL LEGISLATIVE	30,000	30,000	418.12	6,559.05	1,500.00	21,940.95	73.14

01 -GENERAL FUND
ADMINISTRATIVE

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
PERSONNEL SERVICES							
01-51230-100 PERSONNEL SERVICES	457,250	457,250	32,481.18	202,189.49	0.00	255,060.51	55.78
01-51230-115 CAR ALLOWANCE	5,220	5,220	401.52	2,449.28	0.00	2,770.72	53.08
TOTAL PERSONNEL SERVICES	462,470	462,470	32,882.70	204,638.77	0.00	257,831.23	55.75
PURCHASED/CONTRACT SERV							
01-51230-225 ASSOC. MEETINGS & SEMINAR	16,900	16,900	2,331.76	7,977.44	0.00	8,922.56	52.80
01-51230-226 MEMBERSHIP DUES	11,085	11,085	495.00	4,806.00	0.00	6,279.00	56.64
01-51230-227 DELIVERY SERVICES	500	500	0.00	0.00	0.00	500.00	100.00
01-51230-229 CAREER DEVELOPMENT	19,500	19,500	0.00	2,251.00	0.00	17,249.00	88.46
TOTAL PURCHASED/CONTRACT SERV	47,985	47,985	2,826.76	15,034.44	0.00	32,950.56	68.67
SUPPLIES							
01-51230-310 OFFICE SUPPLIES	3,000	3,000	388.05	690.05	0.00	2,309.95	77.00
01-51230-315 POSTAGE	2,500	2,500	0.00	376.43	0.00	2,123.57	84.94
01-51230-340 CELLULAR PHONES	3,420	3,420	302.68	1,641.48	0.00	1,778.52	52.00
01-51230-355 SUBSCRIPTIONS	605	605	0.00	0.00	0.00	605.00	100.00
01-51230-360 BOOKS & PUBLICATIONS	500	500	0.00	146.22	0.00	353.78	70.76
TOTAL SUPPLIES	10,025	10,025	690.73	2,854.18	0.00	7,170.82	71.53
CAPITAL EXPENDITURES							
01-51230-400 EQUIPMENT COSTS	2,000	2,000	0.00	732.83	0.00	1,267.17	63.36
TOTAL CAPITAL EXPENDITURES	2,000	2,000	0.00	732.83	0.00	1,267.17	63.36
DEPRECIATION & AMORT							
TOTAL ADMINISTRATIVE	522,480	522,480	36,400.19	223,260.22	0.00	299,219.78	57.27

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2019

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							

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	168,269	168,269	12,943.80	78,957.18	0.00	89,311.82	53.08
TOTAL PERSONNEL SERVICES	168,269	168,269	12,943.80	78,957.18	0.00	89,311.82	53.08
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	348.49	2,148.15	0.00	851.85	28.40
01-51325-225 ASSOC. MEETINGS & SEMINAR	8,450	8,450	2,271.61	2,545.81	420.00	5,484.19	64.90
01-51325-226 MEMBERSHIP DUES	1,300	1,300	189.00	339.00	0.00	961.00	73.92
01-51325-227 DELIVERY COSTS	500	500	49.88	109.59	0.00	390.41	78.08
01-51325-229 CAREER DEVELOPMENT	5,000	5,000	0.00	647.02	0.00	4,352.98	87.06
TOTAL PURCHASED/CONTRACT SERV	18,500	18,500	2,858.98	5,964.57	420.00	12,115.43	65.49
SUPPLIES							
01-51325-310 OFFICE SUPPLIES	2,500	2,500	130.73	468.06	0.00	2,031.94	81.28
01-51325-340 CELLULAR PHONES	1,440	1,440	102.56	615.21	0.00	824.79	57.28
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	0.00	0.00	600.00	100.00
TOTAL SUPPLIES	6,540	6,540	233.29	2,182.27	0.00	4,357.73	66.63
CAPITAL EXPENDITURES							
01-51325-400 EQUIPMENT COSTS	1,000	1,000	0.00	0.00	0.00	1,000.00	100.00
TOTAL CAPITAL EXPENDITURES	1,000	1,000	0.00	0.00	0.00	1,000.00	100.00
DEPRECIATION & AMORT							
TOTAL FINANCE	194,309	194,309	16,036.07	87,104.02	420.00	106,784.98	54.96

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 201901 -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	111,664.89	0.00	60,835.11	35.27
TOTAL PURCHASED/CONTRACT SERV	172,500	172,500	0.00	111,664.89	0.00	60,835.11	35.27
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TOTAL INSURANCES	172,500	172,500	0.00	111,664.89	0.00	60,835.11	35.27

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 201901 -GENERAL FUND
PROFESSIONAL SERVICES

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							
01-51420-200 CONTRACTUAL EXPENSE	142,000	142,000	1,876.34	44,069.27	792.00	97,138.73	68.41
01-51420-201 CONTRACT LEGAL	100,000	100,000	10,122.15	14,248.06	35,000.00	50,751.94	50.75
01-51420-204 CITY STAFF COSTS	22,000	22,000	513.00	513.00	13,987.00	7,500.00	34.09
TOTAL PURCHASED/CONTRACT SERV	264,000	264,000	12,511.49	58,830.33	49,779.00	155,390.67	58.86
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TOTAL PROFESSIONAL SERVICES	264,000	264,000	12,511.49	58,830.33	49,779.00	155,390.67	58.86

01 -GENERAL FUND
PLANNING

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							
01-51440-100 PERSONNEL SERVICES	78,950	78,950	7,073.16	38,045.53	0.00	40,904.47	51.81
TOTAL PERSONNEL SERVICES	78,950	78,950	7,073.16	38,045.53	0.00	40,904.47	51.81
PURCHASED/CONTRACT SERV							
01-51440-225 ASSOC. MEETINGS & SEMINAR	29,820	29,820	0.00	1,033.65	0.00	28,786.35	96.53
01-51440-226 MEMBERSHIP DUES	1,350	1,350	0.00	0.00	0.00	1,350.00	100.00
01-51440-227 DELIVERY SERVICES	300	300	16.46	49.18	0.00	250.82	83.61
01-51440-229 CAREER DEVELOPMENT	6,300	6,300	0.00	0.00	0.00	6,300.00	100.00
TOTAL PURCHASED/CONTRACT SERV	37,770	37,770	16.46	1,082.83	0.00	36,687.17	97.13
SUPPLIES							
01-51440-310 OFFICE SUPPLIES	1,500	1,500	69.87	351.57	0.00	1,148.43	76.56
01-51440-340 CELLULAR PHONES	540	540	45.00	270.00	0.00	270.00	50.00
01-51440-355 SUBSCRIPTIONS	1,500	1,500	100.20	501.00	0.00	999.00	66.60
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	0.00	0.00	0.00	1,500.00	100.00
TOTAL SUPPLIES	5,340	5,340	215.07	1,122.57	0.00	4,217.43	78.98
CAPITAL EXPENDITURES							
DEPRECIATION & AMORT							
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TOTAL PLANNING	122,060	122,060	7,304.69	40,250.93	0.00	81,809.07	67.02

01 -GENERAL FUND
BUILDINGS & PROPERTY

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							
01-51620-200 CONTRACTUAL EXPENSE	3,045	3,045	0.00	679.88	0.00	2,365.12	77.67
01-51620-201 PROPERTY TAXES & ASSOC. D	75,000	75,000	0.00	12,603.92	0.00	62,396.08	83.19
01-51620-205 RENTAL OF OFFICES	104,000	104,000	14,161.87	44,052.80	0.00	59,947.20	57.64
01-51620-208 EQUIPMENT LEASES	11,500	11,500	592.71	2,609.72	7,658.34	1,231.94	10.71
01-51620-209 PROPERTY MAINTENENCE COST	490,000	490,000	4,796.70	66,015.82	71,715.00	352,269.18	71.89
01-51620-210 IN KIND EXPENSE	0	0	0.00	105,786.65	0.00	105,786.65	0.00
01-51620-224 SIGNAGE	10,000	10,000	735.35	1,202.85	0.00	8,797.15	87.97
TOTAL PURCHASED/CONTRACT SERV	693,545	693,545	20,286.63	232,951.64	79,373.34	381,220.02	54.97
SUPPLIES							
01-51620-325 ELECTRICITY COSTS	15,000	15,000	746.36	6,041.00	0.00	8,959.00	59.73
01-51620-326 WATER CHARGES	15,000	15,000	622.29	3,850.34	0.00	11,149.66	74.33
TOTAL SUPPLIES	30,000	30,000	1,368.65	9,891.34	0.00	20,108.66	67.03
CAPITAL EXPENDITURES							
DEPRECIATION & AMORT							
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TOTAL BUILDINGS & PROPERTY	723,545	723,545	21,655.28	242,842.98	79,373.34	401,328.68	55.47

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	28,000	28,000	990.65	10,024.34	0.00	17,975.66	64.20
01-51630-241 MARINA FUEL MANAGEMENT	187,180	187,180	15,573.17	93,439.02	0.00	93,740.98	50.08
01-51630-242 MARINE FUEL STATION OVERH	29,500	29,500	2,676.64	15,150.48	0.00	14,349.52	48.64
TOTAL PURCHASED/CONTRACT SERV	245,180	245,180	19,240.46	119,063.84	0.00	126,116.16	51.44
SUPPLIES							
01-51630-310 OFFICE SUPPLIES	1,000	1,000	0.00	294.23	0.00	705.77	70.58
01-51630-325 ELECTRIC COSTS	8,100	8,100	492.84	2,738.40	0.00	5,361.60	66.19
01-51630-326 WATER COSTS	12,000	12,000	96.15	2,176.06	0.00	9,823.94	81.87
01-51630-327 GASOLINE & DEISEL FUEL PU	721,720	721,720	87,099.37	330,122.94	0.00	391,597.06	54.26
01-51630-328 MARINA DIESEL SALES TAX	12,000	12,000	1,121.67	5,694.04	0.00	6,305.96	52.55
TOTAL SUPPLIES	754,820	754,820	88,810.03	341,025.67	0.00	413,794.33	54.82
CAPITAL EXPENDITURES	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
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TOTAL MARINA	1,000,000	1,000,000	108,050.49	460,089.51	0.00	539,910.49	53.99

01 -GENERAL FUND
COMMUNICATIONS & TECHNOLO

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
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PURCHASED/CONTRACT SERV							
01-51650-200 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	2,469.88	17,354.36	7,175.76	26.58
01-51650-211 COMPUTER SOFTWARE & LICEN	3,500	3,500	0.00	1,382.27	0.00	2,117.73	60.51
01-51650-212 FINANCIAL SOFTWARE MAINTEN	29,000	29,000	0.00	10,584.08	0.00	18,415.92	63.50
TOTAL PURCHASED/CONTRACT SERV	62,500	62,500	0.00	14,436.23	17,354.36	30,709.41	49.14
SUPPLIES							
01-51650-330 TELEPHONE LINES	8,000	8,000	617.99	3,618.37	0.00	4,381.63	54.77
TOTAL SUPPLIES	8,000	8,000	617.99	3,618.37	0.00	4,381.63	54.77
CAPITAL EXPENDITURES							
01-51650-400 EQUIPMENT COSTS	9,000	9,000	0.00	6,936.75	0.00	2,063.25	22.93
TOTAL CAPITAL EXPENDITURES	9,000	9,000	0.00	6,936.75	0.00	2,063.25	22.93
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TOTAL COMMUNICATIONS & TECHNOLO	79,500	79,500	617.99	24,991.35	17,354.36	37,154.29	46.73

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2019

01 -GENERAL FUND
SOFTWARE & TECHNOLOGY

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

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2019

01 -GENERAL FUND
CONTINGENCY

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEPARTMENTAL EXPENDITURES							
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
TOTAL CONTINGENCY	100,000	100,000	0.00	0.00	0.00	100,000.00	100.00

BOYNTON BEACH CRA
 REVENUE & EXPENDITURES REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2019

01 -GENERAL FUND
 TRANSPORTATION

	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: MARCH 31ST, 2019

01 -GENERAL FUND
INCENTIVES & GRANTS

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

01 -GENERAL FUND
MARKETING

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEPARTMENTAL EXPENDITURES							
PERSONNEL SERVICES							
01-57400-100 PERSONNEL SERVICES	64,594	64,594	4,968.80	30,309.61	0.00	34,284.39	53.08
TOTAL PERSONNEL SERVICES	64,594	64,594	4,968.80	30,309.61	0.00	34,284.39	53.08
PURCHASED/CONTRACT SERV							
01-57400-216 ADVERTISING & PUBLIC NOTI	40,000	40,000	737.00	8,532.00	0.00	31,468.00	78.67
01-57400-218 ANNUAL REPORT & BROCHURES	6,000	6,000	0.00	0.00	0.00	6,000.00	100.00
01-57400-225 ASSOC. MEETINGS & SEMINAR	4,400	4,400	0.00	122.24	0.00	4,277.76	97.22
01-57400-226 MEMBERSHIP DUES	5,850	5,850	0.00	450.00	0.00	5,400.00	92.31
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	0.00	0.00	0.00	2,500.00	100.00
01-57400-236 PHOTOGRAPHY / VIDEOS	15,000	15,000	540.00	5,600.00	0.00	9,400.00	62.67
TOTAL PURCHASED/CONTRACT SERV	77,750	77,750	1,277.00	14,704.24	0.00	63,045.76	81.09
SUPPLIES							
01-57400-310 OFFICE SUPPLIES	1,500	1,500	69.87	349.52	0.00	1,150.48	76.70
01-57400-340 CELLULAR PHONES	540	540	45.00	270.00	0.00	270.00	50.00
01-57400-355 SUBSCRIPTIONS	1,005	1,005	0.00	1,005.00	0.00	0.00	0.00
01-57400-360 BOOKS & PUBLICATIONS	200	200	0.00	113.86	0.00	86.14	43.07
01-57400-365 OFFICE PRINTING COSTS	3,500	3,500	0.00	1,185.00	0.00	2,315.00	66.14
TOTAL SUPPLIES	6,745	6,745	114.87	2,923.38	0.00	3,821.62	56.66
DEPRECIATION & AMORT							
TOTAL MARKETING	149,089	149,089	6,360.67	47,937.23	0.00	101,151.77	67.85

01 -GENERAL FUND
SPECIAL EVENTS

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEPARTMENTAL EXPENDITURES							
PERSONNEL SERVICES							
01-57500-100 PERSONNEL SERVICES	58,066	58,066	4,466.60	27,246.30	0.00	30,819.70	53.08
TOTAL PERSONNEL SERVICES	58,066	58,066	4,466.60	27,246.30	0.00	30,819.70	53.08
PURCHASED/CONTRACT SERV							
01-57500-225 ASSOC. MEETINGS & SEMINAR	6,100	6,100	0.00	263.34	0.00	5,836.66	95.68
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	321.00	0.00	2,179.00	87.16
TOTAL PURCHASED/CONTRACT SERV	9,100	9,100	0.00	584.34	0.00	8,515.66	93.58
SUPPLIES							
01-57500-310 OFFICE SUPPLIES	1,500	1,500	69.85	725.66	0.00	774.34	51.62
01-57500-340 CELLULAR PHONES	540	540	45.00	270.00	0.00	270.00	50.00
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	2,590	2,590	114.85	995.66	0.00	1,594.34	61.56
CAPITAL EXPENDITURES	_____	_____	_____	_____	_____	_____	_____
DEPRECIATION & AMORT	_____	_____	_____	_____	_____	_____	_____
TOTAL SPECIAL EVENTS	69,756	69,756	4,581.45	28,826.30	0.00	40,929.70	58.68

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2019

01 -GENERAL FUND
DEVELOPMENT PROJECTS

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

01 -GENERAL FUND
EMPLOYEE BEBEFITS

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEPARTMENTAL EXPENDITURES							
PERSONNEL SERVICES							
01-59000-151 F.I.C.A.	48,000	48,000	3,747.38	21,559.25	0.00	26,440.75	55.08
01-59000-152 MEDICARE	11,277	11,277	876.41	5,355.10	0.00	5,921.90	52.51
01-59000-153 RETIREMENT PLAN 401(a)	173,854	173,854	52,350.00	101,123.00	0.00	72,731.00	41.83
01-59000-154 WORKERS COMP INSURANCE	2,500	2,500	1,548.48	1,548.48	0.00	951.52	38.06
01-59000-155 HEALTH INSURANCE	110,000	110,000	5,313.96	12,599.77	0.00	97,400.23	88.55
01-59000-156 DENTAL INSURANCE	4,500	4,500	314.71	2,007.33	0.00	2,492.67	55.39
01-59000-157 LIFE INSURANCE	1,500	1,500	48.30	289.80	0.00	1,210.20	80.68
01-59000-158 SHORT / LONG TERM DISABIL	3,448	3,448	425.05	2,975.35	0.00	472.65	13.71
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	600	600	38.43	243.57	0.00	356.43	59.41
01-59000-161 COMPENSATED ABSENSES	35,000	35,000	0.00	0.00	0.00	35,000.00	100.00
TOTAL PERSONNEL SERVICES	395,679	395,679	64,662.72	147,701.65	0.00	247,977.35	62.67
TOTAL EMPLOYEE BEBEFITS	395,679	395,679	64,662.72	147,701.65	0.00	247,977.35	62.67

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2019

01 -GENERAL FUND
DEBT SERVICE

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
DEBT SERVICE							
OTHER FINANCING USES							
01-59800-990 TRANS OUT TO DEBT SERVICE	2,136,465	2,136,465	0.00	2,136,465.00	0.00	0.00	0.00
TOTAL OTHER FINANCING USES	2,136,465	2,136,465	0.00	2,136,465.00	0.00	0.00	0.00
TOTAL DEBT SERVICE	2,136,465	2,136,465	0.00	2,136,465.00	0.00	0.00	0.00

01 -GENERAL FUND

TRANSFER OUT

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
<hr/>							
OTHER FINANCING USES							
01-59999-990 INTERFUND TRANSFERS OUT	7,462,303	7,462,303	0.00	7,462,303.00	0.00	0.00	0.00
TOTAL OTHER FINANCING USES	7,462,303	7,462,303	0.00	7,462,303.00	0.00	0.00	0.00
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TOTAL TRANSFER OUT	7,462,303	7,462,303	0.00	7,462,303.00	0.00	0.00	0.00
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TOTAL EXPENDITURES	13,421,686 =====	13,421,686 =====	278,599.16 =====	11,078,826.46 =====	148,426.70 =====	2,194,432.84 =====	16.35 =====
REVENUES OVER/ (UNDER) EXPENDITURES	0	0 (272,204.76)	2,090,778.46 (148,426.70) (1,942,351.76)	0.00

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2019

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	2,092.66	52,390.45	0.00 (52,390.45)	0.00
INVESTMENT INCOME	0	0	0.00	58,958.09	0.00 (58,958.09)	0.00
MISCELLANEOUS	0	0	0.00	4,099.74	0.00 (4,099.74)	0.00
OTHER FINANCING SOURCES	10,728,094	10,728,094	0.00	7,462,303.00	0.00	3,265,791.00	30.44
TOTAL REVENUES	10,728,094	10,728,094	2,092.66	7,577,751.28	0.00	3,150,342.72	29.37
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
OPERATING EXPENSES	429,979	429,979	11,740.00	56,060.66	5,000.00	368,918.34	85.80
CAPITAL OUTLAY	7,192,759	7,192,759	75.00 (24,821.25)	3,700,000.00	3,517,580.25	48.90
ECONOMIC DEVELOPMENT	1,841,356	1,841,356	627,446.79	645,729.47	40,656.03	1,154,970.50	62.72
PROJECTS AND PROGRAMS	1,264,000	1,264,000	125,635.72	419,771.57	275,985.33	568,243.10	44.96
TOTAL EXPENDITURES	10,728,094	10,728,094	764,897.51	1,096,740.45	4,021,641.36	5,609,712.19	52.29
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0	0 (762,804.85)	6,481,010.83	(4,021,641.36)	(2,459,369.47)	0.00

	ORIGINAL	AMENDED	MONTHLY	YEAR-TO-DATE	TOTAL	UNENCUMBERED	% OF
REVENUES	BUDGET	BUDGET	ACTIVITY	BALANCE	ENCUMBERED	BALANCE	BUDGET
							REMAINING
FESTIVALS & EVENT INCOME							
02-44100 FESTIVAL & EVENT INCOME	0	0	2,092.66	52,390.45	0.00 (52,390.45)	0.00
TOTAL FESTIVALS & EVENT INCOME	0	0	2,092.66	52,390.45	0.00 (52,390.45)	0.00
INTERGOVERNMENTAL REV							
INVESTMENT INCOME							
02-46100 INTEREST INCOME	0	0	0.00	58,958.09	0.00 (58,958.09)	0.00
TOTAL INVESTMENT INCOME	0	0	0.00	58,958.09	0.00 (58,958.09)	0.00
MISCELLANEOUS							
02-48100 MISCELLANEOUS INCOME	0	0	0.00	4,099.74	0.00 (4,099.74)	0.00
TOTAL MISCELLANEOUS	0	0	0.00	4,099.74	0.00 (4,099.74)	0.00
OTHER FINANCING SOURCES							
02-49100 OTHER FINANCING SOURCES	3,265,791	3,265,791	0.00	0.00	0.00	3,265,791.00	100.00
02-49900 TRANSFERS IN	7,462,303	7,462,303	0.00	7,462,303.00	0.00	0.00	0.00
TOTAL OTHER FINANCING SOURCES	10,728,094	10,728,094	0.00	7,462,303.00	0.00	3,265,791.00	30.44
TOTAL REVENUES	10,728,094	10,728,094	2,092.66	7,577,751.28	0.00	3,150,342.72	29.37

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2019

02 -PROJECTS FUND
BOND #2 ISSUE COST

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

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 201902 -PROJECTS FUND
OPERATING EXPENSES

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
PURCHASED/CONTRACT SERV							
02-58100-201 BANK FEES	0	0	0.00	30.00	0.00 (30.00)	0.00
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	204,979	204,979	1,600.00	10,380.66	5,000.00	189,598.34	92.50
02-58100-213 LEGAL FEES	125,000	125,000	10,140.00	45,650.00	0.00	79,350.00	63.48
TOTAL PURCHASED/CONTRACT SERV	429,979	429,979	11,740.00	56,060.66	5,000.00	368,918.34	85.80
TOTAL OPERATING EXPENSES	429,979	429,979	11,740.00	56,060.66	5,000.00	368,918.34	85.80

02 -PROJECTS FUND
CAPITAL OUTLAY

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
<hr/>							
CAPITAL EXPENDITURES							
02-58200-401 BUILDINGS	475,000	475,000	0.00	11,527.92	0.00	463,472.08	97.57
02-58200-404 CONSTRUCTION IN PROGRESS	190,000	190,000	75.00 (26,904.69)	0.00	216,904.69	114.16
02-58200-405 SITE WORK AND DEMOLITION	66,315	66,315	0.00 (10,600.00)	0.00	76,915.00	115.98
02-58200-406 INFRASTRUCTURE AND STREET	6,461,444	6,461,444	0.00	1,155.52	3,700,000.00	2,760,288.48	42.72
TOTAL CAPITAL EXPENDITURES	7,192,759	7,192,759	75.00 (24,821.25)	3,700,000.00	3,517,580.25	48.90
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TOTAL CAPITAL OUTLAY	7,192,759	7,192,759	75.00 (24,821.25)	3,700,000.00	3,517,580.25	48.90

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2019

02 -PROJECTS FUND
AFFORDABLE HOUSING

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

02 -PROJECTS FUND
ECONOMIC DEVELOPMENT

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
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CAPITAL EXPENDITURES							
02-58400-443 DIFA-ECONOMIC DEVELOPMENT	1,207,000	1,207,000	605,068.00	605,068.00	0.00	601,932.00	49.87
02-58400-444 ECONOMIC DEVELOPMENT GRAN	554,356	554,356	9,246.29	10,303.97	36,066.03	507,986.00	91.64
02-58400-445 MARKETING INCENTIVES	80,000	80,000	13,132.50	30,357.50	4,590.00	45,052.50	56.32
TOTAL CAPITAL EXPENDITURES	1,841,356	1,841,356	627,446.79	645,729.47	40,656.03	1,154,970.50	62.72
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TOTAL ECONOMIC DEVELOPMENT	1,841,356	1,841,356	627,446.79	645,729.47	40,656.03	1,154,970.50	62.72

02 -PROJECTS FUND
PROJECTS AND PROGRAMS

	ORIGINAL BUDGET	AMENDED BUDGET	MONTHLY ACTIVITY	YEAR-TO-DATE BALANCE	TOTAL ENCUMBERED	UNENCUMBERED BALANCE	% OF BUDGET REMAINING
<hr/>							
CAPITAL EXPENDITURES							
02-58500-460 COMMUNITY POLICING INNOVA	370,000	370,000	94,014.67	15,698.57	275,985.33	78,316.10	21.17
02-58500-470 COMMUNITY SUPPORT PROJECT	345,000	345,000	0.00	0.00	0.00	345,000.00	100.00
02-58500-480 COMMUNITY SPECIAL EVENTS	549,000	549,000	31,621.05	404,073.00	0.00	144,927.00	26.40
TOTAL CAPITAL EXPENDITURES	1,264,000	1,264,000	125,635.72	419,771.57	275,985.33	568,243.10	44.96
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TOTAL PROJECTS AND PROGRAMS	1,264,000	1,264,000	125,635.72	419,771.57	275,985.33	568,243.10	44.96

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2019

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	10,728,094	10,728,094	764,897.51	1,096,740.45	4,021,641.36	5,609,712.19	52.29
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0	0 (762,804.85)	6,481,010.83	(4,021,641.36)	(2,459,369.47)	0.00

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2019

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	3,378.46	0.00 (3,378.46)	0.00
OTHER FINANCING SOURCES	2,136,465	2,136,465	0.00	2,136,465.00	0.00	0.00	0.00
TOTAL REVENUES	2,136,465	2,136,465	0.00	2,139,843.46	0.00 (3,378.46)	0.16-
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
DEBT SERVICES	2,136,465	2,136,465	210,476.27	210,476.27	0.00	1,925,988.73	90.15
TOTAL EXPENDITURES	2,136,465	2,136,465	210,476.27	210,476.27	0.00	1,925,988.73	90.15
	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	0	0 (210,476.27)	1,929,367.19	0.00 (1,929,367.19)	0.00

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							
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DEBT SERVICE							
03-59800-814 BOND 2012 PRINCIPAL	1,331,000	1,331,000	0.00	0.00	0.00	1,331,000.00	100.00
03-59800-815 BOND 2015 PRINCIPAL	380,000	380,000	0.00	0.00	0.00	380,000.00	100.00
03-59800-824 BOND 2012 INTEREST	295,270	295,270	145,878.76	145,878.76	0.00	149,391.24	50.59
03-59800-826 BOND 2015 INTEREST	129,195	129,195	64,597.51	64,597.51	0.00	64,597.49	50.00
03-59800-830 FINANCIAL AGENT FEES	1,000	1,000	0.00	0.00	0.00	1,000.00	100.00
TOTAL DEBT SERVICE	2,136,465	2,136,465	210,476.27	210,476.27	0.00	1,925,988.73	90.15
<hr/>							
OTHER FINANCING USES							
<hr/>							
TOTAL DEBT SERVICES	2,136,465	2,136,465	210,476.27	210,476.27	0.00	1,925,988.73	90.15

BOYNTON BEACH CRA
REVENUE & EXPENDITURES REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2019

03 -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	2,136,465	2,136,465	210,476.27	210,476.27	0.00	1,925,988.73	90.15
REVENUES OVER/(UNDER) EXPENDITURES	0	0 (210,476.27)	1,929,367.19	0.00 (1,929,367.19)	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 - March 29, 2019

	General Fund	Projects Fund	Debt Service Fund	Total Governmental Funds
REVENUES				
Tax increment revenue	\$ 12,558,411	\$ -	\$ -	\$ 12,558,411
Marina Rent & Fuel Sales	474,181	-	-	474,181
Contributions and donations	-	-	-	-
Interest and other income	137,013	115,448	3,378	255,839
Total revenues	<u>13,169,605</u>	<u>115,448</u>	<u>3,378</u>	<u>13,288,432</u>
EXPENDITURES				
General government	1,480,323	-	-	1,480,323
Redevelopment projects	-	1,096,740	-	1,096,740
Debt service:				-
Principal	-	-	-	-
Interest and other charges	-	-	210,476	210,476
Total expenditures	<u>1,480,323</u>	<u>1,096,740</u>	<u>210,476</u>	<u>2,787,540</u>
Excess (deficiency) of revenues over expenditures	<u>11,689,282</u>	<u>(981,292)</u>	<u>(207,098)</u>	<u>10,500,892</u>
OTHER FINANCING SOURCES (USES)				
Funds Transfers in	-	7,462,303	2,136,465	9,598,768
Funds Transfers out	(9,598,768)	-	-	(9,598,768)
Total other financing sources (uses)	<u>(9,598,768)</u>	<u>7,462,303</u>	<u>2,136,465</u>	<u>-</u>
Net change in fund balances	2,090,514	6,481,011	1,929,367	10,500,892
Fund balances - beginning of year	2,402,302	11,105,679	91,183	13,599,164
Fund balances - end of year	<u>\$ 4,492,816</u>	<u>\$ 17,586,690</u>	<u>\$ 2,020,550</u>	<u>\$ 24,100,056</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)

Statement of Revenues, Expenditures and Changes in Fund Balances

Through Year to Date - March 29, 2019

	General Fund	Projects Fund	Debt Service Fund	Total Governmental Funds
REVENUES				
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Marina Rent & Fuel Sales	474,181	-	-	474,181
Contributions and donations	-	-	-	-
Interest and other income	137,013	115,448	3,378	255,839
Total revenues	<u>13,169,605</u>	<u>115,448</u>	<u>3,378</u>	<u>13,288,432</u>
EXPENDITURES				
General government	1,480,323	-	-	1,480,323
Redevelopment projects	-	1,096,740	-	1,096,740
Debt service:				-
Principal	-	-	-	-
Interest and other charges	-	-	210,476	210,476
Total expenditures	<u>1,480,323</u>	<u>1,096,740</u>	<u>210,476</u>	<u>2,787,540</u>
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OTHER FINANCING SOURCES (USES)				
Funds Transfers in	-	7,462,303	2,136,465	9,598,768
Funds Transfers out	(9,598,768)	-	-	(9,598,768)
Total other financing sources (uses)	<u>(9,598,768)</u>	<u>7,462,303</u>	<u>2,136,465</u>	<u>-</u>
Net change in fund balances	2,090,514	6,481,011	1,929,367	10,500,892
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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.



ADVISORY BOARD ITEM 6.A.

CONSENT

SUBJECT:

Approval of CRA Advisory Board Meeting Minutes - March 7, 2019

SUMMARY:

See attached minutes.

CRAAB RECOMMENDATION:

Approve March 7, 2019 CRA Advisory Board meeting minutes.

ATTACHMENTS:

Description

- ▢ **03.07.19 CRAAB Minutes**



MINUTES OF THE CRA ADVISORY BOARD MEETING
INTRACOASTAL PARK CLUBHOUSE
2240 N. FEDERAL HIGHWAY
BOYNTON BEACH, FLORIDA 33435
HELD ON THURSDAY, MARCH 7, 2019, AT 6:30 P.M.

PRESENT:

Linda Cross, Chair
Robert Pollock, Vice Chair
Anthony Barber
Allen Hendricks
Rick Maharajh
Thomas Devlin

STAFF:

Michael Simon, CRA Executive Director
Thuy Shutt, CRA Assistant Director
Theresa Utterback, CRA Dev. Svcs. Mgr.
Lisa Tayar, Prototype, Inc.

ABSENT:

Golene Gordon

1. Call to Order
The meeting was called to order at 6:35 p.m.

2. Roll Call

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

3. Agenda Approval
 - A. Additions, Deletions, Corrections to the Agenda – None
 - B. Adoption of Agenda

Upon motion duly made and seconded, the Agenda was unanimously approved.

4. Information Only
 - A. Financial Report Period Ending February 28, 2019
No questions.
5. Public Comment – None
6. Consent
 - A. Approval of CRA Advisory Board Meeting Minutes – February 7, 2019

Motion made by Mr. Barber, seconded by Mr. Pollock, to approve the February 7, 2019, minutes. In a voice vote, the motion passed unanimously (6-0).

7. Assignments
 - A. Pending Assignments

1. None
- B. Reports on Pending Assignments
 1. None
- C. New Assignments
 1. Discussion and Consideration of the CRA's MLK Jr Blvd Project Conceptual Development Terms

Mr. Simon reported on the February 12, 2019, CRA Board meeting; the presentation from Centennial Management Corp was heard. The CRA Board voted not to move forward, but wants the CRAAB to listen to the presentation from Centennial Management for the RFP, which is a conceptual project. CRAAB needs to determine recommendations:

- Listen to various financing options available;
- Income eligibility for funds; connect dots between funding source and targeted income;
- Comment on overall site plan and components.

The goal is to try to find out how CRAAB and the public feel about this project. Instructions for initial public comment and beginning of Board recommendations were given.

Brian Jaffey, Centennial Management, gave a Power Point presentation (see attached) on the conceptual site plan.

Chair Cross asked about the timeline on the financing structure on the 9% and SAIL. The timeline is late October/early November, but site control must be set by that time to apply for both. Ocean Breeze East could possibly impact this development; due to local government contribution, proximity will not affect the 9%, however, it could affect the SAIL. To apply for SAIL, it would have to be an elderly demographic or Workforce; the difference between the two was discussed as there are two options for income under SAIL which provide a different target range. Workforce was under contract, but with the postponements, the contract expired and must be renegotiated so exact amounts are not currently known.

Elizabeth Roque, Centennial Management, continued the discussion on the income/rent ratios, income limits, and utility allowances.

Mr. Barber wondered about previous meetings when it was discussed contributing x-amount of dollars for one full parcel; Mr. Simon said there is funding available in the project either for acquisition or construction. The cost of Bell's property is prohibitive to the project and will not be part of the project.

Mr. Pollock asked about single family homes. Ms. Roque explained this is an affordable housing community, rental property only. Another phase is being explored for townhouses and first time buyers. Mr. Simon

explained that the plan for the corridor, Seacrest to Railroad Ave, will be commercial/mixed use on each end with multi-family (townhouse, duplex, rental, apartments) in between. Cottage District and Ocean Breeze West may be 30-34 houses. Two types of development to be discussed will offer both single-family and rentals. Ms. Roque added that once the tenants are into the community, they can stay while their incomes increase which will give ability to eventually purchase within the expanded community.

The floor was opened to public comments:

- Dr. Stephanie Hayden-Adeyemo, SW 15th Ave, asked about income and demographics and applying for the 9% credit for SAIL, and could a majority of townhomes be considered as the majority of the land use; also, what about parking? Mr. Simon restated the questions as:
 - Can the project be townhomes;
 - Who is the demographic; while there is a percentage of income attached to every household, affordable housing is the goal of this project, whether 30% of median income up to 120%, all is considered affordable/workforce housing.
 - As to parking, the City has a calculation of parking spaces per unit that all projects have to meet.

Dr. Hayden-Adeyemo continued that single family homes would be a better use than creation of parking lots. This is a lot of density; would have more flow if single-family homes.

- Brenda Williams, 337 NE 24th Ave, is concerned there has not been adequate input on the development. No one on Board represents the kind of people they're trying to attract; also, parking is inadequate.
- Rev. Bernard Wright, 713 NW 2nd St, as a community advocate, wanted to voice encouragement to continue to move forward.
- Willie Akins, 726 NE 1st St, president of Heart of Boynton Neighborhood Association, concerned that pricing is not cost-effective and the need to look at the demographics. Chair Cross explained the scale of income and how it is calculated to live in such an affordable housing community.
- Tory Orr, 407 NE 17th Ave, #101, represents Boynton Strong, concerned about very low income and cannot get approval for this development. Again, the calculations were explained. The community kids center was commended. Also suggested in the corridor were the addition of an urgent care clinic, a farmer's market, and a grocery store.
- Susan Oyer, 140 SE 27th Way, wondered if there could be more handicap parking if the demographics will include seniors. Mr. Simon noted that there will be less parking needs for seniors.

The floor was closed to public comments.

Mr. Barber felt the project can be better in that a parking garage would be helpful, but that changes everything. Also, he wondered how close they are to getting the piece of property that separates the two properties. Louis Swezy, president Centennial Management, said just the land total would come out to \$200,000 per unit. Ms. Roque stated whether or not those particular pieces are purchased at a fair price, this community is still moving forward. A discussion on the parking issue ensued; it was noted that parking garages cost about \$25,000 per space.

Mr. Devlin wondered about canopy covers for the parking and covered paths to the building. Ms. Roque commented the existing projects seem to have sufficient uncovered parking with no complaints. Mr. Simon added the possibility of canopy trees for natural shade.

Chair Cross discussed financing options, if the project money is available for Option #1. Mr. Simon said there is \$2.4 million set aside for the corridor and future projects; at least \$1.2 million for matching funds for the low income tax credit program and SAIL program. If spent this year, it was unknown if the \$873,000 is needed by October, but next year would there would be \$30,000-\$80,000 left. Mr. Simon went through year-by-year potential expenditures, noting it is financially doable though other projects would be limited. The three options were discussed.

Motion made by Mr. Devlin, seconded by Mr. Barber, to recommend Options 2 and 3 using Workforce for Number 3; Option 2 is preferred, fall back is Option 3, revising in the future. In a voice vote, the motion passed unanimously (6-0).

Mr. Simon clarified with Chair Cross to wait one cycle and see where it goes next year.

2. Discussion and Consideration of the CRA's Cottage District Infill Housing Project Conceptual Development Terms.

Mr. Simon stated the CRA wants recommendations from the Board and public for single-family housing on CRA's Cottage District site. The CRA has selected Neighborhood Renaissance, Inc. to negotiate the plan and proposal. A Power Point was provided, the project is for full-style architecture, old-Florida cottages; home ownership; 28-34 units. Site plan is not approved or finalized. Concerns related to choosing site plan options, financial impact, potential development terms. No agreement is currently in place.

Michael Pecar, Director of Real Estate Development, Neighborhood Renaissance, gave a Power Point presentation (see attached) including the history of the company and projects completed.

- Plan A: Project will be single-family homes; priced \$260,000 to \$270,000, 1,300-1700 square feet, three-four bedrooms, one car garages; sustainable, energy efficient, certified green building standards; walkable, near new Town Center; public benefits; within transit oriented district; \$10M increase in tax base; hire local subcontractors to employee locals through job fairs; outreach programs; streetscapes with sidewalks; 0.2 acre pocket park open to public, landscaping and benches; parallel parking spaces; interior street to building more homes on interior lots.
- Plan B: Concept of a larger greenspace, eliminate public park; have a cut through street from 4th to 5th; eliminates amount of street parking; all will have garages facing 5th; three homes with Seacrest access.

Both plans will have a proposed mix of elevations; there will be a pre-sale so owners can pick the model wanted; 120% of AMI affordable. Further descriptions of the proposed site, development features and schedules were given. The CRA would be contributing \$1,120,000 worth of land with an estimated \$2,000,000 contribution from CRA/City/Utilities.

Chair Cross had questions about construction costs, confirming the overall total is \$11 million, including the \$3,177,000 CRA contribution. Mr. Pecar stated the market is currently \$325,000 and up; they are trying to price these homes at \$260,000. Mr. Simon added that the value of the land is included in the \$3 million, the buyer subsidy is the CRA money, which keeps the pricing low and units affordable. CRA can provide a future spreadsheet showing how the numbers work, the income range should be sufficient to purchase the home in between the mortgage and purchase price. Discussion ensued on financing particulars and eligible buyers. As to resale, the ones with subsidies will depend on the program, and would have to sell to someone in the same AMI. The goal is to not sell to investors and will include deed restriction for owner occupancy.

Mr. Devlin wondered if the CRA will get back the subsidy when the home is paid off; Mr. Pecar said this can be structured a number of different ways. Terri Murray, Executive Director, Neighborhood Renaissance, explained it is the community's choice what price points to be subsidized because project costs go up to the City if they put up the down payment assistance; if not, additional resources can be brought to buyer over and above what it takes to build the units. Chair Cross said if CRA puts in the land plus another \$2 million, flipping a house is not an option; but if selling to someone in the same AMI, the subsidy should continue to roll over. If not, the CRA should get the subsidy back. Mr. Simon commented there would be restrictions that will keep the houses affordable as long as possible; and the details will be worked out. There will be no rentals, per

the RFP. AMI, assistance numbers, and methods to keep the housing affordable were further discussed.

Regarding the design elements, Mr. Devlin originally liked Plan B as Plan A does not have a secure backyard, but after discussion favored Plan A. Discussed was parking, the creation of a two-way alley, and “real loading” of the lots to maintain the old cottage feel. It was noted that Plan A is the most direct response to RFP requirements; but that garbage/trash pickup is an issue to keep in mind. Discussion ensued on road design and access.

The floor was opened to public comments:

- Susan Oyer, 140 SE 27th Way, stated her family owns property near the site with historic houses three sites; concern is to keep people from going onto their property. Suggested adding trees to keep people from driving through the property; and her family favors Plan A as organic and beautiful. One question re: middle park area, is it meant to have open space for children to play, or to be like other park providing shade and a few playground pieces. Mr. Pecar said it is a passive green space, most likely will be dry retention, accessible, but no other improvements. Ms. Oyer further said this development would be the crown jewel of the neighborhood; would prefer to see 80% AMI and up which will allow people to afford maintaining the homes and raise property values. The Board was encouraged to accept Plan A.
- Brenda Williams, 337 NE 24th Ave, confirmed the square footage of the houses to be 1,300-1,700. Also, asked about second mortgages; the concept of a silent mortgage was explained, that it has no repayment. Ms. Williams didn't like the one-car garages, which forces parking on the street for second car which narrows the street.
- Alexandria Wilson, 2861 S Seacrest Blvd, would also like to see two-car garages, but likes Plan B because it more usable. Also, could the Board look into more affordable townhomes, something less costly for first-time buyers.
- Mark Karageorge, 2408 Main Blvd, appreciated Neighborhood Renaissance's efforts and feels Plan A makes the most sense as it is affordable home ownership and geared to workforce pushed out of other markets.

The floor was closed to public comments.

In preparing for a motion, a discussion of two car/tandem garages and how this concept could result in fewer units being built ensued; perhaps a two car driveway with a one-car garage could be considered wherever possible, which could eliminate parking on the street. It was noted that Code requires that each house has parking for two cars minimum.

Motion made by Mr. Barber, seconded by Mr. Devlin, to recommend to CRA Board for Plan A, with funding proceeding as presented. In a voice vote, the motion passed unanimously (6-0).

3. Consideration of Equitable Economic Development Grants

Mr. Simon introduced the consideration of research of economic and racial equity in the commercial grant programs to determine if these meet the intended goals of the Agency. CRAAB is to give recommendations on to improve the programs as they are or if they are okay as they are. This item is not expected to be resolved in one meeting. While unsure of the origin of this request, it is possible the CRA Board Chair felt certain things about the grants don't track and show racial and economic equity.

Already being tracked are:

- Name of the business
- Amount of the grant
- Rent reimbursement
- Property improvement
- Location based on address

Requested for consideration is:

- Three years of the above statistics
- Type of business
- Dollar amount the business provided and the amount CRA has provided

Mr. Simon noted the applicant information is kept when an application is complete; so far no one who has completed an application has been denials. CRAAB could consider how low a credit score is acceptable to receive a grant of a particular size. A score of 601 was chosen as to industry standards and other types of lending. Discussion followed on credit score criteria followed; Ms. Utterback noted that walk-ins are frequent, Staff goes through all criteria with interested parties, and many never follow through.

Mark Karageorge, former CRA Board Member, stated a lot of time has been spent on this program; guidelines have been tweaked, analyzed, studied, with the resulting criteria being risk-adverse for the Agency. Recommends not playing with the credit numbers. As to discrimination, it was written based on business principals and nothing else to be fair and equitable to all. The Agency is inclusive and does not discriminate in any way, shape or form, whether it's the City or the CRA. This program works and should be kept the way it is. This program is an incentive, not a handout, it is a handshake.

Chair Cross directed Mr. Simon to get the requested information for the next meeting.

8. CRA Board Items for CRA Advisory Board Review and Recommendations
 - A. Old Business
 1. None
 - B. New Business
 1. Discussion and Consideration of the Purchase for the Property Located at 1101 N. Federal Highway

Mr. Simon described this item as going before the next CRA Board meeting. The property appraised at \$116,000 and owner has lowered expectation to \$140,000. The CRA owns the property across the street. The building cannot be kept and has been vacant for many years. The site is in the CRA plan; it could possibly be some sort of gateway feature into the MLK corridor; pedestrian access could be added as there is no sidewalk. Acquiring the blighted property and developing it could provide enhancements to the business corridor, helping properties to the west and Federal Highway appear to be in much better condition. Staff recommends approval. The City is working on outstanding liens and is discussing waiving the running lien of many years and only charge the CRA the administrative costs of approximately \$2,500 and pending liens of \$1,600, or approximately \$3,000 of additional costs on top of the \$140,000.

Chair Cross raised the question of foreclosure and a discussion followed on why many cities avoid foreclosures, the due process of service of notices, and legal complications; for answers to such questions, this needs to be brought directly to the Commission. Ms. Utterback reported on the negotiations for the property and the reduction of the liens.

Motion made by Mr. Barber, seconded by Mr. Maharajh, to recommend that the property be purchased with appraised value of \$116,000 with a 5% increase considering the liens, demolition, and the daily increase of lien. In a voice vote, the motion passed unanimously (6-0).

9. Future Agenda Items – None
10. Adjournment
Upon motion duly made and seconded, the meeting was adjourned at 9:22 p.m.

Attachments: Power Point Centennial Management Corp./MLK Jr. Blvd. Concept
Power Point Neighborhood Renaissance/Cottage District



ADVISORY BOARD ITEM A.1.

PENDING ASSIGNMENTS

SUBJECT:

Consideration of Equitable Economic Development Grants

SUMMARY:

At their February 12, 2019 meeting, the CRA Board approved a new assignment for the CRA Advisory Board (CRAAB).

The assignment is for the CRAAB to research the topic of economic and racial equity and determine if the CRA's Commercial Grant Programs are meeting the intended goals of the Agency's programs. Are there any recommendations that can be made to improve the economic or racial equity of the CRA's grant programs for Fiscal Year 2019-2020?

CRA staff has provided the current Commercial Grant Program Guidelines and Application packets as Attachments I & II.

At the March 7, 2019 meeting the CRA Advisory Board requested a list of grant recipients for the past three fiscal years which has been provided as Attachment III.

ATTACHMENTS:

Description

- ▢ **Attachment I - FY 2018 - 2019 Commercial Rent Reimbursement Grant Application**
- ▢ **Attachment II - FY 2018 - 2019 Commercial Property Improvement Grant Application**
- ▢ **Attachment III - Master List of Grant Recipients**



October 1, 2018 – September 30, 2019

BOYNTON BEACH COMMUNITY REDEVELOPMENT AGENCY COMMERCIAL RENT REIMBURSEMENT GRANT PROGRAM

Program Rules and Regulations

The Commercial Rent Reimbursement Grant Program is designed to help facilitate the establishment of new businesses and aid in the expansion of existing businesses within the Boynton Beach Community Redevelopment Agency (the “CRA”) District. The program is designed to provide financial assistance to new and existing businesses in the form of rent reimbursement intended to help businesses during the critical first year of operation.

The CRA reserves the right to approve or deny any Commercial Rent Reimbursement Grant Program application and to deny payment at any time if, in its sole and absolute discretion, it determines that the business will not advance the goals and objectives established for redevelopment of the CRA District. The receipt of past payments is not a guarantee of future payments.

For purposes of this application, the term “new business” means a company in operation for less than six months or relocating to Boynton Beach. The term “existing business” means a company that has been in operation within the CRA District for a minimum of two years at the time of application and has at least two years remaining on its existing lease.

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

Initials

Page 1 of 15

Rent Reimbursement

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

www.catchboynton.com

the Applicant(s) may be produced by the CRA upon receipt of a public records request, subject to any exemptions provided by Florida Law.

Incentive Funding

The Commercial Rent Reimbursement Grant Program offers financial assistance through a reimbursable grant in the form of a quarterly rent reimbursement. New businesses are eligible to apply for assistance for up to six months from the issuance of the City of Boynton Beach Business Tax Receipt.

Rent Reimbursements will not be paid until all construction has ended, permits are closed out, City and County licenses are obtained, and the business is open for operation under a Temporary Certificate of Occupancy (TCO) or a Certificate of Occupancy (CO). For businesses that do not require any construction work, rent reimbursements will not be paid until City and County licenses are obtained and the business is open for operation.

On a quarterly basis, the CRA will issue reimbursement directly to the applicant. Reimbursement is for the monthly rent payment made to the landlord, and is dependent upon receipt of verification that the payment has been cleared by the bank.

The responsibility for all rental payments is between the parties to the lease, as such the tenant and the landlord. As grantor, the CRA neither bears nor accepts any responsibility for payment of rent at any time, nor penalties incurred for the late arrival of payments by any party.

Eligibility Requirements

Applicants must meet all of the following requirements in order to be considered eligible to receive grant funding:

- Applicant must be the business entity (or d/b/a) named and the principal owners named on the corporation documents, and must be the landlord or business owner of the company occupying the property to be improved.
- Must be located within the CRA District (see attached map).

Initials

- Must provide proof that the business is properly licensed by all necessary levels of government and professional associations or agencies (copies of city and county licenses or receipts that the licenses have been applied for).
- Non-profit and residentially zoned properties are NOT eligible.
- An existing business must expand to occupy more than 50% of its current square footage size. Verification of this threshold must be provided in the application package. Exceptions to this rule may be made at the discretion of the CRA Board if the tenant is losing their current space due to redevelopment of the site.
- The Applicant's Experian consumer credit report must reflect an acceptable level of financial stability, as determined in the sole discretion of the CRA. A copy of the consumer report will be provided to the applicant upon request. Applicants must have an Experian credit score of 601 or higher and have no listed history of bankruptcy to be eligible. If there is more than one business owner, the majority of the business owners must have credit scores of 601 or higher to be eligible.
- Applicant must have an executed multi-year lease with at least two years remaining on the lease.
- Proposed leases must be executed within 30 days of CRA Board approval or the grant award is terminated.
- The Commercial Rent Reimbursement Grant Program may only be used one time by any one specific business entity or business owner.
- Grantees shall allow the CRA the rights and use of photos and project application materials.

Ineligible Businesses

The following businesses are considered ineligible for assistance under the Commercial Rent Reimbursement Grant Program:

- | | |
|-------------------------------------|---------------------------------------|
| • Firearm Sales/Shooting Range | • Convenience Store |
| • Religion-Affiliated Retail Stores | • Churches/places of worship |
| • Non-profit organizations | • Take-out Foods |
| • Check Cashing Stores | • Tattoo Shops / Body Piercing / |
| • Kava Tea Bars | Body Art Shops |
| • Adult Entertainment | • Liquor Stores |
| • Adult Arcades | • Vapor Cigarette, E Cigarette Stores |

Initials

- Alcohol and/or Drug Rehabilitation Centers/Housing
- Any other use that the CRA staff or CRA Board determine will not support the redevelopment of the CRA District
- Pawn Shops
- Medical Research Centers/Housing
- Massage/Personal Services

Grant Terms and Conditions

This grant is divided into two tiers of eligibility. Businesses are classified into tiers based on the type of business, which then determines the amount of eligible funding.

Grant funding amounts will be based on the applicant's project budget specified at the time of CRA Board approval.

Tier One Business

Tier One Businesses are eligible for reimbursement for up to half (50%) of the business's base monthly rent or \$1,750 per month, whichever is less (maximum amount of the grant is \$21,000, distributed in four quarterly payments).

Tier One Businesses must be one of the following types of businesses:

- Restaurant
- Bakery
- Gourmet Food Market

Tier Two Business

Tier Two Businesses are eligible for reimbursement for up to half (50%) of the business's base monthly rent or \$1,250 per month, whichever is less (maximum amount of the grant is \$15,000, distributed in four quarterly payments).

Initials

Examples of Tier Two Businesses include, but are not limited to, the following types of businesses:

- Home Décor/Design – home furnishings, art galleries, kitchen wares
- Accounting Offices
- Real Estate Offices
- Bed and Breakfasts
- Marketing Offices
- Fitness Centers
- Specialty Businesses – stationary, gifts, sporting goods
- Clothing Boutique – clothing, shoes & accessories
- Law Offices
- Hair/Nail Salons (no more than 2 approvals per fiscal year)
- Medical Offices
- Insurance Offices
- Florists (no more than 2 approvals per fiscal year)

Lease Terms

If the applicant is a tenant, it must have a proposed or executed multi-year lease with a minimum of two years remaining on the lease. The commercial lease must define the landlord-tenant relationship and at minimum provide the following information:

- A description of the space being rented, including square footage and a drawing of the space;
- Description of utilities that are the tenant's responsibility;
- Rental rate and deposits along with terms of lease and methodology for future rent increases;
- Responsible party for interior and exterior repairs and/or improvements;
- Insurance requirements;
- Ability to terminate; and
- Consequences of default on the lease.

For purposes of this paragraph, the term “subject property” means the leased premises of the grant recipient, for which the applicant or grant recipient is seeking rental reimbursement, or any part thereof. Grant recipients are prohibited from subletting the subject property. If a grant recipient sublets the property, the grant recipient will be required to repay the CRA for all grant money received up to that point and will not be eligible to receive any further grant funding.

Initials

For purposes of this grant, the CRA considers the following to be subletting: A) executing a sublease, assignment, or similar agreement with an entity that is not the grant recipient; B) allowing the subject property to be occupied by any business entity in which the grant recipient is not listed as the registered agent, owner, officer or director of said business, or assisting such a business in so doing; C) allowing or assisting a business entity other than the grant recipient to list its place of business as the subject property; or D) allowing or assisting a business entity other than the grant recipient to obtain a business tax license from the City of Boynton Beach for the subject property. The fact that a business entity other than the grant recipient occupies the subject property, lists its place of business as the subject property, obtains a business tax license for the subject property, or similarly appears to use the subject property is sufficient evidence that the grant recipient has allowed or assisted such other business entity to do so and is grounds for termination of any further grant payments and seeking reimbursement for previously paid grant payments.

However, it shall not be considered a prohibited subleasing when the business purpose of the applicant is to provide a space for aspiring businesses, such as when the applicant is a business incubator, commissary kitchen, or business that provides co-op workspace. The CRA will determine whether a certain applicant fits into the exception described in this paragraph on a case-by-case basis.

Application Process

Applications can be obtained from the CRA office located at 710 North Federal Highway, Boynton Beach, FL 33435 or downloaded from www.catchboynton.com. All applicants are required to meet with CRA staff in order to determine eligibility before submitting an application. Applications will not be considered until all required documentation is submitted to the CRA office.

Application to this grant program is not a guarantee of funding. Funding is at the sole discretion of the CRA Board.

Applicants must submit an original, "hard copy" application with all materials to the CRA for review and approval by the CRA Board. Applicants will be considered on a first-come, first served basis. Application packets must include the following documentation:

Initials

1. A non-refundable fee of \$100, which will be used to obtain a consumer credit report on the business and principal/owners of business. Make check payable to: Boynton Beach CRA.
2. Resume for each principal/owner of the business.
3. Copy of the corporate documents for the applying business entity.
4. Copy of City and County Business Licenses (Business Tax Receipt).
5. Copy of executed multi-year commercial lease agreement.
6. Two years of corporate tax returns (for existing businesses only).
7. Two years of personal tax returns for the principal/owners of a new business.
8. List of jobs to be created and filled including job descriptions, pay range and weekly schedule. For existing businesses, provide a list of all current positions including job descriptions, pay range and weekly schedule.
9. If an existing business must expand to occupy more than 50% of its current square footage size, verification of this threshold must be provided in the application package. Exceptions to this rule may be made at the discretion of the CRA Board if the tenant is losing their current space due to redevelopment of the site.
10. Completed and signed application (attached).
11. Authorization to perform credit check for the business and each principal/owner of the business (attached).
12. W9 Form (attached).

Approval of Funding Request

All required application documentation must be submitted no later than noon two weeks prior to the second Tuesday of the month. CRA staff will review the application to evaluate whether the applicant is eligible for reimbursement. If it meets these requirements, CRA staff will present the funding request to the CRA Board for review and potential approval.

The CRA Board meets on the second Tuesday of each month. The schedule for CRA Board meetings can be obtained at www.catchboynton.com. Applicants will be notified of the date and time that their applications will be considered by the CRA Board.

The CRA recommends that applicants attend the CRA Board meeting during which the Board will consider their applications in order to answer any questions the CRA Board

Initials

may have regarding their applications. CRA staff will notify the applicant of the CRA Board's approval or denial in writing.

Site Visits

CRA may conduct a site visit prior to transmitting the application to the CRA Board and once the project is completed. Staff may also conduct unannounced site visits before, during and after the project in order to determine and ensure compliance with the terms of the grant.

Procedures for Reimbursement

Quarterly rent reimbursement payments will be provided to the grant recipient beginning the first month the business is open for operation subsequent to CRA Board approval. A maximum of 12 consecutive monthly rent payments are eligible to be reimbursed to the approved applicant. Reimbursement will occur on a quarterly basis.

Following the initial Reimbursement Request, each reimbursement request shall be made within 30 days of the start of the next quarter beginning on January 1st, April 1st, July 1st and October 1st.

Months Eligible for Reimbursement

- October, November, December
- January, February, March
- April, May, June
- July, August, September

Deadline to Submit for Reimbursement

- January 30th
- April 30th
- July 30th
- October 30th

In order to receive quarterly rent reimbursement the grant applicant must submit the following:

1. Written request for reimbursement.
2. Proof of rent payments (i.e., copies of the front and back of cancelled checks for that quarter's reimbursement or proof of direct deposit).

If applicant does not submit its quarterly reimbursement request within 30 days following the end of the quarter in which applicant is requesting reimbursement, applicant forfeits that quarter's reimbursement.

Initials

Discontinuation of Payment

The receipt of past payments does not guarantee future payments. The CRA retains the right to discontinue rent reimbursement payments at any time at its sole and absolute discretion.

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 property. 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 or applicant's landlord have been paid in full, or that such entities have paid any subcontractors in full. Applicant's submittal of verification that monthly rental payments have been cleared by the bank warranty is sufficient assurance for the CRA to award grant funding.

Initials



APPLICANT INFORMATION

BUSINESS INFORMATION:

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

Current Business Address:

Fed ID#: _____

Business Phone Number: _____ Fax: _____

Website: _____

Existing Business: Yes _____ No _____ Number of years in existence: _____

Time at Current Location: _____

New Business to Boynton Beach: Yes _____ No _____

Do you have an executed lease agreement: Yes _____ No _____

If so, monthly base rent: _____

New Business Address:

Square footage of current location: _____ Square footage of new location: _____

Type of Business: _____

Number of Employees: _____ Hours of Operation: _____



APPLICANT INFORMATION

PRINCIPAL/OWNER INFORMATION:

(If more than 4 principals/owners additional sheets may be used)

1. Principal/Owner Name: _____
Date of Birth: _____ Email: _____
Residential Address: _____

Cell Phone Number: _____
2. Principal/Owner Name: _____
Date of Birth: _____ Email: _____
Residential Address: _____

Cell Phone Number: _____
3. Principal/Owner Name: _____
Date of Birth: _____ Email: _____
Residential Address: _____

Cell Phone Number: _____
4. Principal/Owner Name: _____
Date of Birth: _____ Email: _____
Residential Address: _____

Cell Phone Number: _____



APPLICANT INFORMATION

Are you applying for grant assistant under any other program offered by the CRA?

Yes _____ No _____ If yes, what additional programs are you applying for:

Are you receiving grant assistance under any other governmental agencies: Yes ___ No ___

If yes, list any additional grant sources and amounts:

LANDLORD INFORMATION:

Landlord Name: _____

Landlord's Mailing Address:

Landlord's Phone Number: _____

CERTIFICATION AND WAIVER OF PRIVACY:

For purposes of this certification and waiver of privacy, the term "I" refers to the applicant and to all signatories below individually. By signing below, each signatory represents and confirms that he or she is authorized to sign on behalf of the applicant(s).

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 Commercial Rent Reimbursement 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



APPLICANT INFORMATION

Community Redevelopment Agency Commercial Rent Reimbursement 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 Boynton Beach Community Redevelopment Agency may, at its sole discretion, discontinue grant 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 furthering the Boynton Beach Community Redevelopment Plan.

To the maximum extent possible, I hereby waive my rights to privacy and confidentiality for all matters contained in my application, 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 specifically authorize the Boynton Beach Community Redevelopment Agency to run a credit report as part of this application, and understand that information in my credit report, including a record of bankruptcy, may disqualify me from obtaining grant funding.

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.

I understand that if this application and the information furnished in support of the application are found to be incomplete, it will be not processed.



APPLICANT INFORMATION

APPLICANT SIGNATURES:

1. _____
Principal/Owner's Signature _____ Date _____
Printed Name _____ Title _____
2. _____
Principal/Owner's Signature _____ Date _____
Printed Name _____ Title _____
3. _____
Principal/Owner's Signature _____ Date _____
Printed Name _____ Title _____
4. _____
Principal/Owner's Signature _____ Date _____
Printed Name _____ Title _____

Notary as to Principal/Owner's Signatures - Multiple notary pages may be used if signing individually

STATE OF _____ COUNTY OF _____

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgements, personally appeared _____, who is/are personally known to me or produced _____ as identification, and acknowledged he/she executed the foregoing Agreement for the use and purposed mentioned in it and that the instrument is his/her act and deed.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal in the State and County aforesaid on this _____ day of _____, 20____.

NOTARY PUBLIC
My Commission Expires:



LANDLORD INFORMATION

LANDLORD SIGNATURES:

1. _____
Landlord's Signature _____ Date _____

Printed Name _____ Title _____
2. _____
Landlord's Signature _____ Date _____

Printed Name _____ Title _____

Notary as to Principal/Owner's Signatures - Multiple notary pages may be used if signing individually

STATE OF _____
COUNTY OF _____

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgements, personally appeared _____, who is/are personally known to me or produced _____ as identification, and acknowledged he/she executed the foregoing Agreement for the use and purposed mentioned in it and that the instrument is his/her act and deed.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal in the State and County aforesaid on this _____ day of _____, 20____.

NOTARY PUBLIC
My Commission Expires:



AUTHORIZATION TO PERFORM A CREDIT CHECK
FOR PRINCIPAL/OWNER

The applicant hereby consents to and authorizes 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 Principal/Owner and by the Business.

Please us a separate form for each principal/owner:

Principal/Owner Name: _____

Date of Birth: _____

Current Home Address: _____

Previous Home Address: _____

Email: _____ Phone Number: _____

Signature: _____ Date: _____



AUTHORIZATION TO PERFORM A CREDIT CHECK
FOR BUSINESS

The applicant hereby consents to and authorizes 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.

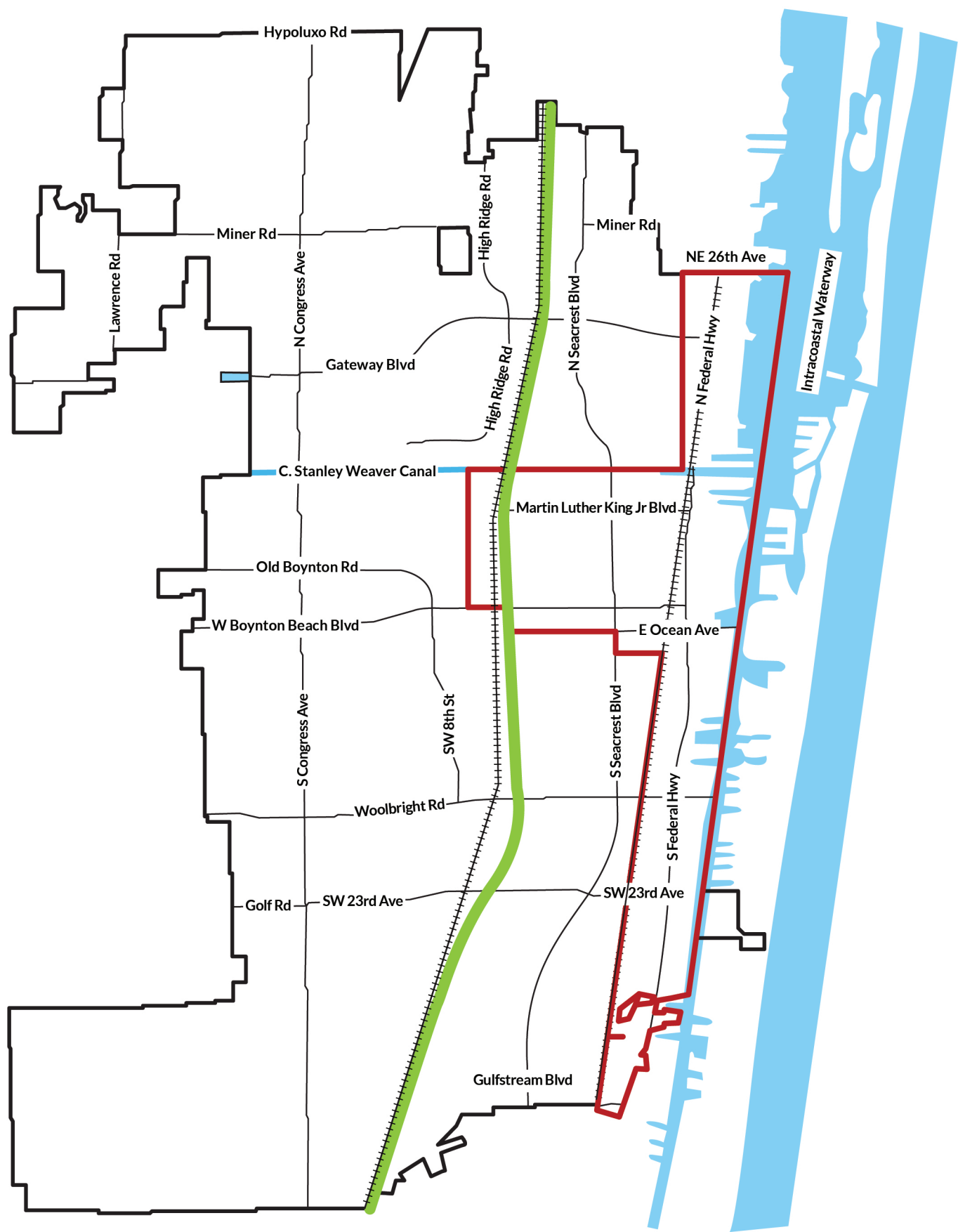
Applicant grants such consent and authorization to the CRA for the period commencing as of the date of this authorization and terminating on the date the grant has been fulfilled.

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 Principal/Owner and by the Business.

Business (d/b/a if applicable): _____
Federal Tax ID #: _____
Current Business Address: _____
State of Corporation: _____ Email: _____
Phone Number: _____ Fax Number: _____

Signature: _____ Date: _____
Title: _____



Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
				-				
or								
Employer identification number								
				-				

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code* on page 3 and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* above.

What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note. ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

Limited Liability Company (LLC). If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8832 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities

3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note. You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
5. Sole proprietorship or disregarded entity owned by an individual	The owner ³
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity ⁴
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

*Note. Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.ftc.gov/idtheft or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.



GROW YOUR BUSINESS!

The Boynton Beach CRA is excited to inform you about our Social Media Outreach Program! Our goal is to help businesses within the CRA District establish an online presence. The best part? It's completely FREE!

Renee Roberts, Social Media & Communications Specialist, is here to teach you the tools you need to successfully market your business on social media and online platforms.

This program aims to help business owners manage and learn how to utilize social media pages.

We offer a range of services, from starting business accounts, building ad campaigns for events to special promotions, or posting day to day activity and products. Contact us today to get started!

CONTACT INFORMATION:

Name: _____

Business: _____

Email: _____

Phone: _____

**Video tutorials
and training**

**Comprehensive
guides and
strategies**

**Website upkeep
and ad marketing
advice**

**Business cross
promotions**

**SEO and ad
marketing
assistance**

CONTACT US

Renee Roberts
RobertsR@bbfl.us
561-327-6154

Facebook.com/SocialMedia
OutreachProgram

catchboynton.com/SMOP



October 1, 2018 – September 30, 2019

**BOYNTON BEACH COMMUNITY REDEVELOPMENT AGENCY
COMMERCIAL PROPERTY IMPROVEMENT
GRANT PROGRAM**

Program Rules and Regulations

The Commercial Property Improvement Grant Program is designed to help facilitate the establishment of new businesses and aid in the expansion of existing businesses within the Boynton Beach Community Redevelopment Agency (the “CRA”) District. The program is designed to provide financial assistance to new and existing businesses in the form of a reimbursable grant intended to reduce the initial costs associated with the repair and rehabilitation of buildings or other improvements in accordance with the CRA Community Redevelopment Plan. Improvements paid for by the CRA must be permanent and stay with the building.

The CRA reserves the right to approve or deny any Commercial Property Improvement Grant Program application and to deny payment at any time if, in its sole and absolute discretion, it determines that the business will not advance the goals and objectives established for redevelopment of the CRA District.

For purposes of this application, the term “new business” means a company in operation for less than six months or relocating to Boynton Beach. The term “existing business” means a company that has been in operation within the CRA District for a minimum of two years at the time of application and has at least two years remaining on its existing lease. The term “project” means the eligible exterior or interior improvement project for which the applicant seeks reimbursement.

Initials_____

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 produced the CRA upon receipt of a public records request, subject to any exemptions provided by Florida Law.

Incentive Funding

The Commercial Property Improvement Grant Program offers financial assistance to the landlord or business owner in the form of a reimbursable, matching grant for 50% of eligible expenses, up to \$50,000, associated with the construction or renovation of the exterior and interior elements of the commercial operating space.

Applicants are encouraged to take advantage of the City of Boynton Beach’s PACE Program to help defer the cost of installing energy efficient items. Information regarding the PACE Program is available online at http://www.boynton-beach.org/go-green/pace_program.php or by contacting the City of Boynton Beach at (561) 742-6067. Attached is the ReNew PACE Eligible Product List.

Eligibility Requirements

Applicants must meet all of the following requirements in order to be considered eligible to receive grant funding:

- Applicant must be the business entity (or d/b/a) named and the principal owners named on the corporation documents, and must be the landlord or business owner of the company occupying the property to be improved.
- Must be located within the CRA District (see attached map).
- Must provide proof that the commercial business is properly licensed by all necessary levels of government and professional associations or agencies (copies of City and County licenses or receipts that the licenses have been applied for).
- Improvements to non-profit and residentially zoned properties are NOT eligible expenses.
- Applicant must have an executed multi-year lease with at least two years remaining on the lease.
- Proposed leases must be executed within 30 days of CRA Board approval or the grant award is terminated.

Initials_____

- The Applicant's Experian consumer credit report must reflect an acceptable level of financial stability, as determined in the sole discretion of the CRA. A copy of the consumer report will be provided to the applicant upon request. Applicants must have an Experian credit score of 601 or higher and have no listed history of bankruptcy to be eligible. If there is more than one business owner, the majority of the business owners must have credit scores of 601 or higher to be eligible.
- All work must be done in compliance with applicable City of Boynton Beach Building Codes and Land Development Regulations. All contractors must be licensed as required to work in Boynton Beach and/or Palm Beach County. For any projects valued more than \$250,000 (based on the project's construction value as it appears on the Palm Beach County-Wide/Municipal Building Permit Application Form submitted to the City of Boynton Beach), preference will be given to projects that will use contractors with an office in Palm Beach County. Please contact the City of Boynton Beach Development Department regarding the proposed work to be performed prior to submitting a grant application.
- Grant funding amounts will be based on the applicant's project budget, specified at the time of the CRA Board approval, plus an added 20% contingency funding amount.
- Grant funds will be reimbursed exclusively for approved work and approved change orders.
- The Commercial Property Improvement Grant Program may only be used one time in any five year period for any one property. Entities hoping to improve properties that were previously improved using a CRA improvement grant may apply for additional grants any time after five years from previous grant approval.
- In order to qualify for the grant, the subject property may not have any outstanding City of Boynton Beach liens at the time the applicant seeks reimbursement. To ensure that the property does not have any outstanding liens, violations or monies owed for utilities, the CRA will perform a lien search on the property at a cost of \$115.00, which will be deducted from any grant funding awarded to the recipient. In the event that there is an outstanding lien against the property, the grant will not be awarded until the complete satisfaction of the lien.
- The property owner or tenant must complete the project, obtain a Certificate of Occupancy/Completion from the City of Boynton Beach, and submit for reimbursement within 180 days of the issuance date of the permit for the project. If CRA Board Approves grant funding and the work being performed does not require a permit, the Certificate of Completion (or equivalent) and application for

Initials

reimbursement must be within 180 days of the grant award. Failure to complete the improvements within the specified time frame will result in termination of the grant award. Only one 60 day administrative extension will be permitted, and the CRA has the sole and absolute discretion to grant or deny such extension.

- Project items completed and paid for by the applicant more than 60 days prior to grant approval by the CRA Board are not eligible for reimbursement under the grant program. A complete application must be received within 60 days of payment in order for an expense to be eligible for reimbursement. Once a complete application is received, the application will be placed on the next available agenda for review and potential approval.
- CRA Board approval of this grant results only in funding. Approval of CRA grant funding is NOT approval of any type of City processes including, but not limited to, permits and site plan modification. Applicants must apply for permits and site plan modification through the appropriate departments at the City. All commercial projects require permitting and site plan modification reviews. It is the responsibility of the applicant to obtain all necessary City approvals.
- Grantees shall allow the CRA the rights and use of photos and project application materials.
- The CRA Board may give preference to local businesses. For purposes of this grant, local business means a duly licensed business entity with an office location in Palm Beach County.

Projects and items eligible for funding under this grant program are limited to:

- | | | |
|--|---|--|
| • Structural walls | • Plumbing | • Flooring |
| • Grease trap installation | • HVAC system | • ADA Improvements |
| • Electrical systems, including lighting | • Hood & fire suppression | • Signage |
| • Landscaping and irrigation within the project site | • Parking lot re-paving, re-sealing, and/or restriping | • Doors/windows |
| | • Painting | • Patio decks connected to the building |
| • Fencing (excluding chain link, barbed wire, and wood panels) | • Demolition of structure and re-sodding of vacant property | • Roofing (Not to exceed 50% of total grant award) |
| • Electric vehicle charging stations – See attached ReNew PACE Eligible Product List | • Solar electricity and water heating – See attached ReNew PACE Eligible Product List | |

Initials_____

Ineligible Businesses

The following businesses are considered ineligible for assistance under the Commercial Property Improvement Grant Program:

- Firearm Sales/Shooting Ranges
- Religion- Affiliated Retail Stores
- Non-profit Organizations
- Adult Gambling Arcades
- Check Cashing Stores
- Adult Entertainment
- Vapor Cigarette, E Cigarette Stores
- Any other use that the CRA staff or CRA Board determine will not support the redevelopment of the CRA District
- Convenience Stores
- Churches/places of worships
- Alcohol and/or Drug Rehabilitation Centers/Housing
- Medical Research Centers/Housing
- Massage/Personal Services

Grant Terms and Conditions

This grant is divided into three tiers of eligibility. Businesses are classified into tiers based on the type of business, which then determines the amount of eligible funding. All reimbursement checks from the CRA to the successful applicant will be made out to the applicant (the business entity).

Grant funding amounts will be based on the applicant's project budget specified at the time of CRA Board approval, plus an added 20% for contingency funding.

Tier One Business

Tier One Businesses are eligible for reimbursement of 50% of the applicant's project budget as specified at the time of CRA Board approval, up to a maximum amount of \$50,000 in grant funding.

Tier One Businesses must be one of the following types of business:

- Restaurant
- Bakery
- Gourmet Food Market

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Tier Two Business

Tier Two Businesses are eligible for reimbursement of 50% of the applicant's project budget as specified at the time of CRA Board approval, up to a maximum amount of \$25,000 in grant funding.

Examples of Tier Two Businesses include, but are not limited to, the following types of businesses:

- Home Décor/Design – home furnishings, art galleries, kitchen wares
- Accounting Offices
- Real Estate Offices
- Bed and Breakfast
- Marketing Offices
- Fitness Facilities – yoga, dance exercise, martial arts, etc.
- Specialty Retail Businesses – stationary, gifts, sporting goods
- Boutiques – clothing, shoes & accessories
- Law Offices
- Hair/Nail Salons (no more than two approvals per fiscal year)
- Medical Offices
- Insurance Offices
- Take Out Restaurants
- Tattoo Parlor/Body Piercing/Body Art Shop (no more than two approvals per fiscal year)
- Florists (no more than two approvals per fiscal year)

Tier Three Business (no more than two approvals per fiscal year)

Tier Three Businesses are subject to CRA Board for review and approval. Tier Three Businesses eligible for reimbursement of 50% of the applicant's project budget as specified at the time of CRA Board approval, up to a maximum amount of \$15,000 in grant funding.

Tier Three Businesses must be one of the following types of businesses:

- Auto Services Facilities – repair, storage, sales, etc.
- Kava Tea Bar
- Pawn Shops
- Liquor Store

Initials_____

Lease Terms

If the applicant is a tenant, it must have a proposed or executed multi-year lease with a minimum of two years remaining on lease. The commercial lease must define the landlord-tenant relationship and at minimum provide the following information:

- A description of the space being rented, including square footage and a drawing of the space;
- Description of utilities that are the tenant's responsibility;
- Rental rate and deposits along with terms of lease and methodology for future rent increases;
- Responsible party for interior and exterior repairs and/or improvements;
- Insurance requirements;
- Ability to terminate; and
- Consequences of default on the lease.

Application Process

Applications can be obtained from the CRA office located at 710 North Federal Highway, Boynton Beach, FL 33435 or downloaded from www.catchboynton.com. All applicants are required to meet with CRA staff in order to determine eligibility before submitting an application. Applications will not be considered until all required documentation is submitted to the CRA office.

Application to this grant program is not a guarantee of funding. Funding is at the sole discretion of the CRA Board.

Applicants must submit an original, "hard copy" application with all materials to the CRA for review and approval by the CRA Board. Applicants will be considered on a first-come, first-serve basis. Application packets must include the following documentation:

1. A non-refundable fee of \$100, which will be used to obtain a consumer credit report on the business and principal/owners of business. Make check payable to: Boynton Beach CRA.
2. Written detailed project budget describing the improvements to be done to the property. It must list all project costs for which the applicant is requesting reimbursement. The project budget must provide a total cost of the project.

Initials_____

3. Cost estimate(s) from a licensed contractor(s) as specified in the applicant's project budget.
4. Signage design, project color chips, material samples and material specifications, if applicable.
5. Copy of building permit receipt/application. If the permit has not been applied for prior to submission of the grant application, a copy of the building permit receipt is due within 90 days of grant approval, or the grant award may be terminated.
6. Resume for each principal/owner of the business.
7. Copy of the corporate documents for the applying business entity.
8. Copy of executed multi-year commercial lease agreement.
9. Copy of Warranty Deed.
10. Two years of corporate tax returns (for existing businesses only).
11. Two years of personal tax returns for the principal/owners of a new business.
12. Copy of design and construction plans associated with the proposed improvements.
13. List of jobs to be created and filled including job descriptions, pay range and weekly schedule. For existing businesses, provide a list of all current positions including job descriptions, pay range and weekly schedule.
14. A minimum of four color digital "before" photos of the exterior and interior portions of the project.
15. Completed and signed application (attached).
16. Authorization to perform credit check for the business and each principal/owner of the business (attached).
17. W9 Form (attached).
18. City Planning and Development Department Acknowledgement Form (attached).
19. City Permit Department Acknowledgement Form (attached).

The above referenced City Forms (line 18 and 19) must be completed and submitted to the appropriate departments, which are located at City Hall 3310 Quantum Boulevard, Suite 101, Boynton Beach, FL 33426. Phone (561) 742-6000.

Approval of Funding Request

All required documentation must be submitted no later than noon two weeks prior to the second Tuesday of the month. CRA staff will review the application to evaluate whether the project is eligible for reimbursement. If it meets these requirements, CRA staff will present the funding request to the CRA Board for review and potential approval.

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The CRA Board meets on the second Tuesday of each month at the Intracoastal Park Clubhouse located at 2240 N. Federal Highway, Boynton Beach, FL 33435. The schedule for CRA Board meetings can be obtained at www.catchboynton.com. Applicants will be notified of the date and time that their applications will be considered by the CRA Board.

The CRA recommends that applicants attend the CRA Board meeting during which the Board will consider their applications in order to answer any questions the CRA Board may have regarding their applications. CRA staff will notify the applicant of the CRA Board's approval or denial in writing.

Site Visits

CRA may conduct a site visit prior to transmitting the application to the CRA Board and once the project is completed. Staff may also conduct unannounced site visits before, during, and after the project in order to determine and ensure compliance with the terms of the grant.

Procedures for Reimbursement

This program is designed as a matching 50% reimbursable grant. All work must be completed and paid for by the applicant prior to the release of CRA funds. The CRA will provide reimbursement to the applicant upon submittal of a complete reimbursement request package.

All reimbursement requests and supporting documents must be submitted to the CRA (3) days prior to the grant expiration date. The CRA may refuse to issue grant funding if the submission is not received by the specified time.

Once the work is completed the Reimbursement Request shall be summarized in a report and accompanied by the following documentation:

1. Invoices, receipts or other acceptable evidence of payment from suppliers and licensed contractor(s) that have been marked "paid in full." Proposals for "work to be completed" or "bids" are not considered proper documentation.
 - a. Each item must be supported by a cancelled check showing the face of the check, as well as the back of the cancelled check. The only forms of cash payments that are acceptable as evidence of payments are cashier's checks and bank transfers. A copy of the cashier's check to the payee

Initials_____

must be provided as proof of payment. If payment is being made by a bank transfer, a copy of the statement from both payer and payee showing the transaction and/or copy of the email/text verification from both parties.

2. A “final release of lien” signed by each licensed contractor(s). See attached Sample of a Final Release of Lien form.
3. Copy of City of Boynton Beach and Palm Beach County licenses (Business Tax Receipt).
4. A minimum of 4 color “after” photos of the project.

By submitting for reimbursement, the applicant warrants that all bills for which applicant is directly responsible related to the project are paid in full including, but not limited to, all contractors, labor, materials, related fees and permits.

Grantees may not submit work improvements for reimbursement that have been used as part of a reimbursement request for any other grant program offered by the CRA, City of Boynton Beach, Palm Beach County or the State of Florida. The Commercial Property Improvement Grant Program will only reimburse applicants for new expenditures that have not been submitted to other grant programs for reimbursement.

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 have been paid is sufficient assurance for the CRA to award grant funding.

Initials_____



APPLICANT INFORMATION

BUSINESS INFORMATION:

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

Current Business Address:

Fed ID#: _____

Business Phone Number: _____ Cell: _____

Website: _____

Existing Business: Yes _____ No _____ Number of years in existence: _____

Time at Current Location: _____ New Business to Boynton Beach: Yes ____ No ____

Do you have an executed lease agreement: Yes ____ No ____ If so, monthly base rent: _____

New Business Address (if applicable):

Square footage of current location: _____ Square footage of new location: _____

Type of Business: _____

Number of Employees: _____ Hours of Operation: _____

List of improvements seeking reimbursement for: _____

Requested grant amount: _____



APPLICANT INFORMATION

PRINCIPAL/OWNER INFORMATION:

(If more than 4 principals/owners additional sheets may be used)

1. Principal/Owner Name: _____
Date of Birth: _____ Email: _____
Residential Address: _____

Cell Phone Number: _____
2. Principal/Owner Name: _____
Date of Birth: _____ Email: _____
Residential Address: _____

Cell Phone Number: _____
3. Principal/Owner Name: _____
Date of Birth: _____ Email: _____
Residential Address: _____

Cell Phone Number: _____
4. Principal/Owner Name: _____
Date of Birth: _____ Email: _____
Residential Address: _____

Cell Phone Number: _____

Are you applying for grant assistant under any other program offered by the CRA?

Yes _____ No _____ If yes, what additional programs are you applying for:



APPLICANT INFORMATION

Are you receiving grant assistance under any other governmental agencies: Yes ___ No ___

If yes, list any additional grant sources and amounts:

LANDLORD INFORMATION:

Landlord Name: _____

Landlord's Mailing Address:

Landlord's Phone Number:

CERTIFICATION AND WAIVER OF PRIVACY:

For purposes of this certification and waiver of privacy, the term "I" refers to the applicant and to all signatories below individually. By signing below, each signatory represents and confirms that he or she is authorized to sign on behalf of the applicant(s).

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 Commercial Property Improvement 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 Commercial Property Improvement Grant Program Rules and Requirements.

Initials_____



APPLICANT INFORMATION

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 Boynton Beach Community Redevelopment Agency may, at its sole discretion, discontinue grant 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.

To the maximum extent possible, I hereby waive my rights to privacy and confidentiality for all matters contained in this application, 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 specifically authorize the CRA to run a credit report as part of this application, and understand that information in my credit report, including a record of bankruptcy, may disqualify me from obtaining grant funding.

I give permission to the CRA or its agents to take photos of myself and business to be used to promote the program.

I understand that if this application and the information furnished in support of the application are found to be incomplete, it will be not processed.

Initials_____



APPLICANT INFORMATION

APPLICANT SIGNATURES:

1. _____
Principal/Owner's Signature _____ Date _____
Printed Name _____ Title _____
2. _____
Principal/Owner's Signature _____ Date _____
Printed Name _____ Title _____
3. _____
Principal/Owner's Signature _____ Date _____
Printed Name _____ Title _____
4. _____
Principal/Owner's Signature _____ Date _____
Printed Name _____ Title _____

Notary as to Principal/Owner's Signatures - Multiple notary pages may be used if signing individually

STATE OF _____
COUNTY OF _____

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgements, personally appeared _____, who is/are personally known to me or produced _____ as identification, and acknowledged he/she executed the foregoing Agreement for the use and purposed mentioned in it and that the instrument is his/her act and deed.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal in the State and County aforesaid on this _____ day of _____, 20____.

NOTARY PUBLIC
My Commission Expires:



LANDLORD INFORMATION

LANDLORD SIGNATURES:

1. _____
Landlord's Signature _____ Date _____
Printed Name _____ Title _____
2. _____
Landlord's Signature _____ Date _____
Printed Name _____ Title _____

Notary as to Principal/Owner's Signatures - Multiple notary pages may be used if signing individually

STATE OF _____
COUNTY OF _____

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgements, personally appeared _____, who is/are personally known to me or produced _____ as identification, and acknowledged he/she executed the foregoing Agreement for the use and purposed mentioned in it and that the instrument is his/her act and deed.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal in the State and County aforesaid on this _____ day of _____, 20____.

NOTARY PUBLIC
My Commission Expires:



AUTHORIZATION TO PERFORM A CREDIT CHECK
FOR PRINCIPAL/OWNER

The applicant hereby consents to and authorizes 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 Principal/Owner and by the Business.

Please us a separate form for each principal/owner:

Principal/Owner Name: _____

Date of Birth: _____

Current Home Address: _____

Previous Home Address: _____

Email: _____ Phone Number: _____

Signature: _____

Date: _____



AUTHORIZATION TO PERFORM A CREDIT CHECK
FOR BUSINESS

The applicant hereby consents to and authorizes 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 Principal/Owner and by the Business.

Business (d/b/a if applicable): _____
Federal Tax ID #: _____
Current Business Address: _____
State of Corporation: _____ Email: _____
Phone Number: _____ Fax Number: _____

Signature: _____ Date: _____
Title: _____



**CITY OF BOYNTON BEACH PLANNING & DEVELOPMENT DEPT.
ACKNOWLEDGEMENT FORM**

COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM

CRA Grant Applicant: _____ has
met with the City's Planning & Development Department to review the improvements that will
done on the property located at: _____

List of Improvements:

City of Boynton Beach
Planning & Development Dept.

Reviewed by: _____

Date: _____

Requirements:



**CITY OF BOYNTON BEACH PERMIT DEPT.
ACKNOWLEDGEMENT FORM**

COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM

CRA Grant Applicant: _____ has
met with the City's Permit Department to review the improvements that will be done on the property
located at: _____

List of Improvements:

City of Boynton Beach
Permit Dept.

Reviewed by: _____

Date: _____

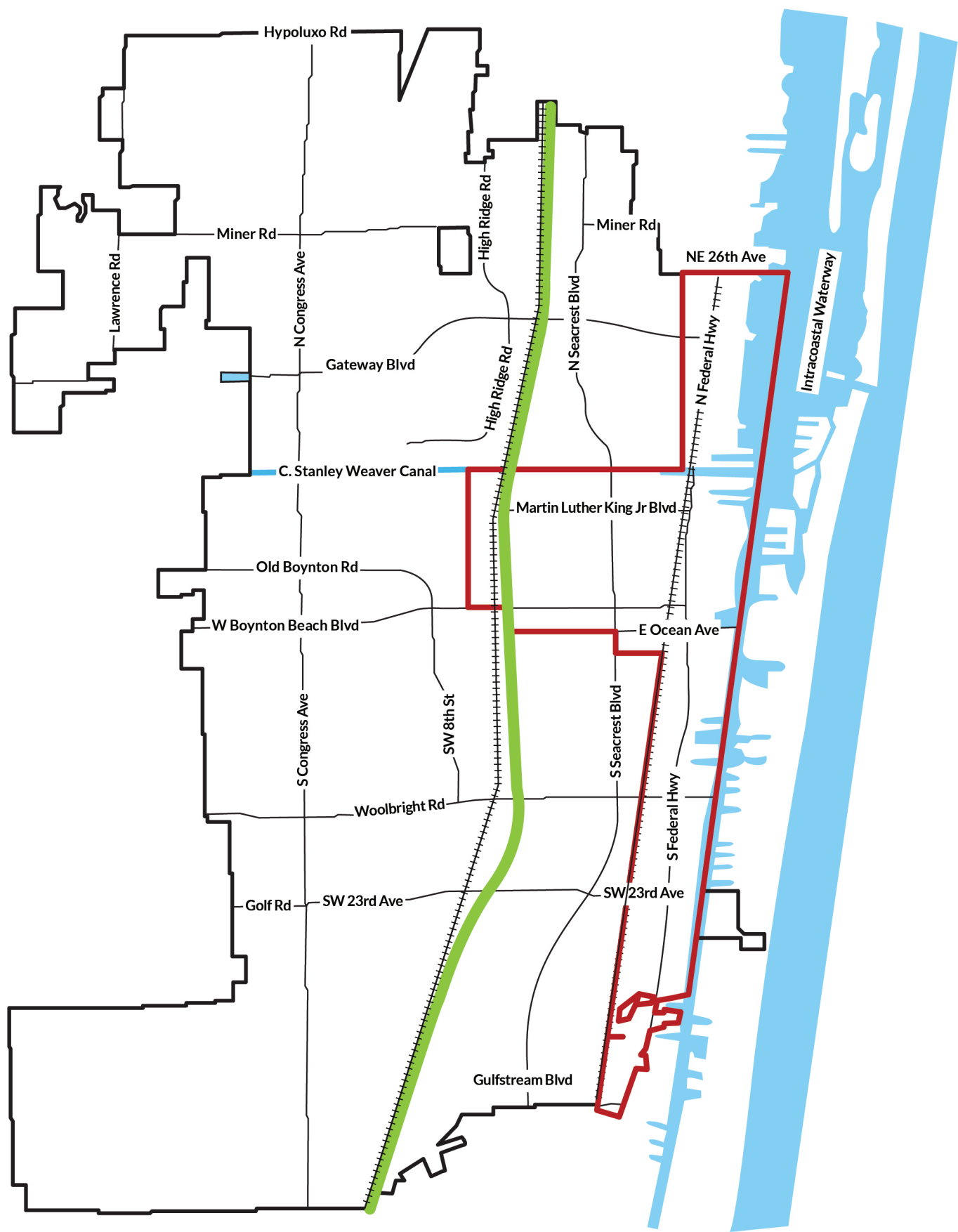
Requirements:

**WAIVER AND RELEASE OF LIEN
UPON FINAL PAYMENT
(PAYMENT BY CHECK)**

The undersigned lienor, in consideration of the final payment in the amount of
\$_____ and condition upon payment of check number _____
issued to the undersigned by _____ in said amount,
waives and releases its lien and right to claim a lien for labor, services or materials furnished to
(customers) _____ on the job of (owner property)
_____, to the following described property:

Dated on: _____, 20_____

Lienor's Name _____
Address _____
By _____
Printed Name _____



Eligible Product List - Detailed

All product specifications and installation quality must meet or exceed applicable local and state permitting, codes and health and safety standards. RenewPACE FL requires permits for many of the products below if required by the local jurisdiction. All products must be installed per manufacturer's specifications. All products must be permanently installed and remain at the property upon sale or transfer.

Product Category	Product Type	Eligibility Criteria - Detailed	Max Term
Appliances	Clothes Dryer	1. Product must comply with DOE Appliance Efficiency and Equipment Standards. 2. Product must be permanently affixed to the home.	10
Appliances	Clothes Washer	1. Product must comply with DOE Appliance Efficiency and Equipment Standards. 2. Product must be permanently affixed to the home.	10
Appliances	Dishwasher	1. Product must comply with DOE Appliance Efficiency and Equipment Standards. 2. Product must be permanently affixed to the home.	10
Appliances	Freezer	1. Product must comply with DOE Appliance Efficiency and Equipment Standards. 2. Product must be permanently affixed to the home.	15
Appliances	Refrigerator	1. Product must comply with DOE Appliance Efficiency and Equipment Standards. 2. Product must be permanently affixed to the home.	15
Electric Vehicle Charging Station	Electric Vehicle Charging Station	1. Product must be a Level 2 charger with SAE J1772 standard charging plug. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	10
Energy Storage	Advanced Energy Storage System	1. Product must be designed for daily cycling. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	10
Fuel Cells	Stationary Fuel Cell Power System	1. System must be certified as meeting the ANSI/CSA America FC1 standard. 2. Installation must comply with the Standard for the Installation of Stationary Fuel Cell Power Plants (NFPA 853). 3. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	10
HVAC	Air-Source Heat Pump	1. SEER \geq 14.0 and HSPF \geq 8.0. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	15
HVAC	Boiler - Gas High Efficiency	1. AFUE \geq 82%. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
HVAC	Boiler - Oil High Efficiency	1. AFUE \geq 84%. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
HVAC	Boiler - Steam	1. AFUE \geq 80%. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
HVAC	Ceiling Fan	1. Product must comply with DOE Appliance Efficiency and Equipment Standards.	10
HVAC	Central Air Conditioner	1. SEER \geq 14.0. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	15
HVAC	Duct Insulation	1. Product must meet criteria below, based on duct type and location: a. Supply ducts in the attic must have R-value \geq 8. b. All other ducts must have R-value \geq 6.	20
HVAC	Duct Replacement	1. Total leakage shall be \leq 4 cfm per 100 sq ft. 2. Product must meet criteria below, based on duct type and location: a. Supply ducts in the attic must have R-value \geq 8. b. All other ducts must have R-value \geq 6.	20
HVAC	Duct Sealing	1. Total leakage shall be \leq 4 cfm per 100 sq ft.	20
HVAC	Ductless Mini-Split Air Conditioner	1. SEER \geq 14.0. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	15
HVAC	Ductless Mini-Split Heat Pump	1. SEER \geq 14.0 and HSPF \geq 8.0. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	15

Eligible Product List - Detailed

HVAC	Energy Recovery Ventilation (ERV) System	1. Product must be certified by the Home Ventilating Institute (HVI).	15
HVAC	Furnace - Gas	1. AFUE \geq 80%. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
HVAC	Furnace - Oil	1. AFUE \geq 83%. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
HVAC	Gas Fireplace	1. Product must include a closable metal or glass doors covering the entire opening of the firebox. 2. Installation must include a combustion air intake to draw air from outdoors and a flue damper. 3. Continuously burning pilot lights are prohibited. 4. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
HVAC	Geothermal Heat Pump	1. Product must meet the criteria below: a. Ground water-source heat pumps (cooling): EER \geq 16.2 b. Ground water-source heat pumps (heating): COP \geq 3.6 c. Ground-source heat pumps (cooling): EER \geq 13.4 d. Ground-source heat pumps (heating): COP \geq 3.1 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
HVAC	Heat Recovery Ventilation (HRV) System	1. Product must be certified by the Home Ventilating Institute (HVI).	15
HVAC	Pellet Stove or Fireplace Insert	1. Product must be on the List of EPA Certified Wood Stoves.	20
HVAC	Programmable Thermostat	1. Product must be programmable.	15
HVAC	Ventilating Fan	1. Installation must meet criteria below, based on location and air flow rate: a. Range Hood: 2.8 CFM/watt b. In-line fan: 2.8 CFM/watt c. Bathroom, utility room 10-90 CFM: 1.4 CFM/watt d. Bathroom, utility room above 90 CFM: 2.8 CFM/watt	10
HVAC	Whole House Fan	1. Product must comply with Florida Building Code.	20
HVAC	Wood Stove or Fireplace Insert	1. Product must be on the List of EPA Certified Wood Stoves.	20
Insulation and Air Sealing	Air Sealing	1. Product must comply with Florida Building Code.	20
Insulation and Air Sealing	Attic Rafter Insulation	1. Final R-value \geq 19.	25
Insulation and Air Sealing	Basement or Crawlspace Insulation	1. Product must comply with Florida Building Code.	25
Insulation and Air Sealing	Ceiling Insulation	1. Installation must meet criteria below, based on Climate Zones defined in Florida Building Code: a. Climate Zone 1: R-value \geq 30. b. Climate Zone 2: R-value \geq 38.	25
Insulation and Air Sealing	Floor Insulation	1. Final R-value \geq 13.	25
Insulation and Air Sealing	Wall Insulation	1. Final R-value \geq 13.	25
Lighting	Indoor Lighting Fixture	1. Product must be ENERGY STAR Certified or use LED technology.	20
Lighting	Lighting Control	1. The product must be one of the following lighting control types: a. Automatic Time-Switch. b. Daylight/Photo-Sensor. c. Dimmer. d. Occupancy/Motion/ Vacancy Sensor.	20
Lighting	Outdoor Lighting Fixture	1. Product must be ENERGY STAR Certified or use LED technology.	20
Pool Equipment	Automatic Pool Cover	1. Product must be automatic.	10
Pool Equipment	Gas Pool Heater	1. Thermal Efficiency \geq 82%. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	10

Eligible Product List - Detailed

Pool Equipment	Heat Pump Pool Heater	1. COP \geq 4.0. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	10
Pool Equipment	Pool Filter	1. Product must be a cartridge pool filter.	5
Pool Equipment	Pool Pump and Motor	1. Product must meet APSP-14 or APSP-15 Standards.	10
Roofing and Siding	Cool Roof - Performance	1. One of the following performance criteria must be met in order to be eligible: a. Eligible Attic Insulation is installed (R38). b. Eligible Duct Replacement is installed. c. Eligible Duct Sealing and Duct Insulation is completed. d. Eligible Radiant Barrier is installed. e. 1 inch air-space is installed between top of roof deck and bottom of roofing product. f. Insulation is installed above roof deck with R-value \geq 2. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Roofing and Siding	Cool Roof - Prescriptive	1. Product must meet ONE of the criteria below. If Aged Solar Reflectance is not available, it can be calculated using the following equation: Aged Solar Reflectance = $(0.7) * (\text{Initial Solar Reflectance}) + 0.06$. a. Low-Slope roofs (roof pitch \leq 2:12) must have an Initial Solar Reflectance of \geq 0.65 and an Aged Solar Reflectance \geq 0.5. b. Steep-Slope roofs (roof pitch $>$ 2:12) must have an Initial Solar Reflectance of \geq 0.25 and an Aged Solar Reflectance \geq 0.15. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Roofing and Siding	Exterior Coating	1. Product must have solar reflectance \geq 0.5 as tested by a third-party laboratory using ASTM C1549-09 test method. 2. Product color must be listed on the Renew Financial Exterior Coating Pre-Approval List.	20
Roofing and Siding	Insulated Siding	1. One of the following performance criteria must be met in order for the product to be eligible: a. The siding includes an insulated backing with R-value \geq 2. b. Insulation with R-value \geq 2 is installed beneath the siding.	25
Roofing and Siding	Radiant Barrier	1. Product must meet criteria below, based on type: a. Sheet radiant barrier: Emittance \leq 0.06 b. Interior radiation control coating: Emittance \leq 0.25. 2. Product must be installed below the roof deck.	25
Solar Photovoltaic	Inverter	1. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
Solar Photovoltaic	Solar Panel - With Monitoring	1. Product must be on the Florida Solar Energy Center List of Registered Modules. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Solar Photovoltaic	Solar Panel - Without Monitoring	1. Product must be on the Florida Solar Energy Center List of Registered Modules. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Solar Thermal	Solar Pool Heater	1. System must have OG-100 System Certification by Solar Rating and Certification Corporation (SRCC).	15
Solar Thermal	Solar Water Heater	1. System must have OG-300 System Certification by Solar Rating and Certification Corporation (SRCC). 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	15
Water Heating	Electric Heat Pump Tank Water Heater	1. Product must meet criteria below, based on volume and draw pattern: a. \geq 20 gal and \leq 55 gal, Low: Uniform Energy Factor \geq 0.9254 – $(0.0003 * \text{volume})$ b. \geq 20 gal and \leq 55 gal, Medium: Uniform Energy Factor \geq 0.9307 – $(0.0002 * \text{volume})$ c. \geq 20 gal and \leq 55 gal, High: Uniform Energy Factor \geq 0.9349 – $(0.0001 * \text{volume})$ a. $>$ 55 gal and \leq 120 gal, Low: Uniform Energy Factor \geq 2.0440 – $(0.0011 * \text{volume})$ b. $>$ 55 gal and \leq 120 gal, Medium: Uniform Energy Factor \geq 2.1171 – $(0.0011 * \text{volume})$ c. $>$ 55 gal and \leq 120 gal, High: Uniform Energy Factor \geq 2.2418 – $(0.0011 * \text{volume})$ 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	10

Eligible Product List - Detailed

Water Heating	Electric Tankless Water Heater	1. Product must meet criteria below, based on volume and draw pattern: a. <2 gal, Low: Uniform Energy Factor ≥ 0.91 b. <2 gal, Medium: Uniform Energy Factor ≥ 0.91 c. <2 gal, High: Uniform Energy Factor ≥ 0.92 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	10
Water Heating	Gas Storage Tank Water Heater	1. Product must meet criteria below, based on volume and draw pattern: a. ≥ 20 gal and ≤ 55 gal, Low: Uniform Energy Factor $\geq 0.5982 - (0.0019 * \text{volume})$ b. ≥ 20 gal and ≤ 55 gal, Medium: Uniform Energy Factor $\geq 0.6483 - (0.0017 * \text{volume})$ c. ≥ 20 gal and ≤ 55 gal, High: Uniform Energy Factor $\geq 0.6920 - (0.0013 * \text{volume})$ d. > 55 gal and ≤ 100 gal, Low: Uniform Energy Factor $\geq 0.7689 - (0.0005 * \text{volume})$ e. > 55 gal and ≤ 100 gal, Medium: Uniform Energy Factor $\geq 0.7897 - (0.0004 * \text{volume})$ f. > 55 gal and ≤ 100 gal, High: Uniform Energy Factor $\geq 0.8072 - (0.0003 * \text{volume})$ 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	10
Water Heating	Gas Tankless Water Heater	1. Product must meet criteria below, based on volume and draw pattern: a. <2 gal, Low: Uniform Energy Factor ≥ 0.81 b. <2 gal, Medium: Uniform Energy Factor ≥ 0.81 c. <2 gal, High: Uniform Energy Factor ≥ 0.81 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
Water Heating	Hot Water Pipe Insulation	1. R-value ≥ 3 .	10
Water Heating	Hot Water Tank Insulation	1. R-value ≥ 6 .	10
Water Heating	Indirect Tank	1. Product must be attached to an eligible heating system.	15
Water Heating	Water Heat Recovery	1. Heat exchanger must transfer waste heat from drain to domestic hot water system.	25
Water Heating	Water Softener	1. Product must be a central cation-exchange water softener. (Descalers, water conditioners, and other water treatment products are not eligible.)	20
Wind Energy	Small Wind Turbine	1. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
Wind Resistance	Gable-End Bracing	1. Product must comply with Florida Building Code. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Wind Resistance	Roof Deck Attachment Strengthening	1. Product must comply with Florida Building Code. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Wind Resistance	Roof-to-Wall Connection Reinforcement	1. Product must comply with Florida Building Code. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Wind Resistance	Secondary Water Barrier	1. Product must comply with Florida Building Code. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Wind Resistance	Storm Shutter	1. Product must have Florida Product Approval or Miami-Dade Notice of Acceptance. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
Wind Resistance	Wind-Resistant Door	1. Product must have Florida Product Approval or Miami-Dade Notice of Acceptance. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Wind Resistance	Wind-Resistant Garage Door	1. Product must have Florida Product Approval or Miami-Dade Notice of Acceptance. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	15
Wind Resistance	Wind-Resistant Shingles	1. Product must have Florida Product Approval or Miami-Dade Notice of Acceptance. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Wind Resistance	Wind-Resistant Window	1. Product must have Florida Product Approval or Miami-Dade Notice of Acceptance. 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Windows and Doors	Applied Window Film	1. Product must be NFRC Certified.	10

Eligible Product List - Detailed

Windows and Doors	Door	1. Product must meet criteria below, based on Climate Zones defined by Florida Building Code: a. Climate Zone 1: U-Factor ≤ 0.65 and SHGC ≤ 0.25 (if door has glazing). b. Climate Zones 2: U-Factor ≤ 0.40 and SHGC ≤ 0.25 (if door has glazing). 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Windows and Doors	Exterior Shading Product	1. Product must be permanently installed on the building exterior to shade at least one window or door. 2. The following products are eligible: a. Awning b. Exterior window shade c. Solar screen d. Patio cover e. Roof overhang (Other exterior structural elements are not eligible.)	15
Windows and Doors	Interior Window Treatment	1. Product must be permanently installed on the interior of a window or door. 2. The following products are eligible: a. Blinds b. Shades c. Interior Shutters (Draperies, Insulated Panels, Mesh Screens, and Storm Panels are not eligible.)	10
Windows and Doors	Skylight	1. Product must meet criteria below, based on Climate Zones defined by Florida Building Code: a. Climate Zone 1: U-Factor ≤ 0.75 and SHGC ≤ 0.30 . b. Climate Zones 2: U-Factor ≤ 0.65 and SHGC ≤ 0.30 . 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
Windows and Doors	Tubular Daylighting Device	1. Product must meet criteria below, based on Climate Zones defined by Florida Building Code: a. Climate Zone 1: U-Factor ≤ 0.75 and SHGC ≤ 0.30 . b. Climate Zones 2: U-Factor ≤ 0.65 and SHGC ≤ 0.30 . 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	20
Windows and Doors	Window	1. Product must meet criteria below, based on Climate Zones defined by Florida Building Code: a. Climate Zone 1: U-Factor ≤ 0.65 and SHGC ≤ 0.25 . b. Climate Zones 2: U-Factor ≤ 0.40 and SHGC ≤ 0.25 . 2. A copy of the pulled permit or permit number must be submitted for this product prior to funding.	25
Enabling	Work	1. Work must be installed on the property. 2. Work must enable the installation of an eligible product. 3. Total cost of Enabling Work cannot exceed \$10,000 and 25% of the total project cost.	5
Custom Product	Custom Product	1. Product must be approved by Program Administrator. Submissions can be entered here: https://renewfinancial.com/custom-product-request/ .	TBD

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
				-				
or								
Employer identification number								
				-				

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code* on page 3 and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* above.

What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note. ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

Limited Liability Company (LLC). If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8832 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities

3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note. You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
5. Sole proprietorship or disregarded entity owned by an individual	The owner ³
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity ⁴
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

*Note. Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.ftc.gov/idtheft or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.



GROW YOUR BUSINESS!

The Boynton Beach CRA is excited to inform you about our Social Media Outreach Program! Our goal is to help businesses within the CRA District establish an online presence. The best part? It's completely FREE!

Renee Roberts, Social Media & Communications Specialist, is here to teach you the tools you need to successfully market your business on social media and online platforms.

This program aims to help business owners manage and learn how to utilize social media pages.

We offer a range of services, from starting business accounts, building ad campaigns for events to special promotions, or posting day to day activity and products. Contact us today to get started!

CONTACT INFORMATION:

Name: _____

Business: _____

Email: _____

Phone: _____

**Video tutorials
and training**

**Comprehensive
guides and
strategies**

**Website upkeep
and ad marketing
advice**

**Business cross
promotions**

**SEO and ad
marketing
assistance**

CONTACT US

Renee Roberts
RobertsR@bbfl.us
561-327-6154

Facebook.com/SocialMedia
OutreachProgram

catchboynton.com/SMOP

CRA Economic Development Grant Program Review						
* These businesses were denied but reapplied in another fiscal year and were approved ** These businesses were either sold or sublet to the same use type						
FY 2018 - 2019						
Business Name	Business Location	Business Type	CRA Grant Amount	Private Match	Application	Still in Business
Taylor Adair Stylist LLC dba Alchemy	640 E Ocean Ave Unit 5	Hair Salon	\$ 6,346	\$ 6,346	Approved	Yes
B & R Corentities Inc. dba Phairis Luxury	413 S Federal Highway	Specialty Business	\$ 17,382	In progress	Approved	Yes
Beach Tennis LLC	625 S Federal Highway	Retail	\$ 9,600	\$ 9,600	Approved	Yes
Novus Escape Room	458 N Federal Highway	Specialty Business	\$ 13,039	\$ 13,039	Approved	Yes
Total Businesses: 4		Total	\$ 46,367	\$ 28,985		
FY 2017 - 2018						
Business Name	Business Location	Business Type	CRA Grant Amount	Private Match	Application	Still in Business
Driftwood 2005, LLC	2005 S Federal Hwy	Restaurant	\$ 27,705	\$ 87,705	Approved	Yes
Divine Corp d/b/a That's Amore	308 N Federal Highway	Restaurant	\$ 36,600	\$ 55,600	Approved	Yes
Boynton Stretch, LLC	311 E Woolbright Road	Fitness Studio	\$ 10,800	\$ 13,156	Approved	Yes
Fashion Shoppes Boutique	515 E Ocean Avenue	Retail	\$ 1,110	\$ 1,110	Approved	Yes
Music Strings, LLC	640 E Ocean Avenue Unit 15	Retail	\$ 8,400	\$ 8,400	Approved	Yes
Home Racer, LLC	1330 W Industrial Avenue Bay 108	Industrial	\$ 10,800	\$ 12,000	Approved	Yes
Banana Boat, LLC	739 E Ocean Avenue	Restaurant	\$ 86,170	\$ 1,700,000	Approved	Yes
First Street Development LLC dba Marina Café	100 NE 6th Street Unit 108	Restaurant	\$ 22,028	\$ 113,200	Approved	Yes
Farm to Cone, LLC dba Wakey Wakey	126 W Boynton Beach Boulevard	Restaurant	\$ 65,800	In progress	Approved	In Progress
Monarch Pet Memorial Service	805 N Federal Highway	Specialty Business	\$ 62,750	\$ 325,591	Approved	Yes
Beacon Consulting Engineers, LLC	625 Casa Loma Boulevard Unit 106	Professional Office	\$ 10,800	\$ 10,800	Approved	Yes
Reflections Auto Body Inc. dba Bruno's Auto Body & Paint	217 NE 3rd Street	Commercial Façade	\$ 19,818	\$ 19,933	Approved	Yes
Alexis Knight Architect, LLC	100 NE 6th Street Unit 102	Professional Office	\$ 10,200	\$ 10,200	Approved	Yes
Ekel, LLC	634 E Ocean Avenue	Commercial Façade	\$ 1,750	\$ 1,750	Approved	Yes
Tabre Enterprises, LLC dba The King's Learning Center	101 NE 5th Avenue	Specialty Business	\$ 35,174	In progress	Approved	Yes
A&D Bikes, LLC d/b/a By Cycle	640 E Ocean Avenue Unit 21	Retail	\$ 8,400	\$ 8,400	Approved	Yes
Total Businesses: 16		Total	\$ 418,305	\$ 2,367,845		

FY 2016 - 2017						
Business Name	Business Location	Type of Business	CRA Grant Amount	Private Match	Application	Still in Business
The Little House	480 E Ocean Avenue	Restaurant	\$ 75,493	\$ 301,980	P&D Agreement	In Progress
Service First Processing, Inc.	1315 N Federal Highway	Professional Office	\$ 28,432	\$ 35,144	Approved	Yes
Grandma's Manufacture, LLC	1550 N Federal Highway, Units 1-3	Restaurant	\$ -	\$ -	Denied - Credit Score*	
Home with Help of Florida, Inc.	1220 S Federal Highway	Professional Office	\$ 10,800	\$ 10,800	Approved	Yes
Seoul Sister Yoga, Inc. dba YogaFit	1517 S Federal Highway	Fitness Studio	\$ 41,308	\$ 49,574	Approved	No**
R & C Hotels Corporation dba Stay Inn Hotel	614 NE 8th Avenue	Hotel	\$ 13,950	\$ 13,950	Approved	Yes
Bark Avenue Hotel & Spa	640 E Ocean Avenue Unit 19	Retail	\$ 5,400	\$ 7,824	Approved	No**
Paul Smith	800 NE 3rd Street	Industrial	\$ 4,100	\$ 4,250	Approved	Yes
Posh Realty, LLC	100 S Federal Highway	Real Estate	\$ 32,800	\$ 42,909	Approved	Yes
Baciami, Inc.	1351 S Federal Highway	Restaurant	\$ -	\$ -	Denied - Credit Score (Rent and Interior)	
Baciami, Inc.	1351 S Federal Highway	Restaurant	\$ 1,291	\$ 1,291	Façade and Permit Approved	Yes
FICE Design, Inc.	488 N Federal Highway	Professional Office	\$ 30,659	\$ 36,221	Approved	Yes
Boynton Beach Real Estate Pros	420 W Boynton Beach Boulevard Suite 202	Real Estate	\$ 8,400	\$ 8,400	Approved	Yes
Troy's BBQ	1920 S Federal Highway	Restaurant	\$ 15,000	\$ 54,600	Approved	Yes
4 Reel Services, Inc.	332 W Boynton Beach Boulevard	Retail	\$ 7,500	\$ 7,500	Approved	Yes
Silver Bullet, Inc.	1330 W Industrial Avenue	Industrial	\$ 10,800	\$ 11,400	Approved	Yes
Boss Tacos, Inc.	1550 N Federal Highway Unit 4-6	Restaurant	\$ 15,000	\$ 37,728	Approved	Yes
Total Businesses: 17		Total	\$ 300,933	\$ 623,571		

FY 2015 - 2016

Business Name	Business Location	Type of Business	CRA Grant Amount	Private Match	Application	Still in Business
Peg Nutrition, LLC	411-A, Bay #1, NE 3rd Street	Retail	\$ 5,775	\$ 5,775	Approved	No
Hour Cucina, LLC	411 S Federal Highway	Specialty Business	\$ 38,600	\$ 98,634	Approved	Yes
Burchar, LLC	404 NE 6th Avenue	Commercial Façade	\$ 5,822	\$ 5,822	Approved	Yes
B & J Catering, Inc. d/b/a Culinary Solutions	2201 S Federal Highway	Restaurant	\$ 88,849	\$ 782,939	Approved	No
Robert Schmidt d/b/a Schmidt Stained Glass	413 S Federal Highway	Retail	\$ 9,225	\$ 9,225	Approved	No
Bark Avenue Cuisine, LLC	640 E Ocean Avenue, Unit 18-19	Retail	\$ -	\$ -	Denied - Credit Score*	
Alliance Group Enterprise, Inc.	1600 N Federal Highway, Unit 8	Real Estate	\$ -	\$ -	Denied Credit Score*	
Bailey's Bowls, LLC	640 E Ocean Avenue, Unit 16	Restaurant	\$ 34,153	\$ 83,393	Approved	Yes
206 Boynton, LLC	105 E Palmetto Park Road, Boca Raton, FL 33432	Commercial Façade	\$ 31,001	\$ 31,001	Approved	Yes
Del Sol Bakery, LLC	1600 N Federal Highway, Unit 15	Bakery	\$ 11,240	\$ 11,240	Approved	Yes
500 Ocean Properties, LLC	511 E Ocean Avenue	Commercial Façade	\$ 10,000	\$ 10,180	Approved	Yes
Jamerican Cuisine, LLC	470 N Federal Highway	Restaurant	\$ 18,987	\$ 37,157	Approved	Yes
508 E BBB, LLC	508 E Boynton Beach Blvd.	Professional Office	\$ 9,872	\$ 9,872	Approved	Yes
Millspring Properties, LLC	314 NE 3rd Street	Professional Office	\$ 1,941	\$ 1,941	Approved	Yes
Total Businesses: 14		Total	\$ 265,465	\$ 1,087,179		



ADVISORY BOARD ITEM A.1.

OLD BUSINESS

SUBJECT:

Discussion and Consideration of the Conceptual Design and Development Terms for the CRA's MLK Jr. Blvd Redevelopment Project

SUMMARY:

The CRA Board tabled this item at their March 13, 2019 meeting and directed staff to hold two public meetings in order to solicit input from residents and business owners of the Heart of Boynton District and elsewhere.

CRA staff and Centennial Management Corp will hold the first meeting at the Hester Community Center on April 25, 2019 at 6:30 p.m. and the second meeting will be held at the Carolyn Sims Center on April 29, 2019 at 6:30 p.m.

There will also be an opportunity for public input at the regularly scheduled CRA Advisory Board's meeting on April 4, 2019 and the CRA Board's meeting on April 9, 2019

A total of 2,150 flyers for the public input meetings (see Attachment I) were printed and distributed to the community on March 27th - 29th to:

- Rolling Green Elementary School
- Poinciana Elementary School
- First Baptist Church of Boynton Beach, First United Methodist Church Boynton Beach, St. John Missionary Baptist Church, Community Deliverance Church, New Mt. Zion Missionary Baptist Church, Emmanuel Fellowship Center, Greater St. Paul AME Church, Bride of Christ Church, Evangelical Church of Jesus Christ, Haitian Pentecostal, Good Samaritan Alliance, Eglise Assemble Evangelique, Deliverance of Faith, and The Christian Church by Faith
- City Hall, Hester Community Center, Recreation and Parks Department, Senior Center, Intracoastal Park Clubhouse and the Library

Below is the distribution for the flyers that were sent via US Postal Service:

- 1,340 flyers mailed to residents within the Heart of Boynton on March 26th
- Utility Bill insert for April 4th, April 8th and April 9th mailing cycle (see Attachment II)

The City's Community Compliance Department and the Neighborhood Policing Officers assisted CRA staff with the distribution of 1,500 meeting notification door hangers to residents within the Heart of Boynton (see Attachment III).

Background:

On January 8, 2019, the CRA Board selected Centennial Management Corp. (CMC) as the project developer for the CRA owned properties located on E. Martin Luther King Jr. Boulevard, the subject of a RFP-RFQ issued on June 18, 2019, and directed staff to begin negotiations of a proposed Purchase and Development Agreement.

In addition to providing a conceptual design layout, CMC's Proposal included several funding options for the Project, each offering varying amounts of required CRA funding, development timelines, and the income ranges of future residents to be served (see Attachments IV & V).

CRA staff and the CMC development team met on January 23, 2019, to discuss the design and funding details of their proposal. The main areas of focus were on the number and type of units, the target income and eligibility of the future residents, the commercial layout, and the various financial/funding scenarios presented in their proposal. Considerable discussion took place regarding the incorporation of a property/unit ownership component.

At their February 12, 2019, meeting, the CRA Board tabled the item and gave CRAAB a new assignment to perform a review of CMC's proposal, allow for public comment (see Attachment VI) and provide the CRA Board with their recommendations on the following items:

- the various financing options available to CMC (Attachment VII - CRA Project Fund Summary)
- the area median income categories served within the project's residential components
- overall site plan components as presented

These factors are important in order to provide guidance to the CMC development team as they formulate their future development pro forma and financing packages.

FISCAL IMPACT:

FY 2018-2019 Budget, Project Fund 02-58200-406, \$1,600,000.

CRA PLAN/PROJECT/PROGRAM:

2016 Boynton Beach Community Redevelopment Plan - Heart of Boynton District and the Downtown Vision & Master Plan.

CRAAB RECOMMENDATION:

At their March 7, 2019 meeting, the CRAAB provided the following recommendations to the CRA Board:

Financing Options, order of preference: 1) 9% Low Income Housing Tax Credit Funding program, one application cycle; 2) SAIL and TIRF, one application cycle; and 3) TIRF

Income Eligibility: 30-80% of Area Median Household Income under the 9% Low Income Housing Tax Credit Funding program. 80-120% of Area Median Household Income, multi-family, under the SAIL funding program. 60-120% of Area Median Household Income under the TIRF funding option.

Site Plan: Consideration should be given to ensure that parking calculations meet or exceed the City's Land Development Regulation requirements. Consideration should be given to install

larger caliper trees where possible throughout the development and parking lots to provide additional shade. Consideration should be given to provide covered walkways or entrances where possible throughout the development and parking lots.

ATTACHMENTS:

Description

- ▢ **Attachment I - Community Input Flyer**
- ▢ **Attachment II - Utility Bill Insert**
- ▢ **Attachment III - Door Hanger**
- ▢ **Attachment IV - CMC's Project Presentation**
- ▢ **Attachment V - CMC's Proposed Financial Options**
- ▢ **Attachment VI - 03.07.19 CRAAB Public Comment**
- ▢ **Attachment VII - CRA Project Fund Summary**

PROPOSED CONCEPTUAL MARTIN LUTHER KING JR. BLVD. REDEVELOPMENT PROJECT COMMUNITY INPUT MEETING

YOU ARE INVITED TO PROVIDE FEEDBACK

- CRA ADVISORY BOARD MEETING: THURSDAY, APRIL 4, 2019 • 6:30 PM • INTRACOASTAL PARK
- CRA BOARD MEETING: TUESDAY, APRIL 9, 2019 • 6:30 PM • INTRACOASTAL PARK
- PUBLIC INPUT MEETING: THURSDAY, APRIL 25, 2019 • 6:30 PM • HESTER COMMUNITY CENTER
- PUBLIC INPUT MEETING: MONDAY, APRIL 29, 2019 • 6:30 PM • CAROLYN SIMS CENTER



FOR MORE INFORMATION, CONTACT BONNIE NICKLIEN AT (561) 600-9090 OR NICKLIENB@BBFL.US



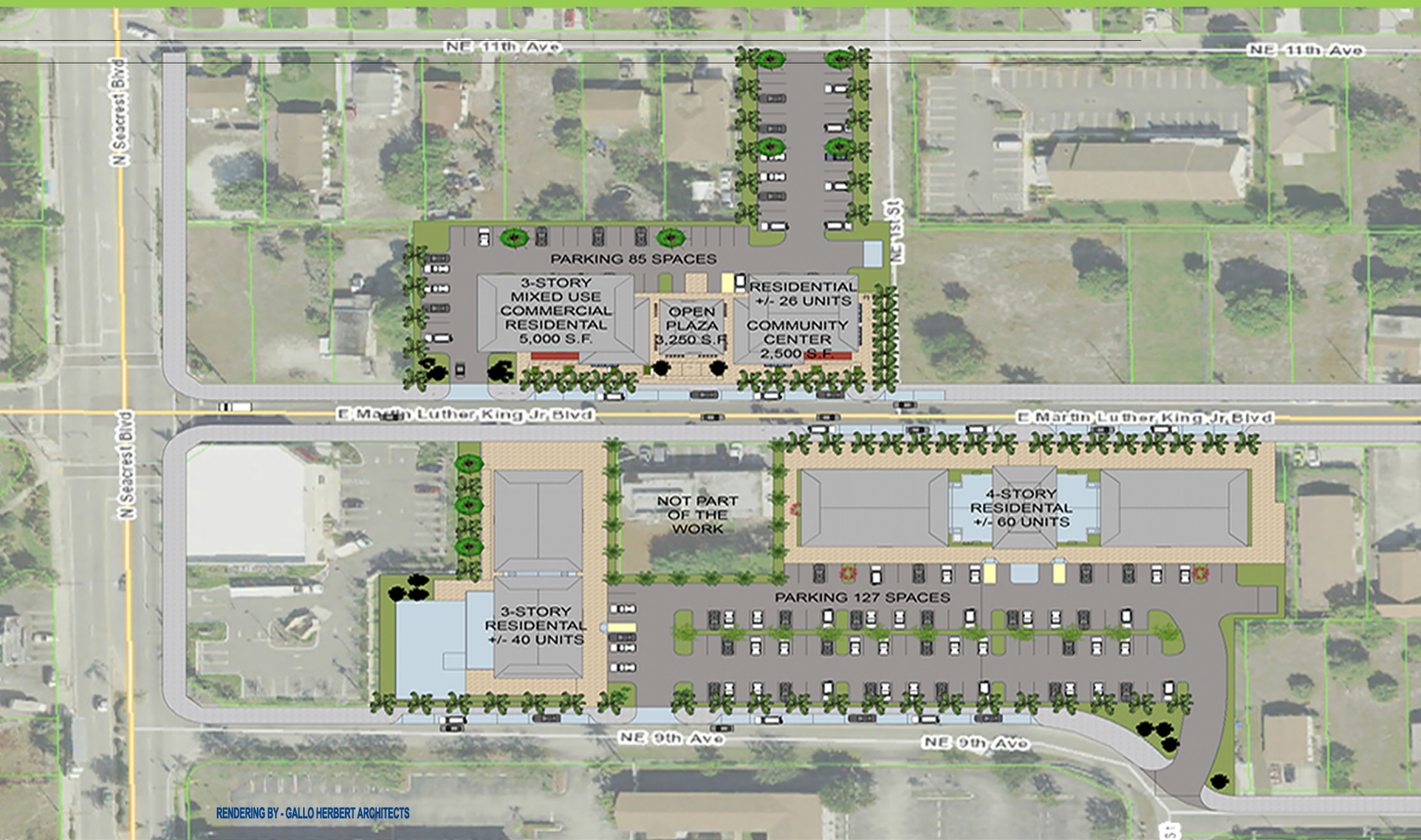
WORKING TOGETHER FOR THE HEART OF BOYNTON



PROPOSED CONCEPTUAL MARTIN LUTHER KING JR. BLVD. REDEVELOPMENT PROJECT COMMUNITY INPUT MEETING

YOU ARE INVITED TO PROVIDE FEEDBACK

- PUBLIC INPUT MEETING: THURSDAY, APRIL 25, 2019 • 6:30 PM • HESTER COMMUNITY CENTER
- PUBLIC INPUT MEETING: MONDAY, APRIL 29, 2019 • 6:30 PM • CAROLYN SIMS CENTER



FOR MORE INFORMATION, CONTACT BONNIE NICKLIEN AT (561) 600-9090 OR NICKLIENB@BBFL.US



WORKING TOGETHER FOR THE HEART OF BOYNTON



FOR MORE INFORMATION

**VISIT OUR OFFICE AT
710 N. FEDERAL HWY.**

MONDAY - FRIDAY

8:30 AM - 5:30 PM

OR CALL MICHAEL SIMON

(561) 600 - 9091



**WORKING HARD FOR
THE HEART OF BOYNTON
CATCHBOYNTON.COM**

**PROPOSED CONCEPTUAL
MARTIN LUTHER KING JR. BLVD.
REDEVELOPMENT PROJECT
COMMUNITY INPUT MEETINGS**

**YOU ARE INVITED TO
PROVIDE FEEDBACK**

**CRA ADVISORY BOARD MEETING
THURSDAY, APRIL 4, 2019 at 6:30 PM
INTRACOASTAL PARK**

**CRA BOARD MEETING
TUESDAY, APRIL 9, 2019 at 6:30 PM
INTRACOASTAL PARK**

**PUBLIC INPUT MEETING
THURSDAY, APRIL 25, 2019 at 6:30 PM
HESTER COMMUNITY CENTER**

**PUBLIC INPUT MEETING
MONDAY, APRIL 29, 2019 at 6:30 PM
CAROLYN SIMS CENTER**



MLK Corridor Redevelopment Project

A Mixed-Use Apartment & Retail Development

-
- ◇ Martin Luther King Jr. Blvd.
Boynton Beach, Florida

CENTENNIAL MANAGEMENT CORP.



MARCH 7, 2019



Overall Development Vision



1. Mixed Use urban redevelopment Community with some *Floribbean* design style.
2. 124 affordable apartments
3. Approx. 8,000 sq. ft. of retail space
4. 3,250 sq. ft. approximately of covered open air space/breezeway
5. 2,500 sq. ft. of leasing office/clubhouse for the residences
6. 6 ft. Paver sidewalks, on street parking, street and parking lot lights, beautiful landscaping
7. Art wall for local artist to participate in “Art in Public Places”
8. A pedestrian friendly atmosphere with a coffee shop and outdoor seating
9. If permitted, assist in designing a new façade to the adjacent grocery store through CRA Façade Grant program.

Integration of the History and Culture

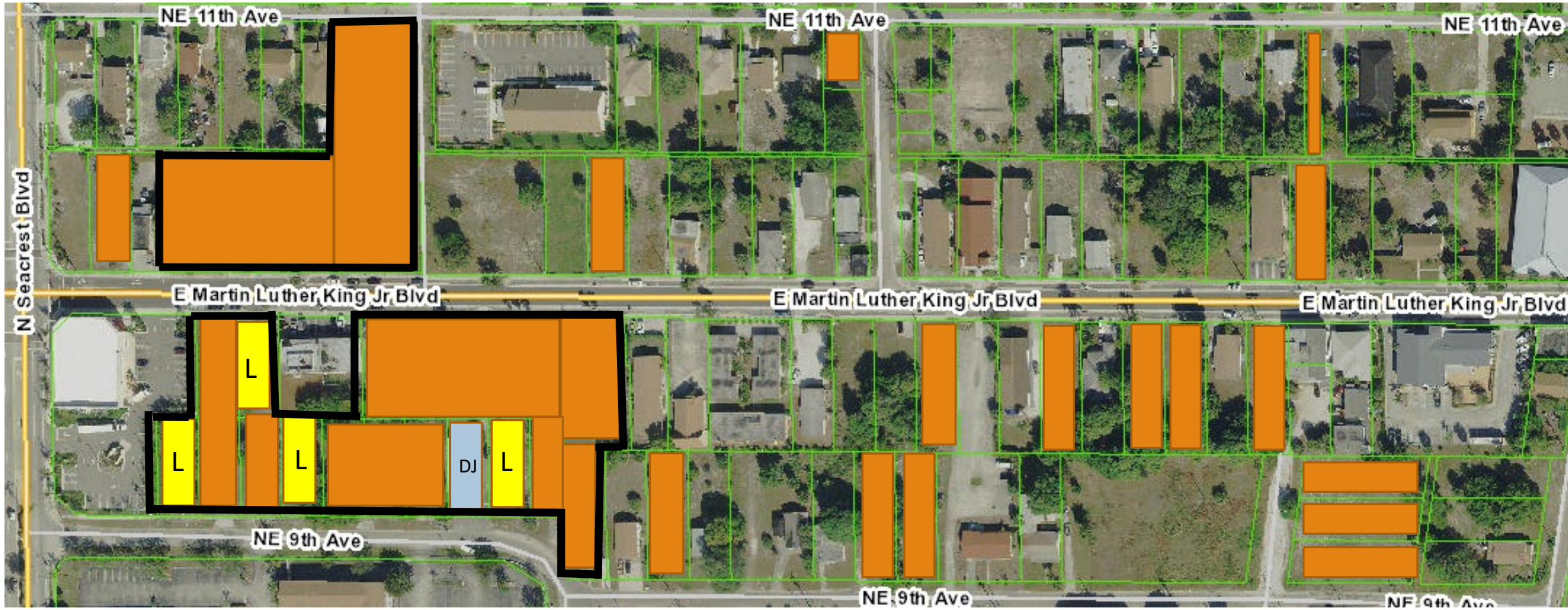
We have done this by:

1. Reviewed the BBCRA Redevelopment Plan
2. Added Urban Design Concepts in keeping with the History of MLK Blvd “Old Florida” and “Caribbean influence”, the new design concept labeled “Floribbean”
3. Front porches, metal roofs, beautiful pastel colors, retail catering to local residents
4. Create an Art Wall of Local Artists to participate in “Art in Public Places”
5. Architecture of the buildings is tropical in nature and incorporates elements of period derived architectural elements reminiscent of the turn of the century South Florida life

Revitalize Retail on MLK

- Our plan will contribute to the goal of revitalization of the MLK Corridor through a design of residential and commercial use targeted to benefit local neighbors
- Approx. 8,000 square feet of retail space.
- Possible tenants may include a barbershop, a ice-cream shop, a medical care facility, casual dining or a trendy coffee shop, etc.
- We plan to hire a local artist to paint murals on some of the buildings' walls reflective of the community's culture and history.
- We plan to hold a job fair on site to hire local subcontractors.

Project Aerial



 CRA Lots

 DJ Management LLC Lot

 Larann LLC Lots



CONCEPTUAL SITE PLAN

BOYNTON BEACH, FL

SITE CALCULATIONS	SPACES
NORTH PARCEL	85
5,000 S.F. COMMERCIAL RETAIL (1/250 S.F.)	20
2,500 S.F. COMMERCIAL CENTER (1/100 S.F.)	25
24 RESIDENTIAL UNITS (1.66 per D.U.)	40
SOUTH PARCEL	153
BUILDING 1 60 UNITS (1.66 per D.U.)	100
BUILDING 2 40 UNITS (1.33 per D.U.)	53
TOTAL PARKING REQUIRED:	238
PARKING PROVIDED:	
NORTH PARCEL (OFF STREET)	85
SOUTH PARCEL (OFF STREET)	127
NE 9TH AVE (ON STREET)	16
DR. MARTIN LUTHER KING JR. BLVD.	28
TOTAL PARKING PROVIDED:	256



Street View: Conceptual





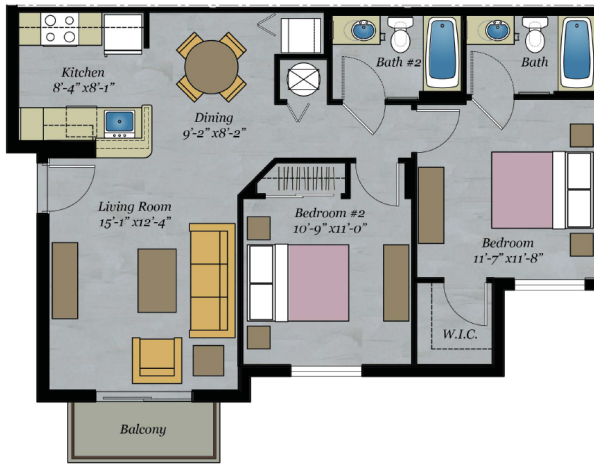






Unit Floor Plans

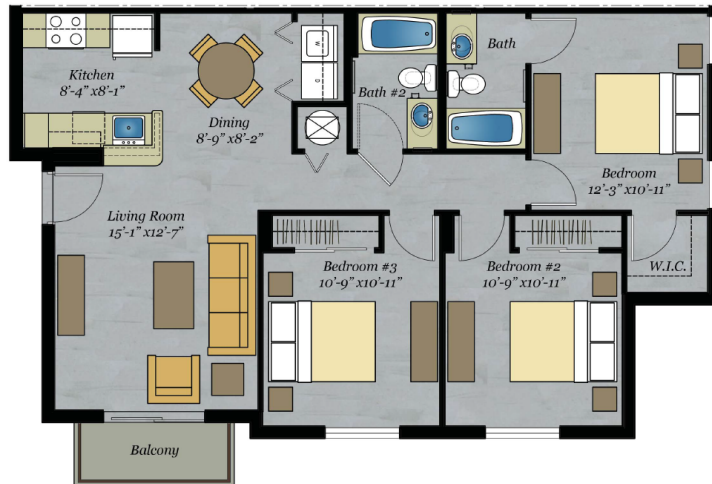
1/1's, 2/2's, 3/2's



Two Bedroom / Two Bathroom Unit Plan - 910 sf

Boynton Beach, FL

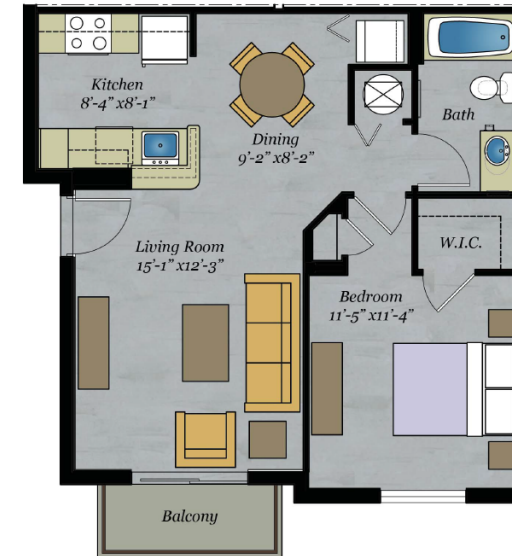
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Three Bedroom / Two Bathroom Unit Plan - 1,105 sf

Boynton Beach, FL

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One Bedroom / One Bathroom Unit Plan - 709 sf

Boynton Beach, FL

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MLK Corridor



Proposed Features:

GREEN CERTIFICATION

- High Efficiency 15 SEER AC Units
- Energy Star Appliance Packages
- Water Sense Plumbing Fixtures
- Energy Star Lighting Fixtures
- Energy Efficient Hurricane Impact Windows & Sliding Glass Doors
- Programmable Thermostats

UNIT FEATURES

- Balconies/Patios in all Units
- Wood Cabinets
- Granite Countertops
- Tile Flooring
- Large Walk-In Closets
- Washer & Dryer in all Units
- Window Treatments

Financial Structure

SUMMARY OF OPTIONS CRA OWNED PROPERTY AND 5 PRIVATE LOTS

#1 TIRF

<i>Units</i>	<i>Private Land</i>	<i>CRA Land</i>	<i>CRA Grant</i>	<i>CRA TIR Funds 15 Years</i>	<i>Rents</i>	<i>Financing Contingency</i>
124	\$\$\$	0	1,200,000	873,000	TBA by CRA	No

#2 9% Tax Credits

<i>Units</i>	<i>Private Land</i>	<i>CRA Land</i>	<i>CRA Grant</i>	<i>CRA TIR Funds 15 Years</i>	<i>Rents</i>	<i>Financing Contingency</i>
124	\$\$\$	2,000,000	1,200,000	0	30%-80% AMI	Yes

#3 SAIL and TIRF

<i>Units</i>	<i>Private Land</i>	<i>CRA Land</i>	<i>CRA Grant</i>	<i>CRA TIR Funds 15 Years</i>	<i>Rents</i>	<i>Financing Contingency</i>
124	\$\$\$	0	1,200,000	266,000	30%-80% AMI	Yes

Income/Rent Limits

HUD release: 3/30/2018

Implement on or before 5/13/2018

FHFC Posted : 4/6/2018

Effective: 4/1/2018

2018 Income Limits and Rent Limits Florida Housing Finance Corporation Multifamily Rental Programs (except HOME and SHIP) and CWHIP Homeownership Program

County (Metro)	Percentage Category	Income Limit by Number of Persons in Household										Rent Limit by Number of Bedrooms in Unit					
		1	2	3	4	5	6	7	8	9	10	0	1	2	3	4	5
Palm Beach County (West Palm Beach- Boca Raton HMFA; Miami-Fort Lauderdale- Pompano Beach MSA)	25%	13,475	15,400	17,325	19,225	20,775	22,325	23,850	25,400	26,915	28,453	336	360	433	500	558	615
	28%	15,092	17,248	19,404	21,532	23,268	25,004	26,712	28,448	30,145	31,867	377	404	485	560	625	689
	30%	16,170	18,480	20,790	23,070	24,930	26,790	28,620	30,480	32,298	34,144	404	433	519	600	669	738
	33%	17,787	20,328	22,869	25,377	27,423	29,469	31,482	33,528	35,528	37,558	444	476	571	660	736	812
	35%	18,865	21,560	24,255	26,915	29,085	31,255	33,390	35,560	37,681	39,834	471	505	606	700	781	861
	40%	21,560	24,640	27,720	30,760	33,240	35,720	38,160	40,640	43,064	45,525	539	577	693	800	893	985
	45%	24,255	27,720	31,185	34,605	37,395	40,185	42,930	45,720	48,447	51,215	606	649	779	900	1,004	1,108
	50%	26,950	30,800	34,650	38,450	41,550	44,650	47,700	50,800	53,830	56,906	673	721	866	1,000	1,116	1,231
	60%	32,340	36,960	41,580	46,140	49,860	53,580	57,240	60,960	64,596	68,287	808	866	1,039	1,200	1,339	1,477
	80%	43,120	49,280	55,440	61,520	66,480	71,440	76,320	81,280	86,128	91,050	1,078	1,155	1,386	1,600	1,786	1,970
	120%	64,680	73,920	83,160	92,280	99,720	107,160	114,480	121,920	129,192	136,574	1,617	1,732	2,079	2,400	2,679	2,955
Median: 74,300	140%	75,460	86,240	97,020	107,660	116,340	125,020	133,560	142,240	150,724	159,337	1,886	2,021	2,425	2,800	3,125	3,447



Future Phases Townhouse Ownership

- Opportunity for Home-ownership
- Use of CRAs scattered lots
- We intend to build townhouses in partnership with the CRA
- Apply our experience in utilizing creative financing





MLK Corridor



We at Centennial Management Corp already have a vested interest in this neighborhood as a property owner and we are very excited about the opportunity to continue to work together with the CRA to achieve CRA goals and contribute to the best possible redevelopment of the MLK Corridor.

Thank you for the opportunity and your time!

Financial Structure

#1 TIRF						
	<i>Units</i>	<i>Private Land</i>	<i>CRA Land</i>	<i>CRA Grant</i>	<i>CRA TIR Funds 15 Years</i>	<i>Financing Contingency</i>
	124	1,375,000	0	1,200,000	873,000	No
#2 9% Tax Credits						
	<i>Units</i>	<i>Private Land</i>	<i>CRA Land</i>	<i>CRA Grant</i>	<i>CRA TIR Funds 15 Years</i>	<i>Financing Contingency</i>
	124	1,375,000	2,000,000	1,200,000	0	Yes
#3 SAIL and TIRF						
	<i>Units</i>	<i>Private Land</i>	<i>CRA Land</i>	<i>CRA Grant</i>	<i>CRA TIR Funds 15 Years</i>	<i>Financing Contingency</i>
	124	1,375,000	0	1,200,000	266,000	No
Immediate Land Closing						
<ul style="list-style-type: none"> - Centennial willing to acquire the private land all cash immediately after being selected. Contracts attached. - CRA would purchase the private land after 3 Years of unsuccessful FHFC RFA cycles unless the CRA at any time selects Option #1 						

SIGN-IN SHEET

DATE: 3/7/19

BOARD/COMMITTEE: CRAAS

NAME

(PLEASE PRINT)

ADDRESS

Dr. Stephanie Hayden-Adeyemo

stephaniehaydenpr2019@gmail.com

Brenda Lee Wall

Tory Orr

407 NE 17th AVE Apt #101

Willie Aikens

726 NE 15th Street BB

Rev. Wright

33435

Susan Oyer

PO Box 57, 140 SE 27th Way

Alexandria Wilson

2961 S Seward St Blvd

Rodney Murdoch

105 SE 12th Ave

MARK KARAGEORGIS

280 A MAIN BLVD

CRA Advisory Board Meeting
Thursday, March 7, 2019



Name: Alexandria Wilson

Contact Phone: 661-202-5753

Address: 1202 NW 5th St Boynton Beach, FL

Comments COTTAGE DISTRICT WORKFORCE HOUSING Project:	Comments MLK JR. BOULEVARD CORRIDOR MIXED- USE REDEVELOPMENT Project:
<ul style="list-style-type: none">• I like plan B!• Can the CRA look into making the homes Affordable homeownership.• Can more 2 bedroom homes be added? a styles like Atlantic Grove Townhomes?• Townhome cost \$160,000.00 - \$240,000.00	<ul style="list-style-type: none">• Can the CRA look into the cost for building a parking garage under the apartments? This concept will eliminate the parking lot which could open the space for more apartments.• Add Can the CRA add a family Park such as a water park playground for families.

CRA Advisory Board Meeting
Thursday, March 7, 2019



Name: WOODROW L. HAY Contact Phone: 561-310-7095
Address: 427 NW 5th Ave, BB, FL 33435

Comments COTTAGE DISTRICT WORKFORCE HOUSING Project:	Comments MLK JR. BOULEVARD CORRIDOR MIXED- USE REDEVELOPMENT Project:
	<ul style="list-style-type: none">• Will Clifford Bell's store exterior be upgraded?Is grant money available?

PROJECT FUND ALLOCATION SPREADSHEET

CRA Budgetary Considerations for Future Projects		FY19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
Estimated Project Fund Budget Allocation amount for the next six fiscal years:	FY18/19						
		\$ 5,359,855	\$ 6,620,740	\$ 6,818,399	\$ 7,118,141	\$ 8,505,454	\$ 9,222,455
Current and Proposed Projects	Total Project Fund Allocations						
Town Square Project Funding	\$ 3,700,000	\$ 3,700,000	\$ 3,700,000	\$ 3,550,000	\$ 3,550,000	\$ 3,550,000	\$ 3,550,000
MLK Corridor Redevelopment	\$ 1,600,000						
Property Acquisition	\$ 475,000	-	-	-	-	-	-
Model Block	\$ 125,000						
Cottage District Project	\$ 140,462						
Site Work and Demolition	\$ 66,315						
Economic Development Grants	\$ 500,000	-	-	-	-	-	-
Neighborhood Policing Unit	\$ 370,000	\$ 370,000	-	-	-	-	-
Business Promotional Events	\$ 519,000	-	-	-	-	-	-
Marketing - Business Assistance	\$ 80,000	-	-	-	-	-	-
Historic Woman's Club of BB (ext.&int. prep/paint)	\$ 150,000	-	-	-	-	-	-
Marina Harbor Master Bldg./Slips/ Site Imprv.	\$ 40,000						
Professional Development Services (Arch., Eng., etc.)	\$ 205,000						
Project Related Legal Services	\$ 125,000						
Community Caring Center Acquisition	\$ 250,000	-	-	-	-	-	-
Community Caring Center Relocation	\$ -	\$ 300,000	-	-	-	-	-
Development of Future Projects	\$ 883,712	-	-	-	-	-	-
Nonprofit Grant - Business/Housing	\$ 95,000	-	-	-	-	-	-
Marina Dive/Tournament Event	\$ 10,000						
		-	-	-	-	-	-
Total Amount Allocated ►	\$ 9,334,489	\$ 4,370,000	\$ 3,700,000	\$ 3,550,000	\$ 3,550,000	\$ 3,550,000	\$ 3,550,000
	Remaining Project Fund Balance ►	\$ 989,855	\$ 2,920,740	\$ 3,268,399	\$ 3,568,141	\$ 4,955,454	\$ 5,672,455

		Property Purchases 02-58200-401	Construction in Progress 02-58200-404	Site Work & Demolition 02-58200-405	Infrastructure & Streetscape 02-58200-406				
CAPITAL OUTLAY - FY 2018-2019		Property Purchases	Woman's Club/Marina	Site Work & Demolition	Town Square Project	MLK Corridor Redevelopment	Cottage District Project	Future Development Projects	Model Block
Acct Line Item #02-58200									
Line Item Budget▶		\$ 475,000	\$ 190,000	\$ 66,315	\$ 3,700,000	\$ 1,600,000	\$ 140,462	\$ 883,712	\$ 137,270
Amendments▶			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amendments▶									
Revised Budget▶		\$ 475,000	\$ 190,000	\$ 66,315	\$ 3,700,000	\$ 1,600,000	\$ 140,462	\$ 883,712	\$ 137,270
							Line Item Total =		\$ 6,461,444
Date	Vendor/Expenditures								
11/14/18	Property Purchase 1003 NE 3rd Street - HOB	\$ 14,510.00							
11/05/18	Lewis Longman Walker - Refund for 211 E Ocean Closing	\$ (2,154.10)							
11/07/18	City of Boynton Beach - Woman's Club - Railing Replacement Permit		\$ 495.31						
10/31/18	Year End Accrual							\$ (744.48)	
11/07/18	Nutting Engineers of Florida - Cottage District						\$ 1,100.00		
11/29/18	Townsquare Project				\$ 3,700,000.00				
10/01/18	Property Accrual	\$ (799.14)							
12/28/18	Avirom & Associates, Inc. - Cottage District Survey						\$ 300.00		
01/24/19	Vance Real Estate Service - Cottage District Appraisal						\$ 500.00		
01/25/19	Voided remaining balance on PO# 1701	\$ (28.84)							
	ARS Environmental, Inc. MLK Corridor					\$ 450.00			
Expenditures YTD▶		\$ 11,527.92	\$ 495.31	\$ -	\$ 3,700,000.00	\$ 450.00	\$ 1,900.00	\$ (744.48)	\$ -
Remaining Funding Available▶		\$ 463,472 ▲	\$ 189,505 ▲	\$ 66,315 ▲	\$ - ▲	\$ 1,599,550 ▲	\$ 138,562 ▲	\$ 884,456 ▲	\$ 137,270 ▲
		Property Purchases	Woman's Club/Marina	Site Work & Demolition	Town Square Project	MLK Corridor Redevelopment	Cottage District Project	Future Development Projects	Model Block
							Line Item Total =		\$ 6,461,444
							Balance Remaining ▶		\$ 2,759,838