



**MULBERRY CITY COMMISSION MEETING**

CRA MEETING

October 15, 2019 5:00 PM

Mulberry City Hall

**AGENDA**

1. **CALL TO ORDER**
2. **INVOCATION FOLLOWED BY PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF MINUTES OF THE CRA FINAL BUDGET HEARING ON SEPTEMBER 10, 2019**
5. **NEW BUSINESS**
  - i. **CRA-RES-03 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE MULBERRY COMMUNITY REDEVELOPMENT AGENCY RELATING TO FINANCE; ARTICULATING THE PROCEDURE FOR AMENDING AND FINALIZING THE FISCAL YEAR 2018-2019 BUDGET; AUTHORIZING CERTAIN ADMINISTRATIVE AMENDMENTS TO THE FISCAL YEAR 2018-2019 BUDGET; PROVIDING FOR AN EFFECTIVE DATE**
  - ii. **UPDATE ON ADAMS HOMES/1014 N. CHURCH AVE. - CRA AGREEMENT**
  - iii. **REVIEW CRA MEETING CALENDAR**
6. **UNFINISHED BUSINESS**
7. **COMMUNICATIONS FROM CITIZENS:**

Public comments/communications from citizens are limited to 5 (five) minutes. Anyone wishing to address the Commission should sign in upon entering at the beginning of the meeting. When you are called to speak, please go to the podium and state your name and address for the record prior to addressing the Commission.

  - \*CITY COMMISSION COMMENTS:
  - \*CITY MANAGER COMMENTS:
  - \*CITY ATTORNEY COMMENTS:
  - \*CITY CLERK COMMENTS:

\* **ADJOURNMENT:**

*Each of the meetings/events scheduled may constitute a public meeting at which two or more City Commissioners may attend*



**MULBERRY CITY COMMISSION MEETING**

**CRA FINAL BUDGET HEARING**

**September 10, 2019 5:00 PM**

**Mulberry City Hall**

**MINUTES**

**1. CALL TO ORDER**

Chairman George Hatch called the CRA meeting to order.

**2. INVOCATION FOLLOWED BY PLEDGE OF ALLEGIANCE**

Waived until the Regular meeting

**3. ROLL CALL**

Present: Board members Kevin McAteer, Maria McClintock, Collins Smith, Attorney Drew Crawford, City Manager Rick Johnson, Finance Director John Wasmund, City Clerk Sharon Lauther.

Absent: Ashley Holstein

**4. APPROVAL OF MINUTES OF THE CRA BUDGET WORKSHOP ON AUGUST 20, 2019**

Maria McClintock made the motion to accept the minutes of the CRA Budget Workshop on August 20, 2019, seconded by Kevin McAteer. All voted yes. Motion passed unanimously.

**5. NEW BUSINESS**

- i. **RESOLUTION NO. CRA-RES-2019-01- A RESOLUTION OF THE MULBERRY COMMUNITY DEVELOPMENT AGENCY RELATING TO FINANCE; APPROVING THE FISCAL YEAR 2019-2020 BUDGET PURSUANT TO THE UNIFORM SPECIAL DISTRICT ACCOUNTABILITY ACT; AUTHORIZING STAFF TO TAKE ALL ACTION NECESSARY TO COMPLETE THE APPROVAL PROCESS FOR THE FISCAL YEAR 2019-2020 BUDGET WITH THE CITY OF MULBERRY, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE.**

Maria McClintock made the motion to accept CRA-RES-2019-01, seconded by Kevin McAteer. All voted yes. Motion passed unanimously.

- ii. **RESOLUTION NO. CRA-RES-2019-02- A RESOLUTION OF THE MULBERRY COMMUNITY REDEVELOPMENT AGENCY RELATING TO FINANCE; MAKING FACTUAL FINDINGS RELATING TO THE EXPENDITURE OF REDEVELOPMENT TRUST FUND MONEYS FOR FISCAL YEAR 2019-2020; PROVIDING FOR AN EFFECTIVE DATE.**



Collins Smith made the motion to accept CRA-RES-2019-02, seconded by Maria McClintock. All voted yes, motion passed unanimously.

**6. UNFINISHED BUSINESS**

Attorney Crawford brought up the CRA meeting schedule that needs to be established for CRA. Attorney Crawford advised that a quarterly meeting schedule should be developed and brought before the Commission for approval. Maria McClintock made the motion for the Board to develop the schedule for presentation to the Commission at the next meeting.

**7. COMMUNICATIONS FROM CITIZENS:**

Public comments/communications from citizens are limited to 5 (five) minutes. Anyone wishing to address the Commission should sign in upon entering at the beginning of the meeting. When you are called to speak, please go to the podium and state your name and address for the record prior to addressing the Commission.

**\*CITY COMMISSION COMMENTS:**

**\*CITY MANAGER COMMENTS:**

**\*CITY ATTORNEY COMMENTS:**

**\*CITY CLERK COMMENTS:**

**\* ADJOURNMENT:**

Approved \_\_\_\_\_  
Honorable Mayor George H. Hatch

Attest \_\_\_\_\_  
Sharon Lauther, City Clerk CMC

*Each of the meetings/events scheduled may constitute a public meeting at which two or more City Commissioners may attend*

**RESOLUTION NO. CRA-RES-2019-03**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE MULBERRY COMMUNITY REDEVELOPMENT AGENCY RELATING TO FINANCE; ARTICULATING THE PROCEDURE FOR AMENDING AND FINALIZING THE FISCAL YEAR 2018-2019 BUDGET; AUTHORIZING CERTAIN ADMINISTRATIVE AMENDMENTS TO THE FISCAL YEAR 2018-2019 BUDGET; PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Mulberry Community Redevelopment Agency (“CRA”) is a dependent special district of the City of Mulberry, Florida as defined by the *Uniform Special District Accountability Act*, Section 189.012(2)(b), Florida Statutes (2018); and

**WHEREAS**, the CRA’s redevelopment trust fund is a dependent major fund of the City of Mulberry; and

**WHEREAS**, the Board of Commissioners of the Mulberry CRA desires to articulate a budget amendment procedure and to authorize the CRA Director and the City of Mulberry Finance Director to effectuate an orderly close-out of the financial books and records of the CRA for Fiscal Year 2018-2019; **NOW, THEREFORE**,

Be it resolved by the Board of Commissioners of the Mulberry Community Redevelopment Agency:

**Section 1. Recitals.**

The above referenced recitals and “whereas” clauses are true and correct and incorporated into this Resolution.

**Section 2. Authority and Procedure for Fiscal Year 2018-2019 Budget Amendments.**

(a) The City of Mulberry’s Finance Director shall have the authority to transfer appropriations made in the Redevelopment Trust Fund from one line item to another line item of the CRA’s Fiscal Year 2018-2019 budget, upon approval of the CRA Director, so long as the total appropriations of the Redevelopment Trust Fund shall not be increased or decreased thereby. For the Fiscal Year 2018-2019 budget, transfers shall reflect the CRA’s actual expenditures during Fiscal Year 2018-2019, the unexpended balances from CRA projects approved in Fiscal Year 2018-2019 that are awaiting completion, and any allocations or reallocations of unexpended Redevelopment Trust Fund appropriations to statutorily eligible

projects as required by the *Community Redevelopment Act of 1969*.

(b) Transactions affecting the total amount of appropriations in the Redevelopment Trust Fund for Fiscal Year 2018-2019, other than those previously authorized by the CRA, shall require the approval of the CRA Board of Commissioners which shall be by motion or resolution as required by general law. All transactions are subject to applicable restrictive statutes or ordinances, including those authorizing the issuance of any outstanding bonds, if any.

(c) Changes to the budget made by the Finance Director and the CRA Director, other than correction of scrivener's errors, shall be reported to the CRA at its next regularly scheduled meeting. Amendments to the budget shall be made in compliance with Section 189.016(6), Florida Statutes (2018) and the procedures in this resolution. A final amended budget for Fiscal Year 2019-2020 shall be developed by the CRA and its staff on or before November 29, 2019 and a copy shall be posted on the CRA's website upon finalization or CRA approval, whichever is required by law.

**Section 3. Effective Date.** This resolution shall take effect immediately upon approval.

**PASSED and DULY ADOPTED** with a quorum present in voting by the Board of Commissioners of the Mulberry Community Redevelopment Agency this 15<sup>th</sup> day of October, 2019.

**MULBERRY COMMUNITY  
REDEVELOPMENT AGENCY**

\_\_\_\_\_  
Chairman George H. Hatch

Attest:

\_\_\_\_\_  
Sharon Lauther, Clerk

Approved as to form:

\_\_\_\_\_  
W.A. "Drew" Crawford, Attorney