

**LAKE PARK COMMUNITY REDEVELOPMENT AGENCY
ACREEMENT FOR FY 23/24-FY24/25
SHAWN MITCHELL – CONTINUING SERVICES, FINANCIAL CONSULTING**

April 5, 2024

This Continuing Services Agreement (AGREEMENT) is made and entered into this fifth (5) day of April 2024, by and between the Town of Lake Park Community Redevelopment Agency, 535 Park Avenue, Lake Park, Florida, 33403 (the "CRA") and Shawn Mitchell, 2299 Rose Walk Drive, Alpharetta, GA 30005 (the "Consultant"), (collectively the Parties).

BACKGROUND:

The CRA requested a proposal from the Consultant for Continuing Financial Consulting Services on an as-needed basis to assist with CRA budget, annual report, bonding capacity and other financial assistance as requested. Consultant resume attached in **Exhibit A**.

SCOPE OF SERVICES

Consultant will assist the CRA with the following items upon request by the CRA:

- Analysis, creation, and review of the 5-Year Financing and Implementation Plan for the CRA including:
 - Annual budget and financial forecast
 - Agenda memorandum
 - Adopting Resolution
 - Presentation Materials
- Analysis and review of property tax parcels (data points provided by client) and values for the CRA including:
 - Parcel-by-parcel comparison of taxable values (current tax roll year vs. prior tax roll year) and change in parcel control numbers
- Analysis, creation, and review of the CRA Annual Report (statutory requirement) including compliance with State Statutes:
 - General background information
 - Historical/current economic and financial data
 - Report of activities (e.g. redevelopment projects, initiatives, etc.)
- Interface with the Town's Finance Department.
- Provide financial advisory services for projects and their sub-budgets.
- Provide assistance to the CRA on items not listed above but related to financial matters such as RFP/Q reviews, lease opportunities, bonding capacity, etc.

TERM OF SERVICE

The Term of the Contract will be for three (3) years with the option of renewal for an additional two (2) years if the contract maximum has not been met.

COMPENSATION

Consultant will charge one hundred five dollars (\$105.00) per hour for the work performed, not to exceed a total of \$35,000. The invoice must state the number of hours and a description of the work conducted.

TOWN OF LAKE PARK

By: _____

John O. D'Augustino, Town Manager/CRA Executive Director

Date: _____

ATTEST: _____

Vivian Mendez, Town Clerk

SHAWN MITCHELL

By: _____

Shawn Mitchell

Date: _____