



Lake Park Town Commission, Florida

Community Redevelopment Agency Meeting Minutes

Wednesday, September 04, 2024

Immediately following the Regular Commission Meeting

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403

Roger Michaud	—	Chair
Kimberly Glas-Castro	—	Vice-Chair
Michael Hensley	—	Agency Member
Carmen Rodriguez	—	Agency Member
Mary Beth Taylor	—	Agency Member
Judith Thomas	—	Agency Member
Vacant	—	Agency Member
John O. D’Agostino	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian Mendez, MMC	—	Agency Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk’s office by calling 881-3311 at least 48 hours in advance to request accommodations.

CALL TO ORDER/ROLL CALL

9:24 P.M.

PRESENT

Chair Roger Michaud

Vice-Chair Kimberly Glas-Castro

Board Member Mary-Beth Taylor

Board Member Judith Thomas

Board Member Michael Hensley

ABSENT

Board Member Carmen Rodriguez

PLEDGE OF ALLEGIANCE

The pledge was by-passed.

SPECIAL PRESENTATION/REPORT:

1. Quarterly Construction Update from Oceana Coffee.
Oceana Coffee representative, Amy Angelo and Project Manager, Patrick Stroebel from Morganti presented to the Board (Exhibit A). They stated that the anticipated time of completion would be October or November of this year.
2. Presentation of the Fiscal Year 2024 / 2025 Community Redevelopment Budget.
Community Redevelopment Agency Administrator Allison Justice presented (Exhibit B). Vice-Chair Glas-Castro asked about the “other contractual services” of \$50,000. Community Redevelopment Agency Administrator Justice explained that this covers repairs, design and other contractual services that may come up during the year. Vice-Chair Glas-Castro stated that the Aquatic Center is listed, but not the Community Center. Community Redevelopment Agency Administrator Justice stated that they would update the budget to include the Community Center. Vice-Chair Glas-Castro stated that she will not support continuing to subsidize the Artists of Palm Beach. Community Redevelopment Agency Administrator Justice stated that the Resolution could be amended to remove that item.

PUBLIC COMMENT:

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Agency Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

NONE

CONSENT AGENDA:

Motion made to approve the Consent Agenda by Board Member Hensley, Seconded by Board Member Thomas.

Voting Yea: Chair Michaud, Vice-Chair Glas-Castro, Board Member Taylor, Board Member Thomas, Board Member Hensley

3. July 17, 2024 Special Call Community Redevelopment Agency Meeting Minutes
4. August 21, 2024 Community Redevelopment Agency Budget Workshop Minutes

NEW BUSINESS:

5. Resolution 64-09-24 Adopting The Community Redevelopment Agency Budget for Fiscal Year 2024/2025.

Motion made to approve Resolution 64-09-24 removing the subsidy for the Artists of Palm Beach and adding the Community Center along with the Aquatic Center by Board Member Thomas, Seconded by Vice-Chair Glas-Castro.

Voting Yea: Chair Michaud, Vice-Chair Glas-Castro, Board Member Taylor, Board Member Thomas, Board Member Hensley

6. Resolution 65-09-24 for Approval Of Property And Casualty Insurance For The Community Redevelopment Agency (CRA) For Fiscal Year 2025.

This item was pulled from the agenda.

EXECUTIVE DIRECTOR/BOARD MEMBER COMMENTS:

Community Redevelopment Agency Administrator Justice provided comments via Exhibit C.

Executive Director John D’Agostino requested a Special Call CRA meeting on September 18, 2024 in order to hear Resolution 65-09-24 which was pulled from this agenda.

Board Member Thomas asked about the status of 754 Park Avenue. Community Development Director Nadia DiTommaso explained that they are still waiting on the contractor to re-submit their packet for permit review. Board Member Thomas also asked about the relocation of 918 Park Avenue.

Community Development Director DiTommaso explained that the property owner still working with their contractors on paperwork to relocate the building and assessments were being done as to determine whether or not the building could be moved. The Board stated that they would need to have the assessment done first before they agreed to move the building. Executive Director D’Agostino stated that they would have the contractor come before the Board and make a presentation as to the structural integrity of the building.

AGENCY MEMBER REQUESTS: NONE

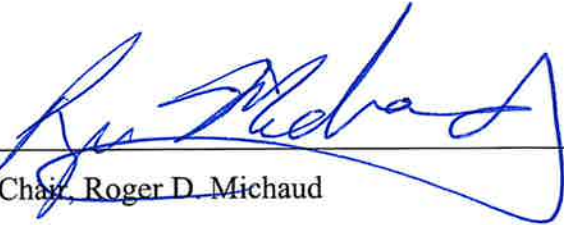
ADJOURNMENT:


Motion to adjourn made by Board Member Thomas. Seconded by Vice-Chair Glas-Castro.

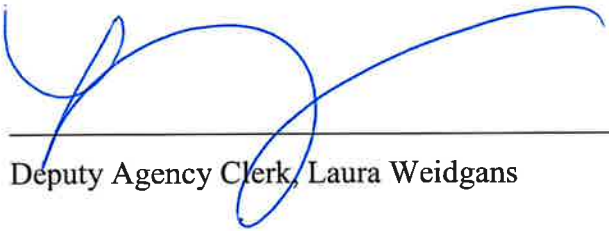
Voting Aye: All.

Meeting adjourned 10:00 P.M.

FUTURE MEETING DATE: The next scheduled Community Redevelopment Agency Meeting will be conducted on September 18, 2024.


Chair, Roger D. Michaud


Agency Clerk, Vivian Mendez, MMC


Deputy Agency Clerk, Laura Weidgans



Approved on this 18 of September, 2024



**LAKE PARK, FL
OCEANA COFFEE HEADQUARTERS
CULINARY STUDIOS
FLORIDA CANNING CO,**

CONSTRUCTION PROGRESS REPORT



BENCHMARKS:

- 1. The masonry block for the 2nd floor roof deck was completed on May 31st.
- 2. All Fire sprinkler piping complete inside the 1st floor on June 17th.
- 3. The forming of concrete beams for the roof deck started on June 03 and completed on June 28th and were poured on July 01 and cured on July 05.
- 4. All HVAC Ductwork inside the 1st floor completed on June 27th.
- 5. The roof joist installation for the metal deck started on July 08, with the metal deck being installed and completed on July 15th.
- 6. The mechanical, electrical, and plumbing systems for the roof started on July 15th and completed on July 22nd.
- 7. The roof curbs for the HVAC Roof top units, Make-up Air units, and condensing units were installed on July 23rd
- 8. The roofing system(Insulation and Thermo Plastic membrane) started on July 24th and completed on August 09.



BENCHMARKS CONTINUED:

- 9. All electrical wall and overhead rough on the 1st floor complete.
- 10. All Fire Sprinkler piping on the 2nd floor was completed on August 06th.
- 11. The Installation of the HVAC ductwork inside the 2nd floor started on 08/12 and is in process.
- 12. The gas lines for the 2nd floor was completed on August 13th
- 13. The installation of the electrical wiring rough on the started on August 19th
- 14. Exterior Stucco on started on August 19th and is in the process of being applied to the building.
- 15. FPL Installed their transformer on August 22nd.
- 16. All interior framing inside the 2nd floor is complete.



BENCHMARKS CONTINUED:

- 17. Drywall and insulation is in process on the first floor.
- 18. Plumbing wall rough inside the 2nd floor started on August 26th.
- 19. The installation of the irrigation rough started on August 26th.



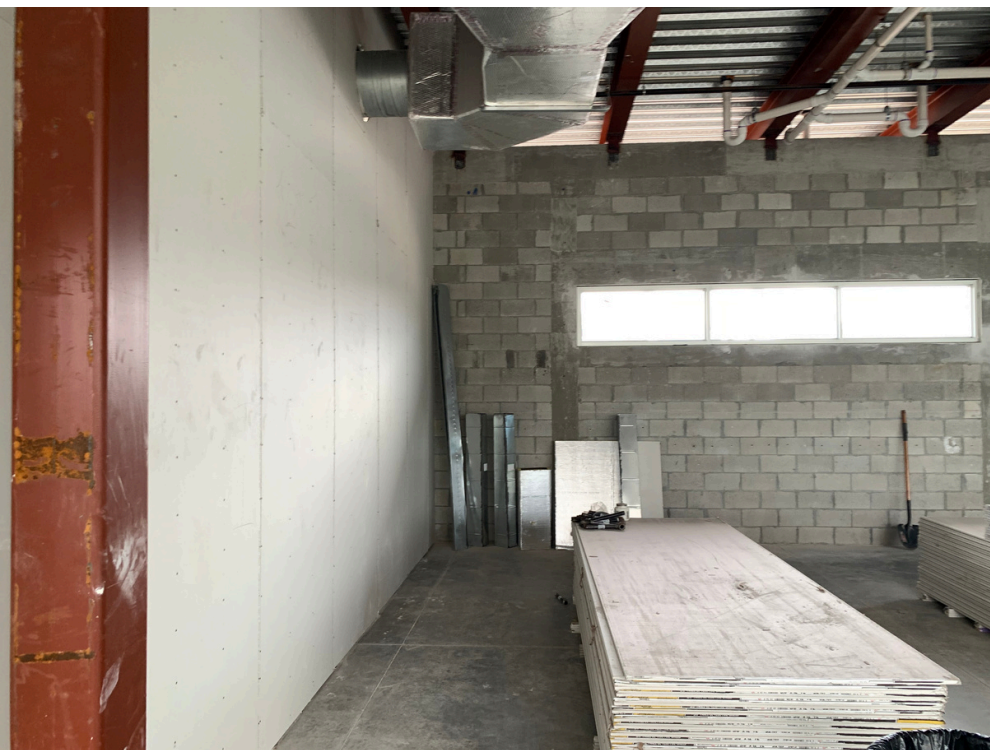


AERIAL IMAGES





GROUND IMAGES



○ ○ ○ ○

TIME LAPSE



○ ○ ○ ○



JOIN US TO LIVE, WORK, & PLAY IN LAKE PARK



1301 10th Street, Lake Park



561.339.2913

We look forward to continuing the vision of the Lake Park CRA and facilitating bringing the culinary arts to your thriving performing arts district!





Lake Park CRA FY 2024/2025 Budget Presentation

Presented To: Town of Lake Park CRA Board

Date: September 4, 2024

AGENDA



- Overview: Sources/Uses
- Detailed Budget: Uses
 - Personnel
 - Operations/Indirect Costs
 - Economic Development
 - Public Improvements/Infrastructure
- NEW REQUIREMENTS: Special Districts



SOURCES/USES

Sources

○ Palm Beach County TIF	\$ 902,730
○ Town of Lake Park TIF (original CRA)	\$1,734,635
○ Town of Lake Park TIF (expanded CRA)	\$ 16,291
○ Carryforward (Est)	\$1,000,000

TOTAL:

\$3,653,656

**29.6%
INCREASE**

Uses

○ Personnel	\$ 253,642
○ Operations	\$ 183,233
○ Indirect Cost Allocation (Town Svcs.)	\$ 439,245
○ Debt Service (2008A)	\$ 168,500
○ Economic Development	\$1,646,570
○ Public Improvements/Infrastructure	\$ 910,000
○ Reserves for Projects/Debt Issuance	\$ 52,466

TOTAL

\$3,653,656



Personnel

- CRA Administrator \$95,400
- Code Enforcement \$60,433
- Project/Marketing Coordinator (half year) \$31,800
- Benefits (taxes, health insurance, etc...) \$66,009

\$253,642



Operations/Indirect Costs

Operations/Indirect

- Professional Services, Finance \$ 20,000
- Town Attorney \$ 32,000
- Contractual Services \$ 55,430
 - Building Maintenance, general contractual
- General Operations \$ 75,803
 - Office, advertising, utilities, insurance, postage, etc...
- Repayment/Town Services \$439,245

\$622,478

Bond Repayment

- 2008 Bond, Alleyways \$ 81,465
- 2008 Bond, Acquisition \$ 87,035

\$168,500



Economic Development

○ Professional Services	
○ Real Estate, Design, etc...	\$ 50,000
○ Contractual Services	
○ Information Dissemination	\$ 50,000
○ Holiday Display	\$ 182,890
○ PBSO, Community Policing	\$ 133,680
○ Grant Programs	
○ Oceana	\$ 200,000
○ Liberty Square (796 10 th St)	\$ 360,000
○ Incentives	\$ 650,000
○ Small Incentives	\$ 20,000



\$1,646,570



Public Improvements/Infrastructure



- Landscaping/Tree Trimming (Park Ave) \$ 110,000
- Pedestrian Enhancements (Sidewalks) \$ 100,000
- Aquatic/Community Center (grant match) \$ 500,000
- Electric Upgrades/Sound (Park Ave) \$ 200,000

\$910,000

HB 7013, Special Districts NEW Reporting Requirements:



Goals and Objectives / Performance Measures and Standards:

- Beginning October 1, 2024, or by the end of the first full fiscal year after its creation, whichever is later, each special district must:
 1. Establish goals and objectives for each program and activity undertaken by the special district.
 2. Establish performance measures and standards to determine if the special district's goals and objectives are being achieved.

Annual Report and Website Requirement:

- By December 1, 2025, and by each December 1 thereafter, each special district must publish an annual report on the special district's official website (see Develop and Maintain an Official Website) describing the following:
 1. The performance measures and standards used by the special district to make this determination.
 2. The goals and objectives achieved by the special district.
 3. The goals or objectives the special district failed to achieve, if any.

GOALS: Goals should be broad and can be short or long-term

OBJECTIVES: Each goal should have at least one objective that is measurable

PERFORMANCE MEASURES: Describe how the special district will collect, measure, and/or evaluate information



Potential BOND: Sources/Uses

Estimated Bond Capacity:

- Series 2025 \$ 6,640,000
- Series 2030 \$30,060,000

(Assuming Construction of Park Avenue Projects)

Bond Funding:

- 10th St. North
- 10th St. South
- Oval A Bout
- Septic to Sewer
- Drainage Outfall
- Parking
- Lighting Improvements
- Aquatic/Community Center
- Park Avenue Extension



THANK YOU!

September 4, 2024

Regular CRA Meeting
CRA Administrator Updates



1. Incentives:

- a. CRA is getting calls for businesses and properties looking to improve their buildings. CRA will be bringing at least two façade incentive applications forward within the next month or two.

2. Marketing Plan:

- a. CRA Marketing team will be in town from September 9-11 and holding focus group meetings as well as one on one with businesses. An email invitation was sent to the businesses on August 28, 2024. (see attached flyer)
 - i. Retail and Service Businesses
Monday, September 9 – 5:30-7:30PM
CRA Office, 800 Park Ave
 - ii. Food and Beverage Businesses
Wednesday, September 11 – 9:00AM-10:30AM
Brooklyn Cupcake
 - iii. All Businesses within CRA
Tuesday, September 10 – 5:30 – 7:30PM
Town Hall Mirror Ballroom

3. 5 Year Strategic Finance Plan:

- a. Once budget is approved for CRA, staff will discuss priorities for next Five (5) years within CRA, including Capital Projects. CRA Board to prioritize projects and discuss funding opportunities, which may or may not include the issuance of a CRA Revenue Bond.
- b. After the CRA Board has discussed and prioritized projects for the next Five years, the 5 Year Strategic Finance Plan will be presented and approved by the CRA Board. This will not impact the 2025FY Budget, but will instead, prioritize capital projects within the CRA.



Please Join Our CRA Strategic Marketing Plan Development Business Meetings

We are excited to invite you to participate in the development of a comprehensive Strategic Marketing Plan for the Lake Park CRA. Your business is a vital part of our community, and your insights and expertise are invaluable to this initiative.

FOR RETAIL & SERVICE BUSINESSES

Please Join Us Monday
September 9, 2024
5:30PM - 7:00PM
Lake Park CRA Office
800 Park Avenue

FOR FOOD & BEVERAGE BUSINESSES

Please Join Us Wednesday
September 11, 2024
9:00AM - 10:30AM
Brooklyn Cupcake
796 10th Street

FOR ALL BUSINESSES WITHIN THE CRA DISTRICT

Please Join Us Tuesday
September 10, 2024
5:30PM - 7:00PM
Town Hall Mirror Ballroom
535 Park Avenue

NOTE: Please feel free to attend any one of the meetings that best suits your schedule.

Please use the QR Code to complete our Business Survey.

To confirm your attendance or for more information, please contact Allison Justice, Lake Park CRA Administrator at AJustice@LakeParkFlorida.gov

