# Lake Park Town Commission, Florida

## Special Call

## Community Redevelopment Agency Meeting Agenda

Wednesday, March 15, 2023 at 6:30 PM

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

| | | |
|---|---|---|
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **John Linden** | **—** | **Agency Member** |
| **Mary Beth Taylor** | **—** | **Agency Member** |
| **Henry K. Stark** | **—** | **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**

**PLEDGE OF ALLEGIANCE**

**SPECIAL PRESENTATION/REPORT:**

1. Presentation by Business Flare on the Proposed CRA Expansion Areas.

**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.*

**CONSENT AGENDA:**

2. January 18, 2023 Special Call Community Redevelopment Agency Meeting Minutes
3. Request to Authorize The Town of Lake Park Community Redevelopment Agency Executive Director to Encumber and Expend Funding and to Approve a Proposal From Engenuity Group

for the Provision of Professional Surveying Services Associated with the Proposed Park Avenue and 10th Street Landscape and Hardscape Refresh.

**NEW BUSINESS:**

4. Resolution 22-03-23 Additional Grant Request by Brooklyn Cupcake for Assistance with their Hood System.
5. CRA Business Assistance Discussion.
6. Community Redevelopment Agency Annual Report.
7. Request to Authorize the Executive Director to Encumber and Expend Funding and to Approve a Proposal from Engenuity Group for the Development of 100% Construction-Ready Engineering Design Plans Associated with the Proposed Oval-A-Bout at the Roadway Intersection of 10th Street, Prosperity Farms and Northern Drive.

**AGENCY MEMBER REQUESTS:**

**ADJOURNMENT:**

**FUTURE MEETING DATE:** The next scheduled Special Call Community Redevelopment Agency Meeting will be conducted on April 19, 2023

# Special Call CRA Meeting
## Agenda Request Form

**Meeting Date: March 15, 2023** **Agenda Item No.**

**Agenda Title: Potential CRA Expansion Areas - Presentation by Business Flare.**

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**[ X ]** **SPECIAL PRESENTATION/REPORT** [ ] CONSENT AGENDA
[ ] OLD BUSINESS [ ] NEW BUSINESS: Resolution
[ ] DISCUSSION FOR FUTURE ACTION [ ] OTHER: General Business

**Approved by Executive Director:_____ Date: _____**

*John D'Agostino / CRA Executive Director*
Name/Title

| **Originating Department: Town Manager/Community Development** | Costs: $ **None at this time (pursuant to prior approved contract)**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>**-2022 Finding of Necessity for Potential Expansion Areas (prepared by Business Flare)** |
|---|---|---|

## Summary Explanation/Background:

In follow-up to the Updated CRA Master Plan that was approved by the Town in the summer of 2022, Business Flare was also tasked to prepare a finding of necessary for two potential expansion areas, as reviewed and discussed when the Updated CRA Master Plan was presented.

The enclosed report, prepared by Business Flare, was also discussed in a meeting with Palm Beach County Commissioner Mack Bernard on February 21, 2023 in his office. The CRA Executive Director, a representative from Business Flare and the Town's Community Development Director were present. Commissioner Bernard understood the request and is in favor of including the north area that is prime for redevelopment and using that value increase to then assist the second southern area along Silver Beach using CRA residential rehabilitation programs.

### What is a Community Redevelopment Area or District?

Under Florida law (Chapter 163, Part III), local governments are able to designate areas as Community Redevelopment Areas when certain conditions exist. Since all the monies used in financing CRA activities are locally generated, CRAs are not overseen by the state, but redevelopment plans must be consistent with local government comprehensive plans. Examples of conditions that can support the creation of a Community Redevelopment Area include, but are not limited to: the presence of substandard or inadequate structures, a shortage of affordable housing, inadequate infrastructure, insufficient roadways, and inadequate parking. To document that the required conditions exist, the local government must survey the proposed redevelopment area and prepare a Finding of Necessity. If the Finding of Necessity determines that the required conditions exist, the local government may create a Community Redevelopment Area to provide the tools needed to foster and support redevelopment of the targeted area. Additional areas can be added if a Finding of Necessity is created for those areas and approved by the CRA Board and the County.

**Purpose of the Community Redevelopment Agency and CRA Plan**

The Community Redevelopment Agency is responsible for developing and implementing the Community Redevelopment Plan that addresses the unique needs or blighted conditions of the targeted area(s). The plan includes the overall goals for redevelopment in the area, as well as identifying the types of projects planned for the area utilizing any legal development or redevelopment tool authorized by F.S. Statutes Chapter 163.
Examples of traditional projects include: streetscapes and roadway improvements, building renovations, new building construction, flood control initiatives, water and sewer improvements, parking lots and garages, neighborhood parks, sidewalks and street tree plantings. The plan can also include redevelopment incentives such as grants and loans for such things as façade improvements, sprinkler system upgrades, signs, and structural improvements, just to name a few. The redevelopment plan is a living document that can be updated to meet the changing needs within the Community Redevelopment Area; however, the boundaries of the area cannot be changed without starting the process from the beginning with a Finding of Necessity for the additional areas.

**CRA Expansion Areas for Discussion**

Enclosed is the Finding of Necessity for the potential CRA Expansion Areas. Business Flare will provide the presentation to the CRA Board.

**RECOMMENDED MOTION**: For presentation and discussion.

# 2022 FINDING OF NECESSITY - CRA EXPANSION

## Lake Park Community Redevelopment Agency

Town of Lake Park, Palm Beach County, Florida

**Prepared for**

Lake Park Community Redevelopment Agency

**Prepared by**

BusinessFlare®

September 30, 2022

## Acknowledgements

The Lake Park Community Redevelopment Agency (CRA) professional staff and its expert redevelopment consultants, BusinessFlare® collaborated on this statutorily required report.

The Lake Park CRA is grateful to the many persons who participated in discussions during the Lake Park CRA Master Plan Update 2022 project, which lead to this report.

### CRA Board

Michael O'Rourke, Chair
Kimberly Glas-Castro, Vice-Chair
John Linden, Board Member
Roger Michaud, Board Member
Mary Beth Taylor, Board Member
Dr. Henry Stark, Board Member

### CRA Executive Director

John O. D'Agostino

### Community Development Director

Nadia DiTommaso

### Town Planners

Anders R. Viane
Karen J. Golonka

### Consultants

BusinessFlare®
Kevin Crowder, CEcD, Founder
Camilo Lopez, Planner, Strategic Economic Designer
Alicia Alleyne, Associate, Real Estate Professional

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# Executive Summary

The Town the Lake Park has implemented steps to conduct a Finding of Necessity for an expansion of the Lake Park Community Redevelopment Area (Lake Park CRA) created in 1996. The Town of Lake Park has had notable success with the Lake Park CRA. The Town desires to reach its full revitalization and economic potential by incorporating certain opportunity areas into the district.

The proposed expansion areas can realize long-term economic rebirth and contribute to a vibrant, enriched placemaking identity. The proposed expansion areas will benefit from the public and private investments a CRA designation generates, as well as potential property value increases. This report demonstrates why the Town of Lake Park and the Lake Park CRA now find it necessary to expand its district to include these areas. It explains how to designate an area as a CRA and how to implement redevelopment.

A Community Redevelopment Area is a government affiliate fiduciary district detailed in Florida Statutes Chapter 163. Under Section 163.355, a Finding of Necessity is a statutorily required to prioritize area(s) that require significant redevelopment efforts and alternative financing mechanisms. It requires an assessment of slum and blight as a precursor to designation. A Finding of Necessity must be supported by evidentiary data and thorough analysis of impaired conditions.

The Lake Park Community Redevelopment Agency (CRA) desires for all its residents to reach their full potential through deserved revitalization and economic growth through the proffered expansion. Over the last decade, many areas of Lake Park have rebounded effectively from the 2008 recession and recently from the 2020 pandemic. Yet, in keeping with past Florida cycles of redevelopment, certain neighborhoods have had more challenges and have not organically responded to shorter term economic rebounds led by venture capital and real estate market flips.

Without intervention now, slum and blighted areas impose onerous burdens onto the community, decrease the tax base, and constitute safety and public health menaces to the welfare of residents. Residents and small business owners are limited by rising investment rates and inflation, construction materials increases, wacky supply chain logistics, and labor shortages. Moreover, the expansion area has had longstanding barriers to equity investment. All these situations affect the output, success, and advancement in Lake Park.

The ability to create long term good will in Lake Park's asset base is rooted in uncovering and exposing feasible investment advantages in the expansion areas. These areas are often intuitively understood and realized by long-term residents and businesses as having deep intrinsic value. But areas with slum and blight conditions are rejected by U.S. institutional investors who determine worth through book value, risk level, and the goal to produce benefit above the going market rate of investment return.

Through dedicated efforts including the recent Lake Park CRA Master Plan Update and downtown land development regulation changes, the Town of Lake Park and its CRA staff have diligently prepared for this finding of necessity so all residents can experience revitalization and success.

**Proposed Expansion Areas**

The proposed expansion areas ("Study Area") are approximately 67 acres, and is more specifically defined as:

(1) 10th Court (26 acres)

> Northern edge of the existing CRA boundary, bounded by Northern Drive on the south, Northlake Boulevard on the north, FEC right-of-way on the west, and W Road on the east. This area is generally of commercial character with some residential on the eastern edge.

(2) Silver Beach Road (41 acres)

> Southern edge of the existing CRA boundary, bounded by 7th Street on the west, Federal Highway/ US1 on the east, and Bayberry Drive on the north. This area also includes Bert Bostrom Park, and it is generally of residential character.

**Legal Requirements**

Under Florida Statutes Section 163.340, the requirements of a Finding of Necessity are outlined. The below analysis follows this outline to examine the needed criteria and provides a final recommendation regarding a determination that a state of slum and blight exists.

<u>Slum Determination Chapter 163.340 (7), Florida Statutes (1 must be present)</u>

(7) "Slum area" means an area having physical or economic conditions conducive to disease, infant mortality, juvenile delinquency, poverty, or crime because there is a predominance of buildings or improvements, whether residential or nonresidential, which are impaired by reason of dilapidation, deterioration, age, or obsolescence, and exhibiting one or more of the following factors:

(a) Inadequate provision for ventilation, light, air, sanitation, or open spaces;

(b) High density of population, compared to the population density of adjacent areas within the county or municipality; and overcrowding, as indicated by government-maintained statistics or other studies and the requirements of the Florida Building Code; or

(c) The existence of conditions that endanger life or property by fire or other causes.

<u>Blight Determination Chapter 163.340 (8), Florida Statutes (2 must be present)</u>

(8) "Blighted area" means an area in which there are a substantial number of deteriorated or deteriorating structures; in which conditions, as indicated by government-maintained statistics or other studies, endanger life or property or are leading to economic distress; and in which two or

more of the following factors are present (the proposed expansion areas for Lake Park CRA meets at least four or more of the following factors, see requirements table below):

(a) Predominance of defective or inadequate street layout, parking facilities, roadways, bridges, or public transportation facilities.

(b) Aggregate assessed values of real property in the area for ad valorem tax purposes have failed to show any appreciable increase over the 5 years prior to the finding of such conditions.

(c) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness.

(d) Unsanitary or unsafe conditions.

(e) Deterioration of site or other improvements.

(f) Inadequate and outdated building density patterns.

(g) Falling lease rates per square foot of office, commercial, or industrial space compared to the remainder of the county or municipality.

(h) Tax or special assessment delinquency exceeding the fair value of the land.

(i) Residential and commercial vacancy rates higher in the area than in the remainder of the county or municipality.

(j) Incidence of crime in the area higher than in the remainder of the county or municipality.

(k) Fire and emergency medical service calls to the area proportionately higher than in the remainder of the county or municipality.

(l) A greater number of violations of the Florida Building Code in the area than the number of violations recorded in the remainder of the county or municipality.

(m) Diversity of ownership or defective or unusual conditions of title which prevent the free alienability of land within the deteriorated or hazardous area.

(n) Governmentally owned property with adverse environmental conditions caused by a public or private entity.

(o) A substantial number or percentage of properties damaged by sinkhole activity which have not been adequately repaired or stabilized.

**The table on the following page highlights the qualifying "blight" criteria present in the proposed expansion areas.**

**Proposed Expansion Areas of the Lake Park CRA Requirements Table**

| Requirements for CRA Expansion (General) | Criteria Found in Proposed Expansion Areas of the Lake Park CRA |
|---|---|
| Predominance of defective or inadequate street layout, parking facilities, roadways, bridges, or public transportation facilities. | 10th Court presents inadequate parking facilities and street layout with large, underutilized parking lots, back in parking into a major thoroughfare, and 5-point intersection. Silver Beach Road presents inadequate parking on swale areas. |
| Aggregate assessed values of real property in the area for ad valorem tax purposes have failed to show any appreciable increase over the 5 years prior to the finding of such conditions. | 10th Court and Silver Beach Road real property shows a stagnant position regarding any increase on assessed values. It fails to show any appreciable increase compared to other areas. |
| Faulty lot layout in relation to size, adequacy, accessibility, or usefulness. | 10th Court suburban shopping plaza shows a faulty layout with large parking lot in front and large, big box building (mostly vacant) on the rear. Its usefulness is underutilized as a potential mixed-use redevelopment project with sidewalk activity and better parking solutions. This site is a "gateway" site to the community. |
| Unsanitary or unsafe conditions. | 10th Court shows unsanitary and unsafe conditions with trash dumpsters in plain view, not asphalted areas, holes in asphalt, cracked sidewalks, and overhead power lines. While Silver Beach Road shows trash on swale areas, and expose trash dumpsters, giving the impression of a deteriorating environment. |
| Deterioration of site or other improvements. | 10th Court shows a large amount of inadequate and outdated buildings. |
| Falling lease rates per square foot of office, commercial, or industrial space | The northern expansion area has experienced some negative absorption of retail space, compared to significant |

| | |
|---|---|
| compared to the remainder of the county or municipality. | positive absorption in the rest of the County. Compared to the rest of the Town and County, office and industrial space in the northern expansion area has a higher vacancy rate (13.4% for office compared to 3.6% in the Town and 8.6% in the County, and 6.2% for industrial compared to 0.5% in the Town and 3.5% in the County.<br><br>Residential vacancy in the southern expansion area is 3.8% compared to countywide multifamily vacancy of 6.8% according to CoStar. Retail rates in the southern expansion area are $21.53 per square foot compared to $24.51 in the rest of the Town and $32.3 in the County. |

## Conclusion

This firm has conducted research In a professional manner following previous and widely accepted data accepted methodologies. This document includes information for each item listed here with visual, descriptive, and/or research-based information that supports the finding of slum and blight.

In addition to data analysis, physical site visits were conducted to testify that there is a sworn presence of blight as defined by Florida Statues Chapter 163 in the proposed expansion areas of the Lake Park CRA.

This Finding of Necessity provides conclusive evidence that if left unattended, the blighted areas will undoubtedly persist. Given recent unfavorable economic outlooks, these conditions may worsen. They will consume additional resources while reducing the local tax base. The presence of slum and blight conditions are an economic and social liability to the Town of Lake Park and Palm Beach County.

# Introduction

## Town of Lake Park

Lake Park was incorporated in 1923 on land developed by the president of Waldorf Systems, Inc., Harry Seymour Kelsey. In its early years the town was conceived as Kelsey City a resort mecca and winter playground. Kelsey called the famous Olmsted brothers (landscape architects) and Dr. John Nolan to plan and design what would become the first zoned municipality south of Washington D.C. The Olmsted brothers were decedents of Frederick Law Olmsted the father of American landscape architecture and the designer of New York City's Central Park.

In 1923, electric lights were installed along the streets and the Town was formally incorporated. During this period, Kelsey City attracted nationwide attention as a revolutionary town per its design, which led to unprecedented activity and continued growth. Then, the land boom began to slow at the end of 1925, leading to a decline in the local real estate. The 1928 hurricane caused extensive damage that it was decades before Kelsey City was able to recover. By the late 1930s the Works Progress Administration (WPA) had paved roads in the town and 80% of the property had been purchased by the Tesdem Company, headed by Sir Harry Oakes, a millionaire who planned to create an exclusive residential community.

In 1939 the local garden club petitioned the state to change the town's name to Lake Park. They also persuaded the local government to change the existing numbered street names to flowers, plants, shrubs, and trees, which remained today. World War II led to an influx of military personnel and their families in the area.

Today, Lake Park is home to nearly 9,000 residents and hundreds of businesses ranging from retail to manufacturing to restaurants and boasts an eclectic downtown arts district and a popular marina. The Town will soon be home to a high-rise waterfront building featuring condominiums with unparalleled views and ground floor restaurants that will serve as destination dining establishments for the public.

The Town through this *Finding of Necessity* seeks to move forward with the expansion of their CRA boundary located in the downtown to attract investment and bring it back to its glorious days. This report will showcase that the existing conditions of these areas shows disinvestment and blighted conditions that need to be remediated.

Study Areas / CRA Boundaries

The proposed expansion areas ("Study Area") is approximately 67 acres, and is generally defined as:

(1) 10th Court (26 acres)

> This area is physically defined as the northern edge of the existing CRA boundary, bounded by Northern Drive on the south, Northlake Boulevard on the north, FEC right-of-

way on the west, and W Road on the east. This area is generally of commercial character with some residential on the eastern edge.

Zoning designations within this area: C1 - Business District

C1B - Neighborhood Commercial District

C2 - Business District

C4 - Business District

NBOZ - Overlay

FLUM designations within this area: Commercial

(2) Silver Beach Road (41 acres)

This area is physically defined southern edge of the existing CRA boundary, bounded by 7th Street on the west, Federal Highway/ US1 on the east, and Bayberry Drive on the north. This area also includes Bert Bostrom Park, and it is generally of residential character.

Zoning designations within this area: R1 - Single Family Residence District

R2 - Multiple Family Residence District

P - Public District

FLUM designations within this area: Single Family Residence District

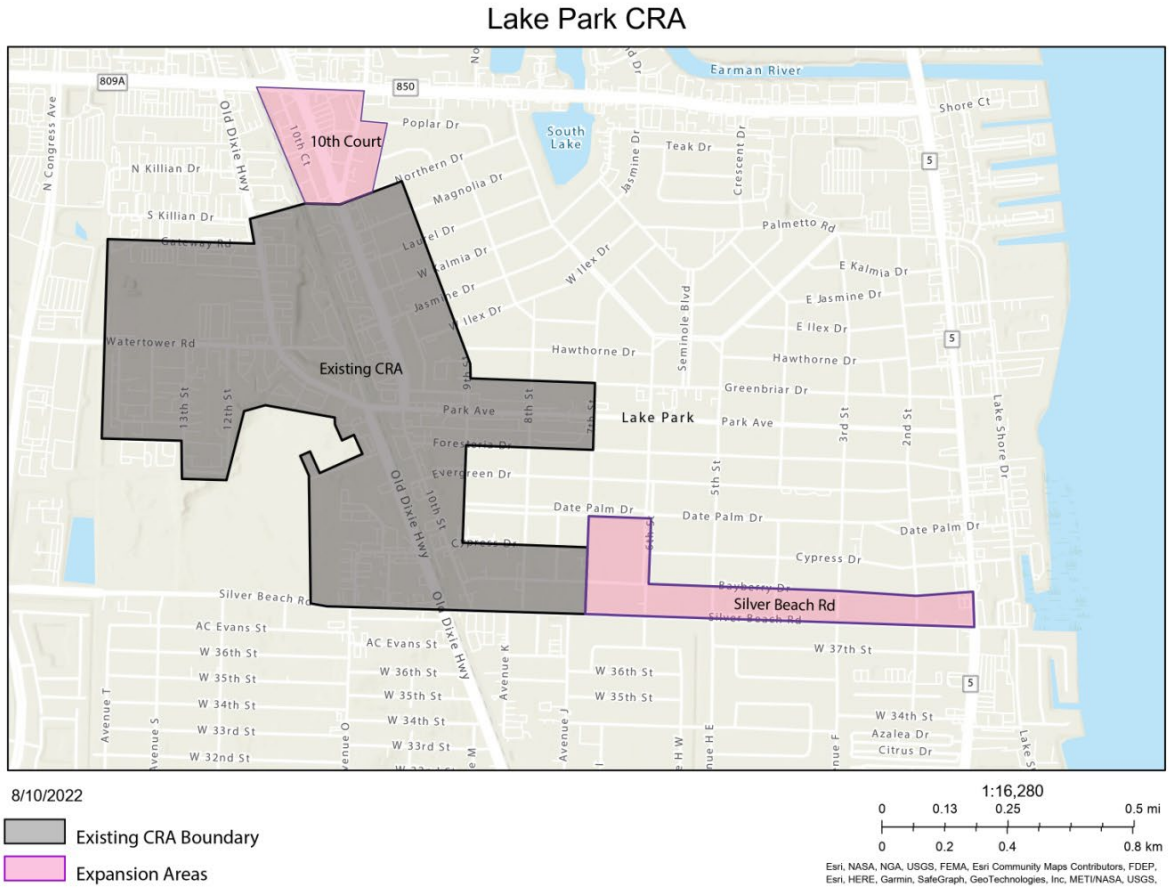
Public Buildings & Grounds

## Lake Park Economic Conditions

| | Lake Park Study Area | County |
|---|---|---|
| Median Household Income | $31,705 | $65,015 |
| Residents Below the Poverty Line | 27.1% | 12.2% |

Lake Park's general population and in the proposed area is more diverse than Palm Beach County and USA. The median household income in the proposed expansion areas is below the County median income. The percentage of residents below the poverty line is double that of the County. Over a quarter of the expansion area residents are impoverished

## Map of Existing Lake Park CRA and Proposed Expansion Areas



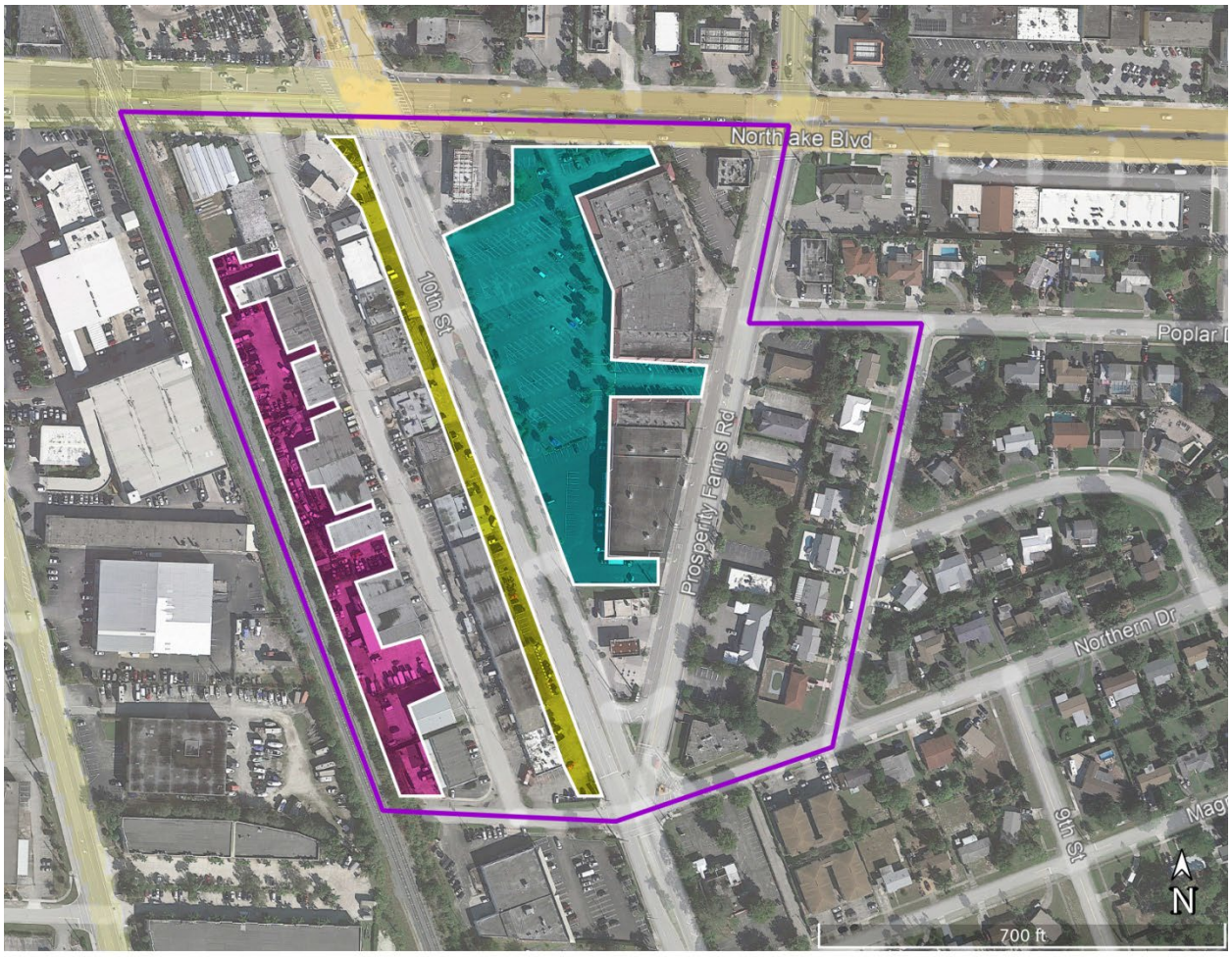
# Finding of Necessity

**Street Layout, Parking Facilities, and Roadways**

Predominance of defective or inadequate street layout, parking facilities, roadways, bridges, or public transportation facilities.

10th Court presents inadequate parking facilities and street layout with large, underutilized parking lots, back in parking into a major thoroughfare, and 5-point intersection. Silver Beach Road presents inadequate parking on swale areas.

10th Court Inadequate Parking Facilities




10th Court Expansion Area (26 Acres)
Inadequate Parking Facilities - Large Underutilized Parking Lot (3.5 Acres or 13.5% of the Study Area)
Inadequate Parking Facilities - Back-In Parking to Major Roadway
Inadequate Parking Facilities - Other Inappropriate Parking Cluttered

Photo: Unsafe Back-In Parking on 10th Street

Photo: Inadequate parking along 10th Street. Obstructing sidewalk walkability.

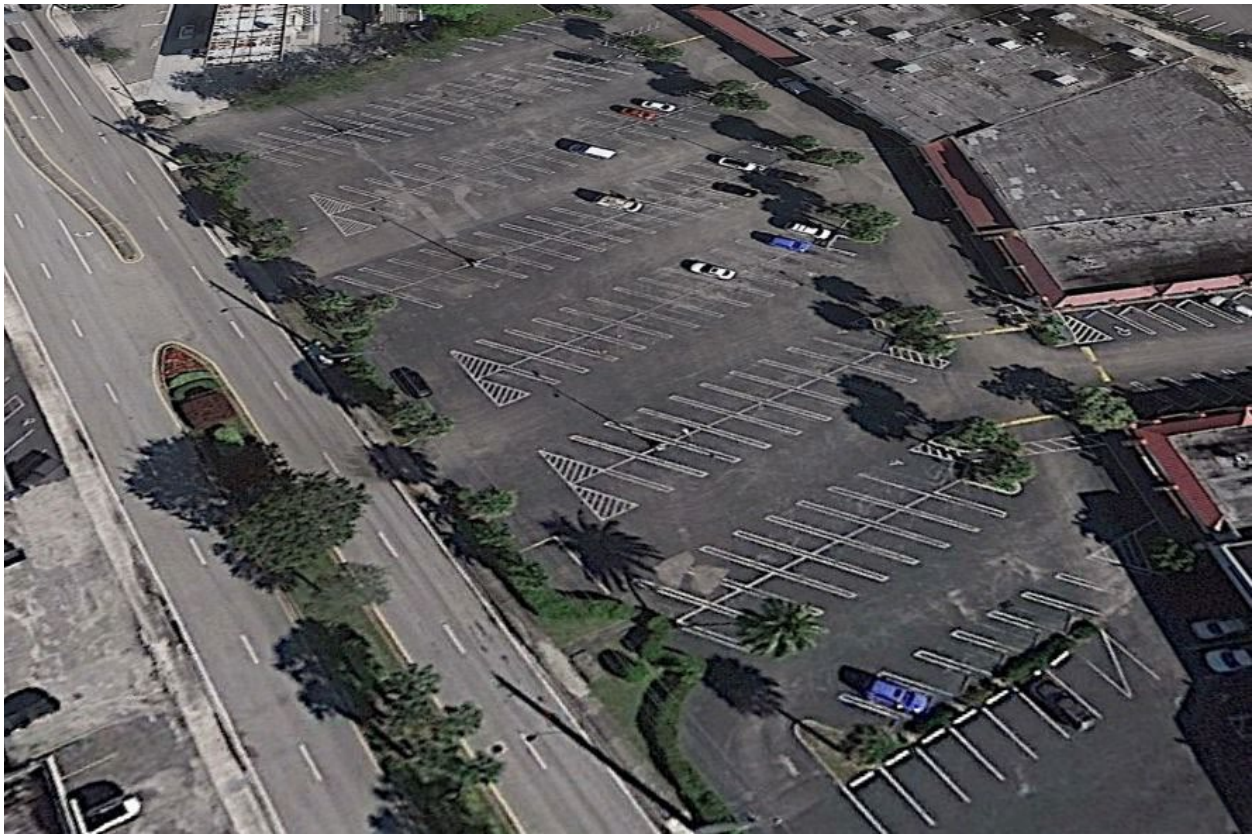


Photo: Underutilized Parking Lot on 10th Street; Flood risk.

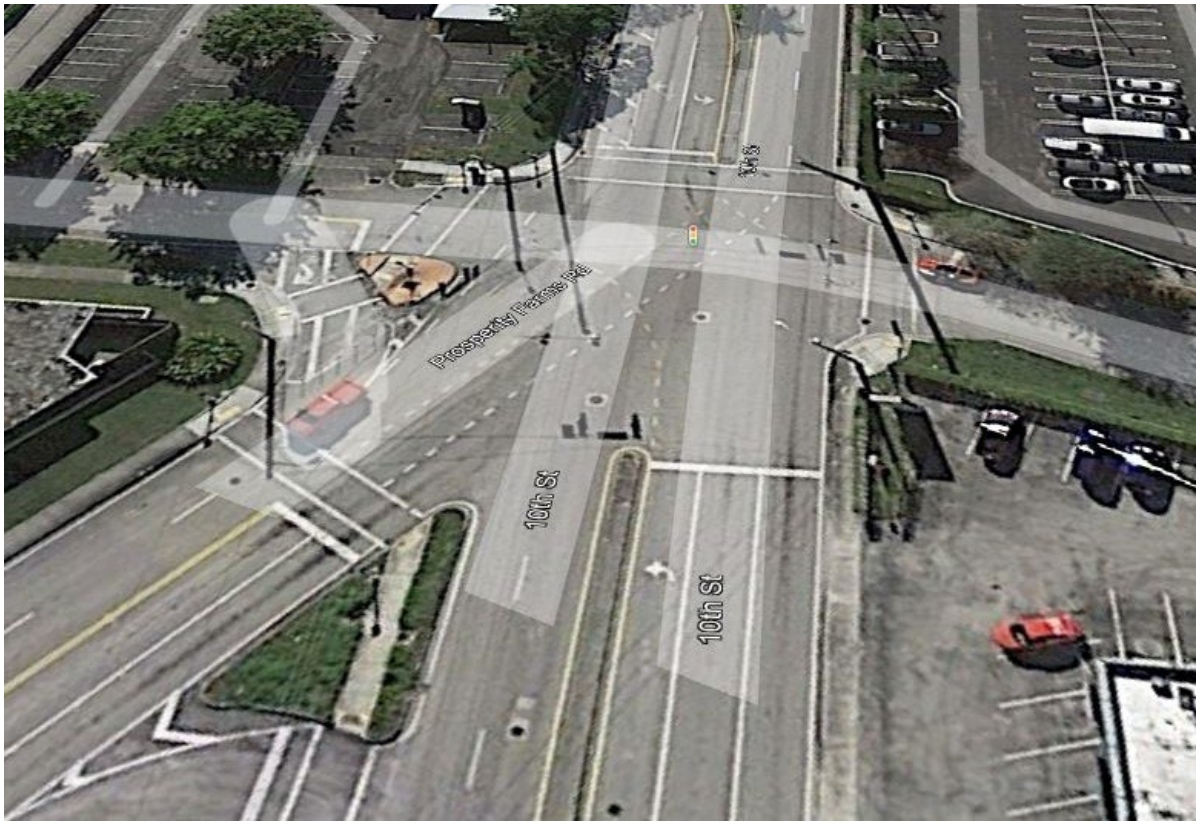



Photo: 5-Point Intersection on 10th Street

Photo: 10th Court inadequate public transportation facilities

Photo: Silver Beach Rd - inadequate public transportation facilities

Photo: Silver Beach - parking on swale areas

Photo: Silver Beach inadequate public transportation facilities

**Faulty Lot Layout**

Faulty lot layout in relation to size, adequacy, accessibility, or usefulness.

10th Court suburban shopping plaza shows a faulty layout with a large parking lot in front and large, big box building (mostly vacant) on the rear. Its usefulness is underutilized as a potential mixed-use redevelopment project with sidewalk activity and better parking solutions. This site is a "gateway" site to the community.

10th Court Faulty lot layout in relation to size, adequacy, and usefulness.

10th Court Expansion Area (26 Acres)

Untapped Potential

Photo: Underutilized parking facility.

Photo: Underutilized parking facility.

Photo: Faulty lot layout. Blank wall facing main street with no use zone adjacent to sidewalk.

Photo: Faulty lot layout. Missing internal connections.

**Unsanitary or Unsafe Conditions**

Unsanitary or unsafe conditions.

10th Court has unsanitary and unsafe conditions with trash dumpsters in plain view, not asphalted areas, holes in asphalt, cracked sidewalks, and overhead power lines. Silver Beach Road experiences trash on swale areas, and exposed trash dumpsters, giving the impression of a deteriorating environment.

Photo: 10th Court holes in asphalt and cracked sidewalk showed unsafe conditions

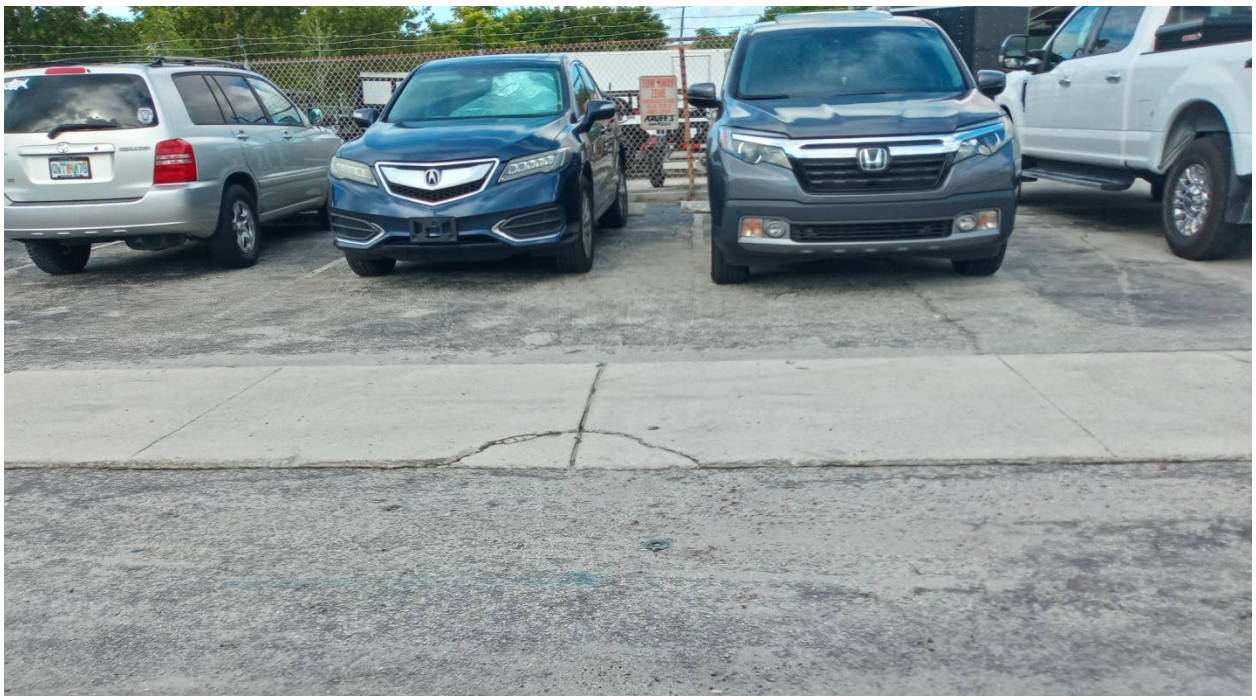


Photo: 10th Court cracked sidewalk showed unsafe conditions

Photo: 10th Court electrical lines unsafe conditions

Photo: 10th Court exposed dumpsters unsanitary conditions

Photo: 10th Court exposed dumpsters unsanitary conditions and blank walls facing street.

Photo: Broken glass unsafe conditions.

Photo: 10th Court exposed dumpsters unsanitary conditions

Photo: Dilapidated building structures.

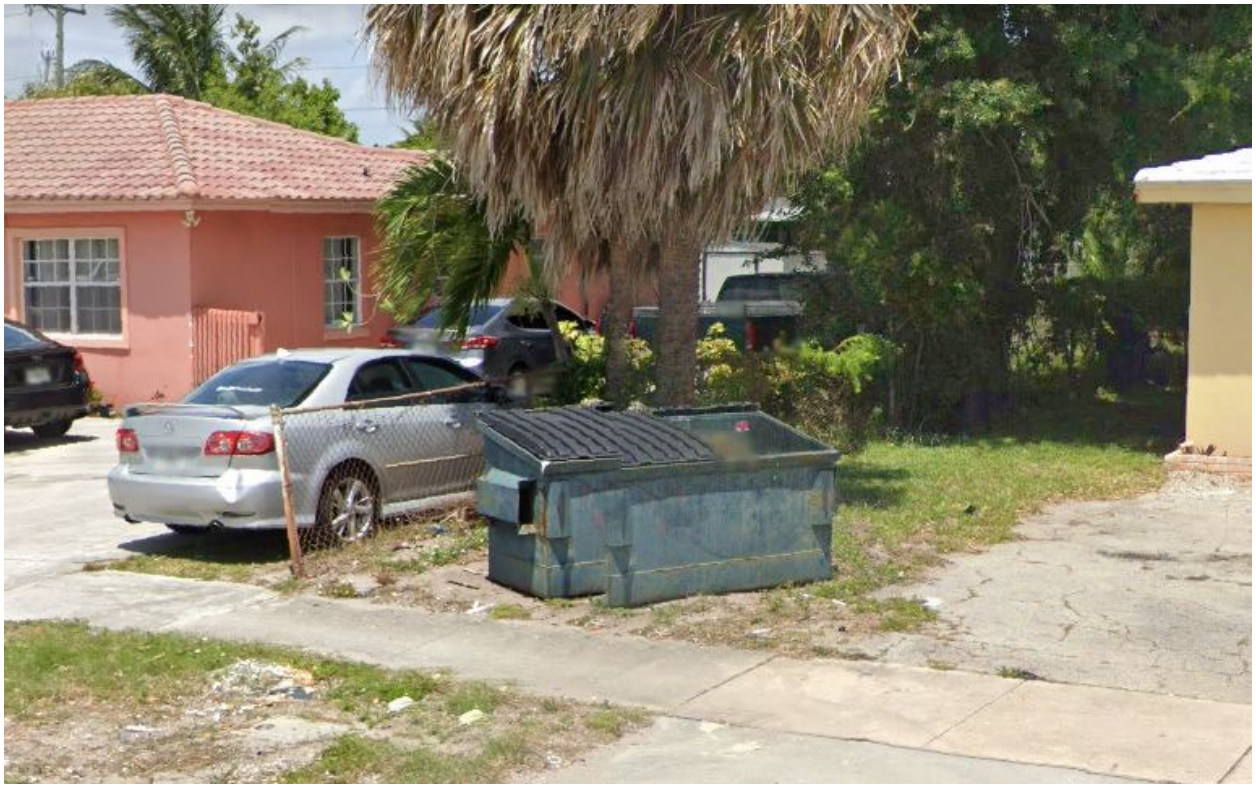


Photo: Silver Beach exposed dumpsters unsanitary conditions

Photo: Silver Beach exposed trash unsanitary conditions

Photo: Silver Beach exposed dumpsters unsanitary conditions

**Deterioration of Site or Other Improvements**

10th Court shows a large amount of inadequate and outdated buildings.

Photo: 10th Court obsolete and outdated building facade facing Prosperity Farms Road - In addition to inadequate ventilation and light.

Photo: 10th Court deterioration of site improvements

Photo: 10th Court deterioration of site improvements/ outdated building

Photo: Silver Beach outdated residential/ housing building

Photo: Silver Beach deterioration of site improvements

Photo: Silver Beach inadequate and outdated building at Bostrom Park

Photo: Silver Beach inadequate and outdated building at Bostrom Park

Photo: Silver Beach signs of blighted conditions.

**Property Taxes**

Aggregate assessed values of real property in the area for ad valorem tax purposes have failed to show any appreciable increase over the 5 years prior to the finding of such conditions.

10th Court and Silver Beach Road real property demonstrate a stagnant position regarding any increase in assessed values. It fails to show any appreciable increase compared to other areas.

# Conclusion

## Summary of Recommendations

In accordance with Florida Statutes, BusinessFlare® LLC completed a comprehensive analysis of conditions within the Town of Lake Park and determined that the redevelopment of the community proposed expansion areas is necessary to ensure the safety and economic welfare of its residents. The findings are documented throughout this report. The proposed expansion areas for the Lake Park CRA meet and exceed the threshold criteria of "blight".

## Next Steps

BusinessFlare® LLC recommends that the Town of Lake Park Commission adopt the *Finding of Necessity* by resolution. The Town must give proper notice for the public hearing and inform all other taxing authorities of their desire to approve the findings 15 days prior to the actual adoption of the report. Next, the Finding of Necessity must be approved by the Palm Beach County Commission. During this process, the Town will complete an amendment to the CRA Master Plan to incorporate the new expansion areas. Once both the Finding of necessity and CRA Plan have been approved and updated, the CRA will include the expansion areas as eligible areas for the Redevelopment Trust Fund for purposes of funding projects within the Town of Lake CRA.

**Additional Information**

The following systems, reports and data were utilized in the development of this finding of necessity and are available upon request.

ArcGIS Online

ESRI Business Analyst

CoStar

LoopNet

Microsoft Access

Palm Beach Property Appraiser

Building Code Violations (Town of Lake Park)

Code Violations (Town of Lake Park)

Fire/Emergency Service Calls (Town of Lake Park)

Crime Statistics (Town of Lake Park)

# Lake Park Town Commission, Florida

# Special Call Community Redevelopment Agency

# Meeting Minutes

Wednesday, January 18, 2023 at 6:30 PM

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

| | | |
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| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
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**CALL TO ORDER/ROLL CALL**

6:30 P.M.

PRESENT

Vice-Chair Kimberly Glas-Castro

Board Member John Linden

Board Member Roger Michaud

Board Member Henry Stark

Board Member Mary-Beth Taylor

**PLEDGE OF ALLEGIANCE**

**SPECIAL PRESENTATION/REPORT:**

None

**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:**

1. November 2, 2022 Special Call Community Redevelopment Agency Meeting Minutes
2. November 16, 2022 Special Call Community Redevelopment Agency Meeting Minutes

Motion made approve the Consent Agenda by Board Member Michaud, Seconded by Board Member Linden.

Voting Yea: Vice-Chair Glas-Castro, Board Member Stark, Board Member Taylor

**NEW BUSINESS:**

3. Resolution 06-01-23

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, REPEALING RESOLUTION 41-08-22 WHICH AUTHORIZED A GRANT AGREEMENT WITH BILINGUAL EDUCATION SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE.

Executive Director D'Agostino explained the item. Board Member Stark asked Executive Director D'Agostino to explain the process of returning the funds to the account and if there were any egal requirements to adhere. Executive Director D'Agostino explained that the funds would be deposited and reflected as retained earnings for the CRA Fund.

Motion made to approve Resolution 06-01-23 by Board Member Michaud, Seconded by Board Member Taylor.

Voting Yea: Vice-Chair Glas-Castro, Board Member Linden, Board Member Stark

**AGENCY MEMBER REQUESTS:**

Board Member Linden requested the following topics for discussion at the March 1, 2023 CRA Board Meeting.

- Grant Program for existing businesses in the CRA; Discussion ensued regarding how the CRA could better assist struggling businesses.
- 700 Park Avenue Murals.

**EXECUTIVE DIRECTORS REPORT:** Executive Director D'Agostino comments attached.

**ADJOURNMENT:** 7:04 P.M.

**FUTURE MEETING DATE:** The next scheduled Community Redevelopment Agency Meeting will be conducted on March 1, 2023.

# EXECUTIVE DIRECTOR COMMENTS

## SPECIAL CALL COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING
## Wednesday, January 18, 2023

### COMMUNITY DEVELOPMENT

Brooklyn Cupcake is moving forward with construction and their contractor anticipates work will be completed, including the grease trap, by sometime in March. The infrastructure and conduit for a future hood system is also being installed. Brooklyn Cupcake is also working on documentation for a second grant request for the installation of the future hood system. This future installation will not require the business to close during the work, but once completed will allow for a more diversified food menu (in addition to the oven prepared foods that will be offered initially). A grant application is estimated for the March 1 CRA Board Meeting (pending the receipt of documentation from Brooklyn Cupcake) and the request will be for approximately $90,000 to fully fund the hood system (minus the preliminary infrastructure and conduit work that is being done now).

### PUBLIC WORKS

The Department of Public Works is excited to announce that on **Thursday, March 2nd, 2023, from 6:00 p.m. to 8:00 p.m.**, a **Stakeholders Meeting** will take place to present a design progress update on the proposed **Streetscape and Landscape Improvements** for **10th Street (between Park Avenue and Northern Drive) and Park Avenue (Between 7th and 10th Street)**. The location for this event is the Commission Chambers at the Town Hall. During this event, we welcome members of the public to provide comments and ask questions regarding planned design and implementation timeline for this Community Redevelopment Agency (CRA) project. Finally, a direct mailer related to this event will be sent to all Town addresses and additional project information is available on the Town's Website by searching for keyword: **"Capital Projects"** or by contacting the Department of Public Works at 561-881-3345 or email publicworks@lakeparkflorida.gov.

# Community Redevelopment Agency
## Agenda Request Form

**Meeting Date: March 15, 2023** **Agenda Item No.**

**Agenda Title: January 18, 2023 Special Call Community Redevelopment Agency Meeting Minutes.**

[ ] SPECIAL PRESENTATION/REPORT **[X] CONSENT AGENDA**
[ ] OLD BUSINESS [ ] NEW BUSINESS
[ ] OTHER:

**Approved by Executive Director:** John D'Agostino Digitally signed by John D'Agostino DN: cn=John D'Agostino, o=Town of Lake Park, ou=Town Manager, email=jdagostino@lakeparkflorida.gov, c=US Date: 2023.02.21 16:29:43 -05'00' **Date:** _____

*Vivian Mendez, Agency Clerk, MMC*

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Agency Clerk** | Costs: $ **0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>**Meeting Minutes**<br>**Exhibits "A"** |
| | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case V.M.<br><br>**Please initial one**. |

**Recommended Motion: I move to approve the January 18, 2023 Special Call Community Redevelopment Agency Meeting Minutes.**

# Town of Lake Park
# Community Redevelopment Agency (CRA)

## Agenda Request Form

| | | | | |
|---|---|---|---|---|
| **Meeting Date:** | **March 15, 2023** | | | |
| **Originating Department:** | Public Works | | | |
| **Agenda Title:** | **REQUEST TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENCUMBER AND EXPEND FUNDING AND TO APPROVE A PROPOSAL FROM ENGENUITY GROUP FOR THE PROVISION OF PROFESSIONAL SURVEYING SERVICES ASSOCIATED WITH THE PROPOSED PARK AVENUE AND 10TH STREET LANDSCAPE AND HARDSCAPE REFRESH.** | | | |
| | | | | |
| **Approved by Town Manager:** | John D'Agostino Digitally signed by John D'Agostino DN: cn=John D'Agostino, o=Town of Lake Park, ou=Town Manager, email=jdagostino@lakeparkflorida.gov, c=US Date: 2023.03.01 11:11:05 -05'00' | | **Date:** | |

| | | | |
|---|---|---|---|
| **Cost of Item:** | **$27,356.00** | **Funding Source:** | Professional Services |
| **Account Number:** | 110-31000 | **Finance Signature:** | Digitally signed by Jeffrey P. Duvall Jeffrey P. Duvall DN: cn=Jeffrey P. Duvall, o, ou, email=jduvall@lakeparkflorida.gov, c=US Date: 2023.02.21 09:49:27 -05'00' |
| | | | |
| **Advertised:** | N/A | | |
| **Date:** | N/A | **Newspaper:** | N/A |
| | | | |
| **Attachments:** | 1. Agenda Request Form (ARF)<br>2. Cost Proposal from Engenuity Group<br>3. Project Area Map<br>4. PowerPoint Presentation on Conceptual Design | | |
| | | | |
| **Please initial one:** | | | |
| | Yes, I have notified everyone | | |
| MT | Not applicable in this case | | |

**Background\Summary Explanation:**

At the direction of the Executive Director, Town Staff engaged in an effort to develop conceptual plans for a refresh of the hardscape (streetscape) and landscape features (the "Project") along Park Avenue, from 7th Street east to 10th Street, and along 10th Street, from Park Avenue to Northern Drive (the "Project Area").

The Park Avenue portion of this proposal is within the PADD and the remaining scope of the proposed landscape and hardscape refresh is 100 percent within the Community Redevelopment Agency's (CRA) area (**Attachment 3**).

In September 2021, the Board approved a proposal from the Town's landscape architect, JMorton Planning and Landscape Architecture, to provide conceptual design services associated with the Project. JMorton Planning & Landscape Architecture is a sub-consultant to Engenuity Group, with whom the Town currently has an active five (5) year continuing services agreement under approved Resolution No. 76-11-18.

During the meeting, the Board communicated to J Morton its desire to create an exceptional and inviting look and feel to showcase the Downtown District. Accordingly, the design ideas the JMorton set out to develop includes aesthetically pleasing, modern, and creative applications and treatments for the area's green spaces, sidewalks, and outdoor lighting.

Following completion of the conceptual design in January 2022, Agency Staff conducted a public workshop to present the Project's conceptual plans, discuss ideas, and collect input from Town residents and Board members.

Additionally, in March 2022, the Board authorized JMorton to move forward with the development of full construction ready design plans for the streetscape improvements along Park Avenue and 10th Street. This work effort in currently on-going.

As part of the Project's final design planning tasks, JMorton requires accurate survey data of roadside elements, including property lines, edge of payment locations, existing landscape features in order to provide an accurate and buildable construction ready design plans. With direction from Town Staff, JMorton requested a cost proposal from Engenuity Group for such survey services. Engenuity has provided a cost proposal for the Professional Survey Services for the Park Avenue and 10th Street streetscape improvements in the amount of **$27,356.00.**

The collection of this final location data will provide critical information leading to the completion of the streetscape improvement plans.

**Surveying Work:**

| | |
|---|---|
| Town of Lake Park<br>Community Redevelopment Agency (CRA): | **$27,356.00.** |

**Finally, a public workshop to present a design progress update and collect additional input and answer questions related to this project is scheduled for Thursday, March 16, 2023, from 6:00 PM to 8:00 PM, in the Town Hall Commission Chambers.**

The Agency's Executive Director recommends approval of the survey proposal so that final location data can be collected and plotted.

**Recommended Motion:**

**I MOVE TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENCUMBER AND EXPEND FUNDING AND TO APPROVE A PROPOSAL FROM ENGENUITY GROUP FOR THE PROVISION OF SURVEY SERVICES ASSOCIATED WITH STREETSCAPE AND LANDSCAPE IMPROVEMENTS ON PARK AVENUE AND 10TH STREET.**

A Higher Standard of Excellence
engenuity group inc.
ENGINEERS SURVEYORS GIS MAPPERS

C. ANDRE RAYMA
KEITH B. JACKSON, P.E.
LISA A. TROPEPE, P.E.
ADAM SWANEY, P.E., LEED AP
JENNIFER MALIN, P.S.M.

December 23, 2022

Hayes Henderson. PLA
Project Manager
J. Morton Planning & Landscape Architecture
3910 RCA Blvd., Suite 1015
Palm Beach Gardens, FL 33410
*(Via email: hhenderson@jmortonla.com)*

**Re: Professional Surveying Services**
**West Park Avenue Streetscape – Topographic/Tree Survey**
**Lake Park, Florida**
**Engenuity Group Project No. 18187.60**

Dear Mr. Henderson:

We are pleased to offer this proposal to render professional surveying services in connection with West Park Avenue Streetscape survey in Town of Lake Park, FL (hereinafter called the 'Project').

Engenuity Group, Inc. will prepare a Topographic and Tree Survey pursuant to Chapter 5J-17.050, Florida Administrative Code, of a route along Park Ave from 7th Street to the intersection of 10th Street, then heading north along 10th Street to intersection of Northern Drive and as shown on the attached graphic outlined in **red**. The overall length of the route is approximately 4,300 linear feet.

See the attached **Designated Scope of Services** for a specific list of items to be included on the survey.

Additionally, per your direction the information needed in a CAD (2D) file format is as follows:

- Road ROW limits, centerline, pavement, medians, curbs, and driveways.
- Extents 10' beyond ROW limits
- Drainage structures
- Sidewalks
- Roadway signage
- Walls, fencing, bollards, or other structures within ROW
- All utilities
  - Overhead utilities
  - Underground utilities
  - Valve boxes
  - Lighting
- Existing trees and palms. Tree/Palm ID with tree caliper at DBH. Overall height of palms
- Street furniture
  - Bike racks
  - Benches
  - Bus stop

**Total Fee: $27,356.00**



1280 NORTH CONGRESS AVENUE, SUITE 101 WEST PALM BEACH, FL 33409 T 561.655.1151 F 561.832.9390 WWW.ENGENUITYGROUP.COM

Printed on recy

The final deliverable will be an electronically signed and sealed copy of the Topographic & Tree Survey with accompanying AutoCAD file, which can be provided within forty (40) business days of receiving authorization to proceed. In the event of rain delaying our field work, the delivery time will be pushed back the same number of days.

**Permit Fees, Reproduction Charges and Reimbursable Expenses**

The Total Contract Price **does not** include the payment of any governmental agency submittal or processing fees. The cost of these fees and any costs incurred by the office for printing, reproduction and other reimbursable expenses such as postage, travel, and document copy charges will be billed to the client monthly.

**Invoicing and Payment**

Work will be invoiced on a monthly basis for work completed to date. Invoice shall be paid in full by the Client within thirty (30) days of the invoice date, unless within such thirty (30) day period, Client notifies Engenuity Group, Inc. in writing of its objection to the amount of said invoice. Such notice shall be accompanied by payment of any undisputed portion of said invoice. If written objection is not received within thirty (30) days it shall constitute approval of invoice by Client. If the payment is not received within fifteen (15) days of billing date, a late charge will be added to the invoice in the amount of 1½ percent per month on the outstanding balance. If payment is not received within sixty (60) days of the invoice date, work may be suspended on the project until the outstanding invoice(s) are paid in full.

This proposal represents the entire understanding between you and us with respect to the Project. If this satisfactorily sets forth your understanding of our agreement, please execute the attached Authorization and return it to us. If you have any questions, please do not hesitate to contact us.

**PURSUANT TO SECTION 558.0035 FLORIDA STATUTES, THE CONSULTANT IS THE RESPONSIBLE PARTY FOR THE PROFESSIONAL SERVICES IT AGREES TO PROVIDE UNDER THIS CONTRACT. NO INDIVIDUAL PROFESSIONAL EMPLOYEE, AGENT, DIRECTOR, OFFICER OR PRINCIPAL MAY BE INDIVIDUALLY LIABLE FOR NEGLIGENCE ARISING OUT OF THIS CONTRACT, AS LONG AS THE CONSULTANT MAINTAINS THE PROFESSIONAL LIABILITY INSURANCE REQUIRED UNDER THIS CONTRACT AND AS LONG AS ANY DAMAGES ARE SOLELY ECONOMIC IN NATURE AND THE DAMAGES DO NOT EXTEND TO PERSONAL INJURIES OR PROPERTY NOT SUBJECT TO THIS CONTRACT.**

Sincerely,

Jennifer Malin, P.S.M.
Director of Surveying

Approved by,

Andre Rayman, P.S.M.
President

**Authorization:** **Professional Surveying Services**
**West Park Avenue Streetscape – Topographic/Tree Survey**
**Lake Park, Florida**
**Engenuity Group Project No. 18187.60**

**By:** _____ **Date:** _____
**(Name & Title)**

**For:** _____
**(Name of Company)**

**Contract Amount:** **$27,356.00**

**I am ____ I am not _____ The Owner of the Property**

**The Property Owner Is:** _____

**Address:** _____

_____

_____

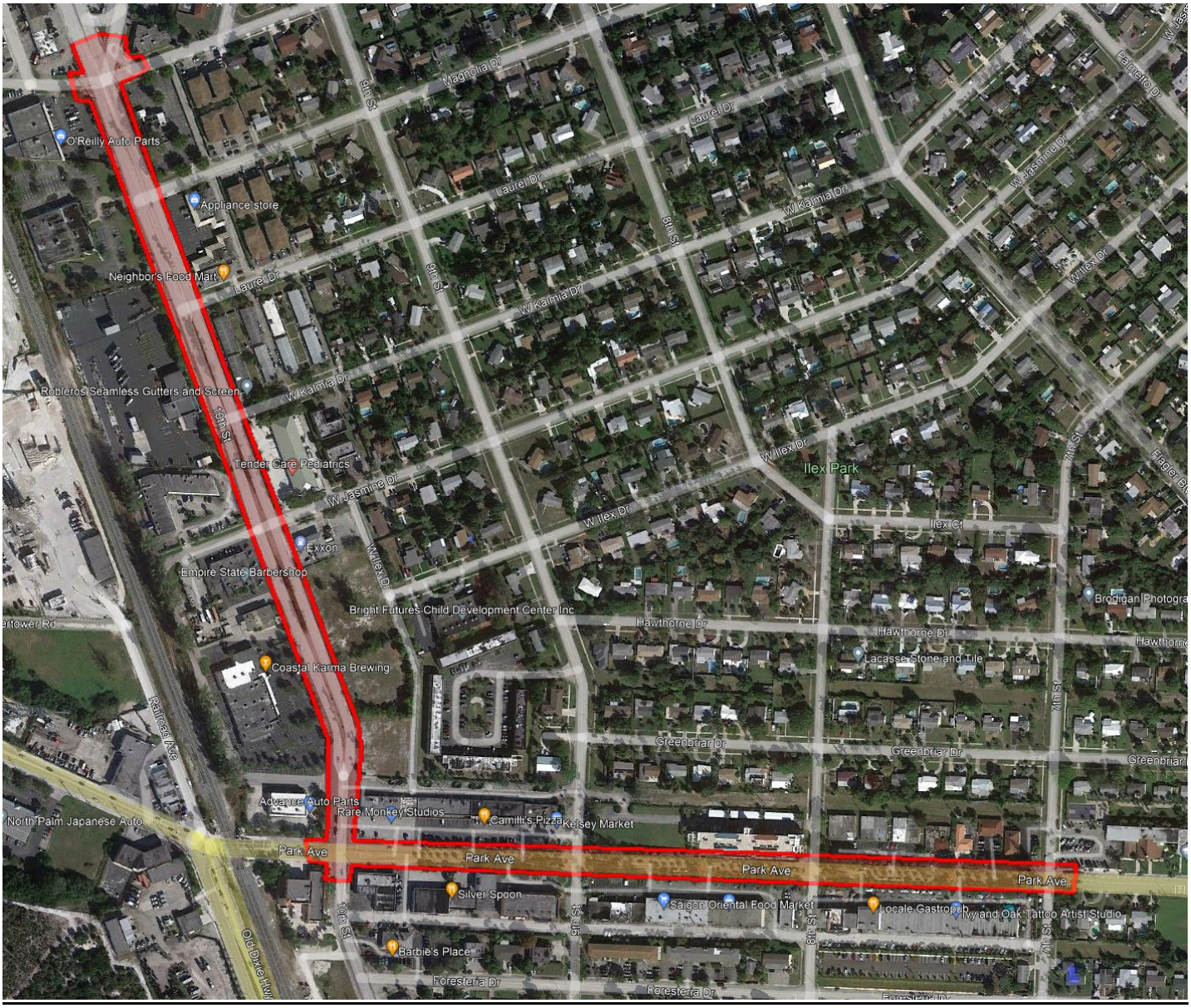
**Telephone:** _____

**Fax:** _____

**DESIGNATED SCOPE OF SERVICES: TOPOGRAPHIC/TREE SURVEY**
**NAME: WEST PARK AVENUE STREETSCAPE SURVEY**
**ENGENUITY PROJECT NO. 18187.60 DATE: 12/23/2022**

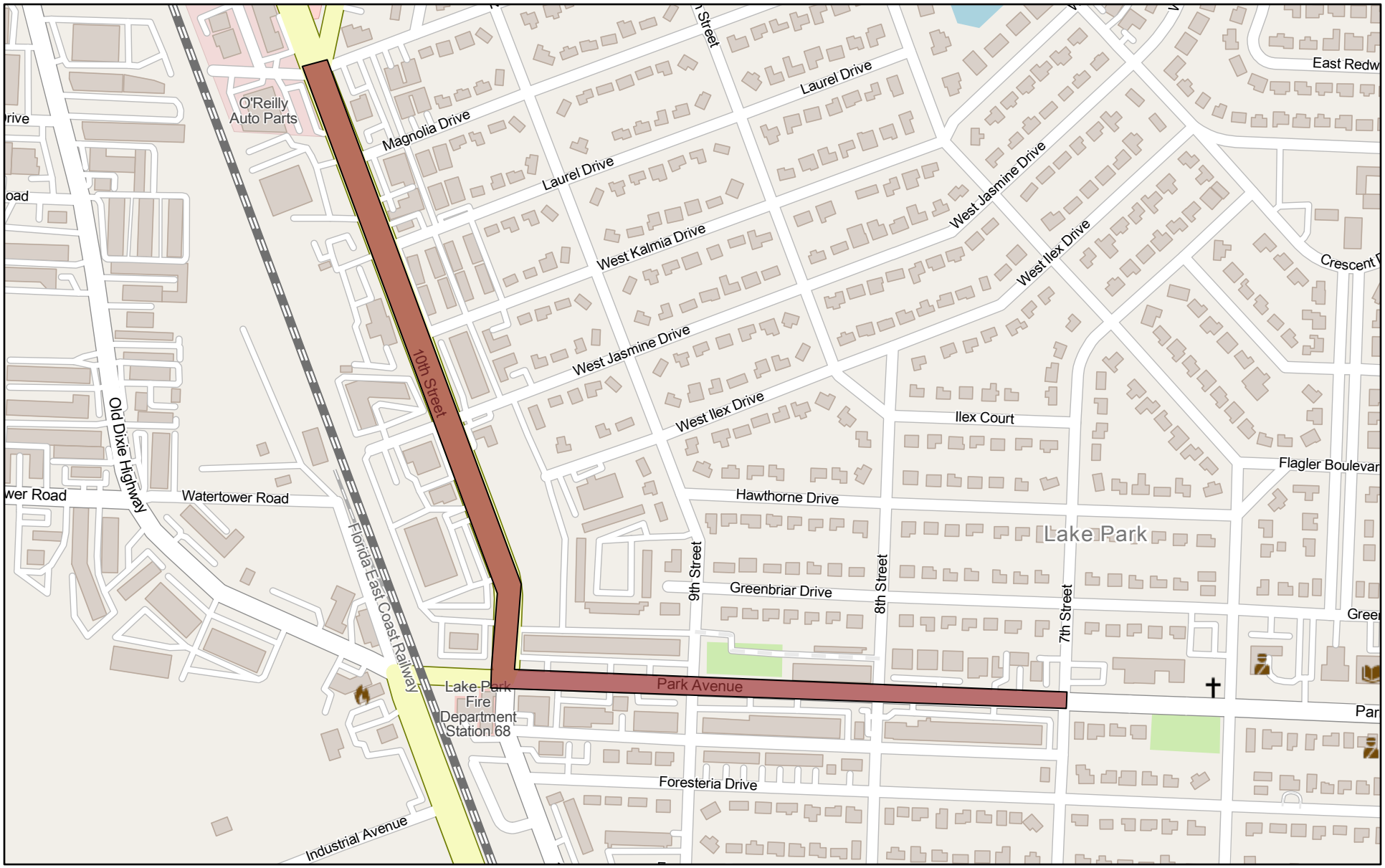
| **TASK:**<br><br>**Topographical Survey** | **Included in Contract (Yes/No)** |
|---|---|
| Minimum of two permanent benchmarks per every 500' on site; description and elevation to nearest .01'. | **Yes** |
| Contours at 1-foot intervals; error shall not exceed one half contour interval. | **No** |
| Spot elevation at each intersection of a 50-foot square grid covering the property. | **Yes** |
| Spot elevations at street intersection and at 100 feet on center curb, sidewalk and edge of paving including far side of paving. | **Yes** |
| Topographic data will be obtained at 100-foot intervals of the road from right-of-way to right-of-way plus 10 feet | **Yes** |
| Plotted location of structures, man-made (e.g., paved areas) and natural features. | **Yes** |
| Location of water mains, and other utilities including, but not limited to, buried tanks and septic fields serving, or on, the property based on as-built information supplied by utility companies. | **No** |
| Location of fire hydrants available to the property. | **Yes** |
| Location and characteristics of power and communications systems above grade. | **Yes** |
| Location, size, depth and direction of flow of sanitary sewers, storm drains and culverts serving, or on, the property; location of catch basins and manholes, and inverts of pipe at each. | **Yes** |
| Name of the operating authority of each utility. | **No** |
| Elevation of water in any excavation, well or nearby body of water. | **No** |
| Extent of watershed onto the property. | **No** |
| Trees of 6" and over (caliper 3' above ground); locate within 1' tolerance and give species in English or botanical terms. | **Yes** |
| Specimen trees flagged by the Owner or the Architect (___ in number); locate to the center within 1' tolerance; give species in English or botanical terms, give caliper and ground elevation on upper slope side. | **No** |
| Perimeter outline only of thickly wooded areas unless otherwise directed. | **Yes** |
| Confirm soil boring location(s). | **No** |
| SUE Services included in the scope | **No** |
| Scale of drawing is typically 1"=20' but will be determined by Engenuity Group, Inc. unless the client specifies a scale they would like the drawing at. | |
| Other (specify):<br>1. **Datum will be National American Vertical Datum 1988 (NAVD 88)**<br>2. **SUE Services are not included in the services** | |

# Graphic


O'Reilly Auto Parts
Appliance store
Neighbor's Food Mart
Robleros Seamless Gutters and Screen
Tender Care Pediatrics
Exxon
Empire State Barbershop
Bright Futures Child Development Center Inc
Coastal Karma Brewing
Advance Auto Parts
Rare Monkey Studios
Camilli's Pizza
Kelsey Market
North Palm Japanese Auto
Silver Spoon
Saigon Oriental Food Market
Locale Gastropub
Ivy and Oak Tattoo Artist Studio
Barbie's Place
Lacasse Stone and Tile
Ilex Park
Magnolia Dr
Laurel Dr
W Kalmia Dr
W Ilex Dr
W Jasmine Dr
Ilex Ct
Hawthorne Dr
Greenbriar Dr
Park Ave
Forestera Dr
Railroad Ave
Old Dixie Hwy
6th St
7th St
8th St
9th St
10th St
11th St

# Streetscape and Landscape Improvements - Park Ave & 10th Street (CRA)






2/17/2023

1:6,568

0 0.05 0.1 0.2 mi

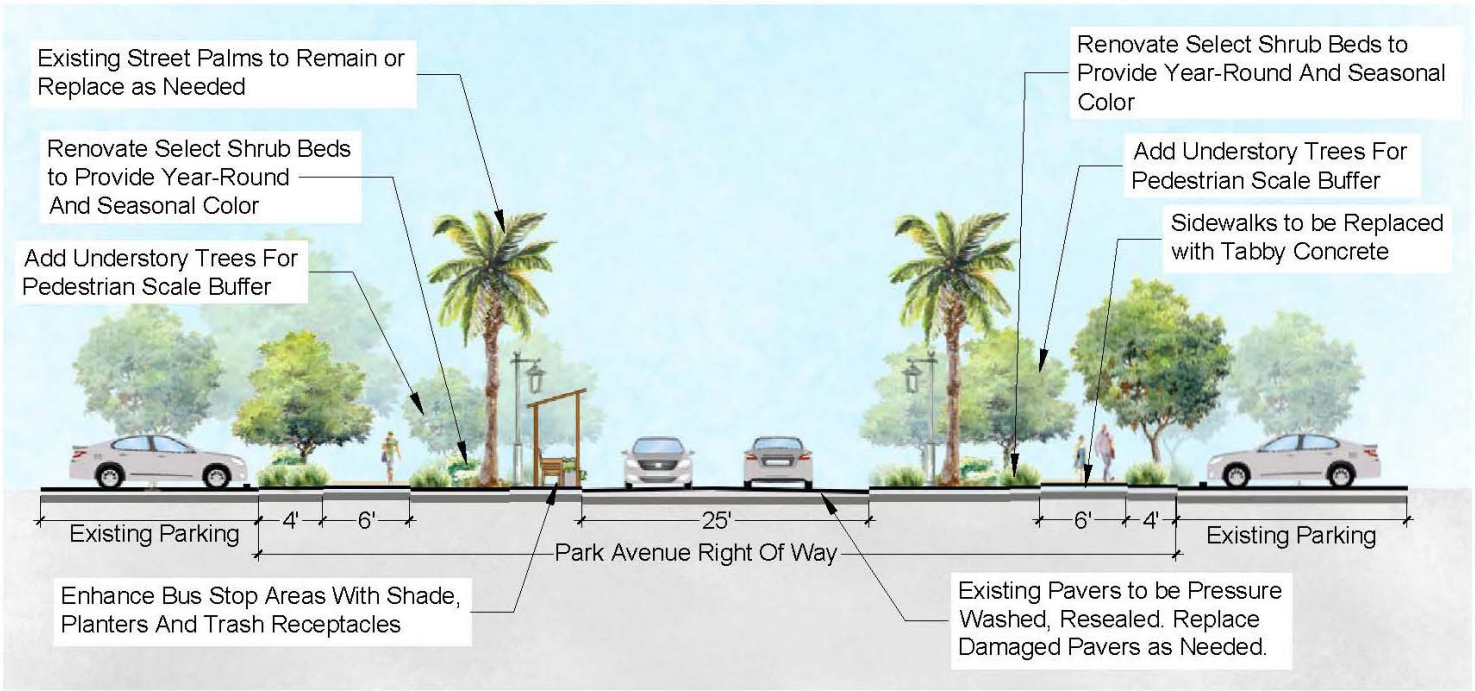
0 0.07 0.15 0.3 km

Map data © OpenStreetMap contributors, Microsoft, Facebook, Inc. and its affiliates, Esri Community Maps contributors, Map layer by Esri

# Park Avenue and 10th Street Hardscape and Landscape Improvements

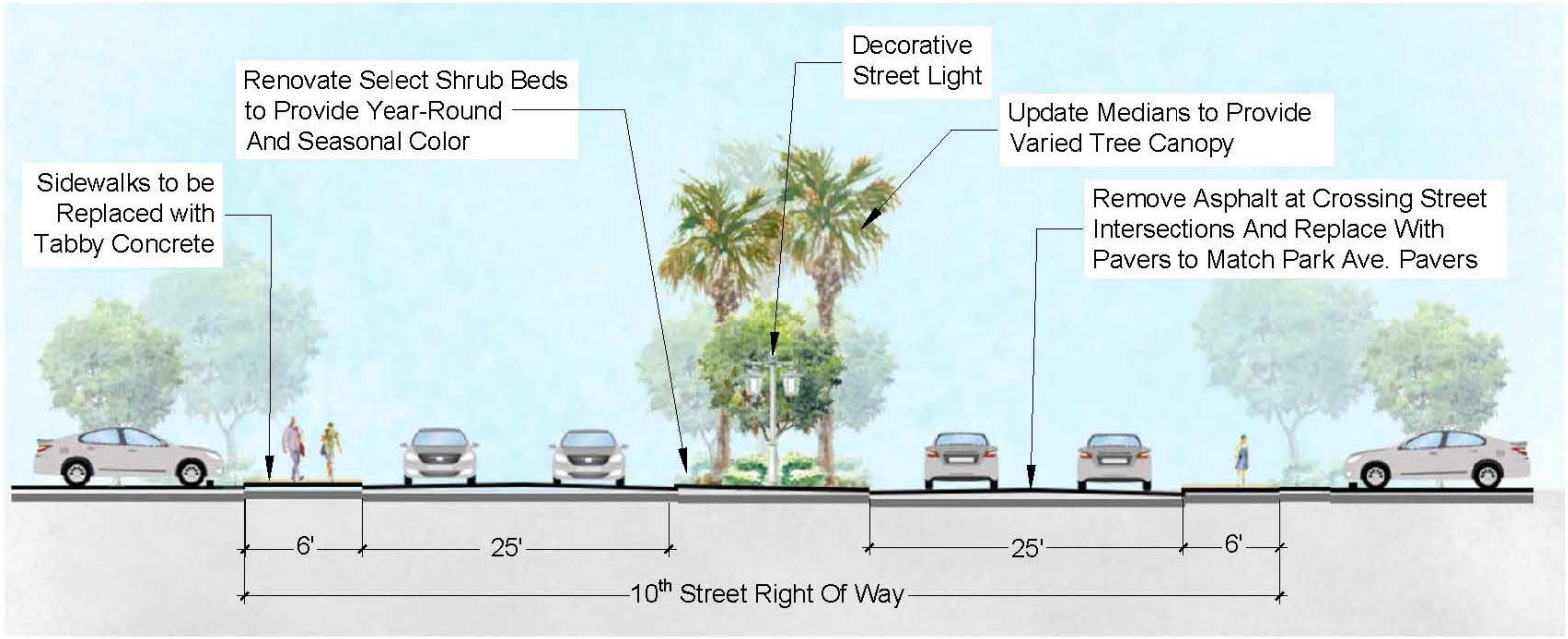
Department of Public Works

# Conceptual Streetscape Typical Section




PARK AVENUE TYPICAL SECTION
PLAN NTS

# Conceptual Streetscape Typical Section




10TH STREET TYPICAL SECTION
PLAN NTS

**RESOLUTION 13-03-22**

**A RESOLUTION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY (CRA) AUTHORIZING AND DIRECTING THE EXECUTIVE DIRECTOR TO EXECUTE A WORK AUTHORIZATION WITH JMORTON PLANNING AND LANDSCAPE ARCHITECTURE FOR CONSULTING SERVICES ASSOCIATED WITH DEVELOPING AND DESIGNING PLANS FOR STREETSCAPE IMPROVEMENTS AT PARK AVENUE AND 10TH STREET; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the Town of Lake Park's Community Redevelopment Agency (CRA) is a dependent special district of the Town of Lake Park (Town) with such power and authority as has been conferred upon it by Chapter 163, Part III, Florida Statutes; and

**WHEREAS**, the CRA is empowered to enter into contractual arrangements with other public agencies, private corporations or persons; and

**WHEREAS**, the CRA has committed to funding certain hardscape, and landscape improvements to improve the aesthetics of businesses and properties within the CRA and provide residents and visitors to the Town with an exceptional and visually engaging experience; and

**WHEREAS,** the Town has previously solicited professional engineering services pursuant to the Consultants Competitive Negotiation Act (CCNA) for a continuing services contract; and

**WHEREAS,** on November 7, 2018, the Town Commission voted to enter into a five-year continuing services contract for professional engineering services with Engenuity Group, Inc.; and

**WHEREAS**, JMorton Planning and Landscape Architecture (JMorton) is an approved sub-consultant listed in said contract; and

**WHEREAS**, JMorton has provided the CRA with a proposal in the amount of $42,875.00 to develop and design plans to implement hardscape and landscape improvements on Park Avenue and 10th Street (the project); and

**WHEREAS,** the CRA's Executive Director is recommending that the Board of Commissioners of the CRA accept the proposal submitted by JMorton to develop and design plans for the project.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK:**

**Section 1.** The whereas clauses are hereby incorporated herein.

**Section 2.** The Executive Director is hereby authorized and directed to execute the work authorization submitted by JMorton Planning and Landscape Architecture to the CRA, a copy of which is attached hereto and incorporated herein by reference as **"Exhibit A".**

**Section 3.** This Resolution shall take effect immediately upon its adoption.

The foregoing Resolution was offered by Vice-Chair Glas-Castro, who moved its adoption. The motion was seconded by Board Member Linden, and upon being put to a roll call vote, the vote was as follows:

| | AYE | NAY |
|---|---|---|
| CHAIR MICHAEL O'ROURKE | ✓ | |
| VICE-CHAIR KIMBERLY GLAS-CASTRO | ✓ | |
| BOARD MEMBER ERIN FLAHERTY | ✓ | |
| BOARD MEMBER JOHN LINDEN | ✓ | |
| BOARD MEMBER ROGER MICHAUD | ✓ | |
| BOARD MEMBER HENRY STARK | ABSENT | |

The Community Redevelopment Agency thereupon declared the foregoing Resolution 13-03-22 duly passed and adopted this 16th day of March, 2022.

TOWN OF LAKE PARK, FLORIDA

BY: _____
MICHAEL O'ROURKE
CHAIR

ATTEST:

_____
VIVIAN MENDEZ
AGENCY CLERK

(TOWN SEAL)

TOWN OF LAKE PARK SEAL FLORIDA

Approved as to form and legal sufficiency:

BY: _____
THOMAS J. BAIRD
AGENCY ATTORNEY

# PARK AVENUE STREETSCAPE / HARDSCAPE ENHANCEMENTS

## Cost for Typical One (1) Block Section

**SCOPE OF WORK**

**General Improvements:**

- Pressure wash and seal existing pavers in roadway *(Primarily Intersections and crosswalks)*
- Up-grade Bus Stop areas with new Trash Receptacles, Plant Pottery *(and possible Pergola)*

**Landscape Improvements:**

- Prune and shape existing palms along street *(where necessary)*
- Add Flowering Plant ground cover
- Add Flowering Plant Leaf Color Plant ground cover at parking planter areas
- Add Accent Plant and Colorful Plant ground cover at street landscape islands
- Add Orchids Plant Color to selected street-side canopy trees

**Hardscape Improvements:**

- Concrete sidewalk improvements

---

**ESTIMATED CONSTRUCTION COSTS:** *(Based on approximately 500 lnft from block to block)*

| | |
|---|---|
| **General Conditions** | **$ 20,000.00** |
| Supervision | |
| Trash dumpsters / Cleanup | |
| MOT | |
| Permit Fees | **$ 5,000.00** |
| **Demolition** | **$ 65,000.00** |
| Remove existing concrete sidewalk in preparation for new precast pavers | |
| **Pressure Cleaning** | **$ 4,000.00** |
| Pressure clean all existing precast pavers (street crosswalks / inter-section tables / etc.) | |
| **Landscape and Irrigation** | **$ 45,000.00** |
| Prune existing palms and shrubs | |
| Remove existing plant as per new landscape design | |
| Add Flowering Plant and Color Leaf Ground Cover | |
| Add Accent Plant ground cover at street landscape islands | |
| Add Orchids at selected street side canopy trees | |
| Modifications to existing irrigation | |
| Mulching | |
| **Paver Sidewalks** *(Approx. 500' x 8' x 2 sides = 8,000 sf / block)* | **$ 96,000.00** |
| Remove existing concrete sidewalk | |
| Grade & Compact in preparation for new precast pavers | |
| Furnish and install new precast pavers | |
| **Streetscape Amenities** | **$ 10,000.00** |
| Trash receptacles / Decorative pottery / Pergolas / Benches | |
| **Subtotal Cost for One (1) block of Improvements** | **$ 245,000.00** |
| **Contractor OH&P** @ 15% | **36,000.00** |
| **Total Budget Amount:** | **$ 281,000.00 / Block** |

# 10th STREET SAFETY IMPROVEMENTS / HARDSCAPE ENHANCEMENTS

## Cost for Typical One (1) Block Section

**SCOPE OF WORK**

**General Improvements:**

- Up-grade Bus Stop areas with new Trash Receptacles, Plant Pottery *(and possible Pergola)*

**Landscape Improvements:**

- Prune and shape or remove existing palms along street *(where necessary)*
- Add Flowering Plant ground cover
- Add Flowering Plant Leaf Color Plant ground cover at parking planter areas
- Add Accent Plant and Colorful Plant ground cover at street landscape islands

**Hardscape Improvements:**

- Precast Paver sidewalk improvements
- Precast Pavers accents at street intersections and street crosswalks

---

**ESTIMATED CONSTRUCTION COSTS:** *(Based on approximately "varies"lnft from block to block)*

| | |
|---|---|
| **General Conditions** | **$ 25,000.00** |
| Supervision | |
| Trash dumpsters / Cleanup | |
| MOT | |
| Permit Fees | **$ 5,000.00** |
| **Demolition** | **$ 85,000.00** |
| Sidewalk/Street demolition in preparation for new precast pavers | |
| **Pressure Cleaning** | **$ 1,500.00** |
| Pressure clean existing areas as needed | |
| **Landscape and Irrigation** | **$ 25,000.00** |
| Prune existing palms and shrubs | |
| Remove existing plant as per new landscape design | |
| Add Flowering Plant and Color Leaf Ground Cover | |
| Add Accent Plant ground cover at street landscape islands | |
| Add Orchids at selected street side canopy trees | |
| Modifications to existing irrigation | |
| Mulching | |
| **Paver Sidewalks / Street Intersection Accents / Street Crosswalks** | **$ 140,000.00** |
| Remove existing concrete sidewalk | |
| Cut / remove existing asphalt pavement as required for new paver work | |
| Grade & Compact in preparation for new precast pavers | |
| Furnish and install new precast pavers | |
| **Streetscape Amenities** | **$ 5,000.00** |
| Trash receptacles / Decorative pottery / Pergolas / Benches | |
| **Subtotal Cost for One (1) block of Improvements** | **$ 286,500.00** |
| **Contractor OH&P** @ 15% | **43,000.00** |
| **Total Budget Amount:** | **$ 329,500.00 / Block** |

Morton
PLANNING | LANDSCAPE ARCHITECTURE

February 17, 2022

Mr. John Wille, Capital Improvements
Mr. Roberto F. Travieso, MPA, Director of Public Works
Mr. Dwayne Bell, Sr., Operations Manager
Town of Lake Park
640 Old Dixie Hwy.
Lake Park, FL 33403

*VIA ELECTRONIC MAIL ONLY* – jwille@lakeparkflorida.gov; rtravieso@lakeparkflorida.gov; dbell@lakeparkflorida.gov

**RE: Landscape Architecture Services for the Park Avenue and 10th Street Streetscape Landscape Contract Documents**

Dear Mr. Wille, Mr.Travieso and Mr. Bell:

We appreciate the opportunity to submit the following proposal for the Park Avenue and 10th Street Streetscape Renovation. This proposal outlines the services necessary for the preparation and representation of landscape architecture services for the renovation to the Park Avenue Streetscape in the Town of Lake Park.

We understand your desire to create an exceptional look and feel to showcase the Park Avenue and 10th Street streetscape experience through the design of the landscape architectural treatments. JMorton Planning and Landscape Architecture will provide construction documents which work to implement the Client's vision for the Park Avenue and 10th Street Streetscape Renovation.

The following proposal is divided into tasks and materials under a Preparation or Representation group. Generally, **Preparation** entails the preparation of documents and/or materials for review. Likewise, **Representation** entails such things as coordination, correspondence and attendance at meetings and/or conference calls. Once the submittal has been made to the Town of Lake Park, all preparation, coordination and plan document revisions will be billed hourly under the Representation portion of the contract.

Should you have any questions regarding this proposal, please contact our office. We look forward to working with you on this project and future developments.

Sincerely,
**JMorton Planning & Landscape Architecture, Inc.**

Jennifer L. Morton

Jennifer L. Morton, PLA, LEED AP
LA 0001666

3910 RCA Blvd. Suite 1015 | Palm Beach Gardens, FL 33410 | 561.500.5060 | office@jmortonla.com

**PROPOSAL FOR**
**Park Avenue and 10th Street Streetscape Renovation**

## Section I: Approval Overview and Schedule

### Landscape Design Services

**1. PREPARATION OF LANDSCAPE PLAN** **$15,750**

- Preparation of base maps from the existing site and landscape plans as provided by the client, supplemented with notes or sketches from site visits performed by our office.
- Refinement of the design theme and landscape concept developed previously by our office which will be used to integrate the existing landscape features selected to remain for each block area with proposed tree and shrub elements to supplement and enhance the Park Avenue streetscape planting starting at 7th Street and ending at 10th Street. These plans will depict species, size and relationships of plant materials.
- Refinement of the design theme and landscape concept developed previously by our office which will be used to integrate the existing landscape features selected to remain for each block area with proposed tree and shrub elements to supplement and enhance the median landscape of the 10th Street streetscape planting starting at Park Avenue and ending at Northern Drive. These plans will depict species, size and relationships of plant materials.
- Preparation of an illustrative typical block concept plan sketch for the Park Avenue and 10th Street streetscapes. This concept will be used to guide the site specific landscape plan for the street blocks.
- Preparation of final working drawings refining the planting plans for the Park Avenue streetscape planting incorporating the existing walkways and open space areas including exterior landscape strips, accent areas and planters.
- Preparation of final working drawings refining the planting plans for the 10th Street median streetscape planting.
- Preparation of final plant schedule identifying the plant species, common name, botanical name, size, quantity, and specialized plant characteristics.
- Plant installation specifications, planting details and special requirements.

### Hardscape Design Services

**2. PREPARATION OF PEDESTRIAN SIDEWALK PLANS** **$8,325**

- Preparation of base maps from the existing site and landscape plans as provided by the client, supplemented with notes or sketches from site visits performed by our office.
- Refinement of the design theme and hardscape concept developed previously by our office which will be used to integrate the existing site and landscape features for a sidewalk with decorative pavement or unit pavers, and banding treatment to replace the existing

- concrete sidewalk located within the public right of way for Park Avenue starting at 7th Street and ending at 10th Street. Replace the existing concrete sidewalk located within the public right of way for 10th Street starting at Park Avenue and ending at Northern Drive.
- Refine concept with attention to finishes, detailing and select materials to fix the character of the pedestrian station.
- Preparation of final hardscape plans showing location, layout and material reference of elements.

**3. Representation of All Plans** **$5,800**

- Attendance at three (3) design progress meetings with design team and/or government representatives to discuss information pertinent to project (includes all project coordination discussions).
- Attendance at a community outreach meeting to review the features and benefits of the final landscape plan.
- Attendance at the Town of Lake Park City Commission meeting to present the landscape design contract document proposal.
- Attendance at the Town of Lake Park City Commission meeting to present the final landscape design plans.
- Total Project Manager Hourly not to exceed 29 hours. (29 X $200 = $5,800)

**4. Unforeseen Design Considerations** **$13,000**

- Provide design services for added unforeseen landscape, hardscape or site furnishing program elements that may be required as the project program is finalized.
- Attendance at additional meetings beyond those described above up to the contract allowance amount.
- Program elements that require technical support such as civil or structural engineering, professional survey documentation or irrigation system design are not included.

**PROPOSAL TOTAL** **$42,875**

*Please note: Preparation of materials and submittals outside of this Scope are considered hourly work and will be billed under the Representation portion of the contract.*

## Retainer

A retainer in the amount of **$6,500** is required by our office along with the signed proposal prior to commencement of any work on this project. This sum will be retained until the completion of the project to assure payment.

**Fees**

This fee estimate is valid for ninety (90) days from the date of this proposal.

The above fees do not include the fees of other professionals or regular reimbursable expenses such as prints, sepias, mylars, travel expenses including mileage, photographic work, etc. Such expenses shall be billed at the rate of cost plus an additional 15%.

Fees billed shall become due and payable upon client receiving said invoice. Unpaid bills shall bear interest at a rate of eighteen percent (18%) per annum, commencing thirty (30) days after the invoice date until date paid. In the event legal action is required to collect past due fees, JMorton Planning & Landscape Architecture shall be entitled to recover all reasonable attorney fees and costs including appeal.

**Payment**
JMorton Planning & Landscape Architecture requires payment for all services rendered within thirty (30) days of the invoice date as specified above. If payment for services rendered is not received within thirty (30) days, a Stop Work Order will be issued for your project and no professional services or representation will be conducted by our firm until your account is paid in full.

**Marketing**
JMorton Planning & Landscape Architecture retains the right to post a marketing/information sign on the subject property.

**Additional Work**
The Scope of Services which is identified under this proposal as being included with the fee schedule cannot contemplate certain elements which are not controlled by our firm. The changes created by our clients, by governmental agencies, or yet a third entity which is beyond control of our firm, are not included in this proposal and are considered additional work. The following are some examples of items which are included in the proposal and those that are not:

Items included in this proposal are as follows:
- Documents and drawings for a complete application to a listed governmental agency if noted under Scope of Services.
- Attendance and representation at the number and types of meetings described under Scope of Services.

Items **not** considered as part of this proposal are as follows:
- Additional revisions to drawings above the number listed in this proposal.
- Preparation of revisions to documents after governmental submittal or changes requested by client, governmental agencies or third entities that are not listed as code requirement.
- Revisions to documents based on Conditions of Approval placed on a project.
- Attendance at additional meetings, site observation, public hearings, or other events, which are not specified in this proposal.
- Preparation of additional documents, drawings or coordination with other professionals is not considered part of this proposal.

- Preparation of revisions to drawings based on incomplete information being provided by client or other consultant, or changes in the project program.

**Hourly Rates**

At the request of the client, or as identified in the Scope of Services, JMorton Planning & Landscape Architecture shall provide additional work on an hourly basis based on our current hourly rates:

| PLANNING SERVICES | |
|---|---|
| Principal Planner | $325.00 |
| Senior Project Manager | $250.00 |
| Project Manager | $200.00 |
| Planner | $125.00 |
| **LANDSCAPE ARCHITECTURE SERVICES** | |
| Principal Landscape Architect | $325.00 |
| Senior Project Manager | $250.00 |
| Project Manager | $200.00 |
| Senior Designer | $200.00 |
| Designer | $125.00 |

| OTHER PROFESSIONAL SERVICES | |
|---|---|
| Expert Witness | $500.00 |
| Administrative Assistant | $105.00 |

| DIRECT EXPENSE | |
|---|---|
| Copies, Black & White | $0.40 |
| Copies, Color | $1.50 ea. |
| All Third Party Expenses | Cost + 15% |
| | |
| | |

If the terms of this proposal are acceptable, please sign below and return to our office as soon as possible.

Signature / Title

Date

Company

Mailing Address

Email for Billing

Email for Correspondence

Jennifer L. Morton

Jennifer L. Morton, JMorton Planning & Landscape Architecture

**CRA**
**Agenda Request Form**

**Meeting Date: March 15, 2023** **Agenda Item No.**

**Agenda Title: Grant Agreement with Brooklyn Cupcake for $94,050 for their Hood System.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | **[ X ]** | **NEW BUSINESS: Resolution** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: General Business |

**Approved by Executive Director:_____Date: _____**

***Prepared by Nadia Di Tommaso, Community Development Director***

| **Originating Department:** | Costs: **$ 94,050**<br>Funding Source:<br>**CRA-Business Development / Legal #108**<br>Acct. # **110-55-552-520-82111**<br>[ ] Finance Jeffrey P. Duvall Digitally signed by Jeffrey P. Duvall DN: cn=Jeffrey P. Duvall, o, ou, email=jduvall@lakeparkflorida.gov, c=US Date: 2023.03.09 09:05:08 -05'00' | **Attachments:**<br>**-Resolution __-03-23**<br>**-Agreement for $94,050**<br>**-Applicant Business Plan and Quotes for Hood System** |
|---|---|---|
| **CRA Executive Director (Town Manager)/Community Development** | | |

## Background and Summary

Brooklyn Cupcake (BC) is an established business in Brooklyn, New York who previously sought a redevelopment grant from the CRA in the amount of $130,000 to be used for the redevelopment of its property located at 798 10th Street, Lake Park, Florida (the Property). This prior grant was awarded in August 2022 and the business immediately moved full speed ahead on a very lengthy process for their interior buildout and grease trap installation. This process is a couple of weeks away from being completed and Brooklyn Cupcake is scheduled to open in April 2023 (date TBD and will be advertised). The Property is being leased by Brooklyn Cupcake and will be their first in Florida. While their initial food service offering will be limited to oven baked and prepared foods and goods, in order to expand their offerings, the CRA Executive Director offered to assist Brooklyn Cupcake with the costs associated with their hood system. This will expand their menu and provide a much needed variety in this area of the CRA, an element that will also benefit Coastal Karma and other surrounding non-food related businesses. The estimated costs are $94,050 (the Grant) for the hood system (as provided in the enclosures by Brooklyn Cupcake). If there are overages on these costs, since not all contracts are signed, Brooklyn Cupcake will cover the difference in cost. The business will remain open during the hood system buildout since all the main infrastructure and stub outs are already in place.

The CRA, through the current CRA Plan, has the authority pursuant to Chapter 163, Part Ill, Florida Statutes, to provide financial incentives in the form of grants to small business owners proposing to re-develop properties within the Town's community redevelopment area.

Brooklyn Cupcake has already incurred significant out-of-pocket costs associated with their redevelopment (which they will also explain in their presentation) of well over $200K. This hood system assistance will enable them to expand their menu and overall business offerings. The hood system breakdown of costs will be the following (and would be amortized over a 5 year period per the enclosed agreement, to promote that the business remains in operation for at least 5 years, or a prorated amount of the grant would need to be reimbursed):

| Cost Breakdown | | |
|---|---|---|
| | | |
| Item | | Estimated Cost |
| | | |
| Hood Installation | As quoted by Cheney Bros. | 56,450 |
| Fire Alarm | As quoted by Dilo Fire | 12,750 |
| Architect | | 8500 |
| Electric | | 5000 |
| Plumbing | | 3000 |
| HVAC | | 1000 |
| Service Rail | | 2000 |
| Grease Guard | | 1500 |
| Permits | | 2500 |
| Ceiling Work | | 1200 |
| Dumpster | | 150 |
| | | |
| | | |
| | Sub-total | 94,050 |

**Recommended Motion: I move to APPROVE Resolution __-03-23.**

**RESOLUTION 22-03-23**

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE CHAIRMAN TO SIGN A GRANT AGREEMENT WITH BROOKLYN CUPCAKE; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Town of Lake Park's Community Redevelopment Agency (the CRA) has such powers and authority as have been conferred upon it by the Florida Constitution and Chapter 163, Part III, Florida Statutes; and

**WHEREAS,** Brooklyn Cupcake (BC) is seeking a redevelopment grant from the CRA in the amount of $94,050 (the Grant) to be used for the redevelopment of its property located at 798 10th Street, Lake Park, Florida (the Property); and

**WHEREAS,** the CRA has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to small business owners proposing to re-develop properties within the Town's community redevelopment area; and

**WHEREAS**, the CRA's Executive Director recommends that the CRA's Board of Commissioners (the Commission) provide the Grant to BC to assist it with hood system costs; and

**WHEREAS,** the Commission is willing to make the Grant available to BC on the terms set forth in an agreement between the CRA and BC.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY:**

**Section 1.** The foregoing recitals are incorporated herein.

**Section 2.** The Commission hereby directs and authorizes the Board Chairman to execute the Grant Agreement with Brooklyn Cupcake, a copy of which is attached hereto and incorporated herein.

**Section 3.** This Resolution shall become effective upon its execution.

# REDEVELOPMENT GRANT AGREEMENT

**THIS REDEVELOPMENT GRANT AGREEMENT** ("Agreement") is made this ____ day of _____, 2023, by and between The Town of Lake Park's Community Redevelopment Agency ("CRA"), having an address at 535 Park Avenue, Lake Park, Florida 33403, and Brooklyn Cupcake, ("BC") having an address at 798 10th Street, Lake Park, FL 33403 (the Property).

## RECITALS

**WHEREAS**, the Town of Lake Park's Community Redevelopment Agency (the CRA) has such powers and authority as have been conferred upon it by the Florida Constitution and Chapter 163, Part III, Florida Statutes; and

**WHEREAS,** Brooklyn Cupcake (BC) is seeking a redevelopment grant from the CRA in the amount of $94,050 (the Grant) to be used for the redevelopment of its property located at 798 10th Street, Lake Park, Florida (the Property); and

**WHEREAS,** the CRA has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to small business owners proposing to develop their properties within the Town's community redevelopment area; and

**WHEREAS**, the CRA's Executive Director recommends that the CRA's Board of Commissioners (the Commission) provide the Grant to BC which is to be used to assist it with hood system costs; and

**WHEREAS,** the CRA agrees to make the Grant available to BC on the terms set forth in this Agreement.

**NOW THEREFORE**, in consideration of the above recitals and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto, intending to be legally bound, hereby agree as follows:

**1. Recitals.** The recitals are incorporated herein.

**2. CRA Grant.** The Town's Community Redevelopment Agency (CRA) agrees to provide BC with the Grant in the amount of $94,050. The Grant shall be amortized over the five years of the Term. Each year BC remains in business during the Term, its obligation to repay the entire grant in the event it does not remain in business for the entire term shall be reduced by $18,810.

**3. Use of Funds**. Payments shall be made to BC upon the Town's receipt and verification of the invoices for the hood system. The funds shall be used by BC as follows:

| Cost Breakdown | | |
|---|---|---|
| | | |
| Item | | Estimated Cost |
| | | |
| Hood Installation | As quoted by Cheney Bros. | 56,450 |
| Fire Alarm | As quoted by Dilo Fire | 12,750 |
| Architect | | 8500 |
| Electric | | 5000 |
| Plumbing | | 3000 |
| HVAC | | 1000 |
| Service Rail | | 2000 |
| Grease Guard | | 1500 |
| Permits | | 2500 |
| Ceiling Work | | 1200 |
| Dumpster | | 150 |
| | | |
| | | |
| | Sub-total | 94,050 |

**4.** **Term**. BC shall remain in business at the Property for five years from the date of execution of the Agreement.

**5**. **Repayment**. Should BC elect to close or relocate its business, it agrees to pay back to the CRA the amount of the funds which the CRA has paid to it up until it ceases operations on the Property.

**6.** **Assignment.** This Agreement shall not be assigned without the CRA's written prior written consent.

**7.** **Amendment.** This Agreement shall not be revised, changed or amended except by a written amendment executed by both parties.

**8.** **Governing Law/Venue.** This Agreement shall be construed in accordance with and governed by the laws of the State of Florida, without giving effect to choice of law rules. Venue shall be in the federal or state courts located in Palm Beach County, Florida.

**9.** **Counterparts.** This Agreement may be executed in duplicate counterparts which when construed together shall constitute a single instrument.

**10.** **Severability.** Any provision of this Agreement which is deemed by a court of competent jurisdiction shall, as to such jurisdiction, be ineffective only to the extent of such prohibition or

unenforceability without invalidating the remainder of such provision or the remaining provisions hereof or affecting the validity or enforceability of such provision in any other jurisdiction.

**11. Indemnification.** BC agrees to indemnify and save harmless the Town its elected or appointed officers, employees, agents, and consultants from and against any and all liability, expense, or damage of any kind or nature and from any suits or claims, including reasonable legal fees and expenses, on account of any matter, whether in suit or not, arising out of this Agreement.

**12. Attorney Fees.** In the event either party is required to enforce this Agreement, the prevailing party shall be entitled to the reimbursement of its attorney fees and court costs.

**TOWN OF LAKE PARK CRA**

By: _____
Kimberly Glas-Castro, Acting Chairman

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**

By: _____
Thomas J. Baird, General Counsel

**BROOKLYN CUPCAKE**

By: _____

Its: _____

# Executive Summary

Welcome to Brooklyn Cupcake in  Lake Park, a modern dessert bar, where we bring together the best of dessert, and culinary creativity with a Brooklyn flair. Our 2400 sq. ft. space features a 1200 sq. ft. retail area and seating area that can accommodate up to 54 guests, as well as a 1000 sq. ft. bakery production kitchen.

Our menu features a range of artisanal desserts and pastries, made with the highest-quality ingredients and a touch of Latin influence. Whether you're in the mood for one of our wonderful signature cupcakes, a delicious pastry, or a special decadent milkshake, we have something for every sweet tooth.

In addition to our desserts, we will also offer a selection of creative and delicious sangrias, made with a variety of fruits, spices, and delicious fruit wines. Sit back and relax with a glass of your favorite sangria, or try one of our unique creations.

Opening updated to the first half of April 2023 -->

We are scheduled to open in March 2023 at 796 10th Street directly next door to Coastal Karma. Our location will be a hip cultural addition to the developing Downtown Lake Park corridor. Our construction progress has been steady and we are pleased to report that we have achieved some significant milestones in the project. The 750-gallon grease interceptor has been successfully installed, which is a critical component of our food service operations. Additionally, the interior plumbing is now 85% complete and the electric work is also 85% complete, which puts us right on track to meet our target completion date. All the framing work has been fully completed, giving us a good sense of the layout and space available to work with. In the last week of February, we are scheduled to begin the HVAC ductwork, as well as the installation of flooring epoxy and drop ceilings in the kitchen area. We are excited to see the progress we have made thus far and are looking forward to seeing the project come to fruition.

Brooklyn Cupcake is a gourmet bakery serving our family's cupcake recipes and many other wonderful Latino-inspired desserts including flans, bread puddings, rice pudding, tropical frozen desserts, and sweet & savory pastries.

We are a local retail bakery that includes a casual dining experience. We will offer a weekend brunch and a cozy space to enjoy a fun evening dessert experience with friends or that special someone.

Our room is designed with a modern, urban aesthetic, with a mix of industrial and artistic touches. We invite you to come and experience our unique blend of dessert, food, beverages, and urban art for yourself.

# Company Overview

Brooklyn Cupcake is a retail bakery and food service establishment that will specialize in offering a variety of desserts and sweet treats for customers to enjoy located in Lake Park, Florida. Our Palm Beach dessert bar will offer a wide range of options, including cakes, pastries, cookies, frozen desserts, chocolates, and other sweet treats. Our beverages will include gourmet coffee options, exciting milkshakes as well as a selection of sangria flavors so our customers will be able to order sangria by the glass or by the pitcher, and may also have the option to customize their own sangria with a selection of fruit flavors and wines. We will also offer savory snacks, such as sandwiches or small plates, to pair with our sangria and desserts.

Leading the day-to-day operations **Carmen Rodriguez**, Co-Owner and executive baker of Brooklyn Cupcake, and her team is dedicated to providing an exceptional dessert experience for all of our guests. We use only the highest-quality ingredients and strive to create a warm and welcoming atmosphere for all.

*Brooklyn Cupcake's dessert bar will be a new and exciting addition to the dining scene in Lake Park. Offering a unique blend of our Latino gourmet desserts and beverages in a hip, cozy, and modern setting.*

Our bakery will create approximately 8-12 positions for full and part-time team members over the next 2 years and we will seek to hire individuals living in Lake Park and nearby neighborhoods. Our company has been very fortunate over the last 12 years to build a top team in our Brooklyn bakery location and we will bring that same team-building culture that has helped to make Brooklyn Cupcake successful. Our beliefs about labor and hiring practices are as follows.

- Provide fair and competitive wages and benefits: Offer wages that are competitive with the market and that reflect the skills and experience of our employees. Consider offering benefits, flexible work schedules, and flexible vacation time, to attract and retain top talent.
- Follow all labor laws and regulations: Make sure we are following all relevant labor laws and regulations, including those related to minimum wage, overtime, and employee classification
- Hire a diverse workforce: A diverse workforce can bring a range of perspectives and experiences to our business, which can lead to greater innovation and success
- Clearly communicate expectations and policies: We make sure that all employees understand our expectations and policies, including those related to punctuality, dress code, and performance
- Invest in employee training and development: Offer ongoing training and development opportunities to help our employees grow and develop their skills and expand within the Florida market.
- Foster a positive work culture: We actively focus on creating a positive and supportive work environment that values and respects all employees

# Executive Team

Our team at the bakery and dessert bar is made up of highly skilled and experienced professionals, led by our *CEO and Executive Baker*, **Carmen Rodriguez**. Carmen has been featured on popular TV shows such as Food Network's "Made in America" with Sunny Anderson and "Cupcake Wars," and brings a wealth of knowledge and expertise to our team. She will be managing the day-to-day running of our bakery and dessert bar.

**Gina Madera** Co-founder of Brooklyn Cupcake serves as our *Vice President*, overseeing a range of operations, purchasing, and logistics and working closely with Carmen to ensure the success of our business.

**Fernando Soto** serves as our *Culinary and Menu Consultant*, he is a seasoned culinary consultant with 11 years of experience. His diverse experience includes working with culinary and hospitality stars including Miami Chef Doug Reiss, Tom Collicio, and Michelin-starred Jonathan Benno. He joined Brooklyn Cupcake during the pandemic and later continued to develop his skills as a Sous Chef under NYC Restauranteur Dany Myers.

**Jennifer Hardcastle** handles *Marketing and Social Media*, creating and implementing strategies to promote our brand and engage with our customers.

**Danny Rivero** serves as our *Art Director*, bringing a unique and creative perspective to our menu and branding.

**Gus Rodriguez** *brings a wealth of experience and expertise to the role of Director of Operations, ensuring that every aspect of the business runs smoothly and efficiently to deliver a first-class customer experience*.

In addition to our management team, we also plan to hire and train skilled bakers, and food & beverage professionals to join our team. We will be looking for individuals who are passionate about food and creativity, and who are committed to providing excellent service to our guests. We will offer a range of full-time and part-time positions, depending on the needs of our business. We plan immediately to hire a team of four full-time employees earning a median salary of $12-15/hr. In addition, we plan to hire two part-time employees who will work 25-30 hours per week at a median rate of $12/hr. The full-time positions will be for a baker, a baker's assistant, a barista, and a pastry designer, while the part-time positions will be in customer service. We are excited to bring on a team of dedicated and passionate employees who will help us achieve our goals and deliver top-quality service to our customers.

We believe in investing in our team and providing a positive and supportive work environment. We plan to offer a range of benefits to our employees, including competitive salary and benefits packages, ongoing

training and development opportunities, and a flexible work schedule. We believe that by investing in our team, we can create a positive and productive work culture that will help us to succeed in the long term.

## Market Analysis

Market analysis for a Latino-inspired bakery dessert bar in Lake Park, North Palm Beach, Palm Beach Gardens, and West Palm Beach.

**Demographics:** The population in this area is diverse, with a mix of younger and older residents. The median age is around 44 years old, with a higher percentage of females than males. The median household income is relatively high, with many residents having professional or managerial occupations.

**Competition:** There are a number of other dessert and bakery options in this area, including both independent businesses and national chains. Some of the main competitors include Hive, Crumbl, Loic Bakery, Paris in Town, and Tulipan.

**Market trends:** The demand for high-quality, artisanal desserts and baked goods has been increasing in recent years, as people are willing to pay a higher price point for unique and creative menu items. There is also a trend towards healthier and more natural ingredients, as well as a focus on unique and innovative flavor combinations.

**Target market:** Given the demographics and market trends in this area, a potential target market for a Latino-inspired dessert bar and bakery could include foodies and dessert enthusiasts of all ages, as well as younger professionals and tourists looking for a unique and memorable dining experience. This target market may be willing to pay a higher price point for high-quality, unique menu items and exceptional service. We will create a cozy dessert spot in our location that will serve a diverse mix of the following customers.

- Business professionals: Lake Park and the surrounding area is home to many businesses and office buildings, which could provide a market for catering and corporate events.
- Foodies and wine enthusiasts: Our establishment seeks to attract people who are interested in trying new and interesting dessert, food and drink options. People who are interested in trying new, high-quality desserts and sangrias and appreciate the attention to detail and creativity in the menu offerings. As well as customers looking for a special dessert dining experience.
- Younger professionals: Younger professionals in their 20s and 30s who are looking for a fun, trendy spot to meet up with friends or date nights.
- Tourists: Tourists visiting the Palm Beach area who are looking for a unique and memorable dessert experience.

- Local residents: Local residents who are looking for a special occasion or date night spot, or who are interested in trying a new and unique dessert experience.

**Marketing strategies:** To reach this target market, the dessert bar and bakery could focus on marketing tactics such as social media, email marketing, events, and partnerships with local businesses and organizations. Our business will also offer catering and delivery services to expand its customer base and reach a wider audience.

### Location analysis

Lake Park is a small town located on the Atlantic coast in Palm Beach County, Florida. The town has a population of around 8,000 people and is located just a few miles north of West Palm Beach.

Lake Park has a mix of residential and commercial areas, with a variety of shops, restaurants, and businesses located along its main streets. The town is known for its small-town atmosphere and its proximity to the Atlantic Ocean, with several parks and public beach access points located along the water.

Lake Park has a relatively high median household income, with many residents working in professional or managerial occupations. The town has a diverse population, with a mix of younger and older residents.

The location of Lake Park makes it an attractive place for businesses, with easy access to the larger cities of West Palm Beach and Palm Beach Gardens, as well as the Palm Beach International Airport. The town is also located just a few miles from I-95, making it easy to reach from other parts of the state.

Overall, Lake Park is a small but affluent town with a diverse population and a strong commercial base. Its proximity to the larger cities of West Palm Beach and Palm Beach Gardens, as well as its easy access to the interstate, make it an attractive location for businesses.

### Competitive Analysis

There are a number of other bakeries and dessert establishments located in the Lake Park area, including both independent businesses and national chains. Some of the main competitors for a Latino-inspired cupcake shop and dessert bar in this area may include:

- Paris in Town: This is a popular bakery that offers a range of french baked goods and desserts, including cakes, cookies, and pastries.They also offer beverages including coffee and wine. They have a large customer base and a well-established reputation in the area.

- Tulipan: This is a local bakery that specializes in traditional Latino baked goods, such as empanadas and pastelitos. They have a loyal customer base and a strong reputation for quality and authenticity.
- Crumbl: This is a national dessert brand specializing in gourmet cookies. They have a trendy atmosphere and a reputation for creative and unique cookies.

To compete with these businesses, our Specialty bakery and dessert bar in Lake Park will need to focus on differentiating ourselves through the use of high-quality ingredients, unique and innovative flavor combinations, and exceptional customer service. Our business will also need to focus on marketing and branding efforts to build a strong customer base and establish ourselves as a go-to destination for delicious desserts and sangrias in the area.

# Marketing Plan

Our target market is foodies and dessert enthusiasts of all ages, as well as younger professionals and tourists looking for a unique and memorable dessert experience. This target market is willing to pay a higher price point for high-quality, unique menu items and exceptional service.

USP (Unique Selling Proposition): Our unique selling proposition is our focus on high-quality, artisanal ingredients and unique, innovative flavor combinations, as well as our hip and modern atmosphere. We also offer specialty beverages including coffee and a range of creative and delicious sangrias, made with a variety of fruits, spices, and wines. Offering a unique dessert-focused dining experience to Lake Park's residents and visitors.

Marketing tactics:

- Social media marketing: We will use social media platforms such as Facebook, Instagram, and Twitter to share updates about our menu, specials, and events. We will also use social media to engage with our customers and encourage them to leave reviews and share their experiences at our bakery and dessert bar.
- Email marketing: We will use email marketing to send newsletters and promotions to our email list of customers and subscribers. We will also use email marketing to share updates about our menu, specials, and events.
- Events: We will host events such as cooking classes, sangria tastings, and live music to attract new customers and create a memorable experience for our guests.
- Promotions: We will offer promotions such as discounts and freebies to encourage new customers to try our menu and to reward our loyal customers.
- Partnerships: We will consider partnering with other local businesses and organizations to cross-promote our products and services and to reach a wider audience.
- Direct mailing: Working with the local postal service to send flyers to our targeted areas.

- Meet and Greet: We believe in knowing our neighbors and nothing gets you in the door better than a cupcake.

## Operations Plan

Menu development: Our menu will feature a range of artisanal desserts,  baked goods and savory small plate items, made with high-quality, natural ingredients and a focus on unique and innovative flavor combinations. We will also offer a selection of creative and delicious sangrias, made with a variety of tropical fruits, spices, and wines.

Kitchen and bakery operations: Our bakery and kitchen will be responsible for producing all of our menu items, including cakes, pastries, cookies, and ice cream. We will use a mix of traditional and modern baking techniques and equipment and will focus on efficiency and consistency in our operations.

Front-of-house operations: Our front-of-house team will be responsible for providing exceptional customer service, including greeting and seating guests, taking orders, and serving food and drinks. We will also be responsible for maintaining a clean and welcoming atmosphere in our dining area.

Marketing and branding: We will use a range of marketing and branding tactics, including social media, email marketing, events, and partnerships, to build our customer base and establish ourselves as a go-to destination for delicious desserts and sangrias in the area.

Financial management: We will manage our financial resources carefully, including tracking sales and expenses, setting and monitoring budgets, and managing inventory. We will also consider opportunities for growth and expansion, including offering catering and delivery services.

Human resources: We will focus on building a strong and dedicated team of employees, including hiring and training new team members, offering ongoing development opportunities, and fostering a positive and supportive work culture.

# Sales Forecasts and Operating Expenses

| Year | Revenue | Rent ($/mo) | Utility ($/mo) | Salaries ($/week) | COGS | Marketing ($/mo) |
|---|---|---|---|---|---|---|
| 1 | 425000 | 5000 | 1500 | 3000 | 0.30 | 1500 |
| 2 | 774250 | 5250 | 1620 | 4500 | 0.33 | 1680 |
| 3 | 1168125 | 5525 | 1746.20 | 5557.5 | 0.36 | 1878.40 |
| 4 | 1736281 | 5827.75 | 1888.07 | 6400.80 | 0.39 | 2109.98 |
| 5 | 2580879 | 6153.23 | 2043.22 | 7088.64 | 0.42 | 2376.68 |

Our first-year revenue target is $425,000, which is comprised of
35% from Online Shipping,
30% from Retail bakery,
20% from Food & Beverage,
5% from Outside Accounts,
5% from Special Events, and
5% from Other sources of revenue.
Our target for Year 4 is $1.8 million in total revenue.

Our monthly rent is projected to increase by 5% each year, starting at $5000 in Year 1 and ending at $6153.23 in Year 5. The monthly utility cost is projected to remain constant at $1500. The weekly salary cost is projected to increase by 15% in Year 2, 25% in Year 4, and 50% in Year 5. The cost of goods sold (COGS) is projected to increase by 8% each year, starting at 30% in Year 1. The monthly marketing budget is projected to increase by 12% each year, starting at $1500 in Year 1 and ending at $2376.68 in Year 5.

# Conclusion

In conclusion, Brooklyn Cupcake is poised to be a standout dessert and sangria bar in the heart of Palm Beach, offering an array of unique and delicious baked goods and creative sangria blends. With a focus on high-quality ingredients and an inviting atmosphere, Brooklyn Cupcake is poised to tap into the growing demand for elevated dining experiences and the popularity of dessert and sangria bars. Our projected revenue of $1.8 million by Year 5, combined with our marketing strategy and commitment to customer satisfaction, positions us for sustained success and growth. With a clear vision and an experienced management team, Brooklyn Cupcake is poised to be a staple in the Palm Beach community and beyond.

| | | | | | |
|---|---|---|---|---|---|
| Cost Breakdown | | | | | |
| | | | | | |
| Item | | Estimated Cost | | | |
| | | | | | |
| Hood Installation | As quoted by Cheney Bros. | 56,450 | | | |
| Fire Alarm | As quoted by Dilo Fire | 12,750 | | | |
| Architect | | 8500 | | | |
| Electric | | 5000 | | | |
| Plumbing | | 3000 | | | |
| HVAC | | 1000 | | | |
| Service Rail | | 2000 | | | |
| Grease Guard | | 1500 | | | |
| Permits | | 2500 | | | |
| Ceiling Work | | 1200 | | | . |
| Dumpster | | 150 | | | |
| | | | | | |
| | | | | | |
| | Sub-total | 94,050 | | | |

# Quo

02/09/2023

**Project:**
Brooklyn Cupcakes Hood 2.9.23
Carmen Rodriguez

**From:**
Cheney Brothers
Justin Couchman
1 Cheney Way
Riveria Beach, FL 33404-7000
561-845-4700
5618454700 (Contact)

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THIS QUOTATION IS BASED ON OUR UNDERSTANDING OF THE INFORMATION FURNISHED TO US. WE ARE NOT RESPONSIBLE FOR THIS QUOTATION MEETING YOUR REQUIREMENTS IF BASED ON INCORRECT OR INCOMPLETE INFORMATION. PLEASE CHECK THIS QUOTATION CAREFULLY. ANYTHING NOT LISTED WILL NOT BE FURNISHED.

IT IS THE CUSTOMER'S RESPONSIBILITY TO REVIEW THIS QUOTATION FOR ACCURACY AND VERIFY THAT ALL ITEMS ARE INCLUDED. SIGN THE LAST PAGE AND NOTATE THE TYPE OF GAS AVAILABLE ON SITE IF ORDERING GAS EQUIPMENT. DUE TO THE CURRENT ECONOMIC STATE, PRICING IS CHANGING RAPIDLY SO QUOTE IS VALID FOR 7 DAYS.

**THANK YOU FOR THE OPPORTUNITY!**

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| Item | Qty | Description | Sell | Sell Total |
|---|---|---|---|---|
| 1 | 1 ea | **EXHAUST HOOD**<br>Hood Depot Inc. Model No. HOOD<br>U.L. Listed Range hood w/ make-up air. Constructed of 18ga. polished Insulated stainless steel. Complete with Stainless Steel baffle filters, incandescent lights, full length make-up air plenum. Zero clearance back.<br><br>10 ft long x 48 in wide x 24 in high | $33,660.50 | $33,660.50 |
| | 1 ea | FIRE SUPPRESSION Fire suppression with field hookup: Ansul R102 6.0 gallon fire suppression system with field hookup. Includes entire installation and permits. Exclusions: Union Labor and gas valves over 2". Continental US only. Permit fees by client. | | |
| | 1 ea | WALL PANELS Stainless Steel Wall Panels:<br>Constructed of 20ga. polished stainless steel. Cut to size, with moldings and trim included.<br>Quantity = 77 | | |
| | 1 ea | PNU185RGH ACME model PNU185RGH- UL #762 listed. Hurricane rated belt drive upblast exhaust fan Complete with hinged roof curb, grease container kit and 1HP motor with disconnect switch. | | |
| | 1 ea | INSULATION Insulation for Make Up Air Duct: | | |

Initial: 83

| Item | Qty | Description | Sell | Sel |
|---|---|---|---|---|
| | | UL Listed R6 foil faced insulation to provide insulation for uninsulated steel supply ducts for cooling applications. | | |
| | 1 ea | FIH-DXA-KC-300-OD-B-PKG Kitchen Cool 7 ton split system, 2 circuit direct expansion. Filtered inlet hood, 1hp, 208/3/60 volt supply fan motor. (1)4 ton (1) 3 ton condensing units, TX valve, programable cooling T-stat. and Roof Curb. Field connected refrigeration package. Designed for 1840 cfm @ 1.00 esp. Discharge temperature 75° - 78°. End or side intake options, outdoor use, Exterior constructed with galvanized steel. bottom discharge. Includes condensing stands. | | |
| | | | **ITEM TOTAL:** | **$33,660.50** |
| 2 | 1 ea | **INSTALLATION OF EXHAUST HOOD**<br>Hood Depot Inc. Model No. HOOD INSTALL<br>Installation to include:<br>- Engineering<br>- PE Sealed Shop Drawings<br>- Permits (Mechanical & Fire) Fees by client<br>- Exhaust Ductwork to run horizontally and vertically to rooftop curb and<br>fan. Duct run 11'<br>- Insulated supply ductwork to run horizontally and vertically to rooftop<br>kitchen cool unit. Duct run 16'<br>- Complete Installation<br>- Test & Balance<br>- Start-Up & Applicable Inspections<br><br>EXCLUSIONS (to be done by others) - Permit fees, Electrical work, fire chase or duct wrap, re-roofing, ceiling work, service railings/platforms, screening, louvers,moving obstructions in way of hood or ducting, concrete penetrations and structural reinforcement, plumbing, installation of gas valve, fire alarm installation, roof grease guards, dumpster for garbage and debris.<br><br>Job was quoted based on engineer site survey and engineering recommendations. Job is priced without fire wrap. If combustibles are within 18" of exhaust duct or if fire ratings are present that are now undetermined fire wrap will need to be priced separately. | $17,914.00 | $17,914.00 |
| | | | **ITEM TOTAL:** | **$17,914.00** |
| 3 | 1 ea | **ESTIMATED FREIGHT COSTS 10.20.22**<br>CBI FREIGHT Model No. FREIGHT<br>ESTIMATED FREIGHT COSTS AS OF 10.20.22. FUEL/SHIPPING COSTS ARE CHANGING RAPIDLY AT THIS TIME SO CUSTOMER WILL BE INVOICED FOR TRUE FREIGHT COSTS UPON FINAL BILLING. | $1,265.00 | $1,265.00 |
| | | | **ITEM TOTAL:** | **$1,265.00** |

| | |
|---|---|
| Merchandise | $52,[illegible] |
| Tax 7% | $3,610.22 |
| Total | $56,449.72 |

PLEASE NOTE:

1. FREIGHT CHARGES ADDITIONAL UNLESS NOTED
2. PRICE DOES NOT INCLUDE INSTALLATION OF EQUIPMENT UNLESS NOTED
3. PRICING DOES NOT INCLUDE TAX
4. "F.O.B. DELIVERY"/FREE FREIGHT DOES NOT INCLUDE LIFTGATE CHARGES
5. ALL ELECTRICAL, PLUMBING, PERMITS, ROOF PENETRATIONS ARE BY OTHERS
6. PRICING IS VALID AS A PACKAGE FOR SEVEN DAYS
7. WE ARE NOT RESPONSIBLE FOR TYPOGRAPHICAL ERRORS
8. AT TIME OF ORDERING, PLEASE CONFIRM UTILITIES AND DIMENSIONS (BELOW)
9. SHOP DRAWINGS ON CUSTOM ITEMS WILL BE SUPPLIED ONLY AFTER RECEIPT OF APPROVED PURCHASE ORDER AND DEPOSIT
10. PLEASE VERIFY SPECIFICATIONS; ITEMS ORDERED ARE BASED ON WRITTEN QUOTATIONS, NOT VERBAL
11. ALL RIGHTS AND INTEREST RESERVED UNTIL PAID IN FULL

**ORDER WILL NOT BE PLACED WITHOUT INITIALS VERIFYING UTILITIES**

*INITIAL GAS TYPE IF APPLICABLE: PROPANE_____ NATURAL_____

Acceptance: _____ Date: _____

Printed Name: _____

**Initial:** _____

# Dilo Fire Alarms, Inc.

**Fire Alarms, Security Systems and CCTV**
**FL. LICENSE EF 20000360**
**516 N. Dixie Hwy Jupiter Fl. 33458**
**Office 561-748-7255  Fax 561-748-7950**

**Agreement made by and between Dilo Fire Alarms, Inc. and:**

**Name:** Brooklyn Cupcakes

**Address:** 796 10th St. Suite A Lake Park, Fl. 33403

**Telephone:** 347-546-1887 **Date: November 9, 2022**

**Email:** gus@brooklyncupcake.com

## Dilo Fire Alarms, Inc. will supply and install the following equipment:

**One (1) Fire Lite ES 50 X  Fire Alarm Control Panel**
**Three (3) 12VDC 7 Amp Hr Back-up Batteries**
**One (1) Ditek 120 vac Surge Protector**
**Two (2) Ditek Data Surge Protectors**
**One (1) Fire Lite SD365 Smoke Detector**
**Four (4) Fire Lite BG 12LX Manual Pull Stations**
**One (1) Fire Lite MMF 301 Mini Modules**
**One (1) System Sensor P2WK Horn Strobe**
**Seven (7) System Sensor Horn Strobes**
**One (1) Document Box**
**Also included: Collection of all technical data and printing of data sheets for preparation for permit. Preparation of Engineered Stamped shop drawings, including necessary battery calculations and voltage drop calculations. Preparation of application for permit.**

**NOTE: This quote excludes any Duct Smoke Detectors that may be required. If they are to be added they will be added at an additional cost.**

**TOTAL COST OF INSTALLATION:  $12,750.00 plus the cost of the permit**

**Central Station Cellular Monitored Account and required quarterly inspections will be $85.00 plus tax per month billed quarterly in advance. This is based on a thirty-six (36) month agreement.**

**NOTE: This will be a Certificated Fire Alarm System through ETL. The cost of this Certificate will be $200.00 plus tax per year, billed in advance.**

# Dilo Fire Alarms, Inc.

Fire Alarms, Security Systems and CCTV
FL. LICENSE EF 20000360
516 N. Dixie Hwy Jupiter Fl. 33458
Office 561-748-7255  Fax 561-748-7950

**Agreement made by and between Dilo Fire Alarms, Inc. and:**

**Name:** Brooklyn Cupcakes

**Address:** 796 10th St. Suite A Lake Park, Fl. 33403

**Telephone:** 347-546-1887 **Date: November 9, 2022**

**Email:** gus@brooklyncupcake.com

**Final System configuration is subject to the local AHJ approval. If additional equipment or functionality is required by the AHJ at any time, it will be provided at an additional cost.**

**Payment Schedule: 25% upon acceptance, 25% due at start of work, 40% due upon arrival of equipment and 10% due upon final inspection.**

**Owner/Contractor to Provide:**

1. **A dedicated 24 hour 20 amp 120 VAC Circuit, with locked red circuit breaker from the main power panel connected to the Fire Alarm Control Equipment.**
2. **Special Lightning Protection grounding where required by the NEC #70 Codes for Dilo Fire Alarms, Inc. use.**
3. **An as-built drawing of the for permitting purposes.**
4. **Any additional signage, not covered in this quote, such as F.A.C.P. on the door of the room that will house the Fire Alarm Control Panel.**
5. **A Knox Box that can be ordered from knoxbox.com prior to final inspection.**

**Customer/Contractor acknowledges that: (a) Dilo Fire Alarms, Inc. has explained the full range of protection, equipment, and services available to Customer/Contractor: (b) additional protection over and above that provided herein is available and may be obtained from Dilo Fire Alarms, Inc. at an additional cost to the Customer/Contractor: (c) Customer/Contractor desires and has contracted for only the equipment and services itemized on this agreement. (d) Plan or permit revisions/fees or any additional insurance requirements exceeding our current limits will be supplied at an additional cost to the Customer/Contractor.**

**PRINT NAME:**_____

**SIGNATURE:**_____ **DATE:**_____

**SUBMITTED BY:**_____ **DATE:**_____

**Todd D. Patterson**

**CRA**
**Agenda Request Form**

**Meeting Date: March 15, 2023** **Agenda Item No.**

**Agenda Title: CRA Draft Grant Applications to Assist Existing Businesses, Small-Scale Commercial/Industrial Property Improvements and Residential Properties.**

[ ] Consent Agenda **[ X ] Discussion/Possible Action**
[ ] Presentation [ ] Resolution
[ ] Other

**Approved by Executive Director:_____ Date: _____**

Name/Title

| **Originating Department:** | Costs: $ **N/A at this time.** | **Attachments:** |
|---|---|---|
| **CRA Executive Director/Grant Writer/Community Development** | Funding Source:<br>Acct. #<br>[ ] Finance _____ | ➔ **CRA Draft Commercial/Industrial Grant Application**<br>➔ **CRA Draft Residential Grant Application**<br>➔ **Zoning Map (identifying the CRA boundary)** |

**Summary Explanation/Background:**

Over the past few years, the Town has experienced an extensive upswing in developers, investors, and a variety of stakeholders interested in investing in the Town. When fashioned correctly, economic development incentives are wonderful tools that help to create jobs, revitalize areas, promote investment in the community and strengthen local industries and services. In 2019, an incentives package was created by staff, and presented and deemed acceptable by the CRA Board. While the incentives package has been utilized since 2019 for several larger redevelopment projects and for new businesses seeking relocation or startup in the CRA, the incentives package was primarily geared towards these larger redevelopment projects and new businesses coming to the CRA. These incentives are still possible utilizing additional funds than those that are required for the programs presented below.

With the above being said, while the prior incentive agreements were structured to assist existing businesses as well, it has become increasingly evident that the COVID pandemic has presented several unintended long-term impacts to existing businesses and has prevented the ability for some property owners, whether commercial/industrial, or

residential, to perform façade or other types of smaller-scale property improvements. In addition, while the CRA has several mixed-use projects and industrial projects in the pipeline, some, particularly those proposing additional residential units in the CRA to attract people who will in turn support the existing businesses, will not come online for another few years. The existing businesses and properties have immediate needs. Consequently, the enclosed draft CRA Grant applications (geared specifically to existing Commercial/Industrial businesses and property owners, along with Residential properties in the CRA) are being presented in an effort to create dedicated programs for assistance as follows:

*The purpose of the **CRA Commercial and Industrial Improvement Grant Program**, which includes the **facility improvement grant** and the **operational sustainability grant**, is to assist commercial property and business owners in the CRA with maintaining their businesses and/or properties during times of financial distress and encouraging them to invest in their operations through interior or exterior improvements. The objective is to stimulate reinvestment in the CRA districts and to preserve or renew the traditional business areas and establish them as centers for community-oriented activities.* The CRA is able to dedicate $500K, on a first-come, first-serve basis, towards this grant program at ***up to*** 50% reimbursement of the total project cost, ***up to*** a $75,000 grant per applicant.

*The purpose of the **Residential CRA Grant Program** is to encourage redevelopment and revitalization of residential structures and properties by offering **limited** financial and technical assistance. The overall objective is to stimulate reinvestment in the CRA districts and to preserve or revitalize the homes that create the unique character of the community.* The CRA is able to dedicate $250K, on a first-come, first-serve basis, towards this grant program at full payment (for low-income homeowner-occupied properties) and 50% reimbursement (for residential rental properties occupied by low-income tenants) of the total project cost, to pay for the design and/or implementation of eligible improvements to existing residential structures within the CRA. A grant reward ***cap of*** $25,000 applies to all applications.

The additional grant guidelines are enclosed in the draft applications. ***Note, these grant programs as structured are high-risk programs, especially for the funds allocated to existing businesses in distress since there is no mechanism to fully guarantee that even with assistance they will remain in business long-term (even if an approved grant agreement requires it)***. Legal review is still pending and may result in changes to the structure, criterion etc. The purpose of this agenda item is to initiate discussion with the CRA Board and community and receive input. The CRA's Public Information Officer utilized all active CRA email addresses currently available in Constant Contact to provide notification of this discussion at tonight's meeting.

*Reminder: **These proposed programs are separate** from the larger property redevelopment grants and new business relocation and start-up grants that have been typical to the CRA until recently and subject to our previously developed incentives package that is economic development based.*

**Recommended Motion: For Discussion and Direction.**

# TOWN OF LAKE PARK
# COMMUNITY REDEVELOPMENT AGENCY (CRA)
# Guidelines and Procedures
# For
# Commercial and Industrial CRA Grant Program

Please note than an application must be approved by the CRA BEFORE work begins.

The applicant assumes all financial liabilities related to work that is completed prior to a ruling.

The applicant will receive an official written correspondence from the CRA Grant Program Coordinator following a review of the application.

## Purpose:

The purpose of the CRA Commercial and Industrial Improvement Grant Program, which includes the **facility improvement grant** and the **operational sustainability grant**, is to assist commercial/industrial property and business owners in the CRA with maintaining their businesses and/or properties during times of financial distress and encouraging them to invest in their operations through interior or exterior improvements. The objective is to stimulate reinvestment in the CRA districts and to preserve or renew the traditional business areas and establish them as centers for community-oriented activities.

Commercial/Industrial property owners may apply for the **facility improvement grant**, which is a matching grant program that provides ***up to*** 50% reimbursement of the total project cost, ***up to*** a $75,000 grant, to pay for the design and implementation of eligible improvements to existing commercial/industrial structures within the CRA.

Owners of businesses located in the Lake Park CRA that have experienced a documented downturn in their business may apply for an **operational sustainability grant** of ***up to*** $25,000 for six months or ***up to*** $50,000 for one year, based on prior income and expenses.

Funds for both grants are appropriated annually in the CRA budget and are available on a first-come, first-served basis. The program is subject to the availability of allocated funds in the CRA budget.

Applicants are reminded that grant awards are discretionary and should not be considered an entitlement. All grant criteria contained herein are guidelines**,** not guarantees for awards, and successful applicants may receive any amount up to the maximum award. Should an applicant meet all grant criteria, a grant may or may not be awarded due to funding limitations, competing applications, and/or competing priorities. Program details are subject to change.

**Program Rules**

The following rules are intended to inform a potential grant applicants of the extent and scope of the program. The desired result will halt deterioration, stabilize property values, improve and upgrade the appearance of the area, enhance business operation, and facilitate and encourage redevelopment activity in the CRA districts.

1. The program is for commercial/industrial properties and businesses (including industrial). The business owner must be the applicant for the **operational sustainability grant** and the property owner must be the applicant for the **facility improvement grant**. Applications for properties delinquent in payment of property taxes will not be accepted.

2. The program is available only for property located within the CRA.

3. Improvements made through the **facility improvement grant** must be consistent with applicable design guidelines and policies as outlined by the CRA Plan and all other applicable codes.

4. Eligible improvements for the facility improvement program include:
   - Painting
   - Roof repair/replacement
   - Awnings/canopies
   - Exterior doors/windows
   - Landscaping (to include hardscapes)
   - Irrigation
   - Parking lot repaving, resealing, restriping
   - Exterior lighting and electrical
   - Exterior security features (access to security cameras for law enforcement required)
   - ADA improvements
   - Fencing
   - Demolition of structures deemed unfit and unsafe for use.
   - Permit Fees associated with proposed improvements
   - Other fee-related, structural or façade improvements as determined to qualify by the CRA Executive Director

5. All work funded by the **facility improvement grant** must be done in compliance with applicable Town of Lake Park codes and regulations. All professional work must be performed by a licensed contractor in good standing with the State, County and the Town of Lake Park. Improvements to properties that do not or cannot meet building and safety codes are ineligible.

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6. **Facility improvement grant** funds will be reimbursed exclusively for approved work, approved change orders, and only for work that has been performed after being notified of grant approval by the CRA. Any work completed prior to receiving grant approval is ineligible for reimbursement.

7. **Operational sustainability grant** applicants must be able to prove income loss and provide documentation of business income and expenses for the two years prior to the application for funding (or for as long as the business has been in existence, if that period is less than two years; businesses must be in operation for a minimum of one year in order to qualify for the **operational sustainability grant**).

8. Only one (1) grant application in each category (operational sustainability or facility improvement) will be accepted per property, per annual grant cycle. A grant agreement that includes consecutive years of funding may be approved and is contingent on the CRA Board's acceptance of this type of grant agreement. A **facility improvement grant** is only available to applicants that have not received previous grant funding through this program for the same property and for the same work, in the three (3) years prior to the date of grant approval by the CRA Board.

**Application Process**

1. An applicant seeking either an **operational sustainability grant** or a **facility improvement grant** may apply online at TBD. A checklist of required documents and forms can be found and uploaded within the online grant application.

2. Applications will be accepted on a rolling basis and the associated fiscal year CRA funds will be applied.

3. The CRA Grant Program Coordinator undertakes the initial review of the application and determines if the application is complete. If the application is determined to be incomplete, the application will be returned to the applicant and the applicant will have the opportunity to resubmit. Once a completed application is submitted, it will be date-stamped as received. Acceptance of a completed application packet is not a guarantee of funding.

4. Applicants may not have any outstanding Town of Lake Park violations or liens against their property. CRA grants will not be awarded until the complete satisfaction of any Town of Lake Park violations or liens.

5. Within two (2) weeks, or 10 business days, of receipt of the completed application, the CRA Grant Program Coordinator will conduct a full review to ensure compliance with the CRA grant program criteria. The CRA Grant Program Coordinator will forward a recommendation to the CRA Executive Director. Once approved by the CRA Executive Director, the application will be provided to the CRA Board for final approval.

6. All grant funding decisions provided are final.

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7. By accepting a **facility improvement grant** award, applicant understands and agrees to:
   - Maintain the improvements made in accordance with this agreement for a period of three (3) years.
   - Not alter, modify, or remove the improvements made in accordance with the agreement for a period of three (3) years without CRA approval.
   - Maintain ownership of the property in accordance with the agreement for a period of three (3) years. Receipt of grant funding to improve property for sale is prohibited. Sale of subject property prior to completion of improvements will result in the revocation of award approval.

   Failure to comply may result in:
   - Legal action.
   - Repayment of all CRA funds received by applicant for the subject property.

8. By accepting an **operational sustainability grant** award, the applicant understands and agrees to
   - Maintain ongoing business operations in an unchanged manner and for an unchanged purpose for the duration of the grant period
   - Sustain (or increase) existing business operating hours

**Project Implementation and Reimbursement Process**

1. Projects receiving funding under the **facility improvement grant** must begin work within 90 days from receipt of grant approval notification, and work must be completed within one (1) year, unless a written agreement stipulates otherwise or a written request for time extension is received and approved by the CRA at least 30 days prior to project expiration. Projects receiving funding must apply for any necessary permits immediately (if applicable) in order to adhere to the timeframes stated above. Non-compliance with these time frames may result in retraction of grant approval, and a new application would be required for consideration.

   Projects receiving funding under the **operational sustainability grant** must continue operations for a minimum of the period covered by the funding provided (six months or one year)

2. By accepting the grant, applicant agrees to comply with monthly updates conducted by the CRA Grant Program Coordinator. These updates may be obtained via email, phone or site visits. Reporting may include, but is not limited to, work schedules, reporting forms, and projected completion dates for the **facility improvement grant** and operating logs and financial statements for the **operational sustainability grant**.

3. CRA staff will conduct a site visit before grant payment is made in order to verify that the business is in operation. Staff may also conduct unannounced site visits periodically in order to ensure compliance with the terms of the grant agreement. Additional inspections will be performed if a permit is required for the work.

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4. **Facility improvement grant** awardees will receive grant funding after the improvements are completed, inspected and all associated costs have been paid (unless a grant agreement stipulates otherwise). It is the responsibility of the applicant to maintain proper documentation of funds expended in the course of completing the project. Release of funds is subject to submission of this documentation to the CRA Program Coordinator by the applicant. The project must be completed essentially as presented in the approved application in order to receive payment/reimbursement.

   **Operational sustainability grant** awardees will receive grant funding on a month-by-month basis.

5. Facility improvement award reimbursement under the **facility improvement grant** shall be made upon completion of the improvements as approved. A final inspection and approval by the Town are required. Submission of the following documentation is required for reimbursement of awarded project costs:

   - Photos of completed project and all work funded by the CRA grant.
   - Proof of payment in full for all work included in project as approved. Detailed invoices and paid receipts showing the name, address and phone number of licensed contractor or professional service used is required.
   - Copies of all required permits and final inspections.
   - Signed and completed W-9, as required by law, for the recipient of grant funds.

6. Requests for reimbursement of project costs under the **facility improvement grant** not included in either the approved renovation plan or an approved change order shall not be considered for reimbursement.

7. The CRA reserves the right to verify any and all costs associated with design or renovation work for which reimbursement is requested under the **facility improvement grant** and any and all operational costs requested under the **operational sustainability grant**.

8. The Town of Lake Park's Finance Department (which also manages the CRA budget) shall keep all financial records associated the CRA annual budget and all CRA grants.

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# TOWN OF LAKE PARK
# COMMUNITY REDEVELOPMENT AGENCY (CRA)
# Guidelines and Procedures
# For
# Residential CRA Grant Program

Please note than an application must be approved by the CRA BEFORE work begins.

The applicant assumes all financial liabilities related to work that is completed prior to a ruling.

The applicant will receive an official written correspondence from the CRA Grant Program Coordinator following a review of the application.

**Purpose**

The primary objective of this grant program is to encourage redevelopment and revitalization of residential structures and properties by offering limited financial and technical assistance. The overall objective is to stimulate reinvestment in the CRA districts and to preserve or revitalize the homes that create the unique character of the community.

Residential property owners may qualify for this matching grant program which provides full payment (for low-income homeowner-occupied properties) and 50% reimbursement (for residential rental properties occupied by low-income tenants) of the total project cost, to pay for the design and/or implementation of eligible improvements to existing residential structures within the CRA. A grant reward cap of $25,000 applies for all applications. All disbursements of grant funds are made following the completion and final inspection of the improvement project; payments for residential property owners will be paid directly to contractors upon approval by the homeowner. Funds are appropriated annually in the CRA budget for each district and are available on a first-come, first-served basis. The program is subject to the availability of allocated funds in the CRA budget. Low-income describes an individual or family that is at or below 80% of the area median income. Proof of income must be provided.

Applicants are reminded that grant awards are discretionary and should not be considered an entitlement. All grant criteria contained herein are guidelines, not guarantees for awards and successful applicants may receive any amount up to the maximum award. Should an applicant meet all grant criteria, a grant may or may not be awarded due to funding limitations, competing applications, and/or competing priorities. Program details are subject to change.

**Program Rules**

The following rules are intended to inform a potential grant applicant of the extent and scope of the program. The desired result will halt deterioration, stabilize property values, improve and upgrade the appearance of the area, and facilitate and encourage redevelopment activity in the CRA. This program shall not serve to pay for delinquent or recurring operational utility or similar invoices.

1. The program is for residential properties only, to include residentially zoned properties not homesteaded or occupied by the property owner (i.e. residential rental properties). The property owner must be the applicant. Applications for properties delinquent in payment of property taxes will not be accepted.

2. The program is available only for property located within the CRA.

3. Improvements must be consistent with applicable design guidelines and policies as outlined by the CRA Plan and all other applicable codes.

4. Eligible improvements for this program include:
   - Painting/cleaning/siding
   - Roof repair/replacement
   - Porch repair/replacement
   - Exterior doors/windows
   - Landscaping (to include hardscapes)
   - Irrigation
   - Driveway/parking creation/improvement
   - Exterior lighting and electrical
   - ADA improvements
   - Fencing
   - Demolition of structures deemed unfit and unsafe for use.
   - Permit fees associated with proposed improvements
   - Other structural or façade improvements as determined to qualify by the CRA Executive Director

5. All work must be done in compliance with applicable Town of Lake Park codes and regulations. All professional work must be performed by a licensed contractor in good standing with the Town of Lake Park. Improvements to properties that do not or cannot meet building and safety codes are ineligible.

6. Historically designated buildings shall meet the historic preservation guidelines and requirements.

7. Grant funds will be reimbursed exclusively for approved work, approved change orders and only for work that has been performed after being notified of grant approval by the CRA. Any work completed prior to receiving grant approval is ineligible for reimbursement.

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8. Only one (1) Residential Improvement Grant application will be accepted per property, per annual grant cycle. A grant agreement that includes consecutive years of funding may be approved and is contingent on the CRA Board's acceptance of this type of grant agreement. The Residential Improvement Grant Program is only available to applicants who have not received previous grant funding for the same property in the three (3) years prior to the date of grant approval by the CRA Board.

**Application Process**

1. An applicant seeking a Residential Improvement Grant may apply online at TBD. A checklist of required documents and forms can be found and uploaded within the online grant application.

2. Applications will be accepted on a rolling basis and the associated fiscal year CRA funds will be applied.

3. The CRA Grant Program Coordinator undertakes the initial review of the application and determines if the application is complete. If the application is determined to be incomplete, it will be returned to the applicant and the applicant will have the opportunity to resubmit. Once complete, the application will be date-stamped as received. Acceptance of a completed application packet is not a guarantee of funding.

4. Applicants may not have any outstanding Town of Lake Park violations or liens against their property. CRA grants will not be awarded until the complete satisfaction of any Town of Lake Park violations or liens.

5. Within two (2) weeks, or 10 business days, of receipt of the completed application, the CRA Grant Program Coordinator will conduct a full review to ensure compliance with the CRA Grant Program criteria. The CRA Grant Program Coordinator will forward a recommendation to the CRA Executive Director. Once approved by the CRA Executive Director, the application will be provided to the CRA Board for final approval, along with a grant agreement and associated promissory note, as well as a resolution for approval, denial or approval with conditions.

6. All grant funding decisions are final.

7. By accepting the CRA grant award, applicant understands and agrees to:
   - Maintain the improvements made in accordance with this agreement for a period of three (3) years.
   - Not alter, modify, or remove the improvements made in accordance with the agreement for a period of three (3) years without CRA approval.
   - Maintain ownership of the property in accordance with the agreement for a period of three (3) years unless written approval from the CRA Grant Program Coordinator is received. Receipt of grant funding to improve property for sale is prohibited. Sale of subject property prior to completion of improvements will result in the revocation of award approval.
   - Commit to allowing all tenants in residence at the time of grant award to remain in residence for three years, if the tenant so desires, or rent the property to a tenant with comparable financial status at a comparable rent (if the property is not owner-occupied).

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Failure to comply may result in:

- Legal action.
- Repayment of all CRA funds received by applicant for the subject property.

**Project Implementation and Reimbursement Process**

1. Projects receiving funding must apply for any necessary permits immediately (if applicable) and begin work within 90 days from receipt of grant approval notification and must be completed within one (1) year, unless a written agreement stipulates otherwise or a written request for time extension is received and approved by the CRA at least 30 days prior to project expiration. Non-compliance with these time frames may result in retraction of grant approval, and a new application would be required for consideration.

2. By accepting the grant, applicant agrees to comply with monthly updates conducted by the CRA Grant Program Coordinator. These updates may be obtained via email, phone or site visits. Reporting may include, but is not limited to, work schedules, reporting forms, and projected completion dates.

3. CRA staff will conduct a site visit before grant payment is made in order to verify that work has been completed; additional inspections will be performed if a permit is required for the work. Staff may also conduct unannounced site visits periodically in order to ensure compliance with the terms of the grant agreement.

4. Grant funds will be dispersed after the improvements are completed and inspected (unless a grant agreement stipulates otherwise). In the case of residential rental properties, it is the responsibility of the applicant to maintain proper documentation of funds expended in the course of completing the project. Release of funds is subject to submission of this documentation to the CRA Grant Program Coordinator by the applicant. The project must be completed essentially as presented to the CRA Grant Program Coordinator and approved by the CRA Director in order to receive payment/reimbursement.

5. Award reimbursement shall be made upon completion of the improvements as approved. A final inspection and approval by the Town are required. Submission of the following documentation is required for reimbursement of awarded project costs:
   - Photos of completed project and all work funded by the CRA grant.
   - Proof of payment in full for all work included in project as approved. Detailed invoices and paid receipts showing the name, address and phone number of licensed contractor or professional service used is required.
   - Copies of all required permits and final inspections.
   - Signed and completed W-9, as required by law, for the contractor(s) providing services.

6. Requests for reimbursement of project costs not included in either the approved renovation plan or an approved change order shall not be considered for reimbursement.

7. The CRA reserves the right to verify any and all costs associated with design or renovation work for which reimbursement is requested.

8. The Town of Lake Park's Finance Department (which also manages the CRA budget) shall keep all financial records associated the CRA annual budget and CRA grants.

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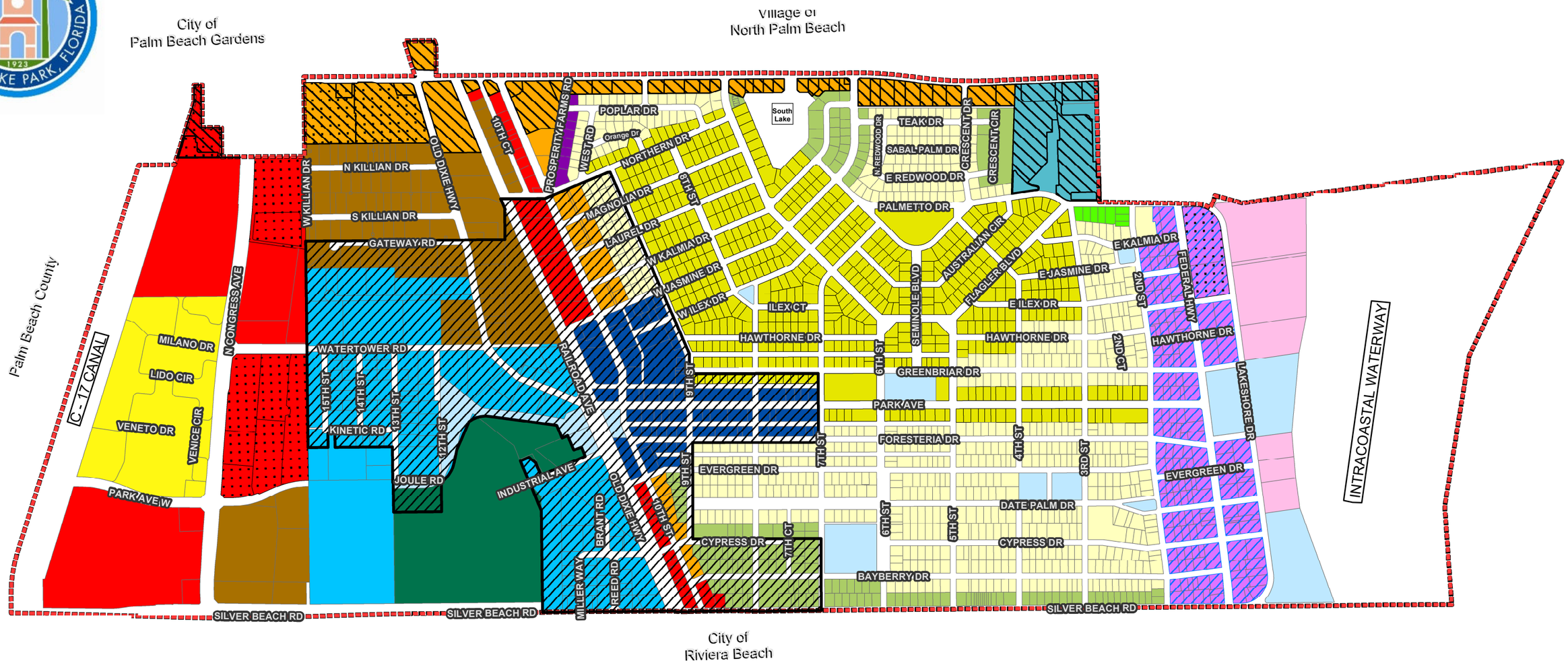
# Lake Park Zoning Map




## Legend

- Planned Unit Development Overlay
- NBOZ Overlay
- FHMUDO Federal Highway Mixed Use District Overlay
- CRA Overlay
- TOWN BOUNDARY

### Zoning

- C1 BUSINESS DISTRICT
- C1B NEIGHBORHOOD COMMERCIAL DISTRICT
- C2 BUSINESS DISTRICT
- C3 TWIN CITIES MIXED USE DISTRICT
- C4 BUSINESS DISTRICT
- CLIC CAMPUS LIGHT INDUSTRIAL & COMMERCIAL
- CONSERVATION
- MU MIXED USE
- P PUBLIC DISTRICT
- PADD PARK AVENUE DOWNTOWN DISTRICT
- R1 SINGLE FAMILY RESIDENCE DISTRICT
- R1A SINGLE FAMILY RESIDENCE DISTRICT
- R1AA RESIDENCE DISTRICT
- R1B TWO FAMILY RESIDENCE DISTRICT
- R2 MULTIPLE FAMILY RESIDENCE DISTRICT
- R2A MULTIPLE FAMILY RESIDENCE DISTRICT
- TND TRADITIONAL NEIGHBORHOOD DEVELOPMENT

Nadia Di Tommaso - Director
Community Development Department
Town of Lake Park
535 Park Ave, Lake Park, FL 33403
561-881-3319 561-881-3323 (fax)
nditommaso@lakeparkflorida.gov

0 0.25 0.5 1 Miles

Map Date: 10/27/2022

N W E S



.\Atlas\Lake Park GIS\LP_GIS\Data\Zoning Map 10 2

# CRA
## Agenda Request Form

**Meeting Date: March 15, 2023** **Agenda Item No.**

**Agenda Title: Executive Director's Annual Report**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:_____ Date: _____**

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• CRA Annual Report 2021-2022 |
|---|---|---|

**Summary Explanation/Background:** Each year the CRA Board of Directors receives the Annual Report of the prior Fiscal Year activities of the Community Redevelopment Agency from the Executive Director. Attached is the Annual Report for Fiscal Year 2021-2022. The CRA financial condition is very strong. We have allocated funding for streetscape and hardscape improvements in the PADD. We also funded design for the pocket park. We funded a bi-lingual program to prepare residents for the workforce and we also funded Brooklyn Cup Cake Company. We funded to move the feeder cable for construction of the Dedicated IT building. The CRA funded the demolition of 610 7th street. We also funded the update the CRA Master Plan completed by Business Flair.

**Recommended Motion:** Motion to accept the Annual Report of the Community Development Agency for Fiscal Year 2021-2022 and to instruct the Executive Director to forward the same to the Town Commission. Furthermore, the Community Development Agency will file said report with Palm Beach County.

# ANNUAL REPORT
# FISCAL YEAR 2021/2022

TOWN OF
LAKE PARK
COMMUNITY
REDEVELOPMENT
AGENCY

# THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA

# ANNUAL REPORT FOR THE FISCAL YEAR 2021-2022

The Town of Lake Park (the Town), formerly known as Kelsey City, has a rich and diverse cultural history dating back nearly a century. The Olmsted Brothers (renowned landscape architects and creators of such noteworthy projects as the National Mall and the White House grounds) laid out the incorporated Kelsey City in 1923. The Town is one of the earliest master-planned communities in South Florida and continues to retain its original characteristics. In 1919, founder Harry Seymour Kelsey purchased 100,000 acres between Jupiter and Riviera Beach. Kelsey chose the scrub ridge for the site of Kelsey City (later renamed Lake Park). The Town maintains much of its original charm while simultaneously embracing the present and planning for the future. The Town will celebrate its Centennial Anniversary in 2023.

## CREATION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY

In 1996, the Town of Lake Park Community Redevelopment Agency (CRA) was created by a vote of both the Town Commission and the Palm Beach County Board of County Commissioners. Its purpose was, and remains, to restore and maintain a sense of place and community through the revitalization of the physical and economic environment throughout the Lake Park Community Redevelopment Agency's designated areas. The 1996 CRA board presented a plan that served as the framework for programming redevelopment activities and implementing specific projects designed to leverage public interest and private investment required for revitalization. Redevelopment is one of the best ways to instill new life into areas adversely impacted by social, physical, environmental, or economic decline. The targeted area receives focused attention and financial investment to reverse the negative trends caused by slum and blight. The CRA creates jobs, restores a business climate, rehabilitates, and increases business and housing opportunities for low and moderate income residents and families. The "Business Before Breakfast" group, which meets every Tuesday morning at 8:30 at the Brewhouse Gallery (located at 720 Park Avenue), is an excellent example of active participation and investment by residents, businesses, and organizations that likely would not otherwise occur. This group is a representation of a majority of the businesses in the CRA.

The figure below illustrates the current boundary of the Lake Park CRA compared to the municipal boundaries of the Town.

## CRA Master Plan Update and Future Focus

In the last annual report, the Board of Directors of the CRA requested an update to the CRA Master Plan. In preparation for The Town of Lake Park CRA Master Plan update, and in accordance with the Town of Lake Park's Purchasing Ordinance, the CRA solicited proposals from planning firms to update the CRA Master Plan in an ongoing effort to foster redevelopment options and smart sustainable growth in the Town through an updated CRA Master Plan. The updated CRA Master Plan was workshopped, discussed and approved by the CRA Board of Directors in August of 2022. The purpose of this CRA Annual Report is to provide the reader with both a copy of this updated Master Plan and provide updated information regarding existing priorities. The CRA Master Plan is attached as an Appendix and identifies the CRA's areas, goals, and objectives for these areas, which essentially serve as our future focus areas. This report will also highlight initiatives the Executive Director has pursued during Fiscal Year 2021-2022, as well as plans for future growth and development. A look at possible future initiatives will ensure attainable development initiatives for the CRA.

## RECENT GROWTH AND DEVELOPMENT

### 754 Park Avenue

From the beginning of the reporting period for this report through the summer of 2022, Dedicated IT (corporate IT office redeveloping 754 Park Avenue for their main office and additional brewery, along with a rooftop amenity) made little progress in completing construction. In FY 2019-2020, Dedicated IT received $1.8 million in financing from Flagler Bank. The value of the 754 Park Avenue property, which would have housed the company when construction was complete, was estimated at $2.4 million. The CRA, in partnership with the Town, guaranteed the loan for 24 months. The loan timeline expired on January 31, 2022; however, the property owner received a six-month

extension to July 31, 2022 from the lending institution.

The loan guarantee then expired toward the end of the reporting period of this report. The computer industry has realized a shrinkage in square footage as more employees opt to work primarily from home, using the office only once or twice per week. COVID was a paradigm shift for this industry, as well as many other industries and a re-imagining of the property was required. Dedicated IT was in breach of the CRA agreement to provide $400,000 in CRA funds for construction and completion of the building and decided to put the property up for sale. The property sold in September 2022. The CRA staff has been working with the new owner on a redevelopment plan that will look to complete the building, while incorporating successful, community-serving uses that are in line with the downtown 'main street' redevelopment envisioned in the CRA and in the CRA Master Plan. We anticipate being able to provide further details in the next reporting period.

## Downtown Redevelopment Vision

The CRA includes Park Avenue, Lake Park's main downtown corridor. The viability of space in the downtown area, which we also refer to as the Park Avenue Downtown District (PADD), requires significant development of residential, mixed-use buildings with increased density to create live, work, and recreate options for a successful rebirth of the PADD (a key component of the CRA). To create the required density, the PADD underwent a Comprehensive Plan Amendment allowing for increased density. Once the State of Florida accepted the Comprehensive Plan Amendment, the Town Commission passed Land Development Regulations to increase intensity. Density is necessary for business development along Park Avenue and the expanded PADD area along 10$^{th}$ Street. Density development in the PADD cannot be overstated. The CRA is also exploring events designed to create a draw to the downtown, in conjunction with the additional living units that are expected to will come online in the next three to five years. This development will increase the demand for restaurants, boutique shops, and additional mixed-use projects, among other uses. The PADD business area is currently limited in its offerings, and most close at 6:00 PM; the existing businesses cannot survive under current conditions. While several variables impact this struggle, redevelopment offers creative ways in which significant dwelling unit construction, branding, incentives, events and other elements can intertwine to enhance success and longevity for existing and future businesses in the downtown area. Recent code changes in density allocations (increasing their allotment) and in intensity (increasing building heights) will aid in dwelling unit and mixed-use construction. Additional dwelling units will allow more people to live in the downtown area and support local businesses. With increased density, structured parking will be necessary for the PADD area.

Ultimately, through the efforts of the Community Development Department and the Town Commission, density- and intensity-related development regulations in the PADD have been enacted, along with an expansion of the PADD area. The updated CRA

Master Plan promotes mixed-use development, along with other redevelopment techniques that have proven to be successful.

**Microbreweries**

Two microbreweries – Kelsey City Brewery (along Park Avenue) and Coastal Karma Brewing (along 10th Street, just north of Park Avenue) – are open in the CRA. Both are located within the PADD. Three years ago, the Town Commission passed an ordinance facilitating the opening of various types of breweries. Initially this was applied in the PADD only, but it later expanded to the neighboring Commercial-2 (C-2) area, as well, to create additional synergy among breweries and restaurants, as well as other uses within the immediate downtown borders of the CRA.

**CRA Attractions For Millennials, Other Age Groups And Out-Of-State Residents**

The eclectic feel of downtown businesses, the presence of diverse art and retail shops in the PADD, along with unique businesses such as Locale Gastropub and Lake Park Black Box, will continue attracting people of all age groups and genres to the downtown. The CRA envisions additional mixed-use developments that will bring people, other food establishments and other unique uses to the CRA. Oceana Coffee is working on a redevelopment plan that will bring their corporate office, roasting house, canning facility and retail and separate commercial food kitchen components to the northern area of the CRA at 1301 10th Street.

Open-air cafés and unique restaurants are also envisioned for the future, in conjunction with the CRA's established restaurants, in order to create the draw to those seeking a special downtown Florida vibe and feel. A new train station on the corner of Park Avenue and 10th Street is to provide additional mobility options is in the visioning stage. This additional mobility option is in line with the Town's discussions on the recently passed mobility plan and fee, which include several areas within the CRA. This will serve as an added transportation connection to attract individuals of all ages to the CRA.

**Coffee Roasters (Oceana Coffee)**

Oceana Coffee (through an LLC) purchased 1301 10th Street, located on the southeast corner of 10th Street and Northern Drive, to open a roasting house, food and beverage component, a canning operation, and commercial kitchen space for home-based catering businesses. The commercial kitchen component will allow small entrepreneurs to take that next step to expand their operations. Staff envisions this project to be a unique opportunity to create industries that do not exist currently. (For example, we anticipate a cooking school as a viable business that may want to open in the CRA.) While the blighted condition of the existing building remains an eyesore at this time, Oceana Coffee's proposed redevelopment plan will provide an opportunity to improve

the area's physical appearance. The development will also create viable entrepreneurial options for other businesses to locate and grow in the CRA.

The addition of a coffee roaster in Lake Park will to have a significant impact on the CRA based on original research commissioned by The National Coffee Association, which identified the following information:

> In a groundbreaking study, the **National Coffee Association** commissioned original research from the experts at Technomic to measure all the ways that coffee contributes to the U.S economy. The final report, which was produced in collaboration with the Specialty Coffee Association of America, has resulted in the first comprehensive study of the impact of coffee on the U.S. economy.
>
> And the results speak for themselves.
> We already know that coffee is the most commonly consumed beverage in the U.S. (even more than tap water). And the SCAA 2014 Economics of the Coffee Supply Chain report gave us a glimpse into the complexity of the coffee supply chain. But it turns out that coffee touches communities across the country in amazing ways, from generating tax dollars to creating jobs, from the supermarket to the dairy farm.
>
> *Highlights include:*
> - The total economic impact of the coffee industry in the United States in 2015 was **$225.2 billion**
> - The coffee-related economic activity comprises approximately **1.6% of the total U.S. gross domestic product**
> - Consumers **spent $74.2 billion** on coffee in 2015
> - The coffee industry is responsible for **1,694,710 jobs** in the US economy
> - The coffee industry generates nearly **$28 billion in taxes** (including ancillary goods)
>
> **About These Numbers**
> These numbers reflect all economic activity in the U.S. coffee economy, the majority of which is created in the foodservice sector, where coffee is prepared for consumers – a reflection of the investment in equipment, labor, and materials needed for service.
>
> Elements of the coffee economy include:
> - Importers
> - Transportation, including shipping and trucking
> - Roasters and packaging
> - Whiteners, including milk and creamers
> - Sweeteners
> - Flavorings

- Disposable products
- Maintenance
- Equipment sold, both to consumers and for commercial coffee service
- Indirect services such as accounting, marketing, and promotion
- Wages and taxes
- Induced spending by those working in the coffee economy

This report was commissioned by NCA with support from the SCAA and was produced by Technomic, Inc., a leading food and beverage industry consulting organization. Technomic's experts drew upon a wide variety of primary and secondary sources including interviews with industry experts, U.S. government statistics, published corporate reports, their own internal databases on the beverage industry and related sectors, and IMPLAN modeling software.

The report reflects data for the economic impact of the coffee sector in the calendar year 2015, a year for which 76% of adult Americans reported drinking coffee based on the NCA National Coffee Drinking Trends study.

**NCA Coffee Market Research**

The Power of Coffee is part of the NCA Market Research Series, which includes the annual National Coffee Drinking Trends (NCDT) report.

## A Marketing Plan

The CRA's updated Master Plan currently serves as the Town's marketing plan for the CRA, as it includes marketing-related goals and objectives. In addition, in the next reporting period, CRA staff plans to develop a more in-depth marketing and branding campaign for the CRA that is expected to include events, wayfinding signs, restructured incentive programs for marketing and outreach (internal and external through outside agency partnerships similar to Discover the Palm Beaches) along with streetscape improvements for Park Avenue and 10th Street at a cost of approximately $330K per year for the next five years. This will provide an additional economic engine for business retention and attraction.

## Black Box Theater

The Lake Park Black Box @ The Kelsey Theater, located in the 700 block of Park Avenue, is the second location for this company (the first is in Boca Raton). The owner has extensive contacts in the entertainment industry, which has helped to improve the quality of the performances that take place in the CRA's downtown PADD area and have created more buzz for theater-goers.

## Brooklyn Cupcakes

Brooklyn Cupcakes is an all-female, minority-owned company. The owners will maintain their signature location consisting of a 500-square-foot business in Brooklyn, New York, and their thriving mail-order business in partnership with Goldbelly. The CRA financed a build-out portion/grease trap for the company and will also contribute to a commercial kitchen exhaust hood for the business. The CRA desires to attract restaurants to the area. The two largest cost centers for restaurants are commercial hoods and grease traps. The CRA provided a grant in the amount of $130,000 this reporting period for partial build-out and for the grease trap. The hood system grant is forthcoming in the next reporting period. This business will also help the neighboring Coastal Karma brewery and other businesses in the area by providing much-needed food offerings. The Lake Park location of Brooklyn Cupcake location is 796 10th Street.

## CRA Incentives (Awarded by the Board of Directors):

**Bilingual Education Services** (501 10th Street) $51,000 was awarded to a business that aimed to provide much-needed English as a second language (ESL) education and tutoring to the community. Unfortunately, the business was not able to move forward; therefore, only $2,130 was paid to them and the remaining $48,870 was repealed. The business is not currently operating.

**Brooklyn Cupcakes** $130,000 was awarded for partial build-out and for their grease trap (as further described above).

## CRA Parking Lot

The CRA Parking Lot is complete and operational. The parking lot supports the monthly Rust Market patrons.

## Appendices

**Appendix A**
CRA BUSINESS APPLICATION COMPLETION
LIST October 1, 2021, through September 30, 2022:

**Appendix B**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA UNAUDITED FINANCIAL STATEMENT 2021-2022

**Appendix C**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA OPERATING BUDGET FOR FY 2021-2022

**Appendix D**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA BOARD OF AGENCY MEETING AGENDAS AND MINUTES FROM OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2022.

- Note: The first meeting of the fiscal year for the CRA Board of Directors occurred on October 6, 2021.

**Appendix E**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA BOARD OF AGENCY MASTER PLAN 2022

# APPENDICES

# A - E

Town of Lake Park
Community Development Department

**Date: 3/3/23**
**Period: October 2021 to September 2022**

Re: Employee Count/Business Application List

**BUSINESSES LOCATED WITHIN THE CRA.**

| Business Name and Location *(if different from mailing address)* | Business Owner Contact Info & Mailing Address | Type of Business | Reason for BTR | Email Address | # of New Employees |
|---|---|---|---|---|---|
| 4Ever Keepsakes 1200 Old Dixie Highway STE 3 | Daryl Brooks 561-260-5077 321 W 21st Street Riviera Beach, FL 33404 | T-Shirt Printing | New Business | darylbrooks@4everkeepsakes.com | 4 |
| 420 Brew Street Inc | Scott Harns / Jenna Harris 866-420-2739 1194 Old Dixie Highway STE 4 | Distribution Center | New Business | scott@420brewstreet.com | 3 |
| AAMCO Transmissions 1320 10th Street | Maria Cassidy 561-848-6994 644 Eastwind Drive, NPB FL 33408 | Auto Repair | Ownership Transfer | mariamariac@hotmail.com | 0 |
| Ameritek Stone | John C. Bills 561-627-4000 210 Brant Road Unit E | Stone Manufacturing | Ownership Transfer | ameritekstonellc@gmail.com | 0 |
| Asenjo Plumbing and Air | Jacqueline Harris 561-844-0046 1129 Silver Beach Road | Plumbing and Air | Location Transfer | info@asenjoplumbingandair.com | 0 |
| Basic Electric 1133 Old Dixie Highway #9 | Leonard Schulz 561-686-5124 9337 B Howell Ln, PBG 33418 | Electrical Contractor | Location Transfer | dawn@basicelectricfl.com | 0 |
| Bilingual Education Services and Training Center | Marie Lynne Raymond 561-907-3808 525 10th Street STE 501 | Tutoring Office | New Business | marielynneraymond@yahoo.com | 1 |
| Bling Nails | Rosalyn William 516-451-0739 941 Park Ave | Nail Salon | Location Transfer | BlingNailzStudio@gmail.com | 0 |
| Brooklyn Baking Room Inc 1301 10th Street | Carmen Rodriguez 347-546-9223 2050 N. Congress Avenue #230 | Temporary food preparation kitchen | New Business | brooklyncupcake@gmail.com | 5 |

| Business Name and Location *(if different from mailing address)* | Business Owner Contact Info & Mailing Address | Type of Business | Reason for BTR | Email Address | # of New Employees |
|---|---|---|---|---|---|
| | West Palm Beach Florida 33401 | | | | |
| Cali's Dance Studio | Tracie Williams 561-386-5731 700 Old Dixie Highway STE 207 | Dance Studio | New Business | Mz.tracie88@yahoo.com | 1 |
| Coston Marine | Daniel Coston 561-467-5914 1400 Watertower Road | Marine Construction | New Business | costonmarine@gmail.com | 17 |
| Elite Nails and Lash 921 Park Avenue | Christopher Brooks II 561-685-7876 225 West 25th Street, Riviera Beach, FL 33404 | Beauty Salon | New Business | Chrisdb8604@yahoo.com | 6 |
| Fischman Outdoor Kitchens Inc | Cory Fischman 561-254-6701 804 Old Dixie Highway Unit 3, 6 and 7 | Appliance Store | New Business | len@fokitchens.com | 8 |
| Fischman Outdoor Kitchens | Cory Fischman / Leonard Fischman 561-254-6701 804 Old Dixie Highway # 6 and 7 | Showroom | Additional Business | pbggrillcleaner@gmail.com | 1 |
| Fit 2 Fight Boxing Club 732 Park Avenue | Matthew Cedrone 407-575-8792 231 Bamboo Road Unit 1 Palm Beach Shores, FL 33404 | Boxing and Fitness Club | New Business | Fit2fightboxingclub@gmail.com | 2 |
| Five Star Painting | Bryce E Boynton 561-337-8884 1210 Gateway Road STE 1 | Painting Contractor | Location Transfer | bboynton@fivestarpaint.com | 0 |
| Florida Roadway Guardrail & Signs INC | Debra Ricci 561-848-1411 1137 Silver Beach Road | Administrative | New Business | debraJricci@aol.com | 3 |
| Gallimore Motor Group | Kemar Gallimore 561-563-1969 950 Old Dixie Highway Units 5 and 6 | Used Auto Dealer | New Business | gallimoremotorgroup@outlook.com | 2 |
| Henbo Vision Multimedia | Henry Smith III 561-308-0500 907 Park Avenue | Photography and Videography Studio | New Business | henbovision@gmail.com | 3 |
| The Hidden Culture LLC | Erik R. Wong 561-762-1442 109 Miller Way STE 2 | Hemp Nursery | New Business | thehiddenculturefl@gmail.com | 4 |

| Business Name and Location *(if different from mailing address)* | Business Owner Contact Info & Mailing Address | Type of Business | Reason for BTR | Email Address | # of New Employees |
|---|---|---|---|---|---|
| Joshua Deli 933/935/937 Park Avenue | Diana Stanley 561-494-0125 PO Box 3265, West Palm Beach, FL 33402 | Deli Restaurant | New Business | Nharris@thelordsplace.org | 8 |
| The Kelsey City Brewing Company 720 Park Ave | Brewhouse Gallery 561-469-8930 700 Park Ave | Nano Brewery | New Business | info@kelseycitybrewing.com | 6 |
| Kinsey's IV Resources | Gina Kinsey 561-247-7920 300 10th Street STE 1 | Home Health Care | New Business | kinseysivresources@gmail.com | 12 |
| Lake Park Black Box | Randy Singer 954-295-3802 700 Park Avenue | Theater | New Business | Rsinger61@gmail.com | 10 |
| Limitless Cleaning & Organizing Services 700 Old Dixie Highway Unit 106 | Emira Granovac 561-529-1535 700 Old Dixie Highway Unit 106 | Cleaning Company | New Business | limitlesscleaningpbg@gmail.com | 8 |
| Marine Construction Inc | Daniel Coston 561-627-1555 1400 Watertower Road | Marine Construction | New Business | accounting@mcidock.com | 25 |
| Nightwolf Protective Services LLC | Jeffery Remmington 561-838-7775 700 Old Dixie Highway | Security Company | New Business | nightwolfprotective@yahoo.com | 4 |
| Palm Beach Gardens Martial Arts | Igor Almeida, Natasha Quiza 561-766-1371 802 10th Street | Recreational Club | New Business | Ialmeidainc@gmail.com | 10 |
| Palm Beach Truck Repair 207 Brant Road | Jeffery Smith 978-886-1338 16519 Ironwood Drive, Delray Beach, FL 33446 | Truck Repair | New Business | Palmbeachtruckrepair@gmail.com | 4 |
| Performance Auto Body 990 Old Dixie Highway STE 14 | Jose Altuna 561-635-8913 830 Hawthorne Drive, Lake Park Florida 33403 | Mechanic | New Business | Brooklynbarb95@att.net | 2 |
| Salon Endeavors By Shannon 505 10th Street | Shannon Allen 561-850-2884 PO Box 222294 | Hair/Cosmetology | New Business | Monroeshanno119@yahoo.com | 1 |
| Schumacher Collision Center 1245 Watertower Road | Charles A Schumacher 561-622-8220 3720 Northlake Boulevard, Lake Park, FL 33403 | Body Shop | New Business | mtaillon@schumacherauto.com | 14 |
| Showcase Lighting 1133 Old Dixie Highway | Leonard Schulz 561-686-5124 | Electrical Contracting | New Business | dawn@basicelectricfl.com | 4 |

| Business Name and Location *(if different from mailing address)* | Business Owner Contact Info & Mailing Address | Type of Business | Reason for BTR | Email Address | # of New Employees |
|---|---|---|---|---|---|
| | 9337 B Howell Ln, PBG 33418 | | | | |
| SPG Variety Shop and Wholesale | Peterson Servius 561-633-9567 870 Old Dixie Highway Unit 11 and 12 | Wholesale | New Business | Lilspg1@yahoo.com | 2 |
| Star Group International | Brenda Star 561-547-0667 1194 Old Dixie Highway STE 7 | Book Production | Location Transfer | brenda@stargroupinterntional.com | 0 |
| Sunflower Beauty Supply 938 Northern Drive Apt D | Youseline Romain 754-235-7632 PO Box 5301033, Lake Park Florida 33403 | Beauty Supply | New Home Business | youselineromain03@gmail.com | 1 |
| Super Sailmakers | Michael Kratz 954-763-6621 802 Old Dixie Highway STE 6 | Sail Manufacturer | New Business | mike@supersailmakers.com | 2 |
| Synomatic Nails 525 10th Street, STE 505 | Tara Thomas 561-628-6419 4065 Pinella Cir, Apt 537, Palm Beach Gardens. FL 33410 | Salon | New Business | synomaticnails@gmail.com | 2 |
| T & C Express | Sammie & Arnett Thomas 561-328-9513 501 10th Street | Dispatch Office | Location Transfer | athomas@tcexpressinc.com | 0 |
| Tanknicians LLC 844 Park Avenue | Tommy Yannopoulos 772-985-7713 285 Brier Circle, Jupiter, FL 33458 | Aquariums | New Business | tankniciansproducts@gmail.com | 2 |
| Transformations Hair Inc 748 Park Avenue Suite C | Joanne K. Linden 561-814-3379 568 N Redwood Drive, Lake Park FL 33403 | Hair Replacement Consultant | New Business | joanneklinden@aol.com | 1 |
| Twiggs Academy | Mellisa and Pierre Michel 561-842-4663 101 10th Street | Childcare | Name Change and Ownership Transfer | 2mellisa@gmail.com | 0 |
| Undaground Tell A Vision | Emmanuel Raymond 561 508 4682 700 Old Dixie Highway #211 | Media | New Business | ugtvtheshow@gmail.com | 2 |
| Unlimited Automotive & Diesel | William Thompson 561-351-3052 210 10th Street, units A and B | Automotive Repair | New Business | Billytee89@yahoo.com | 1 |
| The Wild Magnolia Salon, Inc | Alexandra Sinbine 561-670-8318 | Salon | New Business | ctomsik@gmail.com | 2 |

| Business Name and Location *(if different from mailing address)* | Business Owner Contact Info & Mailing Address | Type of Business | Reason for BTR | Email Address | # of New Employees |
|---|---|---|---|---|---|
| 796 10th Street Unit C | 1508 N J St Street, Lake Worth, FL 33460 | | | | |
| | | | | Total | 183 |

# TOWN OF LAKE PARK
# COMMUNITY REDEVELOPMENT AGENCY

Balance Sheet*
As of September 30, 2022

| | | |
|---|---|---|
| **Assets** | | |
| Cash & Equivalents | $ | 1,321,807 |
| Accounts Receivable | $ | - |
| Notes Receivable | $ | - |
| Prepaid Expense | $ | - |
| Due from other funds | | - |
| Total Assets | $ | 1,321,807 |
| **Liabilities** | | |
| Accounts Payable | $ | 34,014 |
| Accrued Payroll | | - |
| Due to other funds | | (267,784) |
| Total Liabilities | $ | (233,770) |
| **Fund Balance** | | |
| Restricted | $ | 48,090 |
| Unrestricted | | 1,507,487 |
| Total Fund Balance | $ | 1,555,577 |
| Total Liabilities & Fund Balance | $ | 1,321,807 |

*** Unaudited**

Statement of Revenues, Expenditures
and changes in Fund Balance*
For the Year Ending September 30, 2022

| | | |
|---|---|---|
| **Revenue** | | |
| Taxes | $ | 517,894 |
| Intergovernmental | | 959,790 |
| Investment Earnings | | |
| Other | | 400,000 |
| Total Revenue | $ | 1,877,684 |
| **Expenses** | | |
| Personnel Services | $ | - |
| Operating Expenses | | 992,880 |
| Grants | | 82,869 |
| Capital Expenses | | 14,058 |
| Debt Service | | 176,389 |
| Total Expenses | $ | 1,266,196 |
| **Net change in Fund Balance** | $ | 611,488 |
| Fund Balance, beginning | $ | 602,344 |
| **Fund Balance, ending** | $ | 1,213,832 |

Note

Fund Balance improved by: $ 611,488

**Town of Lake Park**

**Community Redevelopment Agncy**
**Budget Vs Actual**
**100.00 % Yr Complete For Fiscal Year: 2022 / 9**

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| REVENUES | | | | | | | | |
| Ad Valorem Taxes - County | 110-311.115 | 521,178 | 3,000- | 518,178 | 517,894.00 | 0.00 | 100% | 284.00 |
| Miscellaneous Income | 110-369.100 | 0 | 400,000 | 400,000 | 400,000.00 | 0.00 | 100% | 0.00 |
| Transfer from General Fund | 110-381.001 | 959,790 | 0 | 959,790 | 959,790.00 | 0.00 | 100% | 0.00 |
| Balance Brought Forward | 110-399.999 | 140,770 | 140,770- | 0 | 0.00 | 0.00 | 0% | 0.00 |
| TOTAL OF C.R.A. REVENUES | | 1,621,738 | 256,230 | 1,877,968 | 1,877,684.00 | 0.00 | 100% | 284.00 |
| EXPENSES | | | | | | | | |
| Total Personal Services | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Professional Services | 110-55-552-520-31000 | 80,894 | 46,355 | 153,374 | 73,347.69 | 59,412.09 | 87% | 20,614.22 |
| Professional Svc - Town Attor | 110-55-552-520-31100 | 3,500 | 0 | 3,500 | 10,200.00 | 0.00 | 291% | 6,700.00- |
| Contractual Services | 110-55-552-520-34000 | 104,650 | 76,990 | 182,630 | 180,800.31 | 0.00 | 99% | 1,829.69 |
| Contract PBC Sheriff | 110-55-552-520-34010 | 133,680 | 0 | 133,680 | 127,980.00 | 0.00 | 96% | 5,700.00 |
| Travel & Training | 110-55-552-520-40000 | 8,250 | 0 | 8,250 | 2,854.57 | 0.00 | 35% | 5,395.43 |
| Postage & Shipping | 110-55-552-520-41200 | 500 | 0 | 500 | 1.73 | 0.00 | 0% | 498.27 |
| Utilities | 110-55-552-520-43000 | 13,950 | 4,500 | 18,450 | 18,343.69 | 0.00 | 99% | 106.31 |
| Equipment Rentals | 110-55-552-520-44100 | 8,500 | 0 | 8,500 | 8,827.80 | 0.00 | 104% | 327.80- |
| Insurance | 110-55-552-520-45000 | 12,000 | 0 | 12,000 | 5,783.00 | 0.00 | 48% | 6,217.00 |
| Repair and Maintenance | 110-55-552-520-46000 | 3,000 | 0 | 3,000 | 4,403.22 | 0.00 | 147% | 1,403.22- |
| Printing | 110-55-552-520-47000 | 100 | 0 | 100 | 0.00 | 0.00 | 0% | 100.00 |
| Tree Lighting | 110-55-552-520-48005 | 3,000 | 0 | 3,000 | 3,607.63 | 0.00 | 120% | 607.63- |
| Advertising | 110-55-552-520-48100 | 2,500 | 0 | 2,500 | 151.41 | 0.00 | 6% | 2,348.59 |
| Office Supplies | 110-55-552-520-48101 | 500 | 0 | 500 | 0.00 | 0.00 | 0% | 500.00 |
| Seasonal Rentals | 110-55-552-520-48102 | 7,500 | 0 | 7,500 | 2,537.00 | 0.00 | 34% | 4,963.00 |
| Operating Expenses | 110-55-552-520-52000 | 3,000 | 11,000 | 14,000 | 13,788.99 | 0.00 | 98% | 211.01 |
| Memberships, Dues, & Subscrip | 110-55-552-520-54200 | 1,045 | 0 | 1,045 | 1,045.00 | 0.00 | 100% | 0.00 |
| Total Operating | | 386,569 | 138,845 | 552,529 | 453,672.04 | 59,412.09 | 93% | 39,444.87 |

**Town of Lake Park**

**Community Redevelopment Agncy**
**Budget Vs Actual**
**100.00 % Yr Complete For Fiscal Year: 2022 / 9**

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| Total Depreciation | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Improvement Other Than Bldg | 110-55-552-520-63000 | 0 | 13,908 | 13,908 | 14,058.00 | 0.00 | 101% | 150.00- |
| Improvements - Sidewalks | 110-55-552-520-63050 | 252,343 | 79,341- | 173,002 | 0.00 | 0.00 | 0% | 173,002.00 |
| Total Capital Outlay | | 252,343 | 65,433- | 186,910 | 14,058.00 | 0.00 | 8% | 172,852.00 |
| Total Debt Service | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Grant - Business Development | 110-55-552-520-82111 | 50,000 | 132,065 | 182,065 | 82,869.00 | 0.00 | 46% | 99,196.00 |
| Grants and Incentives | 110-55-552-520-82118 | 85,000 | 0 | 85,000 | 0.00 | 0.00 | 0% | 85,000.00 |
| Total Grants & Aids | | 135,000 | 132,065 | 267,065 | 82,869.00 | 0.00 | 31% | 184,196.00 |
| Transfer to General Fund | 110-55-552-520-91001 | 99,270 | 0 | 99,270 | 0.00 | 0.00 | 0% | 99,270.00 |
| Transfer to Gen Fund - ILA 20 | 110-55-552-520-91010 | 168,780 | 0 | 168,780 | 168,780.00 | 0.00 | 100% | 0.00 |
| Transfer to Gen Fund - ILA 20 | 110-55-552-520-91030 | 91,321 | 0 | 91,321 | 7,609.08 | 0.00 | 8% | 83,711.92 |
| Indirect Cost Allocation | 110-55-552-520-99110 | 488,455 | 50,753 | 539,208 | 539,207.52 | 0.00 | 100% | 0.48 |
| Total Other | | 847,826 | 50,753 | 898,579 | 715,596.60 | 0.00 | 80% | 182,982.40 |
| Total Co-op Operating Exp | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Total Co-op Cap Outlay | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Total Co-op Debt Service | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |

**Town of Lake Park**

**Community Redevelopment Agncy**
**Budget Vs Actual**
**100.00 % Yr Complete For Fiscal Year: 2022 / 9**

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| Total Other | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| TOTAL OF C.R.A. EXPENSES | | 1,621,738 | 256,230 | 1,905,083 | 1,266,195.64 | 59,412.09 | 70% | 579,475.27 |

# AGENDA

## Special Call

**Community Redevelopment Agency Meeting**
**Wednesday, October 6, 2021, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | **—** | **Chair** |
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **Erin Flaherty** | **—** | **Board Member** |
| **John Linden** | **—** | **Board Member** |
| **Roger Michaud** | **—** | **Board Member** |
| **Henry K. Stark** | **—** | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**

**1. Presentation by the Department of Public Works and Consultant JMorton on Various Design Options Associated with the Proposed Park Avenue and 10th Street Landscape and Streetscape Refresh. Tab 1**

**2. Presentation by the Department of Public Works on Proposed Use and Revised Design Options for the Newly Acquired CRA Property, Located at 610 7th Street. Tab 2**

**D. CONSENT AGENDA:**

**3. September 1, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes. Tab 3**

**E. 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.**

**F. NEW BUSINESS:**

**4. Resolution 60-10-21 Artist of Palm Beach County Leasing Agreement for One Park Place in the Park Avenue Downtown District (PADD) of the Community Redevelopment Agency (CRA). Tab 4**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. BOARD MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Board Meeting will be conducted on December 1, 2021.**

# Special Presentations /Reports

# TAB 1

# Town of Lake Park Town CRA Meeting

## Agenda Request Form

**Meeting Date: October 6, 2021** **Agenda Item No.** Tab 1

**Agenda Title: Special Presentation by the Department of Public Works and Consultant JMorton on Various Design Options Associated with the Proposed Park Avenue and 10th Street Landscape and Streetscape Refresh.**

[X] **SPECIAL PRESENTATION/REPORTS** [ ] CONSENT AGENDA
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON _____ READING
[ ] NEW BUSINESS
[ ] OTHER: _____

**Approved by Executive Director** _____ **Date:** 9-29-21

Roberto F. Travieso/Public Works Director
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br>**Public Works** | **Costs: N/A**<br>[ ] Finance _____ | **Attachment 1:**<br>- PowerPoint presentation on various design options associated with the proposed Park Ave. and 10th Street landscape and streetscape refresh. |
| **Advertised:**<br>Date: _____<br>Paper: _____<br>**[X] Not Required** | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case **RT**<br>**Please initial one.** |

**Summary Explanation/Background:**

At the direction of the Executive Director, staff requested a proposal from the Town's landscape architect, JMorton ("Consultant"), to provide landscape and hardscape design services for renovations of Park Avenue (from 7th Street, west to 10th Street) and 10th Street (from Park Avenue, north to Northern Drive).

The Park Avenue portion of this proposal is within the PADD and the remaining scope of the proposed landscape and hardscape refresh is 100 percent within the Community Redevelopment Agency's (CRA) area (*Figure 1*).

*Figure 1*

The consultant is a sub-consultant to Engenuity Group, with whom the Town currently has an active five (5) year continuing services agreement (Resolution No. 76-11-18).

Additionally, on September 1, 2021, the Board accepted a proposal from the consultant to develop various design options for replacing current landscape elements in the area with more colorful, lively, and aesthetically pleasing plantings. Moreover, the design options will also seek to modernize sidewalk infrastructure and add additional outdoor lighting.

Furthermore, per the direction of the Board, said design options would be scalable and able to be executed through a phased-in approach to minimize fiscal impact while maximizing implementation flexibility.

The department and the consultant are now prepared to present design options to the Board during the October 6, 2021, Special Call Community Redevelopment Agency meeting.

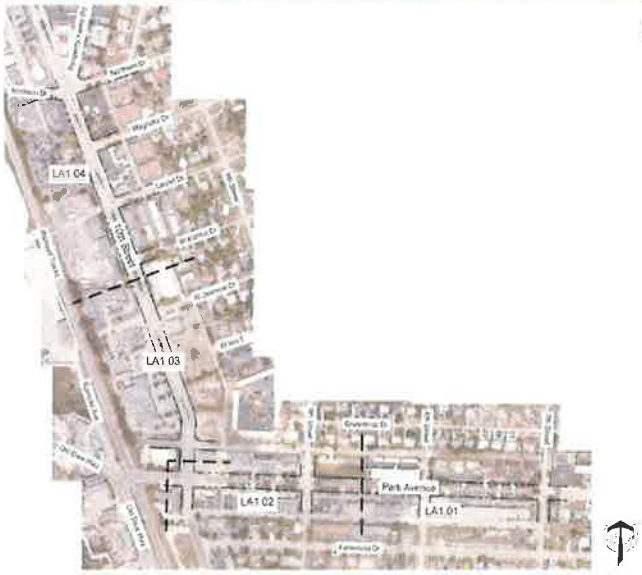
**Recommended Motion: There is no motion. For discussion only.**

# DESIGN OPTIONS FOR PARK AVENUE & 10TH STREET LANDSCAPE AND STREETSCAPE

## DEPARTMENT OF PUBLIC WORKS

Project Manager
Hays Henderson, PLA
Morton
PLANNING | LANDSCAPE ARCHITECTURE

## LOCATION, GOALS, AND OBJECTIVES

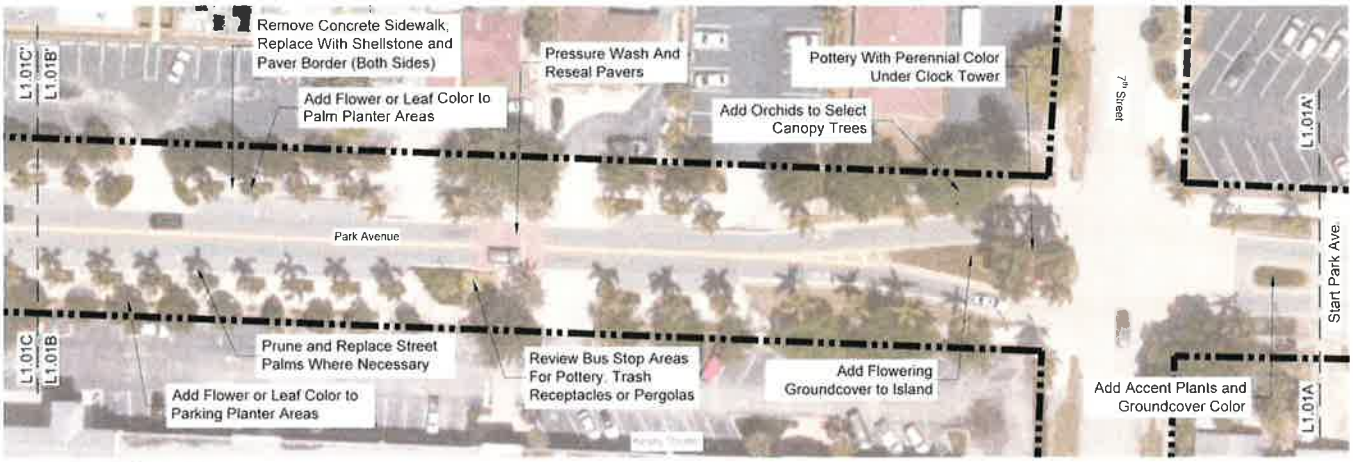



**Goals and Objectives**

1) Create a complete streetscape environment to make the street network livable and safer for people walking, biking, driving, riding transit, and moving actively with assistive devices.
2) Provide for the Health Safety and Welfare of the pedestrian users when interacting with the vehicular traffic both along the street thoroughfare and at designated pedestrian crossings.
3) Allow for connectivity with adjacent uses and encourage interaction with commercial properties.
4) Prioritize a safe vehicular speed that allows for adequate traffic progress throughout the streetscape.
5) Enhance the pedestrian and driving experience along the streetscape through the use of landscape and hardscape elements.
6) Update and enhance the pedestrian and vehicular pavement systems through the use of decorative concrete and specialty unit pavers.
7) Create an attractive streetscape environment that provides layered amenities through the use of site appurtenances such as raised planters, bench seating pergolas for shade, water fountains, trash receptacles and landscape lighting.
8) Update the existing landscape to provide visual interest and year round color at a minimal maintenance commitment.

Morton

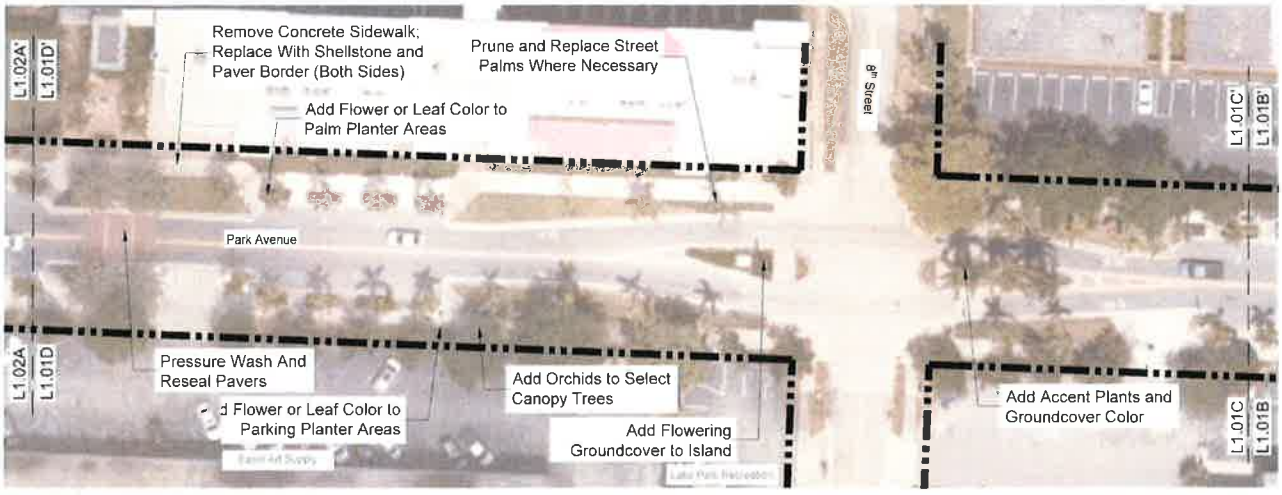
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT A-A' - B-B' L1.01

Morton

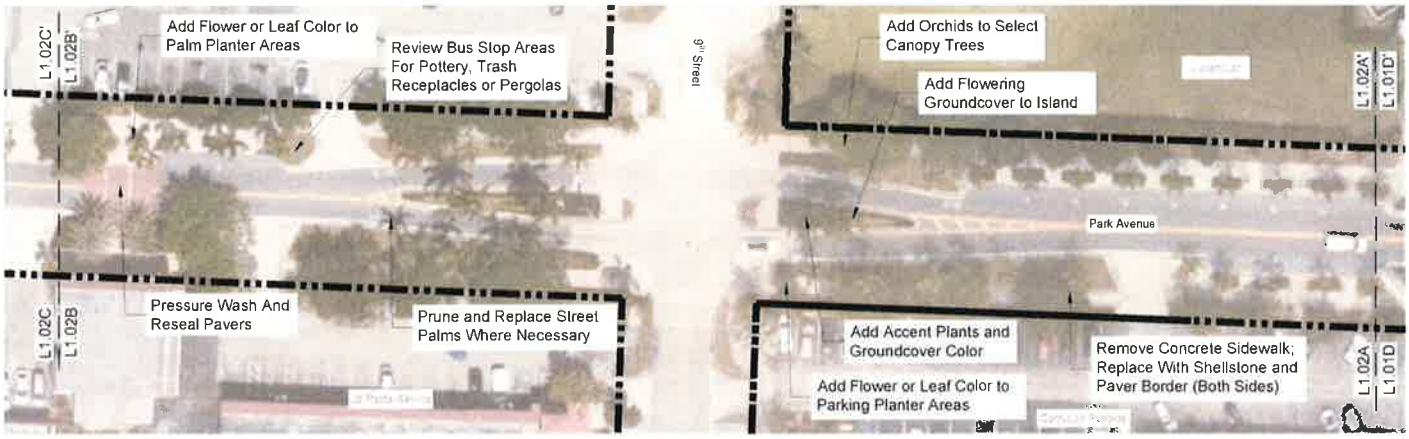
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT C-C' - D-D' L1.01

Morton

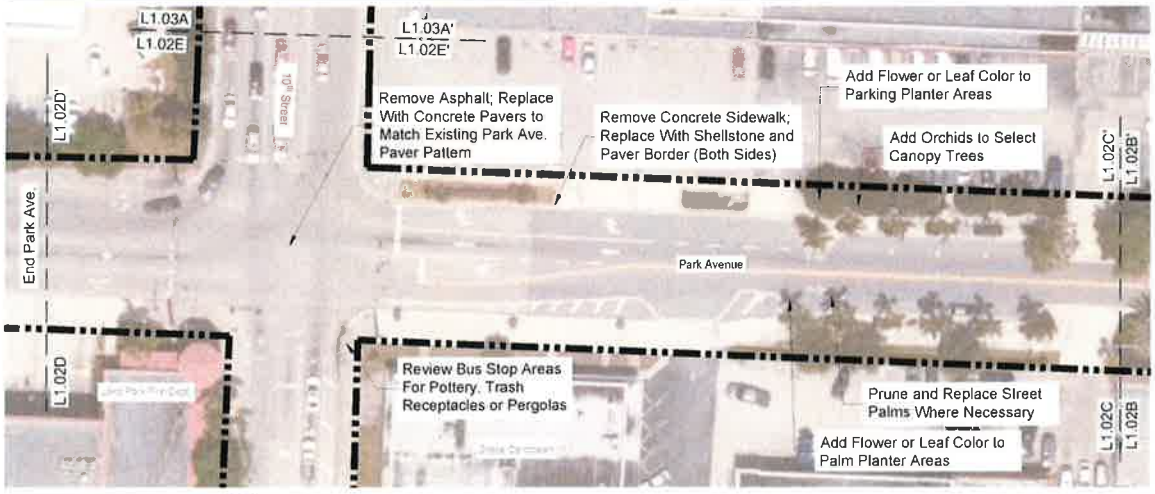
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT A-A' - B-B' L1.02

Morton

# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT C-C' - D-D' L1.02

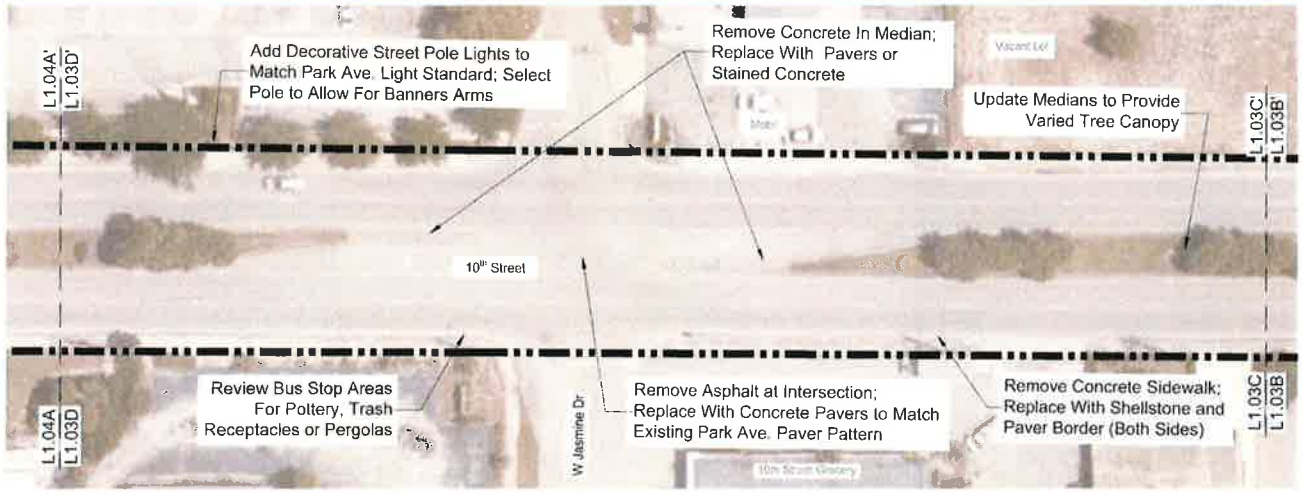
Morton

# CONCEPTUAL STREETSCAPE PLAN

PLANTING LAYOUT A-A' - B-B' L1.03

Morton

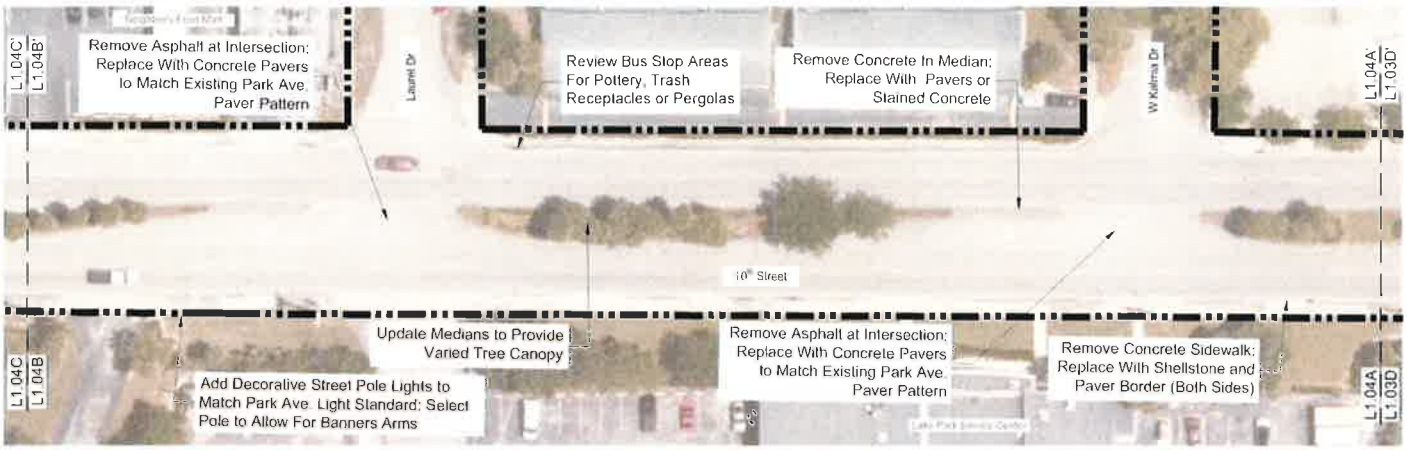
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT C-C' - D-D' L1.03

Morton

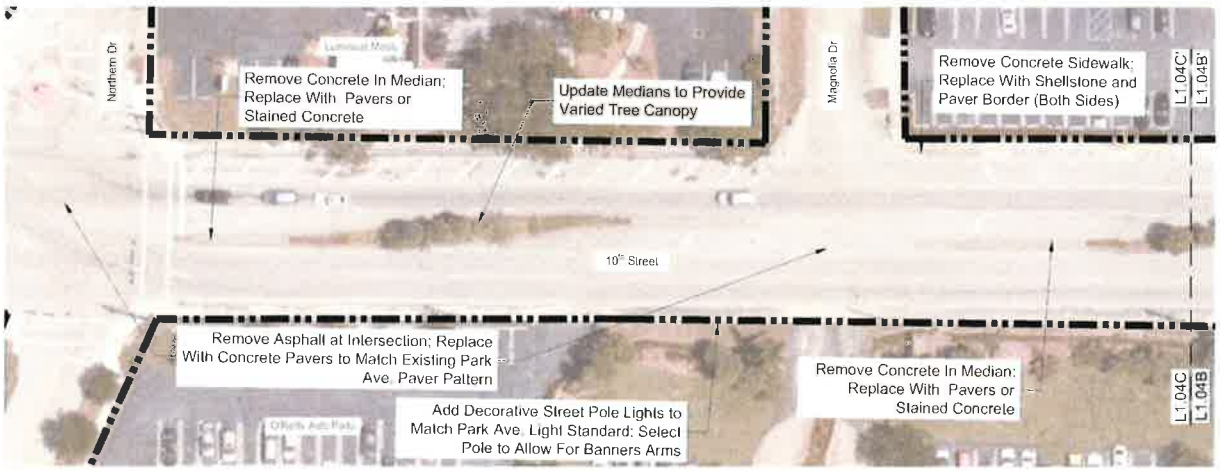
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT A-A' - B-B' L1.04

Morton

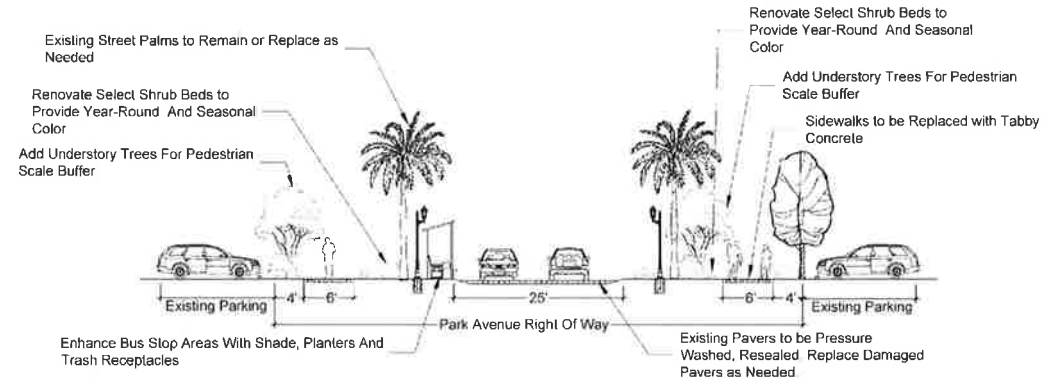
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT C-C' - D-D' L1.04

Morton

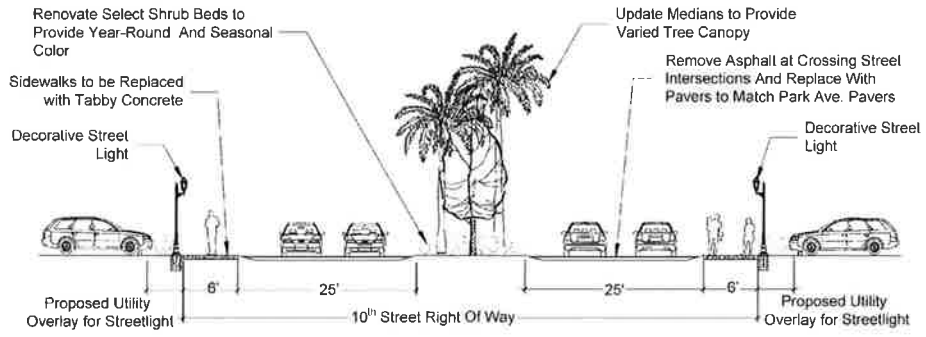
# CONCEPTUAL STREETSCAPE TYPICAL SECTION




PARK AVENUE TYPICAL SECTION
PLAN NTS

Morton

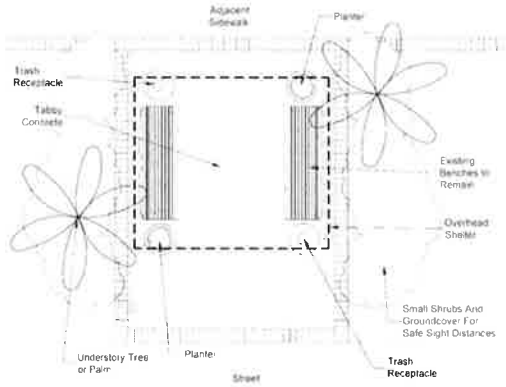
# CONCEPTUAL STREETSCAPE TYPICAL SECTION



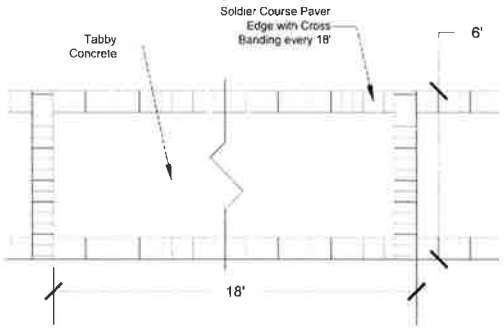

10TH STREET TYPICAL SECTION
PLAN NTS

Morton

# CONCEPTUAL STREETSCAPE DETAILS AND SPECIFICATIONS

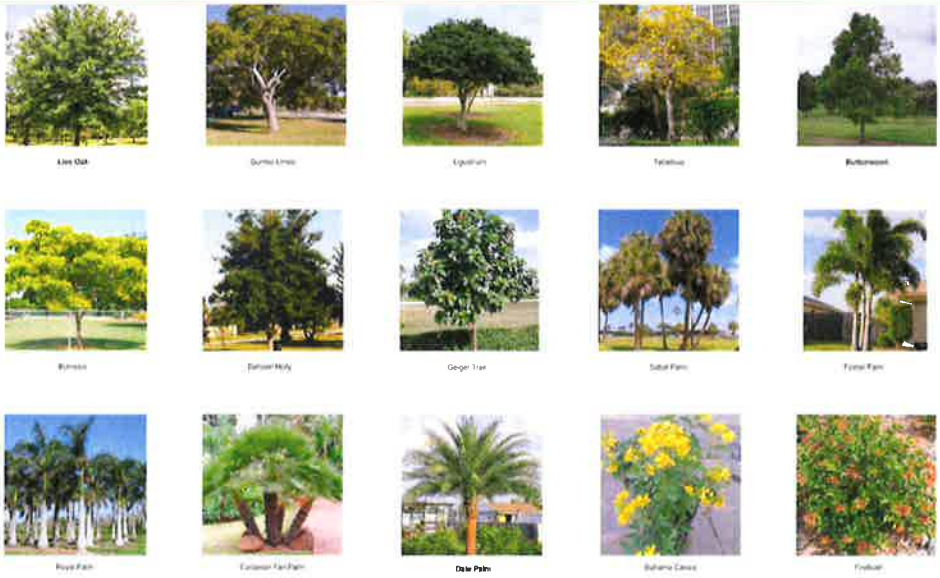



BUS STOP DETAIL




SIDEWALK PAVING DETAIL

# CONCEPTUAL STREETSCAPE PLANT MATERIALS



# CONCEPTUAL STREETSCAPE PLANT MATERIALS

Cocoplum

Dwarf Yaupon Holly

Simpson Stopper

Silver Buttonwood

Orange Bird of Paradise

Copperleaf

Jasmine

Dwarf Jasmine

Firecracker Plant

Golden Dewdrop

Green Island Ficus

Parson's Juniper

Natal Plum

Dwarf Oleander

Plumbago

# CONCEPTUAL STREETSCAPE PLANT MATERIALS

Red Ixora

Philodendron

Thryallis

Tri Plant

Golden Creeper

Snake Plant

Muhly Grass

Bromeliad

Flowering Peanut

Asparagus Fern

Lily Turf

Pansies

Society Garlic

Yellow Alyssum

# TAB 2

# Town of Lake Park Town CRA Meeting

## Agenda Request Form

**Meeting Date: October 6, 2021** **Agenda Item No.** Tab 2

**Agenda Title: Special Presentation by the Department of Public Works on Proposed Use and Revised Design Options for the Newly Acquired CRA Property, Located at 610 7th Street.**

[X] **SPECIAL PRESENTATION/REPORTS** [ ] CONSENT AGENDA
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON _____ READING
[ ] NEW BUSINESS
[ ] OTHER: _____

**Approved by Executive Director** _____ **Date:** 9-29-21

Roberto F. Travieso/Public Works Director
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Public Works** | **Costs: N/A**<br><br>[ ] Finance _____ | **Attachment 1:**<br>- PowerPoint presentation on proposed use and design options for the newly acquired CRA property, located at 610 7th street, adjacent to the new CRA municipal parking lot. |
| **Advertised:**<br>Date: _____<br>Paper: _____<br>**[X] Not Required** | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case **RT**<br><br>**Please initial one.** |

**Summary Explanation/Background:**

During the July 7, 2021 Special Call Meeting of the Community Redevelopment Agency (CRA), the Board approved the purchase of a property abutting the CRA's public parking lot (currently under construction) and located at 610 7th Street.

At the direction of the Executive Director, Agency staff investigated several options for potential uses of this strategically located property.

During the September 1, 2021 meeting of the Community Redevelopment Agency (CRA), the Board was presented with three (3) proposed uses for said property: 1. Parking Lot Expansion, 2. Dog Park, and 3. Pocket Park.

All options presented carried an approximate cost of $98,000.00, including demolition of the structure.

During the CRA meeting, the Board discussed various options and narrowed their preference to the Option 2 and Option 3, with the Dog Park garnering the most support.

Staff offered to further refine design elements for the Dog Park and return to the Board with additional information for further discussion.

The department is now prepared to update the board on the refined design options for the Dog Park during the October 6, 2021, Special Call Community Redevelopment Agency meeting.

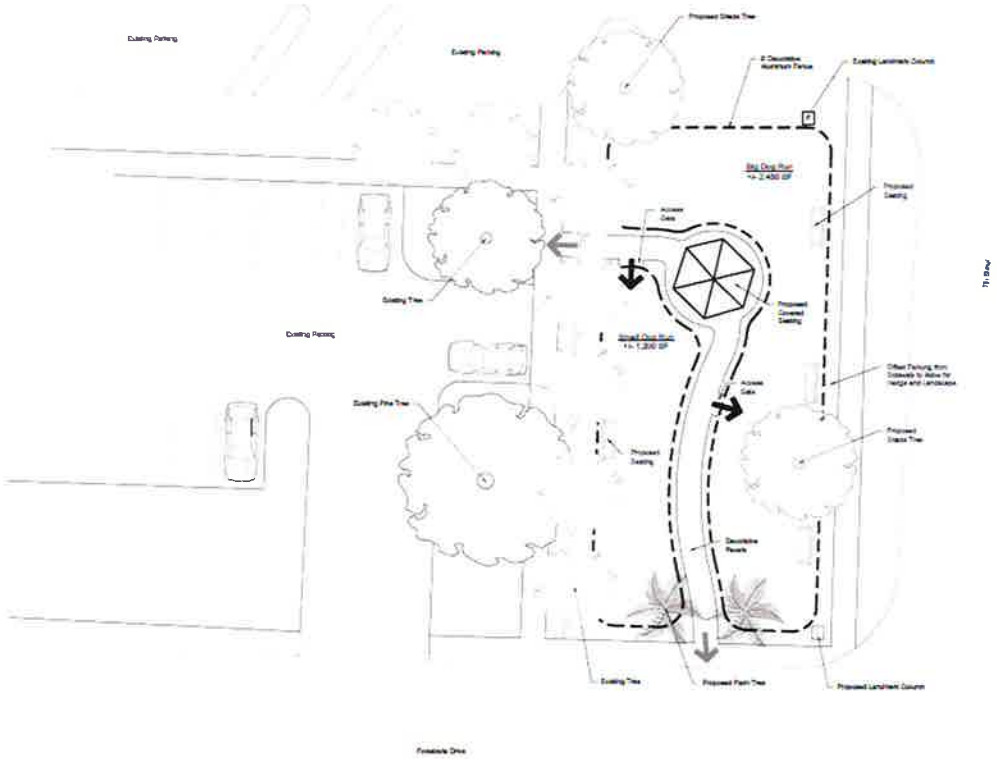
**Recommended Motion:** **There is no motion. For discussion only.**

# DESIGN OPTIONS FOR PROPOSED USE OF CRA PROPERTY LOCATED AT 610 7TH STREET

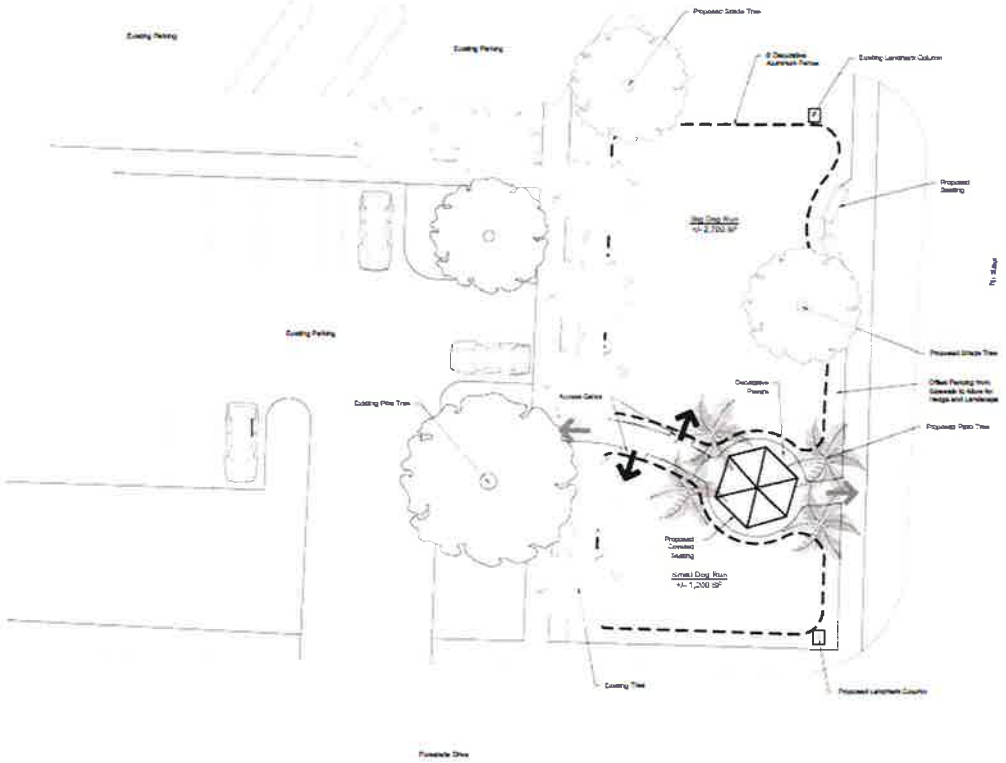
## DEPARTMENT OF PUBLIC WORKS

**Roberto Travieso**, Director
**John Wille**, Capital Projects Manager

# DOG PARK DESIGN OPTION 1

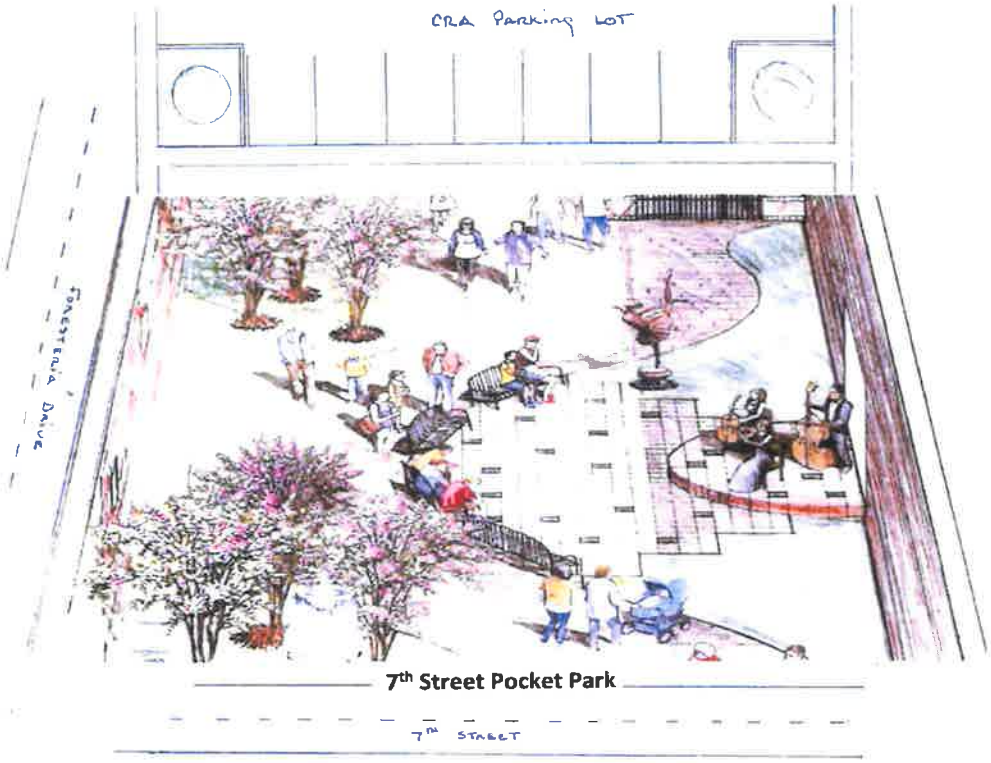


# DOG PARK DESIGN OPTION 2



# SAMPLE URBAN SETTING DOG PARK

# DESIGN OPTION 3: POCKET PARK



# Consent Agenda

# TAB 3

## Community Redevelopment Agency
**Agenda Request Form**

**Meeting Date: October 6, 2021** **Agenda Item No.** Tab 3

**Agenda Title: September 1, 2021 Community Redevelopment Agency Board Meeting Minutes.**

[ ] SPECIAL PRESENTATION/REPORT **[X] CONSENT AGENDA**
[ ] OLD BUSINESS [ ] NEW BUSINESS
[ ] OTHER:

**Approved by Executive Director:** _____ **Date:** 9-8-21

*Vivian Mendez, Town Clerk, MMC*
Name/Title

| | | |
|---|---|---|
| **Originating Department:**<br>**Agency Clerk** | Costs: $ **0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>**Meeting Minutes**<br>**Exhibit A-B** |
| | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case ___<br>**Please initial one.** |

**Recommended Motion: I move to approve the September 1, 2021 Community Redevelopment Agency Board Meeting Minutes.**

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, September 1, 2021, 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency (CRA) Board met for a regular meeting on Wednesday, September 1, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, Roger Michaud, Henry Stark Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez. Board Member John Linden attended via Zoom.

Agency Clerk Mendez performed the roll call and Assistant Executive Director Bambi McKibbon-Turner led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**

**1. Presentation of the Fiscal Year 2021/2022 Community Redevelopment Agency Budget.**

Executive Director D'Agostino reviewed the CRA Budget. Chair O'Rourke questioned the associated landscape costs (design and improvements) for the CRA. Executive Director explained the associated costs were coupled within sidewalk improvements funds. Vice-Chair Glas-Castro asked for clarification on staff's recommendation to rent or purchase the holiday tree and menorah. Executive Director D'Agostino answered that staff would rent or purchase as desired by the CRA Board. Vice-Chair Glas-Castro asked for clarification regarding paying off the debt owed on 800 Park Avenue (Art on Park) so the bond is free and clear, allowing flexibility in use of the building. Executive Director D'Agostino explained the payoff was not provided for within the CRA Budget but in a balance carry-forward to be voted on by the Town Commission. Finance Director Lourdes Cariseo announced the pay-off for 800 Park Avenue was approximately $100,000.00. Board Member Flaherty questioned the cost benefit analysis of renting ($10,000.00) as to purchasing ($20,000.00) the holiday tree. Special Events Director Riunite Franks explained that the estimates were received from Brandano Display, Inc. Chair O'Rourke expressed concerns regarding the execution for landscape and design. He announced he was in support of paying down debt within the CRA. Board Member Linden joined the meeting via Zoom at 6:50 p.m. Discussion ensued regarding the holiday tree rental, per consensus the CRA Board agreed to rent the holiday tree as opposed to purchase. Board Member Stark suggested the Board consider various locations for future holiday tree lighting ceremonies. He announced that he had a holiday tree that he would rent to the Town for $1.00 per year for potential savings. Chair O'Rourke thanked Board Member Stark for his suggestion. Finance Director Cariseo explained that per the carry forward for 800 Park Avenue and the holiday tree rental adjustment, the CRA Revenue/Expenditure totals $1,621,738.00.

**2. Request for Direction from the Community Redevelopment Agency Regarding Potential Uses for the Newly Acquired Property, Located at 610 7th Street.**

Public Works Director Roberto Traveiso introduced Project Manager John Wille to present design options for the property located at 610 7th Street (see Exhibit "A"). Design one- parking lot expansion, design two- fenced dog park, design three- Pocket Park. Board Member Michaud announced his support for design option two; Chair O'Rourke announced his support for design options two and three. Board Member Flaherty announced his support for design option three. Board Member Linden suggested surveying Town Residents. Board Member Stark questioned if staff considered alternative design options. Project Manager Wille announced that he was open to suggestions. Board Member Stark explained that he was in support of design options two and three. Vice-Chair Glas-Castro reviewed the benefits of each design option. Project Manager Wille announced that he would explore the alternative of re-evaluating the dog park and the pocket park for additional review by the CRA Board. The CRA Board thanked Mr. Traveiso and Mr. Willie for their presentation.

**CONSENT AGENDA:**

**Motion: Board Member Flaherty moved to add agenda items six and seven to the consent agenda; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**3. July 7, 2021 Community Redevelopment Agency Board Meeting Minutes**

**4. August 4, 2021 Special Call Community Redevelopment Agency Board Workshop Minutes.**

**6. Request to Authorize the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from Landscape Architecture Firm JMorton for the Provision of Professional Services Associated with the Proposed Park Avenue and 10th Street Landscape and Hardscape Refresh.**

**7. Resolution 53-09-21 Authorizing and Directing the Executive Director to Renew Property and Casualty Insurance Coverage from the Florida Municipal Insurance Trust for the Community Redevelopment Agency for Fiscal Year 2022.**

**Motion: Board Member Michaud moved to approve the consent agenda; Board Member Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

## NEW BUSINESS

### 5. Resolution 45-08-21 Adopting the Fiscal Year 2021/2022 Community Redevelopment Agency Budget.

Executive Director D'Agostino announced that the debt pay-off for 800 Park Avenue, the Lease of the holiday tree, and phase in of the landscape design would be included in the CRA Budget as discussed earlier in the meeting.

**Motion: Vice-Chair Glas-Castro moved to approve Resolution 45-08-21 Adopting Fiscal Year 2021/2022 Community Redevelopment Budget; Board Member Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

## EXECUTIVE DIRECTOR REPORT:

Executive Director D'Agostino announced the following comments within Exhibit "B".

## BOARD MEMBERS COMMENTS:

**Board Member Flaherty** had no comments.

**Board Member Linden** suggested that the same presentation made at the Florida League of Cities Conference be made at a future CRA Board Meeting.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

## ADJOURNMENT

There being no further business to come before the CRA Board and by unanimous vote, the meeting adjourned at 7:53 p.m.

_____
Chair, Michael O'Rourke

_____
Agency Clerk, Vivian Mendez, MMC

_____
Agency Deputy Clerk, Shaquita Edwards, MPA, MMC

Town Seal

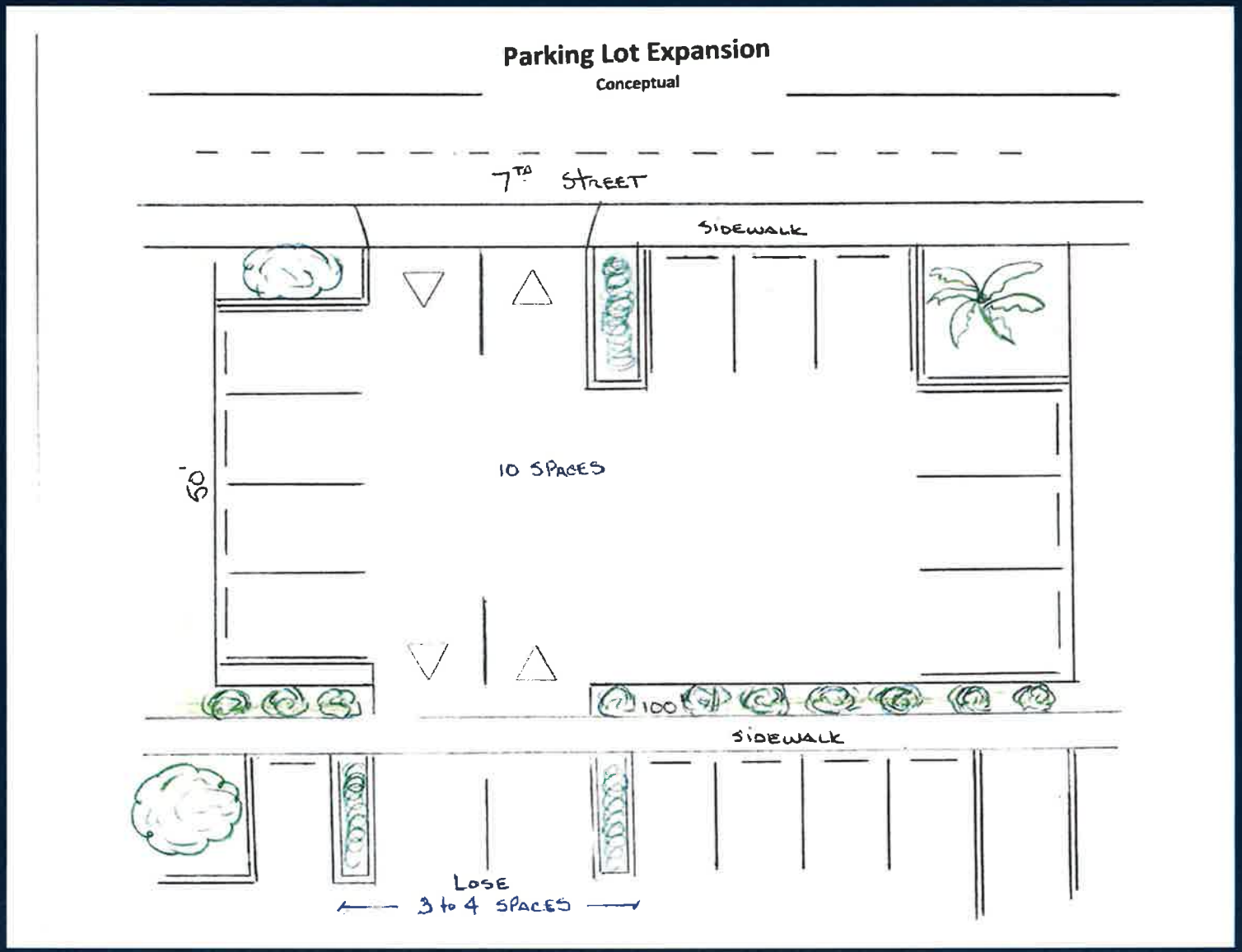
Approved on this _____of _____, 2021

# Community Redevelopment Agency

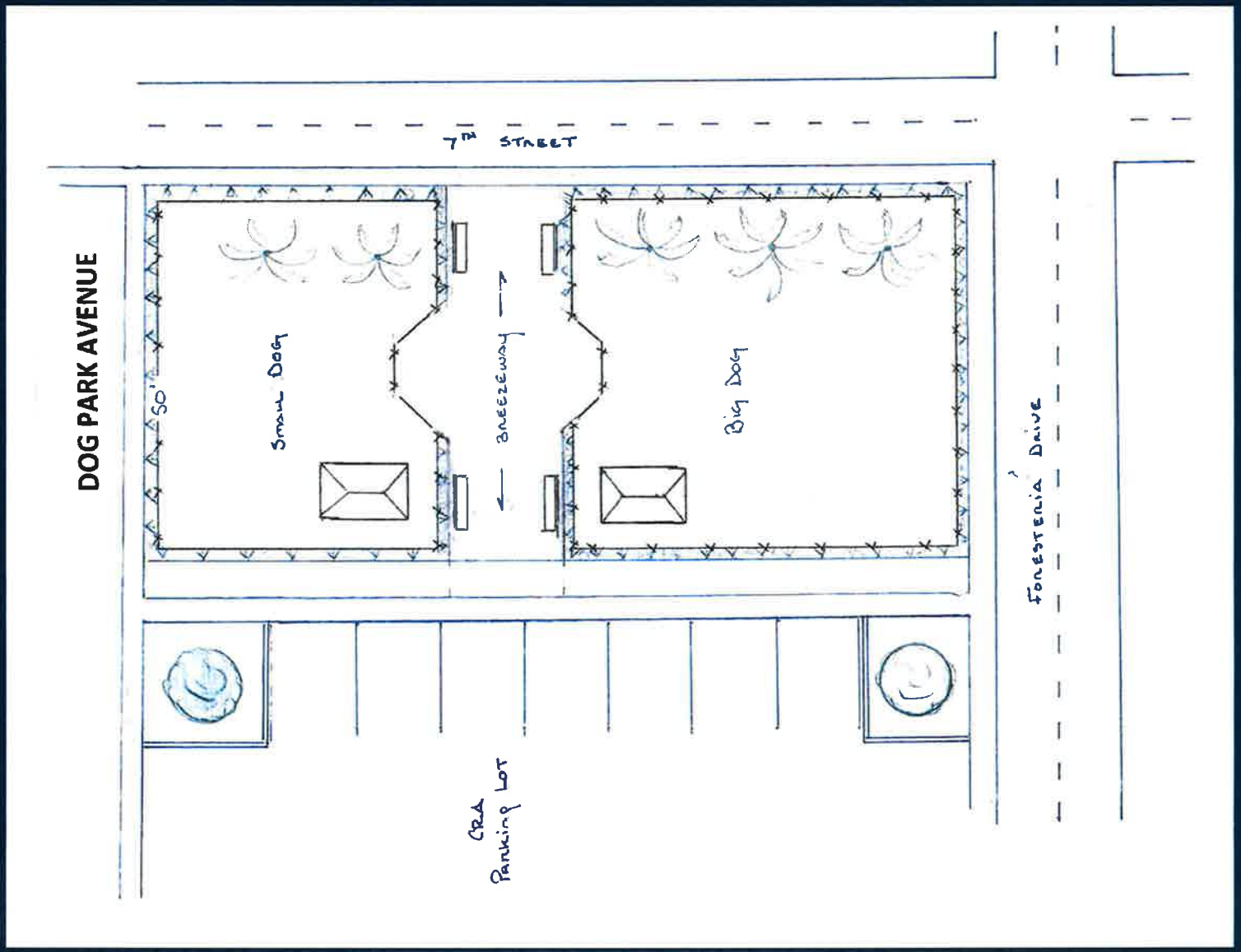
## Special Call Meeting
## September 1, 2021

**Design Proposals for Use of Property at 610 7th Street**

# Design Option 1



# Design Option 2



# Design Option 3

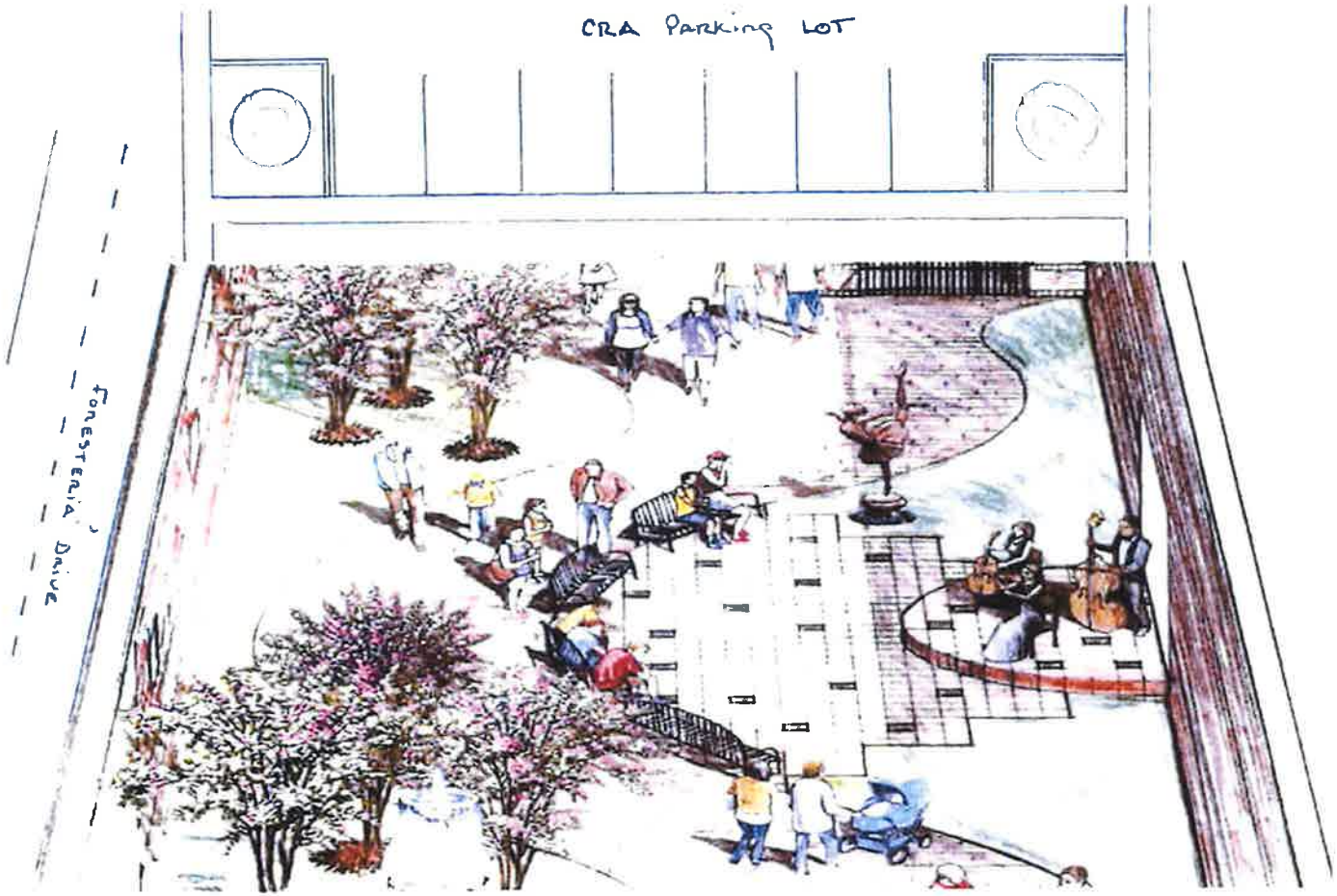


Exhibit "B"

# EXECUTIVE DIRECTOR COMMENTS
# CRA BOARD MEETING

## Wednesday, September 1, 2021

**CRA Parking Lot Ribbon Cutting Ceremony:**

The CRA Parking Lot is 100% completed. The Town will officially open the new CRA parking lot with a ribbon-cutting ceremony tomorrow, September 2, at noon. The address is 711 Foresteria Drive. Refreshments will be served.

**Community Development Department Information:**

- Brooklyn Cupcakes in the 796 10th Street plaza is moving forward. There was some unanticipated Seacoast work that is now back on track and permits should be submitted soon. It is anticipated the work will take a couple of months therefore, Brooklyn Cupcakes will likely open sometime in October at this point. A grant application for assistance with the grease trap and possibly additional work may be forthcoming.

- Cups & Cones is an ice-cream shop that has been in operation in Palm Beach Gardens. The owner lives in Lake Park and want to operate in Lake Park. Consequently, she signed a lease at a unit located at 501 10th Street. She only discovered after signing that a grease trap is needed. She is working with contractors on estimates, but will likely need assistance and submit for a CRA grant.

- Oceana Coffee (1301 10th Street – corner of Northern Drive) – is working on finalizing their renovation plans for their main roasting house/retail/food kitchen concept. The proposal will be to completely redevelop the site and it is estimated to be submitted within the next couple of months.

# New Business

# TAB 4

TOWN OF LAKE PARK
COMMUNITY REDEVELOPMENT AGENCY

# CRA
## Agenda Request Form

**Meeting Date: October 6, 2021** **Agenda Item No.** Tab 4

**Agenda Title: Artists of Palm Beach County Lease Agreement for One Park Place in the PADD District of the CRA**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 9-29-21

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• Palm Glades Real Estate Lease for One Park Place.<br>• Memorandum of Agreement.<br>• Resolution Authorizing the Executive Director and the Mayor to sign the lease agreement. |
|---|---|---|

**Summary Explanation/Background:** The Executive Director back in 2019 established a memorandum of agreement between the Lake Park Community Redevelopment Agency and the Artists of Palm Beach. The attached agreement represents the interests that the CRA maintains in supporting the arts district and the Artists of Palm Beach to remain in the CRA. The attached agreement signed by Joe Friedman and the Executive Director to the CRA represents a period of uncertainty between the CRA and the Artists of Palm Beach

and the Board of Directors.The intent of the agreement is to provide the non-profit organization with support necessary to keep them in the CRA. The CRA designated a portion of the PADD as an Arts District. The Executive Director recommended to the Board of Directors that the use of the property by a private Not for Profit organization violated the bond language for the use of the property. The intent was to continue to work with the organization to find a suitable location for the Artists, preferably within the CRA. On November 15, 2019, an agreement was entered into to keep the Artists of Palm Beach within the CRA boundries. Unfortunately, the evaluation of the bond language meant that the Artists could not continue at the 800 Park Avenue buidling, which was a significant setback for the organization. Remember, the Artists remained at the site for several years before the evaluation of the Bond Lanague that require "municipal purpose use" for the building became an issue.

The organization is committed to the Town of Lake Park and the CRA. They are interested in the CRA and desire to expand their scope of work to include festival-type events focused on the Arts in the PADD. Fortunately, the only viable Arts group to respond to previous requests for Proposals for the use of the building was the Artists of Palm Beach.

**Recommended Motion:** Move to approve the lease agreement terms and require the Mayor and Executive Director of the CRA to sign said agreement.

# ADDENDUM

Palm Glades Real Estate

Experience Matters - over 47 years selling South Florida

September 7th, 2021

One Park Place
801 Park Ave 101E,
Lake Park, FL,
33404

Re: ***One Park Place, Lake Park, FL***

Dear Officers of One Park Place LLC,

Further to our recent showing, ***Artists of Palm Beach County,*** is submitting the following proposal to lease ***±2350 SF*** in ***One Park Place, Lake Park, FL 33404,*** as follows:

| | |
|---|---|
| **TENANT:** | The Artists of Palm Beach County |
| **LOCATION:** | 801 Park Ave,<br>1st Floor East Cap<br>~~Boynton Beach~~, FL 33426<br>Lake Park |
| **PREMISE SIZE:** | ±2350 Square Feet |
| **USE:** | Offices/Gallery |
| **LEASE TERM:** | Five (5) years, w/5-year option |
| **LEASE COMMENCEMENT:** | On or before Nov 8th, 2021 or upon completion of Landlord's Work as evidenced by the issuance of a Certificate of Occupancy by the proper municipal authorities. Tenant shall have access 15 days prior to Lease Commencement for installation of FF&E.<br><br>Date to Follow after update from the architect on August 8th, 2021 |
| **GROSS RENT:** | $17.00/SF, escalating by 3% annually<br><br>Funds are approved by the City of Lake Park. |
| **OPERATING EXPENSES:** | Operating Expenses are included in the Gross Rent and subject to the 3% annual escalation as set forth above. |
| **ABATEMENT:** | The first two (2) months of Gross Rent will be abated. |
| **STORM PROTOCALS:** | Landlord shall provide and install window/door protection as required by tenant in the event of a hurricane. |

Izzy Martinez
RSI Asset Management LLC
November 11, 2020

**DELIVERY OF PREMISES:** Landlord shall deliver the demised premises in "turn-key" condition. Such definition of the acceptance of the Premises shall provide for the following: All existing mechanical systems, air conditioning equipment and electrical shall be in good working order and comply with any and all regulatory authorities therein. Landlord shall be responsible for repair or replacement of HVAC unit(s).

**TENANT'S ELECTRICITY:** Electricity is provided Tenant.

**TENANT'S JANITORIAL:** In-suite janitorial services are the responsibility of Tenant.

**PREPAID RENT:** First month's rent shall be payable upon execution of this Lease.

**SECURITY DEPOSIT:** An amount equivalent to first month's Gross Rent shall be tendered at time of lease execution.

*(Submission of this lease proposal to you does not constitute an option or first right to the space, but is merely for your review and consideration. Until a formal lease document is executed by both parties, this proposal shall not be binding upon either party.)*

If the above terms are acceptable to your client, please have them sign where indicated below and return to me at your earliest convenience so they may be incorporated into a formal Lease Agreement for review. Thank you for your ongoing assistance in facilitating this transaction.

Sincerely,

Palm Beach Glades Real Estate

_____
Aaron Brown
Managing Agent

Date: _____

READ, ACKNOWLEDGED AND AGREED:

Park Place One LLC.

By: _____
-NAME- One Park Place LLC.

Date: _____

APPROVED FOR SUBMISSION:

By: _____
John D'Agostino
Town Manger

Date: _____

By: _____
Michael O'Rourke
Mayor of Lake Park Fl.

Date: _____

Memorandum of Agreement between the Artists of Palm Beach and the Community Redevelopment Authority

November 15, 2019

The Artists of Palm Beach County, hereafter known as APBC, agree to move forward with the Community Redevelopment Authority in partnership to find a new home in the CRA District. The CRA Agrees to financially fund on behalf of the APBC Rent, moving costs, storage costs, and, if necessary, to build out a 2,500 square feet space to accommodate the needs of APBC. The full build-out costs will be incurred by the CRA if the Artists cannot find a suitable location with existing walls, flooring, electrical, plumbing, etc. Concerning rent, the CRA agrees to the following: for three years, the Community Redevelopment Authority will pay 100% of rental costs, and after that, the CRA will reduce rental payments by 25% in each of the next four years.

The CRA agrees to work out arrangements with the APBC in the event the non-profit cannot find a location by November 21, 2019. Therefore, the CRA recognizes that while the November 21, 2019 date has been noticed to APBC, that date is not firm if APBC cannot find a location before November 21, 2019.

We continue to support and will continue to work with the Artists of Palm Beach County to ensure a smooth transition to a new location in the CRA.

Joe Friedman, President of the
Artists of Palm Beach County

John D'Agostino, Executive Director of the
Community Redevelopment Authority

**RESOLUTION 60-10-21**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR AND THE EXECUTIVE DIRECTOR OF THE CRA TO EXECUTE A SEVEN-YEAR LEASE AGREEMENT ON BEHALF OF THE ARTISTS OF PALM BEACH COUNTY FOR AN OFFICE GALLERY AGREEMENT FOR THE USE OF REAL PROPERTY AT 801 PARK AVENUE THE LICENSE AGREEMENT IS BETWEEN THE TOWN OF LAKE PARK AND THE ARTISTS OF PALM BEACH COUNTY AND ONE PARK PLACE LLC; PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Town has all of the powers and authority conferred upon it according to the Florida Constitution and Chapter 166, Florida Statutes and the CRA under; and Part III of Chapter 163 Community Redevelopment Act; and

**WHEREAS,** the Lease Agreement with Park Place LLC, the Artists of Palm Beach County, will lease plus or minus 2,350 square feet of office/gallery space on the first floor east cap. The use of the premise will be for Office and Gallary displace for members of the Artists of Palm Beach County; and

**WHEREAS**, the Executive Director entered into a Memorandum of Agreement with the Artists of Palm Beach County to fund on behalf of the Artists of Palm Beach County Rent, Moving Costs, storage costs, and if necessary, fund total build-out costs. In exchange, the CRA will pay 100% of the rental costs for the first three years, and after that, the CRA will reduce rental payments by 25% in each of the next fours years. The lease agreement will be for seven years; and

**WHEREAS**, the gross rent per square foot will be $17.00 per square foot with an escalation clause of 3% per annually; and

**WHEREAS**, the Executive Director recommends that the CRA enter into the Lease Agreement as stipulated on page 5.8 of the CRA plan in accordance with the Downtown Arts and Antiques District whereby the CRA may offer incentives to attract major tenant(s), Artists and developers, including but not limited to financial assistance for training, leasing, parking, architectural and engineering design, off-site infrastructure, payment of utility and impact fees and other development costs associated with Lease Agreement for seven years; and.

**WHEREAS**,

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA:**

**Section 1.** The foregoing recitals are incorporated herein.

**Section 2.** The Mayor and Executive Director is hereby authorized and directed to

execute the Lease Agreement with One Park Place LLC on behalf of The Artists of Palm Beach County attached hereto and incorporated herein as set forth in the **Addendum** of the Lease Agreement.

**Section 3.** This Resolution shall be effective upon execution.

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, October 6, 2021, 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, October 6, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, and Henry Stark, Executive Director John D'Agostino, Agency Attorney Jamie Gavigan, and Agency Clerk Vivian Mendez.

Agency Clerk Mendez performed the roll call and Diane Sophinos led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**

**1. Presentation by the Department of Public Works and Consultant JMorton on Various Design Options Associated with the Proposed Park Avenue and 10th Street Landscape and Streetscape Refresh.**

Executive Director D'Agostino explained the purpose of the item. Public Works Director Roberto Travieso and Mr. Hays Henderson of JMorton Planning presented to the Board (see Exhibit "A"). Discussed ensued regarding the landscape desire of the Board for the area. Board Member Linden questioned the types of trees being placed in the intersections and medians. Mr. Henderson explained that depending on the obstruction of view, smaller trunk trees were an option for intersections or medians. Board Member Michaud asked if the south end of 10th Street was included in the design. Public Works Director Travieso explained that the south end of 10th Street was not included in the scope of the project. Board Member Flaherty questioned the tiled idea at the base of the trees and how that would impact the sidewalks. Mr. Henderson explained that it would be evaluated on a case-by-case basis. They would place root barriers and structural soils to the area and look to place trees with smaller tree root to avoid lifting. He explained that they received the previous landscape plan and it would be used to assist in which trees would work best. Board Member Starks questioned the on-going cost of the living materials and the concrete moving forward. Public Works Director Travieso suggested that specific questions of the consultant be submitted to the Executive Director so that staff may work on preparing a comprehensive response to the Board. Vice-Chair Glas-Castro suggested bringing the item back at a future meeting when the Board had more time to discuss the specifics of the project. She questioned exploring the installation of a roundabout while the area was being reviewed by Palm Beach County. She made several suggested regarding cost, stamped concrete versus brick pavers, and the replacement of plantings along the area. Chair O'Rourke suggested coordination between this project and the traffic study for pedestrian safety.

**2. Presentation by the Department of Public Works on Proposed Use and Revised Design Options of the Newly Acquired CRA Property, Located at 610 7th Street.**

Operations Manager John Wille presented to the Board several options for designs to the subject area (see Exhibit "B"). The Board discussed the options provided, the ongoing maintenance cost and involved. The Board requested additional information before moving forward with this item.

**CONSENT AGENDA:**

**3. September 1, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes.**

**Motion: Board Member Flaherty moved to approve the consent agenda; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**PUBLIC COMMENT:**

None

**NEW BUSINESS:**

**4. Resolution 60-10-21 Artist of Palm Beach County Leasing Agreement for One Park Place in the PADD District of the CRA.**

Executive Director D'Agostino explained the item (see Exhibit "C"). The Board discuss the lease agreement, One Park Place, and offered their support of Artist of Palm Beach County coming back to the Town. The Board discussed their concerns regarding the overall cost of the buildout and the seven-year lease as well as paying off the Town's Bond for the 800 Park Avenue building. Chair O'Rourke raised additional concerns regarding parking in the area.

**Motion: Board Member Linden moved to approve Resolution 60-10-21; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | | X | |

| | | | |
|---|---|---|---|
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | | X | |
| Chair O'Rourke | | X | |

Motion failed 3-3.

The Board discussed prior direction provided to the Executive Director during previous meetings. The Board discussed options for the Artist of Palm Beach County to lease space within the CRA. The Board directed staff to provide full cost of everything involving assisting the Artist of Palm Beach County to operate again in the Town. The Board ask that other alternative space be reviewed.

Artist of Palm Beach County President MaryJo Zapp addressed the Board. She explained a variety of events the Artist wish to bring to the Town. Chair O'Rourke suggested that they move forward with events in the Town. Ms. Zapp implored the Board to move in a positive direction that would allow the Artist the ability to come back to the Town. Chair O'Rourke stated that they would look for a solution.

**EXECUTIVE DIRECTOR REPORT:**

None

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Flaherty and seconded by Board Member Michaud, and by unanimous vote, the meeting adjourned at 8:18 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

TOWN OF LAKE PARK SEAL Town Seal FLORIDA

Approved on this 1 of December, 2021

Exhibit "A"

# Town of Lake Park Town CRA Meeting

## Agenda Request Form

**Meeting Date: October 6, 2021** **Agenda Item No.** Tab 1

**Agenda Title: Special Presentation by the Department of Public Works and Consultant JMorton on Various Design Options Associated with the Proposed Park Avenue and 10th Street Landscape and Streetscape Refresh.**

[X] **SPECIAL PRESENTATION/REPORTS** [ ] CONSENT AGENDA
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON _____ READING
[ ] NEW BUSINESS
[ ] OTHER: _____

**Approved by Executive Director** _____ **Date:** 9-28-21

Roberto F. Travieso/Public Works Director
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Public Works** | **Costs: N/A**<br><br>[ ] Finance _____ | **Attachment 1:**<br>- PowerPoint presentation on various design options associated with the proposed Park Ave. and 10th Street landscape and streetscape refresh. |
| **Advertised:**<br>Date: _____<br>Paper: _____<br>**[X] Not Required** | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case **RT**<br><br>**Please initial one.** |

**Summary Explanation/Background:**

At the direction of the Executive Director, staff requested a proposal from the Town's landscape architect, JMorton ("Consultant"), to provide landscape and hardscape design services for renovations of Park Avenue (from 7th Street, west to 10th Street) and 10th Street (from Park Avenue, north to Northern Drive).

The Park Avenue portion of this proposal is within the PADD and the remaining scope of the proposed landscape and hardscape refresh is 100 percent within the Community Redevelopment Agency's (CRA) area (*Figure 1*).

*Figure 1*

The consultant is a sub-consultant to Engenuity Group, with whom the Town currently has an active five (5) year continuing services agreement (Resolution No. 76-11-18).

Additionally, on September 1, 2021, the Board accepted a proposal from the consultant to develop various design options for replacing current landscape elements in the area with more colorful, lively, and aesthetically pleasing plantings. Moreover, the design options will also seek to modernize sidewalk infrastructure and add additional outdoor lighting.

Furthermore, per the direction of the Board, said design options would be scalable and able to be executed through a phased-in approach to minimize fiscal impact while maximizing implementation flexibility.

The department and the consultant are now prepared to present design options to the Board during the October 6, 2021, Special Call Community Redevelopment Agency meeting.

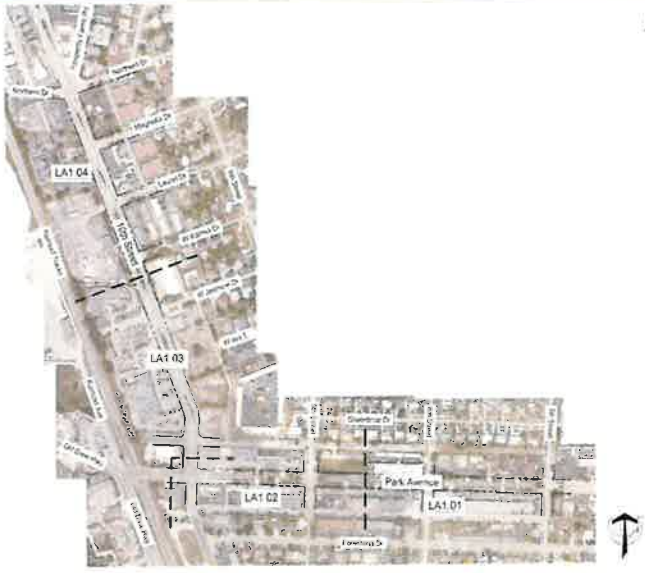
**Recommended Motion:** **There is no motion. For discussion only.**

# DESIGN OPTIONS FOR PARK AVENUE & 10TH STREET LANDSCAPE AND STREETSCAPE

DEPARTMENT OF PUBLIC WORKS

Project Manager
Hays Henderson, PLA
Morton PLANNING | LANDSCAPE ARCHITECTURE

## LOCATION, GOALS, AND OBJECTIVES

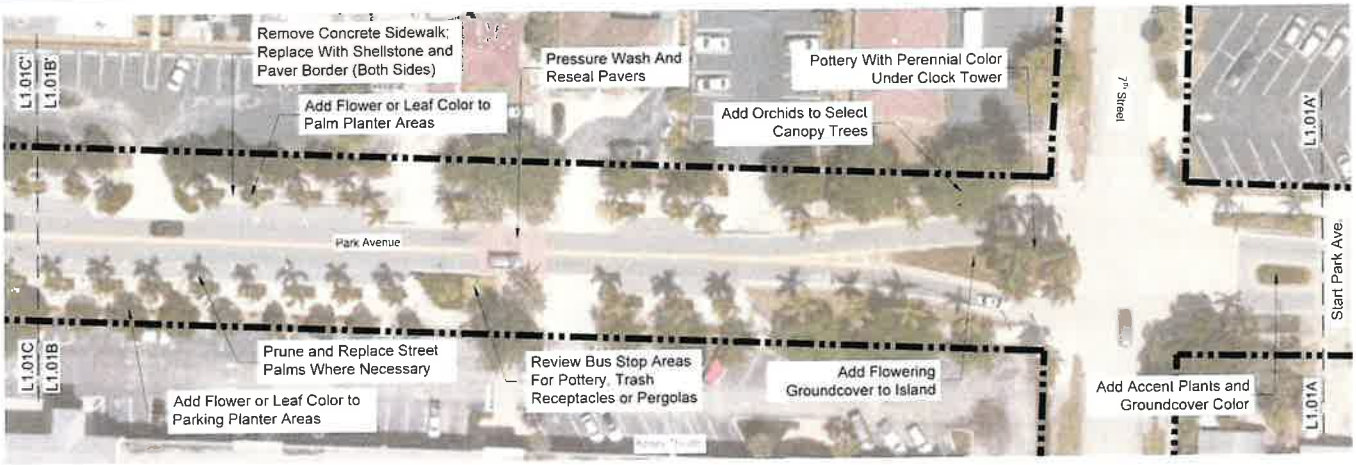



**Goals and Objectives**

1) Create a complete streetscape environment to make the street network livable and safer for people walking, biking, driving, riding transit, and moving actively with assistive devices.
2) Provide for the Health Safety and Welfare of the pedestrian users when interacting with the vehicular traffic both along the street thoroughfare and at designated pedestrian crossings.
3) Allow for connectivity with adjacent uses and encourage interaction with commercial properties.
4) Prioritize a safe vehicular speed that allows for adequate traffic progress throughout the streetscape.
5) Enhance the pedestrian and driving experience along the streetscape through the use of landscape and hardscape elements.
6) Update and enhance the pedestrian and vehicular pavement systems through the use of decorative concrete and specialty unit pavers.
7) Create an attractive streetscape environment that provides layered amenities through the use of site appurtenances such as raised planters, bench seating pergolas for shade, water fountains, trash receptacles and landscape lighting.
8) Update the existing landscape to provide visual interest and year round color at a minimal maintenance commitment.

Morton

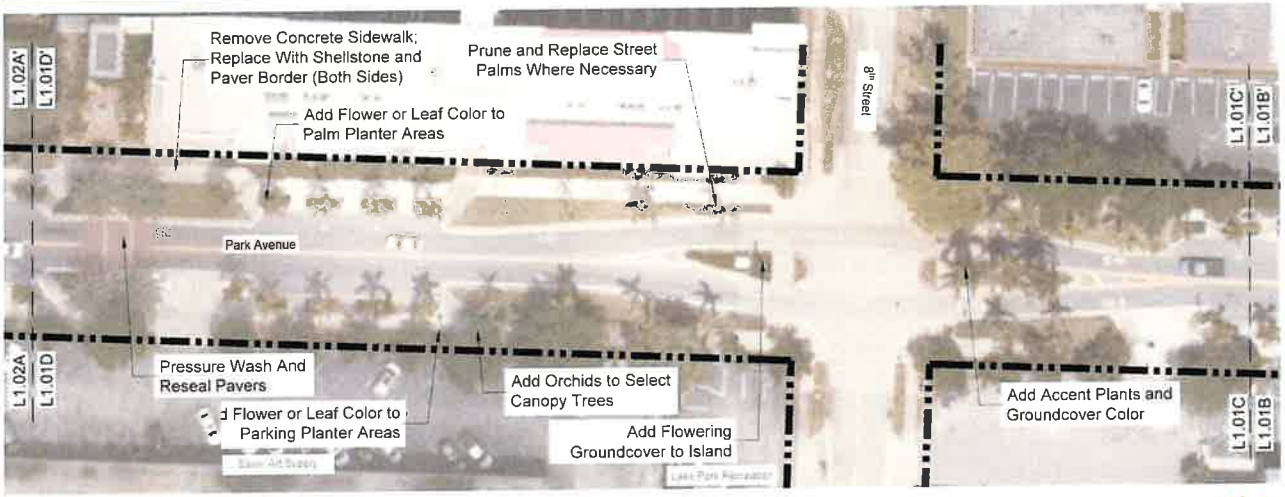
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT A-A' - B-B' L1.01

Morton

# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT C-C' - D-D' L1.01

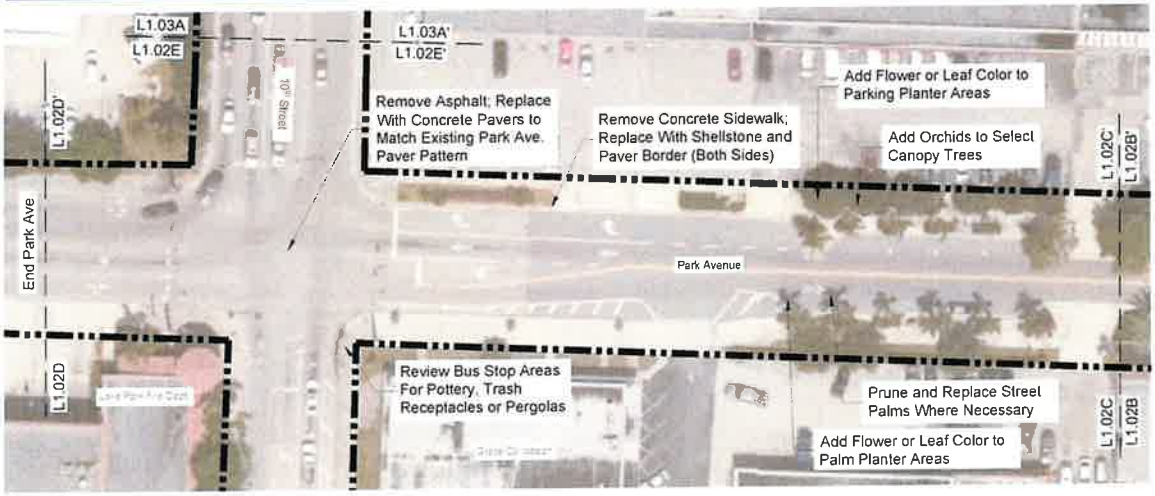
Morton

# CONCEPTUAL STREETSCAPE PLAN

PLANTING LAYOUT A-A' - B-B' L1.02

Morton

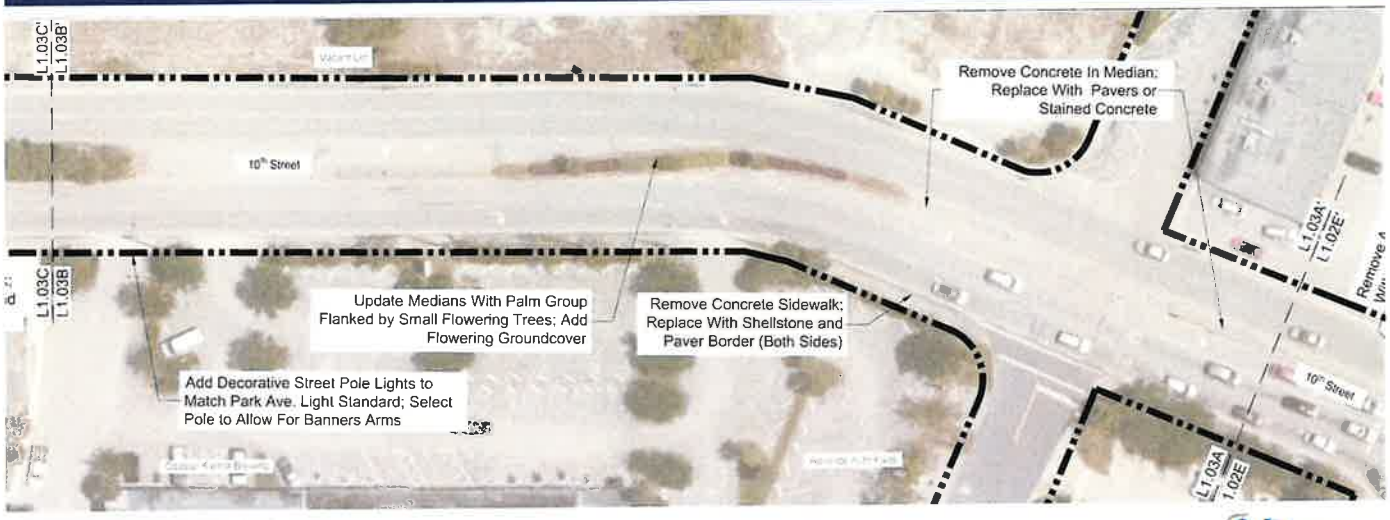
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT C-C' - D-D' L1.02

Morton

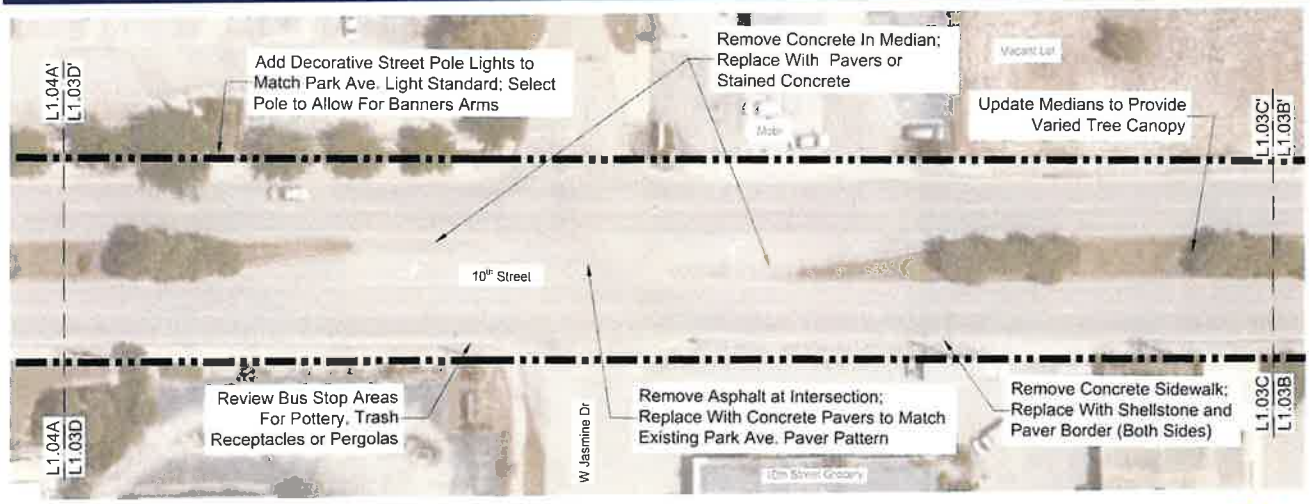
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT A-A' - B-B' L1.03

Morton

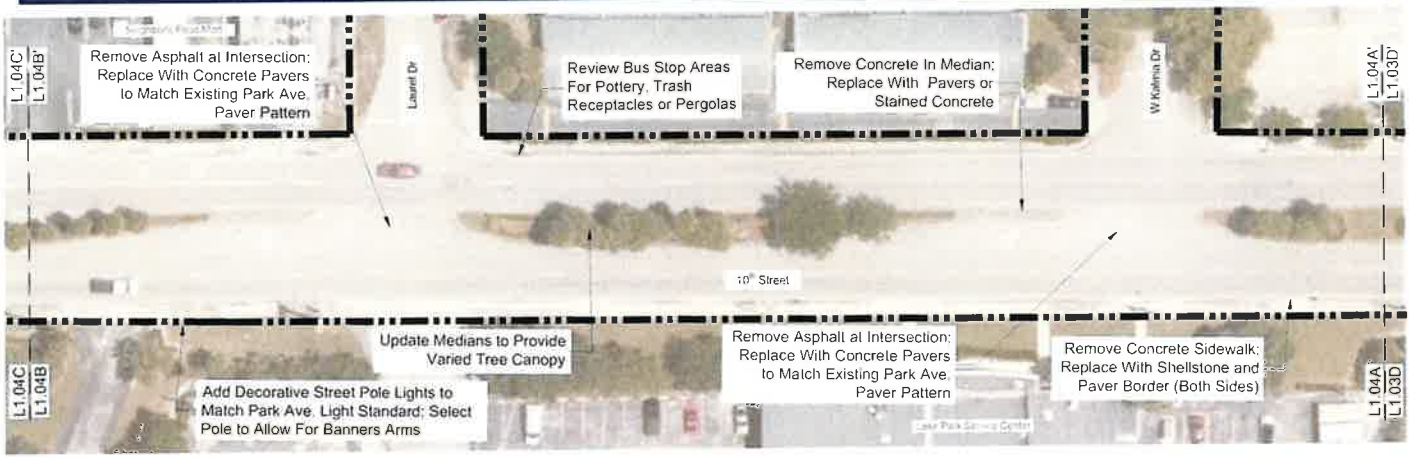
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT C-C' - D-D' L1.03

Morton

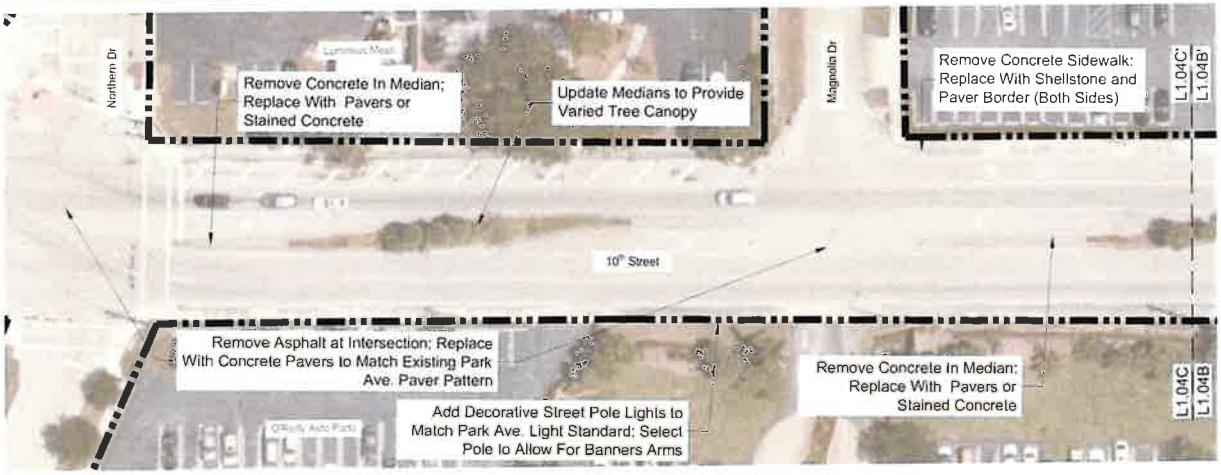
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT A-A' - B-B' L1.04

Morton

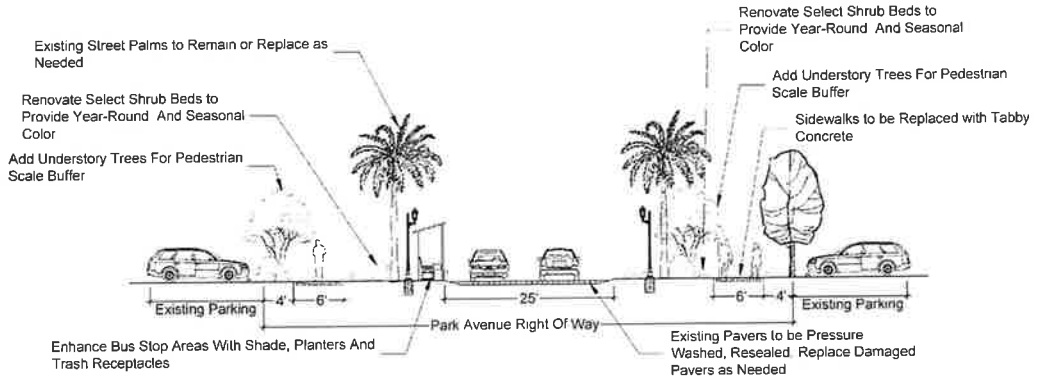
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT C-C' - D-D' L1.04

Morton

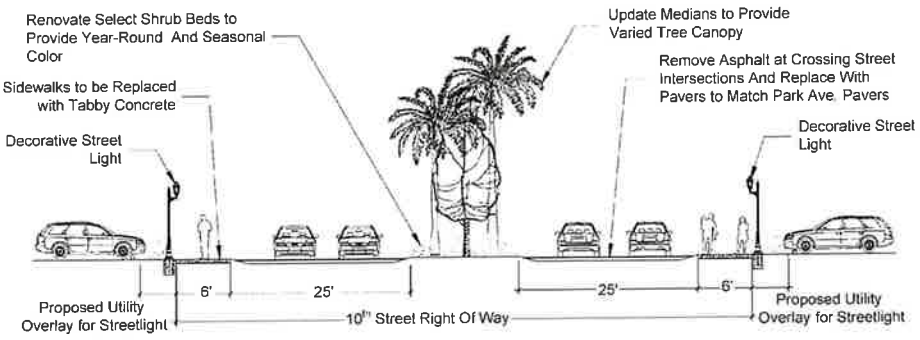
# CONCEPTUAL STREETSCAPE TYPICAL SECTION




PARK AVENUE TYPICAL SECTION
PLAN NTS

Morton

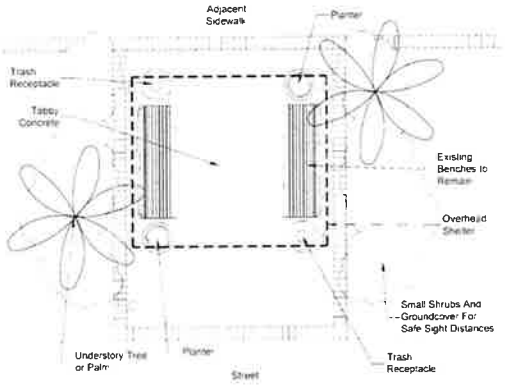
# CONCEPTUAL STREETSCAPE TYPICAL SECTION



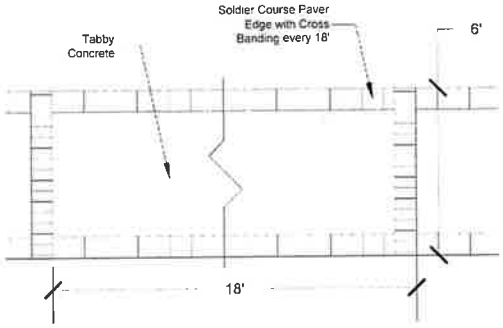

10TH STREET TYPICAL SECTION
PLAN NTS

Morton

# CONCEPTUAL STREETSCAPE DETAILS AND SPECIFICATIONS




BUS STOP DETAIL




SIDEWALK PAVING DETAIL

Morton

# CONCEPTUAL STREETSCAPE PLANT MATERIALS

Morton

# CONCEPTUAL STREETSCAPE PLANT MATERIALS

Cocoplum

Dwarf Yaupon Holly

Simpson Stopper

Silver Buttonwood

Orange Bird of Paradise

Copperleaf

Jasmine

Dwarf Jasmine

Firecracker Plant

Golden Dewdrop

Green Island Ficus

Parson's Juniper

Natal Plum

Dwarf Oleander

Plumbago

# CONCEPTUAL STREETSCAPE PLANT MATERIALS

Red Ixora

Podocarpus

Thryallis

Ti Plant

Golden Creeper

Snake Plant

Muhly Grass

Bromeliad

Flowering Peanut

Asparagus Fern

Lily Turf

Pansies

Society Garlic

Yellow African Iris

Exhibit "B"

# Town of Lake Park Town CRA Meeting

## Agenda Request Form

**Meeting Date: October 6, 2021** **Agenda Item No.** Tab 2

**Agenda Title: Special Presentation by the Department of Public Works on Proposed Use and Revised Design Options for the Newly Acquired CRA Property, Located at 610 7th Street.**

[X] **SPECIAL PRESENTATION/REPORTS** [ ] CONSENT AGENDA
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON _____ READING
[ ] NEW BUSINESS
[ ] OTHER: _____

**Approved by Executive Director** _____ **Date:** 9-29-21

Roberto F. Travieso/Public Works Director
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br>**Public Works** | **Costs: N/A**<br>[ ] Finance _____ | **Attachment 1:**<br>- PowerPoint presentation on proposed use and design options for the newly acquired CRA property, located at 610 7th street, adjacent to the new CRA municipal parking lot. |
| **Advertised:**<br>Date: _____<br>Paper: _____<br>**[X] Not Required** | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case **RT**<br>**Please initial one.** |

**Summary Explanation/Background:**

During the July 7, 2021 Special Call Meeting of the Community Redevelopment Agency (CRA), the Board approved the purchase of a property abutting the CRA's public parking lot (currently under construction) and located at 610 7th Street.

At the direction of the Executive Director, Agency staff investigated several options for potential uses of this strategically located property.

During the September 1, 2021 meeting of the Community Redevelopment Agency (CRA), the Board was presented with three (3) proposed uses for said property: 1. Parking Lot Expansion, 2. Dog Park, and 3. Pocket Park.

All options presented carried an approximate cost of $98,000.00, including demolition of the structure.

During the CRA meeting, the Board discussed various options and narrowed their preference to the Option 2 and Option 3, with the Dog Park garnering the most support.

Staff offered to further refine design elements for the Dog Park and return to the Board with additional information for further discussion.

The department is now prepared to update the board on the refined design options for the Dog Park during the October 6, 2021, Special Call Community Redevelopment Agency meeting.

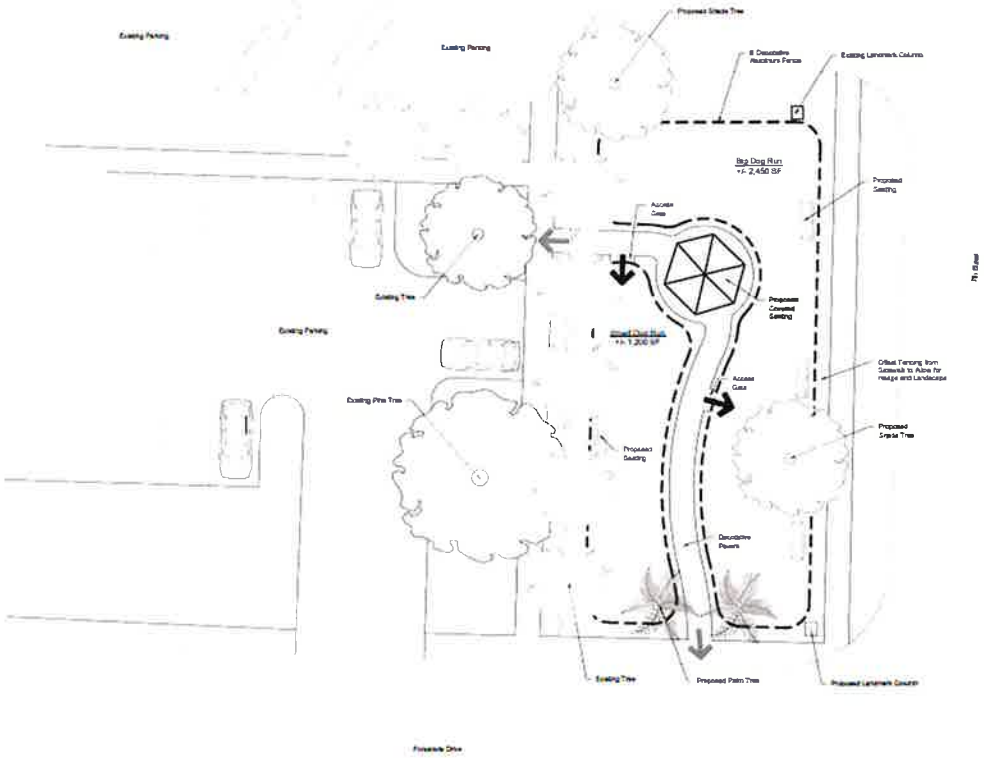
**Recommended Motion:** **There is no motion. For discussion only.**

# DESIGN OPTIONS FOR PROPOSED USE OF CRA PROPERTY LOCATED AT 610 7TH STREET

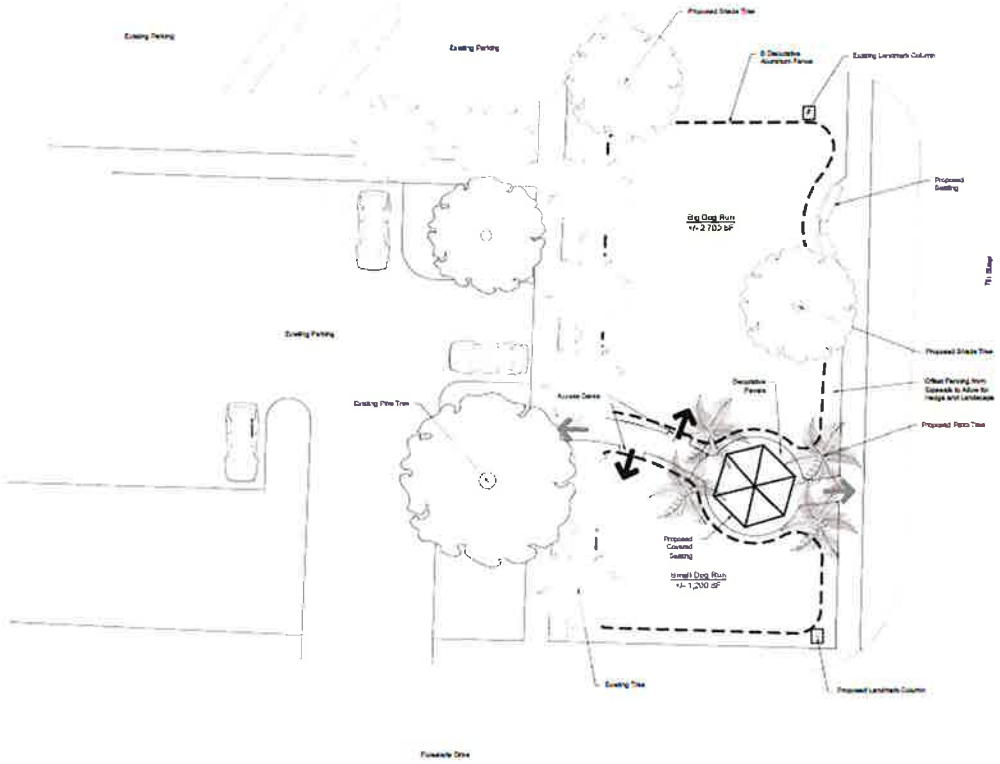
## DEPARTMENT OF PUBLIC WORKS

**Roberto Travieso**, Director
**John Wille**, Capital Projects Manager

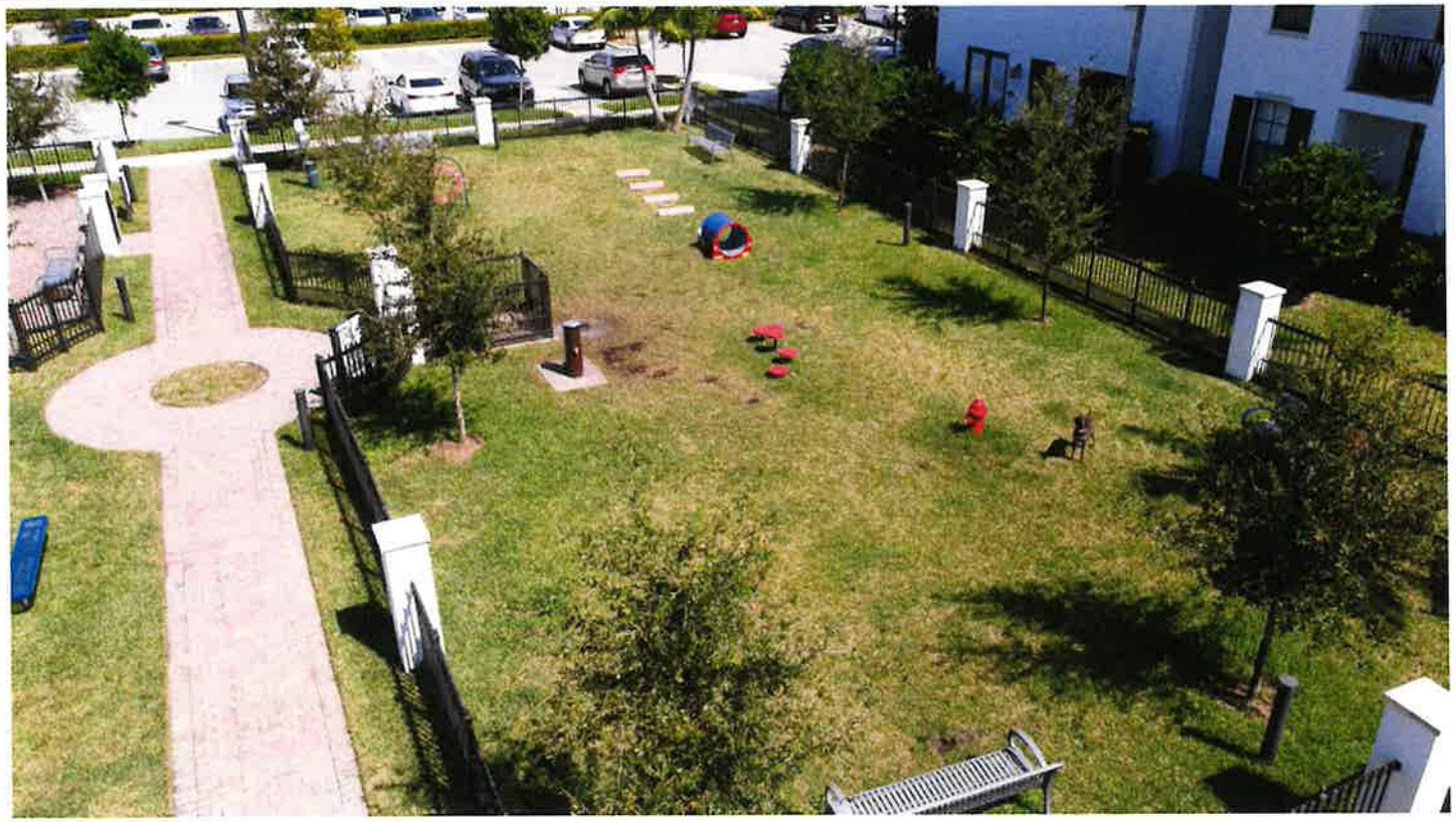
# DOG PARK DESIGN OPTION 1



# DOG PARK DESIGN OPTION 2



# SAMPLE URBAN SETTING DOG PARK



# DESIGN OPTION 3: POCKET PARK

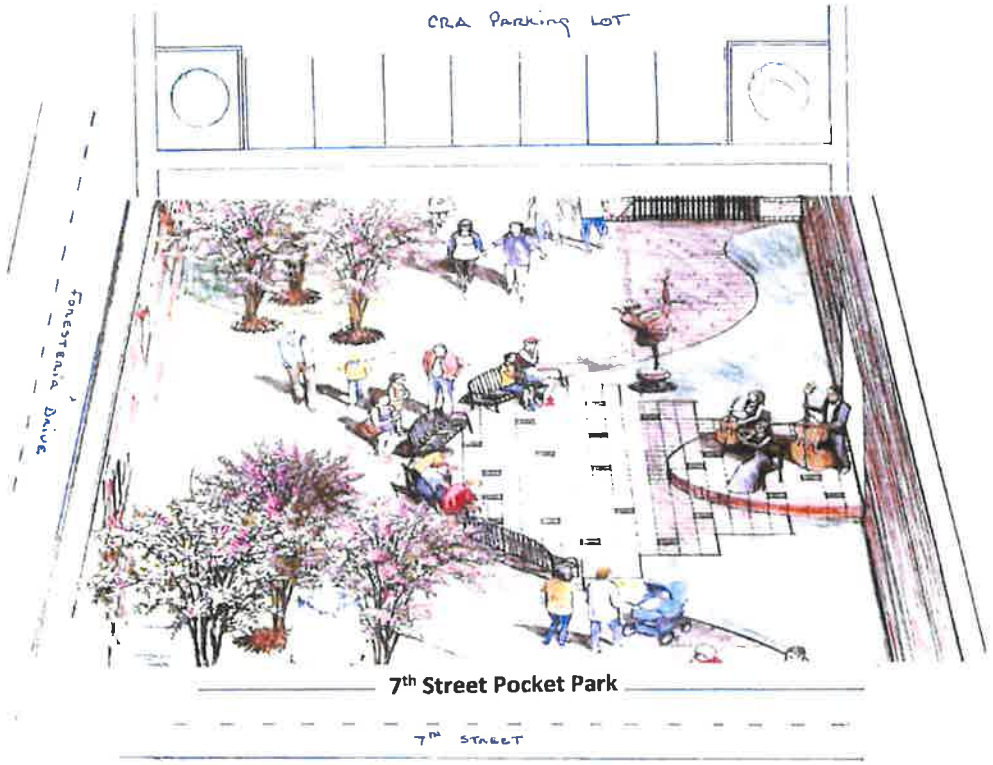


Exhibit "C"

**CRA**
**Agenda Request Form**

**Meeting Date: October 6, 2021** **Agenda Item No.** Tab 4

**Agenda Title: Artists of Palm Beach County Lease Agreement for One Park Place in the PADD District of the CRA**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 9-29-21

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• Palm Glades Real Estate Lease for One Park Place.<br>• Memorandum of Agreement.<br>• Resolution Authorizing the Executive Director and the Mayor to sign the lease agreement. |
|---|---|---|

**Summary Explanation/Background:** The Executive Director back in 2019 established a memorandum of agreement between the Lake Park Community Redevelopment Agency and the Artists of Palm Beach. The attached agreement represents the interests that the CRA maintains in supporting the arts district and the Artists of Palm Beach to remain in the CRA. The attached agreement signed by Joe Friedman and the Executive Director to the CRA represents a period of uncertainty between the CRA and the Artists of Palm Beach

and the Board of Directors.The intent of the agreement is to provide the non-profit organization with support necessary to keep them in the CRA. The CRA designated a portion of the PADD as an Arts District. The Executive Director recommended to the Board of Directors that the use of the property by a private Not for Profit organization violated the bond language for the use of the property. The intent was to continue to work with the organization to find a suitable location for the Artists, preferably within the CRA. On November 15, 2019, an agreement was entered into to keep the Artists of Palm Beach within the CRA boundries. Unfortunately, the evaluation of the bond language meant that the Artists could not continue at the 800 Park Avenue buidling, which was a significant setback for the organization. Remember, the Artists remained at the site for several years before the evaluation of the Bond Lanague that require "municipal purpose use" for the building became an issue.

The organization is committed to the Town of Lake Park and the CRA. They are interested in the CRA and desire to expand their scope of work to include festival-type events focused on the Arts in the PADD. Fortunately, the only viable Arts group to respond to previous requests for Proposals for the use of the building was the Artists of Palm Beach.

**Recommended Motion:** Move to approve the lease agreement terms and require the Mayor and Executive Director of the CRA to sign said agreement.

**RESOLUTION 60-10-21**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR AND THE EXECUTIVE DIRECTOR OF THE CRA TO EXECUTE A SEVEN-YEAR LEASE AGREEMENT ON BEHALF OF THE ARTISTS OF PALM BEACH COUNTY FOR AN OFFICE GALLERY AGREEMENT FOR THE USE OF REAL PROPERTY AT 801 PARK AVENUE THE LICENSE AGREEMENT IS BETWEEN THE TOWN OF LAKE PARK AND THE ARTISTS OF PALM BEACH COUNTY AND ONE PARK PLACE LLC; PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Town has all of the powers and authority conferred upon it according to the Florida Constitution and Chapter 166, Florida Statutes and the CRA under; and Part III of Chapter 163 Community Redevelopment Act; and

**WHEREAS,** the Lease Agreement with Park Place LLC, the Artists of Palm Beach County, will lease plus or minus 2,350 square feet of office/gallery space on the first floor east cap. The use of the premise will be for Office and Gallary displace for members of the Artists of Palm Beach County; and

**WHEREAS**, the Executive Director entered into a Memorandum of Agreement with the Artists of Palm Beach County to fund on behalf of the Artists of Palm Beach County Rent, Moving Costs, storage costs, and if necessary, fund total build-out costs. In exchange, the CRA will pay 100% of the rental costs for the first three years, and after that, the CRA will reduce rental payments by 25% in each of the next fours years. The lease agreement will be for seven years; and

**WHEREAS**, the gross rent per square foot will be $17.00 per square foot with an escalation clause of 3% per annually; and

**WHEREAS**, the Executive Director recommends that the CRA enter into the Lease Agreement as stipulated on page 5.8 of the CRA plan in accordance with the Downtown Arts and Antiques District whereby the CRA may offer incentives to attract major tenant(s), Artists and developers, including but not limited to financial assistance for training, leasing, parking, architectural and engineering design, off-site infrastructure, payment of utility and impact fees and other development costs associated with Lease Agreement for seven years; and.

**WHEREAS,**

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA:**

**Section 1.** The foregoing recitals are incorporated herein.

**Section 2.** The Mayor and Executive Director is hereby authorized and directed to

execute the Lease Agreement with One Park Place LLC on behalf of The Artists of Palm Beach County attached hereto and incorporated herein as set forth in the **Addendum** of the Lease Agreement.

**Section 3.** This Resolution shall be effective upon execution.

Palm Glades Real Estate

MLS

Experience Matters - over 47 years selling South Florida

ADDENDIUM

September 27th, 2021

Izzy Martinez
RSI Asset Management LLC
801 Park Avenue
Lake Park, FL,33404

Re: ***One Park Place, Lake Park, FL***

To Whom it May Concern,

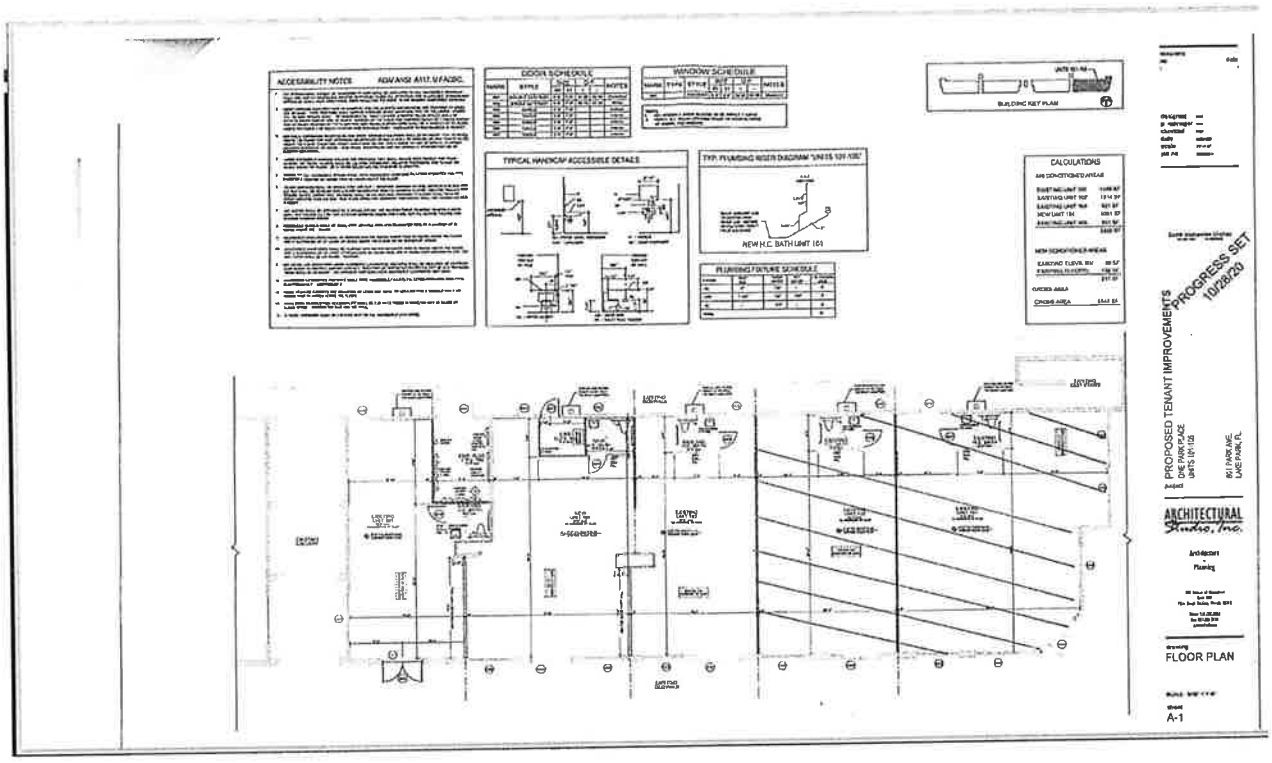
Per ongoing conversations, ***The Artists of Palm Beach County,*** is submitting the following proposal to lease ***±2400 SF of the 1st floor commercial space*** at ***One Park Place, Lake Park, FL 33404,*** as follows:

| | |
|---|---|
| **TENANT:** | The Artists of Palm Beach County |
| **LOCATION:** | **Units 101/102 (East End Cap)**<br>801 Park Ave, Lake Park, FL 33426 |
| **PREMISE SIZE:** | ±2400 Square Feet |
| **USE:** | Offices/Gallery |
| **LEASE TERM:** | Five (5) years, w/5-year option |
| **LEASE COMMENCEMENT:** | On or before Nov 8th, 2021 or upon completion of Landlord's Work as evidenced by the issuance of a Certificate of Occupancy by the proper municipal authorities. Tenant shall have access 15 days prior to Lease Commencement for installation of FF&E.<br><br>Date to Follow after update from the architect on August 8th, 2021 |
| **GROSS RENT:** | $17.00/SF, escalating by 3% annually<br>Funds are approved by the City of Lake Park. |
| **OPERATING EXPENSES:** | Operating Expenses are included in the Gross Rent and subject to the 3% annual escalation as set forth above. |
| **ABATEMENT:** | The first two (2) months of Gross Rent will be abated. |
| **STORM PROTOCALS:** | Landlord shall provide and install window/door protection as required by tenant in the event of a hurricane. |

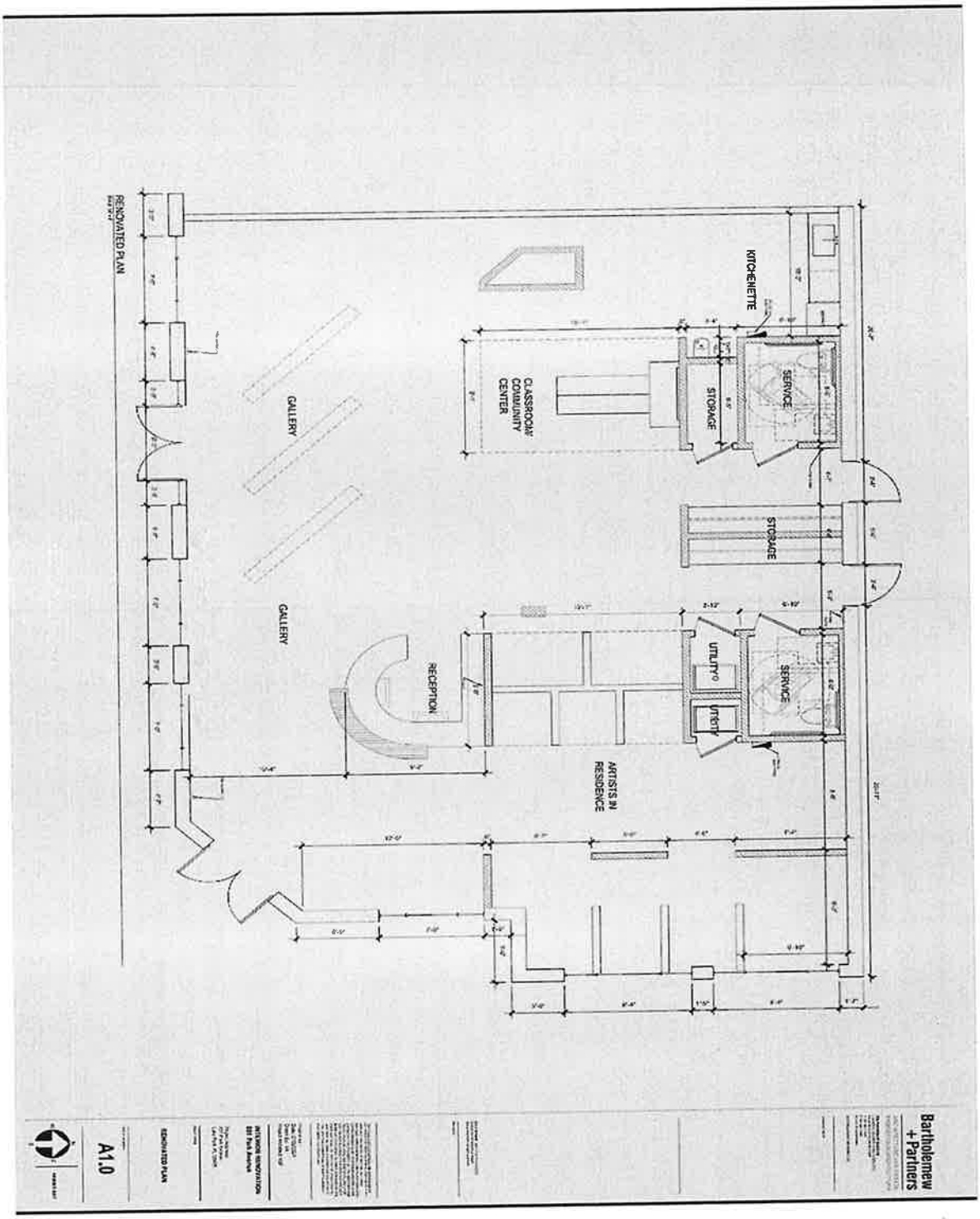
Izzy Martinez
RSI Asset Management LLC
November 11, 2020

**(Floor Plan of Premises)**

**Finale**



Izzy Martinez
RSI Asset Management LLC
November 11, 2020



# Memorandum of Agreement between the Artists of Palm Beach and the Community Redevelopment Authority

November 15, 2019

The Artists of Palm Beach County, hereafter known as APBC, agree to move forward with the Community Redevelopment Authority in partnership to find a new home in the CRA District. The CRA Agrees to financially fund on behalf of the APBC Rent, moving costs, storage costs, and, if necessary, to build out a 2,500 square feet space to accommodate the needs of APBC. The full build-out costs will be incurred by the CRA if the Artists cannot find a suitable location with existing walls, flooring, electrical, plumbing, etc. Concerning rent, the CRA agrees to the following: for three years, the Community Redevelopment Authority will pay 100% of rental costs, and after that, the CRA will reduce rental payments by 25% in each of the next four years.

The CRA agrees to work out arrangements with the APBC in the event the non-profit cannot find a location by November 21, 2019. Therefore, the CRA recognizes that while the November 21, 2019 date has been noticed to APBC, that date is not firm if APBC cannot find a location before November 21, 2019.

We continue to support and will continue to work with the Artists of Palm Beach County to ensure a smooth transition to a new location in the CRA.

Joe Friedman, President of the
Artists of Palm Beach County

John D'Agostino, Executive Director of the
Community Redevelopment Authority

Izzy Martinez
RSI Asset Management LLC
November 11, 2020

**DELIVERY OF PREMISES:** Landlord shall deliver the demised premises in "turn-key" condition. Such definition of the acceptance of the Premises shall provide for the following: All existing mechanical systems, air conditioning equipment and electrical shall be in good working order and comply with any and all regulatory authorities therein. Landlord shall be responsible for repair or replacement of HVAC unit(s).

**TENANT'S ELECTRICITY:** Electricity is provided Tenant.

**PREPAID RENT:** First month's rent shall be payable upon execution of this Lease.

**SECURITY DEPOSIT:** An amount equivalent to first month's Gross Rent shall be tendered at time of lease execution.

**BROKERAGE:** Tenant and Landlord hereby acknowledge Palm Glades Real Estate (Aaron Brown, Agent) and RSI Management LLC (Ismael Martinez, Agent) as sole procuring brokers in this transaction. Palm Glades Real Estates shall be a 3.5% commission of the gross lease.

Commission

*(Submission of this lease proposal to you does not constitute an option or first right to the space, but is merely for your review and consideration. Until a formal lease document is executed by both parties, this proposal shall not be binding upon either party.)*

If the above terms are acceptable to your client, please have them sign where indicated below and return to me at your earliest convenience so they may be incorporated into a formal Lease Agreement for review. Thank you for your ongoing assistance in facilitating this transaction.

Sincerely,

Palm Beach Glades Real Estate

By: _____
Aaron Brown, Managing Agent

Date: _____

READ, ACKNOWLEDGED AND AGREED:

Park Place One LLC.

By: _____
Robert Spiegel, Manager

Date: _____

APPROVED FOR SUBMISSION:

By: _____
John D'Agostino
Town Manager

Date: _____

By: _____
Michael O'Rourke
Mayor of Lake Park FL.

Date: _____

## Community Redevelopment Agency
**Agenda Request Form**

**Meeting Date: December 1, 2021** **Agenda Item No.**

**Agenda Title: October 6, 2021 Community Redevelopment Agency Board Meeting Minutes.**

[ ] SPECIAL PRESENTATION/REPORT **[X] CONSENT AGENDA**
[ ] OLD BUSINESS [ ] NEW BUSINESS
[ ] OTHER:

**Approved by Executive Director:** _____ **Date:** 10/12/21

*Vivian Mendez, Town Clerk, M.M.C*
Name/Title

| | | |
|---|---|---|
| **Originating Department:**<br>**Agency Clerk** | Costs: $ **0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>**Meeting Minutes**<br>**Exhibit A-C** |
| | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case ___<br>**Please initial one**. |

**Recommended Motion: I move to approve the October 6, 2021 Community Redevelopment Agency Board Meeting Minutes.**

Revised

# AGENDA

**Community Redevelopment Agency**
**Meeting**
**Wednesday, December 1, 2021, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | **—** | **Chair** |
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **Erin Flaherty** | **—** | **Board Member** |
| **John Linden** | **—** | **Board Member** |
| **Roger Michaud** | **—** | **Board Member** |
| **Henry K. Stark** | **—** | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**
**None**

**D. CONSENT AGENDA:**

**1. October 6, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes. Tab 1**

**2. Resolution 72-12-21 Amend an Agreement with Vincent and Sons Landscaping, Inc. and Authorize Landscaping Services for the CRA Municipal Parking Lot and 610 7th Street. Tab 2**

**3. Request to Authorize and Direct the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from BG Group, LLC, for the Demolition And Material Removal and Disposal of the CRA Property Located at 610 7th Street. Tab 3**

**E. 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.**

**F. NEW BUSINESS:**

**4. Resolution 73-12-21 Authorization to Sign PBSO Contract to Provide Police Services within the CRA Park Avenue Downtown District. Tab 4**

**5. Resolution 74-12-21 Authorizing and Directing the Chairman to Execute a Contract with Business Flare LLC, for Consulting Services Associated with Evaluating, Revising, and Updating the CRA Master Plan. Tab 5**

**6. Artist of Palm Beach County discussion on 800 Park Avenue CRA Property Tab 6**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. BOARD MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Board Meeting will be conducted on March 2, 2022.**

# Consent Agenda

# TAB 1

## Community Redevelopment Agency
**Agenda Request Form**

**Meeting Date: December 1, 2021** **Agenda Item No.**

**Agenda Title: October 6, 2021 Community Redevelopment Agency Board Meeting Minutes.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | **[X]** | **CONSENT AGENDA** |
| [ ] | OLD BUSINESS | [ ] | NEW BUSINESS |
| [ ] | OTHER: | | |

**Approved by Executive Director:** _____ **Date:** 10/12/21

*Vivian Mendez, Town Clerk, MMC*
Name/Title

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Agency Clerk** | Costs: $ **0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>**Meeting Minutes**<br>**Exhibit A-C** |
| | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case ___<br>**Please initial one.** |

**Recommended Motion: I move to approve the October 6, 2021 Community Redevelopment Agency Board Meeting Minutes.**

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, October 6, 2021, 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, October 6, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, and Henry Stark, Executive Director John D'Agostino, Agency Attorney Jamie Gavigan, and Agency Clerk Vivian Mendez.

Agency Clerk Mendez performed the roll call and Diane Sophinos led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**

**1. Presentation by the Department of Public Works and Consultant JMorton on Various Design Options Associated with the Proposed Park Avenue and 10th Street Landscape and Streetscape Refresh.**

Executive Director D'Agostino explained the purpose of the item. Public Works Director Roberto Travieso and Mr. Hays Henderson of JMorton Planning presented to the Board (see Exhibit "A"). Discussed ensued regarding the landscape desire of the Board for the area. Board Member Linden questioned the types of trees being placed in the intersections and medians. Mr. Henderson explained that depending on the obstruction of view, smaller trunk trees were an option for intersections or medians. Board Member Michaud asked if the south end of 10th Street was included in the design. Public Works Director Travieso explained that the south end of 10th Street was not included in the scope of the project. Board Member Flaherty questioned the tiled idea at the base of the trees and how that would impact the sidewalks. Mr. Henderson explained that it would be evaluated on a case-by-case basis. They would place root barriers and structural soils to the area and look to place trees with smaller tree root to avoid lifting. He explained that they received the previous landscape plan and it would be used to assist in which trees would work best. Board Member Starks questioned the on-going cost of the living materials and the concrete moving forward. Public Works Director Travieso suggested that specific questions of the consultant be submitted to the Executive Director so that staff may work on preparing a comprehensive response to the Board. Vice-Chair Glas-Castro suggested bringing the item back at a future meeting when the Board had more time to discuss the specifics of the project. She questioned exploring the installation of a roundabout while the area was being reviewed by Palm Beach County. She made several suggested regarding cost, stamped concrete versus brick pavers, and the replacement of plantings along the area. Chair O'Rourke suggested coordination between this project and the traffic study for pedestrian safety.

**2. Presentation by the Department of Public Works on Proposed Use and Revised Design Options of the Newly Acquired CRA Property, Located at 610 7th Street.**

Operations Manager John Wille presented to the Board several options for designs to the subject area (see Exhibit "B"). The Board discussed the options provided, the ongoing maintenance cost and involved. The Board requested additional information before moving forward with this item.

**CONSENT AGENDA:**

**3. September 1, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes.**

**Motion: Board Member Flaherty moved to approve the consent agenda; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**PUBLIC COMMENT:**

None

**NEW BUSINESS:**

**4. Resolution 60-10-21 Artist of Palm Beach County Leasing Agreement for One Park Place in the PADD District of the CRA.**

Executive Director D'Agostino explained the item (see Exhibit "C"). The Board discuss the lease agreement, One Park Place, and offered their support of Artist of Palm Beach County coming back to the Town. The Board discussed their concerns regarding the overall cost of the buildout and the seven-year lease as well as paying off the Town's Bond for the 800 Park Avenue building. Chair O'Rourke raised additional concerns regarding parking in the area.

**Motion: Board Member Linden moved to approve Resolution 60-10-21; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | | X | |

| | | | |
|---|---|---|---|
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | | X | |
| Chair O'Rourke | | X | |

Motion failed 3-3.

The Board discussed prior direction provided to the Executive Director during previous meetings. The Board discussed options for the Artist of Palm Beach County to lease space within the CRA. The Board directed staff to provide full cost of everything involving assisting the Artist of Palm Beach County to operate again in the Town. The Board ask that other alternative space be reviewed.

Artist of Palm Beach County President MaryJo Zapp addressed the Board. She explained a variety of events the Artist wish to bring to the Town. Chair O'Rourke suggested that they move forward with events in the Town. Ms. Zapp implored the Board to move in a positive direction that would allow the Artist the ability to come back to the Town. Chair O'Rourke stated that they would look for a solution.

**EXECUTIVE DIRECTOR REPORT:**

None

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Flaherty and seconded by Board Member Michaud, and by unanimous vote, the meeting adjourned at 8:18 p.m.

_____
Chair, Michael O'Rourke

_____
Agency Clerk, Vivian Mendez, MMC

Town Seal

Approved on this _____of _____, 2021

Exhibit "A"

# Town of Lake Park Town CRA Meeting

## Agenda Request Form

**Meeting Date: October 6, 2021** **Agenda Item No.** Tab 1

**Agenda Title: Special Presentation by the Department of Public Works and Consultant JMorton on Various Design Options Associated with the Proposed Park Avenue and 10th Street Landscape and Streetscape Refresh.**

| | | | |
|---|---|---|---|
| **[X]** | **SPECIAL PRESENTATION/REPORTS** | [ ] | CONSENT AGENDA |
| [ ] | BOARD APPOINTMENT | [ ] | OLD BUSINESS |
| [ ] | PUBLIC HEARING ORDINANCE ON _____ | | READING |
| [ ] | NEW BUSINESS | | |
| [ ] | OTHER: _____ | | |

**Approved by Executive Director** _____ **Date:** 9-29-21

Roberto F. Travieso/Public Works Director
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Public Works** | **Costs: N/A**<br><br>[ ] Finance _____ | **Attachment 1:**<br>- PowerPoint presentation on various design options associated with the proposed Park Ave. and 10th Street landscape and streetscape refresh. |
| **Advertised:**<br>Date: _____<br>Paper: _____<br>**[X] Not Required** | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case **RT**<br><br>**Please initial one.** |

**Summary Explanation/Background:**

At the direction of the Executive Director, staff requested a proposal from the Town's landscape architect, JMorton ("Consultant"), to provide landscape and hardscape design services for renovations of Park Avenue (from 7th Street, west to 10th Street) and 10th Street (from Park Avenue, north to Northern Drive).

The Park Avenue portion of this proposal is within the PADD and the remaining scope of the proposed landscape and hardscape refresh is 100 percent within the Community Redevelopment Agency's (CRA) area (*Figure 1*).

*Figure 1*

The consultant is a sub-consultant to Engenuity Group, with whom the Town currently has an active five (5) year continuing services agreement (Resolution No. 76-11-18).

Additionally, on September 1, 2021, the Board accepted a proposal from the consultant to develop various design options for replacing current landscape elements in the area with more colorful, lively, and aesthetically pleasing plantings. Moreover, the design options will also seek to modernize sidewalk infrastructure and add additional outdoor lighting.

Furthermore, per the direction of the Board, said design options would be scalable and able to be executed through a phased-in approach to minimize fiscal impact while maximizing implementation flexibility.

The department and the consultant are now prepared to present design options to the Board during the October 6, 2021, Special Call Community Redevelopment Agency meeting.

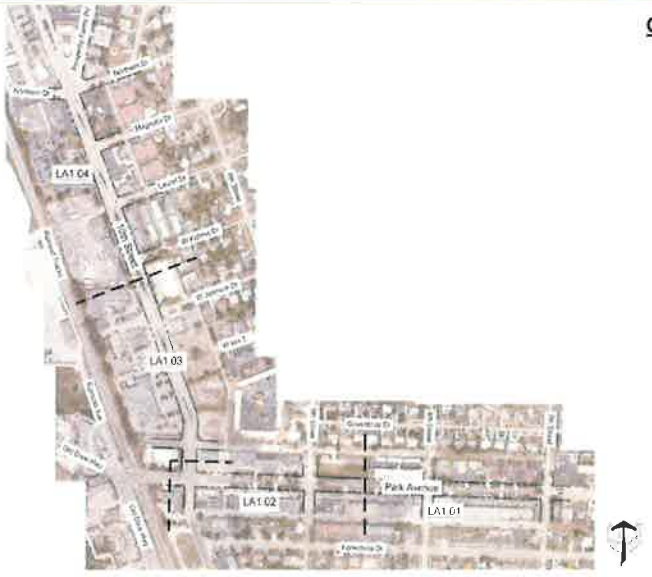
**Recommended Motion: There is no motion. For discussion only.**

# DESIGN OPTIONS FOR PARK AVENUE & 10TH STREET LANDSCAPE AND STREETSCAPE

## DEPARTMENT OF PUBLIC WORKS

Project Manager
Hays Henderson, PLA
Morton
PLANNING | LANDSCAPE ARCHITECTURE

## LOCATION, GOALS, AND OBJECTIVES

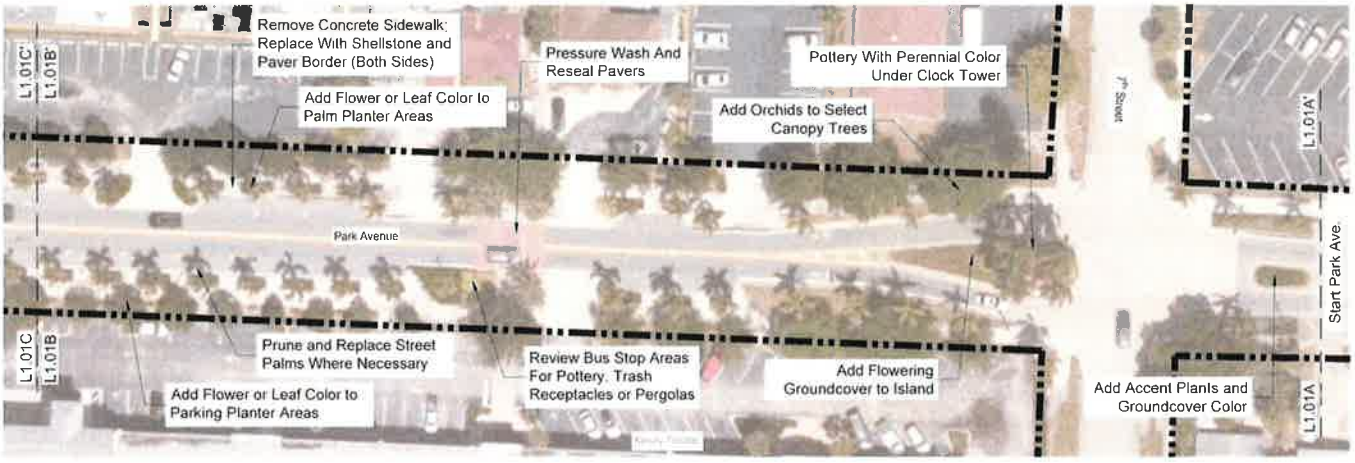



**Goals and Objectives**

1) Create a complete streetscape environment to make the street network livable and safer for people walking, biking, driving, riding transit, and moving actively with assistive devices.
2) Provide for the Health Safety and Welfare of the pedestrian users when interacting with the vehicular traffic both along the street thoroughfare and at designated pedestrian crossings.
3) Allow for connectivity with adjacent uses and encourage interaction with commercial properties.
4) Prioritize a safe vehicular speed that allows for adequate traffic progress throughout the streetscape.
5) Enhance the pedestrian and driving experience along the streetscape through the use of landscape and hardscape elements.
6) Update and enhance the pedestrian and vehicular pavement systems through the use of decorative concrete and specialty unit pavers.
7) Create an attractive streetscape environment that provides layered amenities through the use of site appurtenances such as raised planters, bench seating pergolas for shade, water fountains, trash receptacles and landscape lighting.
8) Update the existing landscape to provide visual interest and year round color at a minimal maintenance commitment.

Morton

# CONCEPTUAL STREETSCAPE PLAN

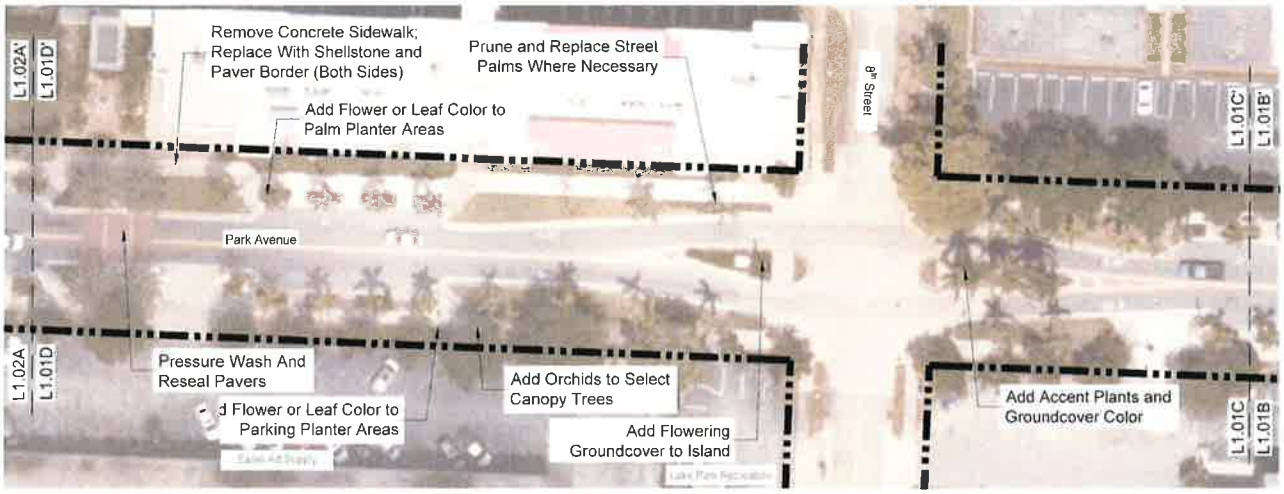



PLANTING LAYOUT A-A' - B-B'
PLAN

L1.01

Morton

# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT C-C' - D-D'
PLAN

L1.01

Morton

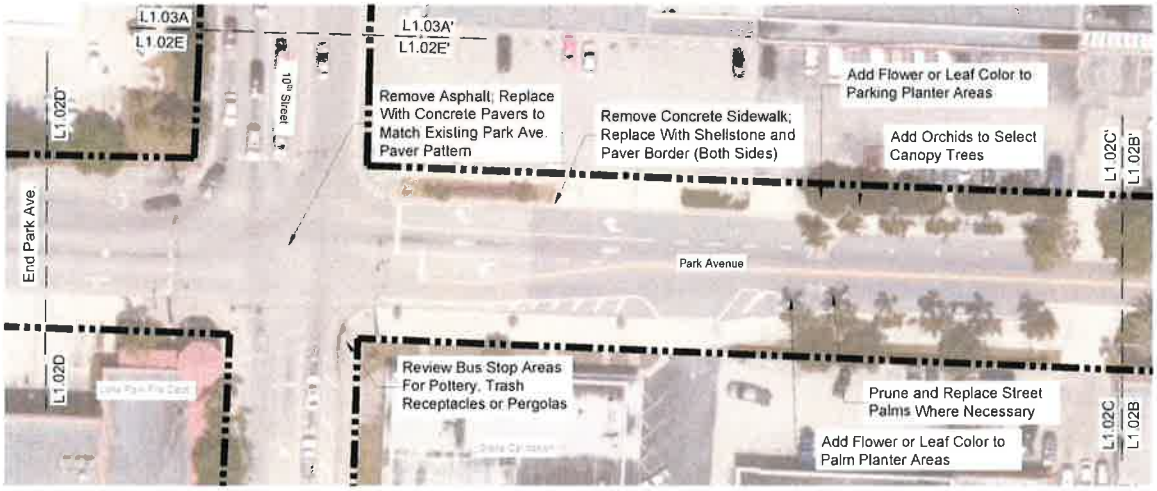
# CONCEPTUAL STREETSCAPE PLAN

PLANTING LAYOUT A-A' - B-B'
PLAN

L1.02

Morton

# CONCEPTUAL STREETSCAPE PLAN

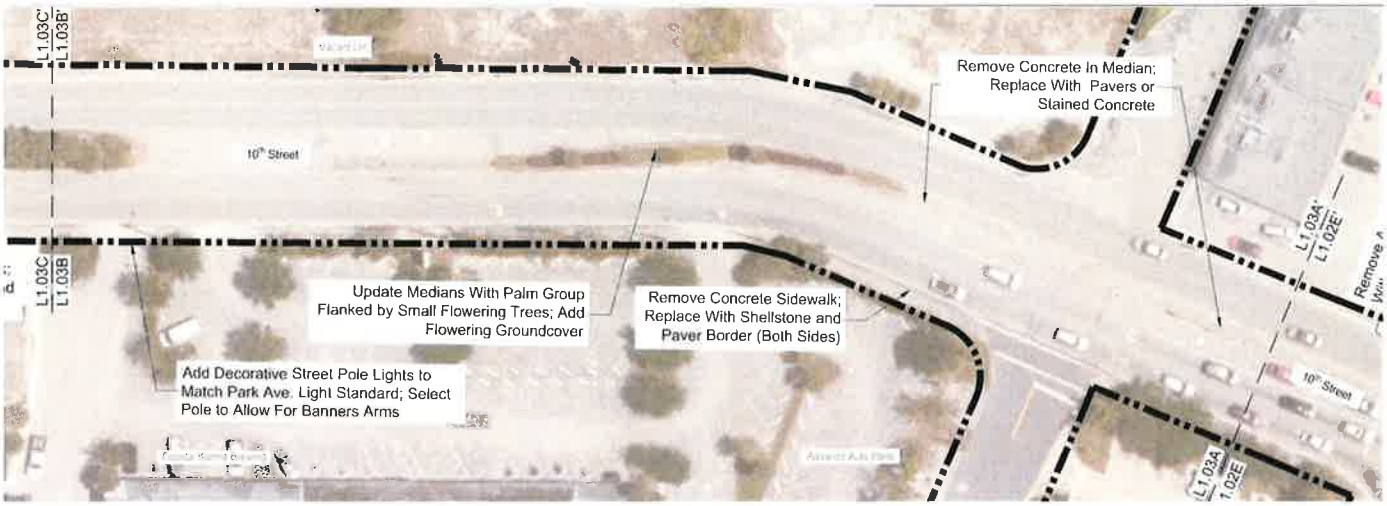



PLANTING LAYOUT C-C' - D-D'
PLAN

L1.02

Morton

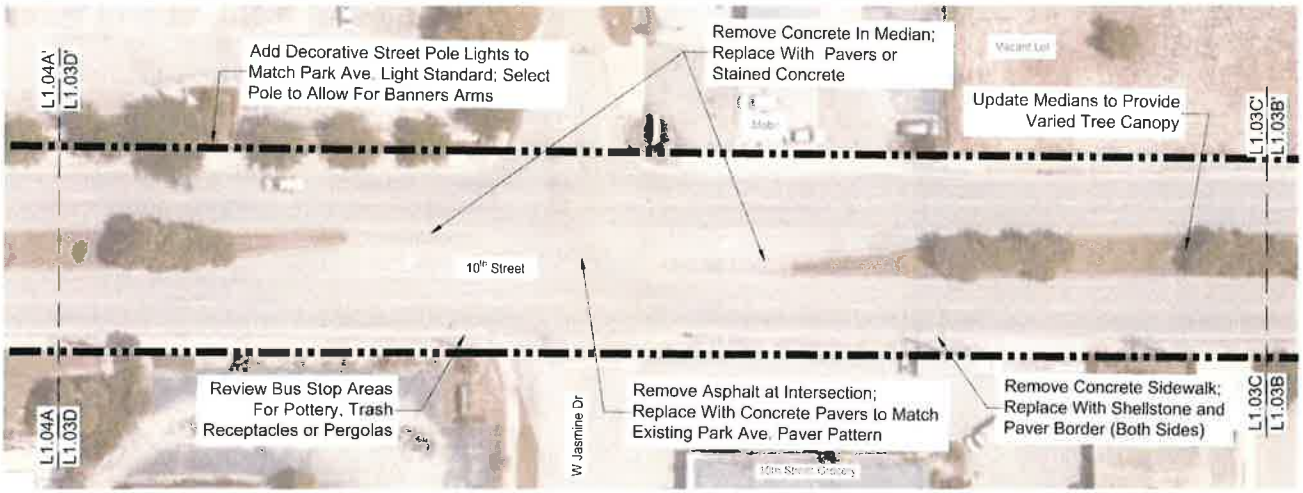
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT A-A' - B-B' L1.03

Morton

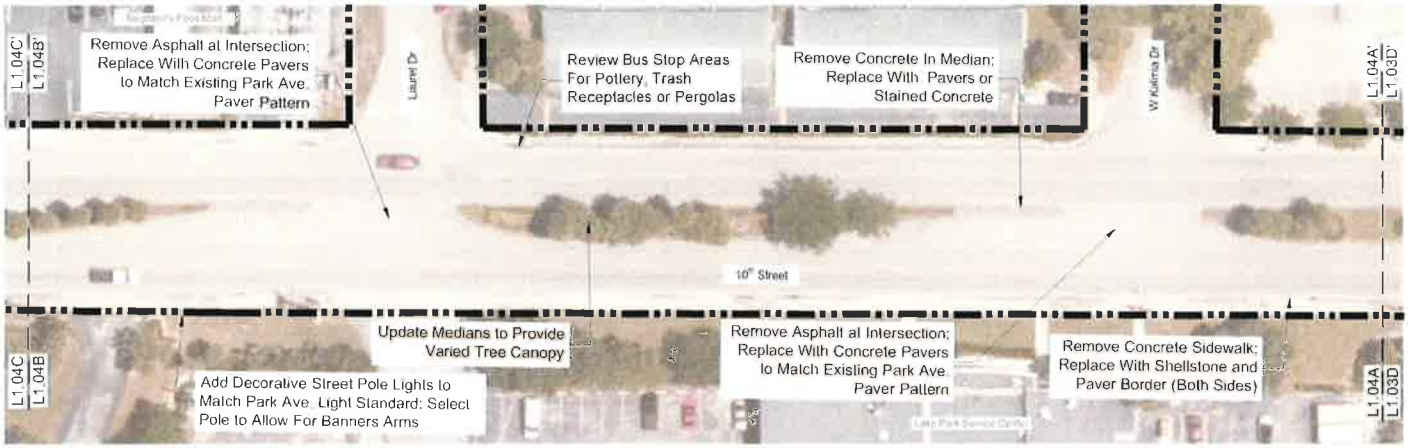
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT C-C' - D-D' L1.03

Morton

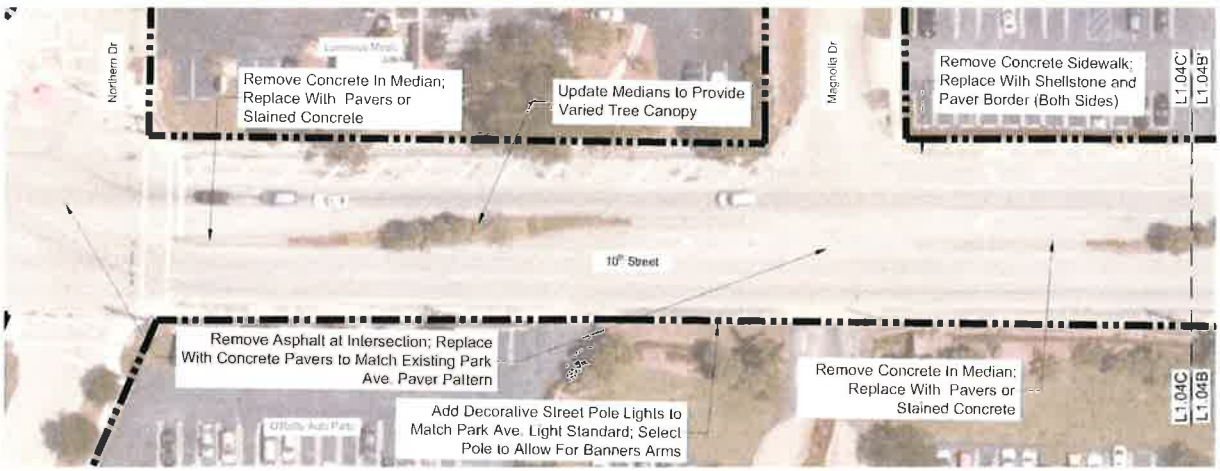
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT A-A' - B-B' L1.04

Morton

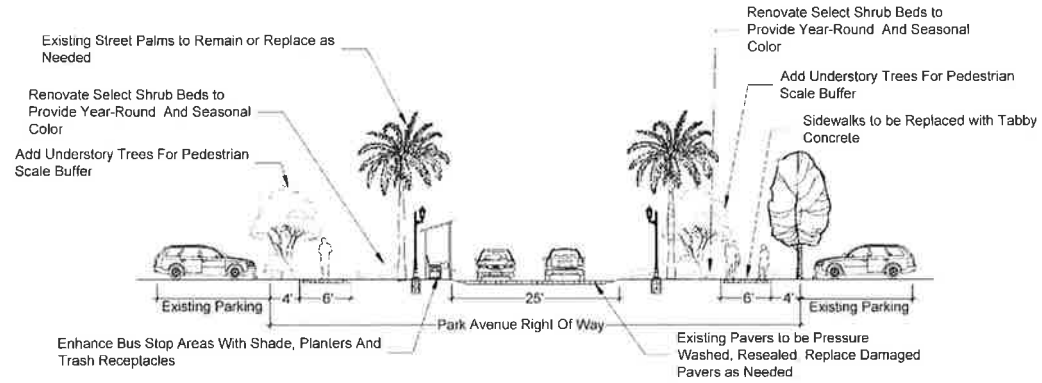
# CONCEPTUAL STREETSCAPE PLAN




PLANTING LAYOUT C-C' - D-D' L1.04

Morton

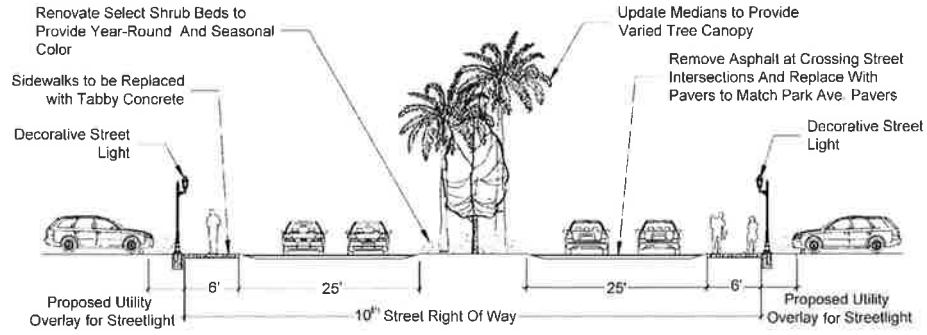
# CONCEPTUAL STREETSCAPE TYPICAL SECTION




PARK AVENUE TYPICAL SECTION
PLAN NTS

Morton

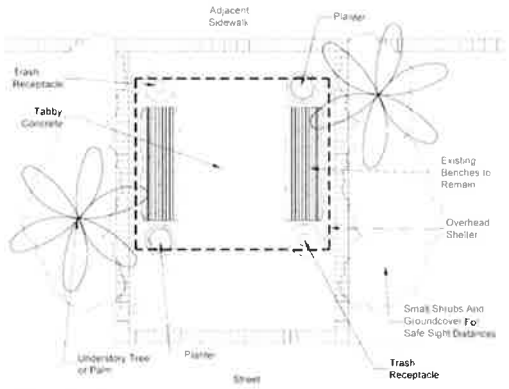
# CONCEPTUAL STREETSCAPE TYPICAL SECTION



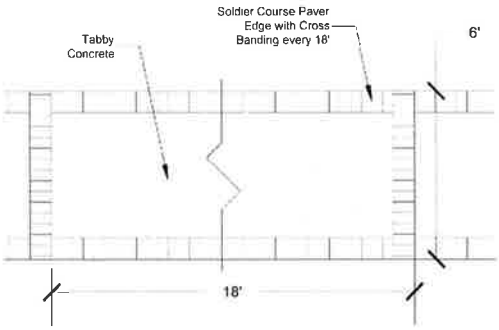

10TH STREET TYPICAL SECTION
PLAN NTS

Morton

# CONCEPTUAL STREETSCAPE DETAILS AND SPECIFICATIONS




BUS STOP DETAIL




SIDEWALK PAVING DETAIL

Morton

# CONCEPTUAL STREETSCAPE PLANT MATERIALS

Morton

# CONCEPTUAL STREETSCAPE PLANT MATERIALS

Cocoplum

Dwarf Yaupon Holy

Simpson Stopper

Silver Buttonwood

Orange Bird of Paradise

Copperleaf

Jasmine

Dwarf Jasmine

Firecracker Plant

Golden Dewdrop

Green Island Ficus

Parson's Juniper

Natal Plum

Dwarf Oleander

Plumbago

# CONCEPTUAL STREETSCAPE PLANT MATERIALS

Red Ixora

Periwinkle

Thryallis

Ti Plant

Golden Creeper

Snake Plant

Muhly Grass

Bromeliad

Flowering Peanut

Asparagus Fern

Ivy Tuft

Pentas

Society Garlic

Yellow Rhapidophyllum

Exhibit "B"

# Town of Lake Park Town CRA Meeting

## Agenda Request Form

**Meeting Date: October 6, 2021** **Agenda Item No.** Tab 2

**Agenda Title: Special Presentation by the Department of Public Works on Proposed Use and Revised Design Options for the Newly Acquired CRA Property, Located at 610 7th Street.**

| | | | |
|---|---|---|---|
| **[X]** | **SPECIAL PRESENTATION/REPORTS** | [ ] | CONSENT AGENDA |
| [ ] | BOARD APPOINTMENT | [ ] | OLD BUSINESS |
| [ ] | PUBLIC HEARING ORDINANCE ON _____ | | READING |
| [ ] | NEW BUSINESS | | |
| [ ] | OTHER: _____ | | |

**Approved by Executive Director** _____ **Date:** 9-29-21

Roberto F. Travieso/Public Works Director
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Public Works** | **Costs: N/A**<br><br>[ ] Finance _____ | **Attachment 1:**<br>- PowerPoint presentation on proposed use and design options for the newly acquired CRA property, located at 610 7th street, adjacent to the new CRA municipal parking lot. |
| **Advertised:**<br>Date: _____<br>Paper: _____<br>**[X] Not Required** | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case **RT**<br><br>**Please initial one.** |

**Summary Explanation/Background:**

During the July 7, 2021 Special Call Meeting of the Community Redevelopment Agency (CRA), the Board approved the purchase of a property abutting the CRA's public parking lot (currently under construction) and located at 610 7th Street.

At the direction of the Executive Director, Agency staff investigated several options for potential uses of this strategically located property.

During the September 1, 2021 meeting of the Community Redevelopment Agency (CRA), the Board was presented with three (3) proposed uses for said property: 1. Parking Lot Expansion, 2. Dog Park, and 3. Pocket Park.

All options presented carried an approximate cost of $98,000.00, including demolition of the structure.

During the CRA meeting, the Board discussed various options and narrowed their preference to the Option 2 and Option 3, with the Dog Park garnering the most support.

Staff offered to further refine design elements for the Dog Park and return to the Board with additional information for further discussion.

The department is now prepared to update the board on the refined design options for the Dog Park during the October 6, 2021, Special Call Community Redevelopment Agency meeting.

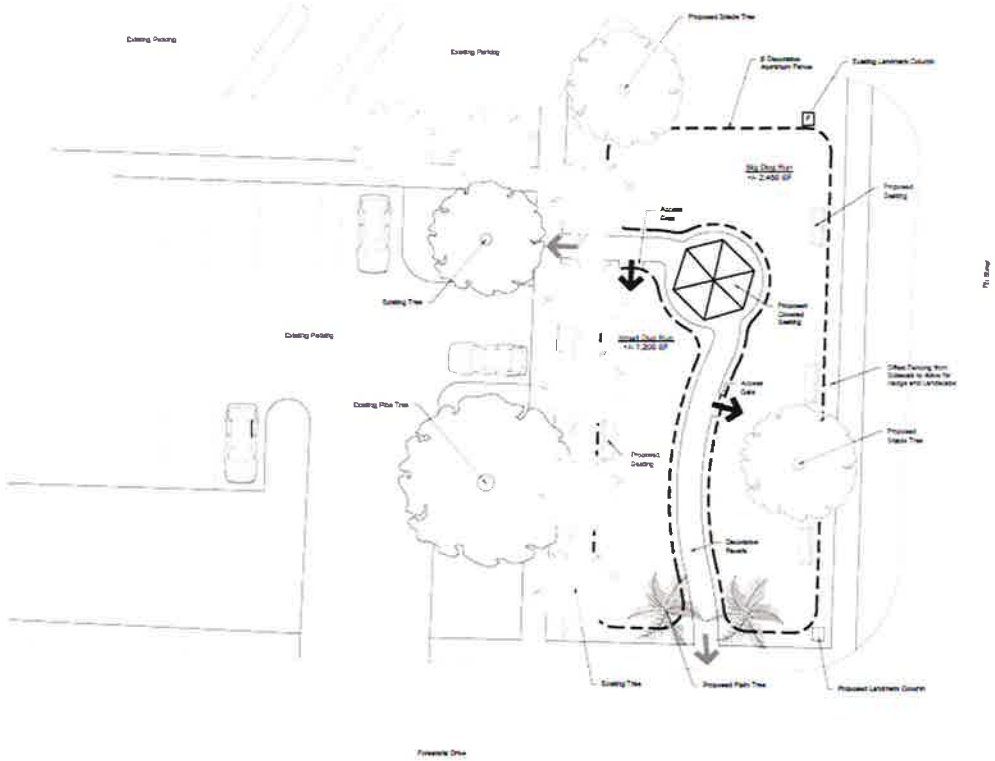
**Recommended Motion:** **There is no motion. For discussion only.**

# DESIGN OPTIONS FOR PROPOSED USE OF CRA PROPERTY LOCATED AT 610 7TH STREET

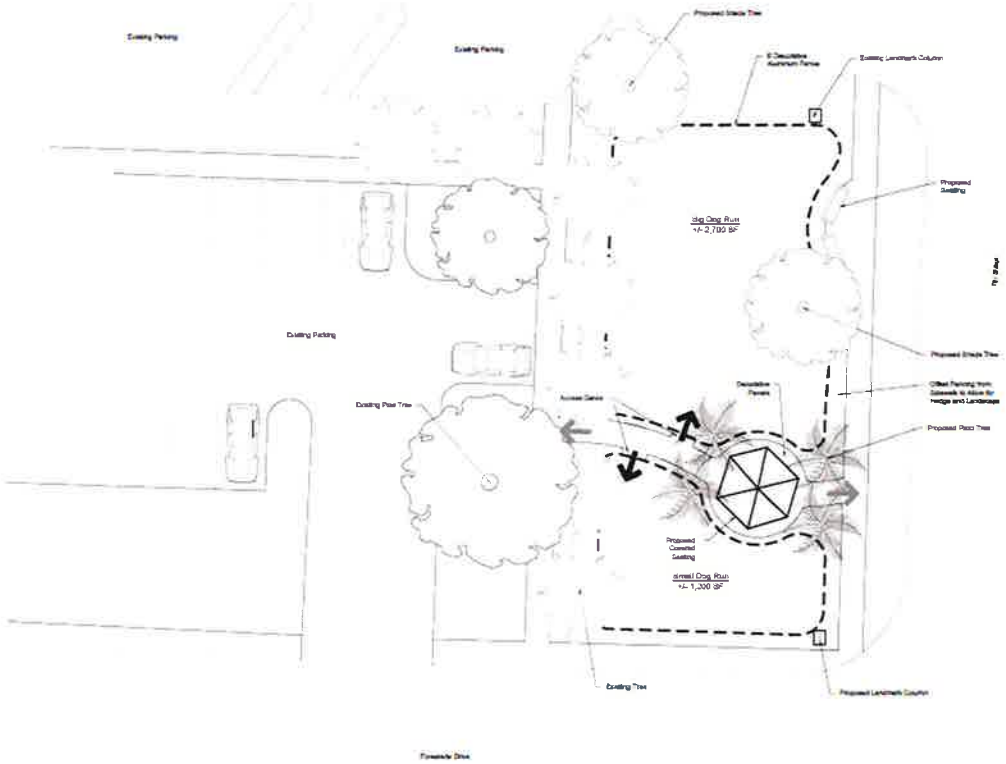
## DEPARTMENT OF PUBLIC WORKS

**Roberto Travieso**, Director
**John Wille**, Capital Projects Manager

# DOG PARK DESIGN OPTION 1



# DOG PARK DESIGN OPTION 2



# SAMPLE URBAN SETTING DOG PARK

# DESIGN OPTION 3: POCKET PARK

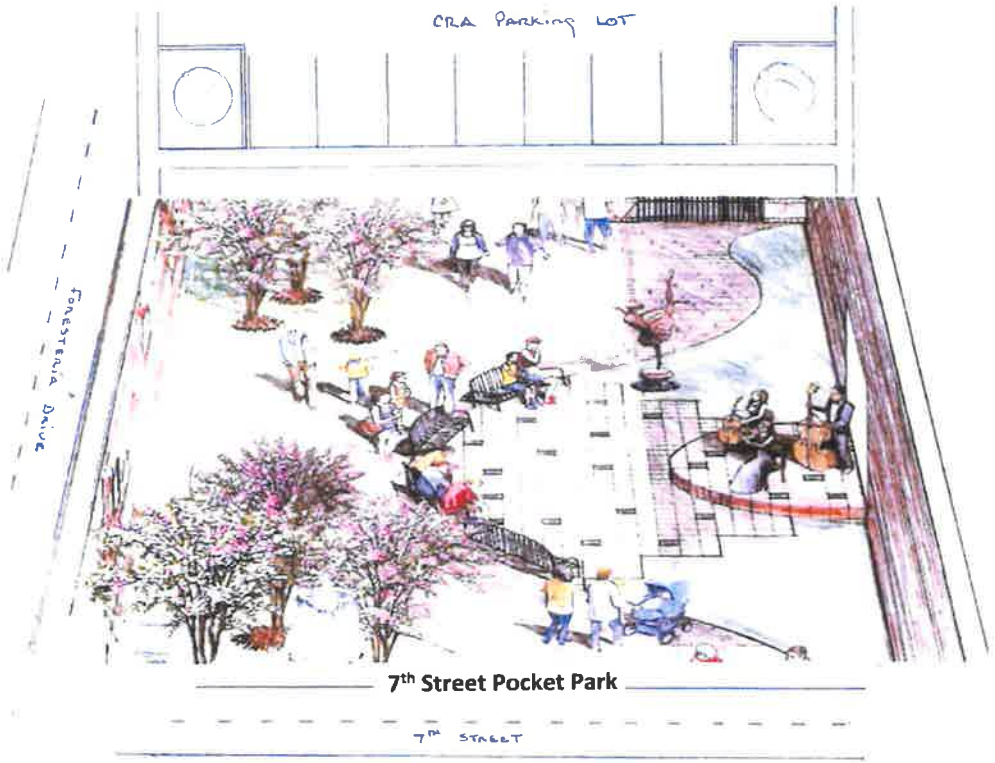


Exhibit "C"

**CRA**
**Agenda Request Form**

**Meeting Date: October 6, 2021** **Agenda Item No.** Tab 4

**Agenda Title: Artists of Palm Beach County Lease Agreement for One Park Place in the PADD District of the CRA**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 9-29-21

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• Palm Glades Real Estate Lease for One Park Place.<br>• Memorandum of Agreement.<br>• Resolution Authorizing the Executive Director and the Mayor to sign the lease agreement. |
|---|---|---|

**Summary Explanation/Background:** The Executive Director back in 2019 established a memorandum of agreement between the Lake Park Community Redevelopment Agency and the Artists of Palm Beach. The attached agreement represents the interests that the CRA maintains in supporting the arts district and the Artists of Palm Beach to remain in the CRA. The attached agreement signed by Joe Friedman and the Executive Director to the CRA represents a period of uncertainty between the CRA and the Artists of Palm Beach

and the Board of Directors.The intent of the agreement is to provide the non-profit organization with support necessary to keep them in the CRA. The CRA designated a portion of the PADD as an Arts District. The Executive Director recommended to the Board of Directors that the use of the property by a private Not for Profit organization violated the bond language for the use of the property. The intent was to continue to work with the organization to find a suitable location for the Artists, preferably within the CRA. On November 15, 2019, an agreement was entered into to keep the Artists of Palm Beach within the CRA boundries. Unfortunately, the evaluation of the bond language meant that the Artists could not continue at the 800 Park Avenue buidling, which was a significant setback for the organization. Remember, the Artists remained at the site for several years before the evaluation of the Bond Lanague that require "municipal purpose use" for the building became an issue.

The organization is committed to the Town of Lake Park and the CRA. They are interested in the CRA and desire to expand their scope of work to include festival-type events focused on the Arts in the PADD. Fortunately, the only viable Arts group to respond to previous requests for Proposals for the use of the building was the Artists of Palm Beach.

**Recommended Motion:** Move to approve the lease agreement terms and require the Mayor and Executive Director of the CRA to sign said agreement.

**RESOLUTION 60-10-21**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR AND THE EXECUTIVE DIRECTOR OF THE CRA TO EXECUTE A SEVEN-YEAR LEASE AGREEMENT ON BEHALF OF THE ARTISTS OF PALM BEACH COUNTY FOR AN OFFICE GALLERY AGREEMENT FOR THE USE OF REAL PROPERTY AT 801 PARK AVENUE THE LICENSE AGREEMENT IS BETWEEN THE TOWN OF LAKE PARK AND THE ARTISTS OF PALM BEACH COUNTY AND ONE PARK PLACE LLC; PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the Town has all of the powers and authority conferred upon it according to the Florida Constitution and Chapter 166, Florida Statutes and the CRA under; and Part III of Chapter 163 Community Redevelopment Act; and

**WHEREAS,** the Lease Agreement with Park Place LLC, the Artists of Palm Beach County, will lease plus or minus 2,350 square feet of office/gallery space on the first floor east cap. The use of the premise will be for Office and Gallary displace for members of the Artists of Palm Beach County; and

**WHEREAS**, the Executive Director entered into a Memorandum of Agreement with the Artists of Palm Beach County to fund on behalf of the Artists of Palm Beach County Rent, Moving Costs, storage costs, and if necessary, fund total build-out costs. In exchange, the CRA will pay 100% of the rental costs for the first three years, and after that, the CRA will reduce rental payments by 25% in each of the next fours years. The lease agreement will be for seven years; and

**WHEREAS**, the gross rent per square foot will be $17.00 per square foot with an escalation clause of 3% per annually; and

**WHEREAS**, the Executive Director recommends that the CRA enter into the Lease Agreement as stipulated on page 5.8 of the CRA plan in accordance with the Downtown Arts and Antiques District whereby the CRA may offer incentives to attract major tenant(s), Artists and developers, including but not limited to financial assistance for training, leasing, parking, architectural and engineering design, off-site infrastructure, payment of utility and impact fees and other development costs associated with Lease Agreement for seven years; and.

**WHEREAS,**

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA:**

**Section 1.** The foregoing recitals are incorporated herein.

**Section 2.** The Mayor and Executive Director is hereby authorized and directed to

execute the Lease Agreement with One Park Place LLC on behalf of The Artists of Palm Beach County attached hereto and incorporated herein as set forth in the **Addendum** of the Lease Agreement.

**Section 3.** This Resolution shall be effective upon execution.

Palm Glades Real Estate

MLS

Experience Matters - over 47 years selling South Florida

ADDENDIUM

September 27th, 2021

Izzy Martinez
RSI Asset Management LLC
801 Park Avenue
Lake Park, FL,33404

Re: ***One Park Place, Lake Park, FL***

To Whom it May Concern,

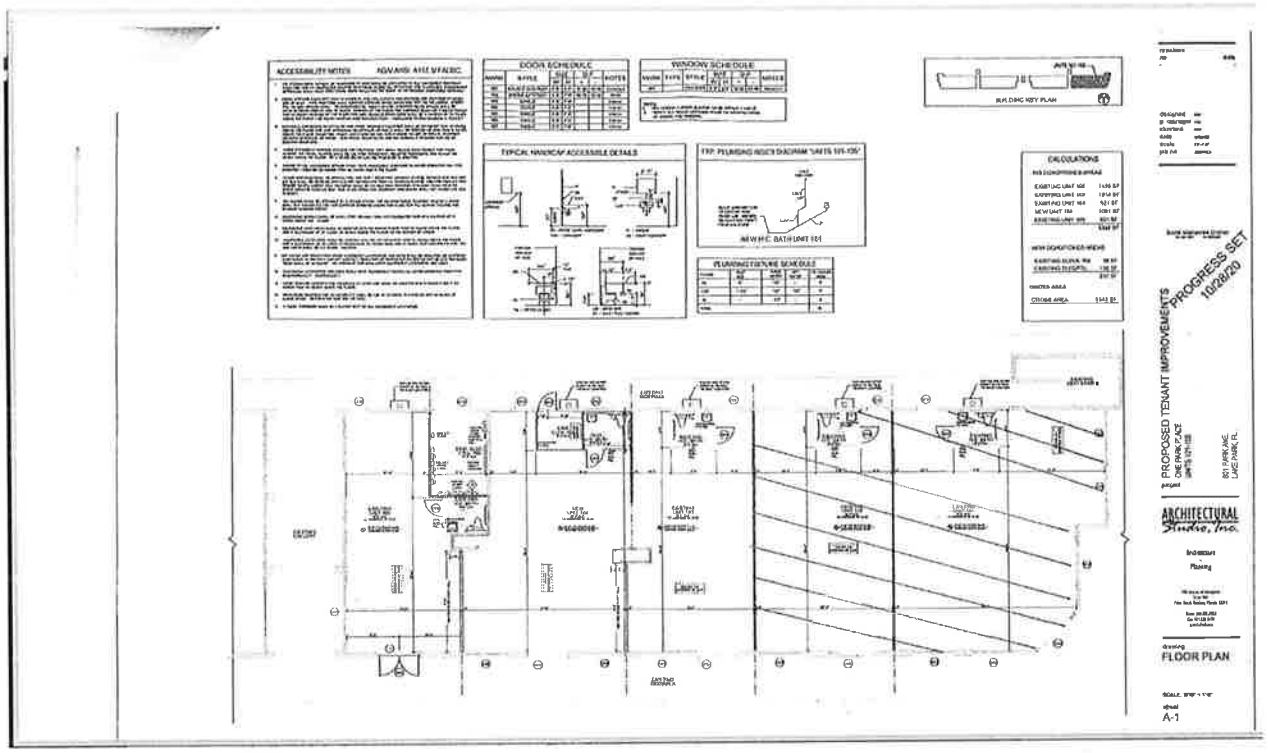
Per ongoing conversations, ***The Artists of Palm Beach County,*** is submitting the following proposal to lease ***±2400 SF of the 1st floor commercial space*** at ***One Park Place, Lake Park, FL 33404,*** as follows:

| | |
|---|---|
| **TENANT:** | The Artists of Palm Beach County |
| **LOCATION:** | **Units 101/102 (East End Cap)**<br>801 Park Ave, Lake Park, FL 33426 |
| **PREMISE SIZE:** | ±2400 Square Feet |
| **USE:** | Offices/Gallery |
| **LEASE TERM:** | Five (5) years, w/5-year option |
| **LEASE COMMENCEMENT:** | On or before Nov 8th, 2021 or upon completion of Landlord's Work as evidenced by the issuance of a Certificate of Occupancy by the proper municipal authorities. Tenant shall have access 15 days prior to Lease Commencement for installation of FF&E.<br><br>Date to Follow after update from the architect on August 8th, 2021 |
| **GROSS RENT:** | $17.00/SF, escalating by 3% annually<br>Funds are approved by the City of Lake Park. |
| **OPERATING EXPENSES:** | Operating Expenses are included in the Gross Rent and subject to the 3% annual escalation as set forth above. |
| **ABATEMENT:** | The first two (2) months of Gross Rent will be abated. |
| **STORM PROTOCALS:** | Landlord shall provide and install window/door protection as required by tenant in the event of a hurricane. |

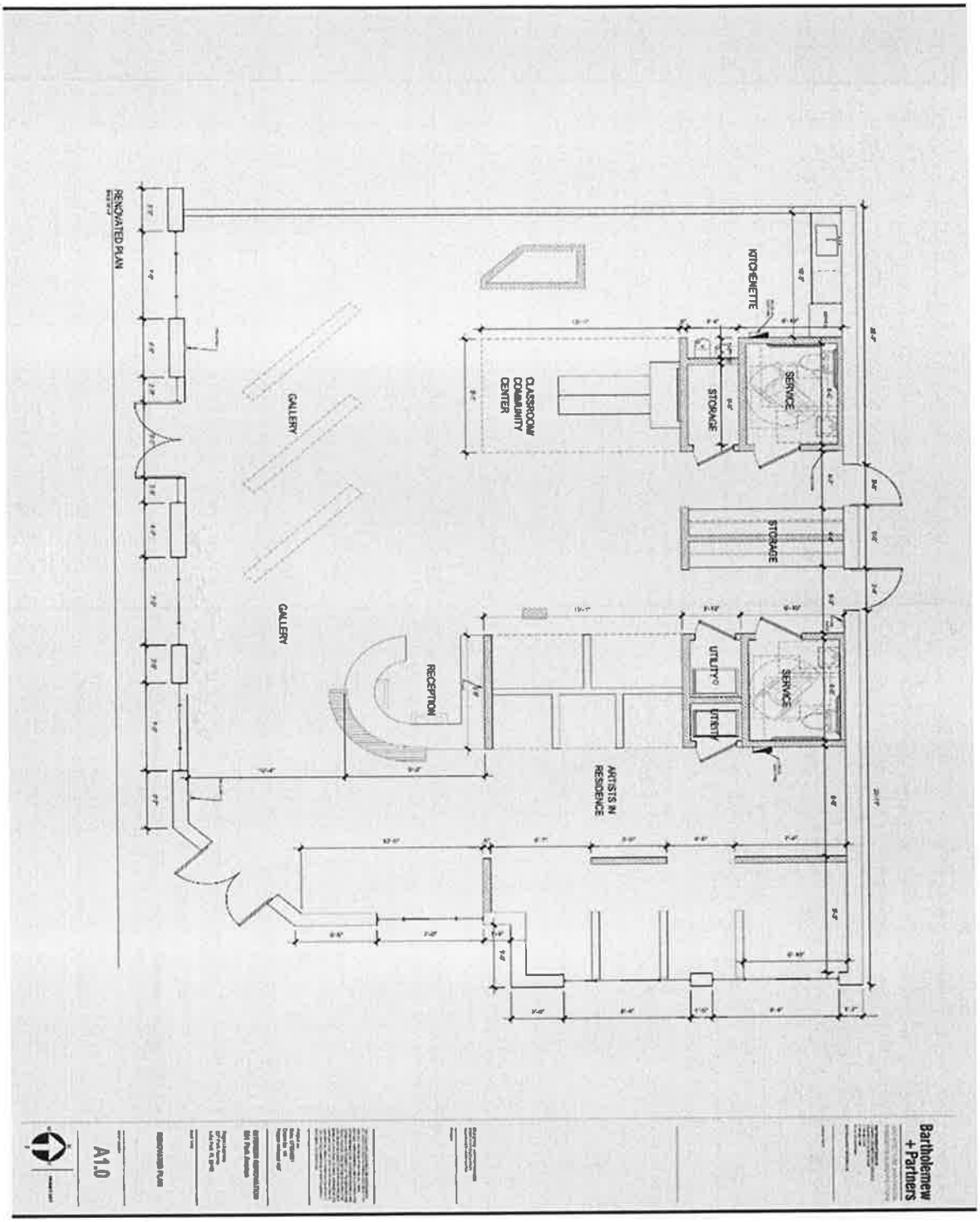
Izzy Martinez
RSI Asset Management LLC
November 11, 2020

**(Floor Plan of Premises)**

**Finale**



Izzy Martinez
RSI Asset Management LLC
November 11, 2020



Memorandum of Agreement between the Artists of Palm Beach and the Community Redevelopment Authority

November 15, 2019

The Artists of Palm Beach County, hereafter known as APBC, agree to move forward with the Community Redevelopment Authority in partnership to find a new home in the CRA District. The CRA Agrees to financially fund on behalf of the APBC Rent, moving costs, storage costs, and, if necessary, to build out a 2,500 square feet space to accommodate the needs of APBC. The full build-out costs will be incurred by the CRA if the Artists cannot find a suitable location with existing walls, flooring, electrical, plumbing, etc. Concerning rent, the CRA agrees to the following: for three years, the Community Redevelopment Authority will pay 100% of rental costs, and after that, the CRA will reduce rental payments by 25% in each of the next four years.

The CRA agrees to work out arrangements with the APBC in the event the non-profit cannot find a location by November 21, 2019. Therefore, the CRA recognizes that while the November 21, 2019 date has been noticed to APBC, that date is not firm if APBC cannot find a location before November 21, 2019.

We continue to support and will continue to work with the Artists of Palm Beach County to ensure a smooth transition to a new location in the CRA.

Joe Friedman, President of the
Artists of Palm Beach County

John D'Agostino, Executive Director of the
Community Redevelopment Authority

Izzy Martinez
RSI Asset Management LLC
November 11, 2020

**DELIVERY OF PREMISES:** Landlord shall deliver the demised premises in "turn-key" condition. Such definition of the acceptance of the Premises shall provide for the following: All existing mechanical systems, air conditioning equipment and electrical shall be in good working order and comply with any and all regulatory authorities therein. Landlord shall be responsible for repair or replacement of HVAC unit(s).

**TENANT'S ELECTRICITY:** Electricity is provided Tenant.

**PREPAID RENT:** First month's rent shall be payable upon execution of this Lease.

**SECURITY DEPOSIT:** An amount equivalent to first month's Gross Rent shall be tendered at time of lease execution.

**BROKERAGE:** Tenant and Landlord hereby acknowledge Palm Glades Real Estate (Aaron Brown, Agent) and RSI Management LLC (Ismael Martinez, Agent) as sole procuring brokers in this transaction. Palm Glades Real Estates shall be a 3.5% commission of the gross lease.

Commission

*(Submission of this lease proposal to you does not constitute an option or first right to the space, but is merely for your review and consideration. Until a formal lease document is executed by both parties, this proposal shall not be binding upon either party.)*

If the above terms are acceptable to your client, please have them sign where indicated below and return to me at your earliest convenience so they may be incorporated into a formal Lease Agreement for review. Thank you for your ongoing assistance in facilitating this transaction.

Sincerely,

Palm Beach Glades Real Estate

By: _____
Aaron Brown, Managing Agent

Date: _____

READ, ACKNOWLEDGED AND AGREED:

Park Place One LLC.

By: _____
Robert Spiegel, Manager

Date: _____

APPROVED FOR SUBMISSION:

By: _____
John D'Agostino
Town Manager

Date: _____

By: _____
Michael O'Rourke
Mayor of Lake Park FL.

Date: _____

# TAB 2

# Town of Lake Park Town CRA Meeting

## Agenda Request Form

**Meeting Date: December 1, 2021 Agenda Item No. _____**

**Agenda Title: Resolution to Amend an Agreement with Vincent and Sons Landscaping, Inc., and Authorize Landscaping Services for the CRA Municipal Parking Lot and 610 7th Street; and to Establish an Effective Date**

[ ] SPECIAL PRESENTATION/REPORTS **[X] CONSENT AGENDA**
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON _____ READING
[ ] NEW BUSINESS
[ ] OTHER: _____

**Approved by Executive Director** _____ **Date:** _____

Roberto F. Travieso/Public Works Director
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Public Works** | **Costs: $18,485**<br>Funding Source:<br>110-34000<br><br>[ ] Finance | **Attachment 1:**<br>- Resolution: 12-12-21<br>**Attachment 2:**<br>- Draft First Amendment to TOLP & Vincent and Sons Agreement<br>**Attachment 3:**<br>- Vincent and Sons Proposal<br>**Attachment 4:**<br>- Resolution 38-06-20 |
| **Advertised:**<br>Date: _____<br>Paper: _____<br>**[X] Not Required** | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case **RT**<br><br>**Please initial one.** |

**Summary Explanation/Background:**

BACKGROUND: On June 3, 2020, the Community Redevelopment Agency (CRA) entered into a three-year agreement with Vincent and Sons to provide landscape maintenance services for its Downtown District (Resolution 38-06-20).

Additionally, the current agreement provides for the following services: Litter collection, turf cut, pruning of all ornamentals and hedges, weeding, palm tree fertilization, turf fertilization, plant resets, insecticide, mulching, pressure-cleaning, and other services needed to provide Downtown District patrons with a clean, well-kept environment during their visit.

At the direction of the Executive Director, staff requested a proposal from Vincent and Sons Landscaping, Inc. to provide landscaping services at the newly opened Municipal Parking Lot and recently acquired 610 7th Street parcel.

Vincent and Sons Landscaping, Inc. has agreed to provide the additional maintenance services to the CRA based upon the terms and pricing contained in the original contract agreement. The cost to add landscape maintenance services to the contract for the CRA Municipal Parking Lot and 610 7th Street is **$18,485.00** annually.

Staff believes it would be advantageous for the Agency to amend the agreement to add these additional services and recommends that the Board adopts the Resolution.

**Recommended Motion:** I move to adopt CRA Resolution No. 72-12-21

# RESOLUTION 72-12-21

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA AUTHORIZING AND DIRECTING THE CHAIR TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH VINCENT AND SONS LANDSCAPING, INC., AUTHORIZING ADDITIONAL PROFESSIONAL LANDSCAPE MAINTENANCE SERVICES TO BE PROVIDED WITHIN THE COMMUNITY REDEVELOPMENT AGENCY BOUNDARIES; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the Lake Park Community Redevelopment Agency ("CRA") is an independent local government agency that fosters the collaborative efforts of residents, businesses, property owners, and other organizations to implement community redevelopment efforts in the CRA area, which encompasses the heart of the of the Town of Lake Park's historic main street (Park Avenue) and core of neighborhood-serving retail, food and beverage establishments and industrial uses; and

**WHEREAS,** the CRA is enabled to enter into contracts for the provision of goods and/or services and is responsible for the maintenance and upkeep of landscaping within the public rights-of-way located within the CRA boundaries, and requires a contractor to provide the needed landscape maintenance services; and

**WHEREAS,** on June 3, 2020 Vincent and Sons Landscaping, Inc., (Contractor) and the CRA entered into a three-year agreement for the provision of professional landscape maintenance services for the CRA Downtown District; and

**WHEREAS,** on September 2, 2021 a CRA Municipal Parking Lot was opened for public use and requires professional landscape maintenance services; and

**WHEREAS,** the Executive Director has received a proposal for the Contractor to extend its landscape maintenance services onto the CRA Municipal Parking Lot; and

**WHEREAS,** the annual cost for the additional landscape maintenance services at the CRA Municipal Parking Lot total $18,485.00; and

**WHEREAS,** the Executive Director has determined that it is in the best interest of the CRA to amend the contract with the Contractor, for the provision of additional professional landscape maintenance services as needed by the CRA.

**NOW, THEREFORE, BE IT RESOLVED BY THE LAKE PARK COMMUNITY REDEVELOPMENT AGENCY BOARD OF THE TOWN OF LAKE PARK, FLORIDA AS FOLLOWS:**

**Section 1.** The whereas clauses are true and correct and are incorporated herein.

**Section 2.** The CRA Board hereby authorizes and directs the Board Chair and the Executive Director to amend the contract with the Contractor for the provision of additional professional landscape maintenance services to the CRA, a copy of which is attached hereto and incorporated herein by reference.

**Section 3.** This Resolution shall become effective immediately upon adoption.

**FIRST AMENDMENT TO THE AGREEMENT BETWEEN THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY AND VINCENT AND SONS LANDSCAPING, INC.**

**THIS FIRST AMENDMENT** to the agreement between the TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY, 535 PARK AVENUE, LAKE PARK, FLORIDA, 33403 ("CRA") and VINCENT AND SONS LANDSCAPING, INC., PO BOX 20605, WEST PALM BEACH, FLORIDA 33416 ("Contractor) is entered into this ____ day of _____, 2021.

**RECITALS**

WHEREAS, the CRA and Contractor previously entered into the Agreement whereby Contractor is providing certain landscaping maintenance services within the downtown area along Park Avenue within the community redevelopment boundaries; and

WHEREAS, the CRA has determined that it is necessary and appropriate to amend the Agreement to provide that the Contractor will also provide the same landscape maintenance services to two additional areas within the CRA's boundaries; and

WHEREAS, the CRA agrees to compensate the Contractor an additional $18,485 annually to provide the landscape maintenance services at the two additional locations within the CRA's boundaries; and

WHEREAS, the terms and conditions of the Agreement which incorporates all of the terms and conditions of Bid No. 104-2020 shall remain effective.

NOW THEREFORE, the Parties hereby agree to this 1st Amendment as follows:

**Section 1**. The Whereas clauses are hereby incorporated herein.

**Section 2.** Scope of Additional Services. The Contractor, pursuant to the Agreement, shall incorporate the following two additional locations, located within the CRA, onto the service area of subject landscape maintenance agreement:

1. The CRA Municipal Parking Lot, located at 711 Foresteria Drive

2. A parcel of land located at 610 7th Street

**Section 3.** All terms, conditions, plans and specifications of Town Bid No. 104-2020, any Addenda, and Contractor's accepted bid, dated March 10, 2020 shall continue to apply to this Amendment, and are incorporated herein. In the event of conflict, the terms of the Town's bid shall take precedence.

**IN WITNESS WHEREOF**, the parties hereto have made and execute this Agreement as of the day and year last execute below.

ATTEST: TOWN OF LAKE PARK

By: _____ By: _____

Vivian Mendez, Town Clerk Michael O'Rourke, Mayor

(Town Seal)

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: _____
Thomas J. Baird, Town Attorney

STATE OF FLORIDA

COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me by means of ● physical presence or ● online notarization, this ____ day of _____, 2021 by Michael O'Rourke. As Mayor of the Town of Lake. He/she is personally known to me.

_____
(Notary Seal) Notary State of Florida

VINCENT AND SONS LANDSCAPING, INC.

By: _____
David Vincent
Printed Name:

Its: Pres.

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me by means of ● physical presence or ● online notarization, this 12 day of November 2021 by David Vincent of Vincent & Sons Landscaping, Inc. He/she is personally known to me or has produced DL as identification.

Andrea Vincent
Comm.: HH 123632
My Commission Expires:
April 28, 2025

_____
(Notary Seal) Notary State of Florida

P:\DOCS\26508\00003\DOC\2490177.DOCX
2

**Vincent & Sons Landscaping, Inc**
**DBA: V&S Landscaping**
Po Box 20605
West Palm Beach, FL 33416 US
Office@vandslandscaping.com
vandslandscaping.com

# Estimate

**ADDRESS**
Paula LeBlanc
Town Of Lake Park
Public Works Department
650 Old Dixie Hwy
Lake Park, Fl 33403-3006
Palm Beach County

**ESTIMATE #** 1146
**DATE** 08/30/2021

**LOCATION**
Parking Lot Maintenance Bid

| ACTIVITY | QTY | RATE | AMOUNT |
|---|---|---|---|
| **Landscape Maintenance**<br>Mowing-Edge-Litter. Ect | 42 | 225.00 | 9,450.00 |
| **Landscape Maintenance**<br>Trim and detail | 12 | 225.00 | 2,700.00 |
| **Irrigation Systems**<br>Weekly Irrigation Checks | 42 | 97.50 | 4,095.00 |
| **Spread Fertilizer**<br>Fertilizer applications Quarterly<br>Service Labor only | 4 | 200.00 | 800.00 |
| **Pressure cleaning services**<br>Quarterly Pressure cleaning of the sidewalk | 4 | 360.00 | 1,440.00 |

TOTAL **$18,485.00**

Accepted By

Accepted Date

**RESOLUTION NO. 38-06-20**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY APPROVING THE CONTRACT BETWEEN THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY AND VINCENT AND SONS LANDSCAPING, INC. FOR THE PROVISION OF PROFESSIONAL LANDSCAPE MAINTENANCE SERVICES TO BE PROVIDED WITHIN THE COMMUNITY REDEVELOPMENT AGENCY BOUNDARIES; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the Lake Park Community Redevelopment Agency ("CRA") is an independent local government agency that fosters the collaborative efforts of residents, businesses, property owners, and other organizations to implement community redevelopment efforts in the CRA area, which encompasses the heart of the of the Town of Lake Park's historic main street (Park Avenue) and core of neighborhood-serving retail, food and beverage establishments and industrial uses; and

**WHEREAS,** the CRA is enabled to enter into contracts for the provision of goods and/or services and is responsible for the maintenance and upkeep of landscaping within the public rights-of-way located within the CRA boundaries, and requires a contractor to provide the needed landscape maintenance services; and

**WHEREAS,** the CRA solicited via Invitation-to-Bid No. 104-2020 qualified professional landscape maintenance contractors to provide the CRA with landscape maintenance services; and

**WHEREAS,** in its bid dated March 10, 2020, the landscape maintenance firm of Vincent and Sons Landscaping, Inc.(the "Contractor") represented that it is qualified, able, and willing to provide the CRA with landscaping maintenance services as required, and the Contractor's bid was found by CRA staff to be fully responsive and responsible to all requirements; and

**WHEREAS,** the Contractor and CRA desire to enter into a three-year agreement for the provision of professional landscape services as specified within Invitation-to-Bid No. 104-2020, with two, optional one-year contract extensions exercisable at the CRA Board's sole discretion; and

**WHEREAS,** the cost for the first year of services shall be $84,849.00, with the cost for the second and third years being $72,109.00 each; and

**WHEREAS,** the CRA Board has determined that it is in the best interest of the CRA to enter into a contract with the Contractor, for the provision of professional landscape maintenance services as needed by the CRA. A copy of such contract is attached hereto and incorporated herein as **Exhibit A.**

**NOW, THEREFORE, BE IT RESOLVED BY THE LAKE PARK COMMUNITY REDEVELOPMENT AGENCY BOARD OF THE TOWN OF LAKE PARK, FLORIDA AS FOLLOWS:**

**Section 1.** The whereas clauses are true and correct and are incorporated herein.

**Section 2.** The CRA Board hereby authorizes and directs the Board Chair and the Executive Director to execute the contract with Vincent and Sons Landscaping, Inc. for the provision of professional landscape maintenance services to the CRA, a copy of which is attached hereto and incorporated herein as **Exhibit A**.

**Section 3.** This Resolution shall become effective immediately upon adoption.

The foregoing Resolution was offered by Board Member Michaud who moved its adoption. The motion was seconded by Vice-Chair Glas-Castro and upon being put to a roll call vote, the vote was as follows:

| | AYE | NAY |
|---|---|---|
| CHAIR MICHAEL O'ROURKE | ✓ | |
| VICE-CHAIR KIMBERLY GLAS-CASTRO | ✓ | |
| BOARD MEMBER ERIN FLAHERTY | Absent | |
| BOARD MEMBER JOHN LINDEN | ✓ | |
| BOARD MEMBER ROGER MICHAUD | ✓ | |
| BOARD MEMBER CHRISTIANE FRANCOIS | ✓ | |
| BOARD MEMBER RHONDA "JO" BROCKMAN | ✓ | |

The Community Redevelopment Agency thereupon declared the foregoing Resolution NO. 38-06-20 duly passed and adopted this 3 day of June, 2020.

TOWN OF LAKE PARK, FLORIDA

BY: _____
MICHAEL O'ROURKE
CHAIR

ATTEST:

_____
VIVIAN MENDEZ
AGENCY CLERK

(TOWN SEAL)

Approved as to form and legal sufficiency:

BY: _____
THOMAS J. BAIRD
AGENCY ATTORNEY

**Contract Agreement**
AGREEMENT BETWEEN OWNER AND CONTRACTOR
**Lake Park Community Redevelopment Agency**
**Downtown Landscape Maintenance**
TOWN OF LAKE PARK COMMUNITY DEVELOPMENT AGENCY
TOWN BID NO. 104-2020

Upon execution by both parties, this Agreement shall serve as the Contract between the TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY, 535 PARK AVENUE, LAKE PARK, FLORIDA, 33403 ("Owner") and VINCENT AND SONS LANDSCAPING, INC., PO BOX 20605, WEST PALM BEACH, FLORIDA 33416 ("Contractor") for the delivery of the bid items contained in the aforementioned contractor's' bid response to the Town Community Redevelopment Agency's Invitation For Bid No. 104-2020.

All terms, conditions, plans and specifications of Town Bid No. 104-2020, any Addenda, and Contractor's accepted bid, dated March 10, 2020 shall apply to this Agreement, and are incorporated herein. In the event of conflict, the terms of the Town's bid shall take precedence. The total contract amount shall be $84,849.95 for the first of the three years the contract is in effect, which is the Base Bid plus the addition of Alternate 1 and the Initial Maintenance Event. The total contract amount shall be $72,109.95 for the second and third years, which is the Base Bid plus the addition of Alternate 1. Additionally, any services to be rendered by Contractor to Owner for Irrigation Technician, Laborer, Arborist, or Landscape Architect while contract is in effect shall be provided at the rates indicated in the Contractor's accepted bid.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature: Town of Lake Park through its Town Commission, signing by and through its Mayor, authorized to execute same by Commission action on the 3 day of June, 2020: and _____ authorized to execute same.

TOWN OF LAKE PARK, through its Town Commission

By: _____
Michael O'Rourke, Mayor
5 day of June, 2020

Attest:

_____
Vivian Mendez, Town Clerk

TOWN OF LAKE PARK SEAL FLORIDA
(Town Seal)

Approved as to form and legality
For the use of and reliance by the
Town of Lake Park only:

By: _____
Thomas Baird, Town Attorney
5th day of June, 2020

AGREEMENT BETWEEN OWNER AND CONTRACTOR (Cont.)

Contractor:

Vincent and Sons landscaping, Inc.
Name of Contractor

Andrew Suglio
Signature

Andrew Suglio, Business Development
Name, Title

6 day of April, 2020

(CORPORATE SEAL)

STATE OF FLORIDA )
)
COUNTY OF PalmBeach )

Sworn to and subscribed before me this 6 day of April, 2020 by Andrew Suglio who (check one) [ ] is personally known to me or [X] has produced F.D.L. as identification.

NILESH K. PARIKH
MY COMMISSION # GG297244
EXPIRES: February 20, 2023

Notary Public, State of Florida

NILESH PARIKH
Print or Type Name of Notary Public

My commission expires: 02/20/2023

END OF AGREEMENT BETWEEN OWNER AND CONTRACTOR

# TAB 3

# Town of Lake Park Town CRA Meeting

## Agenda Request Form

**Meeting Date: December 1, 2021 Agenda Item No. _____**

**Agenda Title: Request to Authorize and Direct the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from BG Group, LLC, for the Demolition and Material Removal and Disposal of the CRA Property Located at 610 7th Street.**

[ ] SPECIAL PRESENTATION/REPORTS **[x] CONSENT AGENDA**
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON _____ READING
[ ] NEW BUSINESS
[ ] OTHER: _____

**Approved by Executive Director**_____ **Date:** _____

Roberto F. Travieso/Public Works Director
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br>**Public Works** | **Costs: $13,695.00**<br>Funding Source:<br>CRA 110-63000<br>[ ] Finance | **Attachment 1:**<br>- Proposal from BG Group, LLC; responsive low bidder for the demolition work.<br>**Attachments 2:**<br>- Proposals from the two (2) other responsive bidders to this RFQ. |
| **Advertised:**<br>Date: _____<br>Paper: _____<br>**[X] Not Required** | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case **RT**<br>**Please initial one.** |

**Summary Explanation/Background:**

At the direction of the Town Manager, staff solicited demolition bid price proposals for

the demolition, and material removal and disposal of the one-story single-family house located at 601 7th Street.
A total of three bid proposals were received as a result of this solicitation.

The responsive low bid proposal, submitted by the BG Group, carries a direct cost of $13,695.00 and includes optional additional services in the amount of $8,250.00.

Town staff will not be pursuing these optional additional services and will instead complete these services using more economical in-house resources.

Moreover, some of the existing trees are not included in the demolition work and will remain until a final best use for the property is determined. Additionally, the existing fencing between the new CRA parking lot and the fencing separating the property from the private parking are to remain at this time.

Staff recommends award of this work to the responsive low bidder, BG Group, LLC.

**Recommended Motion:** I move to authorize the Executive Director to proceed with accepting the proposal from BG Group, LLC.

BG GROUP 561/998-7997
DEMOLITION • CONSTRUCTION • REMEDIATION

***Revised #1***

**DATE:** November 1, 2021
**CUSTOMER: City of Lake Park**
**TEL:** 561-881-3318x317
**EMAIL:** kwatson@lakeparkflorida.gov

**BID #:** 21-520
**PROJECT:** 610 7th St.
**ADDRESS:** Lake Park, FL 33403
**ATTN:** Kishana Watson

**SITE VISIT:** No
**DRAWINGS: No**
**ADDENDUMS:** No

Under the terms and conditions of this Proposal by and between The BG Group, LLC (BG Group) and **City of Lake Park** (customer), BG Group will provide all labor, material and supervision necessary to complete the demolition and removal work described herein:

**Total Proposal Amount: $13,908.00**
**(Thirteen Thousand Nine Hundred Eight Dollars and No/100's)**

Perform **Structural Demolition** according to plan specifications listed above, to include only the following:

- Demolition, Removal & Disposal of (1) One Story Building Including Canopies, Slabs & Foundations
- Removal & Disposal of Concrete Sidewalks, Concrete Pavement Concrete Slabs & Brick Pavers (Walks & Slabs)
- Demolition Permit Including Admin Fees
- Freon Abatement, Bulbs, Ballasts, Mercury Switches, Etc.
- Rough Grading of Demolition Area

**Add/Alt:**

| | |
|---|---|
| **Water Source Turned Up:** | **$2,500.00** |
| **Utility Cut and Cap:** | **$750.00** |

**Allowance:**

| | |
|---|---|
| **Sidewalk Repair (Not included in above total; ALLOWANCE ONLY):** | **$5,000.00** |

***PROJECT SPECIFIC NOTES:*** Work to be completed in one mobilization, additional mobilizations are $2,500.00 EA. Foundations to be removed up to (3) Three feet below grade, No Pile Removal / Extraction

**EXCLUSIONS:**

- Asbestos Survey
- Asbestos or Lead Abatement
- Shoring & Bracing
- Temporary Water (TBD based on Add/Alt Selection)
- Barricades
- Utility Cut & Cap
- Dewatering
- Site & Temp Fencing
- Erosion Control
- Other Hazardous Material
- Night & Weekend
- Electric Disconnects
- Backfill
- Seismic Monitoring, if requested by Client or required by municipality
- Rodent Inspection / Control
- MOT/ Lane Closure
- Seeding or Sodding
- Underground Utilities & irrigation lines
- Trees, Landscape Plant Material, Sod Removal
- Tree Protection
- Tree Relocation
- Asphalt Pavement
- Pavement Base Material
- Protection
- Owner Salvage

**2. Work by The BG Group:**

2.1 The BG Group will verify all utilities that serviced the structures or equipment to be removed have been disconnected prior to the start of any work.

2.2 The BG Group will remove, load, haul and legally dispose of all combustible, solid and metallic debris resulting from the above captioned removal work.

Construction • demolition • environmental remediation

2.3 Provide water supply (if not excluded above) in sufficient quantity and pressure and in close proximity to the removal site to support all dust control and fire control measures necessary for the completion of the work.

**3. Licenses, Notifications, Regulations and Insurance**

3.1 Prepare and submit any notifications required to complete the work described in this Agreement.

3.2 The BG Group will maintain Workers Compensation with a $1,000,000.00 limit, General Liability Insurance with a combined per occurrence limit of $1,000,000.00/$2,000,000.00 aggregate and a $5,000,000.00 umbrella, Pollution Liability Insurance and Auto Insurance with a $1,000,000.00 limit.

**4. Work by Customer:**

Customer agrees to perform the following in a timely manner so as not to impede the progress of The BG Group's work described herein:

4.1 Authorize The BG Group to utilize any or all of the necessary equipment and/or devices to complete the work in this Agreement. The following items may be used on this job:

- Excavators of multiple sizes with assorted attachments
- Rubber Tire Loaders
- Track Loaders
- Skid Steers (track or rubber tire)
- Lifts (Scissor, Boom, Lulls, etc.)
- Hydraulic Saws
- Assorted Hand Tools

**5. Contract Conditions:**

The Customer and The BG Group agree that:

5.1 The BG Group shall occupy the entire work area exclusively upon the commencement of The BG Group's work. The BG Group shall not be responsible for the safety of any person who enters the work area unless such person has been specifically authorized by The BG Group to enter the work area.

5.2 The BG Group will schedule work between the hours of 7am and 6pm, Monday through Saturday.

5.3 Customer will convey to The BG Group all rights to, title to, and interest in, all building contents and/or salvageable materials, not listed as excluded on this proposal that were located within the structures at the time of the walk through for bidding purposes.

5.4 Customer understands, acknowledges and agrees that BG will need to obtain a permit to perform the demolition work in accordance with Scope Inclusions and Exclusions listed above. With respect to the permit, Customer will fully cooperate with BG on any permit-related needs including, but not limited to, pre- or post-permit issuance. Further, if BG obtains any project permit under BG's license, or obtains any sub-permit under the license of one of BG's subcontractors for the Work, Customer shall perform any needed work not specifically included in BG's scope but required by any governmental authority to close the permit prior to its expiration (the "Customer Work"), at Customer's sole cost and expense. If, Customer fails to perform the Customer Work within 10 days after receipt of notice of BG's demand for same then Customer shall be responsible for any damages incurred by BG including, but not limited to, costs, fees, violations, fines, attorneys' fees and consequential damages that may be assessed against BG or its subcontractors by any permitting issuing authority.

**Payment:**

Payment for all work completed shall be made to The BG Group, LLC within 10 days of job completion without exception or retention and whether or not Customer has received payment from any other source. Any late payments will accrue interest at a rate of 12% per annum on a monthly basis. Alternative terms may be negotiated prior to commencement.

**Acceptance:**

This Proposal shall remain an offer for acceptance by Customer for a period of thirty days. The BG Group, at its discretion, may terminate thereafter.

Sincerely,

Konor Shoup
Estimator
561.441.7465

Accepted By: _____ Date: _____

N&P Construction
CGC1507877
1405 Allendale Rd
West Palm Beach, FL 33405

NP#7863
OFFICE 561-318-7575
FAX 561-318-7577
MOBILE 561-644-2443

# SCOPE AND PRICE SHEET

***This document is to take precedence over, and be attached to, the contract documents***

**PROJECT NAME: 610 7th Street.**
**610 7th Street Lake Park, FL 33403.**

**BID DATE: 07/22/2021.**

**SPECIFICATIONS: Total Demolition.**

**ENVIRONMENTAL CONSULTING: REQUIRED. (Asbestos survey)**

**DRAWINGS: N/A sketch at site visit.**

**SITE VISIT: 07/21/2021.**

**SCOPE: Demolish and remove single family residence.**

**Total Demolition:**

1. Demolish and remove single family residence.
2. Demolish and remove driveway.
3. Haul and legally dispose all demo debris.
4. Rough grade demo area.

Fla. No Dig Ticket numbers for the demolition operations

**End Scope of Work**

**EXCLUSIONS:**

Utility Disconnects, Protection and/or Identification: Permits or Fees of any kind
Removal, Disposal, Handling or Identification of Asbestos, Refrigerant, PCBs, Gases, Mercury, Lead, Contaminated Soil, Other Hazardous Wastes; Grease Trap Item/s
Salvage of Items of Owners or GC; Removal of Owners Inventory i.e. F.F&E / Stock Items
Surface Preparation: mud/mastic removal, mats, stucco/plaster removal from masonry, grinding, fastner/nail removal, tar removal, removal of spray on insulation, chipping back over pour,

Protection, Patching or Repair of Remaining Surfaces, Any and All New Work
Selective Demolition for other trades (e.g., retrofit and MPE penetrations)
Layout of Demolition Items: Shoring, Bracing, Tie Down Measures
Weather and/or Dust Proofing Methods (other than water)
Weather, Dust, or Safety related Partitions, Railing or Barricades
Vehicular and/or Pedestrian Traffic Control (except for N&P Construction's own forces)

**CLARIFICATIONS:**

This bid is based on: N&P Construction's standard insurance: **utilization of N&P's own dumpster/truck for the C&D materials inclusive of their current rates-fees (no franchise rates are included),** usage of light, medium and heavy-duty demolition equipment, and cutting torches; a single mobilization/phase during regular business days and hours, exclusive use of elevator, within the next thirty days; agreeable contract terms. **N&P Construction reserves all scrap and/or salvage rights.** GC to supply: adequate access and egress to-into around and within the structure and site for the demolition equipment, and debris removal operations (daily), temporary lighting; asbestos survey. Additional insured available at $350/each. Payment due after the completion of this subcontractor's work. This pricing is good for 30 days.

| | | |
|---|---|---|
| **BASE BID:** | Total lump sum for demolition..... | $14,900.00 |
| **ADD/ALTERNATE:** | **Permit.....** | **$4,500.00** |
| | **Environmental consulting (Asbestos survey).....** | **$1,500.00** |

***Owner should provide all documents for permit.**

**J.A. Daniel Management, Inc. / TRASHHELP**
4448 palm ave.
WEST PALM BEACH, FL
33406 US
(561) 316-8668
jadanielmanagement@gmail.com
http://www.jadaniel.com

# Estimate

**ADDRESS**
Town of Lake Park

**ESTIMATE #** 3416
**DATE** 07/30/2021

| ACTIVITY | AMOUNT |
|---|---|
| 610 7th St., Lake Park, Fl | |
| **Sales**<br>Demolition of existing structure and concrete - dirt to remain<br>Price will include removal, disposal, and cleanup of property. Additional items to be charged at time and material such as permitting costs and associated fees, disconnections or getting any other trades involved in the project | 18,000.00 |

This is an estimate.

TOTAL **$18,000.00**

Accepted By

Accepted Date

# New Business

# TAB 4

TOWN OF LAKE PARK
COMMUNITY REDEVELOPMENT AGENCY

# CRA
## Agenda Request Form

**Meeting Date: December 1, 2021** **Agenda Item No.**

**Agenda Title: The CRA Board Chair authorization to sign PBSO contract to provide police services within the CRA PADD.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 11/18/21

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• PBSO Contract for CRA Services<br>• Resolution 73-12-21 |
|---|---|---|

**Summary Explanation/Background:** The Auditor requested a separate contract for PBSO to provide police services within the Park Avenue Downtown District. The agreement is attached, along with a resolution authorizing the CRA Chairman to sign the contract.

**Recommended Motion**: Move to approve Resolution 73-12-21.

**RESOLUTION 73-12-21**

**A RESOLUTION OF THE BOARD OF DIRECTORS DIRECTING THE CHAIRMAN TO EXECUTE AN AGREEMENT BETWEEN THE CRA AND PALM BEACH COUNTY SHERIFF'S OFFICE; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Town has all of the powers and authority conferred upon it according to the Florida Constitution and Chapter 166, Florida Statutes and the CRA under; and Part III of Chapter 163 Community Redevelopment Act; and

**WHEREAS,** the Town Auditor requested the CRA establish a separate contract for police services with the Palm Beach County Sheriff's Office; and

**WHEREAS**, the Palm Beach County Sheriff's Office provides townwide police services for the Town of Lake Park, including the CRA; and

**WHEREAS**, the funding for CRA/PBSO detail is incorporated in the CRA budget for $133,680; and

**WHEREAS**, the Executive Director recommends that the CRA Board of Directors entered into the Palm Beach County Sheriff's contract for police services in the CRA PADD; and.

**WHEREAS**,

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA:**

**Section 1.** The foregoing recitals are incorporated herein.

**Section 2.** The Chairman of the CRA Board of Directors is hereby authorized and directed to execute the Palm Beach County Sheriff's contract with the CRA.

**Section 3.** This Resolution shall be effective upon execution.

# LAW ENFORCEMENT SERVICE AGREEMENT

This Agreement was made and entered into on the ____ day of _____,2021, between Ric L. Bradshaw, Sheriff of Palm Beach County, Florida, hereinafter referred to as the Sheriff, and Lake Park Community Redevelopment Agency, a public body corporate and politic, duly created and operated pursuant to Chapter 163, Part III, Florida Statutes, located in Palm Beach County, Florida hereinafter referred to as Lake Park CRA.

Whereas, the Lake Park CRA, pursuant to its authority as provided in Section 163.370, Florida Statutes, wishes to contract with the Sheriff for performance of law enforcement / security services and related functions within its boundaries in Palm Beach County, Florida, and the Sheriff is agreeable to rendering these services on the terms and conditions hereafter set forth:

1. In entering into this Agreement, it is Lake Park CRA intent to contract for the service of deputy sheriffs within the boundaries of the Lake Park CRA for approximately 30 hours per week. The purpose of doing so is to have a high profile patrol specifically dedicated to the area encompassed by the boundaries of the Lake Park CRA to promote a higher degree of protection and security for the property, residents, businesses, and visitors within the boundaries of the Lake Park CRA. The Lake Park CRA shall provide an outline of specific problems to be addressed by the Sheriff and services desired to be performed by the Sheriff, which when reviewed and accepted by the Sheriff shall become the operating profile of this Agreement.

2. The Sheriff shall provide law enforcement/security services within the geographical area which comprises the Lake Park CRA. The Sheriff shall exercise the authority granted to him by the laws of the State of Florida and as prescribed by the Florida Constitution, Florida Statute Chapter 30 and Florida Statute Chapter 316, and as further outlined under the codes of Palm Beach County and the Town of Lake Park.

3. In order to perform these services, the Sheriff shall furnish and supply all necessary labor, supervision, equipment and supplies necessary to maintain the services rendered. The activities of deputies assigned to perform services, pursuant to this Agreement, shall be reported and documented and records will be maintained as required by the Sheriff's Office and Florida State Statutes. The rendition of services, standards of performance, discipline and other matters incident to the performance of such services and the control of personnel employed shall be within the sole discretion of the Sheriff consistent with the operating profile referenced hereinabove.

   In the event of a dispute between the parties as to the extent of the duties and functions rendered hereunder, the final determination shall be made by the

Sheriff. The Sheriff shall, pursuant to this Agreement, provide services of approximately 30 hours per week. Specific duty hours, days of service and assignments will vary depending on accessed need and shall be left to the discretion of the District Commander. If at all possible, Lake Park CRA will be staffed by deputies assigned to the District and deputies shall remain within the geographical area of the Lake Park CRA, unless otherwise dictated by operational necessity.

4. Persons employed in the performance of services provided are employees of the Sheriff and not employees of Lake Park CRA. As such they receive all benefits, compensation, training and promotions from the Sheriff.

5. The initial term of this Agreement shall be 12 months, beginning October 1, 2021 and ending on September 30, 2022. This Agreement may be renewed by the parties, subject to computation of cost at the time of renewal and a written Amendment extending the term.

   For services provided, the Sheriff shall be compensated for each deputy at the rate of $90.00 per hour, not to exceed 1,485.33 total service hours or $133,680 in total cost, unless previously approved by the Lake Park CRA Executive Director and agreed to by the Sheriff. The Sheriff shall invoice the Lake Park CRA on a monthly basis. Payment by the Lake Park CRA shall be made within ten (10) days of the invoice date.

6. This Agreement may be cancelled by either party for any reason providing the canceling party gives the other party 60 days advance written notice. Notwithstanding, if payment for services is not received within ten (10) days of the invoice date, as set forth in Section 5, the Sheriff may immediately terminate this Agreement.

7. This Agreement may be modified only if such modification is in writing and signed by both parties.

8. All notices and the exchange of information by and between the parties to this Agreement shall be as follows:

   A. The authorized representative for Lake Park CRA shall be its Executive Director D'Agostino, at (561) 881-3300, 535 Park Avenue, Lake Park, Florida 33403.

   B. The authorized representative of the Sheriff is the Major of North Regional Bureau, Palm Beach County Sheriffs Office (561) 688-3628, 3228 Gun Club Road, West Palm Beach, Florida 33406, or his/her successor.

9. To the extent permitted by law, and without waiving any constitutional or statutory sovereign immunity protections, the Sheriff shall indemnify and hold harmless Lake Park CRA against any actions, claims or damages which may arise out of the negligence and/or intentional act of the Sheriff, his deputies, agents, and employees in furtherance of this Agreement and in the course and scope of his/her employment. Lake Park CRA shall indemnify and hold harmless the Sheriff, his deputies, agents, and employees against any actions, claims or damages arising out of Lake Park CRA, and its officers' and agents' negligence and/or intentional acts in connection with the services provided under this Agreement.

10. This Agreement shall not be assigned.

11. If a party to this Agreement intends to provide any publicity, public relations, advertisements or signs with respect to any activities conducted in association with this Agreement, the party intending to publicize the activity shall obtain the other party's approval of the materials being used to advertise the activity prior to the materials being posted.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first written above.

Lake Park Community
Redevelopment Agency
535 Park Avenue
Lake Park, Florida 33403

ATTEST:

By: _____
Michael O'Rourke, Chair

_____
Vivian Mendez, Clerk

Approved as to Form
and Legal Sufficiency

_____
Thomas J. Baird, CRA General Counsel

ATTEST:

Palm Beach County Sheriff's Office

_____
Ronald Mattino, Major

_____
Ric L. Bradshaw, Sheriff

# TAB 5

# CRA
## Agenda Request Form

**Meeting Date:** December 1, 2021 **Agenda Item No.**

**Agenda Title:** **A RESOLUTION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY (CRA) AUTHORIZING AND DIRECTING THE CHAIRMAN TO EXECUTE A CONTRACT WITH BUSINESS FLARE LLC, FOR CONSULTING SERVICES ASSOCIATED WITH EVALUATING, REVISING, AND UPDATING THE CRA MASTER PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [ X ] | **NEW BUSINESS: Resolution** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: ~~General Business~~ |

**Approved by Executive Director:** _____ **Date:** 11/19/21

*John D'Agostino / CRA Executive Director*

Nadia Di Tommaso / Community Development Director

| **Originating Department:** | Costs: $ **85,000 / Legal Review**<br>Funding Source: **CRA / Legal**<br>Acct. **#110-520-34000 / #108**<br>[ ] Finance | **Attachments:**<br>➔ **RFQ 105-2021**<br>➔ **RFQ Proposals (Total of 5)**<br>➔ **Evaluation Committee Scoring Sheets**<br>➔ **Resolution 24-12-21 and Contract for Business Flare** |
|---|---|---|
| **Community Development** | | |

## Summary Explanation/Background:

The Town's existing Community Redevelopment Area (CRA) is identified in the map with the black boundary →

The CRA Board has discussed updating the Community Redevelopment Area (CRA) Plan at prior workshops. RFQ 104-2021 was first advertised on July 25, 2021 and did not solicit any proposals. The project was re-bid through RFQ 105-2021, on September 2, 2021. The RFQ was advertised for "**Request for Statement of Qualifications (RFQ105-2021) to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park in Lake Park, FL."** – *copy of RFQ enclosed.* The RFQ included details on the CRA Board's comments and discussions for the CRA Area.

A bid opening was held on October 4, 2021 and an Evaluation Committee Meeting was held on October 11, 2021. Five proposals were received (copies enclosed) and were ranked by the Evaluators who included John D'Agostino, Town Manager; Roberto Travieso, Public Works Director; Karen Golonka, Planner; and Nadia Di Tommaso, Community Development Director (scoring sheets enclosed). Business Flare receiving the most points. Contract preparation then ensued.

Business Flare provided a details schedule of steps that are required to be undertaken for the CRA Plan update, which includes public outreach and meetings and final adoption in April/May 2022. At this time, a new Finding of Necessity is not anticipated however, this will be explored by Business Flare as well. If one is needed, this will be revisited by Staff and the Board.

**Recommended Motion: I move to APPROVE Resolution 74-12-21 to award the contract to Business Flare in the amount of $85,000.**

**TOWN OF LAKE PARK**
***LEGAL NOTICE***

**NOTICE IS HEREBY GIVEN** that the Town of Lake Park, Florida Community Redevelopment Agency (CRA) will be accepting sealed responses for:

**Request for Statement of Qualifications (RFQ105-2021) to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park in Lake Park, FL.**

Notice is hereby given that the Town of Lake Park is soliciting proposals for the evaluation and modification of the Lake Park Community Redevelopment Agency Plan. Proposals may be mailed by regular or express mail courier service or hand delivered to the Town of Lake Park at 535 Park Avenue, Lake Park, Florida 33403. **All sealed proposals must be submitted with one** original unbound, tabbed, and clipped version that includes a title page listing the name of the RFQ and identifying the Offeror. Additionally, Offerors shall submit **seven (7)** bound and tabbed copies and one digital PDF on a labeled CD/DVD or thumb drive. **PROPOSAL ENVELOPES MUST BE PLAINLY MARKED ON THE OUTSIDE OF THE ENVELOPE OR PACKAGE AS:**

**"Request for Statement of Qualifications (RFQ#105-2021) to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park in Lake Park, FL."**

**Proposals shall be sent or delivered to the following address:**

**Town of Lake Park/CRA**
**Office of the Town Clerk**
**Lake Park Town Hall**
**535 Park Avenue**
**Lake Park, Florida 33403**

*(The CRA is a special district within the Town. Town/CRA used interchangeably in this document)*
**ONE NON-MANDATORY pre-bid informational meeting will be held: Monday, September 13, 2021 at 10:00am at the Town Hall Commission Chambers located at 535 Park Avenue, Lake Park, FL 33403. A response to a competitive solicitation shall be directed to the attention of the Town Clerk (also serving as the CRA Clerk) and submitted by 3:00 PM EST on or before Monday, October 4, 2021. Any response received after the deadline, or which is submitted at a location other than the location specified above shall be deemed unresponsive and shall be returned unopened to the offeror.** It shall be the offeror's sole responsibility to ensure that its response reaches the specified place for receipt of responses to solicitations and by the time specified in the solicitation document. The Town shall bear no responsibility for any failure of the U.S. Postal Service, other courier service or a town employee to successfully deliver a response, or for a mistake in the delivery of a response to a location other than the location designated in the solicitation.

Receipt of a Proposal by any Town office, receptionist, or personnel, other than the Office of the Town Clerk shall not constitute "submittal" as required by this solicitation. The Town Clerk's time stamp shall be conclusive as to the timeliness of each submission.

Proposal Documents

Offerors desiring copies of the RFQ document for use in preparing a proposal may request a copy by calling the Office of the Town Clerk at (561) 881-3311, 8:30 AM to 5:00 PM Eastern Standard Time, Monday through Friday, or emailing townclerk@lakeparkflorida.gov. All correspondence and requests for information regarding this RFQ shall be submitted in writing by regular mail or via email to townclerk@lakeparkflorida.gov no later than Monday, September 27, 2021 by end of day.

**All offerors are advised that the Town has not authorized the use of the Town or CRA seal by individuals or entities responding to Town requests for proposal, and that any such use by an unauthorized person or entities constitutes a second degree misdemeanor pursuant to Section 165.043, Florida Statues.**

All offerors are advised the Town will not supply or sell materials to offerors in connection with submission or preparation of Proposals, or any other matter, including but not limited to envelopes, labels or tape.

Notice of the intent to award along with a tabulation of the results of an evaluation, shall be posted by the Town Clerk on the Town's website at least five business days prior to the commission's consideration of an award. The Town Clerk shall also provide all offerors affected by the proposed award written notice of the intent to award by email at the same time as the notice of intent to award is posted on the Town' website.

The Town may, at any time and at its sole discretion, reject all responses to solicitations and may or may not choose to seek solicitation in the future.

Vivian Mendez, MMC
Town Clerk
TOWN OF LAKE PARK, FLORIDA
Published on: September 2, 2021 - Palm Beach Post

*(If a paper copy of the RFQ and attachments is requested, a $75 fee will apply)*

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**"Request for Statement of Qualifications (RFQ#104-2021) to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park in Lake Park, FL."**

## Introduction

The Town of Lake Park is soliciting proposals for Community Redevelopment Agency evaluation and modification services in order to update the Lake Park CRA Plan. Proposals may be mailed by regular or express mail courier service or hand delivered to the Office of the Town Clerk at the Town of Lake Park at 535 Park Avenue, Lake Park, Florida 33403. **Submissions shall be delivered no later than 3:00PM EST on or before Monday, October 4, 2021. Proposals after this date and time are not eligible for, nor will they be accepted for consideration.** All proposals will be dated and time stamped by the Town Clerk or her designee. Faxed or emailed proposals will not be accepted for consideration. The Town of Lake Park reserves the right to accept or reject any or all proposals.

**All sealed proposals must be submitted with one** original unbound, tabbed, and clipped version that includes a title page listing the name of the RFQ and identifying the Proposer. Additionally, Proposers shall submit **seven** bound and tabbed copies and one digital PDF on a labeled CD/DVD or thumb drive.

## Our History

Established by entrepreneur Harry Kelsey as "Kelsey City" in 1923, Lake Park's history is rooted deeply in the grand ambitions of its founder. Kelsey envisioned Lake Park as a year-round destination and a booming metropolis of 100,000 people. To aid him in this monumental task, he employed the Olmstead Brothers as planners – sons of the famed landscape architect Frederick Law Olmstead known for his Central Park plan in New York City. Carrying on their father's legacy of planning excellence, the Olmstead Brothers – Fredrick Law Olmstead Jr. and John Charles Olmstead, along with Dr. John Nolen of Boston – created in Kelsey City one of the oldest planned communities in South Florida and one of the first zoned municipalities in the State.

Though the Town would later change its name, the lasting foundation of the Olmstead Brother's plan has earned Lake Park another name: The Jewel of the Palm Beaches. Today, Lake Park remains proud of its planning heritage and looks to carry forward the tradition of Harry Kelsey and the Olmstead Brothers through visionary projects, timeless design, and innovative urbanism.

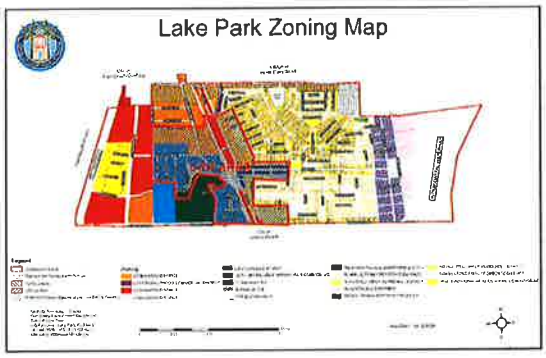
## Our Town Today

As of the most recent census, the Town of Lake Park is home to 8,645 +/- residents and consists of approximately 2.35 square miles of land area. It is located in northern Palm Beach County, approximately 5 miles north of the City of West Palm Beach. Lake Park is bordered by Riviera Beach to the south, North Palm Beach and Palm Beach Gardens to the north, unincorporated Palm Beach County and Palm Beach Gardens to the west, and the Intracoastal Waterway to the east.

Lake Park boasts a number of attractions, including historic Kelsey Park, a vibrant and growing downtown, a Town Marina with direct waterway access to the Intracoastal and Atlantic Ocean, and mixed-use density development along the US-1 Corridor, of which the Nautilus 220 project is an important example.

Additionally, a large swath of Lake Park is devoted to traditional single-family homes and strip-mall style commercial development proliferates along our major arterial corridors like Northlake Boulevard and Congress Avenue. There is also a large swath of industrial uses as well along Old Dixie Highway and off Watertower Road, consisting of warehousing and light industrial uses.

The subject of our RFQ, the Lake Park **Community Redevelopment Area**, covers a large portion of our residential, industrial, and downtown districts. Spanning 0.45 square miles in the core of our Town, the CRA runs primarily from Silver Beach Road in the south to Northern Drive in the North. Its eastern boundary is 7th Street and its western boundary is past 14th Street.






## Our Vision for the Future

It has been more than a decade since the last time the Lake Park CRA Plan was updated and the addition of some revisions and modifications are long overdue. While the former plan provided valuable direction and accomplished a number of objectives, recent Town Commission feedback has indicated it's time to reevaluate and refocus our CRA Plan on more pressing contemporary issues. An overarching economic development strategy is desired for the industrial areas, beautification and aesthetic improvements are desired for the residential areas, and placemaking strategies are desired for the downtown. In addition, there is a need to integrate ongoing capital facility improvement efforts, such as the 10th Street Drainage Project, into the scope of the plan. Finally, some reconfigurations of the CRA Area boundaries may be necessary pending findings of appropriateness supporting this course of action. This overview is not exhaustive of Lake Park's concerns and considerations in undertaking an update to its CRA Plan, but provides some general guidance on the Town's goals.

Documents pertaining to the Subject Area are enclosed as part of **Appendix A** ***(includes: Town Zoning Map; Future Land Use Map; the Town of Lake Park CRA Plan)***.
*(The CRA is a special district within the Town. Town/CRA used interchangeably in this document)*

## Scope of Work

The selected Consultant shall work on behalf of the Town' CRA to develop a comprehensive CRA Plan update, evaluating the current plan, identifying areas for improvement, revising outdated sections, incorporating new policies and objectives, redrawing CRA boundaries as needed, ensuring legal and statutory compliance, and ultimately delivering to the Town a revised plan for adoption. The Consultant shall have knowledge of state regulations and laws pertaining to the administration and modification of CRA Plans and shall work with the Town to meet and navigate all regulatory challenges. Additional areas of expertise may include, but are not limited to field surveying, statistical analysis, geographic information systems, map drafting, legal review, among others. The Consultant shall assist in the aforementioned and other areas to meet the requirements elaborated below:

### Phase I – Background Data Collection

The Town shall require the consultant to research existing built environment, economic, and legal-regulatory conditions, as elaborated below.

A. **Adopted Plans Review:** The consultant shall review the adopted CRA Plan, the Finding of Necessity report, and current CRA Boundary to identify deficiencies and needed improvements. The consultant shall evaluate Lake Park's adopted and proposed capital facility improvements, including long-range conceptual plans, to identify opportunities and constraints. The consultant shall also assess the Lake Park Comprehensive plan to identify relevant, governing goals, objectives, and policies and recommend changes where needed. Finally, the consultant shall assess Lake Park's successes in implementing the objectives of the current adopted CRA Plan. The consultant shall, in the course of completing this



objective, identify all those portions of the CRA Plan, Finding of Necessity, Comprehensive Plan, and CRA Boundaries that require update and provide preliminary recommendations.

B. **Existing Conditions Analysis:** The consultant shall review, collect, analyze, and map data pertaining to the existing physical conditions within the CRA, identifying blight, public safety issues, vacancies, capital facility degradation, and opportunities for improvement. The consultant shall show sensitivity to, research and assess community needs and community welfare issues to develop preliminary recommendations. The consultant shall compile this information and make it available to the Town in either Geographic Information System or Excel Spreadsheet formats, and provide preliminary recommendations.

C. **Economic Conditions Analysis:** The consultant shall collect, review, and analyze tax base and ownership data with the CRA. The consultant shall review and analyze long-range real estate market trends and current property values to form growth projections and tax revenue growth within the CRA, taking into account the continuing effects of the COVID-19 virus. Additionally, the consultant shall compile qualitative and quantitative data on current economic trends, demographic trends, business development, infrastructure development, the role of private owners, and other factors impacting the economic welfare of the Lake Park CRA. The consultant shall compile this information and make it available to the Town in either Geographic Information System or Excel Spreadsheet formats, and provide preliminary recommendations.

D. **Economic Strategy Development:** The consultant shall work with staff to identify a list of priority redevelopment objectives and identify strategies for incentivizing redevelopment. The consultant shall work with staff to create an updated vision for the CRA. The updated vision shall take into account Commission feedback, support economic development, job creation, and intensify agglomeration economy effects within the CRA. Key areas of focus will include complimenting, optimizing, and intensifying Lake Park's existing economic strengths. To this end, the consultant shall identify public and private sector partners, grants, programs, funding, and resources to be incorporated into preliminary recommendations.

E. **Final SWOT Analysis:** The consultant shall utilize the research done in the preceding tasks under Phase I to compile a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis summarizing their findings, recommendations, concerns, and concepts. This SWOT Analysis will form the basis for the public workshop described under Phase II, Task A.

### Phase II – CRA Plan Development

Upon the successful completion of Phase I, the consultant shall utilize their research into the deficiencies of the existing CRA Plan, their research into existing environmental conditions, and their research into the socioeconomic character and long-range economic development potentials of the CRA to draft a revised CRA Plan and draft other revised documents, as needed.



A. **Kick-Off Public Participation Meeting:** The consultant shall administer a Stakeholder Participation Process that is consistent with statutory requirements. Key stakeholders shall include local business owners, CRA Board Members, Town Commissioners, various Town Departments, among others. The consultant shall prepare a presentation and make their personnel available to host and administer a CRA Plan kick-off workshop with the public to receive their feedback on the findings of the SWOT Analysis and all preliminary recommended amendments to the CRA Plan, the Finding of Necessity, the CRA Boundaries, and the Comprehensive Plan.

B. **Draft CRA Plan:** The consultant shall, incorporating public feedback, draft objectives, policies, strategies, and goals for the CRA Plan to eliminate the blight conditions elaborated in the Finding of Necessity. The CRA Board of Directors/Town Commission also reviewed the existing CRA Master Plan on a preliminary basis and provided feedback and input into changes they'd like to see from a policy perspective and these recordings and meeting minutes can be made available. The consultant's updates to the CRA Plan shall also include an implementation plan with established timetables and funding sources. The consultant shall create graphics and infographics as needed for the purposes of creating a quality, succinct work product. If necessary, the consultant shall draft an updated Finding of Necessity Report to amend sections that are outdated and interject new, relevant considerations. If necessary, the consultant shall draft updated CRA Boundaries to reflect an altered Finding of Necessity Report. If necessary, the consultant shall draft updated Comprehensive Plan language where objectives are outdated and interject new goals and policies relevant to the Lake Park CRA.

C. **Legal and Statutory Compliance:** The consultant shall administer the process for updating the Lake Park CRA, Finding of Necessity, and CRA Boundaries in a way that is consistent and compliant with F.S. Statutes Chapter 163. The consultant shall provide notification to taxing authorities, agencies, or counties per statutory requirements. The consultant shall take responsibility for ensuring all requisite research, development, drafting, and legal requirements are satisfied upon the completion of this task to ensure the successful, legal adoption of an updated CRA Plan. If the Town of Lake Park has failed to identify pertinent tasks up to this point, the consultant shall propose scope amendments prior to the validation of a contractual agreement.

D. **Final Public Participation Meeting:** The consultant shall prepare a presentation and make relevant staff available to host and administer a final CRA Plan workshop with the public to receive their feedback on the draft CRA Plan and other documents, as needed.

### Phase III – Updated Plan Adoption

Upon the successful completion of Phase II, the consultant shall bring forward a final CRA Plan and draft other revised documents, as needed, for adoption.

A. **Update Draft CRA Plan:** Following the comments received final public workshop, the consultant shall furnish Town CRA staff an updated draft CRA Plan for their review and

approval, along with the final work products for any other needed changes identified during Phase II, Subtask B.

B. **Final CRA Plan and Other Material Adoption:** The consultant shall present the final CRA Plan to the Local Planning Agency, the CRA Board of Directors and the Town Commission as required by Florida Statute 163 Part III. At the completion of this stage, the consultant will have delivered an updated CRA Plan compliant with all statutory requirements. Additionally, the consultant will have delivered the final versions of all other work products, as needed.

**Final Deliverables**

**Phase I, Task B - Existing Conditions Data**
**Phase I, Task C – Existing Conditions Data**
**Phase I, Task E – SWOT Analysis**
**Phase II, Task A – Public Participation Kick-Off Workshop Presentation**
**Phase II, Task B – Draft CRA Plan. (Draft Updated Finding of Necessity, CRA Boundary Map, and Comprehensive Plan Language, as needed.)**
**Phase II, Task E – Final Public Participation Workshop Presentation**
**Phase III, Task A – Updated Draft CRA Plan.**
**Phase III, Task B – Final Presentation of Updated Draft CRA Plan**

**It is anticipated that, upon successful receipt and review of proposals for this RFQ, that the award of this RFQ will be made at the special call meeting of November 10, 2021 (tentative date – final date TBD), with a requirement that the entire process listed above is completed no later than April 1, 2022, or sooner (unless otherwise approved through contract award based on required steps per the consultant's proposal).**

## Submission Specifications

Responses to the solicitations shall be accepted from all qualified offerors except as otherwise provided herein and shall be evaluated based on the requirements set forth in the solicitation.

Responses to solicitations shall be opened publicly in the presence of one or more witnesses at the time and place specified in the solicitation. The Town Clerk or the clerk's designee shall officiate at the opening of competitive solicitations, and shall announce and record the name of each offeror, if appropriate, recite the amount of each offeror's response and such other information related to the solicitations as is appropriate.

An offeror may withdraw a response to a solicitation prior to date and time designated in the solicitation for their opening. If an offeror withdraws its response after the deadline established of a competitive solicitation, the purchasing agent may suspend an offeror from participating in any



future town solicitations for up to three years.

The submission shall include the following:

- A **cover sheet** identifying the respondent and contact information.
- A **summary of qualifications** addressing the respondent's **professional experience** and how it is in line with the Town's criteria. Relevant project **portfolios** may be included.
- A response **expanding on and detailing what steps the firm would take to address the points listed in the scope of work, proposing modifications where they feel it's necessary,** along with a **detailed schedule/timeline for completion of all tasks**.
- An introduction to the **project team** with highlights of their background, competency and expertise levels.
- **References**.
- **Itemized (all-inclusive) pricing**.

Additional Items for consideration:

(1) A detailed Scope of Services setting forth its specifications for the provision of services to the CRA.

(2) The forms contained in this RFQ. Failure to do so may cause rejection. The forms must be submitted in good order and all blanks must be completed.

(3) The signature of the officer or owner of the OFFEROR.

(4) Submissions by a corporation shall be submitted in the full legal name of the OFFEROR and executed in the corporate name by the president or an authorized corporate officer accompanied by a corporate resolution or other evidence that the officer has the authority to sign the Proposal. The corporate address and state of incorporation must be shown below the signature.

(5) Submissions by partnerships must be executed by the General Partner of the partnership. The official address of the partnership shall be shown below the signature.

(6) Copies of OFFEROR's State of Florida Licenses and Certificate of Incorporation, or if a foreign corporation a copy of documentation showing registration as a foreign corporation authorized to do business in the State of Florida must be included in the submittal document.

(7) A Statement of Qualifications, to include copies of current resume of all business principals as well as management and supervisory staff of the OFFEROR, copies of all current professional and business licenses, current certifications of insurance coverage, three (3) letters of professional references, and a list and description of similar projects that were satisfactorily completed by OFFEROR within the past five (5) years (for each project list the name and telephone of a representative for whom the project was undertaken and who can verify OFFEROR's performance). OFFEROR shall also



provide any other information deemed pertinent by the OFFEROR relating to its particular qualifications to perform the proposed services or work. OFFEROR shall also show its capability to meet the time and budget requirements of the TOWN's CRA taking into consideration and including the current and projected workload of the OFFEROR.

(8) Organizational charts, to include a staffing plan which identifies key personnel who will be providing services to the Town/CRA, including the length of tenure of such personnel with the OFFEROR must be included in the Proposal document.

(9) A statement regarding recent, current and anticipated future workload of the OFFEROR, including an assessment of the effect of same upon the provision of the service or the completion of the project work must be included.

(10) The physical address of OFFEROR's principal business office and any and all satellite offices must be included.

(11) The Town/CRA may give preference to proposals for goods and services received from offerors whose business is located within the corporate limits of the town where price, quality and other relative factors offered by other offerors are comparable.

(12) The Town/CRA may, at any time and in its sole discretion, reject all responses to solicitations and may or may not choose to seek solicitations in the future.

## Evaluation Criteria

Proposals may be evaluated by an evaluation committee, which shall have not less than three voting members and shall be composed as follows: the originating department director who in conjunction with the Purchasing Agent appoints the chair and other members of the committee.

An award shall be made to the most responsive, responsible offeror whose proposal is determined to be the most advantageous to the Town/CRA in accordance with the evaluation criteria listed below.

Points shall be allocated per the following:

- **30 Points** – Experience in CRA Planning
- **20 Points** – Staff Competency and Schedule
- **20 Points** – Reputation and References
- **30 Points** – Itemized, all-inclusive, Competitive Pricing



## RFQ Schedule

- RFQ Advertising Timeframe: Thursday, September 2, 2021 through Monday, October 4, 2021 (3:00pm)
- Non-Mandatory Informational Meeting: Monday, September 13, 2021 – 10am – (Town Hall Commission Chambers – 535 Park Avenue, Lake Park, FL 33403)
- Bid Opening: Monday, October 4, 2021 – 3:00pm (Town Hall Commission Chambers – 535 Park Avenue, Lake Park, FL 33403)
- Evaluation Committee Meeting: Monday, October 11, 2021 at 10:00am (Town Hall Commission Chambers – 535 Park Avenue, Lake Park, FL 33403)
- Wednesday, November 10, 2021 – Special Call CRA Meeting Agenda Item to Award Contract to CRA Planning Consultant (tentative date – final date TBD)

## Terms and Conditions

**Cone of Silence.**

An offeror shall not communicate with any elected or appointed town/CRA official or employee other than a person listed in the document soliciting bids or proposals prior to the time an award has been made by the CRA Board/Town Commission. Any communication between the offeror and the town/CRA shall be submitted to the office of the town clerk, or of the official referenced in an Invitation to Bid, RFP or RFQ. Any violation of the Cone of Silence imposed herein shall be grounds for the disqualification of an offeror.

**Equal opportunity/minority and women business enterprise.**

The town/CRA shall use its best efforts to ensure that minority, women and veteran owned businesses shall have an equitable opportunity to participate in the town's procurement process and that no business shall be excluded from participation in, denied benefits of, or be otherwise discriminated against in connection with the award and performance of any contracts with the town because of race, color, religion, national origin, age, sexual orientation, gender, marital status, handicap or physical impairment.

**Bid preferences.**

Except with regards to contracts to be reimbursed by the Federal Emergency Management Agency, the town shall provide in its Invitations to Bid, RFP, or RFQ, a five percent bid preference for:

1. Local merchants whose principal office is within the town's boundaries, and who have maintained a valid town business tax receipt for the previous two entire calendar years; or

2. Certified minority or Florida veteran owned business enterprises pursuant to the Florida Office of Supplier Diversity and to certified minority owned business as defined by § 288.703, F.S.

**Public Records**

All responses to solicitations shall become public records and shall be subject to public disclosure once opened.

With respect to public records, the Contactor/ Vendor is required to:

**#.1** Keep and maintain public records required by the Town to perform the service.

**#.2** Upon the request of the Town's custodian of public records, provided the town with such public records within a reasonable time at a cost that does not exceed the costs provided for in Chapter 119, Florida Statutes.

**#.3** Ensure that any public records that are exempt or confidential from public records disclosure are not disclosed except as authorized by law for the duration of the term of this Agreement, and following completion of this Agreement if the Contactor/Vendor does not transfer the records which are part of this Agreement to the Town.

**#.4** Upon the completion of the term of the Agreement, transfer, at no cost, to the Town all public records in possession of the Contactor/Vendor; or keep and maintain the public records associated with the services provided for in the Agreement. If the Contactor/Vendor transfers all public records to the Town upon completion of the term of the Agreement, the Consultant/Vendor shall destroy any duplicate public records that are exempt of confidential from public records disclosure. If the Contractor/Vendor keeps and maintains public records upon completion of the term of the Agreement, the Contractor/Vendor shall meet all applicable requirements pertaining to the retention of public records. All records stored electronically shall be provided to the Town, upon request from the Towns custodian of public records, in a format that is compatible with the information technology systems of the Town.

**#.5** IF THE CONTRACTOR/VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, THE CONTACTOR/VENDOR SHOULD CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: TOWN CLERK, 535 Park Avenue, Lake Park, Florida 33403, 561-881-3311, townclerk@lakeparkflorida.gov.

**Discrepancies, Errors, and Omissions**

Any discrepancies, errors, or ambiguities in the RFQ or addenda (if any) should be reported in writing to the Town Clerk's Office. Should it be necessary, a written addendum will be incorporated into the RFQ. The Town will not be responsible for any oral instructions, clarifications, or other communications other than the original RFQ or any written addenda.



**Conflict of Interest**

If any individual member of a proposing firm, or an employee of a proposing firm, or an immediate family member of the same is also a member of any board, Commission, or agency of the Town, that individual is subject to conflict of interest. No official or employee shall enter into any contract or other transaction for goods or services with their respective county or municipality. This prohibition extends to all contracts or transactions between the county or municipality as applicable or any person, agency or entity acting for the county or municipality as applicable, and the official or employee, directly or indirectly, or the official or employee's outside employer or business. Any such contract, agreement, or business arrangement entered into in violation of this subsection may be rescinded or declared void by the board of county commissioners pursuant to section 2-448(c) or by the local municipal governing body pursuant to local ordinance as applicable. A copy of the Town of Lake Park, Palm Beach County, and State Ethics Codes is available at the Town Clerk's Office, 535 Park Avenue, Lake Park, FL 33403.

**Indemnification/Hold Harmless Agreement**

The successful Professional or Organization shall agree to indemnify, defend and hold harmless the Town and its officials, employees and agents (collectively referred to as "Indemnities") and each of them from and against all losses, costs, penalties, fines, damages, claims, expenses (including attorney's fees), liabilities (collectively referred to as "Liabilities") by reason of any injury to or death of any person or damage to or destruction or loss of any property arising out of, resulting from, or in connection with (i) the performance or non-performance of the services contemplated by the contract which is or is alleged to be directly or indirectly caused, in whole or in part, by any act, omission, default or negligence (whether active or passive) of the Indemnities, or any of them or (ii) the failure of the successful Professional or Organization to comply with any of the requirements specified within the contract, or the failure of the successful Professional or Organization to conform to statutes, ordinances, or other regulations or requirements of any successful Professional or Organization expressly agrees to indemnify and hold harmless the Indemnities, or any of them, from and against all liabilities which may be asserted by an employee or former employee of successful Professional or Organization, or any of its contractual staff, if applicable and as provided above, for which the successful Professional's or Organization's liability to such employee or former employee would otherwise be limited to payments under State Workers' Compensation or similar laws.

**Insurance**

Within ten (10) days after notification of award, the successful Professional or Organization shall furnish Evidence of Insurance to the Town Clerk, who shall in turn submit it to the Human Resources Director as the Town's/CRA Risk Manager.

Execution of a contract is contingent upon the receipt of proper insurance documents. If the insurance certificate is received within the specified time frame but not in the manner prescribed in this RFP, the successful Professional or Organization shall be verbally notified of such deficiency and shall have an additional five (5) calendar days to submit a corrected certificate to the Town. If the successful Professional or Organization fails to submit the required insurance



documents in the manner prescribed in this RFQ, within fifteen (15) calendar days after the successful Professional or Organization has been made aware of Commission award, the successful Professional or Organization may be in default of the contractual terms and conditions. Under such circumstances, the successful Professional or Organization may be prohibited from submitting future proposals to the Town. Information regarding any insurance requirements shall be directed to the Human Resources Director as the Town's Risk Manager, at (561) 881-3310. Additionally, successful Professional or Organization may be liable to the Town for the cost of re-procuring the services, caused by successful Professional's or Organization's failure to submit the require documents.

**Proposer's Warranty**

Proposer warrants that no one was paid a fee, commission, gift, or other consideration contingent upon receipt of an award for the services specified herein.

**Lobbying**

All firms are hereby placed on notice that the Town Commission, Selection Committee, and Staff do not wish to be lobbied, either individually or collectively about the project for which the firm has a submitted proposal. During the process from the proposal publish date to Town Commission selection, individuals or its agent shall not contact any member of the Town Commission, employee of the Town of Lake Park, or member of the Selection Committee in reference to this proposal, with the exception of the Town Clerk or designee(s). Failure to abide by this provision may serve as grounds for disqualification for award of contract.

**Inspector General**

In accordance with Palm Beach County ordinance number 2011-009 (enclosed), the offeror understands that any Contract that results from this RFQ may be subject to investigation and/or audit by the Palm Beach County Inspector General. The offeror has reviewed Palm Beach County ordinance number 2011-009 and is aware of its rights and/or obligations under such ordinance.

**Inquiries/Request for Clarification**

All questions about the meaning or intent of the RFQ Documents must be directed, in writing, to the Town Clerk's Office, as provided in the Advertisement/Request for Statement of Qualifications. Questions received after Monday, September 27, 2021 by end of day, shall not be answered. Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect. All inquiries, addendums, and request for clarifications will be posted on www.demandstar.com and on the Town of Lake Park's website www.lakeparkflorida.gov. Demandstar will automatically notify all plan holders of any inquiries, addendums, and request for clarifications once posted by the Town of Lake Park.



**Non-Mandatory Pre-Bid**
**Informational Meeting Minutes**
**Town of Lake Park, Florida**
**Request for Statement of Qualifications (RFQ104-2021)**
**to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for**
**the Town of Lake Park in Lake Park, FL.**
**Wednesday, August 4, 2021, 10:00 a.m.**
**Commission Chamber, Town Hall, 535 Park Avenue**

The non-mandatory pre-bid informational meeting was conducted on Wednesday, August 4, 2021 at 10:00 a.m. Present were Community Development Director Nadia Di Tommaso and Town Clerk Vivian Mendez.

Community Development Director Di Tommaso called the meeting to order at 10:00 a.m. and explained the purpose of the meeting by reviewing all the documents, the timeline and the scope of work. She invited questions from the audience member.

Mr. Jeff Oris, PLACE Planning & Design, Inc. asked the following questions:

1) Was the Town/CRA opining if they were going to go back to Palm Beach County to determine if a change to the "Finding of Necessity" was needed or possible? Community Development Director Di Tommaso explained that based on the feedback from the Community Redevelopment Agency (CRA) Board, it was determined to leave that decision up to the consultant to propose or not propose and that the proposal can include it as an optional phase 1 with a separate cost breakdown and timeline. There was discussion on expanding into certain areas northeast and east and we are relying on the consultant to analyze and make a determination in their packet as they deem appropriate.

2) Mr. Oris asked for clarification regarding the Town's/CRA's understanding of "Finding of Necessity" and creating a Plan concurrently. Community Development Director Di Tommaso explained that the Town was aware of the procedures and that if revised boundaries are needed, along with a new Finding of Necessity, that this would need to be done first, understanding that the CRA has only so many years left before it sunsets and we need to be careful if it is amended. However, since this may not necessarily be needed, we will be reliant on the consultant's best proposal to reflect all elements that they propose are needed.

3) Mr. Oris stated that it was not clear if the Town/CRA wants to expand the CRA boundaries and if so, where it would like to have it expanded. He stated that the packet seems to suggest that the consultant needs to figure that out. Community Development Director Di Tommaso explained that the reason it was written that way was because

initially there was a desire to expand the boundaries, but then as it was analyzed further, we determined that because a substantial justification (as it relates to blight for the Finding of Necessity) is needed, this is being left to the consultant.

4) Mr. Oris questioned the all-inclusive cost associated with the RFQ. He stated that each procedure would have a cost associated with it and not knowing the direction the Town wanted to proceed would be difficult in determining an all-inclusive cost. Community Development Director Di Tommaso suggested phasing it out (with an optional phase) if needed and identifying associated costs and timelines.

5) Mr. Oris asked if the Town was trying to determine a "Finding of Necessity". Community Development Director Di Tommaso explained that the Finding of Necessity was already included in the plan, which may or may not need to be updated if the CRA was not being expanded.

6) Mr. Oris clarified that there was no need to expand the boundaries. Community Development Director Di Tommaso acknowledged the statement.

7) Mr. Oris explained that there were some mapping and analysis of conditions; he asked if the Town wanted that information as part of the plan. He stated that this type of market analysis locks it in for today, but things could change in the future. Community Development Director Di Tommaso stated that to the extent it justified the revisions, it should be included. The longer-term projects can be part of an appendix or separate document.

8) Mr. Oris asked if the Town would be agreeable to a secondary document that has more specified information, with guidance in the plan to review as updated. Community Development Director Di Tommaso said we are open to that option.

9) Mr. Oris clarified that the Town was only looking for review of the Comprehensive Plan as it related to the CRA boundaries. Community Development Director Di Tommaso confirmed.

10) Mr. Oris asked if the Town would have the plan legally reviewed by our Attorney. Community Development Director Di Tommaso explained that the Town would rely on the Town Attorney to provide the legal review.

Community Development Director Di Tommaso explained that all questions must be submitted in writing to the Town Clerk's Office on or before Friday, August 20, 2021.

**ADJOURNMENT:**

The non-mandatory pre-bid informational meeting adjourned at 10:12 a.m.

_____
Town Clerk Vivian Mendez



**REQUIRED FORMS**

***(ALL must be completed)***

## PROPOSAL SUBMITTAL SIGNATURE PAGE

**By signing this Proposal, the Offeror certifies that it satisfies all legal requirements as an entity to do business with the Town, including all Conflict of Interest and Code of Ethics provisions.**

**Offeror Name:**

_____

**Street Address:**

_____

**Mailing Address (if different from Street Address):**

_____

**Telephone Number(s):** _____
**Fax Number (s):** _____
**Email Address:** _____
**Federal Employer Identification Number:**
_____

**Signature:**

_____
**(Signature of authorized agent)**

**Print Name:** _____

**Title:** _____

**Date:** _____

*By signing this document, the Offeror agrees to all terms and conditions of this Solicitation and the resulting contract/agreement.*

**THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE OFFEROR TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICIATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE TOWN MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT THAT UNEQUIVOACLLY BINDS THE OFFEROR TO THE TERMS OF ITS PROPOSAL.**

## CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Offerors must disclose within their Proposal: the name of any officer, director, or agent who is also an employee of the Town of Lake Park.
Furthermore, all Offerors must disclose the name of any Town employee who owns, directly, or indirectly, an interest of more than five percent (5%) in the Offeror's Offeror or any of its branches.
The purpose of this disclosure form is to give the Town the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.
The term "conflict of interest" refers to situations in which financial or other personal consideration may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any Town duty or responsibility in administration, management, instruction, research, or other professional activities.
Please check one of the following statements and attach additional documentation if necessary:

_____ To the best of my knowledge, the undersigned Offeror has no potential conflict of interest due to any other Cities, Counties, contracts, or property interest for the Proposal.

_____ The undersigned Offeror, by attachment to this form, submits information that may be a potential conflict of interest due to other Cities, Counties, contracts, or property interest for this Proposal.

Acknowledged by:

_____
Offeror Name

_____
Signature

_____
Name and title (Print or Type)

_____
Date

## NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, Florida Statutes, you are hereby notified that a person or affiliate who has been placed on the convicted contractors list following a conviction for a public entity crime may not submit a Proposal on a contract to provide any goods or services to a public entity; may not submit a Proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit Proposals on leases or real property to a public entity; may not be awarded or perform work as a contractor, supplier, sub-vendor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 [F.S.] for Category Two [$35,000.00] for a period of thirty-six (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

_____
Offeror Name

_____
Signature

_____
Name and Title (Print or Type)

_____
Date

## DRUG-FREE WORKPLACE

_____ is a drug-free workplace and has a
(Offeror (Company) Name)
Substance abuse policy in accordance with and pursuant to Section 440.102, Florida Statutes.

Acknowledged by:

_____
Offeror Name

_____
Signature

_____
Name and title (Print or Type)

_____
Date

## NON-COLLUSION AFFIDAVIT

STATE OF _____
COUNTY OF _____
Before me, the undersigned authority, personally appeared _____, who after being by me first duly sworn, deposes and says of his/her personal knowledge that:

a. He/She is _____ of _____, the Offeror that has submitted a Proposal to perform work for the following:
RFP No.: _____
Title: _____

b. He/She is fully informed respecting the preparation and contents of the attached Request for Qualifications, and of all pertinent circumstances respecting such Solicitation.
Such Proposal is genuine and is not a collusive or sham Proposal.

c. Neither the said Offeror nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Offeror, Offeror or person to submit a collusive or sham Proposal in connection with the Solicitation and contract for which the attached Proposal has been submitted or to refrain from proposing in connection with such Solicitation and contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Offeror, Offeror, or person to fix the price or prices in the attached Proposal or any other Offeror, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Offeror, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the proposed contract.

d. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Offeror or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

_____
Signature

Subscribed and sworn to (or affirmed) before me this ____ day of _____, 20__, by _____, who is personally known to me or who has produced _____, as identification.

SEAL

NotarySignature: _____
NotaryName: _____
NotaryPublic(State): _____
My Commission No.: _____
Expires on: _____

## TRUTH – IN – NEGOTIATION CERTIFICATE

**The undersigned warrants (i) that it has not employed or retained any company or person, other than bona fide employees working solely for the undersigned, to solicit or secure the Agreements and (ii) that it has not paid or agreed to pay any person, company, corporation, individual or Offeror other than its bona fide employees working solely for the undersigned or agreed to pay any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of the Agreement.**

**The undersigned certifies that the wage rates and other factual unit costs used to determine the compensation provided for in the Agreement are accurate, complete, and current as of the date of the Agreement.**
**This document must be executed by a Corporate Officer.**

**By:** _____

**Title:** _____

**Date:** _____

## *ARTICLE XII. INSPECTOR GENERAL*[1]

### Sec. 2-421. Title and applicability.

(1) This article shall be titled the "Office of Inspector General, Palm Beach County, Florida Ordinance."

(2) The Office of Inspector General, Palm Beach County, Florida Ordinance shall apply to the following:

(a) The board of county commissioners (hereinafter "the board") and all county departments;

(b) The thirty-eight (38) municipalities that approved the charter amendment in the countywide referendum held November 2, 2010;

(c) Any other public entity that elects to be bound by this article by entering into a memorandum of understanding or other agreement in accordance with section 2-423(9); and

(d) Any municipality formed after January 1, 2011, except to the extent that an ordinance adopted by that municipality at any time conflicts with this article.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

### Sec. 2-422. Office created and established.

There is hereby established the office of inspector general which is created in order to promote economy, efficiency, and effectiveness in the administration of and, as its priority, to prevent and detect fraud and abuse in programs and operations administered or financed by the county or municipal agencies. The inspector general shall initiate, conduct, supervise and coordinate investigations designed to detect, deter, prevent and eradicate fraud, waste, mismanagement, misconduct, and other abuses by elected and appointed county and municipal officials and employees, county and municipal agencies and instrumentalities, contractors, their subcontractors and lower tier subcontractors, and other parties doing business with the county or a municipality and/or receiving county or municipal funds. The inspector general shall head the office of inspector general. The organization and administration of the office of inspector general shall be independent to assure that no interference or influence external to the office of inspector general adversely affects the independence and objectivity of the inspector general.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

### Sec. 2-423. Functions, authority and powers.

(1) The inspector general shall have the authority to: (a) make investigations of county or municipal matters and publish the results of such investigations; (b) review and audit past, present and proposed county or municipal programs, accounts, records, contracts, change orders and transactions; and (c) prepare reports

[1]Editor's note(s)—Ord. No. 2011-009, § 1(Exh. 1), adopted May 17, 2011, repealed art. XII and enacted a new article as set out herein. The former art. XII, §§ 2-421Editor's note(s)——2-432, pertained to similar subject matter and derived from Ord. No. 2009-049, §§ 1, 2(A)—(I), 6 and 7, adopted Dec. 15, 2009; and Ord. No. 2010-041, pts. 1—3, adopted Sept. 28, 2010.



and recommendations to the board, or the subject municipality, or participating entities subject to section 2-421(2) based on such audits or investigations. All elected and appointed county and municipal officials and employees, county and municipal agencies and instrumentalities, contractors, their subcontractors and lower tier subcontractors, and other parties doing business with the county or a municipality and/or receiving county or municipal funds shall fully cooperate with the inspector general in the exercise of the inspector general's functions, authority and powers. Such cooperation shall include, but not be limited to providing statements, documents, records and other information, during the course of an investigation, audit or review. The inspector general may obtain sworn statements, in accordance with Florida Statutes, of all persons identified in this subsection as well as other witnesses relevant to an investigation, audit or review. Such audits shall be conducted in accordance with the current International Standards for the Professional Practice of Internal Auditing as published by the Institute of Internal Auditors, Inc., or where appropriate, in accordance with generally accepted governmental auditing standards. Such investigations will comply with the General Principles and Standards for Offices of Inspector General as published and revised by the Association of Inspectors General. The office of inspector general shall develop and adhere to written policies in accordance with the accreditation standards set forth by the Commission on Florida Law Enforcement Accreditation, Inc.

(2) The inspector general shall have the power to conduct audits of, require production of documents from, and receive full and unrestricted access to the records of the board, each municipality, county administrator, city administrator, city manager or other municipal executive, all elected and appointed county and municipal officials and employees, county and municipal departments, divisions, agencies and instrumentalities, contractors, their subcontractors and lower tier subcontractors, and other persons and entities doing business with the county or a municipality and/or receiving county or municipal funds regarding any such contracts or transactions with the county or a municipality. Except as otherwise limited in this subsection (2), the inspector general's jurisdiction includes but shall not be limited to all projects, programs, contracts or transactions that are funded in whole or in part by the county or any municipality. The inspector general may contract with outside entities deemed necessary to perform the functions of that office. Any such contract is subject to final approval by the board, but such approval shall not be unreasonably withheld. The inspector general may conduct investigations and audits, issue reports, and make recommendations regarding collective bargaining agreements. The inspector general shall conduct investigations and audits in accordance with applicable laws, rules, regulations, policies and past practices. The inspector general shall not interfere with collective bargaining negotiations.

(3) As provided in subsection (1), the inspector general can: require all county and municipal officials and employees, contractors, their subcontractors and lower tier subcontractors, and other persons and entities doing business with the county or a municipality and/or receiving county or municipal funds to provide statements; administer oaths; and, require the production of documents, records and other information. In the case of a refusal by an official, employee or other person to obey a request by the inspector general for documents or for an interview, the inspector general shall have the power to subpoena witnesses, administer oaths, and require the production of documents. Seventy-two (72) hours prior to serving a subpoena, the inspector general shall provide written notice to the state attorney and the U.S. Attorney for the Southern District of Florida. The inspector general shall not interfere with any ongoing criminal investigation or prosecution of the state attorney or the U.S. Attorney for the Southern District of Florida. When the state attorney or the U.S. Attorney for the Southern District of Florida has explicitly notified the inspector general in writing that the inspector general's investigation is interfering with an ongoing criminal investigation or prosecution, the inspector general shall suspend service of subpoena, examination of witnesses, or other investigative activities as set forth in the notice. In the case of a refusal to obey a subpoena served to any person, the inspector general may make application to any circuit court of this state which shall have jurisdiction to order the witness to appear before the inspector general and to produce evidence if so ordered, or to give testimony relevant to the matter in question.



(4) Where the inspector general suspects a possible violation of any state, federal, or local law, he or she shall notify the appropriate law enforcement agencies. The county administrator and each municipal manager, or administrator, or mayor where the mayor serves as chief executive officer, shall promptly notify the inspector general of possible mismanagement of a contract (misuse or loss exceeding five thousand dollars ($5,000.00) in public funds), fraud, theft, bribery, or other violation of law which appears to fall within the jurisdiction of the inspector general, and may notify the inspector general of any other conduct which may fall within the inspector general's jurisdiction. The county administrator and each municipal manager, or administrator, or mayor where the mayor serves as chief executive officer, shall coordinate with the inspector general to develop reporting procedures for notification to the inspector general.

(5) The inspector general shall have the power without limitation to audit, investigate, monitor, inspect and review the operations, activities, performance, and procurement processes including, but not limited to, bid specifications, bid submittals, activities of the contractor, their subcontractors and lower tier subcontractors, its officers, agents and employees, lobbyists, county and municipal staff and officials, in order to ensure compliance with contract specifications and detect corruption and fraud.

(6) The inspector general shall have the power to receive, review and investigate any complaints regarding any municipal or county-funded projects, programs, contracts or transactions. The inspector general shall establish a "hotline" to receive complaints, from either anonymous or identified persons.

(7) The inspector general may exercise any of the powers contained in this article upon his or her own initiative.

(8) The inspector general shall be notified in writing prior to any duly noticed public meeting of a procurement selection committee where any matter relating to the procurement of goods or services by the county or any municipality is to be discussed. The notice required by this subsection shall be given to the inspector general as soon as possible after a meeting has been scheduled. The inspector general may, at his or her discretion, attend all duly noticed county or municipal meetings relating to the procurement of goods or services as provided herein, and may pose questions and raise concerns consistent with the functions, authority and powers of the inspector general. The failure by the county or municipality to give written notice required by this section does not constitute grounds for a protest regarding such procurement and shall not be the cause for the stay of any procurement, and shall not be the basis to overturn the award of a contract.

(9) It is anticipated that special districts and other public officials and entities will recognize and desire to benefit from the services of the county office of inspector general. The inspector general may negotiate agreements or memoranda of understanding with other public entities which would authorize the inspector general to provide independent oversight of any or all of the public entity's transactions, projects and operations, and to exercise any and all authority, functions and powers set forth in this article for the benefit of such public entity. The memorandum of understanding or agreement shall include a provision for fees to be paid to the inspector general from the public entity in exchange for such benefits. Such fees shall be based on a rate established by the inspector general to cover the cost of such benefits and shall include, but not be limited to, one quarter of one percent of the contracts as described in section 2-429(2) (hereafter the "funding base") subject to inspector general review under the agreement. The funding base shall be subject to adjustment as set forth in section 2-429.1. Any such agreement or memorandum of understanding is subject to final approval of the board, but such approval shall not be unreasonably withheld. For the purposes of the removal procedure set forth in section 2-430, a "funding entity" shall mean a public entity that has entered into an agreement or memorandum of understanding to receive services of the inspector general, and has provided funding in exchange for such services equal to at least twenty-five (25) percent of the total annual budget of the inspector general for the county's fiscal year immediately preceding the fiscal year in which the removal procedure takes place.

(10) The inspector general's records related to active audits, investigations and reviews are confidential and exempt from disclosure, as provided by Florida Statutes, § 112.3188(2) and ch. 119.



(11) The inspector general is considered "an appropriate local official" of the county and of any municipality for purposes of whistleblower protection provided by Florida Statutes, § 112.3188(1).

(12) The inspector general may recommend remedial actions and may provide prevention and training services to county and municipal officials, employees, and any other persons covered by this article. The inspector general may follow up to determine whether recommended remedial actions have been taken.

(13) The inspector general shall establish policies and procedures and monitor the costs of investigations undertaken. The inspector general shall cooperate with other governmental agencies to recover such costs from other entities involved in willful misconduct in regard to county or municipal funds.

(14) Nothing herein shall abridge employees' constitutional right to collective bargaining.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

### Sec. 2-423.1. Outreach.

The inspector general will coordinate with the county administrator and municipal manager or administrator to develop public awareness strategies to inform government officials and employees, as well as the general public, of the authority and responsibilities of the office of the inspector general. Such strategies shall include but not be limited to inclusion in the government's web page with a link to the office of inspector general website, publication of notices in the government's newsletters, and posting information about the office of inspector general in government employee break rooms and other common meeting areas. The inspector general shall provide on its website examples that illustrate fraud, waste, mismanagement, misconduct and abuse.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

### Sec. 2-424. Minimum qualifications, selection and term of office.

(1) *Minimum qualifications.* The inspector general shall be a person who:

(a) Has at least ten (10) years of experience in any one (1) or a combination of the following fields:

1. As a federal, state or local law enforcement officer/official;
2. As a federal or state court judge;
3. As a federal, state or local government attorney with expertise in investigating fraud, mismanagement and corruption;
4. As an inspector general, certified public accountant, or internal auditor;
5. As a person with progressive supervisory and managerial experience in an investigative public agency similar to an inspector general's office;

(b) Has managed and completed complex investigations involving allegations of fraud, theft, deception or conspiracy;

(c) Has demonstrated the ability to work with local, state and federal law enforcement agencies and the judiciary;

(d) Has a four-year degree from an accredited institution of higher learning;

(e) Has not been employed by the county, any municipality or any other governmental entity subject to the authority of the inspector general office during the two-year period immediately prior to selection, unless such employment has been with the Office of Inspector General, Palm Beach County, Florida.

(f) Highly qualified candidates will also have audit-related skills and/or hold one (1) or more of the following professional certifications at the time of selection: certified inspector general (CIG), certified inspector general investigator (CIGI), certified inspector general auditor (CIGA), certified public accountant (CPA), certified internal auditor (CIA), or certified fraud examiner (CFE).

(2) *Selection.* No official or employee of any governmental entity subject to the authority of the office of inspector general shall participate on the inspector general committee. Responsibility for selecting the inspector general shall be vested solely with the inspector general committee. The inspector general committee shall be comprised of the commission on ethics as established in section 2-254 et seq. of this Code, the state attorney for the Fifteenth Judicial Circuit or his or her designee, and the public defender for the Fifteenth Judicial Circuit or his or her designee. The chairperson of the inspector general committee shall be chairperson of the commission on ethics. After thoroughly reviewing qualifications, background information, and personal and professional referrals, the inspector general committee shall notify the county attorney of its selection. The county attorney shall promptly notify the board that a selection has been made.

(3) *Staffing of inspector general committee.* The county human resources department shall provide staff to the inspector general committee and as necessary will advertise the acceptance of resumes for the position of inspector general. All resumes received by the human resources department will be forwarded to the inspector general committee for consideration. The human resources department shall contract with an appropriate entity to ensure that background checks are conducted on the candidates selected for interview by the inspector general committee. The results of the background checks shall be provided to the inspector general committee prior to the interview of candidates. Following the initial selection of the inspector general, the inspector general committee, for future selection processes as described in subsection (2) above, may continue to employ the services of the human resources department or may utilize its own staff to solicit candidates for inspector general. All advertisements for the acceptance of resumes for inspector general shall include a salary range commensurate with public officials of like experience and expertise.

(4) *Term.* The inspector general shall serve for a term of four (4) years. At least six (6) months prior to the end of each contract term, the inspector general committee will determine whether or not to renew the contract for an additional term of four (4) years, and shall promptly notify the inspector general of its decision. In the event the inspector general committee elects not to renew the contract, the inspector general committee shall promptly convene as necessary to solicit candidates for and to select a new inspector general in the same manner as described in subsection (2) above. The incumbent inspector general may submit his or her name as a candidate to be considered for selection. The incumbent inspector general shall serve until a successor is selected and assumes office.

(5) *Vacancy.* In case of a vacancy in the position of inspector general, the inspector general committee may appoint a member of the inspector general's office as interim inspector general within ten (10) days of the vacancy occurring, until such time as a successor inspector general is selected and assumes office. A successor inspector general shall be selected in the same manner as described in subsection (2) above, except for the following specific time constraints: (a) solicitation for qualified candidates for selection should be published within twenty (20) days, but no later than forty (40) days of the date the vacancy occurs; and (b) the inspector general committee must in good faith endeavor to convene and select an inspector general within ninety (90) days of the date the vacancy occurs.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

### Sec. 2-425. Contract.

A designee from the commission on ethics, with the assistance of the county's human resources department and the county attorney's office, shall negotiate a contract of employment with the inspector general substantially consistent with the terms included in contracts of other contractual employees of the county. For the purposes of



contract negotiations, such designation by the commission on ethics shall not be deemed a delegation of the commission on ethics' decision making authority. The inspector general shall be paid at a rate commensurate with public officials of like experience and expertise. Before any contract shall become effective, the contract must be approved by a majority of the board present at a regularly scheduled board meeting. The contract will cover the entire four-year term subject to the removal provisions in section 2-430. The contract will include a provision requiring the inspector general committee to provide notice of its decision to renew or not to renew the contract at least six (6) months prior to the termination of the contract. The contract shall provide that the inspector general may not represent a political party or be on any executive committee thereof, or seek public office during his or her term of service, and shall not seek public office or employment with any public entity subject to the jurisdiction of the inspector general for four (4) years thereafter. That limitation does not include seeking selection as inspector general for a subsequent term. The contract shall further provide that the inspector general may not be a lobbyist, as defined in section 2-352 of this Code, for two (2) years after term of service.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

### Sec. 2-426. Physical facilities and staff.

(1) The county shall provide the office of inspector general with appropriately located office space and sufficient physical facilities together with necessary office equipment and furnishings to enable the inspector general to perform his or her functions.

(2) The inspector general shall have the power to appoint, employ, and remove such assistants, employees and personnel, and establish personnel procedures as deemed necessary for the efficient and effective administration of the activities of the office of inspector general.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

### Sec. 2-427. Procedure for finalization of reports and recommendations which make findings as to the person or entity being reviewed or inspected.

The inspector general shall publish and deliver finalized reports and recommendations to the board or the appropriate municipality, and to the county commission on ethics. Notwithstanding any other provision of this article, whenever the inspector general determines that it is appropriate to publish and deliver a report or recommendation which contains findings as to the person or entity being reported on or who is the subject of the recommendation, the inspector general shall provide the affected person or entity a copy of the findings. Such person or entity, who is the subject of a finding or recommendation resulting from an investigation or review, shall have ten (10) calendar days to submit a written explanation or rebuttal of the findings before the report or recommendation is finalized. In the case of an audit, such person or entity shall have twenty (20) calendar days to submit a written explanation or rebuttal of the audit findings or before the report or recommendation is finalized. The inspector general shall grant reasonable extensions of time for providing a written explanation or rebuttal upon written request. Such timely submitted written explanation or rebuttal shall be attached to the finalized report or recommendation. The requirements of this subsection shall not apply in matters subject to the State of Florida Whistle-blower's Act, or when the inspector general, in conjunction with the state attorney or U.S. Attorney, determines that supplying the affected person or entity with such report will jeopardize a pending criminal investigation.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)



### Sec. 2-428. Reporting.

(1) Not later than December 31 of each year, the inspector general shall prepare and publish a written annual report summarizing the activities of the office during the immediately preceding fiscal year ended September 30. The report shall be furnished to the inspector general committee, the county administrator and the Palm Beach County League of Cities, Inc., and posted on the inspector general's website. The report shall include, but need not be limited to: a description of significant abuses and deficiencies relating to the administration of programs and operations disclosed by investigations, audits, reviews, or other activities during the reporting period; a description of the recommendations for corrective action made by the inspector general during the reporting period with respect to significant problems, abuses, or deficiencies identified; identification of each significant recommendation described in previous annual reports on which corrective action has not been completed; and a summary of each audit and investigation completed during the reporting period.

(2) The inspector general committee will meet with the inspector general every six (6) months to review the previous six (6) months' activities and the inspector general's plans and objectives for the upcoming six (6) months.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

### Sec. 2-429. Financial support and budgeting.

(1) Pursuant to their annual budgeting processes, the county and each municipality shall provide sufficient financial support for the inspector general's office to fulfill its duties as set forth in this article. The county and municipalities shall fund the inspector general's office proportionately, based on the actual expenses of each governmental entity as recorded in the most recent audited year and reported in the Florida Department of Financial Services Local Government Electronic Reporting system (LOGER), pursuant to Florida Statutes, § 218.32, as may be amended.

(2) The county and each municipality's proportionate share shall be based on each entity's actual expenses as defined in the then current Uniform Accounting System Manual, published by the State of Florida, Department of Financial Services, Bureau of Local Government, and shall include the following Object Categories: 30 - Operating Expenditures/Expenses; 60 - Capital Outlay; and 80 - Grants and Aids. Notwithstanding the above, however, law enforcement, pension funds, electric utility services, fire control, and intergovernmental transfer costs shall not be included in the proportionate share calculation. Nothing contained herein shall in any way limit the powers of the inspector general provided for in this article to perform audits, inspections, reviews and investigations on all county and municipal contracts.

(3) The inspector general shall establish and maintain a fiscal year which coincides with that of the county. Beginning May 1, 2011, and every May 1 thereafter, the inspector general shall deliver to the board a budget request including a reasonable estimate of operating and capital expenditures and shall also include, but not be limited to, anticipated revenues from sources other than the county and municipalities, and funds estimated to be received but not expended in the current fiscal year. No later than April 1 of every year, the inspector general shall deliver a preliminary budget request to the Palm Beach County League of Cities, Inc., and be available to discuss the budget request with the League of Cities membership prior to May 1 of every year. The board shall meet with a delegation selected by the Palm Beach County League of Cities, Inc., to discuss the budget request for each fiscal year. The county shall endeavor to place the matter on a board agenda prior to June 15 of each year, but in no event later than June 30. The parties attending this meeting shall acknowledge the provisions of section 2-429.1(1).

(4) No later than the fifth business day in July of each year, the office of the clerk and comptroller shall prepare an allocation schedule based on the most current LOGER system data. The proportionate share to be paid by



the county and each municipality shall be reduced proportionately by the anticipated revenues from sources other than the county and municipalities and the amount of funds estimated to be received but not expended by the inspector general in the current fiscal year.

(5) In the event the county or a municipality does not submit the most recent fiscal year data in the LOGER system, the proportionate share for that municipality shall be based upon its last LOGER system submittal, subject to an escalator for each year the submittal was not made. The escalator shall be based on the Consumer Price Index for All Urban Consumers, U.S. City Average, as set forth in Florida Statutes, § 193.155, as may be amended.

(6) The budget of the inspector general shall be subject to final approval of the board. No later than September 30 of each year, the board shall set the inspector general budget for the coming fiscal year and adjust the proportionate share of the county and each municipality accordingly as described in this section.

(7) The office of the clerk and comptroller shall invoice the county and each municipality one-fourth of the proportionate share as adjusted on October 10, January 10, April 10 and July 10 of each year. Payment shall be submitted to the board and due no later than thirty (30) days from the date of the invoice. Upon receipt, all funds shall be placed in the Office of Inspector General, Palm Beach County, Florida Special Revenue Fund. In the event payment is not timely received, the county or any municipality in compliance with this section may pursue any available legal remedy.

(8) The county and each municipality's proportionate share for the period of June 1, 2011 through September 30, 2011 shall be as set forth in Exhibit A which is attached to Ordinance 2011-009 and incorporated herein by reference.* The office of the clerk and comptroller shall invoice the county, upon adoption of this article, nine hundred forty-six thousand seven hundred sixty-four dollars ($946,764.00). This amount is based on the estimated expenses through June 1, 2011 of four hundred eighty-three thousand three hundred thirty-three dollars ($483,333.00), plus the county's proportionate share as reflected on Exhibit A. The office of the clerk and comptroller shall invoice each municipality for their proportionate share as set forth in subsection (7) beginning with the first invoice on October 10, 2011.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

Editor's note(s)—Section 3 of Ord. No. 2011-009 specifies that section 2-429Editor's note(s)—(3) is expressly declared retroactive to April 1, 2011.
Editor's note(s)— * Exhibit A to Ordinance 2011-009 is on file in the office of the city clerk.

### Sec. 2-429.1. Funding base.

(1) The funding base is a minimum level of funding, determined as a percentage of contract activity of the governmental entities subject to the authority of the inspector general. The purpose of establishing the funding base is to ensure the office is adequately funded. The funding base is currently set at an amount equal to one quarter of one (0.25) percent of the contracts as described in section 2-429(2). Within ten (10) days following establishment of the allocation schedule as described in section 2-429(4), the county will determine whether the calculated funding requirement meets the one quarter of one (0.25) percent funding base. In the event the calculated funding requirement is less than one quarter of one (0.25) percent, but the inspector general's proposed budget is fully funded by the allocation schedule and revenues from sources other than the county and municipalities, the inspector general shall request a reduction of the funding base accordingly for that budget year. Nothing herein shall be construed to:

(a) Limit the calculated funding base to one quarter of one (0.25) percent, as may be required to adequately fund the office of the inspector general;

(b) Limit the inspector general's authority to request a budget that results in a calculated funding base that is less than one quarter of one (0.25) percent at any time; or

(c) Prohibit the inspector general from transmitting to the county supplemental budget requests.

No adjustment to the calculated funding base shall occur if such adjustment results in the office of the inspector general not being adequately funded.

(2) On an annual basis the board of county commissioners may adjust the funding base percentage upon a showing of need which shall be based upon, but need not be limited to, the following criteria:

(a) Additional expenses in a particular year necessitated by an extraordinarily large investigation or audit;

(b) The amount of increases or decreases in budget requests by the inspector general in prior years;

(c) The amount and frequency of supplemental budget requests made by the inspector general in prior years;

(d) the amount and frequency of surpluses and/or shortfalls in the inspector general's budget in prior years;

(e) The ability of the county and each municipality to bear an increase of the funding base percentage in a particular year.

The demonstration of need shall be subject to review and recommendation by the review committee as established in the Charter of Palm Beach County, section 8.3. The review committee's recommendation shall only be overruled by a supermajority vote of the board of county commissioners. In no event shall the funding base be reduced below one quarter of one (0.25) percent unless such reduction is made by the inspector general.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

**Sec. 2-430. Removal.**

The inspector general may be removed only for cause based upon specified charges of the following: neglect of duty, abuse of power or authority, discrimination, or ethical misconduct. The removal process shall be initiated at a duly noticed public hearing of either the board, the inspector general committee, or a funding entity as described in section 2-423(9). An affirmative vote of five (5) members of the board, an affirmative vote of five (5) members of the inspector general committee, or an affirmative supermajority vote of a funding entity shall be required to present the inspector general with the charges and to proceed to final public hearings. The board, inspector general committee, or the initiating funding entity, as appropriate, shall transmit a copy of the charges to the inspector general at least sixty (60) days prior to all final public hearings which shall be convened by the board, all funding entities, and the inspector general committee. The inspector general shall have an opportunity to be heard in person and by counsel at the final public hearings prior to the votes being taken on his or her removal. The inspector general may only be removed upon the affirmative vote of five (5) members of the board, five (5) members of the inspector general committee, and a supermajority of all funding entities. A record of the proceedings, together with the charges and findings thereon, shall be filed with the clerk to the board. The inspector general shall be removed without a public hearing in the event the inspector general is convicted of or enters a guilty plea or *nolo contendere* plea to a state or federal felony. Based upon specified charges of neglect of duty, abuse of power or authority, discrimination, or ethical misconduct, one (1) or more municipalities may file a petition for removal with the general counsel for the office of inspector general. A petition for removal must be duly authorized as a resolution outlining the specific charges and passed by a majority plus one (1) of the governing body. The petition for removal shall be transmitted to the inspector general committee with a copy to the general counsel of the inspector general. The inspector general committee shall decide whether to initiate the removal process or dismiss based on the petition. The inspector general committee may investigate the allegations contained in the petition before deciding whether to initiate the removal process. If the inspector general committee initiates the removal process, the municipality or municipalities making the petition for removal shall have the opportunity to be heard at the final public hearings prior to the votes being taken.



(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

**Sec. 2-431. Enforcement.**

This article is enforceable by all means provided by law, including seeking injunctive relief in the Fifteenth Judicial Circuit Court in and for Palm Beach County.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

**Sec. 2-432. Penalty.**

Any person who:

(1) Retaliates against, punishes, threatens, harasses, or penalizes, or attempts to retaliate against, punish, threaten, harass, or penalize any person for assisting, communicating or cooperating with the inspector general; or

(2) Who knowingly interferes, obstructs, impedes or attempts to interfere, obstruct or impede in any investigation conducted by the inspector general shall be guilty of a violation of this article and punished, pursuant to Florida Statutes, § 125.69, in the same manner as a second degree misdemeanor. Any potential violation of this section shall be referred to the state attorney for possible investigation and prosecution.

(Ord. No. 2011-009, § 1(Exh. 1), 5-17-11)

**Secs. 2-433—2-440. Reserved.**



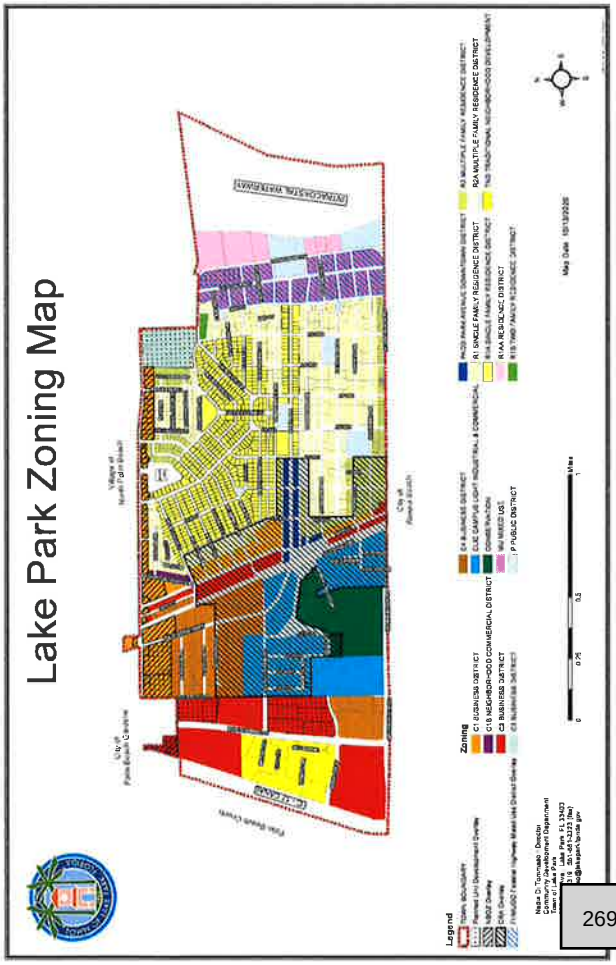
# APPENDIX A

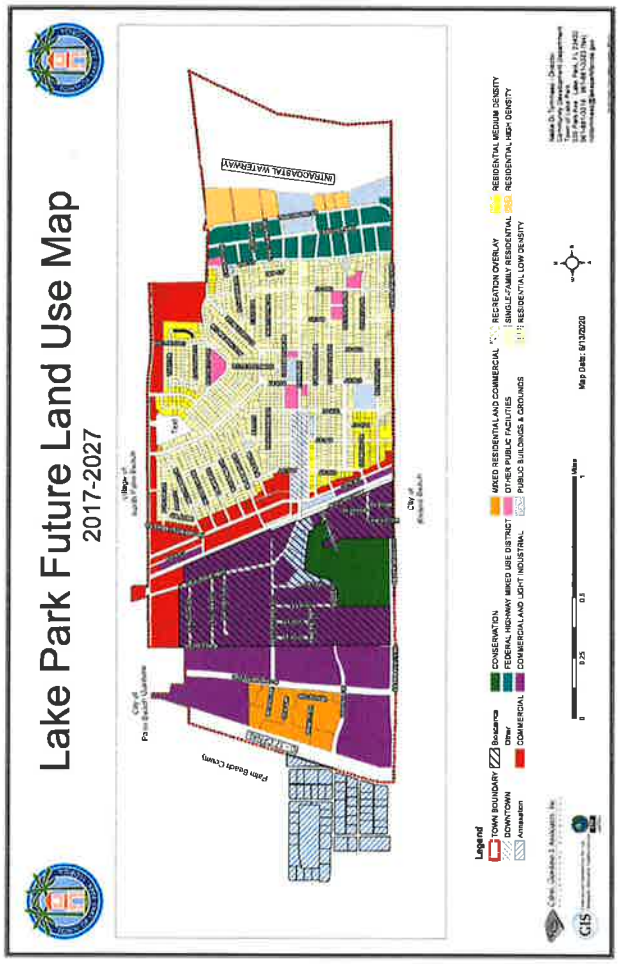
Town Official Zoning Map (with CRA identified)

Town Land Use Map

CRA Master Plan (No Markups)

Visioning Workshop (includes Cover Memo; CRA Master Plan with Mark-ups/Comments and Meeting Minutes of February 3, 2021)






# CRA

Community Redevelopment Agency Plan

Prepared for the Town of Lake Park

20 January 2010

CIVICDESIGN ASSOCIATES

URBAN PLANNING | REDEVELOPMENT | ARCHITECTURE

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**Community Redevelopment Agency**
**Town of Lake Park**

**CRA Board**

| | |
|---|---|
| Desca DuBois | Chair |
| Jeff Carey | Vice Chair |
| Ed Daly | Board Member |
| Patricia Osterman | Board Member |
| Kendall Rumsey | Board Member |
| Christiane Francois | Board Member |
| Michelle McKenzie-Suiter | Board Member |
| | |
| Maria V. Davis | Executive Director |
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# I. PART ONE – EXECUTIVE SUMMARY

## A. Introduction

This redevelopment plan is an update to the original Community Redevelopment Agency Plan prepared in 1996 upon the creation of the Lake Park Community Redevelopment Agency. The original plan identified a series of problems and needs, as well as some general opportunities for various areas of the CRA. In an environment where there is not a sustained level of rapid and strong growth, a CRA does not begin to generate meaningful tax increment to spend on its various priorities for several years. After 12 years, the CRA is now beginning to generate close to $1 million a year in increment, and has some recent accomplishments to its credit. Most notably, streetscape improvements for Park Avenue and Tenth Street have been completed, and the Town has begun to address downtown parking and the proliferation of substandard multi-family housing.

At this point, it is appropriate not simply to review and update the prior plan, but to articulate a clear plan of action to continue addressing the CRA's goals in a more deliberate and focused manner. The Town has expressed a clear vision for its downtown, and the CRA is in a position to invest in this vision. This Plan will define the specific steps and actions necessary to realize the vision, as well as providing some financial guidelines to prioritize expenditures.

The CRA is depicted in relation to the Town limits and the surrounding context in Figure 1. The CRA encompasses about 308 acres within a Town of approximately 2.3 square miles, although the Town exists within a more or less continuously developed suburban context in North Palm Beach County.

*Figure 1 - Map of the Lake Park CRA in context*



## B. The Vision for Downtown Lake Park

Lake Park is one of the earliest master planned communities in South Florida, yet it has not experienced the same explosive growth that characterizes the more recent development in the area. This actually has some positive benefits, as the Town still retains many of the characteristics of its original plan, which was and remains a classic example of the Garden City planning movement. The Town was designed around a traditional Main Street along Park Avenue, which was intended to serve as the center of Town life.

This, indeed, is precisely the vision that seems to be generally shared by Town leaders, business owners, and citizens alike. The Park Avenue Downtown District has the potential to be the catalyst that revives the surrounding neighborhoods, adding neighborhood services in a compact, walkable, mixed use environment that will enhance the quality of life and increase property values both within and outside of the CRA. An existing concentration of arts related uses suggests a thematic framework to build upon. The recent completion of the first phase of One Park Place establishes a model for the type of development desired. Although the current development environment and credit squeeze could pose some challenges in the short term, this should not deter the Town from its long term goals.

Realizing the vision will require the CRA to focus on the following priorities:

- Spearhead a signature catalyst development that will anchor the intersection of Park Avenue and Tenth Street. Ideally, this development can provide a critical mass of mixed use development, displace some problematic multi-family housing, provide a supply of parking, and provide a "town green" to act as a focal point for downtown development. The most straightforward way of accomplishing this is to assemble the property in question.
- Promote and support the redevelopment of other parcels along Park Avenue. The recent purchase of multi-family housing along Foresteria Avenue is a positive step, providing at once an opportunity for additional downtown parking, as well as removing problematic housing that has contributed to a perception of the downtown as unsafe.
- Promote the arts and arts related uses and activities as the thematic focus of the downtown.
- Strengthen the connections to Northlake Boulevard, primarily along Tenth Street and Old Dixie Highway. This is critical in order to improve the access and visibility of the downtown. Right now it suffers from underexposure, since it is not along a main traffic route. This will involve promoting redevelopment along these streets, improving the visual appeal along the right-of-way, and a coordinated marketing program for the downtown.
- Redevelopment of a number of the substandard multi-family properties that are located throughout the CRA. A good start has already been made along Foresteria, and the acquisition of other problem properties is implicit in the Park Avenue Strategy, but there are other properties located further north along Tenth Street and in the southeast portion of the CRA that should be targeted for redevelopment.
- The commercial and industrial properties in the west portion of the CRA provide an opportunity to continue to build and diversify the Town's tax base, and the junkyard should be targeted for acquisition and environmental cleanup. Its proximity next to the County preserve provides an opportunity to create a destination amenity as a nature center.



These basic goals and objectives form the basis of the redevelopment strategy action steps that are outlined in greater detail in later sections of this Plan. It is an ambitious agenda, but the accompanying financial analysis indicates that it is achievable.

## C. Content of the CRA Plan

This Plan is organized as follows:

Section II contains background information, providing some history of the area, and describing the legal authority and powers of the Community Redevelopment Agency.

Section III describes existing conditions, including a physical description of the area, a discussion of the land use characteristics, demographic information, and a survey of the existing traffic patterns, parking, and public facilities. It also outlines some of the current projects and programs of the CRA.

Section IV provides analysis of the problems, needs, and opportunities in various geographic sub-areas of the CRA, as well as some overall needs. It also provides an overview of market conditions and a discussion of the zoning and regulatory environment.

Section V lists the projects and programs of the CRA. This section provides the authority to implement the various programs discussed.

Section VI is the implementation plan. It begins by outlining a desired redevelopment scenario, then presents a financial analysis of the impacts and projected expenditures of the CRA.

Section VII consists of detailed financial projections for the next 10 years.

The Appendices provide various reference materials, namely the various resolutions adopting the CRA and a legal description of its boundaries.



# II. PART TWO – BACKGROUND

## A. Introduction to the CRA Plan

The Town of Lake Park is located on the Intracoastal Waterway in northern Palm Beach County. It covers an area of approximately 2.3 square miles, and the population was 8,721 according to the 2000 Census. The population estimate since then peaked at a little over 9000 in 2003, although it has since declined to be about the same as in 2000. The town is bounded by the city of Riviera Beach to the south, North Palm Beach on the north, Palm Beach Gardens and unincorporated Palm Beach County to the west, and the Intracoastal Canal to the east. A map of the town is shown in Figure 2.1.

*Figure 2.1 Map of the Town of Lake Park*

Lake Park was incorporated on November 16, 1923 as Kelsey City. Designed by the Olmstead Brothers and Dr. John Nolen, the town plan is a classic example of the Garden City concept. Although it was originally conceived as a speculative development, it is a well-organized town with a clearly defined town center, a series of parks distributed throughout, and a variety of housing types, with emphasis on generously sized single-family lots. A number of buildings were soon built within the town center located along Park Avenue, as well as an attractive Mediterranean style Town Hall. Unfortunately, the hurricane of 1928 demolished many of the original structures and the depression of the 1930s only served to intensify a protracted economic decline.

Development did not begin to return to the area until the 1950s. A new Pratt & Whitney plant in northern Palm Beach County sparked demand for residential development, and commercial development soon followed. Much of the new commercial development along Park Avenue was in the form of strip shopping centers with front parking lots, at odds with the original historic pattern of buildings close to the sidewalk. Many of these structures remain today, although they are nearing the end of their useful life.

Larger commercial developments, as well as industrial uses established themselves in the western portions of the town.

By the mid 1980s, most of the residential land had been built out. By the end of the 1980s, the town was in a noticeable state of decline. With an aging housing stock, it was no longer as competitive as newer communities, and the advent of the regional shopping centers hurt the downtown area.

In 1996, the Town Commission adopted a proactive approach to reverse the declining fortunes and a new mission was adopted to restore a sense of place and community to the town. The Lake Park Community Redevelopment Agency (CRA) was established to guide the redevelopment efforts in the downtown area and the western portions of the town. The purpose of the agency is to revitalize both the physical and economic environment of the Community Redevelopment Area. A map of the CRA boundary is shown in Figure 2.2. Appendix "A" describes the legal boundaries of the CRA. The Town passed Resolution 14-1996 providing a Finding of Necessity for the creation of a CRA on 3 April 1996, Appendix "C".

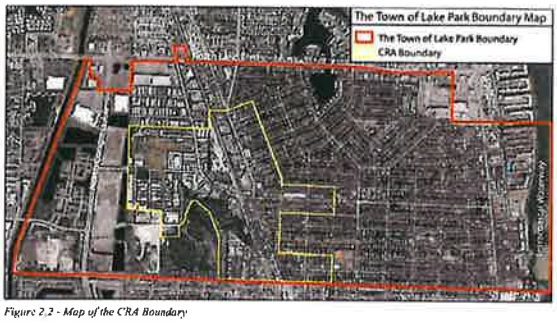


*Figure 2.2 - Map of the CRA Boundary*

The 1996 document *The Town of Lake Park Community Redevelopment Plan* provides the framework for programming redevelopment activities within the CRA. Since it is not practical for the CRA to fund and implement all redevelopment projects with the community, the plan sets forth a series of implementations steps and specific projects intended to leverage or stimulate the type of public interest and private investment necessary to achieve the revitalization. The Town Commission passed Resolution 65-1996 on 20 November 1996 formally adopting the CRA, Appendix "E".



**B. Authority to Undertake Community Redevelopment**

This document has been prepared under the direction of the Lake Park Community Redevelopment Agency in accordance with the Community Redevelopment Act of 1969, F. S. 163, Part III. In recognition of the need to prevent and eliminate slum and blighted conditions within the community, the Act confers upon counties and municipalities the authority and powers to carry out "Community Redevelopment." For the purposes of this Community Redevelopment Plan, the following definition, taken from the Florida Statutes shall apply.

' "Community redevelopment" or "redevelopment" means undertakings, activities, or projects of a county, municipality, or community redevelopment agency in a community redevelopment area for the elimination and prevention of the development or spread of slums and blight or for the provision of affordable housing, whether for rent or for sale, to residents of low or moderate income, including the elderly, and may include slum clearance and redevelopment in a community redevelopment area, or rehabilitation or conservation in a community redevelopment area, or any combination or part thereof, in accordance with a community redevelopment plan and may include the preparation of such a plan.'

The ability of a county or municipality to utilize the authority granted under the Act is predicated upon the adoption of a Finding of Necessity by the governing body. This finding must demonstrate that:

1. One or more slum or blighted areas, or one or more areas in which there is a shortage of housing affordable to residents of low or moderate income, including the elderly, exist in the county or municipality; and,

2. The rehabilitation, conservation, or redevelopment, or a combination thereof, of such area or areas is necessary in the interest of the public health, safety, morals, or welfare of the residents of the county or municipality.'[1]

The Town passed Resolution 14-1996 providing a Finding of Necessity for the creation of a CRA on 3 April 1996 and determined that the area within the CRA boundaries is in need of redevelopment, Appendix "C".

**C. Creation of the Community Redevelopment Agency**

Upon the adoption of "A Finding of Necessity", found in Appendix "B", by the governing body and upon further finding that there is a need for a Community Redevelopment Agency to function in the county or municipality to carry out community redevelopment purposes, any county or municipality may create a public body corporate and politic to be known as a "Community Redevelopment Agency." The Agency shall be constituted as a public instrumentality, and the exercise by the Agency of the powers conferred by Florida Statutes Chapter 163, Part III, shall be deemed and held to be the performance of an essential public function.[2]

On 6 November 1996, the Board of County Commissioners of Palm Beach County delegated redevelopment powers to the Town Commission of Lake Park through Resolution R-96-1852, Appendix "D". The Town Commission passed Resolution 65-1996 on 20 November 1996 formally creating the CRA, Appendix "E". The organizational structure of the agency was also established by Resolution 65-1996, consisting of a board of seven members – the five Town Commissioners and two additional members appointed by the Town Commission. The members serve staggered four year terms. The Town Manager acts as the agency's Executive Director.



**D. Powers of the Community Redevelopment Agency**

As authorized by the Community Redevelopment Act, a wide variety of powers are available to the Town of Lake Park to carry out redevelopment activities. While most of these powers may be delegated to a Community Redevelopment Agency, others may not. These powers, which continue to vest in the Town Commission, are as follows:

a. The power to determine an area to be slum or blighted area, or combination thereof, to designate such area as appropriate for a Community Redevelopment Project, and to hold any public hearings required with respect thereto.

b. The power to grant final approval to Community Redevelopment Plans and Modifications thereof.

c. The power to authorize the issuance of revenue bonds as set fourth in Section 163.385.

d. The power to approve the acquisition, demolition, removal or disposal of property; and the power to approve the assumption of the responsibility to bear loss by the Agency.

e. The power of eminent domain, provided that the specific approval of the Town Commission is required.

f. The power to dispose of property acquired within the Community Redevelopment Area for uses in accordance with the Plan.

g. The power to solicit requests for proposals for redevelopment of property listed for acquisition and redevelopment in the Community Redevelopment Plan and to advertise for the sale of that property to private persons, prior to acquisition of the property by the CRA.

h. The power to construct improvements necessary to carry out community redevelopment objectives.

i. The power to carry out programs of repair and rehabilitation.

j. The power to plan for and assist in the relocation of persons and businesses displaced by redevelopment activities.

k. The power to receive and utilize tax increment revenues to fund redevelopment activities.

l. The power to approve the budget and any amendments thereto.

m. The power to appropriate such funds and to make such expenditures as are necessary to carry out the purposes of the Community Redevelopment Act of 1969 and subsequent amendments.



Other powers authorized by the Act but which the Town Commission has elected not to delegate to the CRA are:

a. The power to zone or rezone any part of the Town or make exceptions from building regulations, and to enter into agreements with a housing authority, which agreements may extend over any period.

b. The power to close, vacate, and plan streets, roads, and sidewalks.

**E. The Community Redevelopment Area**

Pursuant to Statutes, a community redevelopment area must be a slum area, a blighted area, or an area in which there is a shortage of housing that is affordable to residents of low or moderate income, including the elderly. The Town of Lake Park Community Redevelopment Agency generally consists of the older central core of the city, which has become deteriorated due to age, obsolescence, and the lack of investment. Unfortunately, a deteriorating area is self-propagating, and as conditions worsen, residents and private businesses become less willing to put their financial resources into the area. It is this cycle, which severely limits the ability of private enterprise to stop the spread of slum and blight without public assistance.

A "Finding of Necessity" for the 308 acre Community Redevelopment Area was adopted by the Town Commission with Resolution No. 14-1996 on 3 April 1996. The overall boundaries of the Community Redevelopment Area are illustrated in Figure 1.2 and its legal description is found in Appendix "A."

**F. The Community Redevelopment Plan**

All public redevelopment activities expressly authorized by the Community Redevelopment Act and funded by tax increment financing must be in accordance with a redevelopment plan approved by the Town Commission. Like the Town's Comprehensive Plan, the Community Redevelopment Plan is an evolving document, which is evaluated and amended on a regular basis in order to accurately reflect changing conditions and community objectives. The original Community Redevelopment Plan was prepared by Ivey, Harris, & Walls, Inc. and adopted upon creation of the CRA. This document, prepared at the direction of the CRA Board in 2008, shall serve as the updated Community Redevelopment Plan upon its adoption by the CRA Board.

[1] Florida Statutes Chapter 163.355
[2] Taken from Florida Statutes Chapter 163.356(1)

## III. PART THREE – EXISTING CONDITIONS

### A. General Description of the Community Redevelopment Area

#### 1. Existing Land Use

Existing land uses in the Community Redevelopment Area follow patterns of the historical development outlined in the original Kelsey City Plan and the requirements of current and past zoning districts. In fact, the land use pattern closely follows that of the Olmstead/Nolen plan, which was promoted as "the first zoned city in Florida." There are approximately 308 acres of land within the Community Redevelopment Area, which represents approximately 20% of the total land area of the Town. The Town contains 1504 acres, of which about 100 acres is water. A generalized existing land use plan is depicted in Figure 3.1.

*Figure 3.1: Existing Land Use Plan*

The land use pattern is strongly influenced by the primary arterial roads that define the town plan. The primary retail and community commercial uses are clustered along Park Avenue between the FEC Railway and Seventh Street, as well as along 10th Street. All residential uses are located east of 10th Street, with the area south of Park Avenue being primarily multi-family structures, and the area north of Park Avenue consisting of a mix of single and multi-family uses. The area west of the FEC Railway contains more intensive commercial uses and light industrial and warehouse uses.

Other than the Town Hall, which is not in the CRA, only one building in the historic town center survives from the 1920s. This is located at 918 Park Avenue, and is notably different from its neighbors in that it fronts directly on the sidewalk, as opposed to having a front parking lot. Most of the neighboring buildings are architecturally undistinguished. There is a new mixed use development under construction on the north side of Park Avenue between Eighth and Ninth Streets that harks back to the historic development pattern, with an arcaded retail storefront abutting the sidewalk and two stories of residential units above. Parking is located behind the building. The first phase of this project is nearing the end of construction.

Other than this, there has been very little development activity along Park Avenue. Of note is the renovation of the original Park Avenue BBQ & Grille on the south side at Eighth Street. This successful restaurant has since expanded into a number of other locations in South Florida, but, as the name suggests, this was their original location. Despite a significant expansion and renovation, it has not re-opened due to a lack of parking. Other tenants along Park Avenue include an assortment of "mom and pop" businesses and a regionally recognized art supply store and a dance school. A relatively new fire station is located at the southwest corner of Park Avenue and 10th Street.

The residential building stock tends to be older; about 75% of structures in the town were built between 1940 and 1970. The single-family structures are in many cases still quite serviceable, depending on the level of upkeep, but the multi-family structures tend to be in a more deteriorated condition. Some of the larger apartment complexes are, quite frankly, problematic and are known to be hot spots for drugs, prostitution, and the occasional shooting. The CRA has recently taken some steps to address these problem properties, including the purchase of one complex on Forestview between Seventh and Eighth Streets. It has already been vacated, and will be demolished. Its likely use will be for parking in the short term, and a redevelopment parcel in the future.

Many of the commercial and warehouse uses in the northwest portion of the CRA are newer buildings of fairly good quality, and are home to some strong, stable businesses. Some open tracts in this area indicate a good prospect of future growth for such users in this area. The southwest portion of the CRA, by contrast, consists of older commercial and industrial uses, many of which have adapted buildings that were designed primarily as warehouse space. This has the effect of overloading the parking facilities available in the area, so that many cars park in the swale areas. Of special note is the "Thousands of Parts" auto junkyard, which is an eyesore as well as a brownfield site. The planned widening of Silver Beach Road will impact this site in that it will take away their parking, currently located in the street right-of-way.



Due to the proximity of the railroad and its obvious negative impacts (e.g. noise and vibration) traditionally adjacent properties developed primarily into light and heavy commercial/industrial land uses. The railroad does present an opportunity, however; a study is underway to extend the Tri-Rail service north to pass along this corridor. A site for a transit station is owned by the Town and is located just south of the fire station. This site would provide ready access to the businesses along 10th Street and the western part of Park Avenue and could potentially help revitalize the area.

Vacant land comprises an important part of the CRA area, since development of a vacant parcel can provide a significant source of new tax increment. There are a number of vacant parcels in the CRA, primarily located in the commercial and light industrial area west of the railroad tracks. Several vacant (or nearly vacant) tracts are strategically located along 10th Street immediately north of Park Avenue and could be an important part of a revitalization strategy for the central part of the CRA. The vacant parcels are indicated in Figure 3.1.

#### 2. Population and Housing Characteristics

The 2000 Census data indicates that the Town contains 3,346 households, with a resident population of 8,721 persons. Detailed census data is only available for 2000, with later figures being estimates. The later estimates indicate that there has been little change in the overall population in Lake Park; the estimates showed the population increasing slightly in the early part of the decade, peaking in 2003 at 9,068, and then declining again to 8,893 in 2006, the latest estimates available. Since the residential areas of the Town have been largely built out for some time, this is consistent with what would be expected. Thus, the 2000 figures are used here for the demographic breakdown since the population has been fairly stable and since these represent the most complete and detailed information available

Information for the CRA area is not available since it is a smaller part of the Town, and does not correlate very well to the Census tracts. Since the Town is also a relatively small geographic area, and contains parts of only 3 census tracts, the demographic data for the Town was assumed to be a fairly representative reflection of the demographic characteristics within the CRA.

A breakdown of the Town's population by race and age is provided in Tables 3.1 and 3.2. The overall racial composition of the Community Redevelopment Area is approximately 41% White, 49% Black, 6% Hispanic and 3% Asian. It should be noted that there is some variation in these percentages within different neighborhoods of the Community Redevelopment Area.

**Table 3.1**
**2000 Population and Race**
**In the Town of Lake Park**

| Race | Number | Percent |
|---|---|---|
| White | 3,598 | 41.3 |
| Black | 4,256 | 48.8 |
| Hispanic | 506 | 5.8 |
| Asian | 252 | 2.9 |
| Other | 109 | 1.2 |
| **Total** | **8,721** | **100.0** |

The breakdown by age group is shown in Table 3.2. The median age is 34.2.

**Table 3.2**
**2000 Age Characteristics**
**In the Town of Lake Park**

| Age Group | Number | Percent |
|---|---|---|
| Under 15 | 1,953 | 22.3 |
| 15-24 | 1,186 | 13.7 |
| 25-44 | 2,857 | 32.9 |
| 45-59 | 1,390 | 15.9 |
| 60-74 | 722 | 8.2 |
| 75 and older | 613 | 7.0 |
| **Total** | **8,721** | **100.0** |

**Household Income Characteristics**

The Town contains 3,303 households, indicating an average household size of 2.64. The household income breakdown is shown in Table 3. The median household income in 2000 was $33,893, which compares to a County median of $45,062 and a statewide median of $38,819. Thus, the income levels are lower than the surrounding area. 12.5 percent of all families in the Town are below the poverty line, as compared to 6.9% in Palm Beach County, and 9.0% statewide. Overall, Palm Beach County is economically stronger than the state median, but Lake Park is considerably weaker.

**Table 3.3**
**2000 Household Income**
**In the Town of Lake Park**

| Income | Number | Percent |
|---|---|---|
| Less than $15,000 | 542 | 16.4 |
| $15,000 to $34,999 | 1,162 | 35.2 |
| $35,000 to $49,999 | 586 | 17.7 |
| $50,000 to $74,999 | 653 | 19.8 |
| $75,000 to $99,999 | 191 | 5.8 |
| $100,000 to $ 149,999 | 117 | 3.5 |
| $150,000 or more | 52 | 1.6 |
| **Total** | **3,303** | **100.0** |

**Housing Characteristics**

Lake Park experienced most of its growth from the 1950s through the 1980s, after which the great majority of the residential property in the Town was built out. Of the 3,520 housing units counted in the 2000 Census, only 247, or 7.0%, were built after 1990. 2,596 units, or 73.8%, were built between 1940 and 1979.

Less than half of the total number of units, 1,513 or 43.0%, are single family detached units, although this comprises a significant majority of the total acreage in the Town. The Town contains 2,007 multi-family units, which includes everything from duplexes to large apartment complexes. Of these,



by far the largest number of units, 894, are in complexes of 20 or more units. This represents 25.4% of all housing units in the Town, and compares to 18.1% of units in Palm Beach County that are in complexes of 20 or more units.

Approximately 42% of all housing units are owner occupied, 49% are renter occupied, and 8% are vacant. The median value of owner occupied units is $93,400 and the median rent for a rental unit is $674. This indicates a significantly weaker housing profile than for Palm Beach County, which has approximately 70% of housing units occupied by an owner.

The Town of Lake Park is a Category II planning area, meaning that it has an interlocal agreement and an identified target area. The CRA receives a recurring annual grant to be applied toward housing programs. The target area demonstrated a concentration of Low-Medium density and a concentration of sub-standard housing and/or need for capital improvement.

In 2003, the Palm Beach County Department of Housing and Community Development conducted a windshield survey of housing in the CDBG Target Area, shown in Figure 3.2. Much of the Target Area is in the CRA. This area consists predominantly (71.2%) of single family homes, although 65% of the units were found to be renter occupied. About 28% of the units exhibited some amount of deterioration, although most of this was characterized as minor.

*Figure 3.2: CDBG Target Area*



**3. Existing Traffic Circulation**

The original street layout for Kelsey City was a classic example of a traditional urban grid, with a hierarchy of streets ranging from broad, main boulevards with planted medians down to alleyways that provide service access. Most of the streets define regular, rectangular blocks, although this is true primarily east of 10th Street. The areas west of 10th Street, which comprise mostly the light industrial land uses, were subdivided much later, and with less regard for a regular street grid.

In general, traffic seems to move smoothly throughout the CRA, and there are few congested areas. Due to its less traditional layout, there are fewer through streets in the areas west of the FEC Railway, although most traffic here is confined to users accessing the industrial parcels. Almost all traffic here has to use some portion of Old Dixie or Congress Avenue for north/south traffic, while Watertower Road and Silver Beach Road are the only east-west through streets.

Although the area east of the railway is a fine-grained grid of streets, the traffic tends to gravitate to certain streets due to the limited number of connections to Northlake Boulevard. Most north-south traffic concentrates on Old Dixie and 10th Street, while Park Avenue is the principal east/west connector. Most of the neighborhood residential streets carry only local traffic, and are lightly traveled.

The functional classification of the major streets is shown in Table 3.4.

**Table 3.4**
**Functional Classification of Major Streets**
**Town of Lake Park**

| NAME | FUNCTIONAL CLASS | SEGMENT | DESCRIPTION | MAINT |
|---|---|---|---|---|
| 10th Street | County Minor Arterial | N Lake Blvd to Park Ave | 4 lane-divided | Lake Park |
| Old Dixie Hwy | County Minor Arterial | Silver Beach to Park Ave | 4 lane-divided | FDC |
| Park Ave | County Minor Arterial | Old Dixie to 10th Street | 4 lane-undivided | Lake Park |
| Silver Beach Road | County Urban Collector | Old Dixie to US 1 | 2 lane-undivided | FDC |
| Old Dixie Hwy | County Urban Collector | N Lake Blvd to Park Ave | 2 lane-undivided w/turn lanes | FDC |
| Park Ave | Town Urban Collector | 10th Street to US1 | 4 lane-undivided | Lake Park |

A number of streets in the CDBG target area were identified as needing resurfacing in 1997, and these are being gradually completed. In addition, the CRA has completed resurfacing of Park Avenue and, just recently, 10th Street.

**4. Parking**

The availability and condition of parking facilities varies throughout the CRA. Most of the single-family residential areas have adequate parking on-site, and overflow and guest parking occurs along the street. For the most part, this works fairly well and is not abused.

Multi-family housing areas, on the other hand, tend to be significantly under-parked. The available on-site parking is generally not adequate for the number of units, and a lot of overflow parking occurs on the adjacent streets. Much the same is true for the older light industrial uses located west of the railway. Many of these are converted warehouses that did not require much parking in their original use, but now have inadequate on-site parking. The overflow parking occurs on the streets and in the swales.



Most of the commercial strip centers on Park Avenue have some surface parking, generally located in front of the building. For the most part, there is adequate parking available, but this is only because the uses are operating far below their potential. Some establishments, such as the expanded Park Avenue BBQ & Grill, clearly have insufficient parking; in fact, this is a major reason it has not opened for business. The success of any revitalization of the businesses along Park Avenue must include some comprehensive approach to solving the parking situation. As things currently stand, the lack of parking will impede significant redevelopment. The relatively shallow depth of the parcels on Park Avenue limits the potential for on-site parking, and an area-wide solution should be considered.

**5. Public Facilities**

There are no parks and recreation facilities within the CRA, although the Sixth Street ballfield complex abuts the southeast boundary of the area. Redevelopment of some multi-family complexes within the CRA may be used, however, to add amenities to the ballfields.

Community facilities within the CRA include the Town's Public Works Department offices, maintenance, and storage facilities, and the fire/rescue station, both located at the intersection of Old Dixie and Park Avenue.

The Town owns a vacant parcel along the FEC railway tracks, just to the south of the fire station. This site is being reserved for use as a potential commuter rail station, in the event that the Tri-Rail service can be extended northward to the Town. This would be a great benefit to the Town, and should be a focus of CRA investment, although it will likely be deferred until future years, unless increased funding is available from state and federal sources.

Much of the existing stormwater drainage infrastructure is over 50 years old. Much of it is in need of rehabilitation or replacement. Some drainage improvements have been ongoing using CDBG funds, particularly in the southwest part of the CRA. A special assessment for property owners in the Watertower Road area has been used to fund infrastructure to that area.

The Seacoast Utility Authority provides water and sewer services for the Town. Areas east of the FEC railway have adequate service. In the areas west of the railway, sanitary sewer is provided only for the special assessment area on Watertower Road.

**B. Current Projects and Programs in the CRA**

The Lake Park CRA has been in existence for over 12 years now, and has been generating a modest tax increment for the past several years. Taxable value of all properties in the CRA approached $100 million in 2006 and are about $140 million in the current fiscal year 2009. The current amount of Tax Increment Funds going into the CRA trust fund is about $900,000 annually.

Recent accomplishments of the CRA include:

- Repaving of 10th Street
- Sidewalk replacements in various locations
- Park Avenue streetscape beautification
- Downtown alleyways paving has been designed and has begun
- Purchase of a deteriorated multi-family complex on 700 block of Foresteria Drive
- Purchase of 800 Park Avenue Building for Artist Co-op

The budgets for the 2009 and 2010 fiscal years anticipate expanding CRA activities to include:

- Hiring a project manager on a part time basis
- Sharing some positions with the Town staff, including the grants writer, the Community Development Director, a planner, and a code compliance officer
- Hiring an Economic Development Director
- Establishing a CRA office in the downtown area
- Developing a communications and marketing strategy
- Developing design criteria for façade improvements
- Maintaining the landscaping and streetscape improvements
- Installing holiday decorations
- Contracting with Palm Beach County for sheriff's deputies
- Repair and maintenance of routine infrastructure needs
- Promotional activities, advertising, and a periodic newsletter
- Asphalt resurfacing of Gateway Road and other locations
- Additional Sidewalk improvements
- Façade improvement grants
- Revolving loan program
- Artist Cooperative
- Increased lighting in the neighborhoods
- Security cameras for Park Avenue



## IV. PART FOUR – ANALYSIS

### A. Problems, Needs and Opportunities within Geographic Sub-Areas

The purpose of this section of the Redevelopment Plan is to provide a list of problems, needs and opportunities identified within each of the geographic sub-areas of the Community Redevelopment Area. These items are addressed within the "Community Redevelopment Program" through sub-area redevelopment strategies, which include the implementation of specific programs and projects of the Community Redevelopment Agency, the Town of Lake Park and other governmental agencies operating within the Community Redevelopment Area.

The sub-areas are defined according to certain distinguishing features that make them different from the other areas, and, thus, have differing needs and objectives. A map showing the locations and extents of the sub-areas is shown in Figure 4.1.

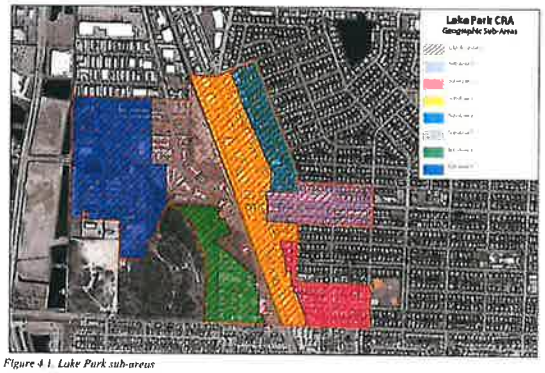


*Figure 4.1. Lake Park sub-areas*



#### 1. Sub-Area 1: The Park Avenue Downtown

Park Avenue is the most important sub-area in the CRA. It is the historic heart of the town and carries enormous symbolic significance. The redevelopment of Park Avenue is the key opportunity to brand the town as a vibrant community.

This area includes the properties fronting on Park Avenue between Seventh Street on the east and Tenth Street on the west. The majority of the properties are commercial, although there are a few residential properties, primarily between Seventh and Eighth Streets. One commercial structure on the 900 block survives from the original town of the 1920s, but the majority of the structures date from the 1960s and 1970s. The north side of the block between Eighth and Ninth Streets is in the process of being redeveloped as a three-story mixed/use commercial/residential project very much in keeping with the vision for Park Avenue.

This sub-area also contains the areas between Seventh and Ninth Streets and the north side of Foresteria Drive between Seventh and Tenth Streets. The latter are primarily multi-family units, of which one particularly blighted property has recently been purchased by the CRA. The residential properties are separated from the uses fronting on Park Avenue by 50-foot wide alleys.

#### Problems

- Limited market appeal due to types of existing structures and uses, and lack of visibility within in regional highway network.
- Shallow depth of properties, only 120 feet, limits the opportunities for redevelopment.
- Relatively small extent (only three blocks) makes it difficult to establish a critical mass of commercial activity.
- Proximity of deteriorating multi-family structures on Foresteria Drive contributes to a perception of the area as unappealing and unsafe.
- Parking is limited; there is currently no parking shortage only because most uses are underutilized. Selected locations, such as the proposed Park Avenue BBQ & Grille do not have adequate parking to function successfully.
- Lack of an identifiable focal point or public open space to provide an anchor for community activity.

#### Needs

- Increase the potential for new development.
- Attract additional nighttime activity (theater, restaurants, entertainment, arts.)
- Establish and develop a downtown civic space, a "town green."
- Develop a marketing strategy for the downtown area, to include an image package, special events, and promotion of business opportunities.
- Assistance with retail appeal, merchandising, and display.
- Increased economic stimulation through private investment.
- Strategy to attract new businesses to the downtown.
- Renovate and preserve historic structures, and adapt to new use as needed.
- Continue to support high quality design on all public and private buildings and spaces.
- Provide adequate lighting for nighttime activity.
- Remove blighting influences.
- Continue to erase the image that downtown is an unsafe place.
- Organize a downtown merchant's association

#### Opportunities

- Lake Park offers a potential niche shopping experience that serves as an alternative to the suburban outlying shopping malls and strip centers.
- The Town and CRA are motivated to pursue redevelopment opportunities.
- The recent purchase of a problematic multi-family project by the Town will help address the perception of safety and could also be used for additional parking.
- The One Park Place project will set an example for future redevelopment and will bring additional residents into the downtown.
- Create a restaurant and entertainment focused retail district.
- Create a center for the arts, building on the presence of the dance school and the art supply store.
- The theater presents an opportunity to leverage the arts related uses. An arts co-op might also be considered.
- A community garden could occupy the site of the demolished Foresteria apartments until it is used for parking or other uses.

### 2. Sub-Area 2: Southwest/Bayberry Drive Residential Neighborhood

Sub-area 2 includes the residential area in the southwest portion of the original town. Most of the housing is multi-family, and much of it shows some sign of deterioration. Some units also show signs of overcrowding.

Just to the east of this area is the ballfield complex on Sixth Street. To the south is Silver Beach Road, which forms the boundary between the Town and Riviera Beach.

**Problems**

- A substantial number of multi-family housing units, many of which are in deteriorating condition
- Overcrowding, particularly in multi-family units.

**Needs**

- Removal of blighting influences.
- Storm drainage improvements.
- Housing improvements.
- Acquisition and redevelopment of deteriorating housing units.
- Community recreation facility.

**Opportunities**

- Area is designated a "pocket of poverty" by Palm Beach County Department of Housing and Community Development and thus eligible for various assistance programs.
- CDBG funds and other County housing programs are available for neighborhood improvements.



### 3. Sub-Area 3: 10th Street/Old Dixie Commercial Corridors

The 10th Street Commercial Corridor extends the entire length of the CRA from Silver Beach Road on the south to Northern Drive on the north. The FEC railroad forms the western boundary and has a strong effect on the area. Most of the sub-area contains intensive commercial uses, mostly in small, individually developed structures. The parcel on the south side of Park Avenue houses a recently constructed fire station. The Town also owns the parcel just to the south of the fire station, which is being reserved for a possible Commuter rail transit stop.

**Problems**

- 10th Street frontage presents a poor visual image.
- Railway corridor limits the types of businesses that are attracted to the area.
- Proximity of multi-family complexes to the east has a negative spillover effect into the area.
- A number of vacant and underutilized properties.

**Needs**

- Larger development sites for retail, especially north of Park Avenue.
- Protect from further decline and blighting influences.
- Better code enforcement.
- The need to remove the blighting influences.
- Lack of parking and landscaping on the west side parcels.

**Opportunities**

- The new fire station provides a stabilizing influence and may encourage further redevelopment.
- Corridor gets good traffic flow and is easily accessed from Northlake Blvd. This should be one of the primary gateways into the Park Avenue downtown.
- Potential for the Commuter rail service to be extended along the corridor; Town already owns a tract reserved for a rail station.
- Recent changes to the Future Land Use Map on the east side of Tenth Street extend the commercial zoning into the multi-family uses.
- Recent streetscape improvements may encourage redevelopment.
- Several vacant properties could serve as a catalyst for redevelopment, particularly if they are enlarged.



- Objectionable signage will have to be removed in accordance with an existing ordinance that grandfathered it for a limited time.
- Refine the list of permitted uses.

### 4. Sub-Area 4: Northeast/Ninth Street Residential Neighborhood

Sub-area 4 is completely residential and serves as a transition between the commercial uses along the 10th Street corridor and the single-family neighborhood to the east. It contains some single family structures, but the majority of the housing is in multi-family structures. The latter are among the most problematic in the Town, consistently deteriorating, overcrowded, and reflecting a high incidence of crime.

There is one notable anomaly in the land use pattern. An alley runs parallel to 10th Street, separating the commercial uses fronting on 10th Street from the multi-family uses directly to the east. On one block, between Laurel and Kalmia Streets, the multi-family use extends all the way to 10th Street, and addresses the sidewalk with an unattractive privacy fence.

**Problems**

- Older multi-family complexes are in poor condition and are concentrations for criminal activity.
- Preponderance of renters rather than owners.
- Parking facilities are inadequate for the number of units.
- The one anomalous multi-family complex fronting on 10th Street presents an unattractive fence along the sidewalk.

**Needs**

- Protect properties from further decline.
- Remove blighting influences, primarily some of the multi-family complexes.
- Create better buffers between multi-family and single-family.

**Opportunities**

- Multi-family properties could be redeveloped and serve as a catalyst for revitalization of the area.



- Proximity to commercial areas lends itself to mixed use and better integration of housing and commercial.
- The eventual redevelopment of multi-family parcels would remove the anomalous fence along 10th Street.

### 5. Sub-Area 5: Old Dixie/FEC Railway Industrial/Commercial Corridor

Sub-area 5 lies along the western side of the FEC Railway and broadens out to the north to encompass the properties on both sides of Old Dixie Highway. Old Dixie continues northward to intersect with Northlake Boulevard and serves as a prominent and convenient route into the CRA. It is not a particularly attractive route into the CRA, however, as it is lined with older, deteriorating light industrial uses. There are several vacant parcels, located just to the north and south of the intersection of Park Avenue.

**Problems**

- Older, deteriorating industrial uses create visual blight.
- Conversion of warehouse uses into light industrial has exacerbated the lack of parking.
- Lack of drainage and deterioration of swales.
- Lack of sidewalks.
- Lack of signage standards.
- Presents a poor image, although it is one of the principal routes into the town center.

**Needs**

- Repair and maintenance, possibly selected redevelopment of some of the deteriorating light industrial properties.
- A vision for unified appearance, including signage standards and landscape enhancements.
- Utility and drainage enhancements to make the area more competitive.

**Opportunities**

- This should be an attractive entrance into the town center.
- Vacant properties are an opportunity for coordinated development.
- Good base of businesses to build upon. One possible focus would be for bio-science related businesses in support of the Scripps Center, located a few miles north.

### 6. Sub-Area 6: Newman Road Industrial/Commercial Area

Sub-area 6 includes the southwestern portion of the CRA, and is characterized by older light industrial uses. It is bounded on the west side by a vacant scrub land reserve owned by the MacArthur Foundation. While most of the uses are fairly intensive light industrial uses, many are using structures that were originally designed as warehouses. This has resulted in inadequate parking, with much of the parking spilling over into the public right-of-ways and on the swales. This area contains two areas of environmental pollution, one a contaminated site under the control of the EPA. The other is the "Thousands of Parts" auto salvage yard, which is a non-conforming use as well as a visual blight.

**Problems**

- Many structures are accommodating uses more intensive than that for which they were designed.
- A number of non-conforming uses may hinder further development.
- Infrastructure deficiencies include streets, sidewalks, and drainage swales, the latter being negatively impacted by overflow parking in the rights-of-way.

**Needs**

- A solution to the parking shortage.
- Review and amend existing codes to create incentives for redevelopment.

**Opportunities**

- Area may be ripe for redevelopment.
- Grant monies may be available for reclamation of brownfield sites.
- Proximity to the preserve land creates an opportunity for a complementary use once the junkyard site can be reclaimed and cleaned.



### 7. Sub-Area 7: Watertower/Gateway Industrial/Commercial Area

Sub-area 7 is located at the western end of the CRA and consists primarily of a planned light industrial and commercial district. Most of the buildings here are of relatively recent construction and in good condition. Vacant parcels exist to allow continued development of this type.

The area south of Watertower Road is well-provisioned with infrastructure, but some parcels north of Watertower are inhibited from development by lack of utilities as well as one platted street that has not yet been paved. This part of the sub-area is older and contains some non-conforming structures.

**Problems**

- Several warehouse structures were converted to more intensive uses and do not have adequate parking.
- Lack of infrastructure in the area north of Watertower Road.

**Needs**

- Revise development standards to permit existing development to be improved or redeveloped.
- Infrastructure improvements.

**Opportunities**

- There are still a number of vacant parcels available for development.
- Potential for Park Avenue to be extended westward will open up access to the southern portion of the sub-area.



## B. Functional Needs of the Community Redevelopment Area

As opposed to specific needs identified within the various sub-areas of the Community Redevelopment Area, these "functional needs: are area-wide in scope and encompass some of the more serious problems which are prevalent throughout the area and contribute to the overall state of decline.

### 1. Removal of Slum and Blight

The Community Redevelopment Area contains a substantial number of blighted areas, deteriorated structures that are a menace to the health, safety or welfare of area residents. The existence of these blighted conditions contributes substantially to the spread of disease and crime, decrease the tax base and substantially impair or arrest sound growth. The major charge of the Community Redevelopment Agency is the removal of these conditions and to subsequently preserve and enhance the tax base of the Community Redevelopment Area.

### 2. Land Use Patterns

Lake Park is primarily a residential community. Land uses within the Town should be balanced so that the commercial, recreational and public service needs of all its residents can be conveniently provided within the community. The Community Redevelopment Area contains a concentration of the Town's poorer, less mobile population who are very dependent upon convenient commercial and recreational facilities within their neighborhood. In addition, redevelopment policies encourage downtown housing for professionals, retirees and employees in the downtown. These residents also need convenient commercial and recreational facilities within walking distance. Although some properties will be redeveloped and some removed for new development, some residents may be moved. The CRA will ensure that adequate facilities remain available to meet the needs of area residents when implementing its redevelopment programs and will ensure that residents who are relocated will find adequate replacement facilities.

While certain specific redevelopment opportunities will be explored, the general intent is not to displace businesses, but to strategically fill vacancies and re-tool occupancy as other tenants move voluntarily.

### 3. Economic Development

The Town's prosperity as a solvent governmental entity is dependent upon the generation of adequate tax revenues to meet the service needs of its residents. Projects that increase the overall marketability of the Town as a commercial, recreational and residential area will ultimately increase the tax base.

Slum and blight have a negative impact on the tax base of the Town and are self-propagating. Although there is often a tendency to focus on individual redevelopment projects at the expense of resolving underlying problems in order to set the stage for redevelopment, the existing and planned CRA projects and programs stress the importance of both. The success of this community redevelopment effort is largely dependent upon the economic vitality of the area. Through programs aimed at the elimination of slum and blighted conditions and improving the standard of living of its residents, the CRA hopes to provide the catalyst for the revitalization of the entire area. Additional projects aimed at increasing jobs, retail sales and other business activity in the area will complement the process and hopefully solve many of the underlying problems, which originally resulted in creating slum and blight.



### 4. Housing

In today's economic climate, a major problem for local government is the provision of sufficient affordable housing to meet the needs of its current and projected population. Furthermore, local government must introduce market rate housing into its downtowns in order to give the core economic support. For the most part, housing delivery systems are driven by the private sector, which depends upon certain local economic and market conditions, including the price of land, the availability of capital, cost of labor and materials, and demand for housing. Local government, particularly redevelopment agencies, can have an effect on the process through maintaining an adequate supply of buildable land and an adequate infrastructure to serve the future development. Local government in many cases must stimulate the housing delivery system by providing incentives and facilitation of the process or actually being a developer itself.

The role of the CRA in this process will be one of active participation. The area has an overabundance of sub-standard multi-family housing units, some of which will be targeted for redevelopment. Housing will be a component of the new development, although most of that is intended to be market rate housing. There could be a portion of units identified for affordable or workforce housing assistance, but this should be linked to certain development incentives such as a partial write-down of land costs.

### 5. Infrastructure

The provision of support infrastructure and community services will be the responsibility of the Town in most cases; however, the CRA can participate when needed and in association with specific redevelopment projects, such as the Park Avenue street beautification. On and off-site infrastructure improvements such as parking, roadway improvements, utility upgrades, and other improvements may be used by the CRA as incentives to secure private sector redevelopment.

### 6. Recreational Facilities

As with infrastructure, the Town, the County, and others will be responsible for the provision of recreational facilities for the residents except in cases where the CRA develops a specific program to develop facilities that encourage and enhance other programs such as affordable housing or downtown housing. The Town's recreational facilities are varied and play an important part of the economic development of the Redevelopment Area.

Although there are no Town recreational facilities within the CRA boundaries, the Sixth Street ballfield complex is adjacent to the multi-family development in the Bayberry Drive subdivision in the southeast portion of the CRA. Possible enhancements to this complex may involve property within the CRA. Also mentioned as a need was the creation of a Town Green, preferably to be located along the commercial area of Park Avenue.

### 7. Public Safety

Slum and blight conditions are frequently indicators of crime in an area. Deteriorating buildings, poorly lit streets, a lack of safe sidewalks, accumulations of trash and debris on vacant lots all contribute to conditions that encourage criminal activity. While the provision of police and fire/rescue services are functions of the Town, the activities of the CRA to eliminate blighting conditions will have a positive psychological effect. A sense of safety will also invite increased pedestrian activity and attract new development to the area.

increased police presence and patrols are an effective means of enhancing public safety, but it can also be done more economically with electronic surveillance. When done visibly, this can also have a deterrent effect.

### C. Market Conditions and Development Potential

The analysis of market conditions presented here is the result of a series of meetings with area property owners and others with knowledge of the market. A formal market study was not conducted.

#### 1. Retail Market

The primary retail locations within the CRA are along Park Avenue and along 10th Street. The portion of 10th Street north of Park Avenue is more suited to traditional highway oriented retail uses than the south area, which is more suited to specialty businesses which have a secondary retail component. The 10th Street retail uses tend to be stand-alone establishments, which makes it difficult to achieve any synergy between uses. These tend to be drive-in and drive-out uses that operate more or less independently of their neighbors.

Park Avenue, on the other hand, has at least the potential to function as a traditional Main Street, with linear groupings of establishments that could promote some cross-use. The several arts related businesses may be something that could be built on. The principal obstacle to Park Avenue functioning as a pedestrian oriented Main Street is that most of the existing retail buildings are set back from the sidewalk, typically behind a parking lot.

One positive development is the new One Park Place project, the first phase of which is nearing completion. This project, located on the north side of the 800 block, is centrally located within the Park Avenue commercial zone and exhibits the kind of design that would support the pedestrian oriented main street concept. It features mixed use, with commercial space at the ground level and two stories of residential condo units above. Parking is located behind the building. The commercial bays are fairly shallow, only about 45 feet, but are well suited for the kind of small footprint tenants that would work best along the Avenue.

An inherent problem with new development is that the target rental rates will have to be considerably higher than the norm in the older buildings. Lease rates in the existing older buildings range from $10 to $15 per square foot per year, gross. This is very low by contemporary retail standards. These rates partly reflect the condition and quality of the buildings, but also the potential traffic. By comparison, retail space in an older strip center along Northlake Boulevard ranges between $20 and $30 gross. New space would be higher.

The commercial space in One Park Place will probably have to lease for somewhere around $25 gross in order to make even a minimal return for the developer. Mixed use buildings have the ability to allocate return among uses, so that a strong residential market could help to support weaker commercial, but in today's environment, neither one will be very strong.

The retail environment in the CRA can be characterized by the following strengths and weaknesses:

**Strengths**

- Large market area. Although Lake Park itself is a small town, it exists among a continuously developed series of municipalities.



- Compact, unique shopping environment is an important asset for developing a critical mass of retail business in the downtown. The downtown has a walkable business district, recently renovated with sidewalks, lighting and landscaping.
- Several art and entertainment assets including the ballet school and the art supply store.

**Weaknesses**

- The amount of vacant space.
- Low traffic area. Without the critical mass of retail oriented businesses, there is not a great deal of pedestrian traffic to and through the downtown district.
- Coordinated parking is needed. Although there is not a current shortage, there would be if all buildings were occupied with successful businesses. In particular, a restaurant like the expanded Park Avenue BBQ & Grille (currently closed) has a significant parking demand.
- Proximity of multi-family complexes on Foresteria Drive contributes to a perception that the area is unsafe.
- Seasonal and inconsistent business hours. Some businesses close for the summer and others have inconsistent hours, leaving the consumer wondering when it is appropriate to shop.
- Conventional strip center design with parking in front of the buildings is unattractive.

**Market Opportunities**

- Untapped target customer markets. The Lake Park area serves a number of local sub-markets, which could be better targeted by downtown businesses to increase retail trade. These include year-round retirees, seasonal residents, and daily commuters to the area.
- Vacancies represent opportunities to influence the tenant mix downtown and to encourage retail businesses to locate in the prime retail spaces. Target tenant concentration to arts related uses, crafts retailers, and other unusual, one-off, and boutique retailers.
- The branding of Park Avenue is essential. It is the only traditional downtown in the north county and needs to capitalize on this status.
- Mixed-use, including residential, development will enhance the retailing in the downtown.

**Threats**

- Self-perception. Lake Park lacks a strong self-image. There is among some residents a strong perception of crime in the downtown area.
- Fear of change and the potential inability to adapt to market changes by current and prospective business owners, property owners, financial community and the average citizen.

#### 2. Residential Market

The residential market in Lake Park has, until recently, been characteristic of a mature, but lower tier Florida market. The choices include a wide variety of single-family homes, here generally older and of a modest size, but sited on fairly ample lots. Multi-family units are either for-sale condominiums, usually on the waterfront (in this case, the Intracoastal Canal) or rental multi-family units ranging from duplexes up to large apartment complexes.

As noted in the demographic profile in Section II, over half of the housing units in Lake Park are multi-family units, with the majority of those occurring in complexes that have over 20 units. There is a higher than average percentage of renters and the household income is considerably lower than the county median. For these reasons, residential valuations are lower than average, even in relatively



stable and attractive neighborhoods. One local businessman noted that Lake Park was one of the few communities in South Florida where one could buy a decent house within a few blocks of the water for under $300,000.

Indeed, a survey of current property listings confirms this observation. It is rare to see a single-family listing over $300,000. The "better" properties are clustered in the $180,000 to $225,000 range, generally selling for between $110 and $140 per square foot. There are probably an equal number of listings in the $120,000 to $160,000 range, although these tend to be properties needing some work. One positive aspect of the single family market is the supply of good inexpensive housing stock for young families. Many of these homes have good architectural character and can be easily renovated and expanded into larger homes.

The condominium market primarily consists of units in waterfront buildings. The larger units here can command over $300,000, although the more normal range is $180,000 to $250,000, this for a 2 bedroom unit in the range of 1200 square feet. This indicates a selling price of $150 to $200 per square foot, therefore stronger than the single family market.

Condominium units away from the water are relatively rare in Lake Park. There are a handful of older properties, and some of these can sell for less than $100,000. The new units at One Park Place represent a new typology for Lake Park, and it will be very revealing to see how this project does as it completes its first phase of construction. These are upper floor units located above ground floor retail space fronting on Park Avenue. This mixed use, Main Street typology has done well in other redevelopment areas in Palm Beach County, such as Atlantic Avenue in Delray Beach, Mizner Park in Boca Raton, and City Place in West Palm Beach. This kind of unit appeals to those looking for a more active, urban lifestyle, within walking distance of restaurants and retail, and not requiring a lot of maintenance or yardwork. The target market is usually young professionals and older "empty nest" couples.

While this is an affluent and growing cohort of the population nationwide, it remains to be seen if Lake Park can capitalize on this trend. It generally requires an active and vibrant town center environment, which Lake Park could potentially achieve, but it remains a potential at this point. This makes the One Park Place project something of a pioneer, although such pioneers will be essential to building momentum for downtown redevelopment. At this point, the project clearly faces some challenges. Most of the units are still unsold, and they may also be rented, or rented to own. This is generally a sign of a weak market, as the preference is to sell. The listed sale prices range from $180,000 to $260,000, a sale price of around $185 per square foot. The project web site recently



begun advertising units starting at $141,500, which, for the smallest unit, would be a sales price of $146 per square foot. At that price, there is little, if any, profit in the project.

It must be noted that this is an extremely difficult time to sell residential real estate in most areas of Florida. The strong property value increases that began in 2000 peaked in 2006, and have begun to correct significantly. The boom times led to a substantial oversupply of construction, and it will take years to absorb the excess. This will not be made any easier by the current tight credit markets that have seen the end of the low and no down payment terms and adjustable teaser rates. Buying a residence nowadays requires both a sizable down payment and excellent credit, and there is plenty of supply to choose from with prices getting lower by the day. It is anticipated (perhaps hoped) that the credit markets can be moderated relatively soon, but the weakness in the residential market will likely take a few years to recover.

#### 3. Commercial and Light Industrial Market

All of the CRA that is west of the FEC Railway is zoned either C4 or CLIC. Either of these districts allows for a wide range of commercial uses, with the CLIC being more permissive for uses such as light manufacturing, freight handling, laboratories, and vehicle sales. The quality of the building stock varies from older warehouses converted to more intensive uses, to newer buildings in a campus-like environment. The latter is more prevalent in the northern and western portions, where there are still a number of vacant sites available.

This market has been steady, and has not experienced the sharp downturn of the residential market. Nevertheless, it will be affected by any downturn in the local economy. The relatively small facilities and sites available within the CRA will be somewhat at a disadvantage to the larger planned industrial park on the DeVosta property on Congress Avenue. There is an opportunity to redevelop some of the older properties in the south portion, but there will likely not be much demand for that until the available new and planned projects have been absorbed, which could take five to ten years. The good news is that this market segment has room to grow and will continue to provide a source of strength and tax increment for the CRA.

The light industrial areas are also well suited for the development of flex space. Uses such as wet labs would fit in well here, and take advantage of the proximity to the Scripps facility. Further study might be needed to determine the potential demand for flex space and to suggest potential incentives.

The demand for office space is related to the creation of new businesses as well as to the desire among existing businesses to move up to newer or better office space. Because of the recent demand for office space in the suburbs of Palm Beach County, a market for medium sized projects within the Community Redevelopment Area exists in the future, particularly when the market recognizes the advantages of being located in the downtown. An additional small market does exist within the Community Redevelopment Area for smaller professional office space to serve legal, medical, financial, real estate and related businesses. In large part this market is being met through use conversions of existing residential buildings.

Hotel uses could be a niche opportunity in Lake Park, particularly limited service hotels. The difficulty lies in finding a suitable site. The best locations would be at Federal Highway near Park Avenue, or along Northlake Boulevard. Unfortunately, neither location offers available properties of a sufficient size. Good size tracts are only available on Congress Avenue, but this is not the preferred location. In any case, none of the locations discussed lie within the CRA.

### D. Regulatory Environment

The CRA area contains a cross section of many of the uses and zoning districts in the Town, ranging from single-family residential to light industrial. In general, the uses are distributed in an orderly fashion, reflecting the sound plan of the original Kelsey City. There are a few awkward and problematic adjacencies, primarily involving the multi-family residential, which are either insufficiently buffered against lower density residential, or contribute to a perception of the commercial areas as unsafe.

A review of the zoning regulations for the various districts in the CRA does not reveal any serious issues, at least not within the district regulations. These all seem to adhere to fairly conventional norms of development, with the exception of the Park Avenue Downtown District (PADD), which is specifically concerned with stylistic and esthetic considerations to promote a traditional, pedestrian oriented downtown Main Street environment. Some comments regarding specific provisions of the various district regulations follow:

- The R-2 district allows a broad range of residential uses, from single family houses on minimum 7,500 square foot lots, to multi-family units at a maximum density of about 16 units to the acre. These rules by themselves do not seem too unreasonable, but it is clear that many of the existing (and problematic) multi-family projects do not conform. Many clearly do not have enough parking, but parking will be discussed separately below.
- The distinctions between certain districts primarily have to do with permitted uses. C-2, for example, is more permissive than C-1, but has virtually the same regulations for lot size, setback, height, etc. The result is land allocation by use, rather than by form characteristics. Transitions between differing districts are handled by physical separation and by buffering, whether by landscaping or other means.
- The PADD, on the other hand, is primarily concerned with form and aesthetics. It is particularly detailed regarding architectural style, permitted materials, and signage standards.

The parking regulations have a disproportionate effect on land use, and are probably, by themselves, the cause of most of the non-conformities in the CRA. In general, the required parking is excessive, particularly if trying to foster a denser, pedestrian friendly, mixed use environment. Parking for residential uses seems reasonable, but it is doubtful that many of the older multi-family complexes can even come close to the requirements. Most retail commercial uses require 5 spaces per 1000 square feet of building area, which is a generous, suburban standard designed to ensure that there is enough parking for the Friday after Thanksgiving. Even most manufacturing and light industrial uses require 4 spaces per 1000 square feet, which is excessive.

It is not clear what the parking regulations are for the PADD. The code speaks to required loading areas, and requires a conditional use permit for parking lots of over 50 cars, but there does not appear to be a minimum parking requirement. This is not unusual for traditional downtowns that are trying to promote redevelopment, but parking will not take care of itself.

At present, there does not appear to be a parking problem along Park Avenue. However, the existing parking supply is limited and would not be adequate if all the available space was occupied and the existing businesses were doing the kind of business they should be doing to make the downtown a thriving and successful environment. Due to the fragmented property ownership pattern, it is not reasonable to burden each individual property with having to provide adequate parking; the parking strategy needs to be area-wide in scope, and should be planned and coordinated by a single agency.



The recent streetscape improvements on Park Avenue have uncovered another need with regard to parking. The suburban style parking in front of the strip buildings were intended to each have their own driveway access, which can lead to a proliferation of driveways when the block consists of several parcels. Many of these driveways were eliminated as part of the streetscape redesign in favor of consolidated access points, preferably off the side streets. This is consistent with promoting a more pedestrian friendly environment along Park, as well as with contemporary access management practices. As properties continue to redevelop incrementally, these access issues could be exacerbated. A cross access easement should be established for the entire Park Avenue frontage in the PADD in order to ensure that all parcels will have the ability to access a driveway.

Finally, the paving and provision of additional parking along the alleys means that many visitors will be accessing the buildings from the rear. Currently, few of the buildings make any accommodation for this; while most have a rear entrance, this is typically relegated to a service entrance. The architectural provisions of the PADD should be amended to emphasize the quality of the alley entrances. The existing CRA façade program should be expanded to allow for it to assist with improvements to the rear entrances as well.

### E. Neighborhood Impacts of Redevelopment Efforts

The following section describes the potential impacts of redevelopment efforts on the residential neighborhoods of the Community Redevelopment Area. While neighborhood impacts have been considered for the specific redevelopment actions recommended in the Plan, it should be noted that many of these projects are in the early stages of planning. Therefore, some impacts resulting from their implementation may be determined at a later date, particularly as projects become more clearly defined.

#### 1. Relocation of Displaced Residents and Businesses

Residential relocations are contemplated by this plan in connection with projects. While very limited relocations are anticipated, it is important to note that changing conditions and modifications to planned projects may result in some additional residential and/or business displacement. In the event that existing or future CRA projects do require the relocation of residents or businesses, a relocation plan will be submitted as a component of the project as part of the official action by the Board of Commissioners on the project.

It is also important to note that through the combined efforts of the CRA, the Town and private development, the area housing stock will be expanded and thereby provide opportunities for the relocation of residents elsewhere in the neighborhood.

To protect the residents and businesses within the Community Redevelopment Area, the CRA will formally adopt a relocation policy containing procedures for relocation. When required by redevelopment actions, the relocation of residents and businesses within the Community Redevelopment Area will follow the officially adopted CRA procedures. Expenses and financial assistance required by these procedures will become the responsibility of the CRA.

#### 2. Traffic

Although redevelopment actions will inevitably increase overall traffic, the Community Redevelopment Area is blessed with an existing roadway network that services the entire Town. Additionally the Town and the CRA have made several improvements in the roadway network including lighting, beautification, landscaping, traffic calming and pedestrian walkway enhancement.



The westward extension of Park Avenue will enhance east-west traffic movement and provide additional development opportunities. It should be noted that continued development and redevelopment of the compact downtown core should also encourage alternate means of transportation, particularly where employment and housing are within walking distance of each other. A component of the redevelopment effort is the provision of housing units within the downtown area and in the neighborhoods and many of the residents of these new housing units will be able to walk or bicycle to shopping or to work.

The potential of commuter rail service to serve the area will also provide alternative transportation options. This project is currently under study, but has no definite timeframe. It could become a higher priority at any time, however, with the growing interest in fostering sustainable development patterns and consuming less oil. Lake Park is well positioned to take advantage of this, with property already owned and designated for the purpose. The property is large enough to be more than a mere station platform, but could incorporate a mixed use development as well as a park and ride facility. It has close proximity to the downtown, and is close to jobs and housing alike.

Although implementation of individual redevelopment projects may require improvements or modifications to the existing roadway network, these localized impact will be reviewed when specific project design are undertaken. It is also recommended that architectural and site-specific design solutions be considered to mitigate potential traffic and parking impacts of specific projects on adjacent residential neighborhoods.

#### 3. Environmental Quality

The redevelopment actions proposed in the Plan are intended to improve the environmental quality within the Community Redevelopment Area. Several programs, such as the Loan Program and the Façade Program, allow residents and businesses in the area to make exterior improvements to their properties which they could not otherwise afford. It is expected that improvements associated with these programs will foster a new sense of community pride and spur additional revitalization efforts throughout the area, thus reducing slum and blighted conditions.

Streetscape and landscape improvements associated with many of the redevelopment projects will, when completed, upgrade the overall appearance of the area. Several projects, involving removal of existing uses, followed by full-scale redevelopment, will improve the appearance of several blocks within the downtown area.

#### 4. Demand for Community Facilities and Services

Since the Community Redevelopment Area contains the oldest sections of the Town, it has the availability of a full range of community services and facilities usually associated with urban areas. However due to the age of these facilities, there is a potential problem with their conditions and obsolete design. Therefore implementation of individual redevelopment projects and streetscape beautification projects may require improvements or modifications to existing systems. In recent years the Town, County and School Board has expended considerable funds on infrastructure improvements and beautification efforts. Much of the funds are derived from bonds issued by their respective governmental units.

Recreational projects have been funded and will continue to be funded principally by the Town and the County. Recent projects include improvements to the marina and several parks. A new community center is also in the planning stages.



The CRA programs in this Plan will supplement those infrastructure projects of the Town and County, which it feels is important to fund in order to encourage private development in the area.

### F. Consistency with the Town's Comprehensive Plan

Florida Statutes require that the Community Redevelopment Plan be consistent with the Town's Comprehensive Plan. In order to remain current in the fast-paced actions of the Town and CRA, the Community Redevelopment Plan will have to be amended when programs are changed or as new programs and projects that were not included in the original plan are proposed. To maintain consistency with the Town's Comprehensive Plan a two-tiered approach will be used during the amendment process.

The first step in the process is an administrative determination by the Town Manager, or designee, as to whether the proposed amendment is procedural/technical (e.g., changes to dates, amount of project funding, updating the program, etc.) or substantive (e.g., adoption of a new program). Under the former determination, the amendment would go directly to the Town Commission accompanied by a written staff "finding." Under the latter, the amendment would first be reviewed by the Planning and Zoning Board (LPA) for determination of consistency with the Town Comprehensive Plan and then forwarded to the Town Commission with recommendations.

Since amendments to the Town's Comprehensive Plan require a time consuming process and are allowed only twice a year except in cases of emergency, the Community Redevelopment Plan may not at all times be completely assimilated into the Comprehensive Plan. Those portions of the CRA Plan and subsequent amendments that involve only the resources of the CRA will not be included with the Town's Comprehensive Plan. However, whenever significant Town participation is part of a CRA project and participation has not been addressed in the Comprehensive Plan, it may be necessary to process a Comprehensive Plan Amendment prior to action by the Town. Generally it will be necessary to amend the Comprehensive Plan in order to accommodate the following:

- Those portions of the CRA Plan which would otherwise be in conflict or inconsistent with the Comprehensive Plan as it is now written;
- To provide Town financing or financial assistance, to projects identified in the CRA Plan which are not already in the Comprehensive Plan; and
- To reassess and modify existing policies in the Land Use Element that call for joint CRA/Town participation.

## V. PART FIVE – THE REDEVELOPMENT PROGRAM

### A. Community Redevelopment Agency Projects and Programs

The projects and programs of the Community Redevelopment Agency are designed to solve underlying problems which have a blighting influence on the Community Redevelopment Area, satisfy basic needs of the populace or take advantage of opportunities for economic, social or aesthetic improvement. Overall redevelopment strategies of both the CRA and the Town are embodied within these projects and programs undertaken by the CRA.

The following sections provide a detailed description of all current and proposed projects and programs for which funding is provided or will be provided, by the Community Redevelopment Agency. For organizational purposes, these projects and programs have been divided into three groups: Group "1": Planning; Group "2": Redevelopment; and Group "3": Community Improvement. This organizational structure is not; however meant to be mutually exclusive, since many projects contain components that fit into more than one category.

### B. Programs of Regulatory Action

#### 1. Group "1": Planning

#### # 1.1: "Community Redevelopment Area Planning"

**Background**

The Town of Lake Park and the CRA together with other organizations, businesses and individuals have completed studies in the redevelopment area. Studies have included design guidelines, marketing of the CRA area, and others. This general planning program discussed below intends to provide the framework for future studies and evaluations of specific issues in the CRA Redevelopment Area. The CRA can be subdivided into several distinctly different areas, including the Park Avenue downtown, 10th Street commercial, the industrial areas, the single family residential areas and the multi family areas.

**Project Objectives**

- Update the CRA Redevelopment Plan as necessary to incorporate new information and changed conditions
- Provide Sub-Area plans as necessary to incorporate new information or changed conditions
- Continue the planning process to improve long range strategies
- Support the Town's planning efforts
- Provide a basis for new ideas and research for grants
- Identify new issues which may arise which meet the objectives of the CRA
- Encourage both workforce housing and market rate housing in the district
- Study the opportunities for the creation of public open spaces
- Encourage the construction of parking, both public and private, to meet the current and future demand
- Promote historic preservation
- Increase employment and business opportunities in the area
- Improve street appearance by beautification



- Study the expansion of the CRA particularly in the industrial area and the areas where public open space are needed

**Project Description**

- Study the parking needs, issues, and requirements in each sub-area, including retaining parking consultants
- Study the feasibility of creating parking assessment districts to improve the parking in a specific area
- Plan for a Community Center within the CRA
- Evaluate automobile and pedestrian traffic patterns and make recommendations for improving roadways and walkways, including the extension of Park Avenue westward
- Provide support to the Town for a historic building survey in the Redevelopment Area
- Create a program for encouraging the preservation of historic structures, including utilizing adaptive reuse
- Study building codes, zoning regulations and land development regulations in order to improve the redevelopment process and implementation
- Create design guidelines in sub-areas, particularly Park Avenue or neighborhoods in order to encourage quality development
- Identify important structures and properties for acquisition and redevelopment
- Study the feasibility of establishing assessment districts or business improvement districts with the CRA Redevelopment Area in order to accelerate improvements
- Evaluate brownfields, junk yards, mobile home parks and other underutilized uses for reuse and redevelopment
- Review long-range infrastructure needs and identify infrastructure requirements which will be needed to accommodate the ultimate level of development intensity
- Increase housing opportunities, both workforce home ownership and market rate housing in the neighborhoods and in the downtown
- Encourage minority business development
- Study and plan all issues which relate to meeting the objectives of the CRA. In particular, the expansion of the CRA should be studied, especially northward to Northlake Boulevard, southeastward to include the ballfields and additional multi-family areas, and southwestward to include the scrubland preserve.

**Project Participants and Administration**

- The Community Redevelopment Agency and the Town of Lake Park will administer the planning. The Town will provide the staff support for planning services.
- Other participants in the program may include, but are not limited to, the County, Treasure Coast Planning Council, the local Chamber of Commerce, Lake Park business association, the merchants of Park Avenue and 10th Street, the industrial park business association, home owner associations, businesses, citizens and elected officials

**Funding Sources**

- The CRA, the Town, the County and others, as appropriate, will provide funding for staff support and professional consultants



**Project Schedule**

- The Design Study was completed in 2006.
- Completion and adoption of the CRA Plan in FY 1996 and a revision in 2009. Future revisions will occur as needed.
- Update on downtown parking needs will be scheduled for FY 2010
- Revised public park plan will be scheduled for FY 2010
- Future revisions to the CRA Plan will be made as required and planning for specific issues will be made as required.

#### # 1.2: "Comprehensive Plan Amendments"

The Town will endeavor to amend its comprehensive plan to reflect the new CRA Redevelopment Plan.

#### # 1.3: "Amendments to the Land Development Regulations"

**Project Objective**

The Town will endeavor to amend its Land Development Regulations to reflect the new CRA Redevelopment Plan.

**Project Description**

Specific provisions to be addressed include:

- Providing for cross access easements for commercial properties fronting on Park Avenue, so that they may share driveways off the side streets and eliminate the need for multiple driveway cuts along Park Avenue.
- Encourage commercial buildings on Park Avenue to enhance and improve the rear entrances to be more inviting and accessible from the rear and alley parking areas, as well as "pass throughs" or passages
- Allow for street vendors and outdoor cafes along Park Avenue.
- Encourage arts related uses along Park Avenue and in the warehouse districts. This could include relaxing certain use regulations as well as allowing for larger and more active signage for arts related uses.
- Redefine industrial areas and the industrial zoning districts. Review permitted uses for artists and galleries.

#### 2. Group "2": Redevelopment

#### # 2.1: "Workforce Housing"

**Background**

The Town and the CRA have a goal of improving its housing stock both multi-family and single family. The multi-family is highly deteriorated and represents severe slum and blight. It is necessary to encourage mixed use where appropriate, home ownership where appropriate, densities where appropriate and to eliminate the slum and blighted conditions. Workforce housing would be important since the surrounding area is a large employment base in industrial, commercial and



professional services. Lake Park is launching its industrial area as a location for the bio-science industry. Workforce housing will be a logical extension of the industrial expansion in order to provide a workforce for the emerging industry.

In addition the stable single family neighborhoods are ideal candidates for rehabilitation and expansion into larger homes and therefore represent a pool of underutilized housing resources for the Town. The CRA area has many positive attributes including historic structures and affordable homes. It currently works with Palm Beach County for loans and grants for workforce housing. In addition as mixed-use development is encouraged along Park Avenue and Foresteria, a portion of the new housing stock could be workforce housing, particularly those households whose income range from 80% to 120% of the county's median household income.

The overall objective is to invigorate the neighborhood with new homebuyers and establish the area as a viable home ownership community.

**Project Objectives**

- Provide decent housing for residents who are of moderate-income level.
- Stabilize and preserve the neighborhoods through redevelopment and the elimination of slum and blight.
- Encourage fee simple home ownership.
- Reduce the number of multi-family structures in the neighborhood.

**Project Description**

- The target area for establishing workforce housing is generally the area described in the earlier part of the plan as the Neighborhood Sub-Area. However all of the CRA must be considered a target area.
- The details of the program may be set forth in program guidelines adopted by the CRA. Components of the program may include, but are not limited to the following:
  - Home Buyer Assistance with direct loans and grants to provide funding for downpayment, impact fees, utility connection fees and other associated costs for new and rehabilitated housing. Subsidies may be secured by CRA soft junior mortgages when desired by the CRA.
  - Credit Enhancement for Builders through loan guarantees for a portion of construction loans for speculative homes.
  - Permanent Loan Assistance with interest subsidies or direct low interest loans
  - Homebuyer's marketing program.
  - Referral of prospective homebuyers to other agencies, which provide education on home ownership and credit repair.
  - Architectural and engineering design assistance to builders, homebuyers, and non-profits at minimal cost
  - CRA acquisition of vacant residential lots and residences for resale and development or redevelopment.
  - Apply for grants and other aid to enhance the program including economic development, beautification projects and administration.
  - Support local homeowner's associations with housing redevelopment.
  - Provide grants to homebuyers converting multi-family structures to single-family home ownership.

- Provide grants to homebuyers and builders for payment of utility connection fees and impact fees.
- Provide additional incentives for all employees of the Town who purchase structures for single-family or condominium home ownership.
- Provide additional incentives for bio-tech employees of the Town who purchase structures for single-family or condominium home ownership.
- Provide additional incentives to historic structures.

- The CRA may also provide the above services as part of a joint program between other public and private sector participants.
- To supplement the program, the CRA may assist the County's Sheriff's Department to improve security in the area through the purchase and rehabilitation or construction of a downtown storefront for use as a police substation. When the substation becomes unnecessary, it will be recycled as commercial space.
- The CRA may also provide, on a temporary basis, vacant lots leased to the Town or neighborhood associations for use as community gardens, open space, or neighborhood parks.
- Provide architectural and engineering design for sample workforce housing structures, including the issuance of design guidelines.

**Project Participants and Administration**

- Participants may include, but are not limited to, the CRA, private developers/homebuilders, non-profit housing sponsors, homebuyers, lending institutions, the Town, the County and other foundations, the State of Florida Housing Finance Agency, and public/private sponsors.
- The roles and the various participants will be set forth in the program guidelines adopted by the CRA and Town.

**Funding Sources**

- Funding of the program elements, for which the CRA is responsible, will be provided by the CRA.
- Other potential funding sources include, but are not limited to, Local, State and Federal Governmental grants, and private contributions.

**Project Schedule**

- Program has been ongoing and will continue to be implemented in 2009.

**# 2.2: "Downtown Mixed-Use Redevelopment –Park Avenue"**

**Background**

The CRA and the Town has acquired several parcels of land in the downtown for the purpose of providing a site redevelopment and to provide public parking. With respect to the Park Avenue site at the corner of 8th Street, the CRA sold the site to a developer who in turn combined the site with an adjacent tract to construct a three story mixed-use development. The project called One Park Place contains approximately 30,000 square feet of retail on the ground floor and 44 condominiums. The first building will be completed by the beginning of 2009 and the second building is scheduled at a later at a time when the market conditions improve for condominiums.



The CRA recently purchased a multi-family project located on Foresteria Street between 7th and 8th Streets for the purpose of providing in the future public parking for businesses fronting on Park Avenue. Consideration will be given in the future for the redevelopment of Park Avenue into a mixed-use, combining the frontage on Park Avenue and the rear alley. Parking would be provided on the Foresteria properties.

**Project Objectives**

- Assemble a site large enough for a mixed use scale project.
- Provide economic stimulation and investment in the downtown and commercial corridors.
- Improve marketability and demand of the retail core.
- Increase nighttime activity in the downtown.
- Provide housing opportunities in the downtown area.
- Provide a complementary use to the proposed Village Green.
- Provide more parking in the downtown area.
- Create jobs in the downtown area.

**Project Description**

- Development of a mixed-use redevelopment projects by the private sector.
- The CRA may offer incentives to attract major tenant(s) and developers including but not limited to financial assistance for parking, architectural and engineering design, off-site infrastructure, payment of utility and impact fees, and other development costs. Refer to other incentive programs in the Plan for a more detailed description of potential incentives.
- The first phase of these programs is being executed along Park Avenue.
- A future phase of these programs may include but not be limited to the solicitation of RFP's from private developers, selection of project developers, design projects, project economic feasibility studies, advertisement for disposition of property to be acquired by the CRA for the implementation and construction of the project.
- Other phases would include but not be limited to the implementation of project development, including the acquisition and disposition of property required for the project participation and the construction of the project and other matters.
- Other phases may include the expansion of existing structures along Park Avenue and Foresteria Street for retail, housing, and/or office onto additional properties lying within the a project area, the providing of additional structure or surface parking, as well as additional infrastructure as required. Foresteria properties will likely be utilized as parking for the mixed use development from Park Avenue.

**Project Participants and Administration**

- The project will be administered and coordinated jointly by the CRA and the Town.
- Other participants may include, but are not limited to, the County, major tenant(s) or purchaser(s) and project developer(s).

**Funding Sources**

- The CRA, the Town and others, as appropriate, shall provide the funding for all phases.



**Project Schedule**

- The Town acquired a vacant property on Park Avenue in 1996 as part of the first phase and subsequently sold the parcel to a developer for a mixed-use development.
- The CRA acquired a slum and blighted property on Foresteria in 2008 in order to provide future public parking or a redevelopment site.
- Future phases shall commence upon the determination of feasibility for proceeding.

**# 2.3: "Downtown Arts and Antiques District"**

**Background**

The CRA and the Town have determined that that its downtown and the community as a whole should be an arts magnet for its residents and surrounding neighbors in the County and State. The creation of an arts and antiques district is less a geographical determination but rather a business plan and marketing plan. The District would include all the performing and visual arts and culinary arts which include dance, signing, theatre, music, painting, sculpture, graphic design, cooking, pottery, and many other mediums; antiques would include genuine antiques including furniture, collectibles, folk art, paintings, books, sculptures and others. Consignment and second hand shops are not permitted. Lake Park has the beginning of an outstanding, albeit small, arts district with the award winning ballet school, a small theatre, a visual art store, art galleries, and other. The CRA wishes to "brand" the downtown as an arts district. It would attract residents from the County from north to south.

The program described below includes assisting the arts with marketing, subsidies, and education and training.

**Project Objectives**

- Provide economic stimulation and investment in the downtown and commercial corridors.
- Improve marketability and demand of the retail core.
- Encourage the use of upper floors for arts and antiques.
- Increase nighttime activity in the downtown.
- Provide a complementary use to the proposed Village Green.
- Provide more parking in the downtown area.
- Create jobs in the downtown area.
- Establish an artists' cooperative.
- Attract new arts organizations in the surrounding counties.
- Attract new consumers to the downtown.
- Provide housing for artists.

**Project Description**

- Development of arts and antique related retail and educational facilities in the downtown, including but not limited to galleries, schools, performance halls, and other.
- Market Lake Park's downtown as an arts and antiques district. Target galleries and antique shops as tenants along Park Avenue.
- Expend funds for events and advertising.
- Establish a revolving and permanent "art in public places" program.



- Extend the arts concept to the industrial areas where artists have need of larger spaces. Promote the establishment of an Arts Warehouse, which should include studio space, workshops, as well as an arts incubator.
- The CRA may offer incentives to attract major tenant(s), artists, and developers including but not limited to financial assistance for training, leasing, parking, architectural and engineering design, off-site infrastructure, payment of utility and impact fees, and other development costs. Refer to other incentive programs in the Plan.
- The first phase of these programs is being executed along Park Avenue where there exist several artistic facilities.
- Establish antique restoration services.
- Closing of any side streets off of Park Avenue or 10th Street, either temporarily or permanently, to increase open space and public parking and areas for outdoor exhibits and festivals.
- Other aspects of the program may include housing for artists and performers. The artists would receive a below market rental rate in housing owned by the CRA or private sector owners.
- A future phase of these programs may include but not be limited to the solicitation of RFP's from private developers, non profit organizations, selection of project developers, design projects, project economic feasibility studies, advertisement for disposition of property to be acquired by the CRA for the implementation and construction of an arts project.
- Other phases would include but not be limited to the implementation of project development, including the acquisition and disposition of property required for the project participation and the construction of the project and other matters.
- Other phases may include the expansion of existing facilities along Park Avenue for the arts.

**Project Participants and Administration**

- The project will be administered and coordinated jointly by the CRA and the Town.
- Other participants may include, but are not limited to, the County, major tenant(s) or purchaser(s) and project developer(s) and non profit arts organizations.

**Funding Sources**

- The CRA, the Town and others, as appropriate, shall provide the funding for all phases.

**Project Schedule**

- The CRA has already supported the arts in the past and will formalize the Arts' District concept in the future.

**# 2.4: "Commercial Redevelopment-10th Street Corridor"**

**Background**

The Town and CRA, as part of their long range strategy for redevelopment, wish to encourage private development on infill sites in the CRA Redevelopment Area. The CRA and Town have expended, as described in an earlier section of this Plan, great resources in improving the infrastructure and the appearance of particularly the northern section of 10th Street as part of their strategy. The private sector will be encouraged to invest their capital in response to the public investment that has been made in the last several years. Infill sites along 10th Street can be as small

as a single commercial lot to a combination of lots for larger retail projects. More desirable will be infill sites for mixed-use with office located on the upper floors above retail.

The CRA is contemplating the acquisition of multi-family apartments located in the rear of parcels fronting on 10th Street upon which a potential developer could utilize for a mixed use development.

**Project Objectives**

- Provide economic stimulation and private investment in the CRA.
- Assemble sites large enough for small, medium and large-scale projects.
- Improve marketability and demand of the retail along 10th Avenue.
- Provide additional neighborhood shopping opportunities and services for area residents.
- Increase nighttime activity in the commercial target areas.
- Encourage mixed-use, housing and office over retail.
- Eliminate blighting influences in the target area.
- Create jobs in the target area.

**Project Description**

- Development of commercial revitalization projects which may include new construction, rehabilitation and expansion of existing structures.
- Acquire blighted buildings for resale to commercial user.
- Acquire property for parking.
- The CRA may offer incentives to attract major tenant(s) including but not limited to financial assistance for parking, architectural design, off-site infrastructure, construction, payment of utility connection fees, impact fees and other development costs. Refer to other incentive programs in the Plan for a more detailed description of potential incentives.
- The CRA may offer incentives to encourage mixed-use projects including but not limited to financial assistance for parking, architectural design, off-site infrastructure and others. Refer to other incentive programs in the Plan for a more detailed description of potential incentives.
- The CRA and Town will study building, zoning and other land development regulations for infill buildings and make recommendations to the Town Commission for changes to the respective codes in order to encourage infill development.
- The CRA will acquire infill sites for the purpose of reselling to the private sector. The sites may require multiple acquisitions, demolition of structures, environmental clean-up, site planning analysis, market research and other investigation by the CRA in order to enhance the sale of sites.
- Review parking standards in the land development regulations and the PADD.

**Project Participants and Administration**

- The project will be administered and coordinated by the CRA along with the Town.
- Other participants may include, but are not limited to, the County, local business owners associations, the merchants, major tenant(s), purchasers and project developers.

**Funding Sources**

- With respect to public investments the CRA, the Town and others, as appropriate, will provide the funding for incentives, technical assistance, land acquisition and other.



- With respect to private investments funding sources for redevelopment will be provided by the developer, tenants, and property owners as appropriate.

**Project Schedule**

- Programs are ongoing and will continue to be implemented.

**# 2.5: "Main Street Lake Park/Merchants Association"**

**Background**

Lake Park is contemplating the creation of a "Main Street" organization which follow the principals and guidelines of the state and national main street program for the downtown. These strategies include creating design standards for the downtown, creating a viable organization to carry forward its programs, promote the downtown through advertising and promotion and be a major catalyst along with the Town, CRA and other organizations in restructuring the economics of the downtown. A Main Street organization could be very effective way to energize the downtown and attract new businesses. Although a Main Street organization is strongly devoted to historic preservation as a tool for economic revitalization and most of the historic structures on Park Avenue have been demolished (largely by the 1928 hurricane and the exuberance for "modern" shopping centers), it still could serve to assist in revitalization and have an impact on the economics of the downtown. If a Main Street organization were created, it would need to be coordinated with a local merchant's organization. In fact the local merchants association could be the Main Street organization. It is important to note that Park Avenue and 10th Street commercial could sustain its own association as a separate group from other larger groups such as the North County chamber of commerce organization.

Events are very important to a Main Street and Lake Park has traditionally had several successful events in the past featuring the arts. A Main Street organization would operate under a 501(c) (3), non-profit corporation and this CRA program would be to support, including funding the programs of Main Street program.

In the event that a Main Street program is not forthcoming, an alternative approach would be to support an existing merchants association whose direction may be similar to that of an official Main Street organization. The CRA intends to fund the position of an economic development director and it is this position that would assist the merchants association, particularly with events and marketing.

**Project Objectives**

- Physical and economic revitalization of the downtown
- Create a strong downtown which will influence revitalization efforts in the adjoining neighborhoods
- Enhance the pedestrian nature of downtown streets
- Enhance the security and cleanliness of the downtown commercial streets
- Assist in promoting downtown as a destination
- Recruit businesses to relocate in the downtown
- Market the unique qualities of downtown Lake Park



**Project Description**

- Support the creation of a Main Street organization and support the existing merchants association.
- Provide grants and loans for the marketing of the downtown including events, advertising, and other media.
- Support business recruitment for the downtown
- Provide grants and loans for downtown murals and art works at blank walls and other locations within public view
- Provide grants for security and clean up
- Assist in establishing a program of "Art in Public Places."
- Provide matching grants and loans for redevelopment
- Provide incentives for businesses and property owners
- Provide façade improvement loans and grants.

**Project Participants and Administration**

- The CRA together with the local merchants association will administer and coordinate the program initially.
- The CRA may participate through the utilization of its unique powers and financial resources as appropriate for selected elements of the Program.
- Other participants may include, but are not limited to, the Town, the Chamber of Commerce, merchants association and other property owners.

**Funding Sources**

- Funding of the program elements, for which Main Street organization or the local merchants association is responsible, will be provided by these organizations.
- Funding of the program elements, for which the CRA and/or the Town are responsible, will be provided by the CRA and the Town.
- Other potential funding sources include, but are not limited to, the County, State and Federal Governments, members, businesses and private contributions.

**Project Schedule**

- The local merchants association has been functioning for many years.
- A new phase will be considered including assisting the local merchants association and the creation of a Main Street organization over the next two to five years.

**# 2.6: "Downtown Improvement Program"**

**Background**

The downtown core has been in the midst of a major revitalization effort for several years. The numerous street beautifications improvement projects have contributed to the overall charm and appeal of the area for the pedestrian shopper. Other projects and programs contained within this CRA Plan or the Town's Comprehensive Plan are geared to stimulate additional investment in the downtown. This program is designed to build upon previous efforts and set the stage for future initiatives to improve the downtown core as a center of business and social activity.



**Project Objectives**

- Provide economic stimulation and increase investment in the downtown core.
- Increase nighttime activity.
- Improve visual appearance of existing structures and pedestrian accesses to parking areas.
- Strengthen the relationship between parking areas and destinations for downtown workers and visitors.
- Improve perceptions of nighttime safety and security for downtown visitors.

**Project Description**

- Establish a downtown sign program, including regulations, and design guidelines.
- Continue the improvement of streets, alleys, and other rights of way improvements.
- Establish a sidewalk vendors program.
- Provide grants and loans for façade improvements to downtown properties.
- Establish a program for "art in public places."
- Establish programs for the "Village Green."
- Provide grants and loans to property owners to correct code deficiencies in existing structures.
- Provide financial assistance for the development of parking lots and structured parking, for public and private spaces.
- Establish a street banner and an area specific wayfinding program.
- Establish events and marketing programs.
- Provide architectural and planning assistance to private and public projects.
- Provide for bicycle access, safety, and parking.

**Project Participants and Administration**

- The project will be administered and coordinated by the Town and the CRA jointly.
- Other participants may include, but are not limited to, the County, the local County Chamber of Commerce, the local downtown merchants association, downtown property owners, and new project tenants and developers.

**Funding Sources**

- Funding of the program elements, for which the CRA and/or the Town are responsible, will be provided by the CRA and the Town.
- Other potential funding sources include, but are not limited to, the County, State and Federal Governments, businesses, and private contributions.

**Project Schedule**

- Parts of the program have been functioning since the inception of the CRA in 1996.
- All parts of the program will continue in 2009.

# 2.7: "Neighborhood Improvement Program"

**Background**

When the CRA was established in 1996, the residential neighborhoods east of the FEC railway included severely blighted multi-family properties as well as adjoining single family residences. However the majority of the single family residences in Lake Park were not included in the CRA. Today after 12 years, the situation remains the same. The multi-family has continued to deteriorate and the single family has seen little change. Very few additions have been made, although the single family does remain as an inexpensive choice for homebuyers compared to other communities to the north, Jupiter and Palm Beach Gardens. Residential at the time of the creation of the CRA were not thought of as the most important land use to revitalize but rather it was the traditional downtown commercial area. These neighborhoods are important in that they contain valuable consumers who must be attracted to the downtown to shop. These neighborhoods represent the first band of urban housing outside of the downtown and they should be preserved, revitalized and enhanced. The Town has established as one of its goals the revitalization of these neighborhoods. For this reason the CRA's program will aid in the revitalization process.

**Project Objectives**

- Elimination of blighting influences.
- Physical and economic revitalization of the neighborhoods.
- Increase resident participation in the revitalization process.
- Promote historic preservation and maintain the historic character of the neighborhood
- Encourage a mix of income groups in the residential areas.
- Provide sites for historic houses displaced by redevelopment.
- Improve the appearance of the area.
- Improve safety for residents and their guests.
- Improve visual appearance of existing structures.
- Improve the livability of the neighborhoods
- Promote home ownership

**Project Description**

- Establish a program with neighborhood associations for the associations to carry out the objectives of the program including acquisition of blighted property for redevelopment and neighborhood code enforcement.
- Acquire problems properties, rehabilitate and resell to homebuyers or to builders.
- Establish a maintenance and clean-up program to eliminate trash, unsightly structures, and other blighting influences.
- Establish added security for the neighborhoods with the sheriff's department and neighborhood associations.
- Provide grants and loans for correcting code issues in single family residences.
- Acquire single family and multi-family structures for conversion to single-family home ownership.
- Provide tax abatements to homebuyers for rehabilitating blighted and/or historic residential structures for home ownership.
- Establish a special incentive program for Town employees to acquire residential structures in the neighborhoods for home ownership. The incentives include, but not limited to, low interest loans for acquisition and rehabilitation, grants and loans for conversion of multi-



family structures to single family, down payment assistance, and architectural, engineering and planning assistance.
- Provide incentives for employees of the Lake Park commercial and industrial areas for home ownership. The incentives include, but are not limited to, low interest loans for acquisition and rehabilitation, grants and loans for conversion of multi-family structures to single family, down payment assistance, and architectural, engineering and planning assistance.
- Provide home improvement grants for correcting code deficiencies.
- Provide architectural assistance for new construction and rehabilitation of existing structures.
- Provide architectural and engineering design for sample workforce and market rate housing structures, including the issuance of a design competition for obtaining architectural designs.

**Project Participants and Administration**

- The project will be administered and coordinated by the Town and the CRA jointly.
- Other participants may include, but are not limited to, the County, property owners associations, builders, residents, homebuyers, and lending institutions.

**Funding Sources**

- The CRA and the Town will provide funding of the program elements, for which the CRA and/or the Town are responsible.
- Other potential funding sources include, but are not limited to, the County, State and Federal Governments, businesses, banks, builders, homebuyers, and private contributions.

**Project Schedule**

- The program will commence in 2010.

# 2.8: "Industrial Area Improvement Program"

**Background**

The Town of Lake Park industrial area rests in the part west of the FEC railroad. That which resides in the CRA Redevelopment Area is smaller in area and contains the older part of the industrial area. In many cities in South Florida older industrial areas are being replaced by residential and commercial uses. New industrial areas are being created in the suburbs. However the Lake Park industrial area is strategically located close to the interstate and Florida turnpike as well as close to two major rail lines. In fact Lake Park sits in the middle of a large market area for goods and services.

One characteristic of the Lake Park industrial area is that lots are small and some infrastructure lacking. Many of the older buildings lack adequate parking for employees and streets lack landscaping, lighting and drainage. The challenge of redevelopment is to improve the infrastructure, to aggregate small lots in order to construct larger, more modern facilities and to market the area as a sleeper location. The potential for redevelopment is great but over the years developers and users have overlooked it. There exists many opportunities for infill development and this program is designed to be a catalyst for redevelopment.



**Project Objectives**

- Provide economic stimulation and increase investment in the Area.
- Eliminate blighted conditions in the area.
- Improve the infrastructure in the area over time including but not limited to drainage improvements, lighting, parking, sidewalks, and landscaping.
- Acquire land over a long term in order to aggregate sites sufficiently large enough to encourage redevelopment.
- Provide programs, events, and projects, which attract new users to the area, highlighting the bio-tech industries.
- Improve visual appearance of existing structures and pedestrian access to parking areas.
- Investigate the creation of an industrial merchants' association to promote the area and to emphasize bio-tech industries.
- Recruit businesses to relocate in the area.
- Expedite the extension of Park Avenue from 10th Street to Congress Avenue.
- Clean up any Brownfield sites.

**Project Description**

- Provide grants and loans for building restoration.
- Provide grants and loans for parking facilities for commercial structures, which are in need of assistance.
- Review and recommend changes to the building codes, zoning codes and other land development regulations dealing with the renovation of existing structures.
- Provide architectural, engineering and planning assistance to the private and public sector for infill and redevelopment projects.
- Acquire properties and/or vacant land, which are underutilized and are ripe for redevelopment. The CRA may provide if required, incentives described in other programs in the Plan in order to encourage redevelopment and resell to the private or public sector for redevelopment.
- Participate in the extension of Park Avenue from 10th Street to Congress Avenue.
- Work with the Town on intensifying code enforcement.
- Provide grants and loans to property owners to correct code deficiencies.
- Provide financial assistance for infill development including parking lots and structured parking, for public and private spaces, demolition, environmental clean-up, architectural design, and other incentives outlined in other programs of the Plan.
- Support the Town and other agencies a master drainage design and implementation plan.
- Develop a master plan for the sub-area, including creating a data base.
- Work with County to provide Industrial Revenue Bonds for an important project.
- Initiate a brownfield study of the area and seek brownfield grant funds for remediation and redevelopment.
- Expand the CRA to include all of the industrial area north to Northlake. This would also allow for the approaches from Northlake to be treated in a comprehensive and consistent manner.
- Research and provide Brownfield cleanup. Utilize Brownfield grants for cleanup and redevelopment.
-



**Project Participants and Administration**

- The project will be administered and coordinated by the CRA together with the Town.
- Other participants may include, but are not limited to, the County, the Bioscience Advisory Board, the Chamber of Commerce, developers, residents, business tenants, lending institutions, and the state and federal government.

**Funding Sources**

- The CRA and the Town will provide funding of the program elements, for which the CRA and/or the Town are responsible, respectively.
- Other potential funding sources include, but are not limited to, the County, State and Federal Governments, FDOT, businesses, banks, builders, homebuyers, foundations and private contributions.

**Project Schedule**

- Elements of the program such as the bioscience initiative have commenced and will continue.

## 3. Group "3": Community Improvement Programs

# 3.1: "Small Business Development and Lending Program"

**Background**

The CRA and the Town has laid the groundwork through its public investment to attract private investment in the Redevelopment Area. In anticipation of the private investment cycle, the CRA believes that access to capital and technical expertise will be important for the future entrepreneurs. Therefore, this program has been created to assist particularly the smaller entrepreneur, even those that have little experience but wish to open a new business. It is considered by experienced building owners that one's best prospects for vacant space can often be found at your own doorsteps. Some of the future tenants and developers of Lake Park will be those who reside in the community and have a stake at seeing it improve.

The intent of one part of this program is to develop a pool of money from one or more local banks, which could be used to provide loans to Community Redevelopment Area businesses for expansion and or the establishment of a new business. As an incentive and inducement the CRA may assist borrowers by buying down the interest rate that banks charge and effectively enable the lenders to make low interest loans. Other mechanisms may be employed to assist borrowers such as a direct equity grant along with a bank loan.

**Project Objectives**

- To enhance the physical appearance of the CRA District.
- To eliminate and prevent the spread of slum and blighted conditions.
- Create incentive for spin-off investment within the Area.
- Increase investment within current CRA projects.
- Stimulate new business activity.
- Educate the new entrepreneurs of the future.
- Attract new industry to the Area.

**Project Description**

- Provide funds for a subsidized loan pool for businesses to make permanently fixed interior and exterior improvements; and, to landlords/building owners to make permanently fixed interior and exterior improvements in preparation for lease to business tenants or to make additions to their structures as part of a business expansion and new construction.
- The CRA Board will maintain Policy guidelines regarding loan limits, subsidy levels, project eligibility and list of qualified improvements; these guidelines may change over time as decided by the CRA.
- Matching grants to entrepreneurs for business development courses at an approved educational institution.
- Grants for training workforce particularly in order to attract a new industry to locate in the CRA Area.
- Support a mentoring program for entrepreneurs where established businesses provide a watch over a new business. Utilize the resources of SCORE, FAU Small Business Development Center and other agencies.
- Low interest loans for rehabilitation and new construction.
- Work with Palm Beach Community College, Florida Atlantic University (Small Business Development Center), Goodwill Industries and other educational agencies with a workforce training program to train residents of the CRA Area for jobs in the Town.

**Project Participants and Administration**

- The program will be administered and coordinated by the CRA together with the Town.
- Other participants include one or more financial lending institutions, loan applicants, and entrepreneurs, Palm Beach Community College, Florida Atlantic University, Scripps, Goodwill Industries, other private and public educational institutions and the Town of Lake Park.

**Funding Sources**

- The CRA will provide an initial allocation in their FY 2010 budget for a loan pool. Additional program allocations shall be determined annually during the budget process or at the discretion of the CRA on an as-needed basis to maintain a loan pool.
- Grants will be sought for training and education.

**Project Schedule**

- The Program will commence in 2010.

**# 3.2: "Site and Building Development Assistance Program"**

**Background**

In order to assist private sector redevelopment efforts, the CRA, through an annual allocation of funds, will provide assistance for site development on a case-by-case basis for private development and redevelopment projects, including site design and engineering.



**Project Objectives**

- Encourage private redevelopment initiatives by providing assistance to overcome technical, administrative and economic obstacles to the site development of selected projects within the Community Redevelopment Area.
- Increase investment within current CRA projects.
- Provide economic stimulation and increase investment in the Area.

**Project Description**

- Use of the allocated funds for individual projects shall be solely at the discretion of the CRA may set from time to time a series of policies and guidelines for the program.
- Use of Loans, Grants and direct contracting of work by the CRA for site development purposes.
- Grants may be paid to the property owner in annual installments, equal to a percentage of the Tax Increment Revenue received by the CRA due to the increased assessment on the property where the structure has been relocated. The CRA Board will maintain Policy guidelines regarding grant limits, annual payment amounts (based on percentage of TIF revenue), and time frame over which grant is to be paid.
- Façade grants, including a building's structure, parking lot, utilities, landscaping and lighting.
- In order to assist larger redevelopment projects, the CRA may also provide the following:
  - grants to developers paid in annual installments, equal to a percentage of the Tax Increment Revenue received by the CRA due to the increased assessment on the property.
  - Credit enhancement to developers wherein the CRA pledges its full faith and credit to the developer's lender for payment of a portion of the loan. The enhancement may be a percentage of the loan amount or may be a pledge to provide adequate debt service coverage.
  - In order to qualify for either the grant or the credit enhancement, a redevelopment project must reinforce the overall CRA redevelopment effort. This may occur by creating jobs, providing bioscience employment, increasing surrounding property values, preserving a historical structure, providing a cultural amenity or by any other means approved by the CRA Board.
  - The CRA Board will maintain Policy guidelines regarding grant limits, annual payment amounts (based on percentage of TIF revenue), and time frame over which grant is to be paid.
  - The CRA Board will maintain Policy guidelines regarding credit enhancement including the amount, time limitations and other issues.
- Grant and Loan program for the improvement of commercial structures, particularly but not limited to Park Avenue.
- Grant and Loan program for signage on commercial structures, particularly but not limited to 10th Street.
- Provide architectural design fees to projects selected by the Board. The CRA Board will maintain policy guidelines regarding grant limits, annual payment amounts and time frame over which grant is to be paid.
- Provide a grant or perform directly for structural analysis, fire code deficiencies, handicap accessibility issues, and other building code issues and/or repair of items found in the analysis of existing buildings selected by the CRA.



- Provide parking and traffic analysis of selected projects and provide subsidies including financial assistance for construction and maintenance. Part of the criteria for selecting a project for assistance is the ability to jointly share the use of parking by the public on off-peak times.
- Provide grants and loans for utility relocation if the relocation is deemed critical to the economic feasibility of the project and if the relocation results in an enhanced site design.
- Provide grants and loans to businesses for the purpose of attracting the business to the CRA Area and for moving existing business because of expansion or because the moving results in attracting an additional business for the CRA Area.
- Provide water and sewer impact and connection fee assistance and County impact fees for selected projects.
- Provide environmental clean-up assistance for selected projects.

**Project Participants and Administration**

- The program is administered by the CRA together with the Town.
- Other participants may include, but are not limited to, the Town of Lake Park, property owners and project developers and investors.

**Funding Sources**

- The CRA will provide the funding for the program but may borrow funds from the Town as required and approved by the Town.
- Program allocations shall be determined annually during the budget process or at the discretion of the CRA.
- Utilize CDBG, Development Regions Grant funds and other programs grants received by the Town from the County, State and Federal governments.

**Project Schedule**

- Program will be implemented as determined by the CRA.

**# 3.3: "Marketing and Community Activities Program"**

**Background**

Since its creation in 1996, the Community Redevelopment Agency wishes to provide funding for a number of community events and projects.

Since the programs and projects of the CRA have a direct impact on the residents of the district, the CRA must consider the problems, needs and desires of the people in its project decision-making process. Therefore, it is important to maintain an open line of communication between the agency and the residents. Expenditures for community projects and events, which further the goals of the CRA, are necessary from time to time in order to maintain and promote the CRA's role in community redevelopment.

**Program Objectives**

- Maintain a positive and involved role within the community.
- Market the downtown to residents and to the surrounding regional market.



- Further the goals of the CRA through participation of community events.
- Attract consumers to the businesses of the downtown
- Attract businesses to the area.
- Create new jobs for the Town.
- Assist in maintaining a high level of occupancy in the retail commercial buildings.

**Program Description**

- Promote and sponsor community events, projects and programs which will lead to stabilization and expansion of the economic environment within commercial, industrial and residential areas of the CRA.
- Design and implement new marketing tools for the CRA for the purpose of communicating with residents, consumers, the political community and the business community.
- Marketing tools include, but not limited to, branding, logo design, banners, newsletters, web site, advertising, and many other marketing tools.

**Program Participants and Administration**

- The project will be administered by the CRA together with the Town.
- Other participants may include, but are not limited to, merchants associations, Chamber of Commerce, community groups and organizations, public bodies and private not-for-profit corporations.

**Funding Sources**

- The CRA will provide the funding for the program.
- Program allocations shall be determined annually during the budget process or at the discretion of the CRA.

**Program Schedule**

- Program was implemented 2008

**# 3.4: "Downtown Transit System"**

**Background**

Lake Park is situated along an important transportation corridor. The FEC Railroad, established by Henry Flagler, built important infrastructure in the first decade of the 1900's. While freight is the predominant use of the lines, passenger service existed until the 1960's. A return to providing passenger service is an objective of this program. Lake Park has a potential passenger station location on the FEC on 10th Street, directly south of the County's fire station.

It is anticipated that development of a transit system would significantly bolster downtown revitalization efforts. The transit system may consist of a passenger train on the FEC line fed by County busses. Other connections to the passenger rail may be by trolley, walking, biking or other means. By establishing a direct link to downtown Lake Park, the rail station would greatly increase the accessibility of the downtown to the surrounding region. People could utilize the system for purposes of tourism, employment or shopping.

**Program Objectives**

- To improve mobility, intermodal connections and alternative modes of transportation.
- To respond to local transportation needs.
- To interface with the "Eastward Ho!" program objectives of the Governor's Commission for a Sustainable South Florida.
- To provide more access to the downtown and 10th Street goods and services from the region.
- To transport employees to the area for industrial and commercial employment.
- Support the development of Amtrak on the FEC line.
- Increase market appeal of the downtown, both to visitors and to new businesses.
- Limit automobile traffic trips within the downtown.
- Provide additional transportation system for riders in order to facilitate employment opportunities.

**Program Description**

- The program shall be divided into two phases.
- Phase One shall include the following:
  - The CRA and others shall provide limited trolley service at special events, on a case-by-case basis at the discretion of the CRA Board. The CRA and others may provide, on a limited basis, a tram, which would be the precursor to a full-scale transit program.
  - The Town, County, South Florida Regional Transportation Authority or other appropriate transportation agency shall be the lead agency in development of the full-scale program. The CRA will work with the Town to develop this program. Additionally, the CRA will coordinate with the County transit.
  - The Town and other appropriated agencies will develop the Tri-Rail and Amtrak Station in the downtown.
- When it becomes feasible, Phase Two shall be implementation of a full-scale system.
- Other components of the Programs will be the use of land on the FEC corridor for redevelopment.

**Program Participants and Administration**

- Participants in the project may include, but are not limited to, the Town, CRA, the Chamber of Commerce, merchants' associations, Palm Beach County, SFRTA, and State and Federal agencies.

**Funding Sources**

- Funding for operation of limited, special event trolleys shall be by the CRA, the Town, the County, Chamber of Commerce, merchants, and others as appropriate.
- Funding sources for a full-scale system shall be determined.

**Program Schedule**

- Phase One will begin in 2009 as part of special events.



- For Phase II, a transit plan will be designed, funded and implemented as the regional partners determine its feasibility.

**# 3.5: "Business Development Program"**

**Background**

Increasing economic activity within the Community Redevelopment Area is a major objective of the overall Community Redevelopment Program. Investments by the CRA which result in increased business opportunities have positive impacts on employment, the tax base, and the physical environment, all of which are positive steps toward the elimination of slum and blighted conditions. Many other CRA programs are aimed at increasing economic activity within the CRA district. The purpose of this "Business Development Program" is to provide a means to focus the effort. The primary goal of the program is to facilitate small business development within the Community Redevelopment Area. Types of businesses to be encouraged include artist studios, galleries, craft shops, apparel shops, specialty shops, restaurants, and other unique businesses which add vitality, attract visitors and help Lake Park to find its niche in the market.

The program will encourage and assist businesses by providing assistance during the crucial first year of operation or expansion. The program will provide additional benefits to the local economy by helping to eliminate some of the vacant commercial space within the area. This not only improves the overall appearance of the area, but also contributes toward the development of a critical mass of activity, whereby individual businesses draw additional customers for each other.

**Program Objectives**

- Provide economic stimulation to the area.
- Increase business opportunities.
- Increase employment opportunities.
- Decrease unoccupied commercial space within the area.
- Prevent the spread of slum and blighted conditions.

**Program Description**

- Provide business rental subsidies for the first year of multi-year leases.
- Although at the discretion of the CRA, generally the rental subsidy shall not be given when total rent, including subsidy exceeds the fair market rent for the area.
- Additional items toward which financial support may be given include, but are not limited to, security deposits, last month rental deposit, utility deposits, advertisement, signage, licenses, and legal assistance.
- The CRA Board shall maintain policy guidelines regarding types of assistance, funding limits and eligibility requirements.
- Although the CRA shall make its decision on a case-by-case basis, generally assistance shall not be given for uses which do not reinforce and further the redevelopment strategy and goals for the area in which they are located or are non-conforming with regards to the Town's Land Development Regulations.
- Provide small business loans at below market interest rates through a community-lending program.
  - This loan fund will be funded through grant monies obtained from Local, County, State and Federal Agencies, Private Foundations, Corporations and Individuals. The



CRA may enter into a local partnership will other governmental agencies, non-profits, including community development loan funds, and financial institutions.
  - The CRA Board, together with any partnership organizations, if applicable, will maintain policy guidelines for the loan program including, but not limited to, loan limits, project eligibility and application requirements. These guidelines will apply to CRA funds.

**Program Participants and Administration**

- The program will be administered and coordinated by the CRA together with the Town.
- Other participants include Local, County, State and Federal Agencies, non-profits, private foundations, businesses and landlords.

**Funding Sources**

- Funding for the program will be by the CRA, the Town, the County, merchants' associations, Chamber of Commerce, and others as appropriate.

**Program Schedule**

- The full Program will commence in 2010.

**#3.6: "Grant Administration Program"**

**Background**

To facilitate additional investment within the Community Redevelopment Area, the CRA will assist the Town with administering grants, which complement the redevelopment efforts of the CRA and the goals of the Community Redevelopment Plan. It is anticipated that this additional investment within the CRA district will result in increased opportunities for residents and have positive impacts on employment, housing, the tax base, and the physical environment, all of which are positive steps toward the elimination of slum and blighted conditions.

**Program Objectives**

- Provide economic stimulation to the area.
- Increase business opportunities.
- Increase employment opportunities.
- Increase housing opportunities.
- Provide funds for infrastructure, programs, marketing, the arts and any other that stimulates the economy within the CRA.

**Program Description**

- The CRA may apply for, accept, and administer grants from Federal, State, and local governmental entities, charitable foundations and entities, and such other organizations as may offer grant funds for the planning and carrying out of redevelopment efforts in pursuit of the purposes of the Community Redevelopment Plan.
- The CRA may joint venture with the Town and the County for grants within its boundaries.



- The CRA will continue using the services of the Town's grant writer and may use the services of an outside consultant.

**Program Participants and Administration**

- The program will be administered and coordinated by the CRA with the Town as a joint venture partner, as required.
- Other participants include, but are not limited to, Federal, State, and local governmental entities, charitable foundations and entities, and such other organizations as may offer grant funds, and organizations, businesses or individuals who may participate in the program to receive such grant funds.

**Funding Sources**

- Federal, State, and local governmental entities, charitable foundations and entities, and such other organizations as may offer grant funds.

**Program Schedule**

- The Program has been ongoing for many years and will continue.

**# 3.7: "Public Space and Public Property Improvement Program"**

**Background**

The Town has paid close attention to the detail of public space in all of its public works projects over the last ten years, particularly the Town Hall and Park Avenue. The Town and the CRA as a partner wish to continue to encourage the development of public open space. This program is designed to enhance the public spaces created on public property but also is designed to encourage private developers to create public spaces on their projects as well. The public open space contemplated in the near future is the creation on Park Avenue of a "Village Green". In addition the Town is focusing on an important facility in the residential neighborhood, the ballfield on 7th Street, known as Bert Bostrum Park.

**Project Objectives**

- Enlarge the public open space for residents of Lake Park.
- Improve the quality of life for the residents.
- Provide recreation in open spaces.
- Provide more public space for events and activities.
- Provide improved public facilities for the residents.

**Project Description**

- Provide grants and loans for public space improvement on both public land and private land. These improvements may include but are not limited to design, parking, lighting, landscaping, signage, access road improvements, art in public spaces, utilities, restroom facilities, plazas, bicycle pathways, and park furniture.
- Provide funds for land acquisition and planning for public access the Village Green on Park Avenue and for Bert Bostrum Park expansion, including a Community Center.

- Provide funds for land acquisition, building acquisition, renovation, demolition, and planning for any community oriented project.
- Acquire and develop land for public open space for use as recreation, environmental preserves, and community gardens.
- Enhance communication within public spaces with signage, lighting, markers, and sound systems.
- Assist the Town in expanding open space in the CRA from existing facilities.
- Acquire and implement neighborhood gardens as small open space facilities.

**Project Participants and Administration**

- The project will be supported by the CRA but the Town will play the active part in the program.
- Other participants may include, but are not limited to, the County, Chamber of Commerce, merchants, developers, residents, retail and business tenants, lending institutions, and the state and federal government.

**Funding Sources**

- The CRA and the Town will provide funding of the program elements, for which the CRA and/or the Town are responsible, respectively.
- Other potential funding sources include, but are not limited to, the County, State and Federal Governments, FDOT, businesses, banks, builders, homebuyers, foundations and private contributions.

**Project Schedule**

- Elements of the program have already commenced with the improvements on Park Avenue.
- The Village Green concept will commence in accordance with availability of funding.
- The planning of other open space concepts will continue in 2009.

**#3.8: "Small Public Buildings Program"**

**Background**

This program is a companion to the preceding program concerning public spaces and encourages the development by public and non-profit entities of small public buildings. Small public buildings can have for their size a great impact on a neighborhood or commercial area. Discussions have recently evolved concerning a proposed community building for the Town. The building could provide meeting space for residents and businesses in the area and a social setting for residents of all ages, particularly the elderly, who are always in need of a space to socialize. Tourists may also utilize the public buildings and the program could be beneficial to stimulate this part of Lake Park's economy. The community center could encourage the arts, a theme very suitable for Lake Park.

**Project Objectives**

- Provide spaces for residents to conduct community business and spaces for social events and educational programs.
- Provide a venue for public open space.
- Provide economic stimulation to the area.



- Increase business opportunities.
- Increase employment opportunities.

**Project Description**

- Acquire land or existing buildings for a community center or a tourist information center.
- Provide small public buildings in neighborhoods, including community centers, recreation centers for neighborhood parks, public exhibit space for art and community projects, and others that enhance the quality of life in the community.
- Fund and build the Park Avenue Village Green which may also include a building or musical and theatrical setting.

**Project Participants and Administration**

- The project will be supported by the CRA but the Town will play the active part in the program.
- Other participants may include, but are not limited to, Palm Beach County, Chamber of Commerce, merchants' associations, developers, residents, retail and business tenants, lending institutions, and the state and federal government.

**Funding Sources**

- The project will be supported by the CRA but the Town will play the active part in the program.
- Other participants may include, but are not limited to, Palm Beach County, Chamber of Commerce, developers, residents, retail and business tenants, lending institutions, and the state and federal government.
- Utilize CRA funds together with County funds including CDBG and Town funds.

**Project Schedule**

- The program will continue in 2009.

**#3.9: "Community Policing Program"**

**Background**

The CRA has determined that preventing and combating crime is a very important part of the redevelopment process and therefore wishes to fund community policing within the Redevelopment Area. Reducing crime will encourage private investment, the key to a successful redevelopment process.

**Project Objectives**

- Prevent and reduce crime within the Redevelopment Area.
- Improve police and community relationships.
- Forge community problem solving collaboration.
- Work closely with the School Board and Sheriff's Department in preventing crime within the local public schools within the Redevelopment Area.
- Work closely with code enforcement to stabilize the area.



- Create confidence in the private sector to make investments in the Redevelopments Area.
- Reinforce other redevelopment activities such as infrastructure improvements, beautification, code enforcement, street lighting, parking, pedestrian friendly sidewalks and many others.
- Stabilize the tax base.
- Eliminate the blighting influence of crime.

**Project Description**

- Work with the Sheriff's office to establish a community policing program which will include new police positions including police officers, crime prevention officers, school resource officers, crime prevention equipment and other administrative support.
- The initial phase of the program will be five years but based upon need and success, the program may be extended indefinitely.
- Fund equipment needs for the program including surveillance equipment and monitoring.
- Fund code enforcement as it relates to community policing.
- Fund landscaping and other infrastructure improvements as it relates to community policing and environmental design for public safety.
- Fund training and educational needs for the program.
- Use the program to attract other funding sources.
- Closing of streets for security purposes.
- Joint venture with other Town and County departments as well as state law enforcement agencies.

**Project Participants**

- The project will be supported by the CRA but the Town will play an active part in the program.
- Other participants may include, but not limited to, Palm Beach County, Weed and Seed Program, neighborhood associations, business associations, and state and federal government.

**Funding Sources**

- The program will be funded by the CRA but other entities may participate as needed such as the Town and Palm Beach County, and state and federal agencies and programs.

**Project Schedule**

- The program has been initiated in Fiscal Year 2009 and may include any expenses that may have occurred in Fiscal Year 2008 as part of the pre-program efforts. It is expected that the program will continue through 2012 or beyond at the discretion of the CRA Commission.

**C. Sources of Redevelopment Funding and Financing**

The following section provides a general review of potential sources of funding for redevelopment programs, and a description of the funding sources applicable to each of the improvements or projects identified in the plan. In general, a variety of financing options are presently available to the Community Redevelopment Agency and the Town of Lake Park. Among these are the following:



**1. Tax Increment Revenues**

Tax Increment Revenue is typically the major source of funding for redevelopment projects under the State of Florida Community Redevelopment Act. This increment, which is determined annually, is equal to 95% of the difference between the amount of ad valorem taxes levied each year by each applicable taxing authority on taxable real property within the Community Redevelopment Area and the amount of ad valorem taxes that would have been produced by the current millage rates prior to establishment of the Redevelopment Trust Fund. Both of these amounts are exclusive of debt service millage of the taxing authorities.

The ability of the Community Redevelopment Agency to utilize this funding method requires two key actions:

*a. The establishment of a redevelopment trust fund as required by FS 163.387 as the repository for increment tax funds, and:*

*b. The provision, by ordinance of the Town, for the funding of the redevelopment trust fund for the duration of the Community Redevelopment Plan.*

**2. Redevelopment Revenue Bonds**

The provisions of F.S.163.385 allow the Town of Lake Park Community Redevelopment Agency to issue "Revenue Bonds" to finance redevelopment actions, with the security for such bonds being based on the "anticipated assessed valuation of the completed community redevelopment." In this way, the additional annual taxes generated within the Community Redevelopment Area, the "tax increment", is used to finance the long-term bond debt. Prior to the issuance of long- term revenue bonds, the Town or Community Redevelopment Agency may issue bond anticipation notes to provide up-front funding for redevelopment actions until sufficient tax increment funds are available to amortize a bond issue.

**3. General Obligation Bonds**

For the purposes of financing redevelopment actions, The Town of Lake Park may also issue General Obligation Bonds. These bonds are secured by debt service millage on the real property within the Town and must receive voter approval.

**4. Industrial Revenue Bonds (IRB)**

Industrial revenue bonds may be used to finance industrial, and some commercial projects. The primary emphasis on such projects is the creation of jobs, and as a consequence speculative ventures are not normally financed by this means. The County typically issues such bonds, with repayment pledged against the revenues of the private enterprise being funded. IRB's are tax exempt and consequently are typically 3 percentage points below prevailing interest rates. Such financing has been used effectively in Florida.

**5. Special Assessment Districts**

The Town of Lake Park could also establish special assessment districts, Municipal Benefit Units (MSBU), for the purpose of funding various neighborhood improvements within an area or for the construction of a particular project. Typically the assessment appears on the tax bill of each property

owner and it can be amortized over a short or long period of time, a decision that the Town would make. In addition the Town may consider charging interest on the assessment equal to or less than the cost of funds the Town is charged.

**6. Florida Main Street Program**

Florida Main Street is a technical assistance program of the Bureau of Historic Preservation, Division of Historical Resources, Florida Department of State, which encourages the revitalization of traditional, historic downtown and neighborhood commercial districts through a community-based comprehensive approach. Florida communities are eligible. Assistance available: Training, technical assistance and a network of participating communities, both statewide and national. A $10,000 seed-money grant per designated community; dollars are reimbursed based on the same amount spent by the local program over the course of a year. This program is State funded. Applications are due the last Friday in July of each year. No match is required; the applicant must provide guaranteed one-year funding of a Main Street manager and program operating expenses (a multi-year commitment of funding is desired).

**7. Community Development Block Grants (CDBG)**

The Town of Lake Park may apply for CDBG funds from Palm Beach County's annual allocation under an interlocal agreement. These CDBG monies are committed to demolition of substandard housing units, housing rehab assistance, and home ownership assistance within the County's target area, which includes a portion of the Community Redevelopment Area. In addition, funds may be used for street improvements, neighborhood revitalization projects, or any project the Town prioritizes within the guidelines established for the fund. (i.e. Public Services - must be new or substantially increased level of service, and CDBG funds may not replace local funding for a particular service; Public Facilities and Improvements - Acquisition, Demolition/Clearance, Rehabilitation, Historic Preservation; Special Activities by Community Based Development Organizations; and construction of housing under special circumstances.

**8. CDBG Economic Set-Aside Funds**

Economic development projects, Business development, and façade programs administered through the Office of Economic Development.

**9. Local Initiatives Support Corporation (LISC)**

LISC is a national non-profit development corporation whose purpose is to assist local housing and economic development initiatives. LISC provides expertise and funds, both loans and grants, for housing projects, mixed-use development, and other ventures that exhibit sustainable economic development potential.

**10. Brownfields**

Lake Park contains certain industrial areas that would qualify for local, state, and federal Brownfield grants. The County Brownfield program shares information about State and Federal programs with municipalities, community redevelopment associations, developers, and interested parties. This program is coordinated through the Palm Beach Planning Division; the program is patterned after the State **voluntary Brownfield program**. The Palm Beach County Brownfield contact is Maggie Smith: (561) 233-5300, msmith@co.palm-beach.fl.us.



**Brownfields: The Redevelopment Challenge**

The Treasure Coast Regional Planning Council seeks to facilitate the redevelopment of petroleum-contaminated Brownfield sites in the Treasure Coast Region through its Brownfield Site Assessment Assistance Program. A Brownfield is defined as an abandoned or underutilized property with an active redevelopment potential that is complicated by either real or perceived environmental contamination. Once a source of jobs and economic benefits to the community, these sites frequently lie abandoned for fear of the contamination and the liability it implies. Remediation and redevelopment of Brownfields reduces potential environmental hazards, encourages economic development, and efficiently uses existing infrastructure.

**Brownfields Site Assessment Assistance**

The Treasure Coast Brownfields Program, through its provision of Brownfields site assessment assistance to local governments, is designed to serve as a catalyst for redevelopment and revitalization in the targeted redevelopment areas of the Treasure Coast Region. TCRPC's Program provides a free environmental assessment service to local governments with qualifying petroleum-contaminated Brownfield sites.

**Eligible Applicants**

Any local government (city, village, town, county, redevelopment authority, community development agency, downtown development authority) is eligible to complete an application for Brownfield site assessment assistance. The program is available to municipalities, prospective purchasers, and parties who would not be found liable for any existing contamination at the property.

**Priority Brownfield Sites**

The Treasure Coast Brownfields Program primarily seeks to assist the redevelopment of "viable" Brownfield sites sponsored by local governments and other eligible applicants. TCRPC anticipates that the petroleum-contaminated Brownfield sites that local governments propose for assessment activities will be in previously designated redevelopment areas such as an Enterprise Zone or Community Redevelopment Area.

**11. Historic Preservation Grants**

The Department of State (Florida) offers several categories of grants for the restoration and renovation of historic structures. The grants are competitive and they are available to non-profit organizations and to government agencies such as a Community Redevelopment Agency. Also the Department offers planning grants for projects that are in the planning phase or pre-construction phase. Lake Park has been very successful in obtaining grants for historic preservation for its Town Hall.

**12. Florida Recreation Development Assistance Program (FRDAP)**

The annual State of Florida Recreation Assistance Program may be used for recreational land acquisition, park design, and park construction. Active park amenities are normally afforded a higher priority than passive parks. With a $200,000 award limit, a project may be phased over several years. Grants over $150,000 require a local match of 50%. Grants from $50,000 to $150,000 require a 25% match. Grants are available up to $50,000 without a match. This organization may be a source for the Lake Park Community Center, the pocket park downtown, or elsewhere in the district.



**13. Land and Water Conservation Fund Grant Program (LWCF)**

The annual State of Florida Recreation Assistance Program may be used for recreational land acquisition, park design, and park construction. Active park amenities are normally afforded a higher priority than passive parks. This program also has a $200,000 award limit; a project may be phased over several years. In addition, grants over $150,000 require a local match of 50%. Grants from $50,000 to $150,000 require a 25% match. Grants are available up to $50,000 without a match.

**14. Lake Park Community Development Corporation (CDC)**

The Lake Park CDC was formed in 2007 for the purpose of obtaining funds from foundations, corporations, charities, and other governmental entities to use for projects and programs in the community that would provide benefits that government was not in a position to pay for. Funding from this entity can be used as match, as leverage for other funding, or as sole source funding, depending on the program, project, or need.

The Board consists of two CRA Board members, one Town Commissioner, and the Town's Grants Writer. Funds can be used by the Town government, the CRA, and other non-profit entities actively providing services in the community. These contributions may provide opportunities for community participation with positive promotional benefits and can serve as local funds to leverage other, more traditional funding sources.

**15. Business Loan Fund of the Palm Beaches (BLF)**

The BLF was created for the purpose of loaning money to small and start-up businesses in Palm Beach County, and to encourage entrepreneurial activities. Generally the businesses cannot qualify for conventional loans through commercial banks. The loans offered through the loan fund are not for long periods of time and are not generally for large amounts of money. Typically the loan may be for as little as $500 or as large as $50,000. This source of funds would be attractive to small and start-up businesses located in the commercial district and industrial areas of Lake Park. The funds from the BLF can also be leveraged with SBA funding or for commercial loan participation.

**16. Lake Worth Lagoon Grant Program**

Projects that affect the quality of the water and habitat in the Lagoon can be funded through this program. In the case of projects that would benefit the CRA, industrial waste discharge, sewage disposal, stormwater runoff, and canal development might be considered. Since much of the development within the Lake Worth Lagoon watershed occurred prior to stormwater regulations, untreated stormwater (non-point source pollution) discharges directly to the lagoon, or one of major canals discharging to the lagoon, impacting water quality. Stormwater projects constructed under the grant program are required to be installed in developed areas that currently discharge untreated stormwater. These types of projects include wet and dry retention systems, pollution control devices, and swale construction which will reduce the quantity and improve the quality of stormwater runoff.

**17. Maximum Daily Load (TMDL)**

TMDL grants can be used to ameliorate the pollution and stormwater runoff into the Lake Worth Lagoon, an identified water basin of concern to the State and Federal Governments. Industrial waste discharge, sewage disposal, stormwater runoff, or non-point source pollution for any drainage basin that includes a portion of the CRA and discharges directly to the lagoon could be considered. These



projects would include wet and dry retention systems, pollution control devices, and swale construction which will reduce the quantity and improve the quality of stormwater runoff.

**18. 319 Non-Source Point Pollution Grant**

This grant program is administered through the US Department of Environmental Protection, and like the TMDL grants can be used to ameliorate the pollution and stormwater runoff into the Lake Worth Lagoon. In the case of projects that would benefit the CRA, industrial waste discharge, sewage disposal, stormwater runoff, or non-point source pollution discharges directly to the lagoon could be considered. These projects would include wet and dry retention systems, pollution control devices, and swale construction which will reduce the quantity and improve the quality of stormwater runoff.

**19. Congestion Mitigation Air Quality (CMAQ) Grants**

The CMAQ grants is a Department of Transportation grant program for improvements of State and Federal highways that have air quality issues. Typical improvements may include bicycle paths, paving improvements, traffic signal standards, and other improvements. The program is administered by the FDOT.

**20. DOT Transportation Enhancement Grant**

The DOT Enhancement Grant is a Department of Transportation grant program for enhancement of State and Federal highways and programs for highway safety and transit. Typical improvements may include bicycle paths, landscaping, pedestrian lighting paving improvements, traffic signal standards, and other aesthetic improvements. The Federal program is administered through FDOT and the local MPO. Each year the funding level is determined by FDOT and projects are awarded on a competitive basis. The Town of Lake Park has received a grant in the amount of $330,500 for the beautification of Park Avenue stretching from 7th Street to Federal Highway. This program is available every year, but the funding does not become available for 3 years.

**21. Keep America Beautiful Grant (KAB) and Keep Palm Beach County Beautiful (KPBCB)**

The KAB grant is an annual landscaping program administered through the State Department of Agriculture. It has a $200,000 limit and projects may be phased.

**22. Palm Beach County Development Regions Grants**

The programs was established through the economic development department of the County for the purpose of providing matching funds for projects in community redevelopment areas of the county. The program is currently suspended due to budgetary constraints.

**23. Palm Beach County Weed and Seed Program**

The County administers a federal program whose purpose is to improve distressed communities with high crime statistics and high poverty. This grant will pay for a coordinator's position for 3-5 years, brings in the local constabulary and community groups to "weed" out crime and "seed" neighborhood development efforts, pay for some programmatic activity. After the initial grant period, the County Criminal Justice Commission subsidizes the Coordinator's position.

**24. Safe Neighborhoods Act - Chapter 163.502 FS**

Neighborhood Improvement Districts created pursuant to the Act may request a planning grant from the state's Safe Neighborhood Trust Fund on a 100% matching basis. The District may also be authorized to levy an ad valorem tax of up to 2 mills annually on real and personal property.

**25. Urban Mass Transit Administration (UMPTA) Grants**

UMPTA grants can be used for construction of infrastructure in support of mass transit objectives. Some flexibility exists in the guideline for this grant program, for example UNPTA funds could be used to help construct a multi-story parking facility if the facility is part of a distribution plan for other means of mass transit, such as a rail system.

**26. Economic Development Administration (EDA) of the U. S. Department of Commerce Grants**

The EDA provides funds for economic development in communities. The grant usually requires a governmental sponsor and requires a match. It is a "bricks and mortar" type of grant, since it funds capital projects. The real estate must be secured in order to apply for the grant and matching funds must be appropriated.

**27. Florida Community Trust (FCT) Fund Grant**

The grant program was established for environmental, recreational, and open land acquisition. Ten percent of the grant proceeds are distributed from the Preservation 2000 program. Land acquisition can be for any land acquired for an approved purpose within 3 years, and can either be a direct purchase or reimbursement. Under no circumstances can the fund be taken through eminent domain. This would be suitable for pocket parks, land for the community center, land for environmental trails, playgrounds, etc. Small communities with fewer than 10,000 in population are not required to provide a match for funds, there is a $6,000,000 limit per year; projects can be phased; and if more than 10 parcels must be acquired to develop a project, or project phase, the grantee is required to provide all professional services. If fewer than 10 parcels, the FCT will provide all professional services to purchase the property – appraisals, legal services, etc.

**28. Environmental Protection Agency (EPA)**

EPA's Recreational Trails Program provides funding for the construction of nature trails, environmental trails, etc.

**29. Land Sales/Leases**

Acquisition of property and its preparation for development are powers available to the Community Redevelopment Agency under provisions of F.S. 163. The resale or leasing of such land to private developers can provide another source of income within the Community Redevelopment Area.

**30. Borrowing from the Town of Lake Park**

The CRA may from time to time need to borrow funds from the Town in order to start a new project with expectations of paying off the debt within a relatively short period of time. The CRA has recently borrowed funds from the Town to acquire the apartments on Foresteria and to fund alley improvements.



**31. Direct Borrowing from Commercial Lenders**

The CRA is also authorized to fund redevelopment projects and programs through direct borrowing of funds. Depending on the particular project(s) funding requirements, the CRA may utilize both short and long-term borrowing. Although terms and conditions may have a direct bearing on use of a particular commercial lending institution, the CRA will generally attempt to attain the lowest available interest rate.

**32. Other Potential Funding Sources**

The list above is not meant to be exhaustive, but to identify known funding sources. Other potential sources include foundation grants, Small Business Administration loans, new market tax credits, and others.



# VI. PART SIX – IMPLEMENTATION PLAN

## A. General

The projects and programs of the Redevelopment Plan described in Section Five provide the authority for the agency to implement redevelopment. However, an implementation plan is required in order to systematically effect changes in the district. This Section of the Redevelopment Plan will provide a deliberate and specific set of prioritized actions, along with an accompanying financial analysis that will evaluate the cost and benefits of each over time.

Before discussing the specific actions, it is appropriate to review the overall performance of the CRA so far. After about 10 years in existence, the CRA is beginning to generate significant tax increment and has the ability to make some substantial improvements. Yet, as the financial analysis presented later in this section shows, the current annual increment of about $1 million can quickly be allocated. Indeed, over half of this amount is dedicated to staff and administrative expenses. This is not meant to be critical; the level of effort is commensurate with what is necessary to adequately staff and address the needs within the CRA. This amount would not rise significantly even if TIF revenues were to double. While this will eventually happen through redevelopment and gradual increases in appraisal values (perhaps not in the immediate future, but in more normal times,) an expansion of the district's boundaries is another way of increasing the CRA's revenue base. Of course, any expansion has to be consistent with the intent and purpose of the CRA, and is subject to an appropriate Finding of Necessity.

As part of the analysis for the CRA, the consultants made a preliminary assessment of the feasibility of expanding the CRA boundaries. A map showing the existing boundaries as well as some potential expansion areas, is shown on Figure 6.1. The following areas of expansion were considered:

- To the northwest, primarily along Old Dixie Highway and Tenth Street, all the way up to Northlake Boulevard. This would include a significant amount of commercial and light industrial property with potential for both infill and redevelopment. This area is strategically located to be a targeted support area for the nearby Scripps Institute. But more importantly, this serves as the principal gateway to the downtown. One of the biggest challenges facing the downtown is that it is not on a major arterial. Adding this area to the CRA would allow a focus on developing this as a gateway into the downtown and also to concentrate on the redevelopment of the North Tenth Street and Old Dixie corridors into commercial uses more compatible with the downtown.

- To the east, taking in two more blocks of Park Avenue, the ballfield complex between Sixth and Seventh Streets, as well as a sizable area of housing, much of it multi-family housing of poor quality. This would expand the scope of the downtown and include the Town Hall and library in the CRA. It would also allow for CRA funds to be used for expansion and improvements to the ballfield complex, one of the largest recreational amenities in the Town. It would also allow for the housing programs to be applied to a larger pool of units in need of assistance and/or redevelopment.

- To the southwest, taking in the protected scrublands along Silver Beach Road. While this includes only a limited amount of developable property, it does allow for CRA funds to be used for recreational improvements to the scrubland preserve. Assuming that the adjacent junkyard (currently in the CRA) can be acquired, cleaned up, and returned to a higher use, the potential is for it to be used as a regional amenity such as a botanical garden or an ecological park. It would allow for the leverage of a currently underused asset and add to the attractions offered by downtown Lake Park.



As previously mentioned, the expansion possibilities have been looked at in only a preliminary fashion. Based on that, there do seem to be some advantages that are worthy of further consideration. As the CRA reaches out further into the community, its interests become more concurrent with the Town's interests. A healthy downtown has to be the heart of a community, and the CRA so far has made some improvements to the downtown. Much remains to be done before it can be considered to be healthy, however. The implementation strategy for the existing CRA begins by focusing on the downtown, as will be discussed in the next section.

*Figure 6.1. A map showing the existing boundaries as well as some potential expansion areas shown hatched.*

## B. Development Scenario for the Downtown Area

The key to the implementation strategy is to define a preferred redevelopment scenario for the Park Avenue downtown. By focusing the initial efforts of the CRA on a specific catalyst project designed to advance many objectives simultaneously, the Agency can build momentum for private redevelopment activity nearby. This Section will begin by describing this redevelopment scenario and then breaking it apart into a series of phased actions. Then, a list of other specific projects in other parts of the CRA are listed and prioritized. The financial analysis serves to phase the projects over time, i.e., as they can be afforded. Thus, the overall schedule could be compressed or stretched, depending on the momentum of redevelopment and the corresponding flow of funds.

While the eventual goals for long-term redevelopment are ambitious, it bears repeating that the current economic climate is challenging, to say the least. With property assessments declining, the CRA tax increment is likely to decline somewhat, perhaps for several more years. The plan assumes a baseline level of activities that can be maintained for the near term, but can be flexible as to when more ambitious projects are undertaken. The scenario outlined below has an assumed timeline, but this can be adjusted based on an ongoing re-evaluation of market conditions.

In order to test the goals of the community as a viable and credible development vision, a conjectural scenario was done for the downtown area of the CRA. This scenario assumes an advanced level of redevelopment along the lines of the desires expressed by many of the Town Commissioners as well as key property owners and other stakeholders. The area studied includes the Park Avenue Downtown District, as well as several blocks along 10th Street. The key features of the redevelopment scenario, depicted in Figure 6.2 include:

1. The incremental redevelopment of the existing strip centers along Park Avenue with mixed-use, multi-story buildings placed at or near the fronting sidewalks.
2. The consolidation and expansion of parking in the area behind the buildings, incorporating the alleys as well as some of the properties fronting on Foresteria Drive.
3. The introduction of new, transitional housing types such as townhomes fronting on Foresteria and buffering the residential areas from the parking and the commercial uses.
4. The redevelopment of the Humani apartments as part of a coordinated redevelopment at the intersection of Park Avenue and 10th Street designed to create a signature focal point for the Town center.
5. The introduction of a Town Green, centrally located as part of the town center development.
6. A consolidated, area-wide parking approach that includes a parking structure (located as part of the afore-mentioned town center development), surface parking lots behind the Park Avenue buildings, and on-street parking along Park Avenue.
7. A gateway feature at the west end of Park Avenue, located at the 10th Street intersection. This feature has the appearance of a roundabout, but since space is limited, it still operates as a signalized intersection, with traffic deflecting around the island.



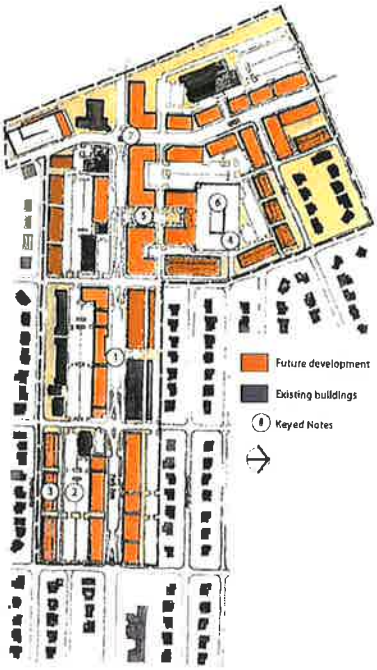


*Figure 6.2. The projected redevelopment of Park Avenue involves the gradual infill of new mixed use buildings close to the street, catalyzed by a signature development at Park Avenue and 10th Street featuring a Town Green and a parking structure.*



A development program is shown in Table 6.1., Figure 6.3 shows the key blocks as described in the Development Program. The program demonstrates that this scenario will approximately double the commercial space available in the area, will also add about 60 housing units (net, accounting for the removed apartments) and will have adequate parking for both. Besides creating the kind of downtown environment envisioned by the Town, it will provide a critical mass of development to revitalize the town and bring additional tax increment to the CRA.

The CRA has already accomplished several important steps in moving this vision forward. The streetscape along Park Avenue has been re-done, with improved landscaping, paver treatments, and on-street parking. The CRA also assembled property and made it available on advantageous terms for the One Park Place project, of which the first half is nearing completion. The CRA has also recently purchased a problematic multi-family property along Foresteria, which will be made available for parking to support the commercial uses. Alley improvements are currently underway.

If the CRA were to concentrate its near term efforts on one catalyst project, it should be the assembly and redevelopment of the northeast corner of Park Avenue and Tenth Street. This project would involve the turnover of an aging, obsolete strip shopping center, another problematic multi-family complex (the Humani Apartments) and several vacant parcels. This project would simultaneously advance many of the objectives for the downtown: aside from redeveloping several older, inappropriate structures into more valuable property, it would anchor the key intersection of Park Avenue and Tenth Street, provide a sizable supply of public parking, and provide a Town Green as a focal point for the downtown. This project should be the CRA's highest priority in the next several years.

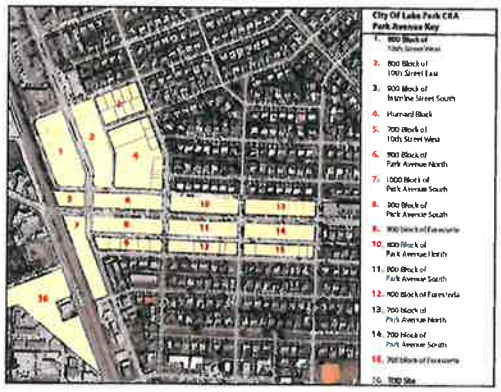


*Figure 6.3. Key Blocks as Described on the Development Program*



**Table 6.1.**
**Development Program for the Downtown Area**

| Block | Existing Development | | | | Proposed Development | | | |
|---|---|---|---|---|---|---|---|---|
| | SF of Commercial | P | Units | P | SF of Commercial | P | Units | P |
| 4. Humani Block | 10,200 | 32 | 67 | 127 | 14,800 | 600 | 41 | 82 |
| 5. 900 Block of Park Avenue North | 24,484 | 114 | 0 | 0 | 37,900 | 0 | 32 | 0 |
| Total | 34,684 SF Commercial | 146 P | 67 Units | 127 P | 52,700 SF Commercial | 486 P | 73 Units | 82 P |
| 2. 900 Block of 10th Street East (Optional) | 2,826 | 32 | 0 | 0 | 53,400 | 113 | 22 | 44 |
| Total (With Block 2 Option) | 37,510 SF Commercial | 178 P | 67 Units | 127 P | 106,100 SF Commercial | 713 P | 95 Units | 126 P |

A conceptual plan of this redevelopment is shown on Figure 6.4. It involves assembling about 5 acres of property, although most of it is contained in a few tracts. The Humani apartments contain over half of the total area, as well as a problem use that is a high priority to address. The strip shopping center on the 900 block of Park Avenue is likely to be the hardest to assemble, as it consists of a total of five separate tracts. The remaining two tracts, fronting on 10th Street, are essentially vacant. Actually, these last two are not critical to the integrity of the scheme, which is primarily concerned with accomplishing meaningful development along Park Avenue as well as removing one of the more problematic multi-family projects.

This is a large, complex redevelopment project that would involve committing a substantial portion of the CRA's resources for a number of years. It would also, however, advance many short and long term objectives simultaneously. While ambitious, it is difficult to scale this project back. The chief constraint is the Humani site, which, by itself is an awkward redevelopment proposition. Though large, the parcel is essentially landlocked, with only a narrow access to Ninth Street. In its current configuration, it is not a natural commercial parcel, and more stand-alone multi-family uses would not be appropriate here at this time. Combined with the Park Avenue frontage of the 900 block, however, the site becomes an opportunity for a signature development that could transform the downtown for the better.

The 2008 assessed value of these tracts is a total of about $4.8 million. The most straightforward way for the CRA to assemble this property is to buy it outright, which may well cost a premium above assessed value. It might be possible, however, to negotiate a development agreement between several of the owners whereby they agree to contribute their property toward the redevelopment effort in return for a pro-rata share of the redeveloped project. This would be a benefit to the CRA, since it would reduce the up-front cost. While individual property owners may be reluctant to participate in such an arrangement, it would be a long term benefit to them, as it would relieve them of a lot of the redevelopment legwork and ensure them an enhanced return on what is currently an underperforming investment. While such an arrangement should be aggressively pursued by the CRA, the financial analysis presented here assumes that the CRA will have to purchase the entire assembly. This represents the worst case scenario, and should another arrangement be negotiated, it would simply improve the CRA's financial position to a point where it could accelerate planned expenditures.

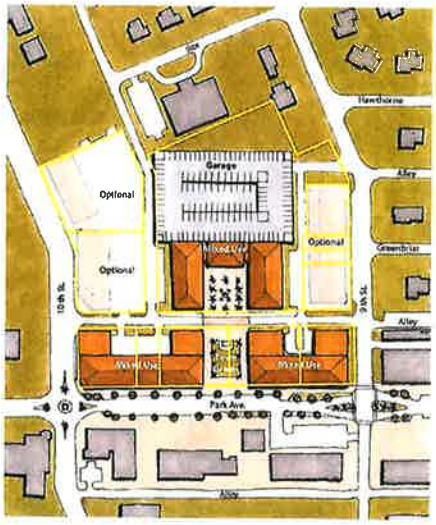


*Figure 6.4. The proposed redevelopment of the Humani / Park Avenue / Tenth Street parcels*

The other redevelopment tasks are less dependent on a convergence of multiple factors. They may simply be itemized and executed in a prioritized manner as funds are available. These other redevelopment tasks are itemized and discussed below. The financial analysis that follows the list distributes the projects over time so that the CRA remains solvent at all times.

The redevelopment tasks have been prioritized in order of importance, since there is not sufficient funding available to undertake all of them at once. Discussed below is the full list of desired projects, however, they have been sorted in order of importance as being Tier A (high priority) or Tier B (lower priority.) Tier A projects are defined as those that the CRA would like to undertake within the next three years. Tier B projects can be further subdivided into two categories: those that can be done with identifiable funds, but are simply deferred until later years, and those that are contingent on other sources of funding, such as grants. These are not scheduled for any particular timeframe, but can be undertaken anytime, if and when funds become available.



### C. Project List and Priority

Several projects are already underway. Some are recently completed, but remain as a financial obligation for budgeting purposes:

- Park Avenue streetscape (complete)
- 10th Street improvements, north of Park Avenue (complete)
- Purchase apartment complex, 700 block of Foresteria (complete)
- Park Avenue alley improvements (in progress)

Several programs are intended as continuing activities that will be funded at a consistent level over time. Some of these are already underway, others will begin within the first few years of the planning horizon and continue. These programs include:

- Façade improvement grants (50/50 matching)
- Revolving loan and grant program for small businesses
- Marketing and events program
- Security system monitoring and maintenance

**Tier A – High Priority: 1-3 years**

- Assemble balance of 700 block of Foresteria
- Purchase Humani apartments for redevelopment
- Identify and purchase property for Town Green (several options)
- Assemble and purchase 900 block of Park Avenue (north) for redevelopment.
- Design and construct downtown parking on 700 block of Foresteria
- Security enhancements (cameras and monitoring) for downtown

**Tier B – Deferred: 4-10 years**

- 10th Street Improvements (south of Park Avenue)
- Purchase apartments, 800 block of Foresteria
- Design and construct downtown parking on 800 block of Foresteria
- Purchase Opabolu apartment complexes for redevelopment
- Tri-Rail station area improvements (CRA contribution)
- Mixed-use development in vicinity of rail station (CRA contribution)

**Tier B – Contingent on funding**

- Purchase and clean up junkyard site
- Purchase property for expansion of ballfields
- Design and construct community center at ballfields site
- Purchase apartments, 900 block of Foresteria, for redevelopment

The individual programs are described in greater detail below. For organizational purposes, they are divided into three categories: roadway and parking projects, community facilities, and private redevelopment efforts. In some cases the work is underway or may even be complete; it is included here



in the interest of presenting a comprehensive picture of ongoing operations. A fourth category of programs are recurring activities that are intended to continue at a consistent level over time.

### D. Roadway and Parking Projects

#### 1. Roadway Improvements-Park Avenue

Park Avenue has been the focus of redevelopment within the CRA since the beginning of the CRA inception. Park Avenue consists of three blocks between 7th Street and 10th Street that is the heart of the downtown. Originally Park Avenue was an historic downtown but it was rebuilt after the devastating hurricane of 1928 transforming it from a traditional set of buildings located very close to the edge of the right of way with parking on the street to a more suburban shopping center style where the buildings are set back behind two rows of parking.

The CRA has expended considerable funds to beautify Park Avenue and in 2008 the final phase of beautification was accomplished. The beautification of the roadway consisted of planting trees behind the curb, rebuilding sidewalks and installing street lights. The pedestrian experience is much improved. Although the zoning code does not require new buildings to be set up on the street front, one new building was permitted in 2007, "One Park Place," in which the three story structure was located at the edge of the right of way. The structure also contains an arcade in front of the stores on the ground floor.

Over time, it is anticipated that more buildings will be built in this style, complementing the recently improved streetscape.

#### 2. Roadway Improvements-10th Street

The CRA recognized the importance of 10th Street because of its connection to a highly traveled east-west connector in Palm Beach County, Northlake. Traffic exits off Interstate 95 onto Northlake, and the entrance to Lake Park's downtown is either through Old Dixie Highway or 10th Street. The latter street is lined on both sides of the street with small and medium sized commercial establishments; some just single tenant stores and others part of a small shopping center. However the driving experience in the past from Northlake to Park Avenue was not friendly because of the roadway surface and lack of trees. The Town together with the CRA improved 10th Street north of Park Avenue by resurfacing the right of way for four blocks. Complete streetscaping was not accomplished due to lack of funds, but it is contemplated that street lights and additional trees will be planted in a later phase.

#### 3. Roadway Improvements-Park Avenue South Alleyways

The CRA in 2008 issued a bank qualified loan in the amount of approximately $2,430,000 for the purpose of funding the multi family apartments in the 700 Block of Foresteria and for alleyway improvements. In 2008 the Town issued a contract to improve the alleyways behind the commercial properties on Park Avenue from 7th Street to 10th Streets. The alleyways will receive new paving, wheel stops, striping, fencing, fenced dumpster facilities, and other improvements. The new alleyway will be a substantial improvement to the existing conditions which are extremely blighted.

**4. Park Avenue Parking-700 Block of Foresteria**

The CRA envisions the use of the property behind the Park Avenue commercial on the south side of the street as potential redevelopment sites for primarily public parking. These properties for three blocks along Foresteria from 7th Street to 10th Street are proposed to be acquired by the CRA and Town over a period of five years and developed into parking lots which will serve the commercial fronting on Park Avenue. The sites may in the future be able to include townhouses fronting on Foresteria, serving as a buffer between the parking and the single family residences on the other side of the street along Foresteria. The 700 Block of Foresteria contains a large two story multifamily building, two single family homes and a four unit multifamily (four-plex) structure. In 2008 the Town and CRA acquired the large multifamily building and contemplate acquiring the other parcels in 2009. Concurrently the Town is executing the improvements of the alleyway located behind the Park Avenue commercial buildings, adjacent to the Foresteria properties. In summary, this project, the acquiring of Foresteria properties for public parking, is a strong implementation program for the revitalization of the commercial on Park Avenue. Finally after the parking is accomplished, the commercial properties will have adequate parking for its customers.

**5. Park Avenue Parking-800 Block of Foresteria**

As the acquisition of the 700 block of Foresteria and public parking is completed, the Town and CRA contemplate, depending upon the availability of funds, acquiring another block of blighted properties on the 800 Block of Foresteria for the same purpose: provide public parking for the consumers of the commercial establishments on Park Avenue.

**6. Roadway Improvements-Park Avenue North Alleyways**

The alleyways behind the Park Avenue commercial on the north side are unimproved or poorly improved. It is contemplated that within five years the CRA would improve the 800 block alleyway together with the owner of One Park Place. Likewise the alley behind the 700 Block buildings is in need of improvement. The purpose of the improvements would be to increase the supply of parking for the commercial tenants fronting on Park Avenue.

**7. Park Avenue Parking-900 Block of Foresteria**

The acquisition of the land in the 900 Block of Foresteria in the next seven years will occur as funding permits such action. However, once completed, together with public parking, the Park Avenue commercial on the south side, will have an asset that few retail establishments can boast. The long range purpose of the public parking is not only to provide customer parking, a key element to any successful retail business, but also to encourage Park Avenue building owners to enlarge their commercial uses. The options include adding a second story above the retail or adding forward toward Park Avenue in the area where existing parking is located.

**8. Roadway Improvements-10th Street South**

As a continuation of the important connection to Northlake, one of the county's major thoroughfares, the Town and CRA contemplate within the next 10 years funding the final leg of improvements to 10th Street between Park Avenue and Silver Beach, the southern most street in the CRA. These improvements contemplate utility improvements including storm water collection, repaving, and street beautification. The project will promote pedestrian travel particularly since it provides access to a potential Tri-Rail depot station.



**9. Tri-Rail Depot Parking and Related Development**

Within ten years Palm Beach County hopes to encourage the South Florida Regional Transportation Authority to provide commuter rail service on the Florida East Coast Railway line. If this were to occur, then Lake Park may be considered for a rail station. The Town owns the most logical site for a station on 10th Street, behind the county's fire station. As a strategy for redevelopment, the Town and CRA may contemplate venturing a redevelopment with not only SFRTA but also a private sector developer. The CRA's role in a public-private partnership would be to assist with parking. A public garage may be needed to park the commuters. The parking is also close enough to serve the downtown area. Other private uses could be included such as retail and residential.

A related redevelopment opportunity exists across the tracks from the proposed rail station, on a relatively large (5.8 acre) tract of vacant land currently owned by Palm Beach County. This tract and others in the vicinity should be designated for relatively dense, mixed-use, transit-oriented development. The CRA could provide a variety of incentives such as funding infrastructure improvements and a portion of the parking. The CRA should also encourage the County to partially write down the land cost as a means of encouraging the desired type of development and converting the property into a revenue producing asset. The development here should incorporate a mix of uses, although it should have more of a residential focus than the downtown. The successful redevelopment of this area will require coordination between the Town, the County, the SFRTA, and private landowners and developers. The CRA can take the lead in coordinating the planning work and can also provide some financial support as incentives.

**10. Park Avenue Extension**

There is a proposed extension to Park Avenue that would extend it westward to intersect with Congress Avenue at Park Avenue West. The alignment meanders somewhat, following Old Dixie Highway, then cutting through a vacant County owned tract to coincide with the current alignment of Joule Road, then proceeding westward to intersect Congress. The project is currently in the planning stages.

**E. Community Facilities**

In additional to infrastructure improvements as detailed above, which encourage private development, the construction of community facilities also can be good economic development policy. The following is a discussion of certain projects that the Town and CRA have contemplated and are included as part of the implementation strategy.

**1. Park Avenue Village Green**

The Town has contemplated the inclusion of a public open space on Park Avenue to complement the three block downtown. The facility would be a "Village Green" which would be a space in which events could take place, residents could utilize as an urban park, and local restaurants could utilize for food events. Bathrooms may be included and an area for bands would also be included. The Village Green does not have to be large but it would be a public gathering place and serve as the heart of the downtown.

Since this is such an important part of the successful revitalization of downtown, the plan considers several alternatives for the Village Green. The concept is included as a component of the large redevelopment project on the 900 block of Park and Humani parcels. Given that this complex project may take some time to come together, a more manageable alternative is also provided for in the plan. This would be at the southwest corner of Park Avenue and Eighth Street, on the site of a small bank building that is available for purchase. The cost of acquiring and improving this parcel are included in the



financial projections; if the alternative site at the Town Center becomes available, this parcel could be resold for additional development.

Several other alternatives for the Village Green were considered. Figure 6.5 depicts the downtown area of Lake Park with four different parcels identified. A brief discussion of the advantages and disadvantages of each follows:

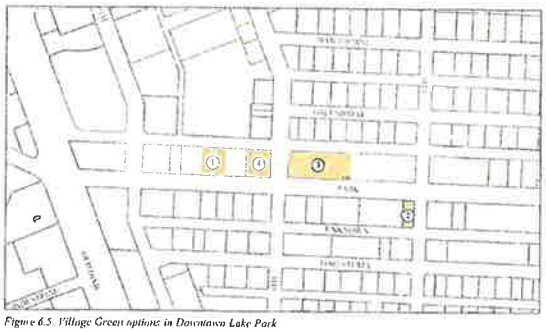

*Figure 6.5. Village Green options in Downtown Lake Park*

1. Site No. 1 is the location shown in the 900 block / Humani redevelopment depicted in Figure 6.6. This site has the advantage of being an integral part of a larger project, and would be activated by new frontage on three sides specifically designed to complement a public space. This would be an ideal location to cluster restaurants, cafes, and specialty retail, and would also have ready access to a substantial amount of parking. The disadvantage is that it is contingent on an ambitious and complex redevelopment scheme. Some also perceive it to be less centrally located within the downtown.

*Figure 6.6. Village Green - Option 1*

2. Site No. 2 is the small parcel at the southwest corner of Park Avenue and Eighth Street shown in Figure 6.7. This site is more central to the downtown, and is available and achievable at a relatively modest cost. It is small, however, and would be limited in its range of public amenities. It could be expanded for special events by temporarily closing Eighth Street to traffic.

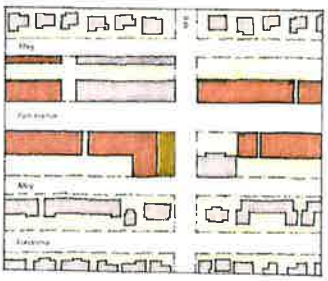

*Figure 6.7. Village Green - Option 2*

3. Site No. 3 is on the west portion of the One Park Place site on the 800 block of Park Avenue depicted in Figure 6.8. Due to market difficulties, the second phase of One Park Place is currently not planned to move forward, and the developer may offer the site for sale. It would likely be expensive, however, and though centrally located, it does not offer ideal frontage conditions. The north side is defined by an alley and rear yard fences, and the east side is the side

of a building. It is a sizable parcel, though, and could accommodate additional buildings to frame the edges of the open space with appropriate frontage.

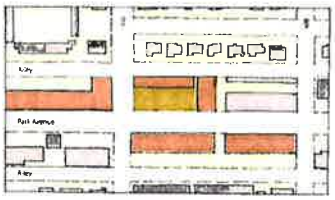

*Figure 6.8 Village Green - Option 3*

4. Site No. 4 depicted in Figure 6.9 is on the 900 block / Humani development site, but reconfigures the development to place the open space at the northwest corner of Park Avenue and Ninth Street. While it is contingent on this large development, it does open the green to the surrounding parcels, and moves it somewhat closer to the center of the downtown.

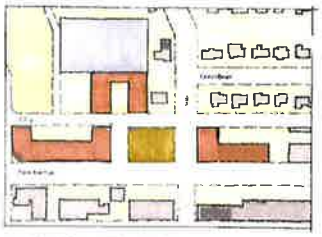

*Figure 6.9 Village Green - Option 4*

The implementation plan could accommodate options 1, 2 or 4. Option 3 was considered too expensive and would divert CRA resources from other key priorities.

**2. Ballfield Expansion and Community Center**

The Town owns an important ballfield between 6th and 7th Streets, one block north of Silver Beach Road. The current ballfield is not within the CRA Redevelopment Area. However, the Town desires to expand the ballfield in a westerly direction which would include land in the Redevelopment Area. Future



expansion would add land to Silver Beach Road. Acquisition would include properties in the block between 7th Street and 7th Court, between Bayberry Road and Date Palm Drive. Also the Town would like to expand the facility one half block northward to Date Palm Drive. The purpose of the westerly expansion would be to include a community center as part of the recreation facility. The Community Center would be a place where residents of all ages, including the elderly, would participate in programs, both educational and recreational. Funding for the community center and land acquisition would be through grants as well as the CRA tax increment financing funds.

**3. Botanical Park and Gardens**

As part of an economic development initiative, the CRA is contemplating a bold concept: creating a regional botanical garden together with the County and other non-profit entities. The concept includes the acquisition of a brownfield site, the junk yard on Silver Beach Road and combining the site with the adjacent County scrub site. Although the scrub site would not be developed, a walking path could be created for a significant tour of the special vegetation area. The junkyard would need to be cleaned after which the first phase of a botanical garden would be created. Botanical gardens are places for families, the elderly and visitors to the county. It would be a big economic draw. However, such a facility needs a leader in not only its creation but in its promotion. The Lake Park CRA would be that entity.

**F. Public/Private Redevelopment**

An important part of the redevelopment strategy is to encourage the private sector to develop in the CRA Redevelopment Area. The strategy may include the acquisition of blighted property and the offering of the property to the private sector for redevelopment. The following is a list of ideas for private development.

**1. Humani Apartment Redevelopment**

The Humani building, located behind the 900 Block of Park Avenue on the north side and also located behind several vacant parcels fronting on 10th Street, contains approximately 64 rental apartments and is substantially blighted. The CRA contemplates the acquisition of the property and its demolition. The property could be combined with the parcels fronting on 10th Street which would make a large vacant parcel suitable for commercial redevelopment. Since the corner of 10th Street and Park Avenue is the center of the Town, this site would be very important to the redevelopment effort. As an alternative redevelopment strategy, the properties on the north side of Park Avenue between 9th and 10th Streets could also be included in a redevelopment plan. The combination of all of these properties would create a new opportunity for a mixed-use development.

**2. Opabola Apartments**

The Opabola Apartments are located behind the 10th Street commercial frontage between Laurel Drive and Northern Drive. The buildings are suitable for demolition and could be resold to the private sector development community for a small townhouse project or a commercial project, if the property is combined with the commercial frontage on 10th Street.

**3. Industrial Acquisition**

Although no specific sites are listed in this discussion, it is contemplated that the CRA may acquire small industrially zoned vacant land or under-developed buildings so that existing businesses in adjacent



buildings could be expanded. In addition, multiple acquisitions may be required in order to create a site sufficiently large for a new business. Many older industrial sites are too small for expansion and do not have adequate area for trucks and employee parking.

**G. Special Programs**

The following programs are those that promote the downtown and act as catalysts to downtown and neighborhood redevelopment. These programs generally occur annually, subject to the availability of funds. Some programs include grants made to building owners and commercial tenants; and, although grant funding to an individual owner or commercial tenant may be small, the cumulative effect of assisting owners and tenants can be significant over time.

**1. Façade Improvement Program**

The CRA is developing design guidelines for commercial properties and will have a set of design standards ready in 2008. Matching grants will be made to building owners for exterior improvements and a limit will be set by the Board of Commissioners in 2008, after which the CRA will initiate its first applications. A pilot example may be utilized as well in order to demonstrate the value of the program.

**2. Revolving Loan and Grant Program**

The Loan and Grant program will initially be utilized for commercial properties. Matching grants will be made to building owners for tenant improvements or to tenants for their interior and exterior improvements. Signage will be included in the program. A second level of funding will utilize a program which will be designed in 2008 in which banks will loan funds to a commercial building owner or tenant and the CRA will participate in either a matching loan or grant, the latter of which serves as equity for the borrower, or in subsidizing the interest on the loan. A participant in the program may include the Business Loan Fund of the Palm Beaches, a not-for-profit lending institution.

**3. Marketing and Events Program**

The CRA embarked in developing new graphic design in 2008 for the agency including a design of a banner program for Park Avenue and 10th Street. The design firm not only will provide a new logo, signage for redevelopment projects, stationary, and other collateral, it will also develop a brand for the CRA and the downtown. The recommendation is to emphasize the arts, food and entertainment as a brand for the downtown. A second level of marketing is the establishment of a series of events that would take place in the downtown. These events are being designed and will be ready for announcement in 2010. The events will emphasize the arts, food and culture of Lake Park. The purpose of events is to attract visitors to the downtown so that they can shop during the events and become knowledgeable about downtown Lake Park. It is a very effective tool to attract new consumers to the downtown. In the long term, more consumers will assist in bringing new businesses to the downtown.

**4. Security System Enhancements and Maintenance**

The CRA should take immediate steps to improve security and law enforcement presence, particularly in the downtown. This is especially important for enhancing nighttime activity such as restaurants. This program involves an initial capital investment to install a series of security cameras and lighting that will be remotely monitored. The cameras will be prominent and clearly marked, so as to have a deterrent effect as well as providing surveillance over the area.



**H. Summary of Programs and Projected Funding Sources**

The following table describes the programs listed above and projects the funding sources for each of the programs. The funding sources come from TIF funds, CRA Bond sales, grants and other sources. The table represents a planning tool and does not constitute an approved budget by the CRA Board of Commissioners.

**Table 6.2**
**Project Funding Sources**

**Project Funding Sources**

| | Project | Priority | Sources of Funds | Amount | Year | Remarks |
|---|---|---|---|---|---|---|
| F.1 | Humani Apts. | A | CRA Bond 2013 | $2,200,000 | 2013 | Land Acq. |
| | 900 Blk. Park | A | CRA Bond 2013 | $2,200,000 | 2013 | Land Acq. |
| E.1 | Village Green / Arts Co-op | A | Town Bond 2009 | $350,000 | 2009 | Amenities |
| | | | Grants | $350,000 | 2009 | Amenities |
| | | | Subtotal | $700,000 | | |
| D.8 | 10th Street | A | CRA Bond 2015 | $500,000 | 2015 | Match |
| | | | LW Lagoon + TMDL + 319 | $1,100,000 | 2015 | Drainage, etc. Drainage, etc. Drainage, etc. |
| | | | Total | $1,600,000 | | |
| | | | Fed. Brownfield | $1,500,000 | 2013 | Amenities |
| | | | Total | $1,500,000 | | |
| G.1 | Façade Improvements | A | CRA TIF Funds CDBG | $75 - 100 K | Annually | Commercial facades |
| G.2 | Revolving Loans & Grants | A | CRA TIF Funds | $85 - 100 K | Annually | Commercial |
| G.3 | Marketing and Events | A | CRA TIF Funds | $50 - 100 K | Annually | |
| G.4 | Security | A | CRA TIF Funds | $30,000 | Annually | |

| | | | | | | |
|---|---|---|---|---|---|---|
| E.3 | **Brownfield (Junkyard)** | B | Treasure Coast | $50,000 | 2012 | Tech. Study |
| | | | Fed. Brownfield | $50,000 | 2012 | Tech. Study |
| | | | Grant | $2,000,000 | 2013 | Land Acq. |
| | | | Fed. Brownfield | $500,000 | 2013 | Clean Up |
| | | | Fed. Brownfield | $1,500,000 | 2013 | Amenities |
| | | | Total | $4,100,000 | | |
| E.2 | **Ballfields** | B | State Grants | $2,050,000 | 2012 | Land Acq./Amenities |
| D.5 | **Foresteria 800 Block** | B | CRA Bond 2015 | $1,000,000 | 2015 | Land Acq. |
| | | | Grants | $200,000 | 2015 | Amenities |
| | | | CRA Bond 2015 | $300,000 | 2015 | Parking |
| | | | Subtotal | $1,500,000 | | |
| | | | Potential Reimbursement FCT: | $2,000,000 | 2014 | Land Acq. |
| F.2 | **Opabola Apts.** | B | CRA Bond 2016 | $2,000,000 | 2016 | Land Acq |
| E.2 | **Ballfield Comm. Center** | B | Grant | $1,500,000 | 2014 | Building |
| | | | CRA Bond 2018 | $500,000 | 2018 | Building |
| | | | Subtotal | $2,000,000 | | |
| D.7 | **Foresteria 900 Block** | B | Grants | $500,000 | 2018 | Land Acq./Amenities |
| | | | CRA Bond 2018 | $1,200,000 | 2018 | Parking |
| | | | Subtotal | $1,700,000 | | |
| D.9 | **Tri-Rail Depot** | B | CRA Bond 2018 | $250,000 | 2018 | Parking |
| | | | FDOT | $750,000 | 2018 | Station |
| | | | Subtotal | $1,000,000 | | |
| D.10 | **TOD Mixed Use Development (CRA Share)** | B | CRA Bond 2018 | $1,000,000 | 2018 | Parking / Infrastructure |



## VII. PART SEVEN - APPENDICES

**Appendix "A"**

Town of Lake Park Community Redevelopment Area Boundaries



**TOWN OF LAKE PARK**
**COMMUNITY REDEVELOPMENT AREA**

A Parcel of land lying in SECTION 20, TOWNSHIP 42 SOUTH, RANGE 43 East, Town of Lake Park, Palm Beach County, Florida, being more particularly described as follows:

Begin at the intersection of the Centerline of Seventh Street and the South Line of said SECTION 20 (Centerline of Silver Beach Road);

Thence Westerly, along said South Line, to the intersection with the West Line of the East Quarter of the Southeast Quarter of the Southwest Quarter of said SECTION 20;

Thence Northerly, along said West Line, to the intersection with the Southerly extension of the West Line of PARCEL NO. 704, according to the Town's Unified Property Base Map;

Thence Northwesterly, along said Line, to the intersection with the South Right-Of-Way of Drake Lumber Co. Railroad Right-Of-Way;

Thence Northwesterly, along said Right-Of-Way, to the intersection with the Easterly Line of PARCEL NO. 719, according to said Unified Property Base Map;

Thence Southwesterly, along said Easterly Line, to the intersection with the East Line of the Southwest Quarter of said Southwest Quarter;

Thence Southerly, along said Line, to the intersection with the South Line of the North 323.34 feet of said Southwest Quarter of the Southwest Quarter;

Thence Westerly, along said Line, to the intersection with the West Line of the East 482.5 feet of said Southwest Quarter of the Southwest Quarter;

Thence Northerly, along said West Line, to the intersection with the North Line of said Southwest Quarter of the Southwest Quarter;

Thence Northerly, along the East Line of the West 845.00 feet of the Northwest Quarter of said Southwest Quarter, to the intersection with the South Line of the North 1020.00 feet of said Northwest Quarter of the Southwest Quarter;

Thence Westerly, along said Line, to the intersection with the West Line of said SECTION 20;

Thence Northerly, along said SECTION Line, to the South Line of the North 300.00 feet of the South Half of the Northwest Quarter of said SECTION 20 (South Line of North Lake Business Park);

Thence Easterly, along said South Line, to the intersection with the Westerly Right-Of-Way of Old Dixie Highway;

Thence Easterly to the intersection point of the Easterly Right-Of-Way Line of Old Dixie Highway and the North Line of the South 1050.00 feet of the Southeast Quarter of said Northwest Quarter;

Thence Easterly, along said North Line, to the intersection with the East Line of the West Half of the East Half of said Northwest Quarter;

Thence Northerly, along said East Line, to the intersection with the Westerly extension of the Centerline of Northern Drive, according to the Plat of Addition No. 2, Lake Park, Florida, as recorded in Plat Book 25, Page 214, Palm Beach County, Florida, Public Records;

Thence Easterly, along said Centerline, to the intersection with the Centerline of 10th Street;

Thence continue Easterly, along the Centerline of Northern Drive, according to the Plat of Addition No. 1, Lake Park, Florida, as recorded in Plat Book 25, Pages 222 and 223, Palm Beach County, Florida, Public Records;

To the intersection with the Centerline of Ninth Street, according to the Plat of Kelsey City, as recorded in Plat Book 8, Page 34, Palm Beach County, Florida, Public Records;

Thence Southerly, along said Centerline, to the intersection with Avenue G (Greenbriar Drive) of said Plat,

Thence Easterly, along said Centerline, to the intersection with the Centerline of Seventh Street, according to the Plat of Kelsey City, as recorded in Plat Book 8, Page 37, Palm Beach County, Florida, Public Records;

Thence Southerly, along said Centerline, to the intersection with the Centerline of Avenue F (Foresteria Drive), according to the Plat of Kelsey City, as recorded in Plat Book 8, Page 27, Palm Beach County, Florida, Public Records;

Thence Westerly, along said Centerline, to the Centerline of Ninth Street;

Thence Southerly, along said Centerline, to the intersection with the North Right-Of-Way Line of Avenue C (Cypress Drive);

Thence Easterly, along said North Right-Of-Way Line, to the intersection with the Centerline of Seventh Street;

Thence Southerly, along said Centerline, to the POINT OF BEGINNING.

Containing 308 Acres, More or Less.

**Appendix "B"**

"A Finding of Necessity", Town of Lake Park; March, 1996

# "A FINDING OF NECESSITY"

Town of Lake Park, Florida
March, 1996

Submitted to Palm Beach County
Board of County Commissioners

R.G. ORMAN AND COMPANY, INC.

Town of Lake Park
"FINDING OF NECESSITY"



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## INTRODUCTION

The Town of Lake Park is one of the oldest municipalities in South Florida. It was a growing new town in the 1920's. The Great Depression brought an end to growth in Lake Park and it did not begin to grow again until after World War II. Thus, while some of the housing stock and commercial buildings are in excess of seventy (70) years old, most are 20 to 40 years in age.

In some parts of the Town, age and functional obsolescence have brought about low levels of maintenance and deteriorating conditions. The Town enjoys the distinction of having been planned by the Olmstead brothers in the 1920's and as a result, has many of the qualities of traditional towns so prized by new urbanists and neo-traditional town planners. Yet the retail, commercial and industrial activity along the Florida East Coast Railroad, Tenth Street and parts of Park Avenue were developed in the traditions of the 60's and 70's - automobile oriented and thus have not worked well with adjoining residential properties yielding some slum and blighting conditions.

## PURPOSE AND ORGANIZATION

The purpose of the document is to provide the results of an analysis of a targeted study area to determine if slum and blighting conditions exist which would warrant the creation of a Community Redevelopment Agency (CRA). Should the Commission create a CRA, this analysis along with goals, objectives and policies will be the foundation for a community redevelopment plan for the Town of Lake Park . The document is organized in two main sections: (1) The first section provides a survey and analysis of the ways the Town meets the requirements of Florida statutes for a finding of necessity for the creation of a CRA. . The second section is Appendix A which provides (a) a discussion of the Town's revitalization and redevelopment needs, (b) the data and analyses for initial identification of redevelopment and revitalization areas for the Town to consider for creating a Community Redevelopment Area and, (c) including the obstacles to and opportunities for redevelopment. Appendices A,B, C and D provide support data from the police, fire department and building department. Appendix E displays photos of the area.



## REDEVELOPMENT AREA ANALYSIS

Florida Statutes, Section 163.355 provides the defining conditions for a finding of necessity prior to creating a CRA. The section:

> **163.355 Finding of necessity by county or municipality.** No county or municipality shall exercise the authority conferred by this part until the governing body has adopted a resolution finding that:
>
> (1) One or more slum or blighted areas or one or more areas in which there is a shortage of housing affordable to residents of low or moderate income, including the elderly, exist in such county or municipality, and;
>
> (2) The rehabilitation, conservation, or redevelopment or a combination thereof, of such area or areas, including, if appropriate, the development of housing which residents of low or moderate income, including elderly, can afford, is necessary in the interest of public health, safety, morals, or welfare of the residents of such county or municipality.

For the purposes of this report, the Town of Lake Park will demonstrate that there exists a blighted area in the Town and that the rehabilitation, conservation, or redevelopment or a combination thereof is necessary in the interest of public health, safety, morals or welfare of the residents of the Town.

Blight is defined by Florida Statutes at F.S. 163.340 (8)

> "blighted area" means either:
> (a) An area in which there are a substantial number of slum, deteriorated, or deteriorating structures and conditions which endanger life or property by fire or other causes or one or more of the following factors which substantially impairs or arrests the sound growth of a county or municipality and is a menace to the public health, safety, morals, or welfare in its present condition and use:
> 1. Predominance of defective or inadequate street layout;
> 2. Faulty lot layout in relation to size, adequacy, accessibility or usefulness;
> 3. Unsanitary or unsafe conditions;



> 4. Deterioration of site or other improvement;
> 5. Tax or special assessment delinquency exceeding the fair value of the land; and
> 6. Diversity of ownership or defective or unusual conditions of the title which prevent the free alienability of land within the deteriorated of hazardous area; or
> (b) An area in which there exists faulty or inadequate street layout; inadequate parking facilities; or roadways, bridges, or public transportation facilities incapable of handling the volume of traffic flow into or through the area, either at the present or following proposed construction.

For the purpose of this finding it will be demonstrated that the designated study area depicted on Map 1, page 9, that there exists blight in the form of a "substantial number of slum, deteriorated, or deteriorating structures and conditions which endanger life or property by fire or other causes..." The number of deteriorating and deteriorated (dilapidated) structures within the proposed redevelopment area are indicated on Map 1. Environmental blight is represented on the map and indicates the "conditions" portion of the above definition. Together they represent 90% of all deteriorated and deteriorating structures and environmental blight in the Town.

The extent to which they endanger life or property by fire is represented in the report of the Fire Marshall and represented in this report as Appendix A. The report documents fire danger conditions which generate from faulty development patterns and overdevelopment of the sites. The Fire Marshall also cites lack of fire suppression systems in the buildings, congestion from inadequate parking, blocked fire lanes, and the presence of the FEC Railroad as significant threats to the safety of the proposed redevelopment area.

The area represented by the deteriorated and deteriorating structures also has a disproportionate share of Part I crimes in the Town. The evidence of this is shown on the report of the police chief and represented as Appendix B. The proposed redevelopment area represents only 17.3% of the Town's area yet 34% of all Part 1 crimes and 33% of all calls for service from police are required for the area having the deteriorated and deteriorating conditions.



In addition, this report demonstrates that other conditions exist "which substantially impairs or arrests the sound growth of the Town and is a menace to the public health, safety, morals or welfare in its present condition or use".

1. Faulty lot layout in relation to size, adequacy, accessibility or usefulness is present and apparent from the lack of on-site parking at developed industrial sites (See photos of conditions - Appendix E). In addition, most lot sizes in the Campus, Light Industrial Commercial (CLIC 1) along 12th, 13th and 14th streets are inadequate for meeting the zoning requirements for minimum lot size. The developed lots in the area west of Old Dixie and north of Silver Beach Road are also nonconforming as to size.

3. Unsafe and unsanitary conditions are represented by the junk yards and the industrial waste sites which exist in the area and are indicated in Appendix E photographs.

4. Deterioration of site and other improvements are evidenced in photographs which show the breakdown of swales and street surfaces.

A potential redevelopment and revitalization area was initially identified during the land use review process required by the Town's five year comprehensive plan update (Evaluation and Appraisal Report). Map 1 indicates the proposed CRA area within the Town's boundaries. The area is 293 acres which represents 17.3% of the Town.

**Land Use.** A mapping of existing land uses (Map 2, Existing Conditions page 10) revealed a high number of uses within a relatively small area. The range of use types varied from single family homes to junk yards. This unusually high range of uses including many which potentially conflict with one-another raises cause for concern that the "edge-effect" (i.e., the way the uses relate to each other) can have significant deleterious impacts among the uses.

**Blighting Conditions.** Map 3, (pg 11 ) "Blighting Conditions", identifies many of the blighting conditions which may be caused by an inappropriate mix of land uses. Structures were identified as either standard, deteriorating or dilapidated. Standard structures are not mapped but it should be noted that many of the structures in the area were judged "standard" but badly needed a coat of paint and general exterior housekeeping and maintenance.

Two categories of substandard building conditions were identified during the inventory of existing conditions. The categories were deteriorated and dilapidated. These two categories have been the standard for urban renewal and redevelopment analyses for many years and are superior in clarity than the definitions in Section 163.340. Those mapped as "deteriorated" are the same as "deteriorating" in the statute. Those mapped as "dilapidated" are the same as "deteriorated" in the statute. The definitions and observable conditions frequently required by the U.S. Department of Housing and Urban Development (HUD) are listed below.

Deteriorated: Substandard, Suitable for rehabilitation. Deteriorated buildings are those that need minor or major repairs to correct one or more of the following defects:

1. Broken or missing materials in small areas of exterior wall and roof.
2. Badly weathered appearance.
3. Indications of rotting.
4. Shifting of the roof-line or foundation.
5. Open cracks in exterior walls.
6. Porch steps unstable, unsafe or in disrepair.

Dilapidated: Substandard, Beyond rehabilitation. Dilapidated buildings are those that do not provide safe and adequate shelter and that have one or more of the following critical structural defects:

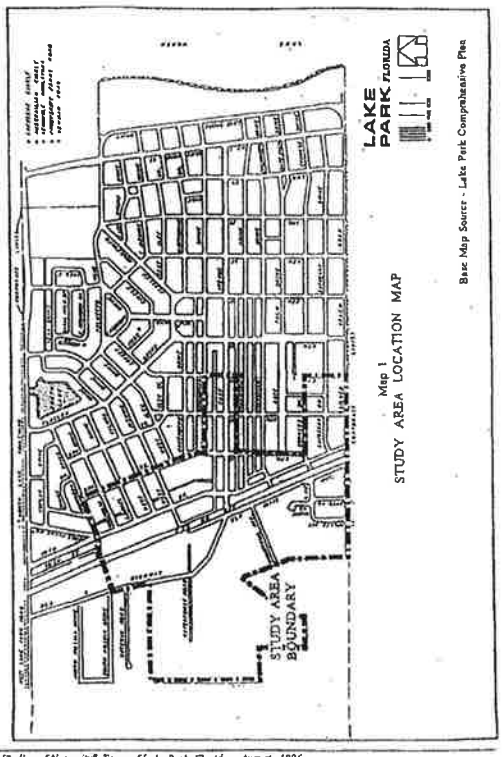
1. Inadequate or missing original construction.
2. Severe damage due to fire or weather.
3. Holes in large areas of the roof.
4. Sagging roof-lines or bulging walls.
5. Doors or windows incapable of being closed and secured.
6. Large areas of rot or termite damage.
7. Severe foundation settling.

While Map 3 identifies only one dilapidated structure, the strict application of the above

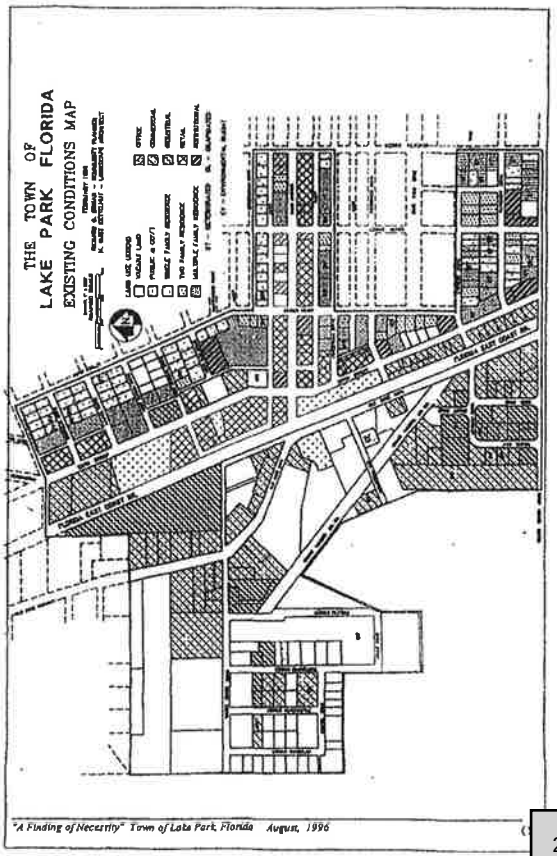


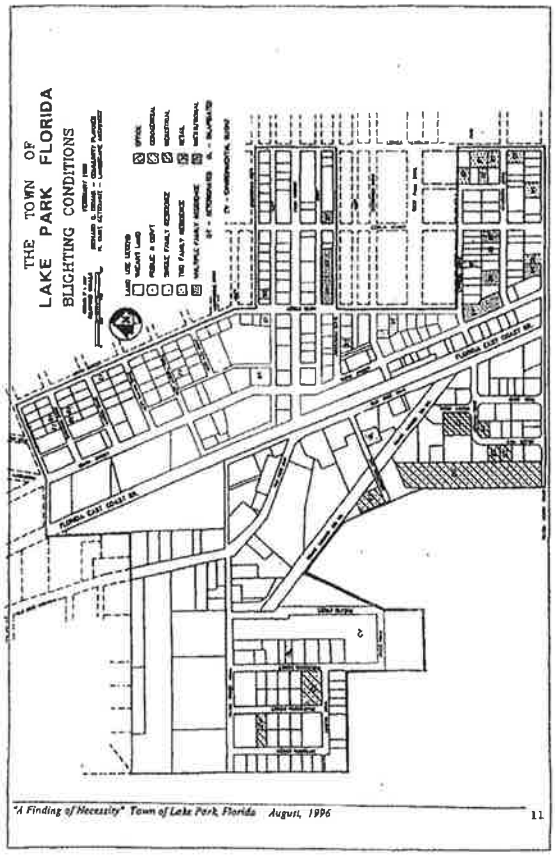
standards by code enforcement personnel might include many more structures in the dilapidated category. The inventory represented on the map was done as a "windshield survey" by experienced planners and the building official. Appendix C (pg 28) contains a more in-depth report by the Building Official, identifying properties of extreme concern. Added Exhibit C












## ISSUES AND IDEAS

**Redevelopment and Revitalization.** This report addresses the interrelated concepts of redevelopment and revitalization. Redevelopment is just as it seems - to develop the land again. This process may just modify an existing structure or change its use. On the other hand, it may remove existing structures, reassemble the land and construct completely new structures and uses on the lands. Revitalization refers to process of initiating a new spirit of community and commitment from the residents, business persons and land owners. "Paint-up, fix-up" is a part of revitalization but so is a new business or community policing. Revitalization can induce redevelopment and vice-versa. These processes interrelate and enhance one-another.

In the following review of preliminary issues and ideas for redevelopment and renovation, the "issues" are characterized as *obstacles* to redevelopment and revitalization and the "ideas" are characterized as *opportunities* for revitalization and development.

### ISSUES: OBSTACLES TO REVITALIZATION AND REDEVELOPMENT

**1. Deteriorating Physical Environment.** Many of the street scenes in the older Town neighborhoods are characterized by a shoddy appearance. The poor appearance is the result of a) deteriorating residential and commercial buildings, b) old and deteriorating public improvements such as sidewalks, curbs and paving and c) litter and debris scattered across many of the neighborhoods. The edges among varied land uses causes deleterious impacts to residential land uses (this report will refer to this condition as the "edge-effect")

**2. Inappropriate Platting.** In several places platting for former land uses gives rise to difficult lot size, layout and alignment. For example, the right-of-way for the old Drake Lumber Company railroad spur could raise problems for the creation of lots sizes and shapes appropriate for



development activity. Moreover, the small lots, platted for industrial use, are in conflict with the required lot size of the applicable zoning districts.

**3. Negative Impacts of Arterial Highways and Railroads.** The alignments of 10th Street and Old Dixie Highway through the western neighborhoods brings business but they also have negative impacts on the residential environment. The Florida East Coast Railroad bisects the heart of the Town. The string of industrial uses that generally border the railroad pose severe negative edge-effect problems for both residential and retail neighbors.

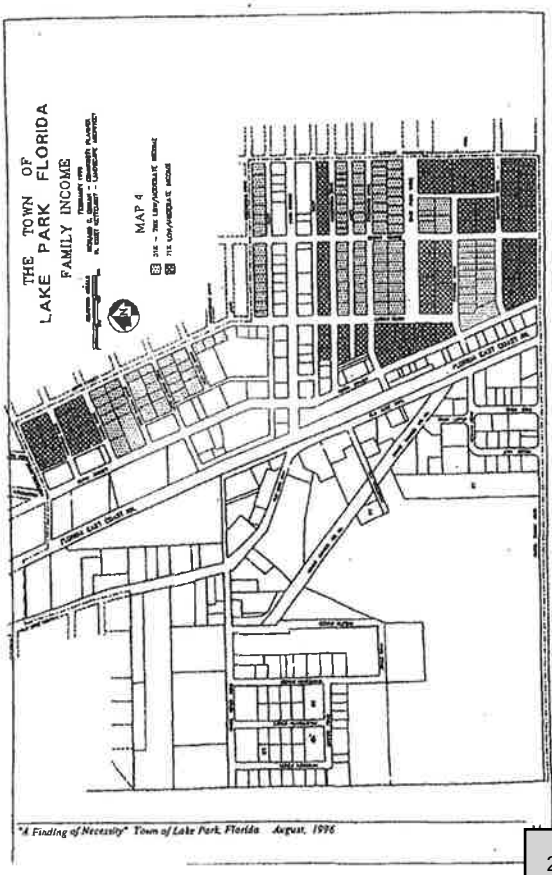
**4. Low-Income Residents.** Many of the residents of the western neighborhoods area are low-income elderly or other disadvantaged. Some residents are immigrants such as Haitians and Mexicans. The apartment houses which were permitted along the Tenth Street corridor are almost exclusively occupied by low-income persons and families.

While this report does not use the absence of low and moderate income housing as a justification for the creation of a CRA, the presence of low/moderate income families (Map 4, page 14) indicates portions of the study area in two categories of income: 1) in instances where 51-70% of families have low to moderate income and 2) where 70+% of families are in the low to moderate income range.

A quick inspection of Maps 3 and 4 indicates to the reader that there is a close correlation between the incidence of low and moderate income families and the presence of dilapidated housing. This is, of course, not causal, i.e., low income people don't necessarily cause housing to be dilapidated, but it is the only kind of housing they can afford. There is need in such areas to muster all the assistance available from all sources to bring the housing up to code and improve its appearance.

The Town can foster cooperation between tenants and owners and, if necessary, provide stringent code enforcement as an assurance that maintenance of housing will remain high.





**5. Absentee Landlord Syndrome.** A large proportion of the housing units are owned by absentee landlords, many of whom are not reinvesting in the upkeep and appearance of the housing stock.

**6. Substantial Costs.** The costs of correcting and upgrading the public infrastructure are very high. In addition, up-front dollars will have to be spent for planning, design and administration of redevelopment and revitalization.

**7. Declining Property Values.** The overall decline in the Town of Lake Park Assessed Values has averaged 2.09% over the last ten years as illustrated by an independent appraiser's report and related graphs contained in Appendix D, Page 30. During the past 4 years, industrial and commercial properties have experienced more significant decline. Some specific examples:

1. Kelsey City Nursery assessed at 406,000; sold at $280,000 a decline of 30%
2. MacArthur Foundation assessed at $384,201; sold at $360,000 a decline of 7%
3. Rinker Materials Corporation assessed at $966,800 and currently under contract at $400,000; a decline of 58%

Additional illustrations are contained in Appendix D - page 30 - where 8 sales are documented with the overall percentage loss of 25.5% or 4.3 % per year.

IDEAS: OPPORTUNITIES FOR REDEVELOPMENT AND REVITALIZATION

**1. Citizens.** Most of the citizens of Lake Park care deeply about their Town. Many have lived in the Town most of their lives - often as long as 20 to 30 years. These feelings and roots are essential to establishing and maintaining that "sense of community" so often lacking in South Florida. The attitudes of Lake Park citizens is a powerful force for revitalization.

**2. Original Planning Quality.** The Town is blessed by the traditional character of its original plan by the Olmstead Brothers. The Olmstead Brothers were the sons of Frederick Law Olmstead, Sr.



who designed Central Park and is considered to be the "father" of modern landscape architecture and a founder of modern urban planning. The boulevard streets and the sprinkling of small parks and open spaces give Lake Park an unique character in an otherwise faceless urban area.

**3. Access.** The Old Dixie Highway and Tenth Street corridors act as a principal north-south route from West Palm Beach to points further north. These routes are capable of supporting quality businesses with the number of vehicle trips generated through the area. Park Avenue and the future improvements of Watertower Road and Congress Avenue will provide adequate east-west access.

**4. Partnerships.** In addition, the business people are concerned over the quality of the Town's future. The Town and its business groups should explore the many potential partnerships between the public and private sectors.

**5. Resources, Revenue and Agency.** The process of redevelopment cannot proceed effectively without a single agency empowered to act with a plan and a clear focus on its mission. A Community Redevelopment Agency (CRA) should be created pursuant to Chapter 163, Florida Statutes. Tax increment financing (TIF) is probably the most viable funding approach. Used by many CRA's, the TIF trust fund does not require an increase in taxes for residents of the area to be served, but does focus increasing revenues from the redevelopment area back into the area itself. The Town should make a commitment to utilize its condemnation powers to aggregate lands necessary for redevelopment. Such a commitment is a difficult one to make but the redevelopment and revitalization process requires political courage and resolve.



## STRATEGY FOR REVITALIZATION AND REDEVELOPMENT

### STRATEGY SUMMARY

The strategy for redevelopment in Lake Park should include the following four components:

1. Involve the Citizens and Business People.

Invite business groups, home owners, renters, from all parts of the Town to participate in the planning and implementation process. This has to be a plan *created and owned* by the people of the Town.

2. Create a Community Redevelopment Agency (CRA).

This action will allow the Town to take advantage of Tax Increment Financing, which is considered to be the most viable source of specially directed and continuous funding for redevelopment. Moreover, the CRA would become the overall agency responsible for redevelopment.

3. Institute Tax Increment Financing.

The process for creating a tax increment trust and funding process is outlined below. One of the most important benefits of the program is the transfer to the Town of County taxes paid to the County by taxpayers in Lake Park.

4. Prepare and Implement a Community Redevelopment Plan.

This plan is crucial to the redevelopment process. All powers to use tax increment financing and to take properties by eminent domain for redevelopment purposes are directly related to the plan elements.



### CREATING THE COMMUNITY REDEVELOPMENT AGENCY

Laws governing community redevelopment in the State of Florida can be found in Chapter 163, Part 3, Florida Statutes. (See Exhibit One, page ---) Counties and municipalities that are experiencing neighborhood decline for one or many reasons may choose to exercise the powers conferred by the law to eliminate the blighting influences and promote private investment in redevelopment projects that will ultimately enhance the tax base, provide needed housing, etc., and in general create an atmosphere for economic and social growth.

**Finding of Necessity.** If it happens that the officials of the local government decide to move forward with the formation of a redevelopment entity, they must first state a finding of necessity in a formal resolution. The resolution must find that certain conditions exist, that together or separately they are causing decline of specific areas, and that the rehabilitation, conservation or redevelopment of those areas is necessary in the interest of the public health, safety, morals, or welfare of the residents.

Prior to adopting the resolution of necessity, the local government is required to provide notice of the intended action to every other taxing authority that may be levying taxes within the boundaries of the proposed redevelopment area. In addition, the county, in cases of charter counties, must give permission for the creation of the CRA and the tax increment finance trust.

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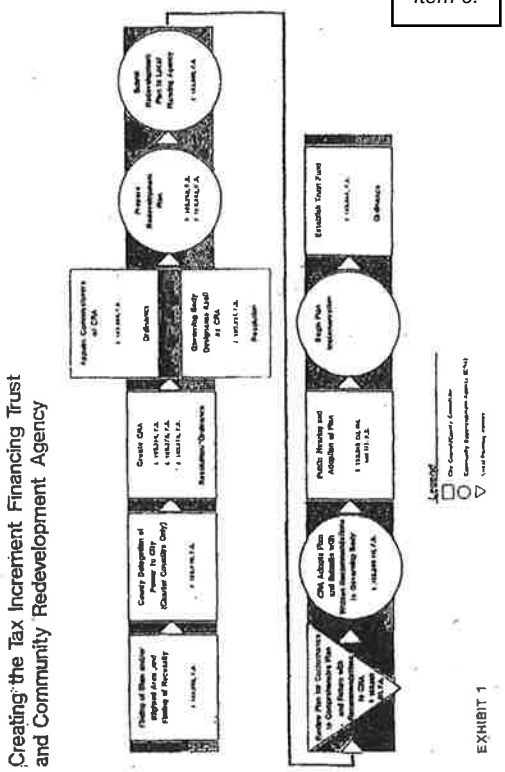




**The Creation of a Community Redevelopment Agency**

Subsequent to the finding of necessity, the local government may then create a Community Redevelopment Agency (CRA) to carry out the redevelopment process in the defined areas. They may by ordinance appoint an independent Board of Commissioners with five to seven members, or they may choose to declare themselves as the CRA, remaining at five members or adding two more members if so desired.

**Preparation of Redevelopment Plan**

The next step in the redevelopment process is the preparation of a Redevelopment Plan for the area designated as the Community Redevelopment Area. The process for adoption of the plan by the local government is contained in Section 163.360.

The following is a general outline of what every Community Redevelopment Plan must have:

1. A legal description of the boundaries of the CRA and justification for those boundaries;

2. A Land Use Element;

3. A Neighborhood Impact Element;

4. Identification of proposed publicly-funded capital projects to be undertaken in the CRA area; and safeguards to insure that projects will be carried out pursuant to the Community Redevelopment Plan;

5. The provision of controls and establishment of any restrictions or covenants running with land sold or leased for private use;

6. A Housing Element, including assurances of replacement housing for residents temporarily or



permanently displaced;

7. A detailed statement of the costs of redevelopment, including the amount to be expended on publicly-funded capital projects and any indebtedness proposed to be incurred by the Public Agency if such is to repaid by increment revenues; and

8. A schedule for completion of redevelopment financed by increment revenues.

In addition, the local government may include requirements in the Plan that are unique to the community, in order to direct redevelopment toward a set of specific objectives established with input from the community during the planning process.

The plan must be submitted to the local government planning agency (LPA) for it finding that the plan is in conformance with the Town's Comprehensive Plan. The CRA and the LPA must recommend the plan to the Town Commission. The Commission then holds a public hearing on the plan and approves or disapprove it. Concurrent with the approval of the plan the Commission can create the Tax Increment Financing Trust.

**Creating the Tax Increment Financing Trust.**

With the formation of the CRA, Florida Statutes allow for the creation of a Redevelopment Trust Fund. Funds allocated to or deposited into this fund are to be for Community Redevelopment purposes pursuant to an approved Redevelopment Plan. The fund cannot be activated until the governing body has, by ordinance, provided for the funding through the use of Tax Increment Financing, and adopted a Community Redevelopment Plan as recommended by the CRA.

Appendix A
Report of the Fire Marshall



REPORT OF FIRE MARSHALL MICHAEL T. WELLS

A review of the proposed Community Redevelopment Area yields several factors of concern within the parameters of the definition of "blighted area" in F.S. 163.340(8). The area has a substantial number of structure and outdoor storage conditions which endanger life and property from the fire safety perspective.

Faulty placement of the majority of the buildings in this area has increased fire threat. Buildings in this area are spaced too closely together such that fire could spread rapidly from the building of origin to neighboring buildings. Several lots were subdivided prior to review by the building or fire departments resulting in closely spaced buildings. Lack of fire walls and the existence of windows in the walls between adjacent buildings are conducive to the spread of fire. Outdoor storage of property and vehicles also increase the chance for fire spread. Fire in this area under current conditions would over tax the fire department's suppression capability.

Another item of concern is the lack of fire protection systems in the buildings. Less than 5% of these buildings have automatic fire sprinkler systems because they were built prior to the inclusion of sprinkler system requirements in the Town codes. Furthermore, few have automatic fire detection systems which would at least give the fire department early warning of fire conditions. This compounds the threat to life and property in the area.

Because of a lack of adequate parking facilities, access to certain parts of the area for fire department apparatus is partially and sometimes totally blocked depending on the time of day. Some occupants have installed fences for security purposes, which further diminishes parking capabilities.



The 100 block of Miller Way is routinely blocked during business hours, as customers double-park because employees' vehicles already occupy available parking. The 800 block of Bayberry and Cypress Drives and the 900 block of Kalmia, Laurel, and Magnolia Drives (multi-family residential areas) are often inaccessible from 11:00 P.M. to 7:00 A.M. During these hours fire apparatus have been forced to locate at the nearest intersection and walk in to access the emergency location.

Impeded access, of course, increases our response time for fire and medical emergencies—situations in which seconds may make the difference between of life and death.

Building construction in several sections of the proposed CRA leads itself to increased fire threat. Deteriorating conditions due to lack of maintenance by absentee landlords have contributed to producing a "blighted area."

Though the fire department conducts fire safety inspections of all commercial occupancies every 12 months, compliance with fire codes is becoming increasingly difficult to obtain as property value declines. Businesses are increasingly less willing to spend the money required to maintain fire safety standards as the economic stability of the area decreases.

As might be expected, insurance coverage for occupants of the area varies based on level of income. Occupants with thriving businesses are usually well covered, while low-income rental occupants are seldom covered at all making the effects of fire more devastating for those least able to recover from it.



The proposed community redevelopment area is bisected by the Florida East Coast Railway tracks. The tracks enter Lake Park from the south at Silver Beach Road, proceed north across Park Avenue, and exit the town at North Lake Boulevard. These are double tracks; a second set of tracks runs parallel to the main tracks to allow for switching. Because the next nearest switching tracks are located in Lantana/Hypoluxo to the south and Hobe Sound to the north, trains stop on the side tracks in Lake Park for up to 20 minutes at a time, sometimes blocking one or more of the east/west thoroughfares.

According to The Florida East Coast Railway, switching operations are conducted as needed, without regard to time of day or traffic patterns. Our emergency response records indicate that 69% of the calls in the proposed CRA area occur east of the railroad tracks and 31% west of the tracks. If a train is blocking our emergency response vehicle, it can take up to four minutes for the vehicle to reroute to the nearest available east/west artery. As stated above, a delay in response time can mean the difference between life and death, between minor property damage and total loss.

Appendix B

Report of the Police Chief

**MEMORANDUM**

RECEIVED
AUG 2 1 1996
OFFICE OF TOWN MANAGER

DATE: AUGUST 20, 1996 NO: 96-193

TO: THERESE LEARY, TOWN MANAGER

FROM: JEFFERY G. LINDSKOOG, CHIEF OF POLICE

SUBJECT: CRIME STATISTICS FOR THE PROPOSED CRA

Pursuant to your request, the police department conducted a analysis of the number of calls for service and the number of Part 1 crimes that occurred in the proposed CRA. Calls for service include any request for police services as well as officer-initiated actions. Part 1 crimes are the more serious crimes such as homicide, robbery, sexual battery, burglary, theft, motor vehicle theft, and aggravated battery/assault that are used to determine an area's crime rate.

The police department gathered statistics for fiscal year 1994/1995 (October 1 - September 30), as well as the first six months (October 1 - March 31) of fiscal year 1995/1996. We compared the number of calls for service in the CRA against the total number of calls for service Town wide, as well as compared the total number of Part 1 crimes committed in the CRA against the total number of Part 1 crimes in the Town. The results were as follows:

For Fiscal Year 1994/1995:

| | |
|---|---|
| Total Part 1 Crimes in Town- | Part 1 Crimes in CRA- |
| 897 | 301 (34% of total) |
| Total Calls for Service in Town- | Total Calls for service in CRA- |
| 9,803 | 3,249 (33% of total) |

For 1st 6 months of FY 1995/96:

| | |
|---|---|
| Total Part 1 Crimes in Town- | Part 1 Crimes in CRA- |
| 522 | 165 (32% of total) |
| Total Calls for Service in Town- | Total Calls for Service in CRA- |
| 4,778 | 1,574 (33% of total) |

Compare the percentages to the fact that the proposed CRA encompasses only 17.3% of the total corporate area of Lake Park. The proposed CRA has a large number of crimes and calls for service for such a small area.



Appendix C

Report of the Building Official

INTER OFFICE **MEMO**

RECEIVED
SEP 1 6 1996
OFFICE OF TOWN MANAGER

**To:** Terry Leary, Town Manager
**From:** Barry K. Underwood, Building Official
**Subject:** CRA Study - Over Utilization of Property
**Date:** September 16, 1996

The CRA area is divided into two areas – one is residential and the other is commercial. These areas are subdivided into two categories – over utilized property and substandard/dilapidated property.

I have conducted an extensive review of the Town, comparing the above areas with the rest of the Town, the following is a summary of my findings.

In the residential area, 70% of all substandard/dilapidated housing and 90% of all over utilized property is located within the CRA boundary area.

In the commercial area, 100% of all substandard/dilapidated buildings and 80% of all over utilized property is located within the CRA boundary area.

The attached listing contains the addresses of the properties detailed above. Further statistical data and information is available from the Building Department for these properties, including building size, lot size, original use, current use, etc.

**THE FOLLOWING RESIDENTIAL PROPERTIES ARE OVER UTILIZED IN ONE OR MORE OF THE FOLLOWING CATEGORIES**

The following residential properties are located in the CRA area:

a) 932 - 938 Northern Dr.
b) 933 - 939 Magnolia Dr.
c) 932 - 938 Magnolia Dr.
d) 933 - 939 Laurel Dr.
e) 932 - 940 Laurel Dr.
f) 946 - 952 Laurel Dr.
g) 933 - 941 W. Jasmine Dr.
h) 949 - 955 W. Jasmine Dr.
I) 921 Evergreen Dr.

The following residential properties are located outside the CRA area:

a) 200 Park Ave.

**THE FOLLOWING RESIDENTIAL PROPERTIES ARE SUBSTANDARD OR DILAPIDATED**

The following residential properties are located in the CRA area:

a) 823 Silver Beach Rd.
b) 829 Bayberry Dr.
c) 215 - 217 7th Court
d) 233 7th Court
e) 210 7th Court
f) 805 Bayberry Dr.
g) 835 Bayberry Dr.

The following residential properties are located outside the CRA area:

a) 230 Date Palm Dr.
b) 326 E. Ilex Dr.

**THE FOLLOWING COMMERCIAL PROPERTIES ARE SUBSTANDARD OR DILAPIDATED**

The following commercial properties are located in the CRA area:

a) 210 Brant Rd.

The following commercial properties are located outside the CRA area:

NONE

**THE FOLLOWING COMMERCIAL PROPERTIES ARE OVER UTILIZED IN ONE OR MORE OF THE FOLLOWING CATEGORIES**

The following commercial properties are located in the CRA area:

a) 100 10th St.
b) 126 10th St.
c) 206 10th St.
d) 210 - 214 10th St.
e) 220 10th St.
f) 320 10th St.
g) 334 10th St.
h) 340 10th St.
I) 348 10th St.
j) 551 10th St.
k) 940 Park Ave.
l) 1045 Silver Beach Rd.
m) 1129 Silver Beach Rd.
n) 1137 Silver Beach Rd.
o) 1201 Silver Beach Rd.
p) 108 Miller Way
q) 125 Miller Way
r) 109 Reed Rd.
s) 1009 Newman Rd.
t) 207 - 209 Brant Rd.
u) 210 Brant Rd.
v) 800 Old Dixie Hwy.
w) 1107 Old Dixie Hwy.
x) 902 Old Dixie Hwy.
y) 950 Old Dixie Hwy.
z) 1233 Old Dixie Hwy.
aa) 1273 Old Dixie Hwy.
bb) 840 - 850 Thirteenth St.

The following residential properties are located outside the CRA area:

a) 1458 10th Court
b) 1446 10th Court
c) 1440 10th Court
d) 1434 10th Court
e) 1430 10th Court
f) 1440 10th St.

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Appendix D

Declining Property Values

## ANALYSIS OF PERCEPTION OF DECLINING COMMERCIAL PROPERTY VALUES IN THE TOWN OF LAKE PARK:

In 1992 research was prepared for another project that reached the following conclusions: 1.) In general commercial properties in the subject area tended to be assessed by the Palm Beach County Tax Assessor at approximately One Hundred and Ten (110%) percent of current sales price; and, 2.) Because of oversupply, sales prices were declining. Now the question is: " Has this trend continued in commercial Lake Park?" For the purposes of this report a total of eight sales were examined for which a prior sale could be easily confirmed.

The data and conclusions are detailed below:

| SALE# | LEGAL DESCRIPTION | LAST SALE | PRIOR SALE |
|---|---|---|---|
| 1 | Lts. 38-42 & 52-55/49 KELSEY CITY | $425,000 (02/96) | $600,000 (12/86) |
| 2 | Lts. 5 & 6 N'Lake Business Park | $270,000 (02/96) | $320,000 (05/84) |
| 3 | N. 80' Lt. 1/C, TriCity Ind. Pk. | $106,300 (10/95) | $140,000 (10/86) |
| 4 | "Portion of Tr. B" City Square | $110,000 (06/95) | $151,000 (12/92) |
| 5 | Lots 13-36/77, KELSEY CITY | $600,000 (07/95) | $800,000 (12/85) |
| 6 | Lts. 36-41/54, KELSEY CITY | $210,000 (01/95) | $223,000 (01/79) |
| 7 | Lts. 1-14/30, KELSEY CITY | $400,000 (02/96) | $530,000 (06/93) |
| 8 | Lts. 29-35/40, KELSEY CITY | $273,100 (02/96) | $450,000 (05/88) |

From the foregoing it can be calculated that the overall loss in sales price is approximately ($-820,000). The overall percentage loss is -25.5%; and, the average percentage loss per year is -4.3%. This loss is compounded by the fact there is no incentive for commercial property owners to invest in updating and/or renovating their properties, as there is no return to them in increased values.



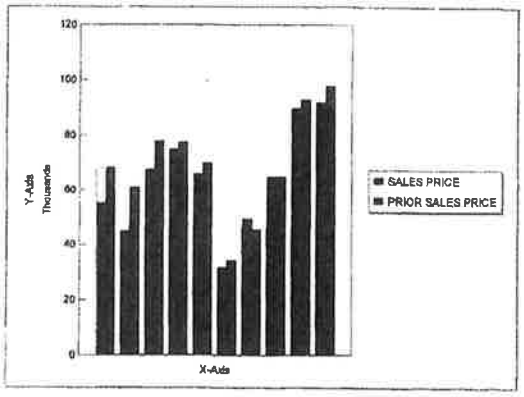
## ANALYSIS OF PERCEPTION OF DECLINING SINGLE-FAMILY PROPERTY VALUES IN WESTERN AND SOUTHERN TOWN OF LAKE PARK:

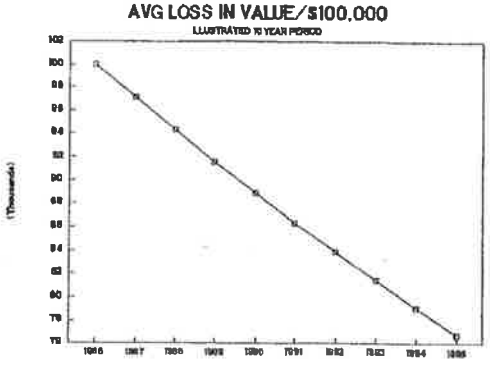
There appears to be a sufficient number of sales in the Town of Lake Park, which have resulted in a perception of declining values for single-family residential values. For the purposes of this report a total of ten sales were examined for which a prior sale within the previous ten years could be easily confirmed.

A total of ten (10) sales were examined. All except one exhibited a decline in sales price or no increase in sales price. All of these sales were located south of Park Avenue, except two (2), which were located in the extreme western section of the residential portion of the town in close proximity to the multi-family projects between 9th and 10th Streets.

The attached grid outlines the data of the individual sales, followed by a bar graph comparing each of the documented sales with its prior sale. Following that is a graph illustrating the "Average Percentage Decline in Dollars Per One-hundred Thousand Dollars In Value Over the Ten Year Period."

| SALE# | ADDRESS | LAST SALE |
|---|---|---|
| 1 | 531 Date Palm | $55,200 |
| 2 | 838 Date Palm | $45,000 |
| 3 | 516 Cypress Dr. | $67,500 |
| 4 | 718 Jasmine Dr. | $75,000 |
| 5 | 254 Evergreen Dr. | $66,000 |
| 6 | 423 Silver Beach | $31,800* |
| 7 | 300 Bayberry Dr. | $49,600 |
| 8 | 845 W. Jasmine Dr. | $64,900 |
| 9 | 517 Bayberry Dr. | $89,900 |
| 10 | 256 Foresteria Dr. | $92,000 |






| SALE DATE | SALES PRICE | FROM SALE DATE | SALES PRICE | % CHANGE-44- | % CHANGE/YEAR | SPECIAL DESCRIPTION |
|---|---|---|---|---|---|---|
| MAY, 1996 | | | | | | |
| MAY, 1995 | | | | -10.00% | -3.39% LOTS 17-19&20, GOLDEN CITY | |
| OCT., 1995 | | | | -11.10% | -4.15% LOTS 1-5&6, GOLDEN CITY | |
| MAY, 1995 | | | | | -0.17% LOTS 1-5&6, GOLDEN CITY | |
| NOV., 1993 | | | | -3.11% | -0.17% LOTS 1-5&6, GOLDEN CITY | |
| JAN., 1995 | | | | -2.39% | -0.17% LOTS 1-5&6, GOLDEN CITY | |
| MAR., 1993 | | | | 8.17% | -2.39% LOTS 19 & 20&, GOLDEN CITY | |
| SEPT., 1994 | | | | 0.00% | -1.04% LOTS 18 &20, GOLDEN CITY | |
| AUG., 1994 | | | | -1.37% | 0.00% LOTS 17-19&, GOLDEN CITY | |
| MARCH, 1994 | | | | -8.17% | -1.37% LOTS 17-19&, GOLDEN CITY | |
| | | | | | -2.27% LOTS 11-15&, GOLDEN CITY | |
| | | | | | -2.39% AVG % CHANGE/YEAR | |

14

Appendix "C"

"Resolution No. 14,1996, Providing a Finding of Necessity"

**Appendix E**

**Photographs of Conditions**

**PHOTOS**
**ALREADY**
**SUBMITTED**

RESOLUTION NO. 14, 1996

**A RESOLUTION OF THE TOWN OF LAKE PARK, FLORIDA, PROVIDING A FINDING OF NECESSITY FOR THE CREATION OF A COMMUNITY REDEVELOPMENT AGENCY, PURSUANT TO CHAPTER 163.355, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** Chapter 163, Part III, Florida Statutes, authorizes municipalities to create Community Redevelopment Agencies for the purposes of eliminating conditions of slum and blight; and

**WHEREAS,** the Town of Lake Park Commission has received a report entitled "A Finding of Necessity" as prepared by R.G. Orman and Company, Inc. enumerating conditions of slum and blight in the Town, which report is labeled as " Exhibit A" and is attached hereto and made a part hereof; and

**WHEREAS,** there exists a need to protect the health, safety, morals, and general welfare of the residents of the Town of Lake Park from the effects of slum and blighting conditions; and

**WHEREAS,** the conditions of slum and blight include but are not limited to: substandard housing and commercial structures, a high incidence of low-moderate income families, functionally obsolete commercial and industrial buildings, incompatible land uses, land uses which are blighting on surrounding land uses, irregular platting an ownership patterns, pedestrian and vehicular conflicts, the blighting influences of the Florida East Coast Railroad, underutilized properties and inadequate availability of needed retail and service businesses.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AS FOLLOWS:**

**SECTION I**

That the Commission finds that there are areas of slum and blight existing in the Town of Lake Park, that the conditions of slum and blight are detrimental to the health, safety, morals, and general welfare of the residents of the Town and that there is a necessity for the creation of a Community Redevelopment Agency, pursuant to Chapter 163, Part III, Florida Statutes to alleviate the impacts from slum and blighting conditions.

**SECTION II**

This resolution shall take effect immediately upon passage.

**READ AND ADOPTED THIS 3rd DAY OF APRIL, 1996.**

Wilhelmina Harper
MAYOR

(TOWN SEAL)

Barbara A. Scherling
TOWN CLERK

Appendix "D"

"Resolution No. R-96-1852, Delegation of Powers by Palm Beach County to The Town of Lake Park"

am K:\WORK\TLP\RESOLUTI\CRA RES
May 1, 1996

NOV-19-1996 11:13 P.B. COUNTY FINANCE DEPT.

To: Manager's Office — From: MARY
Co. Atty - Zoning — Co. MINUTES DEPT.
561-278-9462 — Phone: 355-2981
Pages: —

RESOLUTION NO. R-96- 1852

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, DELEGATING THE EXERCISE OF POWERS CONFERRED BY CHAPTER 163, PART III, FLORIDA STATUTES, "THE COMMUNITY REDEVELOPMENT ACT OF 1969" TO THE TOWN OF LAKE PARK COMMISSION; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, Chapter 163, Part III, The Community Redevelopment Act of 1969 provides for a mechanism for local governments to create a community redevelopment agency to deal with conditions of slums and blight; and

**WHEREAS**, the Town of Lake Park Commission has prepared a report entitled "A Finding of Necessity," dated March 1996 and revised in August 1996 which states that there is a blighted area in the Town and that rehabilitation, conservation or redevelopment or a combination thereof is necessary in the interest of public health, safety, morals or welfare of the residents of the Town;

**WHEREAS**, the Town of Lake Park Commission adopted "A Finding of Necessity" pursuant to Chapter 163.355, Florida Statutes in Town of Lake Park Resolution No. 14, 1996 on April 3, 1996; and

**WHEREAS**, Whereas Resolution No 14, 1996 makes the finding that a blighted area exists in the Town of Lake Park and that there is a necessity to create a Community Redevelopment Agency to alleviate impacts of the blighted conditions; and

**WHEREAS**, the Town has requested that Palm Beach County delegate redevelopment powers within the proposed redevelopment area to the Town; and

**WHEREAS**, the Board of County Commissioners has determined that it is appropriate to delegate all redevelopment powers contained in Chapter 163, Part III to the Town regarding the study area identified in Map 1 of Exhibit 1, "A Finding of Necessity", dated August, 1996 and described in the legal description contained in Exhibit 2.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:**

1. The powers conferred to Palm Beach County as a Charter County pursuant to Chapter 163, Part III, Florida Statutes are hereby delegated to the Town of Lake Park Commission regarding the Study Area identified in Map 1 "A Finding of Necessity", dated March 1996 and revised August 1996 which is attached to this resolution as Exhibit 1. The legal description of the area is attached to this resolution as Exhibit 2.

2. This resolution specifically reserves all redevelopment powers in the remainder of the Town of Lake Park to the County. Any expansion of the Community Redevelopment Agency boundaries beyond the area identified on Map 1 of Exhibit 1 and described in the legal description contained in Exhibit 2 will require specific consent and delegation of power by the County.

3. Effective Date. The provisions of this resolution shall become effective upon adoption by the Board of County Commissioners.

4. Severability. If any section, paragraph, sentence, clause, phrase or word of this resolution is for any reason held by a court of competent jurisdiction to be unconstitutional, inoperative, or void, such holding shall not affect the remainder of this resolution.

1

NOV-19-1996 11:14 P.B. COUNTY FINANCE DEPT. P.02/02

The foregoing resolution was offered by Commissioner Marcus who moved its adoption. The motion was seconded by Commissioner McCarty and upon being put to a vote, the vote was as follows:

| | |
|---|---|
| Commissioner Ken L. Foster, Chairman | Aye |
| Commissioner Burt Aaronson, Vice Chairman | Aye |
| Commissioner Maude Ford Lee | Aye |
| Commissioner Mary McCarty | Aye |
| Commissioner Karen T. Marcus | Aye |
| Commissioner Warren H. Newell | Absent |
| Commissioner Carol A. Roberts | Aye |

The Chair thereupon declared the Resolution duly passed and adopted this 5th day of November, 1996.

APPROVED AS TO FORM
LEGAL SUFFICIENCY

By _____
County Attorney

PALM BEACH COUNTY, FLORIDA, BY AND ITS BOARD OF COUNTY COMMISSIONERS

DOROTHY H. WILKEN, CLERK

By _____
Deputy Clerk

COUNTY, FLORIDA

g:\homes\wpdata\landuse\brooklake.res

2

**Appendix "E"**

"Resolution No. 65,1996, Creating a Community Redevelopment Agency"

7.5

RESOLUTION NO. 65, 1996

A RESOLUTION OF THE COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA; CREATING THE COMMUNITY REDEVELOPMENT AGENCY (THE "AGENCY") OF THE TOWN OF LAKE PARK; DECLARING THE MEMBERS OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK AND TWO ADDITIONAL INDIVIDUALS APPOINTED BY THE TOWN COMMISSION AS MEMBERS OF THE AGENCY; ESTABLISHING THE TERMS OF THE ADDITIONAL MEMBERS; FINDING THE AGENCY TO BE A PUBLIC INSTRUMENTALITY; AUTHORIZING AND DIRECTING THE AGENCY TO EXERCISE POWERS DELEGATED TO THE TOWN OF LAKE PARK BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA; PROVIDING AN EFFECTIVE DATE.

WHEREAS, in Resolution 14,1986, the Town Commission of the Town of Lake Park (the "Town Commission") found that conditions of blight exist within certain boundaries within a specific portion of the southwest section of the Town of Lake Park; and

WHEREAS, the Town Commission found in Resolution 14, 1996 that the rehabilitation, conservation, redevelopment, or combination thereof, of such area is necessary in the interest of the public health, safety, morals, or welfare of the residents of the Town of Lake Park; and

WHEREAS, the Town Commission found in Resolution 14,1996 that there is a need for a community redevelopment agency to function within said blighted area; and

WHEREAS, by Resolution No. R-96-1852, the Board of County Commissioners of Palm Beach County, Florida delegated redevelopment powers under Chapter 163, Part III, Florida Statute, to the Town Commission of the Town of Lake Park; and

WHEREAS, the Town Commission desires that such redevelopment powers be exercised by a community redevelopment agency consisting of the members of the Town Commission and two additional persons who meet the requirements of Section 163.356(3)(b), Florida Statutes.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AS FOLLOWS:

SECTION I

There is hereby created and established the Community Redevelopment Agency of the Town of Lake Park, which shall carry out the redevelopment of the area described in Resolution 14,1986 as enacted, and as it may be amended, and which shall have and exercise all of the powers of redevelopment agencies under Part III, Chapter 163, Florida Statutes, and as it may be amended, to the extent such powers have been delegated by the Board of County Commissioners of Palm Beach County.

SECTION II

The Community Redevelopment Agency of the Town of Lake Park, Florida (the "Agency") shall consist of the members of the Lake Park Town Commission and two (2) additional persons appointed by the Town Commission to serve as Additional Members, as provided in Section 163.357(1)(c), Florida Statutes.

SECTION III

The terms of the additional persons appointed by the Town Commission to serve as Additional Members shall be for four (4) years, except that the first person appointed shall initially serve a term of two (2) years.

SECTION IV

The Town Commission finds and declares that the Agency is a public instrumentality. The members of the Town Commission shall be the members of the Agency together with the two Additional Members, and such members shall constitute the head of a legal entity, separate, distinct, and independent from the Town Commission body of the Town of Lake Park, subject to the provisions of Part III, Chapter 163, Florida Statutes. The exercise by the Agency of the powers conferred by Part III, Chapter 163, Florida Statutes is further found to be the performance of an essential public function.



SECTION V

Subject to those prior approvals by the Town Commission required by Part III, Chapter 163, Florida Statutes, and subject to the provisions of Resolution No. R-96-1852 of the Board of County Commissioners of Palm Beach County, Florida, the Town Commission does hereby authorize and direct the Agency to exercise the redevelopment powers delegated to the Town Commission by the Board of County Commissioners of Palm Beach County, Florida.

SECTION VI

The Town Commission hereby finds that, as provided in Resolution No. R-96-1852 of the Board of County Commissioners of Palm Beach County, Florida, those redevelopment powers not specifically enumerated in such resolution as being delegated to the Town Commission may not be exercised by the Agency.

SECTION VII

Pursuant to Section 163.357(1), Florida Statutes, the members of the Town Commission constituting part of the Agency shall be those individuals serving as members of the Town Commission from time to time as provided in the Town Charter of the Town and other applicable law, and serving as a member of the Agency shall constitute an additional duty of office by any member of the Town Commission.

SECTION VIII

All Resolutions of the Town Commission of the Town of Lake Park in conflict or inconsistent with this Resolution are, to the extent of such conflict or inconsistency, hereby rescinded.

SECTION IX

This Resolution shall be in full force and effect immediately.

SECTION X

This Resolution shall take effect immediately upon passage.

READ AND ADOPTED THIS 20th DAY OF November, 1998.

SEAL

MAYOR

ATTEST:

TOWN CLERK

Appendix "F"

"Bill No. 1, 1999; Ordinance No. 2, 1999, Creating a Redevelopment Trust Fund"

7.6

BILL NO. 1, 1999

ORDINANCE NO. 2 1999

AN ORDINANCE OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2 (ADMINISTRATION) BY ADDING A NEW DIVISION 3 AND A NEW SECTION 2-110.10 TO ARTICLE V (FINANCES) OF THE LAKE PARK CODE BY PROVIDING FOR THE CREATION AND FUNDING OF THE REDEVELOPMENT TRUST FUND; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AS FOLLOWS:

SECTION I

That the Lake Park Code is hereby amended by adding a new division and section to be numbered Division 3, Section 2-110.10, which said Division and Section shall read as follows:

DIVISION 3. COMMUNITY REDEVELOPMENT AGENCY

**Sec. 2-110.10. Redevelopment trust fund.**

(a) *Creation.* There is hereby created a Redevelopment Trust Fund, hereinafter referred to as "Trust Fund."

(b) *Purpose.* Funds allocated to and deposited into the Trust Fund shall be used by the Community Redevelopment Agency to finance or refinance any community redevelopment it undertakes pursuant to the community redevelopment plan approved by the Town Commission.

(c) *Funding formula.* The Trust Fund shall be funded annually in an amount not less than that increment in the income, proceeds, revenues and funds of each taxing authority derived from or held in connection with the undertaking and carrying out of community redevelopment under the Community Redevelopment Act of 1969. Such increment shall be determined annually and shall be that amount equal to ninety-five percent (95%) of the difference between:

(1) The amount of ad valorem taxes levied each year by each taxing authority, exclusive of any amount from any debt service millage, on taxable real property contained within the geographic boundaries of a community redevelopment area; and

(2) The amount of ad valorem taxes which would have been produced by the rate upon which the tax is levied each year by or for each taxing authority, exclusive of any debt service millage, upon the total of the assessed value of the taxable real property in the community redevelopment area as shown upon the most recent assessment roll used in connection with the taxation of such property by each taxing authority prior to the effective date of this ordinance.

(d) *Appropriation by taxing authority.* Except for the purpose of funding the Trust Fund pursuant to subsection (g) of this section, upon the adoption of this ordinance, each taxing authority shall, by January I of each year, appropriate to the Trust Fund for as long as any indebtedness pledging increment revenues to the payment thereof is outstanding (but not to exceed thirty (30) years) a sum which is no less than the increment as defined and determined in subsection (c) accruing to such taxing authority. If the community redevelopment plan is amended or modified pursuant to section 163.361 (1), Florida Statutes (1997), each such taxing authority shall make the annual appropriation for a



period not to exceed thirty (30) years after the date the Town Commission amends the plan.

Any taxing authority that does not pay the increment to the Trust Fund by January 1 shall pay to the Trust Fund an amount equal to five (5) percent of the amount of the increment and shall pay interest on the amount of the increment equal to one (1) percent for each month the increment is outstanding.

(e) *Exempt taxing authorities.* No taxing authority is exempt from the provisions of this ordinance except the following public bodies or taxing authorities created prior to July 1, 1993:

(1) A special district that levies ad valorem taxes on taxable real property in more than one county.

(2) A special district the sole available source of revenue of which is ad valorem taxes at the time an ordinance is adopted under this section.

(3) A library district, except a library district in a jurisdiction where the community redevelopment agency had validated bonds as of April 30, 1984.

(4) A neighborhood improvement district created under the Safe Neighborhoods Act.

(5) A metropolitan transportation authority.

(6) A water management district created under section 373.069, Florida Statutes.

(f) *Application for Exemption.* In addition to the special districts identified in subsection (e), the Town Commission may exempt from this section a special district that levies ad valorem taxes within the community redevelopment area. The Town Commission



may grant the exemption either in its sole discretion or in response to the request of the special district.

(1) In deciding whether to deny or grant a special district's request for exemption from this section, the Town Commission must consider:

a. Any additional revenue sources of the community redevelopment agency which could be used in lieu of the special district's tax increment.

b. The fiscal and operational impact on the community redevelopment agency.

c. The fiscal and operational impact on the special district.

d. The benefit to the specific purpose for which the special district was created. The benefit to the special district must be based on specific projects contained in the approved community redevelopment plan for the designated community redevelopment area.

e. The impact of the exemption on incurred debt and whether such exemption will impair any outstanding bonds that have pledged tax increment revenues to the repayment of the bonds.

f. The benefit of the activities of the special district to the approved community redevelopment plan.

g. The benefit of the activities of the special district to the area of operation of the local governing body that created the community redevelopment agency.

(2) The Town Commission must hold a public hearing on a special district's request for exemption after public notice of the hearing is published in a newspaper having a general circulation within the Town. The notice must describe the time, date, place and



purpose of the hearing and must identify generally the community redevelopment area covered by the plan and the impact of the plan on the special district that requested the exemption.

(3) If the Town Commission grants an exemption to a special district under this subsection, the Town Commission and the special district must enter into an interlocal agreement that establishes the conditions of the exemption, including, but not limited to, the period of time for which the exemption is granted.

(4) If the Town Commission denies a request for exemption by a special district, the Commission shall provide the special district with a written analysis specifying the rationale for such denial. This written analysis must include, but is not limited to, the following information:

a. A separate, detailed examination of each consideration listed in subsection (f)(1).

b. Specific examples of how the approved community redevelopment plan will benefit, and has already benefitted, the purpose for which the special district was created.

(5) The decision to either deny or grant an exemption must be made by the Town Commission within 120 days after the date the written request was submitted to the Town Commission.

(g) Notwithstanding the provisions of subsection (d), the obligation of the Town Commission to fund the redevelopment Trust Fund annually shall continue until all loans, advances, and indebtedness, if any, and interest thereon, of the community redevelopment

agency incurred as a result of redevelopment in the community redevelopment area have been paid.

(h) The revenue bonds and notes of every issue under Part III, Chapter 163, Florida Statutes (1997) are payable solely out of revenues pledged to and received by the community redevelopment agency and deposited to the Trust Fund. The lien created by such bonds or notes shall not attach until the revenues referred to herein are deposited in the Trust Fund at the times, and to the extent that, such revenues accrue. The holders of such bonds or notes have no right to require the imposition of any tax or the establishment of any rate of taxation in order to obtain the amounts necessary to pay and retire such bonds or notes.

(i) *Revenue Bonds.* Revenue bonds issued under the provisions of Part III, Chapter 163, Florida Statutes (1997) shall not be deemed to constitute a debt, liability or obligation of the Town Commission or the state or any political subdivision thereof, or a pledge of the faith and credit of the Town Commission or the state or any political subdivision thereof, but shall be payable solely from the revenues provided therefor. All such revenue bonds shall contain on the face thereof a statement to the effect that the agency shall not be obligated to pay the same or the interest thereon except from the revenues of the community redevelopment agency held for that purpose and that neither the faith and credit nor the taxing power of the Town Commission or of the state or of any political subdivision thereof is pledged to the payment of the principal of, or the interest on, such bonds.

(j) *Purposes.* Moneys in the Trust Fund may be expended from time to time for the following purposes, when directly related to financing or refinancing of redevelopment



in the community redevelopment area pursuant to a community redevelopment plan approved by the Town Commission:

(1) Administrative and overhead expenses necessary or incidental to the implementation of a community redevelopment plan adopted by the agency.

(2) Expenses of redevelopment planning, surveys and financial analysis, including the reimbursement of the Town Commission or the community redevelopment agency for such expenses incurred before the redevelopment plan was approved and adopted.

(3) The acquisition of real property in the redevelopment area.

(4) The clearance and preparation of any redevelopment area for redevelopment and relocation of site occupants as provided in section 163.370, Florida Statutes (1997).

(5) The repayment of principal and interest or any redemption premium for loans, advances, bonds, bond anticipation notes, and any other form of indebtedness.

(6) All expenses incidental to or connected with the issuance, sale, redemption, retirement or purchase of agency bonds, bond anticipation notes, or other form of indebtedness, including funding of any reserve, redemption, or other fund or account provided for in the ordinance or resolution authorizing such bonds, notes or other form of indebtedness.

(7) The development of affordable housing within the area.

(8) The development of community policing innovations.

(k) *Year End.* On the last day of the fiscal year of the community redevelopment agency, any money which remains in the Trust Fund uncommitted by an executed contract and after the payment of expenses pursuant to subsection (j) for such year shall be:



(1) Returned to each taxing authority which paid the increment in the proportion that the amount the payments of such taxing authority bear to the total amount paid into the Trust Fund by all taxing authorities within the redevelopment area for that year;

(2) Used to reduce the amount of any indebtedness to which increment revenues are pledged;

(3) Deposited into an escrow account for the purpose of later reducing any indebtedness to which increment revenues are pledged; or

(4) Appropriated to a specific redevelopment project pursuant to an approved community redevelopment plan which project will be completed within three (3) years from the date of such appropriation.

(l) *Annual Audit and Report.* The community redevelopment agency shall provide for an independent financial audit of the Trust Fund each fiscal year and a report of such audit. Such report shall describe the amount and source of deposits into, and the amount and purpose of withdrawals from, the Trust Fund during such fiscal year and the amount of principal and interest paid during such year on any indebtedness to which is pledged increment revenues and the remaining amount of such indebtedness. The agency shall provide a copy of the report to each taxing authority.

SECTION II

That should any section or provision of this Ordinance or any portion thereof, any paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder hereof as a whole or part thereof other than the part to be declared invalid.



SECTION III

The provisions of this Ordinance shall become and be made a part of the Code of Laws and Ordinances of the Town of Lake Park, Florida. The Sections of this Ordinance may be renumbered or relettered to accomplish such; and the word "Ordinance," may be changed to "Section," "Article," or other appropriate word.

SECTION IV

All ordinances of the Town of Lake Park in conflict with any provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION V

This Ordinance shall take effect immediately upon passage.

PLACED ON FIRST READING THIS 20 DAY OF January, 1999.

PUBLISHED IN THE PALM BEACH POST THIS 24 DAY OF January, 1999.

PLACED ON SECOND, FINAL READING AND ADOPTED THIS 3 DAY OF February, 1999.

(TOWN SEAL) TOWN OF LAKE PARK SEAL FLORIDA

MAYOR

ATTEST:

Town Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

Town Attorney

2

**Special Call CRA Meeting**
**Agenda Request Form**

**Meeting Date: February 3, 2021** **Agenda Item No.**

**Agenda Title: Discussion on Updating the CRA Plan.**

[ ] SPECIAL PRESENTATION/REPORT [ ] CONSENT AGENDA
[ ] OLD BUSINESS [ ] NEW BUSINESS: Resolution
[ X ] DISCUSSION FOR FUTURE ACTION [ ] OTHER: General Business

**Approved by Executive Director:**_____ **Date:** _____

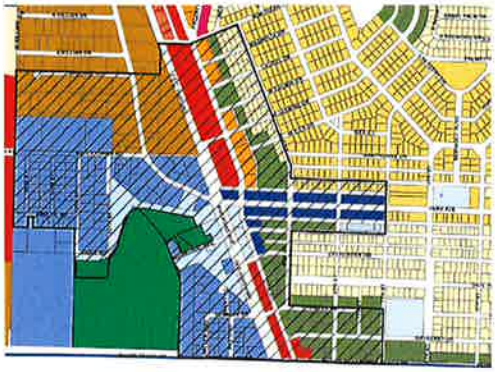
*John D'Agostino / CRA Executive Director*

Name/Title

| **Originating Department:** Town Manager/Community Development | Costs: $ None at this time<br>Funding Source:<br>Acct. #<br>[ ] Finance_____ | **Attachments:**<br>→ CRA Plan with notes in WORD |
|---|---|---|

**Summary Explanation/Background:**

The general boundaries of the CRA are outlined in black to the right →



10

**What is a Community Redevelopment Area or District?**

Under Florida law (Chapter 163, Part III), local governments are able to designate areas as Community Redevelopment Areas when certain conditions exist. Since all the monies used in financing CRA activities are locally generated, CRAs are not overseen by the state, but redevelopment plans must be consistent with local government comprehensive plans. Examples of conditions that can support the creation of a Community Redevelopment Area include, but are not limited to: the presence of substandard or inadequate structures, a shortage of affordable housing, inadequate infrastructure, insufficient roadways, and inadequate parking. To document that the required conditions exist, the local government must survey the proposed redevelopment area and prepare a Finding of Necessity. If the Finding of Necessity determines that the required conditions exist, the local government may create a Community Redevelopment Area to provide the tools needed to foster and support redevelopment of the targeted area. The Town has already created a CRA Area with a CRA Plan dated 2010 that is now in need of updating.

**Purpose of the Community Redevelopment Agency and CRA Plan**

The Community Redevelopment Agency is responsible for developing and implementing the Community Redevelopment Plan that addresses the unique needs or blighted conditions of the targeted area(s). The plan includes the overall goals for redevelopment in the area, as well as identifying the types of projects planned for the area utilizing any legal development or redevelopment tool authorized by F.S. Statutes Chapter 163.
Examples of traditional projects include: streetscapes and roadway improvements, building renovations, new building construction, flood control initiatives, water and sewer improvements, parking lots and garages, neighborhood parks, sidewalks and street tree plantings. The plan can also include redevelopment incentives such as grants and loans for such things as façade improvements, sprinkler system upgrades, signs, and structural improvements, just to name a few. The redevelopment plan is a living document that can be updated to meet the changing needs within the Community Redevelopment Area; however, the boundaries of the area cannot be changed without starting the process from the beginning.

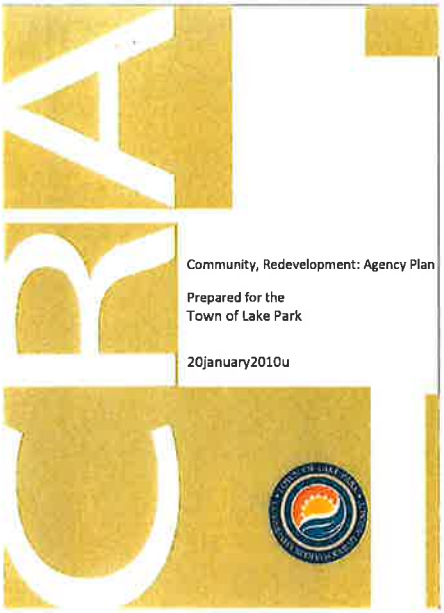
**CRA Plan Markups for Discussion**

The enclosed CRA Plan represents a converted version (*from PDF to WORD for commenting and back to PDF for the purposes of publication*) so that comments received could be incorporated. Since the document contains 196 pages, a simple conversion, rather than a complete rewrite using the PDF version (the only one available) was performed. The document contains several formatting and numbering issues however, the focus of tonights's discussion should be on the content and not the formatting or numbering, this will be cleaned up later.

Comments were received from Staff, The Mayor and the Vice-Mayor and these have been included in the document as underlines, strikethroughs and comments in the margin. Anders Viane consolidated the comments into the enclosed document and because he did, the comments include his name in the margin, however, he may not necessarily be the author of the comments.

***This agenda item is for preliminary discussion. Based on the outcome of these discussions, Staff will pursue the needed changes, possibly by engaging a consultant as needed.***

**RECOMMENDED MOTION**: This is a discussion item only for possible direction on our next steps.



CIVICDESIGNASSOCIATE
S

"RBAN PLANNING i REDEVELOPMENT/ i
ARCHITECTURE

Some general comments:

The Plan is obviously outdated in its references. I'm not sure that some of the policy directives of the time are still valid.

1) Is ARTS still a focus of the downtown or is it more "gathering places"

2) With the Tri-Rail station going to Sanford, we need to establish a new vision for that parcel and the area

3) promoting flex space and business incubator space might be the focus of the industrial area today rather than art galleries and antique shops

4) Plan doesn't seem to have the specificity for the incentives and activities that we've been undertaking

5) what is needed by Oceana?

6) virtual office space and tech hubs vs art galleries

7) outlined programs for Town employees detail - has to be open to entire community

8) references to reserving space for biotech is antiquated and limiting

9) are there other brownfields? Or has this now been addressed?

10) where are referenced CRA policies for loans and subsidies?

11) are we following Plan requirements that only offer grants/ incentives that realize increased assessment and increase in TIF?

12) Bert Bostrom Park is not within CRA, therefore illegal to spend funds on park expansion and community center

13) need to watch statutory limitations on community policing activities

14) Downtown development scenario is out of date and needs new visioning effort

15) 10th street limo sales not mentioned

16) is a Park Ave Village Green still desired? Balance of park and garden?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Community Redevelopment Agency
Town of Lake Park

CRA Board

| | |
|---|---|
| Dena DuBois | Chair |
| Jeff Carey | Vice Chair |
| Ed Daly | Board Member |
| Patricia Osterman | Board Member |
| Kendall Rumsey | Board Member |
| Christiane Francois | Board Member |
| Michelle McKenzie-Suiter | Board Member |
| Maria V. Davis | Executive Director |
| Thomas J. Baird | Agency Attorney |
| Vivian Mendez Lemley | Agency Clerk |

Consultant

Civic Design Associates

4621 Montrose Blvd Suite B240
Houston, Texas 77006

218 NW Street
Delray Beach, Florida 33433 vs

vision. This Plan will define the specific steps and actions necessary to realize the vision, as well as providing some financial guidelines to prioritize expenditures.

The CRA is depicted in relation to the Town limits and the surrounding context in Figure 1. The CRA encompasses about 308 acres within a Town of approximately 2.3 square miles, although the Town exists within a more or less continuously developed suburban context in North Palm Beach County

Figure 1 - Map Of the Lake Park CRA in context

B. The Vision for Downtown Lake Park

Lake Park is one of the earliest master planned communities in South Florida, yet it has not experienced the same explosive growth that characterizes the more recent development in the area. This actually has some positive benefits, as the Town still retains many of the characteristics of its original plan, which was and remains a classic example of the Garden City planning movement. The Town was designed around a traditional Main Street along Park Avenue, which was intended to serve as the center of Town life [illegible]

This, indeed, is precisely the vision that seems to be generally shared by Town leaders, business owners, and citizens alike. The central business district of the Town, the CRA, the Park Avenue Downtown District has the potential to be the catalyst that revives the surrounding neighborhoods, adding neighborhood services in a compact, walkable, mixed use environment that will enhance the quality of life and increase property values both within and outside of the CRA. An existing concentration of arts related uses suggests a thematic framework to build upon. The recent completion of the first phase of One Park Place establishes a model for the type of development desired. [illegible] development environment and credit squeeze could pose some challenges in the short-term, this should not deter the Town from its long term goals. [illegible]

## I. PART ONE - EXECUTIVE SUMMARY

A. Introduction

This redevelopment plan is an update to the original Community Redevelopment Agency Plan prepared in 1996 upon the creation of the Lake Park Community Redevelopment Agency. The original plan identified a series of problems and needs, as well as some general opportunities for various areas of the CRA. In an environment where there is not a sustained level of rapid and strong growth, a CRA does not begin to generate meaningful tax increment to spend on its various priorities for several years. After 12 years, the CRA is now beginning to generate close to $.5 million a year in increment, and has some recent accomplishments to its credit. Most notably, streetscape improvements for Park Avenue and Tenth Street have been completed, and the Town has begun to address downtown parking and the proliferation of substandard multi-family housing.

At this point, it is appropriate not simply to review and update the prior plan, but to articulate a clear plan of action to continue addressing the CRA's goals in a more deliberate and focused manner. The Town has expressed a clear vision for its downtown, and the CRA is in a position to invest in this

Realizing the vision will require the CRA to focus on the following priorities

- Spearhead a signature catalyst development that will anchor the intersection of Park Avenue and Tenth Street. Ideally, this development can provide a critical mass of mixed use development, displace some problematic multi-family housing, provide a supply of parking, and provide a "town green" to act as a focal point for downtown development. The most straightforward way of accomplishing this is to assemble the property in question. [illegible] Formatted: Superscript
- Promote and support the redevelopment of other parcels along Park Avenue. [illegible] The recent [illegible] Foresteria Avenue is a positive step, providing [illegible] for additional downtown parking.
- Promote the [illegible] and arts related uses and activities as the thematic focus of the downtown.
- Strengthen the connections to Northlake Boulevard, primarily along Tenth Street and Old Dixie Highway. This is critical in order to improve the access and visibility of the downtown. Right now it suffers from underexposure to [illegible] Redeveloping the two intersections at Old Dixie will substantially improve access to the downtown and, unlike [illegible] This will involve promoting redevelopment along these streets, improving the visual appeal along the right-of-way, and a coordinated marketing program for the downtown.
- Redevelopment of a number of the substandard multi-family properties that are located throughout the CRA. A good start has already been made along Foresteria, and the acquisition of other problem properties is implicit in the Park Avenue Strategy, but there are other properties located further north along Tenth Street and in the southeast portion of the CRA that should be targeted for redevelopment. Commented [AV1]: I don't like this paragraph; it sounds like an approval of gentrification.
- The commercial and industrial properties in the west portion of the CRA provide an opportunity to continue to build and the Town's tax base, and [illegible] should be targeted for acquisition and environmental cleanup. Its proximity next to the County preserve provides an opportunity to create a destination amenity as a nature center.

These basic goals and objectives form the basis of the redevelopment strategy with action steps that are outlined in greater detail in later sections of this Plan. It is an ambitious agenda, but the accompanying financial analysis indicates that it is achievable.

C. Content of the CRA Plan

This Plan is organized as follows

Section II contains background information, providing some history of the area, and describing the legal authority and powers of the Community Redevelopment Agency.

Section III describes existing conditions, including a physical description of the area, a discussion of the land use characteristics, demographic information, and a survey of the existing traffic patterns, parking, and public facilities. It also outlines some of the current projects and programs of the CRA.

Section IV provides analysis of the problems, needs, and opportunities in various geographic sub-areas of the CRA, as well as some overall needs. It also provides an overview of market conditions and a discussion of the zoning and regulatory environment. Commented [AV2]: Very different now!

Section V lists the projects and programs of the CRA. This section provides the authority to implement the various programs discussed.

Section VI is the implementation plan. It begins by outlining a desired redevelopment scenario, then presents a financial analysis of the impacts and projected expenditures of the CRA.

Section VII consists of detailed financial projections for the next 10 years.

The Appendices provide various reference materials, namely the various resolutions adopting the CRA and a legal description of its boundaries.

Development did not begin to return to the area until the 1950s. A new Pratt & Whitney plant in northern Palm Beach County sparked demand for residential development, and commercial development soon followed. Much of the new commercial development along Park Avenue was in the form of strip shopping centers with front parking lots, at odds with the original historic pattern of buildings close to the sidewalk. Many of these structures remain today, although they are nearing the end of their useful life,

Larger commercial developments, as well as industrial uses established themselves in the western portions of the town

By the mid 1980s, most of the residential land had been built out. By the end of the 1980s, the town was in a noticeable state of decline. With an aging housing stock, it was no longer as competitive as newer communities, and the advent of the regional shopping centers hurt the downtown area.

In 1996, the Town Commission adopted a proactive approach to reverse the declining fortunes and a new mission was adopted to restore a sense of place and community to the town. The Lake Park Community Redevelopment Agency (CRA) was established to guide the redevelopment efforts in the downtown area and the western portions of the town. The purpose of the agency is to revitalize both the physical and economic environment of the Community Redevelopment Area. A map of the CRA boundary is shown in Figure 2.2. Appendix "A" describes the legal boundaries of the CRA. The Town passed Resolution 14-1996 providing a Finding of Necessity for the creation of a CRA on 3 April 1996, Appendix "C".

Figure 2.2 - Map Ofthe CRA Boundary



## II PART TWO - BACKGROUND

### A. Introduction to the CRA Plan

The Town of Lake Park is located on the Intracoastal Waterway in northern Palm Beach County. It covers an area of approximately 2.3 square miles, and the population was 8,721 according to the 2000 Census. The population estimate since then peaked at a little over 9000 in 2003, although it has since declined to be about the same as in 2000. The town is bounded by the city of Riviera Beach to the south, North Palm Beach on the north, Palm Beach Gardens and unincorporated Palm Beach County to the west, and the Intracoastal Canal to the east. A map of the town is shown in Figure 2.1.

Figure 2 1 Map ofthe Town ofl ake Park

Lake Park was incorporated on November 16, 1923 as Kelsey City. Designed by the Olmstead Brothers and Dr. John Nolen, the town plan is a classic example of the Garden City concept. Although it was originally conceived as a speculative development, it is a well-organized town with a clearly defined town center, a series of parks distributed throughout, and a variety of housing types, with emphasis on generously sized single-family lots. A number of buildings were soon built within the town center located along Park Avenue, as well as an attractive Mediterranean style Town Hall. Unfortunately, the hurricane of 1928 demolished many of the original structures and the depression of the 1930s only served to intensify a protracted economic decline



The 1996 document The Town of Lake Park Community Redevelopment Plan provides the framework for programming redevelopment activities within the CRA. Since it is not practical for the CRA to fund and implement all redevelopment projects with the community, the plan sets forth a series of implementations steps and specific projects intended to encourage or stimulate the type of public interest and private investment necessary to achieve the revitalization. The Town Commission passed Resolution 65-1996 on 20 November 1996 formally adopting the CRA, Appendix E"

### B. Authority to Undertake Community Redevelopment

This document has been prepared under the direction of the Lake Park Community Redevelopment Agency in accordance with the Community Redevelopment Act of 1969, F. S. 163, Part III. In recognition of the need to prevent and eliminate slum and blighted conditions within the community, the Act confers upon counties and municipalities the authority and powers to carry out "Community Redevelopment." For the purposes of this Community Redevelopment Plan, the following definition, taken from the Florida Statutes shall apply.

Commented [AV1]: Need to review the statute.

- "Community redevelopment" or "redevelopment" means undertakings, activities, or projects of a county, municipality, or community redevelopment agency in a community redevelopment area for the elimination and prevention of the development or spread of slums and blight or for the provision of affordable housing, whether for rent or for sale, to residents of low or moderate income, including the elderly, and may include slum clearance and redevelopment in a community redevelopment area, or rehabilitation or conservation in a community redevelopment area, or any combination or part thereof, in accordance with a community redevelopment plan and may include the preparation of such a plan. '

The ability of a county or municipality to utilize the authority granted under the Act is predicated upon the adoption of a Finding of Necessity by the governing body. This finding must demonstrate that:

1 One or more slum or blighted areas, or one or more areas in which there is a shortage of housing affordable to residents of low or moderate income, including the elderly, exist in the county or municipality; and,

2. The rehabilitation, conservation, or redevelopment, or a combination thereof, of such area or areas is necessary in the interest of the public health, safety, morals, or welfare of the residents of the county or municipality. "I

The Town passed Resolution 14-1996 providing a Finding of Necessity for the creation of a CRA on 3 April 1996 and determined that the area within the CRA boundaries is in need of redevelopment, Appendix "C".

Commented [AV2]: There was a finding of necessity.

C. Creation of the Community Redevelopment Agency

Upon the adoption of "A Finding of Necessity", found in Appendix "B", by the governing body and upon further finding that there is a need for a Community Redevelopment Agency to function in the county or municipality to carry out community redevelopment purposes, any county or municipality may create a public body corporate and politic to be known as a "Community Redevelopment Agency." The Agency shall be constituted as a public instrumentality, and the exercise by the Agency of the powers conferred by Florida Statutes Chapter 163, Part III, shall be deemed and held to be the performance of an essential public function.

On 6 November 1996, the Board of County Commissioners of Palm Beach County delegated redevelopment powers to the Town Commission of Lake Park through Resolution R-96-1852, Appendix "D". The Town Commission passed Resolution 65-1996 on 20 November 1996 formally creating the CRA, Appendix "E". The organizational structure of the agency was also established by Resolution 65-1996, consisting of a board of seven members — the five Town Commissioners and two additional members appointed by the Town Commission. The members serve staggered four year terms. The Town Manager acts as the agency's Executive Director.

D. Powers of the Community Redevelopment Agency

As authorized by the Community Redevelopment Act, a wide variety of powers are [illegible] available to the Town of Lake Park to carry out redevelopment activities. While most of these powers may be delegated to a Community Redevelopment Agency, others may not. These powers, which continue to vest in the Town Commission, are as follows:

Commented [AVS]: Maybe ?

a. The power to determine an area to be slum or blighted area, or combination thereof, to designate such area as appropriate for a Community Redevelopment Project, and to hold any public hearings required with respect thereto.

b. The power to grant final approval to Community Redevelopment Plans and Modifications thereof.

c. The power to authorize the issuance of revenue bonds as set fourth in Section 163.385.

d. The power to approve the acquisition, demolition, removal or disposal of property; and the power to approve the assumption of the responsibility to bear loss by the Agency.

e. The power of eminent domain, provided that the specific approval of the Town Commission is required.

f. The power to dispose of property acquired within the Community Redevelopment Area for uses in accordance with the Plan.



g. The power to solicit requests for proposals for redevelopment of property listed for acquisition and redevelopment in the Community Redevelopment Plan and to advertise for the sale of that property to private persons, prior to acquisition of the property by the CRA.

h. The power to construct improvements necessary to carry out community redevelopment objectives.

i. The power to carry out programs of repair and rehabilitation.

j. The power to plan for and assist in the relocation of persons and businesses displaced by redevelopment activities.

k. The power to receive and utilize tax increment revenues to fund redevelopment activities.

l. The power to approve the budget and any amendments thereto.

m. The power to appropriate such funds and to make such expenditures as are necessary to carry out the purposes of the Community Redevelopment Act of 1969 and subsequent amendments.

Other powers authorized by the Act but which the Town Commission has elected not to delegate to the CRA are:

a. The power to zone or rezone any part of the Town or make exceptions from building regulations, and to enter into agreements with a housing authority, which agreements may extend over any period.

b. The power to close, vacate, and plan streets, roads, and sidewalks.

E. The Community Redevelopment Area

Pursuant to Statutes, a community redevelopment area must be a slum area, a blighted area, or an area in which there is a shortage of housing that is affordable to residents of low or moderate income, including the elderly. The Town of Lake Park Community Redevelopment Agency generally consists of the older central core of the city, which has become deteriorated due to age, obsolescence, and the lack of investment. Unfortunately, a deteriorating area is self-propagating, and as conditions worsen, residents and private businesses become less willing to put their financial resources into the area. It is this cycle, which severely limits the ability of private enterprise to stop the spread of slum and blight without public assistance.

A "Finding of Necessity" for the 308 acre Community Redevelopment Area was adopted by the Town Commission with Resolution No. 14-1996 on 3 April 1996. The overall boundaries of the Community Redevelopment Area are illustrated in Figure 1.2 and its legal description is found in Appendix "A."



F. The Community Redevelopment Plan

All public redevelopment activities expressly authorized by the Community Redevelopment Act and funded by tax increment financing must be in accordance with a redevelopment plan approved by the Town Commission. Like the Town's Comprehensive Plan, the Community Redevelopment Plan is an evolving document, which is evaluated and amended on a regular basis in order to accurately reflect changing conditions and community objectives. The original Community Redevelopment Plan was prepared in 1996 by Ivey, Harris, & Walls, Inc. and adopted upon creation of the CRA. Thereafter, the plan was updated prepared at the direction of the CRA Board again in 2008 and again at the direction of the CRA Board in 2020. This document, prepared in 2021, shall serve as the updated Community Redevelopment Plan upon its adoption by the CRA Board.

Florida Statutes Chapter 163.355
Taken from Florida Statutes Chapter 163.356(1)

## III PART THREE - EXISTING CONDITIONS (NEEDS TO BE UPDATED)

### A. General Description of the Community Redevelopment Area

#### 1. Existing Land Use

Existing land uses in the Community Redevelopment Area follow patterns of the historical development outlined in the original Kelsey City Plan and the requirements of current and past zoning districts. In fact, the land use pattern closely follows that of the Olmstead/Nolen plan, which was promoted as "the first zoned city in Florida." There are approximately 308 acres of land within the Community Redevelopment Area, which represents approximately 20% of the total land area of the Town. The Town contains 1504 acres, of which about 100 acres is water. A generalized existing land use plan is depicted in Figure 3.1.

Figure 3.1 Existing Land Use Plan

The land use pattern is strongly influenced by the primary arterial roads that define the town plan. The primary retail and community commercial uses are clustered along Park Avenue between the FEC Railway and Seventh Street, as well as along 10th Street. All residential uses are located east of 10th Street, with the area south of Park Avenue being primarily multi-family structures, and the area north of Park Avenue consisting ofa mix of single and multi-family uses. The area west of the FEC Railway contains more intensive commercial uses and light industrial and warehouse uses.

Other than the Town Hall, which is not in the CRA, only one building in the historic town center survives from the 1920s. This is located at 918 Park Avenue, and is notably different from its neighbors in that it fronts directly on the sidewalk, as opposed to having a front parking lot. Most of the neighboring buildings are architecturally undistinguished. There is a new mixed use development under construction property on the north side of Park Avenue between Eighth and Ninth Streets that harks back to the historic development pattern, with an arcaded retail storefront abutting the sidewalk and two stories of residential units above. Parking is located behind the building but is inadequate for both residential and retail purposes as the alley behind that property offers relief for the parking deficiency. The first phase of this project is nearing the end of construction.

There is, other than this, there has been very little development activity along Park Avenue in the 700 block. Of note is the renovation of the original Park Avenue BBQ & Grills on the south side at Eighth Street. It has been purchased and is currently undergoing renovation that will bring approximately 7,000 square feet to the downtown district. The building will be refurbished to include office space for a tech company and a brewery. This successful restaurant has since expanded into a number of other locations in South Florida, but, as the name suggests, this was their original location. Despite a significant commercial component, it has not yet entered Kelsey due to a lack of parking. Other tenants along Park Avenue include an assortment of "mom and pop" businesses and a regionally recognized art supply store and a dance school. A relatively new fire station is located at the southwest corner of Park Avenue and 10th Street.

The residential building stock tends to be older; about 75% of structures in the town were built between 1940 and 1970. The single-family structures are in many cases still quite serviceable, depending on the level of upkeep, but the multi-family structures tend to be in a more deteriorated condition. Some of the larger apartment complexes are, quite frankly, problematic and are known to be a source of blight and safe haven for drug use/sales, and the associated violence. The CRA has recently taken some bold steps to address these problem properties, including the purchase of one complex on Forasteria between Seventh and Eighth Streets. It has already been vacated and will be demolished. It is now being used for parking and a surface parking lot is being constructed there. Its blade was still the fire parking on the short term, and a toilet adjacent parcel in the future.



Many of the commercial and warehouse uses in the northwest portion of the CRA are newer buildings of fairly good quality, and are home to some strong, stable businesses. Some open tracts in this area indicate a good prospect of future growth for such users in this area. The southwest portion of the CRA, by contrast, consists of older commercial and industrial uses, many of which have adapted buildings that were designed primarily as warehouse space. This has the effect of overloading the parking facilities available in the area, so that many cars park in the swale areas. Of special note is the "Thousands of Parts" auto junkyard, which is an eyesore as well as a brownfield site. The planned widening of Silver Beach Road will impact this site in that it will take away their parking, currently located in the street right-of-way.

Due to the proximity of the railroad and its obvious negative impacts (e.g. noise and vibration) traditionally adjacent properties developed primarily into light and heavy commercial/industrial land uses. The railroad does present an opportunity, however, as it has a unknown to extend the Tri-Rail service north to pass along this corridor. A site for a transit station is owned by the Town and is located just south of the fire station. This site would provide ready access to the businesses along 10th Street and the western part of Park Avenue and could potentially help revitalize the area.

Vacant land comprises an important part of the CRA area, since development of a vacant parcel can provide a significant source of new tax increment. There are a number of vacant parcels in the CRA, primarily located in the commercial and light industrial area west of the railroad tracks. Several vacant (or nearly vacant) tracts are strategically located along 10th Street immediately north of Park Avenue and could be an important part of a revitalization strategy for the central part of the CRA. The vacant parcels are indicated in Figure 3.1.

#### 2. Population and Housing Characteristics

The 2000 Census data indicates that the Town contains 3,346 households, with a resident population of 8,721 persons. Detailed census data is only available for 2000, with later figures being estimates. The later estimates indicate that there has been little change in the overall population in Lake Park; the estimates showed the population increasing slightly in the early part of the decade, peaking in 2003 at 9,068, and then declining again to 8,893 in 2006, the latest estimates available. Since the residential areas of the Town have been largely built out for some time, this is consistent with what would be expected. Thus, the 2000 figures are used here for the demographic breakdown since the population has been fairly stable and since these represent the most complete and detailed information available.

Information for the CRA area is not available since it is a smaller part of the Town, and does not correlate very well to the Census tracts. Since the Town is also a relatively small geographic area, and contains parts of only 3 census tracts, the demographic data for the Town "was assumed to be a fairly representative reflection of the demographic characteristics within the CRA.

A breakdown of the Town's population by race and age is provided in Tables 3.1 and 3.2. The overall racial composition of the Community Redevelopment Area is approximately 41% White, 49% Black, 6% Hispanic and 3% Asian. It should be noted that there is some variation in these percentages within different neighborhoods of the Community Redevelopment Area.

Table 3.1
2000 Population and Race
In the Town of Lake Park

| Race | Number | Percent |
|---|---|---|
| White | 3,598 | 41.3 |
| Black | 4,256 | 48.8 |
| Hispanic | 506 | 5.8 |
| Asian | 252 | 2.9 |
| Other | 109 | 1.2 |
| Total | 8,721 | 100.0 |

Commented [AV6]: Get updated census data; this report uses 2000.

The breakdown by age group is shown in Table 3.2. The median age is 34.2.

Table 3.2
2000 Age Characteristics
In the Town of Lake Park

| Age Group | Number | Percent |
|---|---|---|
| Under 15 | 1,953 | 22.3 |
| 15-24 | 1,186 | 13.7 |
| 25-44 | 2,857 | 32.9 |
| 45-59 | 1,390 | 15.9 |
| 60-74 | 722 | 8.2 |
| 75 and older | 613 | 7.0 |
| Total | 8,721 | 100.0 |

Household Income Characteristics

The Town contains 3,303 households, indicating an average household size of 2.64. The household income breakdown is shown in Table 3. The median household income in 2000 was $33,893, which compares to a County median of $45,062 and a statewide median of $38,819. Thus, the income levels are lower than the surrounding area. 12.5 percent of all families in the Town are below the poverty line, as compared to 6.9% in Palm Beach County, and 9.0%



statewide. Overall, Palm Beach County is economically stronger than the state median, but Lake Park is considerably weaker.

Table 3.3
2000 Household Income
In the Town of Lake Park

| Income | Number | Percent |
|---|---|---|
| Less than $ 15,000 | 542 | 16.4 |
| $15,000 to $34,999 | 1,162 | 35.2 |
| $35,000 to $49,999 | 586 | 17.7 |
| $50,000 to $74,999 | 653 | 19.8 |
| $75,000 to 99,999 | 191 | 5.8 |
| $100,000 to $ 149,999 | 117 | 3.5 |
| $150,000 or more | 52 | 1.6 |
| Total | 3,303 | 100.0 |

Housing Characteristics

Lake Park experienced most of its growth from the 1950s through the 1980s, after which the great majority of the residential property in the Town was built out. Of the 3,520 housing units counted in the 2000 Census, only 247, or 7.0%, were built after 1990, 2,596 units, or 73.8%, were built between 1940 and 1979.

Less than half of the total number of units, 1,513 or 43.0%, are single family detached units, although this comprises a significant majority of the total acreage in the Town. The Town contains 2,007 multi-family units, which include everything from duplexes to large apartment complexes. Of these, by far the largest number of units, 894, are in complexes of 20 or more units. This represents 25.4% of all housing units in the Town, and compares to 18.1% of units in Palm Beach County that are in complexes of 20 or more units.

Approximately 42% of all housing units are owner occupied, 49% are renter occupied, and 8% are vacant. The median value of owner occupied units is 93,400 and the median rent for a rental unit is $674. This indicates a significantly weaker housing profile than for Palm Beach County, which has approximately 70% of housing units occupied by an owner.

The Town of Lake Park is a Category II planning area, meaning that it has an interlocal agreement and an identified target area. The CRA receives a recurring annual grant to be applied toward housing programs. The target area demonstrated a concentration of Low-Medium density and a concentration of sub standard housing and/or need for capital improvement.



In 2003, the Palm Beach County Department of Housing and Community Development conducted a windshield survey of housing in the CDBG Target Area, shown in Figure 3.2. Much of the Target Area is in the CRA. This area consists predominantly (71.2%) of single family homes, although 65% of the units were found to be renter occupied. About 28% of the units exhibited some amount of deterioration, although most of this was characterized as minor.

Figure 3.2 CDBG Target Area

3. Existing Traffic Circulation (has remained consistent, but if there are changes, must be noted here)

The original street layout for Kelsey City was a classic example of a traditional urban grid, with a hierarchy of streets ranging from broad, main boulevards with planted medians down to alleyways that provide service access. Most of the streets define regular, rectangular blocks, although this is true primarily east of 10th Street. The areas west of 10th Street, which comprise mostly the light industrial land uses, were subdivided much later, and with less regard for a regular street grid.

In general, traffic seems to move smoothly throughout the CRA, and there are few congested areas. Due to its less traditional layout, there are fewer through streets in the areas west of the FEC Railway, although most traffic here is confined to users accessing the industrial parcels. Almost all traffic here has to use some portion of Old Dixie or Congress Avenue for north/south traffic, while Watertower Road and Silver Beach Road are the only east/west through streets.



Although the area east of the railway is a fine-grained grid of streets, the traffic tends to gravitate to certain streets due to the limited number of connections to Northlake Boulevard. Most north-south traffic concentrates on Old Dixie and 10th Street, while Park Avenue is the principal east/west connector. Most of the neighborhood residential streets carry only local traffic, and are lightly traveled.

The functional classification of the major streets is shown in Table 3.4.

Table 3.4
Functional Classification of Major Streets
Town of Lake Park

| NAME | FUNCTIONAL CLASS | SEGMENT | DESCRIPTION | MAINT |
|---|---|---|---|---|
| 10th Street | County Minor Arterial | N Lake Blvd to Park Ave | 4 lane divided | Lake Park |
| Old Dixie Hwy | County Minor Arterial | Silver Beach CD Park Ave | 4 lane divided | FDOT |
| Park Ave | County Minor Arterial | Old Dixie to 10th Street | 4 lane undivided | Lake Park |
| Silver Beach Road | County Urban Collector | Old Dixie to US 1 | 2 lane undivided | FDOT |
| Old Dixie Hwy | County Urban Collector | N Lake Blvd to Park Ave | 4 lane undivided w/turn lanes | FDOT |
| Park Ave | Town Urban Collector | 10th Street to US | 4 lane undivided | Lake Park |

A number of streets in the CDBG target area were identified as needing resurfacing in 1999, and these are being gradually completed. In addition, the CRA has completed resurfacing of Park Avenue and, just recently, 10th Street.

4. Parking

The availability and condition of parking facilities varies throughout the CRA. Most of the single/family residential areas have adequate parking on-site, and overflow and guest parking occurs along the street. For the most part, this works fairly well and is not abused.

Multi-family housing areas, on the other hand, tend to be significantly under-parked. The available on-site parking is generally not adequate for the number of units, and a lot of overflow parking occurs on the adjacent streets. Much the same is true for the older light industrial uses located west of the railway. Many of these are converted warehouses that did not require much parking in their original use, but now have inadequate on-site parking. The overflow parking occurs on the streets and in the swales.

Most of the commercial strip centers on Park Avenue have some surface parking, generally located in front of the building. For the most part, there is adequate parking - but this is only because the uses are operating far below their potential. Some establishments, such as the expanded Park Avenue BBQ & Grill, clearly have insufficient parking; in fact, this is a major reason it has not opened for business. The success of any revitalization of the businesses along Park Avenue must include some comprehensive approach to solving the parking situation. As things currently stand, the lack of parking will impede significant redevelopment. The relatively

shallow depth of the parcels on Park Avenue limits the potential for on-site parking, and an area-wide solution should be considered.

5 Public Facilities

There are no parks and recreation facilities within the CRA, although the Sixth Street ballfield complex abuts the southeast boundary of the area. Redevelopment of some multi-family complexes within the CRA may be used, however, to add amenities to the ballfields.

Community facilities within the CRA include the Town's Public Works Department offices, maintenance, and storage facilities, and the fire/rescue station, both located at the intersection of Old Dixie and Park Avenue.

The Town owns a vacant parcel along the FEC railway tracks, just to the south of the fire station. This site is being reserved for use as a potential commuter rail station, in the event that the Tri Rail service can be extended northward to the Town. This would be a great benefit to the Town, and should be a focus of CRA investment, although it will likely be deferred until future years, unless increased funding is available from state and federal sources.

Much of the existing stormwater drainage infrastructure is over 50 years old. Much of it is in need of rehabilitation or replacement. Some drainage improvements have been ongoing using CDBG funds, particularly in the southwest part of the CRA. A special assessment for property owners in the Watertower Road area has been used to fund infrastructure to that area.

The Seacoast Utility Authority provides water and sewer services for the Town. Areas east of the FEC railway have adequate service. In the areas west of the railway, sanitary sewer is provided only for the special assessment area on Watertower Road.

B. Current Projects and Programs in the CRA

The Lake Park CRA has been in existence for over 12 years now, and has been generating a modest tax increment for the past several years. Taxable value of all properties in the CRA approached $100 million in 2006 and are about $140 million in the current fiscal year 2009. The current amount of Tax Increment Funds going into the CRA trust fund is about $900,000 annually.

Recent accomplishments of the CRA include:

- Repaving of 10th Street
- Sidewalk replacements in various locations
- Park Avenue streetscape beautification
- Downtown alleyways paving has been designed and has been begun
- Purchase of a deteriorated multi-family complex on 700 block of Foresteria Drive
- Purchase of 800 Park Avenue Building for Artist Co-op

The budgets for the 2009 and 2010 fiscal years anticipate expanding CRA activities to include:

- Hiring a project manager on a part time basis



- Sharing some positions with the Town staff, including the grants writer, the Community Development Director, a planner, and a code compliance officer
- Hiring an Economic Development Director
- Establishing a CRA office in the downtown area a Developing a communications and marketing strategy
- Developing design criteria for façade improvements
- Maintaining the landscaping and streetscape improvements a Installing holiday decorations
- Contracting with Palm Beach County for sheriffs deputies
- Repair and maintenance of routine infrastructure needs a Promotional activities, advertising, and a periodic newsletter
- Asphalt resurfacing of Gateway Road and other locations
- Additional Sidewalk improvements
- Façade improvement grants
- Revolving loan program
- Artist Cooperative
- Increased lighting in the neighborhoods
- Security cameras for Park Avenue



V.PART FOUR - ANALYSIS

A. Problems, Needs and Opportunities within Geographic Sub-Areas

The purpose of this section of the Redevelopment Plan is to provide a list of problems, needs and opportunities identified within each of the geographic sub-areas of the Community Redevelopment Area. These items are addressed within the "Community Redevelopment Program" through sub-area redevelopment strategies, which include the implementation of specific programs and projects of the Community Redevelopment Agency, the Town of Lake Park and other governmental agencies operating within the Community Redevelopment Area.

Commented [AV7]: We may need to redefine the sub-areas and expand the boundaries... and possibly redefine them.

The sub-areas are defined according to certain distinguishing features that make them different from the other areas, and, thus, have differing needs and objectives. A map showing the locations and extents of the sub-areas is shown in Figure 4.1.

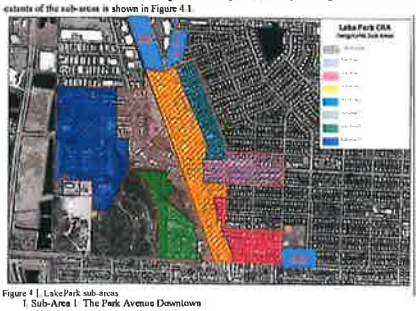



Figure 4 1. LakePark sub-areas

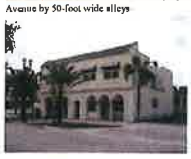
1. Sub-Area 1: The Park Avenue Downtown

Park Avenue is the most important sub-area in the CRA. It is the historic heart of the town and carries enormous symbolic and economic significance. The redevelopment of Park Avenue is the key opportunity to brand the town as a vibrant community.

This area includes the properties fronting on Park Avenue between Seventh Street on the east and Tenth Street on the west. The majority of the properties are commercial, although there are a few residential properties, primarily between Seventh and Eighth Streets. One commercial

structure on the 900 block survives from the original town of the 1920s, but the majority of the structures date from the 1960s and 1970s. The north side of the block between Eighth and Ninth Streets is in the process of being redeveloped as a three-story mixed/use commercial/residential project—very much in keeping with the vision for Park Avenue as the core of retail and entertainment. The mixed use and multiple housing opportunities envisioned for this area.

This sub-area also contains the areas between Seventh and Ninth Streets and the north side of Foresteria Drive between Seventh and Tenth Streets. The following parcels within this area include one particularly blighted property has recently been purchased by the CRA and is being developed as parking for the PARK. There are further redevelopment opportunities with residential and retail property with on-site parking. The alley has been identified as adding parking and diagonal parking. The residential properties are separated from the uses fronting on Park Avenue by 50-foot wide alleys.



As an infill area for the PARK, the vision should be to encourage development which ties to Park. It is also placed close to the coast. That would allow the alley behind the uses on the PARK to be used as a source of visual portal to the ocean.



Problems

- Limited market appeal due to [illegible] types of existing structures and uses, and
- Lack of visibility within regional highway network
- Shallow depth of properties, only 120 feet, limits the opportunities for redevelopment
- Relatively small extent (only three blocks) makes it difficult to establish a critical mass of commercial activity
- Proximity of deteriorating multi-family structures on Foresteria Drive [illegible] contributes to a perception of the area as unappealing and unsafe
- Parking is limited; there is currently a [illegible] parking shortage exists because most uses are considered underutilized. Selected locations, such as the proposed Park Avenue Lifestyle Center and businesses on the 700 block Quadro Oxbridge Academy, do not have adequate parking to function successfully.
- Lack of an identifiable focal point or public open space to provide an anchor for community activity.

Needs

- Increase the potential for new development [illegible]
- Attract additional nighttime activity (theater, restaurants, entertainment, arts ) a Establish and develop a downtown civic space, a "town green."
- Develop a marketing strategy for the downtown area, to include an image package, special events, and promotion of business opportunities.
- Assistance with retail appeal, merchandising, and display to [illegible] appeal.
- Increased economic stimulation through private investment and [illegible]
- Strategy to attract new businesses to the downtown.
- [illegible]
- Continue to support high quality design on all public and private buildings and spaces.
- Provide adequate lighting for nighttime activity.
- Remove blighting influences.
- Continue to erase the image that downtown is an unsafe place [illegible]
- [illegible]
- Organize a downtown merchant's association.

Commented (AV8): ?

Opportunities

- Lake Park offers a potential niche shopping experience that serves as an alternative to the suburban outlying shopping malls and strip centers [illegible]
- The Town and CRA are motivated to pursue redevelopment opportunities.



- The recent purchase of a problematic multi-family project by the Town will help address the perception of safety and [illegible] need for additional parking.
- The One Park Place project will set an example for future redevelopment and will bring additional residents into the downtown [illegible]
- Create a [illegible] restaurant and entertainment focused retail district [illegible]
- Create a center for the arts, building on the presence of the [illegible] and the art supply store and create public art displays in the downtown district.
- The theater presents an opportunity to leverage the arts related uses. An arts co-op might also be considered, where the public is invited from the theater and invited to work, perform, in the district.
- A community garden could occupy the site of the demolished Foresteria apartments until it is used for parking or other uses.

Commented (AV9): Anders: Fulltime display cases at certain intersections? Rented cheaply or for free to artists? Leverage Park Ave 5000 trips per day for artist advertising.

2. Sub-Area 2: Southwest/Havberry Drive Residential Neighborhood

Sub-area 2 includes the residential area in the southwest portion of the original town. Most of the housing is multi-family, and much of it shows some sign of deterioration and [illegible] overcrowding. [illegible]

Just to the east of this area is the ballfield complex on Sixth Street. To the south is Silver Beach Road, which forms the boundary between the Town and Riviera Beach and is also [illegible] border of the CRA.

Problems

- A substantial number of multi-family housing units, many of which are in deteriorating condition.
- Overcrowding, particularly in multi-family units.



- [illegible]

Needs

- Removal of blighting influences.
- Storm drainage improvements.
- Housing improvements.
- Acquisition and redevelopment of deteriorating housing units a Community recreation facility.

Commented (AV10): Reference is too vague, not clear please remove from final plan.

Opportunities

- Area is designated a "pocket of poverty" by Palm Beach County Department of Housing and Community Development and thus eligible for various assistance programs,
- CDBG funds and other County housing programs are available for neighborhood improvements.
- [illegible]

3. Sub-Area 3 a: 10th Street, Sub-Area 3b: Old Dixie Highway Commercial Corridor

Commented (AV11): These two areas should be split up and addressed separately.

The 10th Street Commercial Corridor extends the entire length of the CRA from Silver Beach Road on the south to Northern Drive on the north. The FEC railroad forms the western boundary and [illegible] Most of the sub-area contains intensive commercial uses, mostly on small, individually developed structures. The parcel on the south side of Park Avenue houses a recently constructed fire station. The Town also owns the parcel just to the south of the fire station, which is being reserved for a possible Commuter rail transit stop.

Problems

- 10th Street frontage presents a poor visual image
- Railway corridor limits the types of businesses that are attracted to the area
- Proximity of multi-family complexes to the east has a negative spillover effect into the area

Commented [AV12]: What does this mean?

- A number of vacant and underutilized properties
- The 10th Street and Pleasant [illegible] to all the Old Dixie and Old Town Highway, making [illegible]

Needs

- Larger development sites for retail, especially north of Park Avenue
- [illegible]
- Protect from further decline and blighting influences
- [illegible]

Commented [AV13]: Not a CRA function.

- The need to remove the blighting influences of [illegible]
- Lack of parking and landscaping on the west side parcels

Commented [AV14]: Do not agree with this point.

Opportunities

- The new fire station provides a stabilizing influence and may encourage further redevelopment
- 10th Street Corridor gets good traffic flow and is easily accessed from Northlake Blvd. This should be one of the primary gateways into the Park Avenue downtown
- A [illegible] and 10th Street [illegible]
- Potential for the Commuter rail service [illegible] to be extended along the corridor; Town already owns a tract reserved for a rail station
- Recent changes to the Future Land Use Map on the east side of Tenth Street extend the commercial zoning into the multi-family uses

Commented [AV15]: Revise this.

- Recent streetscape improvements may encourage redevelopment [illegible]
- Several vacant properties could serve as a catalyst for redevelopment, particularly if they are enlarged [illegible]
- Objectionable signage will have to be removed in accordance with an existing ordinance that grandfathered it for a limited time

Commented [AV16]: Reference is not clear.

- Refine the list of permitted uses

4. Sub-Area 4: Northeast/Ninth Street Residential Neighborhood [illegible]

Sub-area 4 is [illegible] completely residential [illegible] and serves as a transition between the commercial uses along the 10th Street corridor and the single-family neighborhood to the east. It contains some single family structures, but the majority of the housing is in multi-family



structures. The latter are among the most problematic in the Town, consistently deteriorating, overcrowded, and reflecting a [illegible]

There is one notable anomaly in the land use pattern. An alley runs parallel to 10th Street, separating the commercial uses fronting on 10th Street from the multi-family uses directly to the east. On one block, between Laurel and Kalmia Streets, the multi-family use extends all the way to 10th Street, and addresses the sidewalk with an unattractive privacy fence. [illegible]

Problems

- Older multi-family complexes are in poor condition and are concentrations for criminal activity.
- Preponderance of renters rather than owners
- Parking facilities are inadequate for the number of units
- The one anomalous multi-family complex fronting on 10th Street presents a unattractive fence along the sidewalk.

Needs

- Protect properties from further decline
- Remove blighting influences, primarily some of the multi-family complexes
- Create better buffers between multi-family and single-family.

Opportunities

- Multi-family properties could be redeveloped and serve as a catalyst for revitalization of the area
- Proximity to commercial areas lends itself to mixed use and better integration of housing and commercial
- [illegible]



- The eventual redevelopment of multi-family parcels would remove the anomalous fence along 10th Street.

5. Sub-Area 5: Old Dixie/FEC Railway Industrial/Commercial Corridor

Sub-area 5 lies along the western side of the FEC Railway and broadens out to the north to encompass the properties on both sides of Old Dixie Highway. Old Dixie continues northward to intersect with Northlake Boulevard and serves as a prominent and convenient route into the CRA. It is not a particularly attractive route into the CRA, however, as it is lined with older, deteriorating light industrial uses. There are several vacant parcels, located just to the north and south of the intersection of Park Avenue.

Problems

- Older, deteriorating industrial uses create visual blight.
- Conversion of warehouse uses into light industrial has exacerbated the lack of parking
- Lack of drainage and deterioration of swales.
- Lack of sidewalks.
- Lack of signage standards
- Presents a poor image, although it is one of the principal routes into the town center.

Needs

- Repair and maintenance, possibly selected redevelopment of some of the deteriorating light industrial properties.
- A vision for unified appearance, including signage standards and landscape enhancements.
- Utility and drainage enhancements to make the area more competitive.

Opportunities

- This should be an attractive entrance into the town center.
- Vacant properties are an opportunity for coordinated development.



- Good base of businesses to build upon. One possible focus would be for bio-science related businesses in support of the Scripps Center, located a few miles north.

6. Sub-Area 6: Newman Road Industrial/Commercial Area

Sub-area 6 includes the southwestern portion of the CRA, and is characterized by older light industrial uses. It is bounded on the west side by a vacant scrub land reserve owned by the MacArthur Foundation. While most of the uses are fairly intensive light industrial uses, many are using structures that were originally designed as warehouses. This has resulted in inadequate parking, with much of the parking spilling over into the public right-of-ways and on the swales. This area contains two areas of environmental pollution, one a contaminated site under the control of the EPA. The other is the "Thousands of Parts" auto salvage yard, which is a non-conforming use as well as a visual blight.

Problems

- Many structures are accommodating uses more intensive than that for which they were designed.
- A number of non-conforming uses may hinder further development.
- Infrastructure deficiencies include streets, sidewalks, and drainage swales, the latter being negatively impacted by overflow parking in the rights-of-way.

Needs

- A solution to the parking shortage
- Review and amend existing codes to create incentives for redevelopment.

Opportunities

- Area may be ripe for redevelopment.
- Grant monies may be available for reclamation of brownfield sites
- Proximity to the preserve land creates an opportunity for a complementary use once the junkyard site can be reclaimed and cleaned

7. Sub-Area 7: Watertower/Gateway Industrial/Commercial Area

Sub-area 7 is located at the western end of the CRA and consists primarily of a planned light industrial and commercial district. Most of the buildings here are of relatively recent construction and in good condition. Vacant parcels exist to allow continued development of this type.

The area south of Watertower Road is well-provisioned with infrastructure, but some parcels north of Watertower are inhibited from development by lack of utilities as well as one platted street that has not yet been paved. This part of the sub-area is older and contains some non-conforming structures.

Problems

- Several warehouse structures have converted to more intensive uses and do not have adequate parking
- Lack of infrastructure in the area north of Watertower Road

Needs

- Revise development standards to permit existing development to be improved or redeveloped.
- Infrastructure improvements

Opportunities

- There are still a number of vacant parcels available for development.
- Potential for Park Avenue to be extended westward will open up access to the southern portion of the sub area

B. Functional Needs of the Community Redevelopment Area

As opposed to specific needs identified within the various sub-areas of the Community Redevelopment Area, there "functional needs: are area-wide in scope and encompass some of the



more serious problems which are prevalent throughout the area and contribute to the overall state of decline

1. Removal of Slum and Blight

The Community Redevelopment Area contains a substantial number of blighted areas, deteriorated structures that are a menace to the health, safety or welfare of area residents. The existence of these blighted conditions contributes substantially to the spread of disease and crime, decrease the tax base and substantially impair or arrest sound growth. The major charge of the Community Redevelopment Agency is the removal of these conditions and to subsequently preserve and enhance the tax base of the Community Redevelopment Area.

2. Land Use Patterns

Lake Park is primarily a residential community. Land uses within the Town should be balanced so that the commercial, recreational and public service needs of all its residents can be conveniently provided within the community. The Community Redevelopment Area contains a concentration of the Town's poorer, less mobile population who are very dependent upon convenient commercial and recreational facilities within their neighborhood. In addition, redevelopment policies encourage downtown housing for professionals, retirees and employees in the downtown. These residents also need convenient commercial and recreational facilities within walking distance. Although some properties will be redeveloped and some removed for new development, some residents may be moved. The CRA will ensure that adequate facilities remain available to meet the needs of area residents when implementing its redevelopment programs and will ensure that residents who are relocated will find adequate replacement facilities.

While certain specific redevelopment opportunities will be explored, the general intent is not to displace businesses, but to strategically fill vacancies and re-tool occupancy as other tenants move voluntarily.

3. Economic Development

The Town's prosperity as a solvent governmental entity is dependent upon the generation of adequate tax revenues to meet the service needs of its residents. Projects that increase the overall marketability of the Town as a commercial, recreational and residential area will ultimately increase the tax base.

Slum and blight have a negative impact on the tax base of the Town and are self-propagating. Although there is often a tendency to focus on individual redevelopment projects at the expense of resolving underlying problems in order to set the stage for redevelopment, the existing and planned CRA projects and programs stress the importance of both. The success of this community redevelopment effort is largely dependent upon the economic vitality of the area. Through programs aimed at the elimination of slum and blighted conditions and improving the



standard of living of its residents, the CRA hopes to provide the catalyst for the revitalization of the entire area. Additional projects aimed at increasing jobs, retail sales and other business activity in the area will complement the process and hopefully solve many of the underlying problems, which originally resulted in creating slum and blight.

4. Housing

In today's economic climate, a major problem for local government is the provision of sufficient affordable housing to meet the needs of its current and projected population. Furthermore, local government must introduce market rate housing into its downtowns in order to give the area economic support. For the most part, housing delivery systems are driven by the private sector, which depends upon certain local economic and market conditions, including the price of land, the availability of capital, cost of labor and materials, and demand for housing. Local government, particularly redevelopment agencies, can have an effect on the process through maintaining an adequate supply of buildable land and an adequate infrastructure to serve the future development. Local government in many cases must stimulate the housing delivery system by providing incentives and facilitation of the process or actually being a developer itself.

The role of the CRA in this process will be one of active participation. The area has an overabundance of sub standard multi-family housing units, some of which will be targeted for redevelopment. Housing will be a component of the new development, although most of that is intended to be market rate housing. There could be a portion of units identified for affordable or workforce housing assistance, but this should be linked to certain development incentives such as a partial write-down of land costs

5. Infrastructure

The provision of support infrastructure and community services will be the responsibility of the Town in most cases, however, the CRA can participate when needed and in association with specific redevelopment projects, such as the Park Avenue street beautification. On and off site infrastructure improvements such as parking, roadway improvements, utility upgrades, and other improvements may be used by the CRA as incentives to ensure private sector redevelopment.

6. Recreational Facilities

As with infrastructure, the Town, the County, and others will be responsible for the provision of recreational facilities for the residents except in cases where the CRA develops a specific program to develop facilities that encourage and enhance other programs such as affordable housing or downtown housing. The Town's recreational facilities are varied and play an important part of the economic development of the Redevelopment Area.

Although there are no Town recreational facilities within the CRA boundaries, the Sixth Street ballfield complex is adjacent to the multi-family development in the Bayberry Drive subdivision in the southeast portion of the CRA. Possible enhancements to this complex may involve



property within the CRA. Also mentioned as a need was the creation of a Town Green, preferably to be located along the commercial area of Park Avenue

7. Public Safety

Slum and blight conditions are frequently indicators of crime in an area. Deteriorating buildings, poorly lit streets, a lack of safe sidewalks, accumulations of trash and debris on vacant lots all contribute to conditions that encourage criminal activity. While the provision of police and fire/rescue services are functions of the Town, the activities of the CRA to eliminate blighting conditions will have a positive psychological effect. A sense of safety will also invite increased pedestrian activity and attract new development to the area.

Increased police presence and patrols are an effective means of enhancing public safety, but it can also be done more economically with electronic surveillance. When done visibly, this can also have a deterrent effect.

C. Market Conditions and Development Potential (incomplete market analysis details needed/ completed)

The analysis of market conditions presented here is the result of a series of meetings with area property owners and others with knowledge of the market. A formal market study was not conducted

1. Retail Market

Commented [AV17]: This CRA plan does not include the vision of creating housing ownership opportunities for younger families. That vision creates a stabilizing effect on housing by moving younger residents from rentals to ownership.

The primary retail locations within the CRA are along Park Avenue and along 10th Street. The portion of 10th Street north of Park Avenue is more suited to traditional highway oriented retail uses than the south area, which is more suited to specialty businesses which have a secondary retail component. The 10th Street retail uses tend to be stand-alone establishments, which makes it difficult to achieve any synergy between uses. These tend to be drive-in and drive-out uses that operate more or less independently of their neighbors

Park Avenue, on the other hand, has at least the potential to function as a traditional Main Street, with linear groupings of establishments that could promote some cross-use. The several arts related businesses may be something that could be built on. The principal obstacle to Park Avenue functioning as a pedestrian oriented Main Street is that most of the existing retail buildings are set back from the sidewalk, typically behind a parking lot.

One positive development is the new One Park Place project, the first phase of which is nearing completion. This project, located on the north side of the 800 block, is centrally located within the Park Avenue commercial zone and exhibits the kind of design that would support the pedestrian oriented main street concept. It features mixed use, with commercial space at the ground level and two stories of residential condo units above. Parking is located behind the building. The commercial bays are fairly shallow, only about 45 feet, but are well suited for the kind of small footprint tenants that would work best along the Avenue.

An inherent problem with new development is that the target rental rates will have to be considerably higher than the norm in the older buildings. Lease rates in the existing older

buildings range from $10 to $15 per square foot per year, gross. This is very low by contemporary retail standards. These rates partly reflect the condition and quality of the buildings, but also the potential traffic. By comparison, retail space in an older strip center along Northlake Boulevard ranges between $20 and $30 gross. New space would be higher.

The commercial space in One Park Place will probably have to lease for somewhere around $25 gross in order to make even a minimal return for the developer. Mixed use buildings have the ability to allocate return among uses, so that a strong residential market could help to support weaker commercial, but in today's environment, neither one will be very strong.

The retail environment in the CRA can be characterized by the following strengths and weaknesses:

Strengths

- Large market area. Although Lake Park itself is a small town, it exists among a continuously developed series of municipalities.
- Compact, unique shopping environment is an important asset for developing a critical mass of retail business in the downtown. The downtown has a walkable business district, recently renovated with sidewalks, lighting and landscaping.
- Several art and entertainment assets including the ballet school and the art supply store.

Weaknesses

- The amount of vacant space.
- Low traffic area. Without the critical mass of retail oriented businesses, there is not a great deal of pedestrian traffic to and through the downtown district.
- Coordinated parking is needed. Although there is not a current shortage, there would be if all buildings were occupied with successful businesses. In particular, a restaurant like the expanded Park Avenue BBQ & Grille (currently closed) has a significant parking demand. Proximity of multi-family complexes on Forestview Drive contributes to a perception that the area is unsafe.
- Seasonal and inconsistent business hours. Some businesses close for the summer and others have inconsistent hours, leaving the consumer wondering when it is appropriate to shop.
- Conventional strip center design with parking in front of the buildings is unattractive.

Market Opportunities

- Untapped target customer markets. The Lake Park area serves a number of local submarkets, which could be better targeted by downtown businesses to increase retail trade.



These include year-round retirees, seasonal residents, and daily commuters to the area.
- Vacancies represent opportunities to influence the tenant mix downtown and to encourage retail businesses to locate in the prime retail spaces. Target tenant concentration to arts related uses, crafts retailers, and other unusual, one-off, and boutique retailers.
- The branding of Park Avenue is essential. It is the only traditional downtown in the north county and needs to capitalize on this status.
- Mixed use, including residential, development will enhance the retailing in the downtown.

Threats

- Self-perception. Lake Park lacks a strong self-image. There is among some residents a strong perception of crime in the downtown area.
- Fear of change and the potential inability to adapt to market changes by current and prospective business owners, property owners, financial community and the average citizen.

2. Residential Market

The residential market in Lake Park has, until recently, been characteristic of a mature, but lower tier Florida market. The choices include a wide variety of single-family homes, here generally older and of a modest size, but sited on fairly ample lots. Multi-family units are either for-sale condominiums, usually on the waterfront (in this case, the Intracoastal Canal) or rental multi-family units ranging from duplexes up to large apartment complexes.

As noted in the demographic profile in Section II, over half of the housing units in Lake Park are multi-family units, with the majority of those occurring in complexes that have over 20 units. There is a higher than average percentage of renters and the household income is considerably lower than the county median. For these reasons, residential valuations are lower than average, even in relatively

stable and attractive neighborhoods. One local businessman noted that Lake Park was one of the few communities in South Florida where one could buy a decent house within a few blocks of the water for under $300,000.

Indeed, a survey of current property listings confirms this observation. It is rare to see a single-family listing over $300,000. The "better" properties are clustered in the $180,000 to $225,000 range, generally selling for between $110 and $140 per square foot. There are probably an equal number of listings in the $120,000 to $160,000 range, although these tend to be properties needing some work. One positive aspect of the single family market is the supply of good inexpensive housing stock for young families. Many of these homes have good architectural character and can be easily renovated and expanded into larger homes.



The condominium market primarily consists of units in waterfront buildings. The larger units here can command over $300,000, although the more normal range is $180,000 to $250,000, this for a 2 bedroom unit in the range of 1200 square feet. This indicates a selling price of $150 to $200 per square foot, therefore stronger than the single family market.

Condominium units away from the water are relatively rare in Lake Park. There are a handful of older properties, and some of these can sell for less than $100,000. The new units at One Park Place represent a new typology for Lake Park, and it will be very revealing to see how this project does as it completes its first phase of construction. These are upper floor units located above ground floor retail space fronting on Park Avenue. This mixed use, Main Street typology has done well in other redevelopment areas in Palm Beach County, such as Atlantic Avenue in Delray Beach, Mizner Park in Boca Raton, and City Place in West Palm Beach. This kind of unit appeals to those looking for a more active, urban lifestyle, within walking distance of restaurants and retail, and not requiring a lot of maintenance or yardwork. The target market is usually young professionals and older "empty nest" couples.

While this is an affluent and growing cohort of the population nationwide, it remains to be seen if Lake Park can capitalize on this trend. It generally requires an active and vibrant town center environment, which Lake Park could potentially achieve, but it remains a potential at this point. This makes the One Park Place project something of a pioneer, although such pioneers will be essential to building momentum for downtown redevelopment. At this point, the project clearly faces some challenges. Most of the units are still unsold, and they may also be rented, or rented to own. This is generally a sign of a weak market, as the preference is to sell. The listed sale prices range from $180,000 to $260,000, a sale price of around $185 per square foot. The project web site recently began advertising units starting at $141,500, which, for the smallest unit, would be a sales price of $146 per square foot. At that price, there is little, if any, profit in the project.

It must be noted that this is an extremely difficult time to sell residential real estate in most areas of Florida. The strong property value increases that began in 2000 peaked in 2006, and have begun to correct significantly. The boom times led to a substantial oversupply of construction, and it will take years to absorb the excess. This will not be made any easier by the current tight credit markets that have seen the



end of the low and no down payment terms and adjustable teaser rates. Buying a residence nowadays requires both a sizable down payment and excellent credit, and there is plenty of supply to choose from with prices getting lower by the day. It is anticipated (perhaps hoped) that the credit markets can be moderated relatively soon, but the weakness in the residential market will likely take a few years to recover.

3. Commercial and Light Industrial Market

All of the CRA that is west of the FEC Railway is zoned either C4 or CLIC. Either of these districts allows for a wide range of commercial uses, with the CLIC being more permissive for uses such as light manufacturing, freight handling, laboratories, and vehicle sales. The quality of the building stock varies from older warehouses converted to more intensive uses, to newer buildings in a campuslike environment. The latter is more prevalent in the northern and western portions, where there are still a number of vacant sites available.

This market has been steady, and has not experienced the sharp downturn of the residential market. Nevertheless, it will be affected by any downturn in the local economy. The relatively small facilities and sites available within the CRA will be somewhat at a disadvantage to the larger planned industrial park on the DeVoria property on Congress Avenue. There is an opportunity to redevelop some of the older properties in the south portion, but there will likely not be much demand for that until the available new and planned projects have been absorbed, which could take five to ten years. The good news is that this market segment has room to grow and will continue to provide a source of strength and tax increment for the CRA.

The light industrial areas are also well suited for the development of flex space. Uses such as wet labs would fit in well here, and take advantage of the proximity to the Scripps facility. Further study might be needed to determine the potential demand for flex space and to suggest potential incentives.

The demand for office space is related to the creation of new businesses as well as to the desire among existing businesses to move up to newer or better office space. Because of the recent demand for office space in the suburbs of Palm Beach County, a market for medium sized projects within the Community Redevelopment Area exists in the future, particularly when the market recognizes the advantages of being located in the downtown. An additional small market does exist within the Community Redevelopment Area for smaller professional office space to serve legal, medical, financial, real estate and related businesses. In large part this market is being met through use conversions of existing residential buildings.

Hotel uses could be a niche opportunity in Lake Park, particularly limited service hotels. The difficulty lies in finding a suitable site. The best locations would be at Federal Highway near Park Avenue, or along Northlake Boulevard. Unfortunately, neither location offers available properties of a sufficient size. Good size tracts are only available on Congress Avenue, but this is not the preferred location. In any case, none of the locations discussed lie within the CRA.

D. Regulatory Environment

The CRA area contains a cross section of many of the uses and zoning districts in the Town, ranging from single-family residential to light industrial. In general, the uses are distributed in an orderly fashion, reflecting the sound plan of the original Kelsey City. There are a few awkward and problematic adjacencies, primarily involving the multi-family residential, which are either insufficiently buffered against lower density residential, or contribute to a perception of the commercial areas as unsafe.

A review of the zoning regulations for the various districts in the CRA does not reveal any serious issues, at least not within the district regulations. These all seem to adhere to fairly conventional norms of development, with the exception of the Park Avenue Downtown District (PADD), which is specifically concerned with stylistic and esthetic considerations to promote a traditional, pedestrian oriented downtown Main Street environment. Some comments regarding specific provisions of the various district regulations follow:

- The R-2 district allows a broad range of residential uses, from single family houses on minimum 7,500 square foot lots, to multi-family units at a maximum density of about 16 units to the acre. These rules by themselves do not seem too unreasonable, but it is clear that many of the existing (and problematic) multi-family projects do not conform. Many clearly do not have enough parking, but parking will be discussed separately below.
- The distinctions between certain districts primarily have to do with permitted uses. C-2, for example, is more permissive than C-1, but has virtually the same regulations for lot size, setback, height, etc. The result is land allocation by use, rather than by form characteristics. Transitions between differing districts are handled by physical separation and by buffering, whether by landscaping or other means.
- The PADD, on the other hand, is primarily concerned with form and aesthetics. It is particularly detailed regarding architectural style, permitted materials, and signage standards.

The parking regulations have a disproportionate effect on land use, and are probably, by themselves, the cause of most of the non-conformities in the CRA. In general, the required parking is excessive, particularly if trying to foster a denser, pedestrian friendly, mixed use environment. Parking for residential uses seems reasonable, but it is doubtful that many of the older multi-family complexes can even come close to the requirements. Most retail commercial uses require 5 spaces per 1000 square feet of building area, which is a generous, suburban standard designed to ensure that there is enough parking for the Friday after Thanksgiving. Even most manufacturing and light industrial uses require 4 spaces per 1000 square feet, which is excessive.

It is not clear what the parking regulations are for the PADD. The code speaks to required loading areas, and requires a conditional use permit for parking lots of over 50 cars, but there does not appear to be a minimum parking requirement. This is not unusual for traditional downtowns that are trying to promote redevelopment, but parking will not take care of itself.

At present, there does not appear to be a parking problem along Park Avenue. However, the existing parking supply is limited and would not be adequate if all the available space was occupied and the



existing businesses were doing the kind of business they should be doing to make the downtown a thriving and successful environment. Due to the fragmented property ownership pattern, it is not reasonable to burden each individual property with having to provide adequate parking; the parking strategy needs to be area-wide in scope, and should be planned and coordinated by a single agency.

The recent streetscape improvements on Park Avenue have uncovered another need with regard to parking. The suburban style parking in front of the strip buildings were intended to each have their own driveway access, which can lead to a proliferation of driveways when the block consists of several parcels. Many of these driveways were eliminated as part of the streetscape redesign in favor of consolidated access points, preferably off the side streets. This is consistent with promoting a more pedestrian friendly environment along Park, as well as with contemporary access management practices. As properties continue to redevelop incrementally, these access issues could be exacerbated. A cross access easement should be established for the entire Park Avenue frontage in the PADD in order to ensure that all parcels will have the ability to access a driveway.

Finally, the paving and provision of additional parking along the alleys means that many visitors will be accessing the buildings from the rear. Currently, few of the buildings make any accommodation for this, while most have a rear entrance, this is typically relegated to a service entrance. The architectural provisions of the PADD should be amended to emphasize the quality of the alley entrances. The existing CRA façade program should be expanded to allow for it to assist with improvements to the rear entrances as well.

E. Neighborhood Impacts of Redevelopment Efforts

The following section describes the potential impacts of redevelopment efforts on the residential neighborhoods of the Community Redevelopment Area. While neighborhood impacts have been considered for the specific redevelopment actions recommended in the Plan, it should be noted that many of these projects are in the early stages of planning. Therefore, some impacts resulting from their implementation may be determined at a later date, particularly as projects become more clearly defined.

1. Relocation of Displaced Residents and Businesses

Residential relocations are contemplated by this plan in connection with projects. While very limited relocations are anticipated, it is important to note that changing conditions and modifications to planned projects may result in some additional residential and/or business displacement. In the event that existing or future CRA projects do require the relocation of residents or businesses, a relocation plan will be submitted as a component of the project as part of the official action by the Board of Commissioners on the project.

It is also important to note that through the combined efforts of the CRA, the Town and private development, the area housing stock will be expanded and thereby provide opportunities for the relocation of residents elsewhere in the neighborhood.

To protect the residents and businesses within the Community Redevelopment Area, the CRA will formally adopt a relocation policy containing procedures for relocation. When required by redevelopment actions, the relocation of residents and businesses within the Community Redevelopment Area will follow the officially adopted CRA procedures. Expenses and financial assistance required by these procedures will become the responsibility of the CRA.

2. Traffic



Although redevelopment actions will inevitably increase overall traffic, the Community Redevelopment Area is blessed with an existing roadway network that services the entire Town. Additionally the Town and the CRA have made several improvements in the roadway network including lighting, beautification, landscaping, traffic calming and pedestrian walkway enhancement.

The westward extension of Park Avenue will enhance east-west traffic movement and provide additional development opportunities. It should be noted that continued development and redevelopment of the compact downtown core should also encourage alternate means of transportation, particularly where employment and housing are within walking distance of each other. A component of the redevelopment effort is the provision of housing units within the downtown area and in the neighborhoods and many of the residents of these new housing units will be able to walk or bicycle to shopping or to work.

The potential of commuter rail service to serve the area will also provide alternative transportation options. This project is currently under study, but has no definite timeframe. It could become a higher priority at any time, however, with the growing interest in fostering sustainable development patterns and consuming less oil. Lake Park is well positioned to take advantage of this, with property already owned and designated for the purpose. The property is large enough to be more than a mere station platform, but could incorporate a mixed use development as well as a park and ride facility. It has close proximity to the downtown, and is close to jobs and housing alike.

Although implementation of individual redevelopment projects may require improvements or modifications to the existing roadway network, these localized impact will be reviewed when specific project design are undertaken. It is also recommended that architectural and site specific design solutions be considered to mitigate potential traffic and parking impacts of specific projects on adjacent residential neighborhoods.

3. Environmental Quality

The redevelopment actions proposed in the Plan are intended to improve the environmental quality within the Community Redevelopment Area. Several programs, such as the Loan Program and the Façade Program, allow residents and businesses in the area to make exterior improvements to their properties which they could not otherwise afford. It is expected that improvements associated with these programs will foster a new sense of community pride and spur additional revitalization efforts throughout the area, thus reducing slum and blighted conditions.

Streetscape and landscape improvements associated with many of the redevelopment projects will, when completed, upgrade the overall appearance of the area. Several projects, involving removal of existing uses, followed by full-scale redevelopment, will improve the appearance of several blocks within the downtown area.

4. Demand for Community Facilities and Services

Since the Community Redevelopment Area contains the oldest sections of the Town, it has the availability of a full range of community services and facilities usually associated with urban areas. However due to the age of these facilities, there is a potential problem with their conditions and obsolete design. Therefore implementation of individual redevelopment projects and streetscape beautification projects may require improvements or modifications to existing systems. In recent years the Town, County and School Board has expended considerable funds on infrastructure



improvements and beautification efforts. Much of the funds are derived from bonds issued by their respective governmental units.

Recreational projects have been funded and will continue to be funded principally by the Town and the County. Recent projects include improvements to the marina and several parks. A new community center is also in the planning stages.

The CRA programs in this Plan will supplement those infrastructure projects of the Town's and County, which it feels is important to fund in order to encourage private development in the area.

F. Consistency with the Town's Comprehensive Plan

Florida Statutes require that the Community Redevelopment Plan be consistent with the Town's Comprehensive Plan. In order to remain current in the fast-paced actions of the Town and CRA, the Community Redevelopment Plan will have to be amended when programs are changed or as new programs and projects that were not included in the original plan are proposed. To maintain consistency with the Town's Comprehensive Plan a two-tiered approach will be used during the amendment process.

The first step in the process is an administrative determination by the Town Manager, or designee, as to whether the proposed amendment is procedural/technical (e.g., changes to dates, amount of project funding, updating the program, etc.) or substantive (e.g., adoption of a new program). Under the former determination, the amendment would go directly to the Town Commission accompanied by a written staff "finding." Under the latter, the amendment would first be reviewed by the Planning and Zoning Board (LPA) for determination of consistency with the Town Comprehensive Plan and then forwarded to the Town Commission with recommendations.

Since amendments to the Town's Comprehensive Plan require a time consuming process and are allowed only twice a year except in cases of emergency, the Community Redevelopment Plan may not at all times be completely assimilated into the Comprehensive Plan. These portions of the CRA Plan and subsequent amendments that involve only the resources of the CRA will not be included with the Town's Comprehensive Plan. However, whenever significant Town participation is part of a CRA project and participation has not been addressed in the Comprehensive Plan, it may be necessary to process a Comprehensive Plan Amendment prior to action by the Town. Generally it will be necessary to amend the Comprehensive Plan in order to accommodate the following.

- Those portions of the CRA Plan which would otherwise be in conflict or inconsistent with the Comprehensive Plan as it is now written;
- To provide Town financing, or financial assistance, to projects identified in the CRA Plan which are not already in the Comprehensive Plan; and
- To reassess and modify existing policies in the Land Use Element that call for joint CRA/Town participation.

v PART FIVE - THE REDEVELOPMENT PROGRAM (incorporate new and proposed public services)

A. Community Redevelopment Agency Projects and Programs

The projects and programs of the Community Redevelopment Agency are designed to solve underlying problems which have a blighting influence on the Community Redevelopment Area, satisfy basic needs of the populace or take advantage of opportunities for economic, social or aesthetic improvement. Overall redevelopment strategies of both the CRA and the Town are embodied within these projects and programs undertaken by the CRA.

The following sections provide a detailed description of all current and proposed projects and programs for which funding is provided or will be provided, by the Community Redevelopment Agency. For organizational purposes, these projects and programs have been divided into three groups: Group "I": Planning, Group "2" Redevelopment, and Group "3" Community Improvement. This organizational structure is not, however meant to be mutually exclusive, since many projects contain components that fit into more than one category.

B. Programs of Regulatory Action

1. Group "I ": Planning

# 1.1:"Community Redevelopment Area Planning"

Background

The Town of Lake Park and the CRA together with other organizations, businesses and individuals have completed studies in the redevelopment area. Studies have included design guidelines, marketing of the CRA area, and others. This general planning program discussed below intends to provide the framework for future studies and evaluations of specific issues in the CRA
Redevelopment Area. The CRA can be subdivided into several distinctly different areas, including the Park Avenue downtown, 10th Street commercial, the industrial areas, the single family residential areas and the multi family areas.

Project Objectives

- Update the CRA Redevelopment Plan as necessary to incorporate new information and changed conditions
- Provide Sub Area plans as necessary to incorporate new information or changed conditions
- Continue the planning process to improve long range strategies
- Support the Town's planning efforts
- Provide a basis for new ideas and research for grants
- Identify new issues which may arise which meet the objectives of the CRA
- Encourage both workforce housing and market rate housing in the district
- Study the opportunities for the creation of public open spaces
- Encourage the construction of parking, both public and private, to meet the current and future demand



- Promote historic preservation
- Increase employment and business opportunities in the area
- Improve street appearance by beautification
- Study the expansion of the CRA particularly in the industrial area and the areas where public open space are needed

Project Description

- Study the parking needs, issues, and requirements in each sub-area, including retaining parking consultants
- Study the feasibility of creating parking assessment districts to improve the parking in a specific area
- Plan for a Community Center within the CRA

• Evaluate automobile and pedestrian traffic patterns and make recommendations for improving roadways and walkways, including the extension of Park Avenue westward • Provide support to the Town for a historic building survey in the Redevelopment Area • Create a program for encouraging the preservation of historic structures, including utilizing adaptive reuse

- Study building codes, zoning regulations and land development regulations in order to improve the redevelopment process and implementation
- Create design guidelines in sub-areas, particularly Park Avenue or neighborhoods in order to encourage quality development
- Identify important structures and properties for acquisition and redevelopment
- Study the feasibility of establishing assessment districts or business improvement districts with the CRA Redevelopment Area in order to accelerate improvements
- Evaluate brownfields, junk yards, mobile home parks and other underutilized uses for reuse and redevelopment
- Review long-range infrastructure needs and identify infrastructure requirements which will be needed to accommodate the ultimate level of development intensity
- Increase housing opportunities, both workforce home ownership and market rate housing in the neighborhoods and in the downtown • Encourage minority business development
- Study and plan all issues which relate to meeting the objectives of the CRA. In particular, the expansion of the CRA should be studied, especially northward to Northlake Boulevard, southeastward to include the ballfields and additional multi-family areas, and southwestward to include the scrubland preserve.

Project Participants and Administration

- The Community Redevelopment Agency and the Town of Lake Park will administer the planning. The Town will provide the staff support for planning services.
- Other participants in the program may include, but are not limited to, the County, Treasure Coast Planning Council, the local Chamber of Commerce, Lake Park business association, the merchants of Park Avenue and 10th Street, the industrial park business association, home owner associations, businesses, citizens and elected officials

Funding Sources

- The CRA, the Town, the County and others, as appropriate, will provide funding for staff support and professional consultants

Project Schedule

- The Design Study was completed in 2006
- Completion and adoption of the CRA Plan in FY 1996 and a revision in 2009. Future revisions will occur as needed
- Update on downtown parking needs will be scheduled for FY 2010
- Revised public park plan will be scheduled for FY 2010
- Future revisions to the CRA Plan will be made as required and planning for specific issues will be made as required

1.2:"Comprehensive Plan Amendments"

The Town will endeavor to amend its comprehensive plan to reflect the new,' CRA Redevelopment Plan.

# 1.3: "Amendments to the Land Development Regulations"

Project Objective

The Town will endeavor to amend its Land Development Regulations to reflect the new CRA Redevelopment Plan.

Project Description

Specific provisions to be addressed include

- Providing for cross access easements for commercial properties fronting on Park Avenue, so that they may share driveways off the side streets and eliminate the need for multiple driveway cuts along Park Avenue.
- Encourage commercial buildings on Park Avenue to enhance and improve the rear entrances to be more inviting and accessible from the rear and alley parking areas, as well as "pass throughs" or passages
- Allow for street vendors and outdoor cafes along Park Avenue.
- Encourage arts related uses along Park Avenue and in the warehouse districts. This could include relaxing certain use regulations as well as allowing for larger and more active signage for arts related uses.
- Redefine industrial areas and the industrial zoning districts. Review permitted uses for artists and galleries

2. Group "2": Redevelopment #

2.1: "Workforce Housing"

Background

The Town and the CRA have a goal of improving its housing stock both multi-family and single family. The multi-family is highly deteriorated and represents severe slum and blight. It is necessary to encourage mixed use where appropriate, home ownership where appropriate, densities where appropriate and to eliminate the slum and blighted conditions. Workforce housing would be important since the surrounding area is a large employment base in industrial, commercial and professional services. Lake Park is launching its industrial area as a location for the bio-science industry. Workforce housing will be a logical extension of the industrial expansion in order to provide a workforce for the emerging industry.

In addition the stable single family neighborhoods are ideal candidates for rehabilitation and expansion into larger homes and therefore represent a pool of underutilized housing resources for the Town. The CRA area has many positive attributes including historic structures and affordable homes. It currently works with Palm Beach County for loans and grants for workforce housing. In addition as mixed-use development is encouraged along Park Avenue and Foresteria, a portion of the new housing stock could be workforce housing, particularly those households whose income range from 80% to 120% of the county's median household income.

The overall objective is to invigorate the neighborhood with new homebuyers and establish the area as a viable home ownership community.

Project Objectives

- Provide decent housing for residents who are of moderate-income level.
- Stabilize and preserve the neighborhoods through redevelopment and the elimination of slum and blight.
- Encourage fee simple home ownership
- Reduce the number of multi-family structures in the neighborhood.

Project Description

- The target area for establishing workforce housing is generally the area described in the earlier part of the plan as the Neighborhood Sub-Area. However all of the CRA must be considered a target area.
- The details of the program may be set forth in program guidelines adopted by the CRA. Components of the program may include, but are not limited to the following:
- Home Buyer Assistance with direct loans and grants to provide funding for downpayment, impact fees, utility connection fees and other associated costs for new and rehabilitated housing. Subsidies may be secured by CRA soft junior mortgages when desired by the CRA



- Credit Enhancement for Builders through loan guarantees for a portion of construction loans for speculative homes.
  - Permanent Loan Assistance with interest subsidies or direct low interest loans.
  - Homebuyer's marketing program. Referral of prospective homebuyers to other agencies, which provide education on home ownership and credit repair.
- Architectural and engineering design assistance to builders, homebuyers, and nonprofits at minimal cost.
- CRA acquisition of vacant residential lots and residences for resale and development or redevelopment
- Apply for grants and other aid to enhance the program including economic development, beautification projects and administration.
- Support local homeowner's associations with housing redevelopment.
  - Provide grants to homebuyers converting multi-family structures to single-family home ownership.
- Provide grants to homebuyers and builders for payment of utility connection fees and impact fees
- Provide additional incentives for all employees of the Town who purchase structures for single-family or condominium home ownership.
- Provide additional incentives for bio-tech employees of the Town who purchase structures for single-family or condominium home ownership.
- Provide additional incentives to historic structures.
- The CRA may also provide the above services as part of a joint program between other public and private sector participants.
- To supplement the program, the CRA may assist the County's Sheriff's Department to improve security in the area through the purchase and rehabilitation or construction of a downtown storefront for use as a police substation. When the substation becomes unnecessary, it will be recycled as commercial space.
- The CRA may also provide, on a temporary basis, vacant lots leased to the Town or neighborhood associations for use as community gardens, open space, or neighborhood parks. • Provide architectural and engineering design for sample workforce housing structures, including the issuance of design guidelines.

Project Participants and Administration

- Participants may include, but are not limited to, the CRA, private developers/homebuilders, non-profit housing sponsors, homebuyers, lending institutions, the Town, the County and other foundations, the State of Florida Housing Finance Agency, and public/private sponsors. • The roles and the various participants will be set forth in the program guidelines adopted by the CRA and Town.

Funding Sources

- Funding of the program elements, for which the CRA is responsible, will be provided by the CRA.



- Other potential funding sources include, but are not limited to, Local, State and Federal Governmental grants, and private contributions.

Project Schedule

- Program has been ongoing and will continue to be implemented in 2009

# 2.2: "Downtown Mixed-Use Redevelopment —Park Avenue"

Background

The CRA and the Town has acquired several parcels of land in the downtown for the purpose of providing a site redevelopment and to provide public parking. With respect to the Park Avenue site at the corner of 8th Street, the CRA sold the site to a developer who in turn combined the site with an adjacent tract to construct a three story mixed-use development. The project called One Park Place contains approximately 30,000 square feet of retail on the ground floor and 44 condominiums. The first building will be completed by the beginning of 2009 and the second building is scheduled at a later at a time when the market conditions improve for condominiums. The CRA recently purchased a multi-family project located on Foresteria Street between 7th and 8th Streets for the purpose of providing in the future public parking for businesses fronting on Park Avenue. Consideration will be given in the future for the redevelopment of Park Avenue into a mixed-use, combining the frontage on Park Avenue and the rear alley. Parking would be provided on the Foresteria properties.

Project Objectives

- Assemble a site large enough for a mixed use scale project
- Provide economic stimulation and investment in the downtown and commercial corridors
- Improve marketability and demand of the retail core • Increase nighttime activity in the downtown
- Provide housing opportunities in the downtown area
- Provide a complementary use to the proposed Village Green
- Provide more parking in the downtown area • Create jobs in the downtown area

Project Description

- Development of a mixed use redevelopment projects by the private sector
- The CRA may offer incentives to attract major tenant(s) and developers including but not limited to financial assistance for parking, architectural and engineering design, off-site infrastructure, payment of utility and impact fees, and other development costs. Refer to other incentive programs in the Plan for a more detailed description of potential incentives.
- The first phase of these programs is being executed along Park Avenue.



- A future phase of these programs may include but not be limited to the solicitation of RFP's from private developers, selection of project developers, design projects, project economic feasibility studies, advertisement for disposition of property to be acquired by the CRA for the implementation and construction of the project.
- Other phases would include but not be limited to the implementation of project development, including the acquisition and disposition of property required for the project participation and the construction of the project and other matters
- Other phases may include the expansion of existing structures along Park Avenue and Foresteria Street for retail, housing, and/or office onto additional properties lying within the a project area, the providing of additional structure or surface parking, as well as additional infrastructure as required. Foresteria properties will likely be utilized as parking for the mixed use development front Park Avenue

Project Participants and Administration

- The project will be administered and coordinated jointly by the CRA and the Town
- Other participants may include, but are not limited to, the County, major tenant(s) or purchaser(s) and project developer(s)

Funding Sources

- The CRA, the Town and others, as appropriate, shall provide the funding for all phases.

Project Schedule

- The Town acquired a vacant property on Park Avenue in 1996 as part of the first phase and subsequently sold the parcel to a developer for a mixed-use development
- The CRA acquired a slum and blighted property on Foresteria in 2008 in order to provide future public parking or a redevelopment site
- Future phases shall commence upon the determination of feasibility for proceeding

# 2.3: "Downtown Arts and Antiques District"

Background

The CRA and the Town have determined that that its downtown and the community as a whole should be an arts magnet for its residents and surrounding neighbors in the County and State. The creation of an arts and antiques district is less a geographical determination but rather a business plan and marketing plan. The District would include all the performing and visual arts and culinary arts which include dance, signing, theatre, music, painting, sculpture, graphic design, cooking, pottery, and many other mediums; antiques would include genuine antiques including furniture, collectibles, folk art, paintings, books, sculptures and others. Consignment and second hand shops are not permitted. Lake Park has the beginning of an outstanding, albeit small, arts district with the award winning ballet school, a small theatre, a visual art store, art galleries, and other. The CRA

wishes to "brand" the downtown as an arts district. It would attract residents from the County from north to south.

The program described below includes assisting the arts with marketing, subsidies, and education and training.

Project Objectives

- Provide economic stimulation and investment in the downtown and commercial corridors.
- Improve marketability and demand of the retail core
- Encourage the use of upper floors for arts and antiques
- Increase nighttime activity in the downtown
- Provide a complementary use to the proposed Village Green
- Provide more parking in the downtown area.
- Create jobs in the downtown area
- Establish an artists' cooperative.
- Attract new arts organizations in the surrounding counties
- Attract new consumers to the downtown. • Provide housing for artists

Project Description

- Development of arts and antique related retail and educational facilities in the downtown, including but not limited to galleries, schools, performance halls, and other
- Market Lake Park's downtown as an arts and antiques district. Target galleries and antique shops as tenants along Park Avenue. • Expend funds for events and advertising
- Establish a revolving and permanent "art in public places" program
- Extend the arts concept to the industrial areas where artists have need of larger spaces. Promote the establishment of an Arts Warehouse, which should include studio space, workshops, as well as an arts incubator
- The CRA may offer incentives to attract major tenant(s), artists, and developers including but not limited to financial assistance for training, leasing, parking, architectural and engineering design off-site infrastructure, payment of utility and impact fees, and other development costs. Refer to other incentive programs in the Plan
- The first phase of these programs is being executed along Park Avenue where there exist several artistic facilities
- Establish antique restoration services
- Closing of any side streets off of Park Avenue or 10th Street, either temporarily or permanently, to increase open space and public parking and areas for outdoor exhibits and festivals.
- Other aspects of the program may include housing for artists and performers. The artists would receive a below market rental rate in housing owned by the CRA or private sector owners
- A future phase of these programs may include but not be limited to the solicitation of RFPs from private developers, non profit organizations, selection of project developers, design projects, project



economic feasibility studies, advertisement for disposition of property to be acquired by the CRA for the implementation and construction of an arts project

- Other phases would include but not be limited to the implementation of project development, including the acquisition and disposition of property required for the project participation and the construction of the project and other matters.
- Other phases may include the expansion of existing facilities along Park Avenue for the arts.

Project Participants and Administration

- The project will be administered and coordinated jointly by the CRA and the Town.
- Other participants may include, but are not limited to, the County, major tenant(s) or purchaser(s) and project developer(s) and non profit arts organizations.

Funding Sources

- The CRA, the Town and others, as appropriate, shall provide the funding for all phases.

Project Schedule

- The CRA has already supported the arts in the past and will formalize the Arts' District concept in the future.

# 2.4: "Commercial Redevelopment-10th Street Corridor"

Background

The Town and CRA, as part of their long range strategy for redevelopment, wish to encourage private development on infill sites in the CRA Redevelopment Area. The CRA and Town have expended, as described in an earlier section of this Plant great resources in improving the infrastructure and the appearance of particularly the northern section of 10th Street as part of their strategy. The private sector will be encouraged to invest their capital in response to the public investment that has been made in the last several years. Infill sites along 10th Street can be as small as a single commercial lot to a combination of lots for larger retail projects. More desirable will be infill sites for mixed-use with office located on the upper floors above retail.

The CRA is contemplating the acquisition of multi-family apartments located in the rear of parcels fronting on 10th Street upon which a potential developer could utilize for a mixed use development.

Project Objectives

- Provide economic stimulation and private investment in the CRA.
- Assemble sites large enough for small, medium and large-scale projects.
- Improve marketability and demand of the retail along 10th Avenue
- Provide additional neighborhood shopping opportunities and services for area residents.
- Increase nighttime activity in the commercial target areas



- Encourage mixed-use, housing and office over retail
- Eliminate blighting influences in the target area. • Create jobs in the target area.

Project Description

- Development of commercial revitalization projects which may include new construction, rehabilitation and expansion of existing structures
- Acquire blighted buildings for resale to commercial user.
- Acquire property for parking.
- The CRA may offer incentives to attract major tenant(s) including but not limited to financial assistance for parking, architectural design, off-site infrastructure, construction, payment of utility connection fees, impact fees and other development costs. Refer to other incentive programs in the Plan for a more detailed description of potential incentives.
- The CRA may offer incentives to encourage mixed-use projects including but not limited to financial assistance for parking, architectural design, off-site infrastructure and others. Refer to other incentive programs in the Plan for a more detailed description of potential incentives. • The CRA and Town will study building, zoning and other land development regulations for infill buildings and make recommendations to the Town Commission for changes in the respective codes in order to encourage infill development.
- The CRA will acquire infill sites for the purpose of reselling to the private sector. This sites may require multiple acquisitions, demolition of structures, environmental clean-up, site planning analysis, market research and other investigation by the CRA in order to enhance the sale of sites.
- Review parking standards in the land development regulations and the PADD

Project Participants and Administration

- The project will be administered and coordinated by the CRA along with the Town.
- Other participants may include, but are not limited to, the County, local business owners associations, the merchants, major tenant(s), purchasers and project developers.

Funding Sources

- With respect to public investments the CRA, the Town and others, as appropriate, will provide the funding for incentives, technical assistance, land acquisition and other
- With respect to private investments funding sources for redevelopment will be provided by the developer, tenants, and property owners as appropriate.

Project Schedule

- Programs are ongoing and will continue to be implemented

# 2.5. "Main Street Lake Park/Merchants Association"

Background



Lake Park is contemplating the creation of a "Main Street" organization which follow the principals and guidelines of the state and national main street program for the downtown. These strategies include creating design standards for the downtown, creating a viable organization to carry forward its programs, promote the downtown through advertising and promotion and be a major catalyst along with the Town, CRA and other organizations in restructuring the economics of the downtown. A Main Street organization could be very effective way to energize the downtown and attract new businesses. Although a Main Street organization is strongly devoted to historic preservation as a tool for economic revitalization and most of the historic structures on Park Avenue have been demolished (largely by the 1928 hurricane and the exuberance for "modern" shopping centers), it still could serve to assist in revitalization and have an impact on the economics of the downtown. If a Main Street organization were created, it would need to be coordinated with a local merchant's organization. In fact the local merchants association could be the Main Street organization. It is important to note that Park Avenue and 10th Street commercial could sustain its own association as a separate group from other larger groups such as the North County chamber of commerce organization.

Events are very important to a Main Street and Lake Park has traditionally had several successful events in the past featuring the arts. A Main Street organization would operate under a 501 (c) (3), non-profit corporation and this CRA program would be to support, including funding the programs of Main Street program.

In the event that a Main Street program is not forthcoming, an alternative approach would be to support an existing merchants association whose direction may be similar to that of an official Main Street organization. The CRA intends to fund the position of an economic development director and it is this position that would assist the merchants association, particularly with events and marketing.

Project Objectives

- Physical and economic revitalization of the downtown
- Create a strong downtown which will influence revitalization efforts in the adjoining neighborhoods
- Enhance the pedestrian nature of downtown streets
- Enhance the security and cleanliness of the downtown commercial streets
- Assist in promoting downtown as a destination
- Recruit businesses to relocate in the downtown
- Market the unique qualities of downtown Lake Park

Project Description

- Support the creation of a Main Street organization and support the existing merchants association.
- Provide grants and loans for the marketing of the downtown including events, advertising, and other media.
- Support business recruitment for the downtown.

- Provide grants and loans for downtown murals and art Works at blank walls and other locations within public view
- Provide grants for security and clean up
- Assist in establishing a program of "Art in Public Places "
- Provide matching grants and loans for redevelopment. • Provide incentives for businesses and property owners. • Provide façade improvement loans and grants

Project Participants and Administration

- The CRA together with the local merchants association will administer and coordinate the program initially
- The CRA may participate through the utilization of its unique powers and financial resources as appropriate for selected elements of the Program.
- Other participants may include, but are not limited to, the Town, the Chamber of Commerce, merchants association and other property owners.

Funding Sources

- Funding of the program elements, for which Main Street organization or the local merchants association is responsible, will be provided by these organizations
- Funding of the program elements, for which the CRA and/or the Town are responsible, will be provided by the CRA and the Town
- Other potential funding sources include, but are not limited to, the County, State and Federal Governments, members, businesses and private contributions.

Project Schedule

- The local merchants association has been functioning for many years. • A new phase will be considered including assisting the local merchants association and the creation of a Main Street organization over the next two to five years.

# 2.6: "Downtown Improvement Program"

Background

The downtown core has been in the midst of a major revitalization effort for several years. The numerous street beautifications improvement projects have contributed to the overall charm and appeal of the area for the pedestrian shopper. Other projects and programs contained within this CRA Plan or the Town's Comprehensive Plan are geared to stimulate additional investment in the downtown. This program is designed to build upon previous efforts and set the stage for future initiatives to improve the downtown core as a center of business and social activity.

Project Objectives

- Provide economic stimulation and increase investment in the downtown area
- Increase nighttime activity
- Improve visual appearance of existing structures and pedestrian accesses to parking areas.



- Strengthen the relationship between parking areas and destinations for downtown workers and visitors
- Improve perceptions of nighttime safety and security for downtown visitors

Project Description

- Establish a downtown sign program, including regulations, and design guidelines. • Continue the improvement of streets, alleys, and other rights of way improvements.
- Establish a sidewalk vendors program
- Provide grants and loans for façade improvements to downtown properties.
- Establish a program for "art in public places "
- Establish programs for the "Village Green."
- Provide grants and loans to property owners to correct code deficiencies in existing structures
- Provide financial assistance for the development of parking lots and structured parking, for public and private spaces
- Establish a street banner and an area specific wayfinding program.
- Establish events and marketing programs
- Provide architectural and planning assistance to private and public projects. • Provide for bicycle access, safety, and parking.

Project Participants and Administration

- The project will be administered and coordinated by the Town and the CRA jointly.
- Other participants may include, but are not limited to, the County, the local County Chamber of Commerce, the local downtown merchants association, downtown property owners, and new project tenants and developers.

Funding Sources

- Funding of the program elements, for which the CRA and/or the Town are responsible, will be provided by the CRA and the Town.
- Other potential funding sources include, but are not limited to, the County, State and Federal Governments, businesses, and private contributions

Project Schedule

- Parts of the program have been functioning since the inception of the CRA in 1996.
- All parts of the program will continue in 2009.

# 2.7: "Neighborhood Improvement Program"

Background

When the CRA was established in 1996, the residential neighborhoods east of the FEC railway included severely blighted multi-family properties as well as adjoining single family residences.



However the majority of the single family residences in Lake Park were not included in the CRA. Today after 12 years, the situation remains the same. The multi-family has continued to deteriorate and the single family has seen little change. Very few additions have been made, although the single family does remain as an inexpensive choice for homebuyers compared to other communities to the north, Jupiter and Palm Beach Gardens. Residential at the time of the creation of the CRA were not thought of as the most important land use to revitalize but rather it was the traditional downtown commercial area. These neighborhoods are important in that they contain valuable consumers who must be attracted to the downtown to shop. These neighborhoods represent the first band of urban housing outside of the downtown and they should be preserved, revitalized and enhanced. The Town has established as one of its goals the revitalization of these neighborhoods. For this reason the CRA's program will aid in the revitalization process.

Project Objectives

- Elimination of blighting influences
- Physical and economic revitalization of the neighborhoods
- Increase resident participation in the revitalization process
- Promote historic preservation and maintain the historic character of the neighborhood
- Encourage a mix of income groups in the residential areas.
- Provide sites for historic houses displaced by redevelopment.
- Improve the appearance of the area.
- Improve safety for residents and their guests.
- Improve visual appearance of existing structures.
- Improve the livability of the neighborhoods. • Promote home ownership

Project Description

- Establish a program with neighborhood associations for the associations to carry out the objectives of the program including acquisition of blighted property for redevelopment and neighborhood code enforcement
- Acquire problems properties, rehabilitate and resell to homebuyers or to builders.
- Establish a maintenance and clean-up program to eliminate trash, unsightly structures, and other blighting influences.
- Establish added security for the neighborhoods with the sheriff's department and neighborhood associations.
- Provide grants and loans for correcting code issues in single family residences
- Acquire single family and multi-family structures for conversion to single-family home ownership.
- Provide tax abatements to homebuyers for rehabilitating blighted and/or historic residential structures for home ownership.
- Establish a special incentive program for Town employees to acquire residential structures in the neighborhoods for home ownership. The incentives include, but not limited to, low



interest loans for acquisition and rehabilitation, grants and loans for conversion of multifamily structures to single family, down payment assistance, and architectural, engineering and planning assistance.

- Provide incentives for employees of the Lake Park commercial and industrial areas for home ownership. The incentives include, but are not limited to, low interest loans for acquisition and rehabilitation, grants and loans for conversion of multi-family structures to single family, down payment assistance, and architectural, engineering and planning assistance. • Provide home improvement grants for correcting code deficiencies.
- Provide architectural assistance for new construction and rehabilitation of existing structures. • Provide architectural and engineering design for sample workforce and market rate housing structures, including the issuance of a design competition for obtaining architectural designs.

Project Participants and Administration

- The project will be administered and coordinated by the Town and the CRA jointly.
- Other participants may include, but are not limited to, the County, property owners associations, builders, residents, homebuyers, and lending institutions.

Funding Sources

- The CRA and the Town will provide funding of the program elements, for which the CRA and/or the Town are responsible.
- Other potential funding sources include, but are not limited to, the County, State and Federal Governments, businesses, banks, builders, homebuyers, and private contributions.

Project Schedule

- The program will commence in 2010.

# 2.8 "Industrial Area Improvement Program"

Background

The Town of Lake Park industrial area rests in the part west of the FEC railroad. That which resides in the CRA Redevelopment Area is smaller in area and contains the older part of the industrial area. In many cities in South Florida older industrial areas are being replaced by residential and commercial uses. New industrial areas are being created in the suburbs. However the Lake Park industrial area is strategically located close to the interstate and Florida turnpike as well as close to two major rail lines. In fact Lake Park sits in the middle of a large market area for goods and services.

One characteristic of the Lake Park industrial area is that lots are small and some infrastructure lacking. Many of the older buildings lack adequate parking for employees and streets lack

landscaping, lighting and drainage. The challenge of redevelopment is to improve the infrastructure, to aggregate small lots in order to construct larger, more modern facilities and to market the area as a cheaper location. The potential for redevelopment is great but over the years developers and users have overlooked it. There exists many opportunities for infill development and this program is designed to be a catalyst for redevelopment.



Project Objectives

- Provide economic stimulation and increase investment in the Area.
- Eliminate blighted conditions in the area
- Improve the infrastructure in the area over time including but not limited to drainage improvements, lighting, parking, sidewalks, and landscaping
- Acquire land over a long term in order to aggregate sites sufficiently large enough to encourage redevelopment
- Provide programs, events, and projects which attract new users to the area, highlighting the bio tech industries
- Improve visual appearance of existing structures and pedestrian access to parking areas. • Investigate the creation of an industrial merchants' association to promote the area and to emphasize bio-tech industries
- Recruit businesses to relocate in the area.
- Expedite the extension of Park Avenue from 10th Street to Congress Avenue. • Clean up any Brownfield sites.

Project Description

- Provide grants and loans for building restoration.
- Provide grants and loans for parking facilities for commercial structures, which are in need of assistance.
- Review and recommend changes to the building codes, zoning codes and other land development regulations dealing with the renovation of existing structures.
- Provide architectural, engineering and planning assistance to the private and public sector for infill and redevelopment projects.
- Acquire properties and/or vacant land, which are underutilized and are ripe for redevelopment. The CRA may provide if required, incentives described in other programs in the Plan in order to encourage redevelopment and resell to the private or public sector for redevelopment.
- Participate in the extension of Park Avenue from 10th Street to Congress Avenue.
- Work with the Town on intensifying code enforcement.
- Provide grants and loans to property owners to correct code deficiencies.
- Provide financial assistance for infill development including parking lots and structured parking, for public and private spaces, demolition, environmental clean-up, architectural design, and other incentives outlined in other programs of the Plan.
- Support the Town and other agencies a master drainage design and implementation plan.
- Develop a master plan for the sub-area, including creating a data base.
- Work with County to provide Industrial Revenue Bonds for an important project.



Project

- Initiate a brownfield study of the area and seek brownfield grant funds for remediation and redevelopment
- Expand the CRA to include all of the industrial area north to Northlake. This would also allow for the approaches from Northlake to be treated in a comprehensive and consistent manner.
- Research and provide Brownfield cleanup. Utilize Brownfield grants for cleanup and redevelopment.

Participants and Administration

- The project will be administered and coordinated by the CRA together with the Town
- Other participants may include, but are not limited to, the County, the Bioscience Advisory Board, the Chamber of Commerce, developers, residents, business tenants, lending institutions, and the state and federal government.

Funding Sources

- The CRA and the Town will provide funding of the program elements, for which the CRA and/or the Town are responsible, respectively.
- Other potential funding sources include, but are not limited to, the County, State and Federal Governments, FDOT, businesses, banks, builders, homebuyers, foundations and private contributions.

Project Schedule

- Elements of the program such as the bioscience initiative have commenced and will continue.

3. Group "3": Community Improvement Programs

# 3.1:"Small Business Development and Lending Program"

Background

The CRA and the Town has laid the groundwork through its public investment to attract private investment in the Redevelopment Area. In anticipation of the private investment cycle, the CRA believes that access to capital and technical expertise will be important for the future entrepreneurs. Therefore, this program has been created to assist particularly the smaller entrepreneur, even those that have little experience but wish to open a new business. It is considered by experienced building owners that one's best prospects for vacant space can often be found at your own doorstep. Some of the future tenants and developers of Lake Park will be those who reside in the community and have a stake at seeing it improve.

The intent of one part of this program is to develop a pool of money from one or more local banks, which could be used to provide loans to Community Redevelopment Area businesses for



Project

expansion and or the establishment of a new business. As an incentive and inducement the CRA may assist borrowers by buying down the interest rate that banks charge and effectively enable the lenders to make low interest loans. Other mechanisms may be employed to assist borrowers such as a direct equity grant along with a bank loan.

Project Objectives

- To enhance the physical appearance of the CRA District.
- To eliminate and prevent the spread of slum and blighted conditions.
- Create incentive for spin-off investment within the Area.
- Increase investment within current CRA projects.
- Stimulate new business activity.
- Educate the new entrepreneurs of the future.
- Attract new industry to the Area

Description

- Provide funds for a subsidized loan pool for businesses to make permanently fixed interior and exterior improvements, and, to landlords/building owners to make permanently fixed interior and exterior improvements in preparation for lease to business tenants or to make additions to their structures as part of a business expansion and new construction.
- The CRA Board will maintain Policy guidelines regarding loan limits, subsidy levels, project eligibility and list of qualified improvements, these guidelines may change over time as decided by the CRA
- Matching grants to entrepreneurs for business development courses at an approved educational institution.
- Grants for training workforce particularly in order to attract a new industry to locate in the CRA Area.
- Support a mentoring program for entrepreneurs where established businesses provide a watch over a new business. Utilize the resources of SCORE, FAU Small Business Development Center and other agencies.
- Low interest loans for rehabilitation and new construction
- Work with Palm Beach Community College, Florida Atlantic University (Small Business Development Center), Goodwill Industries and other educational agencies with a workforce training program to train residents of the CRA Area for jobs in the Town.

Project Participants and Administration

- The program will be administered and coordinated by the CRA together with the Town
- Other participants include one or more financial lending institutions, loan applicants, and entrepreneurs, Palm Beach Community College, Florida Atlantic University, Scripps, Goodwill Industries, other private and public educational institutions and the Town of Lake Park.

Project
Funding Sources

- The CRA will provide an initial allocation in their FY 2010 budget for a loan pool. Additional program allocations shall be determined annually during the budget process or at the discretion of the CRA on an as needed basis to maintain a loan pool. • Grants will be sought for training and education

Project Schedule

- The Program will commence in 2010.

# 3.2: "Site and Building Development Assistance Program"

Background

In order to assist private sector redevelopment efforts, the CRA, through an annual allocation of funds, will provide assistance for site development on a case-by case basis for private development and redevelopment projects, including site design and engineering.

Objectives

- Encourage private redevelopment initiatives by providing assistance to overcome technical, administrative and economic obstacles to the site development of selected projects within the Community Redevelopment Area
- Increase investment within current CRA projects
- Provide economic stimulation and increase investment in the Area

Project Description

- Use of the allocated funds for individual projects shall be solely at the discretion of the CRA may set from time to time a series of policies and guidelines for the program
- Use of Loans, Grants and direct contracting of work by the CRA for site development purposes.
- Grants may be paid to the property owner in annual installments, equal to a percentage of the Tax Increment Revenue received by the CRA due to the increased assessment on the property where the structure has been relocated. The CRA Board will maintain Policy guidelines regarding grant limits, annual payment amounts (based on percentage of TIF revenue), and time frame over which grant is to be paid.
- Façade grants, including a building's structure, parking lot, utilities, landscaping and lighting. • In order to assist larger redevelopment projects, the CRA may also provide the following: . grants to developers paid in annual installments, equal to a percentage of the Tax Increment Revenue received by the CRA due to the increased assessment on the property. . Credit enhancement to developers wherein the CRA pledges its full faith and credit to the developer's lender for payment of a portion of the loan. The enhancement may



Project
be a percentage of the loan amount or may be a pledge to provide adequate debt service coverage.

- In order to qualify for either the grant or the credit enhancement, a redevelopment project must reinforce the overall CRA redevelopment effort. This may occur by creating jobs, providing bioscience employment, increasing surrounding property values, preserving a historical structure, providing a cultural amenity or by any other means approved by the CRA Board.
- The CRA Board will maintain Policy guidelines regarding grant limits, annual payment amounts (based on percentage of TIF revenue), and time frame over which grant is to be paid.
- The CRA Board will maintain Policy guidelines regarding credit enhancement including the amount, time limitations and other issues
- Grant and Loan program for the improvement of commercial structures, particularly but not limited to Park Avenue
- Grant and Loan program for signage on commercial structures, particularly but not limited to 10th Street.
- Provide architectural design fees to projects selected by the Board. The CRA Board will maintain policy guidelines regarding grant limits, annual payment amounts and time frame over which grant is to be paid.
- Provide a grant or perform directly for structural analysis, fire code deficiencies, handicap accessibility issues, and other building code issues and/or repair of items found in the analysis of existing buildings selected by the CRA



- Provide parking and traffic analysis of selected projects and provide subsidies including financial assistance for construction and maintenance. Part of the criteria for selecting a project for assistance is the ability to jointly share the use of parking by the public on off/peak times
- Provide grants and loans for utility relocation if the relocation is deemed critical to the economic feasibility of the project and if the relocation results in an enhanced site design. • Provide grants and loans to businesses for the purpose of attracting the business to the CRA Area and for moving existing business because of expansion or because the moving results in attracting an additional business for the CRA Area
- Provide water and sewer impact and connection fee assistance and County impact fees for selected projects.
- Provide environmental clean-up assistance for selected projects.

Project Participants and Administration

- The program is administered by the CRA together with the Town
- Other participants may include, but are not limited to, the Town of Lake Park, property owners and project developers and investors.

Funding Sources

- The CRA will provide the funding for the program but may borrow funds from the Town as required and approved by the Town.
- Program allocations shall be determined annually during the budget process or at the discretion of the CRA.
- Utilize CDBG, Development Regions Grant funds and other programs grants received by the Town from the County, State and Federal governments.

Project Schedule

- Program will be implemented as determined by the CRA. # 3.3: "Marketing and Community Activities Program"

Background

Since its creation in 1996, the Community Redevelopment Agency wishes to provide funding for a number of community events and projects.

Since the programs and projects of the CRA have a direct impact on the residents of the district, the CRA must consider the problems, needs and desires of the people in its project decision-making process. Therefore, it is important to maintain an open line of communication between the agency and the residents. Expenditures for community projects and events, which further the goals of the



CRA, are necessary from time to time in order to maintain and promote the CRA's role in community redevelopment.

Program Objectives

- Maintain a positive and involved role within the community
- Market the downtown to residents and to the surrounding regional market.
- Further the goals of the CRA through participation of community events
- Attract consumers to the businesses of the downtown.
- Attract businesses to the area.
- Create new jobs for the Town
- Assist in maintaining a high level of occupancy in the retail commercial buildings

Program Description

- Promote and sponsor community events, projects and programs which will lead to stabilization and expansion of the economic environment within commercial, industrial and residential areas of the CRA.
- Design and implement new marketing tools for the CRA for the purpose of communicating with residents, consumers, the political community and the business community.
- Marketing tools include, but not limited to, branding, logo design, banners, newsletters, web site, advertising, and many other marketing tools.

Program Participants and Administration

- The project will be administered by the CRA together with the Town
- Other participants may include, but are not limited to, merchants associations, Chamber of Commerce, community groups and organizations, public bodies and private not-for-profit corporations.

Funding Sources

- The CRA will provide the funding for the program.
- Program allocations shall be determined annually during the budget process or at the discretion of the CRA.

Program Schedule

- Program was implemented 2008

# 3.4: "Downtown Transit System"

Background

Lake Park is situated along an important transportation corridor. The FEC Railroad, established by Henry Flagler, built important infrastructure in the first decade of the 1900's. While freight is

the predominant use of the lines, passenger service existed until the 1960's. A return to providing passenger service is an objective of this program. Lake Park has a potential passenger station location on the FEC on 10th Street, directly south of the County's fire station.

It is anticipated that development of a transit system would significantly bolster downtown revitalization efforts. The transit system may consist of a passenger train on the FEC line fed by County busses. Other connections to the passenger rail may be by trolley, walking, biking or other means. By establishing a direct link to downtown Lake Park, the rail station would greatly increase the accessibility of the downtown to the surrounding region. People could utilize the system for purposes of tourism, employment or shopping.

Program Objectives

- To improve mobility, intermodal connections and alternative modes of transportation. • To respond to local transportation needs.
- To interface with the "Eastward Ho!" program objectives of the Governor's Commission for a Sustainable South Florida.
- To provide more access to the downtown and 10th Street goods and services from the region.
- To transport employees to the area for industrial and commercial employment.
- Support the development of Amtrak on the FEC line
- Increase market appeal of the downtown, both to visitors and to new businesses
- Limit automobile traffic trips within the downtown
- Provide additional transportation system for riders in order to facilitate employment opportunities

Program Description

- The program shall be divided into two phases.
- Phase One shall include the following:
- The CRA and others shall provide limited trolley service at special events, on a case-by-case basis at the discretion of the CRA Board. The CRA and others may provide, on a limited basis, a tram, which would be the precursor to a full-scale transit program.
- The Town, County, South Florida Regional Transportation Authority or other appropriate transportation agency shall be the lead agency in development of the fullscale program. The CRA will work with the Town to develop this program. Additionally, the CRA will coordinate with the County transit.
- The Town and other appropriated agencies will develop the Tri-Rail and Amtrak Station in the downtown.
- When it becomes feasible, Phase Two shall be implementation of a full-scale system.
- Other components of the Programs will be the use of land on the FEC corridor for redevelopment.

Program Participants and Administration



- Participants in the project may include, but are not limited to, the Town, CRA, the Chamber of Commerce, merchants' associations, Palm Beach County, SFRTA, and State and Federal agencies.

Funding Sources

- Funding for operation of limited, special event trolleys shall be by the CRA t the Town, the County, Chamber of Commerce, merchants, and others as appropriate. • Funding sources for a full-scale system shall be determined.

Program Schedule

- Phase One will begin in 2009 as part of special events.
- For Phase II, a transit plan will be designed, funded and implemented as the regional partners determine its feasibility.

# 3 5: "Business Development Program"

Background

Increasing economic activity within the Community Redevelopment Area is a major objective of the overall Community Redevelopment Program. Investments by the CRA which result in increased business opportunities have positive impacts on employment, the tax base, and the physical environment, all of which are positive steps toward the elimination of slum and blighted conditions. Many other CRA programs are aimed at increasing economic activity within the CRA district. The purpose of this "Business Development Program" is to provide a means to focus the effort. The primary goal of the program is to facilitate small business development within the Community Redevelopment Area. Types of businesses to be encouraged include artist studios, galleries, craft shops, apparel shops, specialty shops, restaurants, and other unique businesses which add vitality, attract visitors and help Lake Park to find its niche in the market.

The program will encourage and assist businesses by providing assistance during the crucial first year of operation or expansion. The program will provide additional benefits to the local economy by helping to eliminate some of the vacant commercial space within the area. This not only improves the overall appearance of the area, but also contributes toward the development of a critical mass of activity, whereby individual businesses draw additional customers for each other.

Program Objectives

- Provide economic stimulation to the area.
- Increase business opportunities.
- Increase employment opportunities.
- Decrease unoccupied commercial space within the area



- Prevent the spread of slum and blighted conditions.

Program Description

- Provide business rental subsidies for the first year of multi-year leases.
- Although at the discretion of the CRA, generally the rental subsidy shall not be given when total rent, including subsidy exceeds the fair market rent for the area.
- Additional items toward which financial support may be given include, but are not limited to, security deposits, last month rental deposit, utility deposits, advertisement, signage, licenses, and legal assistance.
- The CRA Board shall maintain policy guidelines regarding types of assistance, funding limits and eligibility requirements.
- Although the CRA shall make its decision on a case-by-case basis, generally assistance shall not be given for uses which do not reinforce and further the redevelopment strategy and goals for the area in which they are located or are non-conforming with regards to the Town's Land Development Regulations.
- Provide small business loans at below market interest rates through a community-lending program.
- This loan fund will be funded through grant monies obtained from Local, County, State and Federal Agencies, Private Foundations, Corporations and Individuals. The CRA may enter into a local partnership will other governmental agencies, nonprofits, including community development loan funds, and financial institutions
- The CRA Board, together with any pannership organizations, if applicable, will maintain policy guidelines for the loan program including, but not limited to, loan limits, project eligibility and application requirements. These guidelines will apply to CRA funds

Program Participants and Administration

- The program will be administered and coordinated by the CRA together with the Town
- Other participants include Local, County, State and Federal Agencies, non-profits, private foundations, businesses and landlords.

Funding Sources

- Funding for the program will be by the CRA, the Town, the County, merchants' associations, Chamber of Commerce, and others as appropriate.

Program Schedule

- The full Program will commence in 2010. # 3.6:"Grant Administration Program"



Background

To facilitate additional investment within the Community Redevelopment Area, the CRA will assist the Town with administering grants, which complement the redevelopment efforts of the CRA and the goals of the Community Redevelopment Plan. It is anticipated that this additional investment within the CRA district will result in increased opportunities for residents and have positive impacts on employment, housing, the tax base, and the physical environment, all of which are positive steps toward the elimination of slum and blighted conditions.

Program Objectives

- Provide economic stimulation to the area
- Increase business opportunities
- Increase employment opportunities
- Increase housing opportunities
- Provide funds for infrastructure, programs, marketing, the arts and any other that stimulates the economy within the CRA.

Program Description

- The CRA may apply for, accept, and administer grants from Federal, State, and local governmental entities, charitable foundations and entities, and such other organizations as may offer grant funds for the planning and carrying out of redevelopment efforts in pursuit of the purposes of the Community Redevelopment Plan.
- The CRA may joint venture with the Town and the County for grants within its boundaries.
- The CRA will continue using the services of the Town's grant 'Writer and may use the services of an outside consultant.

Program Participants and Administration

- The program will be administered and coordinated by the CRA with the Town as a joint venture partner, as required
- Other participants include, but are not limited to; Federal, State, and local governmental entities, charitable foundations and entities, and such other organizations as may offer grant funds, and organizations, businesses or individuals who may participate in the program to receive such grant funds.

Funding Sources

- Federal, State, and local governmental entities, charitable foundations and entities, and such other organizations as may offer grant funds.

Program Schedule

- The Program has been ongoing for many years and will continue. # 3.7:"Public Space and Public Property Improvement Program"

Background

The Town has paid close attention to the detail of public space in all of its public works projects over the last ten years, particularly the Town Hall and Park Avenue. The Town and the CRA as a partner wish to continue to encourage the development of public open space. This program is designed to enhance the public spaces created on public property but also is designed to encourage private developers to create public spaces on their projects as well. The public open space contemplated in the near future is the creation on Park Avenue of a "Village Green". In addition the Town is focusing on an important facility in the residential neighborhood, the ballfield on 7th Street, known as Bert Bostrum Park

Project Objectives

- Enlarge the public open space for residents of Lake Park
- Improve the quality of life for the residents
- Provide recreation in open spaces
- Provide more public space for events and activities.
- Provide improved public facilities for the residents

Project Description

- Provide grants and loans for public space improvement on both public land and private land. These improvements may include but are not limited to design, parking, lighting, landscaping, signage, access road improvements, art in public spaces, utilities, restroom facilities, plazas, bicycle pathways, and park furniture
- Provide funds for land acquisition and planning for public spaces the Village Green on Park Avenue and for Bert Bostrum Park expansion, including a Community Center.
- Provide funds for land acquisition, building acquisition, renovation, demolition, and planning for any community oriented project
- Acquire and develop land for public open space for use as recreation, environmental preserves, and community gardens
- Enhance communication within public spaces with signage, lighting, markers, and sound systems
- Assist the Town in expanding open space in the CRA from existing facilities • Acquire and implement neighborhood gardens as small open space facilities

Project Participants and Administration



- The project will be supported by the CRA but the Town will play the active part in the program
- Other participants may include, but are not limited to, the County, Chamber of Commerce, merchants, developers, residents, retail and business tenants, lending institutions, and the state and federal government

Funding Sources

- The CRA and the Town will provide funding of the program elements, for which the CRA and/or the Town are responsible, respectively.
- Other potential funding sources include, but are not limited to, the County, State and Federal Governments, FDOT, businesses, banks, builders, homebuyers, foundations and private contributions

Project Schedule

- Elements of the program have already commenced with the improvements on Park Avenue
- The Village Green concept will commence in accordance with availability of funding
- The planning of other open space concepts will continue in 2009.

# 3.8:"Small Public Buildings Program"

Background

This program is a companion to the preceding program concerning public spaces and encourages the development by public and non-profit entities of small public buildings. Small public buildings can have far their size a great impact on a neighborhood or commercial area. Discussions have recently evolved concerning a proposed community building for the Town. The building could provide meeting space for residents and businesses in the area and a social setting for residents of all ages, particularly the elderly, who are always in need of a space to socialize. Tourists may also utilize the public buildings and the program could be beneficial to stimulate this part of Lake Park's economy. The community center could encourage the arts, a theme very suitable for Lake Park

Project Objectives

- Provide spaces for residents to conduct community business and spaces for social events and educational programs
- Provide a venue for public open space
- Provide economic stimulation to the area.



- Increase business opportunities
- Increase employment opportunities

Project Description

- Acquire land or existing buildings for a community center or a tourist information center
- Provide small public buildings in neighborhoods, including community centers, recreation centers for neighborhood parks, public exhibit space for art and community projects, and others that enhance the quality of life in the community.
- Fund and build the Park Avenue Village Green which may also include a building or musical and theatrical setting

Project Participants and Administration

- The project will be supported by the CRA but the Town will play the active part in the program.
- Other participants may include, but are not limited to, Palm Beach County, Chamber of Commerce, merchants' associations, developers, residents, retail and business tenants, lending institutions, and the state and federal government.

Funding Sources

- The project will be supported by the CRA but the Town will play the active part in the program.
- Other participants may include, but are not limited to, Palm Beach County, Chamber of Commerce, developers, residents, retail and business tenants, lending institutions, and the state and federal government.
- Utilize CRA funds together with County funds including CDBG and Town funds

Project Schedule

- The program will continue in 2009

.9:"Community Policing Program"

Background

The CRA has determined that preventing and combating crime is a very important part of the redevelopment process and therefore wishes to fund community policing within the Redevelopment Area. Reducing crime will encourage private investment, the key to a successful redevelopment process.

Project Objectives

- Prevent and reduce crime within the Redevelopment Area
- Improve police and community relationships.
- Forge community problem solving collaboration.

- Work closely with the School Board and Sheriffs Department in preventing crime within the local public schools within the Redevelopment Area
- Work closely with code enforcement to stabilize the area.



- Create confidence in the private sector to make investments in the Redevelopments Area. • Reinforce other redevelopment activities such as infrastructure improvements, beautification, code enforcement, street lighting, parking, pedestrian friendly sidewalks and many others
- Stabilize the tax base
- Eliminate the blighting influence of crime.

Project Description

- Work with the Sheriff's office to establish a community policing program which will include new police positions including police officers, crime prevention officers, school resource officers, crime prevention equipment and other administrative support.
- The initial phase of the program will be five years but based upon need and success, the program may be extended indefinitely
- Fund equipment needs for the program including surveillance equipment and monitoring.
- Fund code enforcement as it relates to community policing
- Fund landscaping and other infrastructure improvements as it relates to community policing and environmental design for public safety
- Fund training and educational needs for the program.
- Use the program to attract other funding sources. • Closing of streets for security purposes.
- Joint venture with other Town and County departments as well as state law enforcement agencies.

Project Participants

- The project will be supported by the CRA but the Town will play an active part in the program.
- Other participants may include, but not limited to, Palm Beach County, Weed and Seed Program, neighborhood associations, business associations, and state and federal government.

Funding Sources

- The program will be funded by the CRA but other entities may participate as needed such as the Town and Palm Beach County, and state and federal agencies and programs.

Project Schedule

- The program has been initiated in Fiscal Year 2009 and may include any expenses that may have occurred in Fiscal Year 2008 as part of the pre-program efforts. It is expected that the program will continue through 2012 or beyond at the discretion of the CRA Commission.

C. Sources of Redevelopment Funding and Financing

The following section provides a general review of potential sources of funding for redevelopment programs, and a description of the funding sources applicable to each of the improvements or projects identified in the plan. In general, a variety of financing options are presently available to the Community Redevelopment Agency and the Town of Lake Park. Among these are the following:

1. Tax Increment Revenues

Tax Increment Revenue is typically the major source of funding for redevelopment projects under the State of Florida Community Redevelopment Act. This increment, which is determined annually, is equal to 95% of the difference between the amount of ad valorem taxes levied each year by each applicable taxing authority on taxable real property within the Community Redevelopment Area and the amount of ad valorem taxes that would have been produced by the current millage rates prior to establishment of the Redevelopment Trust Fund. Both of these amounts are exclusive of debt service millage of the taxing authorities.

The ability of the Community Redevelopment Agency to utilize this funding method requires two key actions:

a. The establishment of a redevelopment trust fund as required by FS 163.387 as the repository for increment tax revenues, and;

b. The provision, by ordinance of the Town, for the funding of the redevelopment trust fund for the duration of the Community Redevelopment Plan.

2. Redevelopment Revenue Bonds

The provisions of F.S. 163.385 allow the Town of Lake Park Community Redevelopment Agency to issue "Revenue Bonds" to finance redevelopment actions, with the security for such bonds being based on the "anticipated assessed valuation of the completed community redevelopment." In this way, the additional annual taxes generated within the Community Redevelopment Area, the "tax increment", is used to finance the long-term bond debt. Prior to the issuance of long-term revenue bonds, the Town or Community Redevelopment Agency may issue bond anticipation notes to provide up-front funding for redevelopment actions until sufficient tax increment funds are available to amortize a bond issue.

3. General Obligation Bonds

For the purposes of financing redevelopment actions, The Town of Lake Park may also issue General Obligation Bonds. These bonds are secured by debt service millage on the real property within the Town and must receive voter approval.

4. Industrial Revenue Bonds (IRB)

Industrial revenue bonds may be used to finance industrial, and some commercial projects. The primary emphasis on such projects is the creation of jobs, and as a consequence speculative ventures are not normally financed by this means. The County typically issues such bonds, with repayment pledged against the revenues of the private enterprise being funded. IRB's are tax exempt and consequently are typically 3 percentage points below prevailing interest rates. Such financing has been used effectively in Florida



5. Special Assessment Districts

The Town of Lake Park could also establish special assessment districts, Municipal Benefit Units (MSBU), for the purpose of funding various neighborhood improvements within an area or for the construction of a particular project. Typically the assessment appears on the tax bill of each property owner and it can be amortized over a short or long period of time, a decision that the Town would make. In addition the Town may consider charging interest on the assessment equal to or less than the cost of funds the Town is charged.

6. Florida Main Street Program

Florida Main Street is a technical assistance program of the Bureau of Historic Preservation, Division of Historical Resources, Florida Department of State, which encourages the revitalization of traditional, historic downtown and neighborhood commercial districts through a communitybased comprehensive approach. Florida communities are eligible. Assistance available: Training, technical assistance and a network of participating communities, both statewide and national. A $10,000 seed-money grant per designated community, dollars are reimbursed based on the same amount spent by the local program over the course of a year. This program is State funded. Applications are due the last Friday in July of each year. No match is required; the applicant must provide guaranteed one-year funding of a Main Street manager and program operating expenses (a multi-year commitment of funding is desired).

7. Community Development Block Grants (CDBG)

The Town of Lake Park may apply for CDBG funds from Palm Beach County's annual allocation under an Interlocal agreement. These CDBG monies are committed to demolition of substandard housing units, housing rehab assistance, and home ownership assistance within the County's target area, which includes a portion of the Community Redevelopment Area. In addition, funds may be used for street improvements, neighborhood revitalization projects, or any project the Town prioritizes within the guidelines established for the fund. (i.e. Public Services — must be new or substantially increased level of service, and CDBG funds may not replace local funding for a particular service; Public Facilities and Improvements - Acquisition, Demolition/Clearance, Rehabilitation, Historic Preservation, Special Activities by Community Based Development Organizations; and construction of housing under special circumstances.

8. CDBG Economic Set-Aside Funds

Economic development projects, Business development, and façade programs administered through the Office of Economic Development.

9. Local Initiatives Support Corporation (LISC)

LISC is a national non-profit development corporation whose purpose is to assist local housing and economic development initiatives. LISC provides expertise and funds, both loans and grants, for housing projects, mixed-use development, and other ventures that exhibit sustainable economic development potential.

10. Brownfields



Lake Park contains certain industrial areas that would qualify for local, state, and federal Brownfield grants. The County Brownfield program shares information about State and Federal programs with municipalities, community redevelopment associations, developers, and interested parties. This program is coordinated through the Palm Beach Planning Division; the program is patterned after the State voluntary Brownfield program. The Palm Beach County Brownfield contact is Maggie Smith: (561) 233-5300, msmith3@co.palm-beach.fl.us.

Brownfields: The Redevelopment Challenge

The Treasure Coast Regional Planning Council seeks to facilitate the redevelopment of petroleumcontaminated Brownfield sites in the Treasure Coast Region through its Brownfield Site Assessment Assistance Program. A Brownfield is defined as an abandoned or underutilized property with an active redevelopment potential that is complicated by either real or perceived environmental contamination. Once a source of jobs and economic benefits to the community, these sites frequently lie abandoned for fear of the contamination and the liability it implies. Remediation and redevelopment of Brownfields reduces potential environmental hazards, encourages economic development, and efficiently uses existing infrastructure.

Brownfields Site Assessment Assistance:

The Treasure Coast Brownfields Program, through its provision of Brownfields site assessment assistance to local governments, is designed to serve as a catalyst for redevelopment and revitalization in the targeted redevelopment areas of the Treasure Coast Region. TCRPC's Program provides a free environmental assessment service to local governments with qualifying petroleumcontaminated Brownfield sites.

Eligible Applicants

Any local government (city, village, town, county, redevelopment authority, community development agency, downtown development authority) is eligible to complete an application for Brownfield site assessment assistance. The program is available to municipalities, prospective purchasers, and parties who would not be found liable for any existing contamination at the property.

Priority Brownfield Sites

The Treasure Coast Brownfields Program primarily seeks to assist the redevelopment of "viable" Brownfield sites sponsored by local governments and other eligible applicants. TCRPC anticipates that the petroleum-contaminated Brownfield sites that local governments propose for assessment activities will be in previously designated redevelopment areas such as an Enterprise Zone or Community Redevelopment Area.

11. Historic Preservation Grants

The Department of State (Florida) offers several categories of grants for the restoration and renovation of historic structures. The grants are competitive and they are available to non-profit organizations and to government agencies such as a Community Redevelopment Agency. Also the Department offers planning grants for projects that are in the planning phase or pre-construction phase. Lake Park has been very successful in obtaining grants for historic preservation for its Town Hall.

12. Florida Recreation Development Assistance Program (FRDAP)



The annual State of Florida Recreation Assistance Program may be used for recreational land acquisition, park design, and park construction. Active park amenities are normally afforded a higher priority than passive parks. With a $200,000 award limit, a project may be phased over several years. Grants over $150,000 require a local match of 50%. Grants from $50,000 to $150,000 require a 25% match. Grants are available up to $50,000 without a match. This organization may be a source for the Lake Park Community Center, the pocket park downtown, or elsewhere in the district.

13. Land and Water Conservation Fund Grant Program (LWCF)

The annual State of Florida Recreation Assistance Program may be used for recreational land acquisition, park design, and park construction. Active park amenities are normally afforded a higher priority than passive parks. This program also has a $200,000 award limit; a project may be phased over several years. In addition, grants over $150,000 require a local match of 50%. Grants from $50,000 to $150,000 require a 25% match. Grants are available up to $50,000 without a match.

14. Lake Park Community Development Corporation (CDC)

The Lake Park CDC was formed in 2007 for the purpose of obtaining funds from foundations, corporations, charities, and other governmental entities to use for projects and programs in the community that would provide benefits that government was not in a position to pay for. Funding from this entity can be used as match, as leverage for other funding, or as sole source funding, depending on the program, project, or need.

The Board consists of two CRA Board members, one Town Commissioner, and the Town's Grants Writer. Funds can be used by the Town government, the CRA, and other non-profit entities actively providing services in the community. These contributions may provide opportunities for community participation with positive promotional benefits and can serve as local funds to leverage other, more traditional funding sources.

15. Business Loan Fund of the Palm Beaches (BLF)

The BLF was created for the purpose of loaning money to small and start-up businesses in Palm Beach County, and to encourage entrepreneurial activities. Generally the businesses cannot qualify for conventional loans through commercial banks. The loans offered through the loan fund are not for long periods of time and are not generally for large amounts of money. Typically the loan may be for as little as $500 or as large as $50,000. This source of funds would be attractive to small and start-up businesses located in the commercial district and industrial areas of Lake Park. The funds from the BLF can also be leveraged with SBA funding or for commercial loan participation.

16. Lake Worth Lagoon Grant Program

Projects that affect the quality of the water and habitat in the Lagoon can be funded through this program. In the case of projects that would benefit the CRA, industrial waste discharge, sewage disposal, stormwater runoff, and canal development might be considered. Since much of the

development within the Lake Worth Lagoon watershed occurred prior to stormwater regulations, untreated stormwater (non-point source pollution) discharges directly to the lagoon, or one of major canals discharging to the lagoon, impacting water quality. Stormwater projects constructed under the grant program are required to be installed in developed areas that currently discharge untreated stormwater. These types of projects include wet and dry retention systems, pollution control devices, and swale construction which will reduce the quantity and improve the quality of stormwater runoff.

17. Maximum Daily Load (TMDL)

TMDL grants can be used to ameliorate the pollution and stormwater runoff into the Lake Worth Lagoon, an identified water basin of concern to the State and Federal Governments. Industrial waste discharge, sewage disposal, stormwater runoff, or non-point source pollution for any drainage basin that includes a portion of the CRA and discharges directly to the lagoon could be considered. These

projects would include Wet and dry retention systems, pollution control devices, and swale construction which will reduce the quantity and improve the quality of stormwater runoff

18. 319 Non-Source Point Pollution Grant

This grant program is administered through the US Department of Environmental Protection, and like the TMDL grants can be used to ameliorate the pollution and stormwater runoff into the Lake Worth Lagoon. In the case of projects that would benefit the CRA, industrial waste discharge, sewage disposal, stormwater runoff, or non-point source pollution discharges directly to the lagoon could be considered. These projects would include wet and dry retention systems, pollution control devices, and swale construction which will reduce the quantity and improve the quality of stormv,'ater runoff.

19. Congestion Mitigation Air Quality (CMAQ) Grants

The CMAQ grants is a Department of Transportation grant program for improvements of State and Federal highways that have air quality issues. Typical improvements may include bicycle paths, paving improvements, traffic signal standards, and other improvements. The program is administered by the FDOT

20. DOT Transportation Enhancement Grant

The DOT Enhancement Grant is a Department of Transportation grant program for enhancement of State and Federal highways and programs for highway safety and transit. Typical improvements may include bicycle paths, landscaping, pedestrian lighting paving improvements, traffic signal standards, and other aesthetic improvements. The Federal program is administered through FDOT and the local MPO. Each year the funding level is determined by FDOT and projects are awarded on a competitive basis. The Town of Lake Park has received a grant in the amount of $330,500 for the beautification of Park Avenue stretching from 7th Street to Federal Highway. This program is available every year, but the funding does not become available for 3 years.



21. Keep America Beautiful Grant (KAB) and Keep Palm Beach County Beautiful (KPBCB)

The KAB grant is an annual landscaping program administered through the State Department of Agriculture. It has a $200,000 limit and projects may be phased.

22. Palm Beach County Development Regions Grants

The programs '·,'as established through the economic development department of the County for the purpose of providing matching funds for projects in community redevelopment areas of the county. The program is currently suspended due to budgetary constraints.

23. Palm Beach County Weed and Seed Program

The County administers a federal program whose purpose is to improve distressed communities with high crime statistics and high poverty. This grant will pay for a coordinator's position for 3-5 years, brings in the local constabulary and community groups to "weed" out crime and "seed" neighborhood development efforts, pay for some programmatic activity. After the initial grant period, the County Criminal Justice Commission subsidizes the Coordinator's position.

24. Safe Neighborhoods Act - Chapter 163.502 FS

Neighborhood Improvement Districts created pursuant to the Act may request a planning grant from the state's Safe Neighborhood Trust Fund on a 100% matching basis. The District may also be authorized to levy an ad valorem tax of up to 2 mills annually on real and personal property

25. Urban Mass Transit Administration (UMPTA) Grants

UMPTA grants can be used for construction of infrastructure in support of mass transit objectives. Some flexibility exists in the guideline for this grant program, for example UNPTA funds could be used to help construct a multi-story parking facility if the facility is part of a distribution plan for other means of mass transit, such as a rail system.

26. Economic Development Administration (EDA) of the U.S. Department of Commerce Grants

The EDA provides funds for economic development in communities. The grant usually requires a governmental sponsor and requires a match. It is a "bricks and mortar" type of grant, since it funds capital projects. The real estate must be secured in order to apply for the grant and matching funds must be appropriated.

27. Florida Community Trust (FCT) Fund Grant

The grant program was established for environmental, recreational, and open land acquisition. Ten percent of the grant proceeds are distributed from the Preservation 2000 program. Land acquisition can be for any land acquired for an approved purpose within 2 years, and can either be a direct purchase or reimbursement. Under no circumstances can the land be taken through eminent domain. This would be suitable for pocket parks, land for the community center, land for environmental trails, playgrounds, etc. Small communities with fewer than 10,000 in population are not required to provide a match for funds, there is a $6,000,000 limit per year;



projects can be phased; and if more than 10 parcels must be acquired to develop a project, or project phase, the grantee is required to provide all professional services. If fewer than 10 parcels, the FCT will provide all professional services to purchase the property — appraisals, legal services, etc.

28 Environmental Protection Agency (EPA)

EPA's Recreational Trails Program provides funding for the construction of nature trails, environmental trails, etc.

29. Land Sales/Leases

Acquisition of property and its preparation for development are powers available to the Community Redevelopment Agency under provisions of F.S. 163. The resale or leasing of such land to private developers can provide another source of income within the Community Redevelopment Area.

30. Borrowing from the Town of Lake Park

The CRA may from time to time need to borrow funds from the Town in order to start a new project with expectations of paying off the debt within a relatively short period of time. The CRA has recently borrowed funds from the Town to acquire the apartments on Foresteria and to fund alley improvements.

31. Direct Borrowing from Commercial Lenders

The CRA is also authorized to fund redevelopment projects and programs through direct borrowing of funds. Depending on the particular project(s) funding requirements, the CRA may utilize both short and long-term borrowing. Although terms and conditions may have a direct bearing on use of a particular commercial lending institution, the CRA will generally attempt to attain the lowest available interest rate

32. Other Potential Funding Sources

The list above is not meant to be exhaustive, but to identify known funding sources. Other potential sources include foundation grants, Small Business Administration loans, new market tax credits, and others



VI PART SIX - IMPLEMENTATION PLAN

A. General

The projects and programs of the Redevelopment Plan described in Section Five provide the authority for the agency to implement redevelopment. However, an implementation plan is required in order to systematically effect changes in the district. This Section of the Redevelopment Plan v','ill provide a deliberate and specific set of prioritized actions, along with an accompanying financial analysis that will evaluate the cost and benefits of each over time.

Before discussing the specific actions, it is appropriate to review the overall performance of the CRA so far. After about 10 years in existence, the CRA is beginning to generate significant tax increment and has the ability to make some substantial improvements. Yet, as the financial analysis presented later in this section shows, the current annual increment of about $1 million can quickly be allocated. Indeed, over half of this amount is dedicated to staff and administrative expenses. This is not meant to be critical; the level of effort is commensurate with what is necessary to adequately staff and address the needs within the CRA. This amount would not rise significantly even if TIF revenues were to double. While this will eventually happen through redevelopment and gradual increases in appraisal values (perhaps not in the immediate future, but in more normal times,) an expansion of the district's boundaries is another way of increasing the CRA's revenue base. Of course, any expansion has to be consistent with the intent and purpose of the CRA, and is subject to an appropriate Finding of Necessity.

As part of the analysis for the CRA, the consultants made a preliminary assessment of the feasibility of expanding the CRA boundaries. A map showing the existing boundaries as well as some potential expansion areas, is shown on Figure 6.1. The following areas of expansion were considered:

- To the northwest, primarily along Old Dixie Highway and Tenth Street, all the way up to Northlake Boulevard. This would include a significant amount of commercial and light industrial property with potential for both infill and redevelopment. This area is strategically located to be a targeted support area for the nearby Scripps Institute. But more importantly, this serves as the principal gateway to the downtown. One of the biggest challenges facing the downtown is that it is not on a major arterial. Adding this area to the CRA would allow a focus on developing this as a gateway into the downtown and also to concentrate on the redevelopment of the North Tenth Street and Old Dixie corridors into commercial uses more compatible with the downtown.

- To the east, taking in two more blocks of Park Avenue, the ballfield complex between Sixth and Seventh Streets, as well as a sizable area of housing, much of it multi-family housing of poor quality. This would expand the scope of the downtown and include the Town Hall and library in the CRA. It would also allow for CRA funds to be used for expansion and improvements to the ballfield complex, one of the largest recreational amenities in the

Town. It would also allow for the housing programs to be applied to a larger pool of units in need of assistance and/or redevelopment.

- To the southwest, taking in the protected scrublands along Silver Beach Road. While this includes only a limited amount of developable property, it does allow for CRA funds to be used for recreational improvements to the scrubland preserve. Assuming that the adjacent junkyard (currently in the CRA) can be acquired, cleaned up, and returned to a higher use, the potential is for it to be used as a regional amenity such as a botanical garden or an ecological park. It would

allow for the leverage of a currently underused asset and add to the attractions offered by downtown Lake Park.

As previously mentioned, the expansion possibilities have been looked at in only a preliminary fashion. Based on that, there do seem to be some advantages that are worthy of further consideration. As the CRA reaches out further into the community, its interests become more concurrent with the Town's interests. A healthy downtown has to be the heart of a community, and the CRA so far has made some improvements to the downtown. Much remains to be done before it can be considered to be healthy, however. The implementation strategy for the existing CRA begins by focusing on the downtown, as will be discussed in the next section.

Figure 6 1 A map showing the existing boundaries as well as some potential expansion areas shown hatched

B. Development Scenario for the Downtown Area



The key to the implementation strategy is to define a preferred redevelopment scenario for the Park Avenue downtown. By focusing the initial efforts of the CRA on a specific catalyst project designed to advance many objectives simultaneously, the Agency can build momentum for private redevelopment activity nearby. This Section will begin by describing this redevelopment scenario and then breaking it apart into a series of phased actions. Then, a list of other specific projects in other parts of the CRA are listed and prioritized. The financial analysis serves to phase the projects over time, i.e., as they can be afforded. Thus, the overall schedule could be compressed or stretched, depending on the momentum of redevelopment and the corresponding flow of funds.

While the eventual goals for long-term redevelopment are ambitious, it bears repeating that the current economic climate is challenging, to say the least. With property assessments declining, the CRA tax increment is likely to decline somewhat, perhaps for several more years. The plan assumes a baseline level of activities that can be maintained for the near term, but can be flexible as to when more ambitious projects are undertaken. The scenario outlined below has an assumed timeline, but this can be adjusted based on an ongoing re-evaluation of market conditions.

In order to test the goals of the community as a viable and credible development vision, a conjectural scenario was done for the downtown area of the CRA. This scenario assumes an advanced level of redevelopment along the lines of the desires expressed by many of the Town Commissioners as well as key property owners and other stakeholders. The area studied includes the Park Avenue Downtown District, as well as several blocks along 10th Street. The key features of the redevelopment scenario, depicted in Figure 6 2 include:

1. The incremental redevelopment of the existing strip centers along Park Avenue with mixed-use, multi-story buildings placed at or near the fronting sidewalks.
2. The consolidation and expansion of parking in the area behind the buildings, incorporating the alleys as well as some of the properties fronting on Foresteria Drive.
3. The introduction of new, transitional housing types such as townhomes fronting on Foresteria and buffering the residential areas from the parking and the commercial uses.
4. The redevelopment of the Huisenia apartments as part of a coordinated redevelopment at the intersection of Park Avenue and 10th Street designed to create a signature focal point for the Town center.
5. The introduction of a Town Green, centrally located as part of the town center development.
6. A consolidated, area-wide parking approach that includes a parking structure (located as part of the afore-mentioned town center development), surface parking lots behind the Park Avenue buildings, and on-street parking along Park Avenue.
7. A gateway feature at the west end of Park Avenue, located at the 10th Street intersection. This feature has the appearance of a roundabout, but since space is limited, it still operates as a signalized intersection, with traffic deflecting around the island.



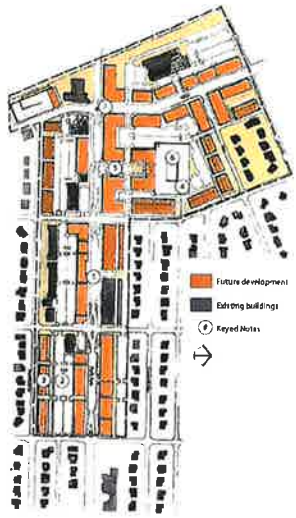



Figure 6 2. The projected redevelopment of Park Avenue involves the gradual infill of new mixed use buildings close to the street, catalyzed by a signature development at Park Avenue and 10th Street featuring a Town Green and a parking structure.



A development program is shown in Table 6 1., Figure 6 3 shows the key blocks as described in the Development Program. The program demonstrates that this scenario will approximately double the commercial space available in the area, will also add about 60 housing units (net, accounting for the removed apartments) and will have adequate parking for both. Besides creating the kind of downtown environment envisioned by the Town, it will provide a critical mass of development to revitalize the town and bring additional tax increment to the CRA.

The CRA has already accomplished several important steps in moving this vision forward. The streetscape along Park Avenue has been re-done, with improved landscaping, paver treatments, and on-street parking. The CRA also assembled property and made it available on advantageous terms for the One Park Place project, of which the first half is nearing completion. The CRA has also recently purchased a problematic multi-family property along Foresteria, which will be made available for parking to support the commercial uses. Alley improvements are currently underway.

If the CRA were to concentrate its near term efforts on one catalyst project, it should be the assembly and redevelopment of the northeast corner of Park Avenue and Tenth Street. This project would involve the turnover of an aging, obsolete strip shopping center, another problematic multi-family complex (the Huisenia Apartments) and several vacant parcels. This project would simultaneously advance many of the objectives for the downtown: aside from redeveloping several older, inappropriate structures into more valuable property, it would anchor the key intersection of Park Avenue and Tenth Street, provide a sizable supply of public parking, and provide a Town Green as a focal point for the downtown. This project should be the CRA's highest priority in the next several years.

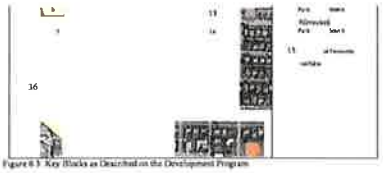


Figure 6.3 Key Blocks as Described on the Development Program

Table 6.1
Development Program for the Downtown Area

| | Current | | | | Proposed | | | |
|---|---|---|---|---|---|---|---|---|
| | Commercial | Units | | | Commercial | | | |
| A Hunsel Block | | 32 | 41 | 127 | 14,600 | 100 | 41 | |
| B 900 Block of Park Avenue North | 24,000 | | 0 | 0 | 17,000 | 0 | 32 | |
| | | | | | | | 73 - | 32 |
| C 800 Block of 10th Street East (Optional) | 7,875 | 32 | 0 | 0 | 12,450 | 110 | 22 | 11 |
| Block Options | 31,875 | 170 | 167 | | 104,050 | 110 | | |

A conceptual plan of this redevelopment is shown on Figure 6.4. It involves assembling about 3 acres of property, although most of it is contained in a few tracts. The Humans apartments contain over half of the total area, as well as a problem use that is a high priority to address. The strip shopping center on the 900 block of Park Avenue is likely to be the hardest to assemble, as it consists of a total of five separate tracts. The remaining two tracts, fronting on 10th Street, are essentially vacant. Actually, these last two are not critical to the integrity of the scheme, which is primarily concerned with accomplishing meaningful development along Park Avenue as well as removing one of the more problematic multi-family projects.

This is a large, complex redevelopment project that would involve committing a substantial portion of the CRA's resources for a number of years. It would also, however, advance many short and long term objectives simultaneously. While ambitious, it is difficult to scale this project back. The chief constraint is the Humans site, which, by itself is an awkward redevelopment proposition. Though large, the parcel is essentially landlocked, with only a narrow access to Ninth Street. In its current configuration, it is not a natural commercial parcel, and more stand-alone multi-family uses would not be appropriate here at this time. Combined with the Park Avenue frontage of the 900 block, however, the site becomes an opportunity for a signature development that could transform the downtown for the better.

The 2008 assessed value of these tracts is a total of about $4.8 million. The most straightforward way for the CRA to assemble this property is to buy it outright, which may well cost a premium above assessed value. It might be possible, however, to negotiate a development agreement between several of the owners whereby



they agree to contribute their property toward the redevelopment effort in return for a pro rata share of the redeveloped project. This would be a benefit to the CRA, since it would reduce the up-front cost. While individual property owners may be reluctant to participate in such an arrangement, it would be a long term benefit to them, as it would relieve them of a lot of the redevelopment legwork and ensure them an enhanced return on what is currently an underperforming investment. While such an arrangement should be aggressively pursued by the CRA, the financial analysis presented here assumes that the CRA will have to purchase the entire assembly. This represents the worst case scenario, and should another arrangement be negotiated, it would simply improve the CRA's financial position to a point where it could accelerate planned expenditures.

Figure 6.4 The proposed redevelopment of the Humans / Park Avenue / Tenth Street parcels

The other redevelopment tasks are less dependent on a convergence of multiple factors. They may simply be itemized and executed in a prioritized manner as funds are available. These other redevelopment tasks are itemized and discussed below. The financial analysis that follows the list distributes the projects over time so that the CRA remains solvent at all times.

The redevelopment tasks have been prioritized in order of importance, since there is not sufficient funding available to undertake all of them at once. Discussed below is the full list of desired projects, however, they have been sorted in order of importance as being Tier A (high priority) or Tier B (lower priority.) Tier A projects are defined as those that the CRA would like to undertake within the next three years. Tier B projects can be further subdivided into two categories: those that can be done with identifiable funds, but are simply deferred until later years, and those that are contingent on other sources of funding, such as grants. These are not scheduled for any particular timeframe, but can be undertaken anytime, if and when funds become available.

C. Project List and Priority (Capital Projects)

Several projects are already underway. Some are recently completed, but remain as a financial obligation for budgeting purposes.

- Park Avenue streetscape (complete)
- 10th Street improvements, north of Park Avenue (complete)
- Purchase apartment complex, 700 block of Foresteria (complete)
- Park Avenue alley improvements (in progress)

Several programs are intended as continuing activities that will be funded at a consistent level over time. Some of these are already underway, others will begin within the first few years of the planning horizon and continue. These programs include:

- Façade improvement grants (50/50 matching)
- Revolving loan and grant program for small businesses - Marketing and events program
- Security system monitoring and maintenance

Tier A — High Priority: 1-3 years

- Assemble balance of 700 block of Foresteria
- Purchase Humans apartments for redevelopment
- Identify and purchase property for Town Green (several options)
- Assemble and purchase 900 block of Park Avenue (north) for redevelopment
- Design and construct downtown parking on 700 block of Foresteria
- Security enhancements (cameras and monitoring) for downtown

Tier B — Deferred: 4-10 years

- 10th Street Improvements (south of Park Avenue)
- Purchase apartments, 800 block of Foresteria
- Design and construct downtown parking on 800 block of Foresteria
- Purchase Opabola apartment complexes for redevelopment
- Tri-Rail station area improvements (CRA contribution)
- Mixed-use development in vicinity of rail station (CRA contribution)

Tier B — Contingent on funding

- Purchase and clean up junkyard site
- Purchase property for expansion of ballfields
- Design and construct community center at ballfields site
- Purchase apartments, 900 block of Foresteria, for redevelopment

The individual programs are described in greater detail below. For organizational purposes, they are divided into three categories: roadway and parking projects, community facilities, and private



redevelopment efforts. In some cases the work is underway or may even be complete, it is included here in the interest of presenting a comprehensive picture of ongoing operations. A fourth category of programs are recurring activities that are intended to continue at a consistent level over time.

D. Roadway and Parking Projects

1. Roadway Improvements-Park Avenue

Park Avenue has been the focus of redevelopment within the CRA since the beginning of the CRA inception. Park Avenue consists of three blocks between 7th Street and 10th Street that is the heart of the downtown. Originally Park Avenue was an historic downtown but it was rebuilt after the devastating hurricane of 1928 transforming it from a traditional set of buildings located very close to the edge of the right of way with parking on the street to a more suburban shopping center style where the buildings are set back behind two rows of parking.

The CRA has expended considerable funds to beautify Park Avenue and in 2008 the final phase of beautification was accomplished. The beautification of the roadway consisted of planting trees behind the curb, rebuilding sidewalks and installing street lights. The pedestrian experience is much improved. Although the zoning code does not require new buildings to be set up on the street front, one new building was permitted in 20079 "One Park Place," in which the three story structure was located at the edge of the right of way. The structure also contains an arcade in front of the stores on the ground floor.

Over time, it is anticipated that more buildings will be built in this style, complementing the recently improved streetscape.

2. Roadway Improvements-10th Street

The CRA recognized the importance of 10th Street because of its connection to a highly traveled east-west connector in Palm Beach County, Northlake. Traffic exits off Interstate 95 onto Northlake, and the entrance to Lake Park's downtown is either through Old Dixie Highway or 10th Street. The latter street is lined on both sides of the street with small and medium sized commercial establishments, some just single tenant stores and others part of a small shopping center. However the driving experience in the past from Northlake to Park Avenue was not friendly because of the roadway surface and lack of trees. The Town together with the CRA improved 10th Street north of Park Avenue by resurfacing the right of way for four blocks. Complete streetscaping was not accomplished due to lack of funds, but it is contemplated that street lights and additional trees will be planted in a later phase.

3. Roadway Improvements-Park Avenue South Alleyways

The CRA in 2008 issued a bank qualified loan in the amount of approximately $2,430,000 for the purpose of funding the multi family apartments in the 700 Block of Foresteria and for alleyway improvements. In 2008 the Town issued a contract to improve the alleyways behind the commercial properties on Park Avenue from 7th Street to 10th Streets. The alleyways will receive new paving, wheel stops, striping, fencing, fenced dumpster facilities, and other improvements. The new alleyway will be a substantial improvement to the existing conditions which are extremely blighted.

4. Park Avenue Parking-700 Block of Foresteria



The CRA envisions the use of the property behind the Park Avenue commercial on the south side of the street as potential redevelopment sites for primarily public parking. These properties for three blocks along Foresteria from 7th Street to 10th Street are proposed to be acquired by the CRA and Town over a period of five years and developed into parking lots which will serve the commercial fronting on Park Avenue. The sites may in the future be able to include townhouses fronting on Foresteria, serving as a buffer between the parking and the single family residences on the other side of the street along Foresteria. The 700 Block of Foresteria contains a large two story multifamily building, two single family homes and a four unit multifamily (four-plex) structure. In 2008 the Town and CRA acquired the large multifamily building and contemplate acquiring the other parcels in 2009. Concurrently the Town is executing the improvements of the alleyway located behind the Park Avenue commercial buildings, adjacent to the Foresteria properties. In summary, this project, the acquiring of Foresteria properties for public parking, is a strong implementation program for the revitalization of the commercial on Park Avenue. Finally after the parking is accomplished, the commercial properties will have adequate parking for its customers.

5. Park Avenue Parking-800 Block of Foresteria

As the acquisition of the 700 block of Foresteria and public parking is completed, the Town and CRA contemplate, depending upon the availability of funds, acquiring another block of blighted properties on the 800 Block of Foresteria for the same purpose: provide public parking for the consumers of the commercial establishments on Park Avenue.

6. Roadway Improvements-Park Avenue North Alleyways

The alleyways behind the Park Avenue commercial on the north side are unimproved or poorly improved. It is contemplated that within five years the CRA would improve the 800 block alleyway together with the owner of One Park Place. Likewise the alley behind the 700 Block buildings is in need of improvement. The purpose of the improvements would be to increase the supply of parking for the commercial tenants fronting on Park Avenue.

7. Park Avenue Parking-900 Block of Foresteria

The acquisition of the land in the 900 Block of Foresteria in the next seven years will occur as funding permits such action. However, once completed, together with public parking, the Park Avenue commercial on the south side, will have an asset that few retail establishments can boast. The long range purpose of the public parking is not only to provide customer parking, a key element to any successful retail business, but also to encourage Park Avenue building owners to enlarge their commercial uses. The options include adding a second story above the retail or adding forward toward Park Avenue in the area where existing parking is located.

8. Roadway Improvements-10th Street South

As a continuation of the important connection to Northlake, one of the county's major thoroughfares, the Town and CRA contemplate within the next 10 years funding the final leg of improvements to 10th Street between Park Avenue and Silver Beach, the southern most street in the CRA. These



improvements contemplate utility improvements including storm water collection, repaving, and street beautification. The project will promote pedestrian travel particularly since it provides access to a potential Tri-Rail depot station.

9. Tri-Rail Depot Parking and Related Development

Within ten years Palm Beach County hopes to encourage the South Florida Regional Transportation Authority to provide commuter rail service on the Florida East Coast Railway line. If this were to occur, then Lake Park may be considered for a rail station. The Town owns the most logical site for a station on 10th Street, behind the county's fire station. As a strategy for redevelopment, the Town and CRA may contemplate venturing a redevelopment with not only SFRTA but also a private sector developer. The CRA's role in a public-private partnership would be to assist with parking. A public garage may be needed to park the commuters. The parking is also close enough to serve the downtown area. Other private uses could be included such as retail and residential.

A related redevelopment opportunity exists across the tracks from the proposed rail station, on a relatively large (5.8 acre) tract of vacant land currently owned by Palm Beach County. This tract and others in the vicinity should be designated for relatively dense, mixed-use, transit-oriented development. The CRA could provide a variety of incentives such as funding infrastructure improvements and a portion of the parking. The CRA should also encourage the County to partially write down the land cost as a means of encouraging the desired type of development and converting the property into a revenue producing asset. The development here should incorporate a mix of uses, although it should have more of a residential focus than the downtown. The successful redevelopment of this area will require coordination between the Town, the County, the SFRTA, and private landowners and developers. The CRA can take the lead in coordinating the planning work and can also provide some financial support as incentives.

10. Park Avenue Extension

There is a proposed extension to Park Avenue that would extend it westward to intersect with Congress Avenue at Park Avenue West. The alignment meanders somewhat, following Old Dixie Highway, then cutting through a vacant County owned tract to coincide with the current alignment of Joule Road, then proceeding westward to intersect Congress. The project is currently in the planning stages.

E. Community Facilities

In additional to infrastructure improvements as detailed above, which encourage private development, the construction of community facilities also can be good economic development policy. The following is a discussion of certain projects that the Town and CRA have contemplated and are included as part of the implementation strategy.

1. Park Avenue Village Green

The Town has contemplated the inclusion of a public open space on Park Avenue to complement the three block downtown. The facility would be a "Village Green" which would be a space in which events could take place, residents could utilize as an urban park, and local restaurants could utilize for food events. Bathrooms may be included and an area for bands would also be included. The Village

Green does not have to be large but it would be a public gathering place and serve as the heart of the downtown.

Since this is such an important part of the successful revitalization of downtown, the plan considers several alternatives for the Village Green. The concept is included as a component of the large redevelopment project on the 900 block of Park and Humani parcels. Given that this complex project may take some time to come together, a more manageable alternative is also provided for in the plan. This would be at the southwest corner of Park Avenue and Eighth Street, on the site of a small bank building that is available for purchase. The cost of acquiring and improving this parcel are included in the
financial projections, if the alternative site at the Town Center becomes available, this parcel could be resold for additional development.

Several other alternatives for the Village Green were considered. Figure 6.5 depicts the downtown area of Lake Park with four different parcels identified. A brief discussion of the advantages and disadvantages of each follows:

Figure 6.5 Village Green options in Downtown Lake Park

1. Site No. 1 is the location shown in the 900 block / Humani redevelopment depicted in Figure 6.6. This site has the advantage of being an integral part of a larger project, and would be activated by new frontage on three sides specifically designed to complement a public space. This would be an ideal location to cluster restaurants, cafés, and specialty retail, and would also have ready access to a substantial amount of parking. The disadvantage is that it is contingent on an ambitious and complex redevelopment scheme. Some also perceive it to be less centrally located within the downtown.

Figure 6.6 Village Green - Option 1

2. Site No. 2 is the small parcel at the southwest corner of Park Avenue and Eighth Street shown in Figure 6.7. This site is more central to the downtown, and is available and achievable at a relatively modest cost. It is small, however, and would be limited in its range of public amenities. It could be expanded for special events by temporarily closing Eighth Street to traffic.

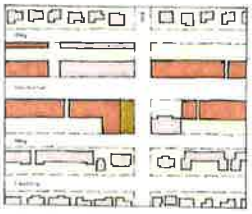


Figure 6.7 Village Green - Option 2

3. Site No. 3 is on the west portion of the One Park Place site on the 800 block of Park Avenue depicted in Figure 6.8. Due to market difficulties, the second phase of One Park Place is currently not planned to move forward, and the developer may offer the site for sale. It would



likely be expensive, however, and though centrally located, it does not offer ideal frontage conditions. The north side is defined by an alley and rear yard fences, and the east side is the side
of a building. It is a sizable parcel, though, and could accommodate additional buildings to frame the edges of the open space with appropriate frontage.

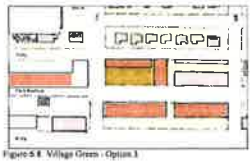


Figure 6.8 Village Green - Option 3

4. Site No. 4 depicted in Figure 6.9 is on the 900 block / Humani development site, but reconfigures the development to place the open space at the northwest corner of Park Avenue and Ninth Street. While it is contingent on this large development, it does open the green to the surrounding parcels, and moves it somewhat closer to the center of the downtown.

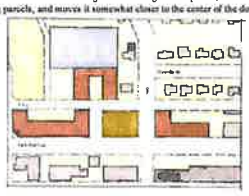


Figure 6.9 Village Green - Option 4

The implementation plan could accommodate options 1, 2 or 4. Option 3 was considered too expensive and would divert CRA resources from other key priorities.

2. Ballfield Expansion and Community Center



The Town owns an important ballfield between 6th and 7th Streets, one block north of Silver Beach Road. The current ballfield is not within the CRA Redevelopment Area. However, the Town desires to expand the ballfield in a westerly direction which would include land in the Redevelopment Area. Future
expansion would add land to Silver Beach Road. Acquisition would include properties in the block between 7th Street and 7th Court, between Bayberry Road and Date Palm Drive. Also the Town would like to expand the facility one half block northward to Date Palm Drive. The purpose of the westerly expansion would be to include a community center as part of the recreation facility. The Community Center would be a place where residents of all ages, including the elderly, would participate in programs, both educational and recreational. Funding for the community center and land acquisition would be through grants as well as the CRA tax increment financing funds.

3. Botanical Park and Gardens

As part of an economic development initiative, the CRA is contemplating a bold concept: creating a regional botanical garden together with the County and other non-profit entities. The concept includes the acquisition of a brownfield site, the junk yard on Silver Beach Road and combining the site with the adjacent County scrub site. Although the scrub site would not be developed, a walking path could be created for a significant tour of the special vegetation area. The junkyard would need to be cleaned after which the first phase of a botanical garden would be created. Botanical gardens are places for families, the elderly and visitors to the county. It would be a big economic draw. However, such a facility needs a leader in not only its creation but in its promotion. The Lake Park CRA would be that entity.

F. Public/Private Redevelopment

An important part of the redevelopment strategy is to encourage the private sector to develop in the CRA Redevelopment Area. The strategy may include the acquisition of blighted property and the offering of the property to the private sector for redevelopment. The following is a list of ideas for private development.

1. Humani Apartment Redevelopment

The Humani building, located behind the 900 Block of Park Avenue on the north side and also located behind several vacant parcels fronting on 10th Street, contains approximately 64 rental apartments and is substantially blighted. The CRA contemplates the acquisition of the property and its demolition. The property could be combined with the parcels fronting on 10th Street which would make a large vacant parcel suitable for commercial redevelopment. Since the corner of 10th Street and Park Avenue is the center of the Town, this site would be very important to the redevelopment effort. As an alternative redevelopment strategy, the properties on the north side of Park Avenue between 9th and 10th Streets could also be included in a redevelopment plan. The combination of all of these properties would create a new opportunity for a mixed-use development.

2. Opabola Apartments

The Opabola Apartments are located behind the 10th Street commercial frontage between Laurel Drive and Northern Drive. The buildings are suitable for demolition and could be resold to the private sector

development community for a small tow,,'nhouse project or a commercial project, if the property is combined with the commercial frontage on 10th Street.

3. Industrial Acquisition

Although no specific sites are listed in this discussion, it is contemplated that the CRA may acquire small industrially zoned vacant land or under-developed buildings so that existing businesses in adjacent buildings could be expanded. In addition, multiple acquisitions may be required in order to create a site sufficiently large for a new business. Many older industrial sites are too small for expansion and do not have adequate area for trucks and employee parking.

G. Special Programs

The following programs are those that promote the downtown and act as catalysts to downtown and neighborhood redevelopment. These programs generally occur annually, subject to the availability of funds. Some programs include grants made to building owners and commercial tenants; and, although grant funding to an individual owner or commercial tenant may be small, the cumulative effect of assisting owners and tenants can be significant over time.

1. Façade Improvement Program

The CRA is developing design guidelines for commercial properties and will have a set of design standards ready in 2008. Matching grants will be made to building owners for exterior improvements and a limit will be set by the Board of Commissioners in 2008, after which the CRA will initiate its first applications. A pilot example may be utilized as well in order to demonstrate the value of the program.

2. Revolving Loan and Grant Program

The Loan and Grant program will initially be utilized for commercial properties. Matching grants will be made to building owners for tenant improvements or to tenants for their interior and exterior improvements. Signage will be included in the program. A second level of funding will utilize a program which will be designed in 2008 in which banks will loan funds to a commercial building owner or tenant and the CRA will participate in either a matching loan or grant, the latter of which serves as equity for the borrower, or in subsidizing the interest on the loan. A participant in the program may include the Business Loan Fund of the Palm Beaches, a not-for-profit lending institution.

3. Marketing and Events Program

The CRA embarked in developing new graphic design in 2008 for the agency including a design of a banner program for Park Avenue and 10th Street. The design firm not only will provide a new logo, signage for redevelopment projects, stationary, and other collateral, it will also develop a brand for the CRA and the downtown. The recommendation is to emphasize the arts, food and entertainment as a brand for the downtown. A second level of marketing is the establishment of a series of events that



would take place in the downtown. These events are being designed and will be ready for announcement in 2010. The events will emphasize the arts, food and culture of Lake Park. The purpose of events is to attract visitors to the downtown so that they can shop during the events and become knowledgeable about downtown Lake Park. It is a very effective tool to attract new consumers to the downtown. In the long term, more consumers will assist in bringing new businesses to the downtown.

4. Security System Enhancements and Maintenance

The CRA should take immediate steps to improve security and law enforcement presence, particularly in the downtown. This is especially important for enhancing nighttime activity such as restaurants. This program involves an initial capital investment to install a series of security cameras and lighting that will be remotely monitored. The cameras will be prominent and clearly marked, so as to have a deterrent effect as well as providing surveillance over the area.

H. Summary of Programs and Projected Funding Sources

The following table describes the programs listed above and projects the funding sources for each of the programs. The funding sources come from TIF funds, CRA Bond sales, grants and other sources. The table represents a planning tool and does not constitute an approved budget by the CRA Board of Commissioners.

Table 6.2
Project Funding Sources

Project Funding Sources

| Project | Priority | Sources of Funds | Amount | Year | Remarks |
|---|---|---|---|---|---|
| F. 1 Humani Apts. | A | CRA Bond 2013 | 0 000 | 2013 | Land Acq. |
| 900 Blk. Park | A | CRA Bond 2013 | 0 000 | 2013 | Land Acq |
| E I Village Green I | A | Town Bond 2009 | $350,000 | 2009 | Amenities |
| Arts Co-op | | Grants $350,000 | 2009 Amenities Subtotal | $700,000 | |
| 0 8 10th Street | A | CRA Bond 2015 | $500,000 | 2015 | Match |
| | | I.W Lagoon + | Drainage, etc. Drainage, etc. | 319 | $1, |
| | | 100,000 2015 Drainage, etc. | | | |
| | | Total | $1,600,000 | Total | |
| | | Fed. Brownfield | $1,500,000 | 2013 | Amenities |
| | | Total | $1,500,000 | Total | |



G.l Façade A CRA TIF Funds $75 - 100 K Annually Commercial facades Improvements CDBG

| | | | | | |
|---|---|---|---|---|---|
| G.2 Revolving Loans & Grants | A | CRA TIF Funds | $85 100 K Annually Commercial | | |
| G.3 Marketing and Events | A | CRA TIF Funds | $50 - 100 K Annually | | |
| G.4 Security | A | CRA TIF Funds | $30,000 Annually | | |
| E.3 Brownfield | B | Treasure Coast | $50,000 | 2012 | Tech. Study |
| (Junkyard) | | Fed. Brownfield | $50,000 | 2012 | Tech. Study |
| | | Grant | 0.000 | 2013 | Land Acq. |
| | | Fed. Brownfield | $500,000 | 2013 | Clean Up |
| | | Fed. Brownfield Total | | 2013 | Amenities |
| E.2 Ballfields | B | State Grants | 0 000 | 2012 | Land Acq /Amenities |
| D.5 Foresteria | B | CRA Bond 2015 | $1 1000,000 | 2015 | Land Acq. |
| 800 Block | | Grants | $200,000 | 2015 | Amenities |
| | | CRA Bond 2015 | $300,000 | 2015 | Parking |
| | | Subtotal Potential | $1 500,000 | | |
| | | Reimbursement FCT | 2.000.000 | 2014 | Land Acq. |
| F.2 Opabola Apts. | B | CRA Bond 2016 | 0 000 | 2016 | Land Acq |
| E.2 Baltfield Comm. | B | Grant | 0.000 | 2014 | Building |
| Center | | CRA Bond 2018 | $500,000 | 2018 | Building |
| | | Subtotal | $2 000.000 | | |
| D.7 Foresteria | B | Grants | $500,000 | 2018 | Land Acq./Amenities |
| 900 Block | | CRA Bond 2018 | $1200,000 | 2018 | Parking |
| | | Subtotal | $1,700,000 | | |
| D.9 Tri-Rail Depot | B | CRA Bond 2018 | $250,000 | 2018 | Parking |
| | | FDOT | $750,000 | 2018 | Station |
| | | Subtotal | $1,000,000 | | |
| D.IO TOD Mixed Use Development (CRA Share) | B | CRA Bond 2018 | 0 000 | 2018 | Parking / Infrastructure |



## VII. PART SEVEN - APPENDICES

Appendix "A"

Town of Lake Park Community Redevelopment Area Boundaries

7.1

TOWN OF LAKE PARK
COMMUNITY REDEVELOPMENT AREA

A Parcel of land lying in SECTION 20, TOWNSHIP 42 SOUTH, RANGE 43 East, Town of Lake Park, Palm Beach County, Florida, being more particularly described as follows:

Begin at the intersection of the Centerline of Seventh Street and the South Line of said SECTION 20 (Centerline of Silver Beach Road);

Thence Westerly, along said South Line, to the intersection with the West Line of the East Quarter of the Southeast Quarter of the Southwest Quarter of said SECTION 20;

Thence Northerly, along said West Line, to the intersection with the Southerly extension of the West Line of PARCEL NO. 704, according to the Town's Unified Property Base Map;

Thence Northwesterly, along said Line, to the intersection with the South RightOf-Way of Drake Lumber Co. Railroad Right-Of-Way;

Thence Northwesterly, along said Right-Of-Way, to the intersection with the Easterly Line of PARCEL NO. 719, according to said Unified Property Base Map;

Thence Southwesterly, along said Easterly Line, to the intersection with the East Line of the Southwest Quarter of said Southwest Quarter;

Thence Southerly, along said Line, to the intersection with the South Line of the North 323.34 feet of said Southwest Quarter of the Southwest Quarter;

Thence Westerly, along said Line, to the intersection with the West Line of the East 482.5 feet of said Southwest Quarter of the Southwest Quarter;

Thence Northerly, along said West Line, to the intersection with the North Line of said Southwest Quarter of the Southwest Quarter;

Thence Northerly, along the East Line of the West 845.00 feet of the Northwest Quarter of said Southwest Quarter, to the intersection with the South Line of the North 1020.00 feet of said Northwest Quarter of the Southwest Quarter;

Thence Westerly, along said Line, to the intersection with the West Line of said SECTION 20;

Thence Northerly, along said SECTION Line, to the South Line of the North 300.00 feet of the South Half of the Northwest Quarter of said SECTION 20 (South Line of North Lake Business Park);

Thence Easterly, along said South Line, to the intersection with the Westerly Right-Of-Way of Old Dixie Highway;

Thence Easterly to the intersection point of the Easterly Right-Of-Way Line of Old Dixie Highway and the North Line of the South 1050.00 feet of the Southeast Quarter of said Northwest Quarter;

Thence Easterly, along said North Line, to the intersection with the East Line of the West Half of the East Half of said Northwest Quarter;

Thence Northerly, along said East Line, to the intersection with the Westerly extension of the Centerline of Northern Drive, according to the Plat of Addition No. 2, Lake Park, Florida, as recorded in Plat Book 25, Page 214, Palm Beach County, Florida, Public Records;

Thence Easterly, along said Centerline, to the intersection with the Centerline of 10 $^{th}$ Street;

Thence continue Easterly, along the Centerline of Northern Drive, according to the Plat of Addition No. 1, Lake Park, Florida, as recorded in Plat Book 25, Pages 222 and 223, Palm Beach County, Florida, Public Records;

To the intersection with the Centerline of Ninth Street, according to the Plat of Kelsey City, as recorded in Plat Book 8, Page 34, Palm Beach County, Florida, Public Records;

Thence Southerly, along said Centerline, to the intersection with Avenue G (Greenbriar Drive) of said Plat,

Thence Easterly, along said Centerline, to the intersection with the Centerline of
Seventh Street, according to the Plat of Kelsey City, as recorded in Plat Book 8, Page 37, Palm Beach County, Florida, Public Records;

Thence Southerly, along said Centerlinet to the intersection with the Centerline of Avenue F (Foresteria Drive), according to the Plat of Kelsey City, as recorded in Plat Book 8, Page 27, Palm Beach County, Florida, Public Records;

Thence Westerly, along said Centerline, to the Centerline of Ninth Street;

Thence Southerly, along said Centerline, to the Intersection with the North RightOf-Way Line of Avenue C (Cypress Drive);
Thence Easterly, along said North Right-Of-Way Line, to the Intersection with the Centerline of Seventh Street;

Thence Southerly, along said Centerline, to the POINT OF BEGINNING.

Containing 308 Acres, More or Less.

# "A FINDING OF NECESSITY"

Town of Lake Park, Florida
March, 1996

Submitted to Palm Beach County
Board of County Commissioners

R.G. ORMAN AND COMPANY, INC.



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## INTRODUCTION

The Town of Lake Park is one of the oldest municipalities in South Florida. It was a growing new town in the 1920s. The Great Depression brought an end to growth in Lake Park and it did not begin to grow again until after World War U. Thus, while some of the housing stock and commercial buildings are in excess of seventy (70) years old, most are 20 to 40 years in age.

In some parts of the Town, age and functional obsolescence have brought about low levels of maintenance and deteriorating conditions. The Town enjoys the distinction of having been planned by the Olmstead in the 1920's and as a reg211, has many of the qualities of traditional towns so prized by new and neo-traditional town planners. Yet the retail, commercial and industrial activity along the Florida East Coast Railroad, Tenth Strael and pans of Park Avenue were developed in the traditions ofthe 60's and 70s - automobile oriented and thus have not worked well with adjoining residential properties yielding some slum and blighting conditions.

## II RYOSE AND ORGANIZATION

The purpose of the document is to pro'ide the results of an anulysis ol a study area to determine if slum and blighting conditions exist which would warrant the creation of a Community Redeveloprmt Agency (CRA). Should the Commission create a CRA, this analysis along with goals, objectives and policies will be the foundation for a community redevelopment plan for the Town of Lake Park. The document is in two main sections: (1) The first section provides a a jivey and analysis of the ways the Town meets the requirements of Florida statutes for a of necessity for the creation of a CM . The second section is A which provides (a) a discussion of the Town's revitalization and redevelopment needs, (b) the Cha and analyses for initial identification of redeveloprmt and revitalization areas for the Town to consider for creating a Community Redevelopment Area and, (c) including the obstacles to and opportunities for redevelopment. Appendices A,B, C and D provide q jpport data from the police, fire department and building department. Appendix E displays photos of the area.



## REDEVELOPMENT AREA ANALYSIS

Florida Statutes, Section 163.355 provides the defining conditions for a finding of necessity prior to creating a CRA. The section:



163.355 Finding of necessity by county or municipality. No county or municipality shall exercise the authority conferred by this part until the governing body has adopted a resolution finding that:

(1) One or more slum or blighted areas or one or more areas in which there is a shortage of housing affordable to residents of low or moderate income, including the elddy, Edst in such county or municipality, and;

(2) The rehabilitation, conservation, or redevdopment or a combination thereof, of Aich area or areas, including, if appropriate, the developmelt•of housing which residents of low or moderate income, including elderly, can is necessary in the interest of public health, safety, morals, or welftre of the residents of such county or municipality.

For the purposes of thig report, the Town of Lake Park will demonstrate that there a blighted area in the Town and that the rehabilitation, conservation, or redevelopment or a ination thereofis necessary in the interest of public health, safety, morals or of the residents of the Town.

Blight is defined by Florida Statutes at F.S. 163.340 (8)

"blighted area" means either:

(a) An area in there are a substantial number of slum, deteriorated, or deteriorating and conditions which

1)danger life or propKty by fire or other or one or more of the following factors which substantially impairs or arrests the sound growth ofa county or municipality and is a menace to the public health, safety, morals, or welftre in its presalt condition and use:

1. Predominance of defective or inadequate stret layout;
2. Faulty lot layout in relation to size, adequacy, accessibility or usefiilness;
3. Unsanitary or unsafe conditions;



4. Deterioration of site or other improvement;
5. Tax or special assessment delinquency exceeding the fair value of the land; and
6. Diversity of ownership or defective or unusual conditions of the title which prevalt the free aliemability of tand within the deteriorated of hazardous area; or

(b) An area in which there exists fiulty or inadequate strast layout; inadequate parking fsciliiiw, or roadways, bridg% Or public transportation fscilities inapeable of handling the volume of traffic flow into or through the area, either al the present or following proposed construction.

For the purpose of this finding it will be demonstrated that the designated study area on Map I, page 9, that there exists blight in the form of a "s. Jbstantial number of slum, deteriorator deteriorating structures and conditions which life or property by fire or other causes...." The number ofdeteriorating and deteriorated (dilapidated) structures within the proposed redevelopment area are indicated on Map 1. Environmental blight is represented on the map and the "conditions" portion of the above definition. Together they represent 90% of all deteriorated and deteriorating structures and environmental blight in the Town.

The to *fich th" endanger life or property by fire is represented in the of the Fire Marshall and represented in this report as AppendixA. The report deahmig fire danger conditions which generate from faulty development patterns and overdevelopment of the sites. The Fire Marshall also cites lack offire suppresSon systems in the buildings, congestion from inadequate parking, blocked fire lanes, and the ofthe FEC Railroad 88 significant threats to the safety ofthe proposed redevelopment area.

The area represented by the deteriorated and deteriorating structures also has a disproportionate share of Part I crimes in the Town. The evidence ofthis is sh0'..'m on the report of the police chief and represented as Appendix B. The proposed redevelopment area represents only 17.3% of the Town's area yet 34% of all Part 1 crimes and 33% of alt calls for service from police are required for the area having the deteriorated and deteriorating conditions.

*A Necessity"

In addition, this report demonstrates that other conditions exist which substantially impairs or arrests the sound growth of the Town and is a menace to the public health, safety, morals or welfare in its present condition or use".

1. Faulty in layout in relation to size, adequacy, accessibility or usefulness is present and apparent from the lack of on-site parking at developed industrial sites (See photos of conditions - E). In addition, most lot sizes in the Campus, Light Industrial Commercial (CLIC I) along 12th, 13th and 14th streets are inadequate for meeting the zoning requirements for minimum lot. The developed lots in the area west of Old Dixie and north of Silver Beach Road are also nonconforming as to use.

3. Unsafe and unsanitary conditions are represented by the junk yards and the industrial waste sites which exist in the area and are indicated in Appendix E photographs.

4. Deterioration of site and other improvements are evidenced in photographs whichshow the breakdown of swales and street surfaces.

A potential redevdopment and revitalinlion area was initially identified during the land use review process required by the Town's five year comprelmsive plan update (Evaluation and Appraisal Report). Map I indicates the proposed CRA area within the Town's boundaries. The area is 293 acres which represaltS 17.3% ofthe Town.

Land Use. A mapping of existing land uses (Map 2, Existing Conditionspage 10) revealed a high nurtber ofuaes within a relatively small area. The range ofuse types varied from single family homes to junk yards. This unusually high range of uses including many which potentially conflict with one-another raises cause for concern that the "edge-effect" (i.e., the way the relate to each oth have deleterious among the uses.

Blighting Conditions. Map 3, (pg I I) "Blighting Conditions', identifies of the blighting conditions which may be caused by an inappropriate rii of land uses. Structures were identified as either standard, deteriorating or dilapidated. Standard structures are not mapped but it should be noted that many of the structures in the area were judged "standard" but badly needed a coat of paint and general exterior housekeeping and maintenance.



Two categories of substandard building conditions were identifid during the inventory of existing conditions. The categories were deteriorated and dilapidated. These two categories have been the standard for urban renewal and redevelopment analyses for many years and are superior in clarity than the definitions in Section 163.340. Those mapped as "deteriorated" are the same as "deteriorating" in the statute. Those mapped as "dilapidated" are the same as "deteriorated" in the statute. The definitions and observable conditions frequently required by the U.S. Department of Housing and Urban Development (HUD) are listed below.

Deteriorated. Substandard, Suitable for rehabilitation. Deteriorated buildings are those that need minor or major repairs to correct one or more ofthe following defects:

1. Broken or missing materials in small areas of exterior wall and roof.
2. Badly weathered appearance.
3. Indications of rotting.
4. Shifting of the roof-line or foundation.
5. Open cracks in exterior walls.
6. Porch steps unstable, unsafe or in disrepair.

Substandard. Beyond rehabilitation. Dilapidated buildings are those that do not provide safe and adequate shelter and that have one or more of the following critical structural defects:

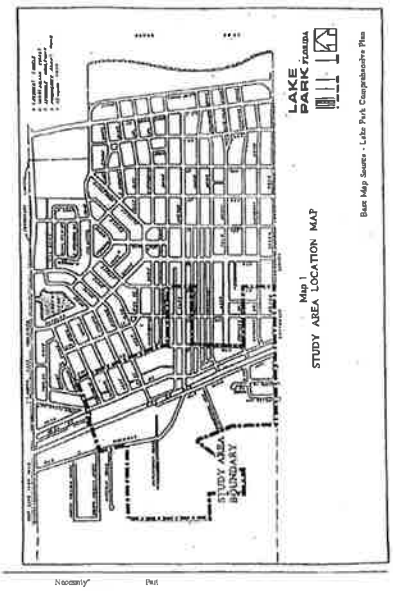
1. Inadequate or missing original construction.
2. Severe damage due to fire or weatbn.
3. Holes in large areas of the roof.
4. Sagging roof-lines or bulging walls.
5. or windows incapable of being closed and secured.
6. Large areas of rot or termite damage.
7. Severe foundation settling.

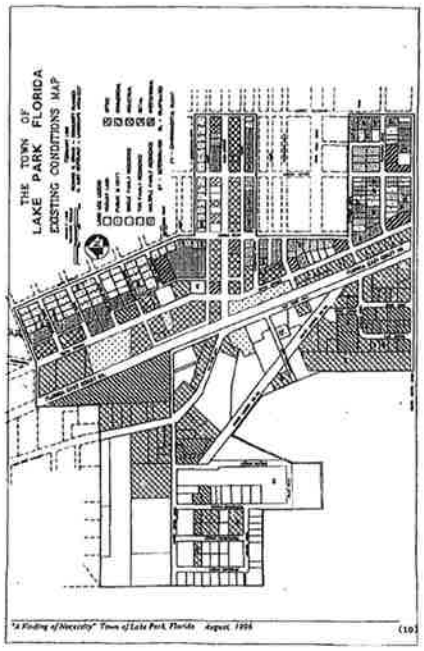
While Map 3 identifies only one dilapidated structure, the strict application of the above standards by code enforcement personnel might include many more structures in the dilapidated category. The inventory represented on the map was done as a "windshield survey"



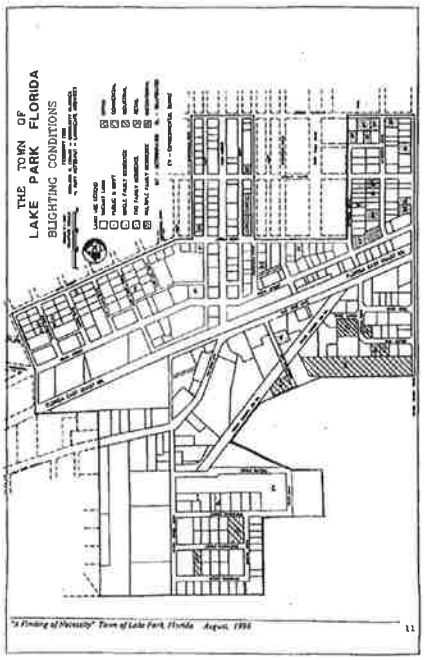
by experienced planners and the building official. Appendix C (pg 28) contains a more in-depth report by the Building Official, identifying of extreme concern, Added Exhibit C












I ³M [FS AND

Redevelopment and Revitalization. This report addresses the interelated concepts of redevelopment and revitalization. Redevelopment is just as it seems - to develop the land again. This process may just modi§' an existing or change its use. On the other hand, it may remove existing structures, reassemble the land and construct completely new structures and uses on the lands. Revitalization refers to process ofinitiating a new spirit of community and commitment from the residents, persons and land owners. "Paint-up, fix-up« is a part of mdialization but so is a new business or community policing. Revitalization can induce redevelopment and vice-versa. These processes interrelate and enhance one another.

In the following review of preliminary issues and ideas for redevelopment and renovation, the "issues" are characterized as obstacles to redevelopment and revitalization and the "ideas" are acterizedas opportunities for revitalization and development.

ISSUES: OBSTACLES TO REVITALIZATION AND REDEVELOPMENT

I. Deteriorating Physical Environment. Many of the street scenes in the older Town neighborhoods are :haracterizedby a shoddy appearance. The poor appearance is the result of a) deteriorating and :ommercialbuildings, b) old and deteriorating Biblic improvements such as sidewalks, curbs and paving and c) litter and debris across many of the neighborhoods. The edges among land uses causes deleterious impacts to residential land uses (this report will refer to this condition as the "adge-effect")

2. Inappropriate Platting. In gveral places platting for former land uses gives rise to difficult lot size, layout and alignment. For example, the right of-way for the old Drake Lumber Company railroad spur could raise problems for the creation of lots sizes and shapes appropriate for

«A Finding of Neces ri0" Town ofLake Park, Florida Atlgu,rt, 1996 12

development asil'ily. Moreover, the small lots, platted for industrial use, are in conflict the required lot size ofthe applicable zoning districts.

3. Negative Impacts or Arterial Highways and R2ilroad9. The alignments of 10th Street and Old Dixie Highway through the western neighborhoods brings business but they also have negative impacts on the residential environment. The Florida East Coast Railroad bisects the heart of the Town. The string of industrial uses that generally border the railroad pose severe negativeedge-effect problems for both residential and retail neighbors.

4. Low-Income Raidents. Many of the residents of the western neighborhoods area are low« income elderly or other disadvantaged. Some residents are immigrants such as Haitians and Mexicans. The apartment houses which were along the Tenth Street corridor are almost exclusively occupied by low-income persons and families.

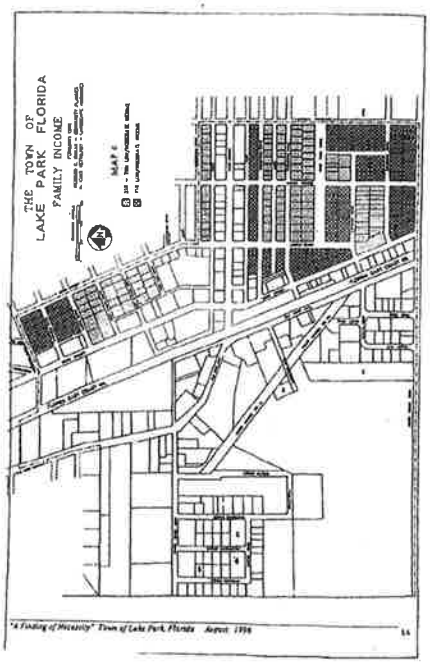
While this report does not use the absence of low and moderate income housing as a justification for the creation of a CRA, the presence oflow/moderate income families (Map 4, page 14) iniicates of the study area in two categories of income: I) in where 51-70% of families have low to income and 2) where70 ·'0 of families are in the low to moderde income range.

A quick of Maps 3 and 4 indicates to the reader that there is a close correlation between the incidence of low and moderate income families and the presence ofdilapidated housing. This is, of course, not causal, i e , low income people dorfi necaarily cause housing to be dilapidated, but it is the only kind of housing they can afford. There is need in such areas to muster all the assistance available from all sources to bring the housing up to code and improve its appearance.

The Town can foster cooperation between tenants and owners and, if provide stringent code enforcement as an assurance that maintenance of housing wDl remain high.

Meer nay¢ Park, 4ugu.m

"A Finding Of Town ofLake Florida 1996 13






who designed Central Park and is to be the "father" of modern landscape architecture and a founder of modern urban planning. The boulevard streets and the sprinkling of small parks and open spaces give Lake Park an unique character in an otherwise faceless urban area.

3. Accas. The Old Dixie Highway and Tenth Street corridors act as a principal north-south route from West Palm Beach to points further north. These routes are capable of supporting quality businesseswith the number of vehicle trips generated through the area. Park Avenue and the future improvements of Watertower Road and Congress Avatue will provide adequate east-west access.

4. Pnnnersbips. In addition, the business people are concerned over the quality of the Town's future.The Town and its business woups should explore the many potential partnerships between the public and private sectors.

5. **Resources.** Revenue and Agency. The process of redevelopment cannot proceed effectively without a agency empowered to with a plan and a clear foaJ5 on its mission. A Community Redevelopment Agency (CRA) should be pursuant to Chapter 163, Florida Statutes. Tax ina•enmt financing (TIF) is probably the most viable finding approach. Used by many CRA's, the TT trust fiand does not require an increase in taxes for residents of the area to be served, but does focus increasing revenues from the redevelopment area back into the area itself. The Town should make a commitment 10 utilize its condemnation powers to aggregate lands necessary for redevelopment.. Such a commitment is a difficult one to make but the redevelopment and mitalization process requires political courage andresolve.



5. Absentee Landlord Syndrome. A large proportion of the housing units are owned by absentee landlords, many of whom are not reinvesting in the upkeep and appearance ofthe housing stock.

6. Substantial Costs. The costs of correcting and upgrading the public infrastructure are very high. In addition, up-front dollars will have to be spent for planning, design and administration of redevelopment and revitalization.

7. Declining Property Values. The overall decline in the Town ofLake Park Assessed Valueshas averaged 2.09% over the last ten years as illustrated by an independent appraiser's report and related graphs contained in Appendix D, Page 30. During the past 4 years, industrial and commercial properties have experienced more siBiificant decline. Some specific examples:

1. Kelsey City Nursery assessed at 406,000; sold at $280,000 a dccline of 30%.'
2. MacArthur Foundation assessed at $384,201; sold at $360,000 a decline of 7%
3. Rinker Materials Corporation assessed at $966,800 and currently under contract at $400,000; a decline of 58%.

Additional illustrations are contained in Appendix D - page 30 - where 8 sales are documented with the overall percentage loss of 25.5% or 4.3 % year.

IDEAS: OPPORTUNITIES FOR REDEVELOPbCENT AND REVITALIZATION

1. Citbeas. Most of the citizens of Lake Park care deeply about their Town. Many have lvd in the Town most of their lives - often as long as 20 to 30 years. These feelings and rools are essential to establishing and maintaining that "sense of community' so often lacking in South Florida. The attitudes of Lake Park citizens is a powelfl force for revitalization.

2. Original Planning Quality. is blessed by the traditional character of its original plan by the Olmstead Brothers. The Olmstead Brothers were the sons of Frederick Law Olmstead, Sr.



STRATEGY SUMMARY

The strat%Y for redevelopment in Lake Park should include the following four components:

Involve the Citizens and Business people. Invite business groups, home owners, renters, from all parts of the Town to participate in the planning and implementation process. This has to be a plan created and owned by the people ofthe Town.

2. Create a Community Redevelopment Agency (CRA).
This action "ill allow the Town to take advantage increment Financing, is considered to be the most viable source of specially directed and continuous finding for redevelopment. Moreover, the CRA would become the overall agency responsible for redevelopment.

3. Institute Tax Increment Financing.
The process for creating a incrgnent Irust and funding process is outlined below. One of the most ünportant of the progam is the transfer to the Town of County taxes paid to the County by taxpayers in Lake Park.

4. Prepare and Implement a Community Redevelopment Plan.
This plan is crucial to the redevelopment process. All powers to use tax increment financing and to take properties by eminent domain for rdevelopment purposes are directly related to the plan elements

CREATmG TI-Œ CŒmffUNITY REDEVELOPMENT AGENCY

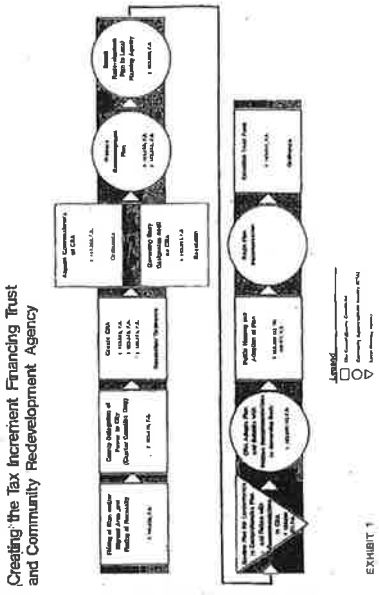
Laws governing community redevelopment in the State of Florida can be found in Chapter 163, Part 3, Florida Statutes. (See Exhibit One, page Counties and municipalities that are experiencing neighborhood decline for one or many reasons may choose to exercise the powers conferred by the law to eliminate the blighting iroences and promote private investment in redevelopment projects that will ultimately enhance the tax base, provide needed housing etc., and in general create an atmosphere for economic and growth.

Finding or Necessity. If it happens that the officials of the locaj government decide to move forward with the formation of a redevelopment errity, they must first finding of necessity in a formal resolution. The resolution must-find that certain conditions exist, that together or separately they are causing decline of specific areas, and that the rehabilitation, conservation or redwelopment of those areas is necessary in the of the public health, safety, morals, or welfare of the residenis.

Prior to adopting the resolution of necessity, the local govunment is required to provide notice of the intended action to evety taxing authority that may be levying taxes within the boundaries ofthe proposed redevelopment area. In addition, the county, in cases of charter counties, must give permission for the creation ofthe CRA and the increment frunce trust.







The Creation of a Community Redevelopment Agency

Subsequent to the finding of necessity, the local government may then create a Community Redevelopment Agency (CRA) to carry out the redevelopment process in the defined areas. They may by ordinance appoint an independent Board ofCommissioners with five to seven members, or they may choose to declare themselves as the CRA, remaining at five members or adding two more members if so desired.

Preparation or Redevdopment Plan

The next step in the redevelopment process is the preparation of a Redevelopment Plan for the area designated as the Community Rdevelopmalt Area. The process for adoption of the plan by the local government is contained in Section 163.360.

The follo»ång is a general outline of what every Community Redevelopment Plan must have:

1. A legal description of the boundaries of the CRA and justification for those boundaries;

2. A Land Use Element;

3. A Neighborhood Impact Element;

4. Identification of propoEd publicly-funded capital pr*ts to be undertaken in the CRA area; and safeguards to insure that projects be carried out pursuant to the Community Redevelopment Plan;

5. The provision of controls and establishment of any restrictions or covenants running land sold or leased for private use;

6. A Housing Element, including assurances of replacement housing for residents temporarily or



permanently displaced;

7. A detailed statement of the costs of redevelopmt, including the amount to be expended on publicly funded capital projects and any indebtedness proposed to be incurred by the Public Agency if such is to repaid by increment revenues; and

8. A schedule for completion of redevelopment financed by increment revenues.

In addition, the local government may include requirements in the Plan that are unique to the romunity in order to direa redevelopmalt toward a set of specific objectives established with input from the community during the planning proces.

The plan must be submitted to the local government planning agency (LPA) for it finding that the plan is in conformance with the Town's Comprehensive Plan. The CRA and the LPA must recommend the plan to the Town Commission. The Commission then holds a public hearing on the plan and approves or disapproves it. Concurrrg2t with the approval of the plan the Commission can create the Tax Increment Financing Trust.

Creating the Tax Increment Financing Trust.

With the formation of the CRA, Florida Stanites allow for the creation of a Redevdopment Trust Fund. Funds allocated to or deposited into this are to be for Community Redevelopment purposes pursuant to an approved Redevelopment Plan. The find cannot be activated until the governing body has, by ordinance, provided for the through the use of Tax Incranent Financing, and adopted a Community Redevelopment Plan as recomrmnded by the CRA.



Appendix A

Report of the Fire Marshall



REPORTOF FIRE W,RSHALL Mia-IAA, T,WELLS

A review of the proDsd Community Redevelopment Area,vieMs sevua,l factors of concern within the parameters of the definition of "blgbd in P,S,. 163,340(8),. The area has a albsnndal of structure and outdoor storage conditions which endanger life and from the fire safety perspective.

Increase of the of the buildings in this has fire threat.

uildings in this ate qued so closely together such that fire could rapidly from the building of urgin to neighboring buildings. Sevaal lots were subdivided prior

to review by the building fie Improvements resulting in closely buildings. Lack

of fire walls the of wladows in the walls between adjacent buildings are

give co the spcea of Ire. Outdoor storage of property and vehicles also increase

the for fire sprad. Fixe in this tea under current conditions would nx the fire department's supposéa capab

Another item of concern is lack of fire protection systems in the Las than 5% of theE have a-dc fire sprinkler systems because they were built pri to the of sprinkler system requirements in the Town codes. Furthermore, few have fire hstection systems which would at least give the fire department early warning of fire conditions. This compounds the threat to life and property in the Zon

Because of a lack of pzHng vehicles, access to cacd'l parts of the far fire

arrnesiapparatus is and xometimes totally blocked dependingon the dcno of day, Some occupants have feaoes tar security purposes,wbld further dimlnishespabingcapabilities.



The 100 block of Way is mJönely blocked dorlng business hours, as cust double-pa* employed vehicles xedy available parlIng. The 800 block of Baybctry and Cypress Drives and 9W block of Kalmia Laurel, and

aDtiva @l0-family **valdential** areasare ún i nEcsible 11.00 PN. to 7:00 A.M. Dtring these xours fire apparatus have ben to st the nearestoa and walk in the emergency location.

Impeded access, of course, increases otr response dme for fire and medical emergencies—dmadcasin which• nay make òe **liffurence** between of life and

Buil ling consrucdon in seva-al sacdons of the proposed CRAleads ítself to increased fire threat. Deteriorado condidons duc of maintenance by abgnico landlords have conEibuted to a "blighted area."

Though the fire dapartmest conducts fire safety inspections of all commercial occupancies cvey 12 months, ocmpliance with fire codas is becoming increasingly dimcult to obú as value inclinas. Businesses are increasingly less willing to spend the money required to mainlin fire safety standards as the economic obility of thearea decreases.

As might be xpected, insurance m•ezage fcr of the ara rades based oulevel of Income, ocupants with thriving buÄsga arc usually well covered,whib low•

Incomerential occupants are Eldon covsed at all mülg the cffcas of fire more



devastadng fcr last ablc a recover from it.



posed community redevelopment area is blocked by the Florida East Coast Rillway The racks enter Lake Park from the south at Silver Beach the Road, acrossRrk Avea% and exit at North Lake Boulevard. These are double racks a ect of Eacks runs parallel to the main tæb allow for switching. Because the next nearat switching tracks are located in Iannnu Hypoloko the Eudt and Hobe the north, cudnastQ oa the ddeu•acb In Park for up to 20 minutes at a dme, xmetimesblocking one r more of the st thoroughfares.

According to The Aorida Oast Railww, as without regard to of day Of nffic switching operations are conducted s patterns. Our emergency response and CRA area occur east of the railo

indicatesthat 69% of the in the tracksand wea of the tracks, r a nin is blocking our emergency response vehicle, it can take up to forz for the vehicle to reroute tothe available eastbound artery. As ntcd a delay in Esponse dme the ifferencebetwæn life and death, minor prof y damage and total los







Appendix B
Report of the Police Chief



MEMORANDUM

RECEIVED

DATE : AUGUST 20, 1996 AUG 2

TO: THERESE LEARY, TOWN MANAGEROFFICE OF TOWN MANAGER

FROM: JEFFERY C. LINDSTROM, CHIEF OF POL

SUBJECT : CRIME STATISTICS FOR THE PROPOSED CRA

Pursuant to your request, the police department conducted a analysis of the number of calls for service and the number of Part 1 crimes that occurred in the proposed CRA. Calls for service include any request for police services as well as officerinitiated actions. Part 1 crimes are the more serious crimes such as homicide, robbery, sexual battery, burglary, theft, • motor vehicle theft, and aggravated battery/ assault that are used to determine an area' s crime rate.

The police department gathered statistics for fiscal year 1 994/1995 (October 1 September 30), as well as the first six months (October 1 - March 31 ) of fiscal year 1995/1996. We compared the number of calls for service in the CRA against the total number of calls for service Town wide, as well as compared the total number of Part 1 crimes committed in the CRA against the total number of Part 1 crimes in the Town. The results were as tol lows :

For Fiscal 1994/1995:

Total Part 1 Crimes in Town891 Part 1 Crimes in CRA302

Total Calls for Service in Town9 (34Z of total)

$803

Total Calls for service in

months pf PY CRA3,249 (33Z of total)

1995/96:

Total Part 1 Crimes in Town

Part 1 Crimes in CRA165

(3Z2 of total)

Total Calls for Service in Tow- 9,778

Total calls for Service in CRAl , 574 (33X of total )

Compare the percentages to the fact that the proposed CRA encompasses only 17.3Z of the total corporate area of Lake Park. The proposed CRA has a large number of crimes and calls for service for such a small area.

Appendix C

Report of the Building Official

INTER OFFICE

# MEMO

RECEIVED

SEP 1 6 1996

MANAGER

OFFICE OF TOWN

To: Terry Leary, Town Manager

From: Harry K. Underwood, Building Official

Subject: CRA Study - Over Utilization of Property

Date: September 16, 1996

The CRA area is divided into two areas — one is residential and the is commaial. Thae areas ate 51bdivided into two categories -- over utilized property and substandard/dilapidated

I have conducted an actensive review of the Town, comparing the above aras with the rest ofthe Town, the following is a summary of my findings.

In the residential area, 7Wo of all substandard/dilapidated housing and of all over utilized property is within the CRA boundary area.

In the commercial area, IOW' of all substandard/dilapidated buildings and 8W0 of all over utilized is located within the CRA boundary area.

The attached listing contains the addresses of the properties detailed above. Further statistical data and information is available from the Building Department for these properties, including building size, lot size, orlbnal use, au•sent use, etc.

Finding Town Flopida 1996

THE FOLLOWING PROPERTES ARE RESIDENTIAL OVER UTILIZED INONE OR MORE OF THE FOLLOWR<G CATEGORES

The following residential properties are located in the CRA area:

8) 932 - 938 Northern Dr.
b)913 939 Magnolia Dr.
c) 932 - 938 Magnolia Dr.
d) 933 - 939 Laurel Dr.
e) 932 - 940 Dr.
f) 946 - 952 laurel Dr.
g) 933 941 W. Jasmhe Dr.
h) 949 - 955 W. Dr.
r) 921 Dr.

The f0110',Gng residencial properties are located outside the CRA area:

a) 200 Part Ave.

THE FOLLOWING RESDENTIAL PROPERTIES ARE SUBSTANDARD OR Dn.APIDATED

The following residential properlm are located in the CRA ara:

a) 823 Silver Bach Rd.
b) 829 Bayba•ry Dr.
c) 215 - 217 7th Court
d) 233 7th Court
e) 210 7th Court
t) 805 Bayberry Dr.
g) 835 Bayberry Dr.

THE FOLLOWING PROPERTES ARE

The following residential properties are located outside the CRA area:

a) 230 Date Palm Dr.
b) 326 E. Dr.

COMMERCIAL OVER UTILIZED INONE OR MORE OF THE FOLLOWING CATEGORIES

The following commercial properties are located in the CRA ara:

a) 100 10th St.
b) 126 10th St.
c) 206 10th St.
d) 210 -214 10th St.
e) 220 10th st. 1) 320 10th St.
g) 334 10th St.
h) 340 10th St. 1) 348 10th St.
j) 551 10th St,
k) 940 Park Ave.
l) 1045 Silsz Bach Rd.
m) 1129 Bach Rd
n) 1137 Silver Bach Rd
o) 1201 Silver Beach Rd.
p) 108Miller W
q) 125Miller
r) 109 Rd.
s) 1009 Newman Rd.
t) 207 - 209 Brant Rd.
u) 210 Brant Rd.
v) 800 Old Dixie Hwy.
w) 1107 Old H*Y.
x) 902 Old Hwy.
y) 950 Old Hwy.
z) 1233 Old Hwy.

THE FOLLOWING PROPERTIES ARE

u) 1273 Old Dixie Hwy.
bb) 840 - 850 Thirteenth St.

The following residential properties are located outside the CRA area:

a) 1458 10th Court
b) 1446 10th Court
c) 1440 10th Cotrt
d) 1434 10th Court
e) 1430 10th Coun
f) 1440 10th St.

COMMERCIAL SUBSTANDARD OR DILAPIDATED

The following commercial properties are located in the CRA area:

a) 210 Brant Rd

The following commercial properties are outside the CRA area:

NONE



Declining PropertyValues



G CO OA

VALVES IN THE TOWN OF LAKE PARK:

In 1992 research was prepared for another project that reached the following conclusions: 1.) In general commercial properties in the subject area tended to be assessed by the Palm Beach County Tax Assessor at approximately One Hundred and Ten (110%) percent of current sales price; and, 2.) Because of oversupply, sales prices were declining. Now the question is: " Has this trend continued in commercial Lake Park?" For the purposes of this report a total of eight sales were examined for which a prior sale could be easily confirmed.

The data and conclusions are detailed below:

| SALE* | LEGAL DESCRIPTION | LAST $,wp | PRIOR |
|---|---|---|---|
| 1 | Lts. 3842 & 52-55/49 KELSEY crry | $425,000 (02/96) | $600,000 (12/86) |
| 2 | Lts. 5 & 6 N'Lake Business Park | $270,000 (02/96) | $320,000 (05/84) |
| 3 | N. 80' Lt. I/c, TriCity Ind. Pk. | $106,300 (10/95) | $ 140,000 (ION) |
| 4 | "Portion of Tr. B , City Square | $110,000 (06/95) | $151,000 (12/92) |
| 5 | Lots 13-36/77, KELSEY CITY | $600,000 (07/95) | $800,000 (12/8) |
| 6 | Lts. 3641/54, KELSEY CITY | $210,000 (01/95) | $220,000 (01/79) |
| 7 | Us. 1-14/30, KELSEY crry | $400,000 (02/96) | $330,000 (05/87) |
| 8 | Lts. 29-35/40, KELSEY CITY | $273,100 (02/96) | $450,000 (05/88) |

From the foregoing it can be calculated that the overall loss in sales price is approximately 0,000) The overall percentage loss is -255%; and, the average percentage loss per year is =4.3%. This loss is compounded by the fact there is no incentive for commercial property owners to invest in updating and/or renovating their properties, as there is no return to them in increased values.

ANALYSIS OF PERCEYHON OF VALUES IN WESTERN | SOUTHERN DECLINING SINGLE- FAMILY PROPERTY TOWN OF LAKE PARK.

There appears to be a sufficient number of sales in the Town of lake Park, which have resulted in a perception of declining values for single-family residential values. For the purposes of this report a total of ten sales were examined for which a prior sale within the previous ten years could be easily confirmed.

A total of ten (10) sales were examined, All except one exhibited a decline in sales price or no increase in sales price. All of these sales were located south of Park Avenue, except two (2), which were located in the extreme western section of the residential portion of the town in close proximity to the multi-family projects between 9th and 10th Streets.

The attached grid outlines the data of the individual sales, followed by a bar graph comparing each of the documented sales with its prior sale. Following that is a graph illustrating the -Average Percentage Decline in Dollars Per One-hundred Thousand Dollars in Value Over the Ten Year Period.*SALE* ADDRESS LAST SALE.

1 531 Date Palm $55,200

2 836 Date Palm $45,000

3 516 Cypress Dr. $67,500

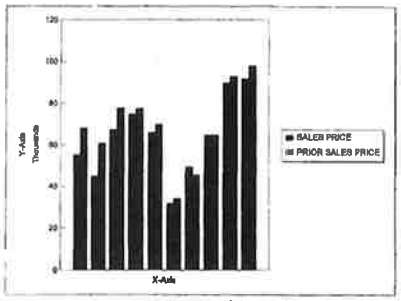
4 718 Jasmine Dr. $75,000 5 254 Evergreen Dr. $66,000

6 423 Silver Beach

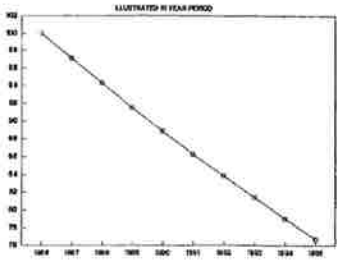
7 300 Bayberry Dr. $49,600

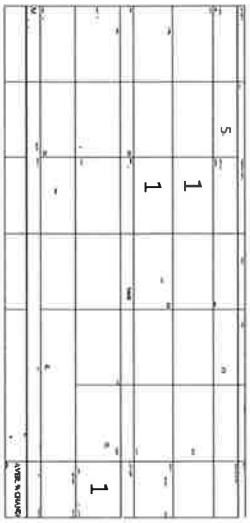
8 845 W. Jasmine Dr. $64,900

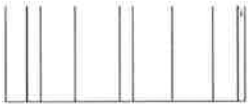
9 517 Bayberry Dr. $89,900 10 256 Forsteria Dr. $92,000




AVG LOSS IN VAUE/SIOO,OOO





Appendix E
Photographs of Conditions

PHOTOS
ALREADY
SUBMITTED





Appendix "C"

"Resolution No. 14, 1996, Providing a Finding of Necessity"

RESOLUTION NO. 14 , 1996

A RESOLUTION OF THE TOWN OF LAKE PARK, FLORIDA, PROVIDING A FINDING OF NECESSITY FOR THE CREATION OF A COMMUNITY REDEVELOPMENT AGENCY, PURSUANT TO CHAPTER 163.355, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 163, Pett III, Florida Statutes, authorizes municipalities to create Community Redevelopment Agencies for the purposes of eliminating conditions of slum and blight; and

WHEREAS, the Town of Lake Park Commission has received a report entitled "A Finding of Necessity" as prepared by R.G. Oman and Company, Inc. enumerating conditions of slum and blight in the Town, which report is labeled as Exhibit A' and is attached hereto and made a part hereof; and

WHEREAS, there exists a need to protect the health, safety, morals, and general welfare of the residents of the Town of Lake Park from the effects of slum and blighting conditions; and

WHEREAS, the conditions of slum and blight include but are not limited to: substandard housing and commercial structures, a high incidence of low-moderate income families, functionally obsolete commercial and industrial buildings, incompatible land uses, land uses which are blighting on surrounding land uses, irregular platting an ownership patterns, pedestrian and vehicular conflicts, the blighting influences of the Florida East Coast Railroad, underutilized properties and inadequate availability of needed retail and service businesses.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AS FOLLOWS:

SECTION I

That the Commission finds that there are areas of slum and blight existing in the Town of Lake Park, that the conditions of slum and blight are detrimental to the health, safety, morals, and general welfare of the residents of the Town and that there is a

necessity for the creation of a Community Redevelopment Agency, pursuant to Chapter 163, Part III, Florida Statutes to alleviate the impacts from slum and blighting conditions.

SECTION II

This resolution shall take effect immediately upon passage.

READ AND ADOPTED THIS 3rd DAY OF APRIL, 1996.

MAYOR

(TOWN SEAL)

TOWN CLERK

wpf:\WPWIN\TU\RESOLUTION.RES
May 1996

Appendix "D"

"Resolution No. R-96-1852, Delegation of Powers by Palm Beach County to The Town of Lake Park"



COUNTY FINANCE DEPT.
RESOLUTION NO. R-96- 1852

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, DELEGATING THE EXERCISE OF POWERS CONFERRED BY CHAPTER 163, PART III, FLORIDA STATUTES, COMMUNITY REDEVELOPMENT ACT OF 1969 TO THE TOWN OF LAKE PARK COMMISSION; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 163, Part III, The Community Redevelopment Act of 1969 provides a mechanism for local governments to community redevelopment agency to deal with conditions of slum and blight; and

WHEREAS, the Town of Lake Park Commission prepared a report entitled "A Finding of Necessity," dated March 1996 and revised in August 1996 which states that there is blight in the Town and that the rehabilitation, conservation or redevelopment, or a combination thereof, is necessary in the interest of public health, morals or welfare of the residents of the Town;

WHEREAS, the Town of Lake Park Commission adopted "A Finding of Necessity" pursuant to Chapter 163-355, Florida Statutes in Town of Lake Park Resolution No. 14, 1996 on April 3, 1996; and

WHEREAS, Resolution No 14, 1996 makes the finding that a blighted area exists in the Town of Lake Park that there is a necessity to create a Community Redevelopment Agency to alleviate impacts of the blighted conditions; and

WHEREAS, the Town requested that Palm Beach County delegate redevelopment powers within the proposed redevelopment area to the Town; and

WHEREAS, the Board of County determined it is appropriate to delegate all redevelopment powers contained in 163, Part III to the Town regarding the study identified in Map 1 of Exhibit 1, "A Finding of Necessity", dated August, 1996 and described in the legal description contained in Exhibit 2-

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORDA, AS FOLLOWS:

1. The powers Palm Beach conferred to County as a Charter County its Statutes pursuant to Chapter 163, Part III Florida are delegated to the Town of Lake

Park Commission regarding the Study Area identified in Map [ 'CA Finding of Necessiw't, uted March and August 1996 is resolution as Exhibit 1 , The legal description of the area is resolution as Exibit 2. attached to this attached to this

2. This all redevelopment powers in the remainder of the Towa of Lake Park to County. Any expansion of the Redovelopment Agency boundases beyond the area identified on Map of Exhibit [ and described in the legal description contained in Exhibit 2 will require specific consent and delegauon of power by the County.

3. Effective Dace. The provisions of this resolution shall become effective upon adoption by the Board of County Commissioners.

4. Severability. If any paragraph, clause, phrase or word of this resolution is for any reason held by a not competent jurisdiction to be unconstitutional, inoperative, or void, holding shall not the remainder of thisresolved

1

CO. ATT DEPT. P.01/02

The foregoing resolution offered by who moved its adoption. The motion was seconded by Commissioner and upon put to a vote, the vote was as follows:

| | |
|---|---|
| Commissioner [illegible], Chairman | Aye |
| Commissioner Vice Chairman | Aye |
| Commissioner | Aye |
| Commissioner | Aye |
| Commissioner | Aye |
| Commissioner | Absent |
| Commissioner Carol A. Roberts | Aye |

The Chairman thereupon declared the Resolution duly passed and adopted this 5th day of November 1996.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

PALM BEACH COUNTY, FLORIDA, BY ITS BOARD OF COUNTY COMMISSIONERS

DOROTHY H. WILKEN, CLERK

By _____ By _____
County Attorney Deputy Clerk

2

Appendix "E"

"Resolution No. 65, 1996, Creating a Community Redevelopment Agency"

RESOLUTION NO. 1996

A tESOLUTIONOF THE COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA; CREATING THE COMMUNITY REDEVELOPMENT AGENCY {THE 'AGENCY'} OF THE TOWN OF LAKE PARK; DECLARING THE MEMBERS OF THE TOWN COMMISSION OF THE OF LAKE PARK AND TWO ADDITIONAL INDIVIDUALS APPOINTED BY THE TOWN COMMISSION AS MEMBERS OF tl-IE AGENCY; ESTABLISHING THE TERMS OF THE ADDITIONAL MEMBERS; FINDING THE AGENCY TO BE A PUBLIC INSTRUMENTALITY; AUTHORIZING AND DIRECTING THE AGENCY TO EXERCISE POWERS DELEGATED TO THETOVn OF LAKE PARK BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA; PROVIDING AN EFFECTIVE DATE.

WHEREAS, in Resolution 14, •1996, the Toym Commission of the of Lake Park (the "Town Commission") found that of slight exist within certain boundaries within a specific portion of the southwest section of the Town of Lake Park; and

EREAS,the Twn Commission found in Resolution 14, 1996 that the rehabilitation, conservation, redevelopment, or combination of such area is neæssary in the of the public health, safety, moras, or welfare of the residents of the Tw,'n of Lake Park; and EREAS,the Town 3ommissionfound in Resolution 14, 1996 that there is a need for a cortmunity redevelopment agency to within said blighted area: and

WHEREAS, by Resolution No. R-96-1852, the Board of County Commissioners of Palm Beach County, Florida delegated redevelopment pewers under Chapter 163, Part III, Florida Statute, to the Town Commis§on of the Town of Lake Park; and

WHEREAS, the Town Cormission that such redevelopment powers be exercised by a 3ommunityredeveloprTEt3t agency consisting of the members of the Town Commission and two addrtionel persons meet the requirements of Section 163.356(3)(b), Florida Statutes.

NOW, THEREFORE, BE tT RESOLVED BY THE COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AS FOLLOWS:

SECTION I

There is hereby created and established the Community Redevelopment Agency of the Town of Lake Park, which shall carry out the redevelopment of the area din Resolution 14, 1996 as and as it may be amended, and which shall have and exercise all of the of redevelopment agencies under Part III, Chapter 163, Florida Statutes, end ag it may be emended, to the extent such powers have been delegated by the Board of County Commissioners of Palm Beach County.

SECTION II

The Community Redeveloprrmt Agency of the TO'M'I of Lake Perft, Florida (the 'Agency") shall consist of the members of the Lake Park Town Commission and two (2) additional persons appointed by the Town Commission to ærve as Additional Members, as proveed in Section 163.357(1)(c), Fbrida Statutes.

SECTION III

The terms of the additnal persons appointed by the Two 3ommissionto serve as Additional Members shall be for four (4) years, except that the firßt person appointed shall initially serve a term of two (2) years.

SECTION IV

The Town Commission finds and declares that the Agency is a public instrumentatity. The members of the Town Commission shell be the members of the Agel19' together with the two Additional Members, and such shall constitute the head of a legal enityt æparate, distind, and independent from the Town 3ommissionbody of the Town of Lake Park, subject to the provisions of Part III, Chapter 163, Florida Statutes. The exercise by the Agenq' of the powers conferred by Pert III, Chapter 163, Florae Statutes is further found to be the performanæ of an essential public func*ion.

SECTION V



Subject to those prior approvals by the Tewn Commission required by Part 1111 Chapter 163, Florida Statutæ, and su*ct to the provisions of Resoluton No. R-96-1852 of the Board of County Commissioners of Palm Beach County, Florida, the Tewn Cornmssbn does hereby authorire and üed the Agen9' to the redevelopment powers delegated to the Town Commission by the Board of County Commissioners of Palm Beach Florida.

SECTION VI

The Town Commission hereby finds that: as provided in Resoluton No. R-96-1852 of the Board of County Commisioners of Palm Beach County, Florida, those redevelopment not specifically enumerated in such resdution as delegated to the Town Commission may not be by the Agency.

SECTION VII

Pursuant to Section 163.357(1), Florida Statutes, the members of the Town Commission 3onsisting part of the shall be those individuals asmembers of the Town Commission from to time as provided in the Town Charter of the Town and other applicable law, and serving es a member of the Agenq• shall an addiüonal duty of office by any member of the Town Commission.

SECTION VIII

Al Resolutions of the Town Commission of the Town of Lake Park In or sistent with this Resolution are, to the extent such or *consistency, hereby rescinded.

SECTION IX

ThisResolution shall be in full fore ahd effect immedlately.

SECTION X

This Resolution shall take effect immediatety upon passage.

READ AND ADOPTED a--- DAY OF November 1993.

SEAL

ATTEST:

MAY

TOWN CLERK

Appendix "F"

"Bill No. 1, 1999; Ordinance No. 21 1999, Creating a Redevelopment Trust Fund"

BILL NO. . 1999

ORDINANCE NO. 2'99

AN ORDINANCE OF THE TOWN OF LAKE PARK, FLORIDA, AMENDING CHAPTER 2 (ADMINISTRATION) BY ADDING A NEW DIVISION 3 AND A NEW SECTION 2-110.10 TO ARTICLE V (FINANCES) OF THE LAKE PARKCODE PROVIDING FOR THE CREATION AND FUNDING OF THE REDEVELOPMENT TRUST FUND; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AS FOLLOWS:

SECTION

That the Lake Park Code is hereby amended by adding a new division and section to be numbered Division 3, Section 2-110.10, which said Division and Section shall read as follows.

DIVISION 3. COMMUNITY REDEVELOPMENT AGENCY

Sec. 2-110.10. Redevelopment trust fund,

(a) Creation, There is hereby created a Redevelopment Trust Fund, hereinafter referred to as "Trust Fund"

(b) Purpose. Funds allocated to and deposited into the Trust Fund shall be used by the Community Redevelopment Agency to finance or refinance any community

1

redevelopment it undertakes pursuant to the community redevelopment plan approved by the Town Commission

(c) Funding formula. The Trust Fund shall be funded annually in an amount not 'ess than that increment in the income, proceeds, revenues and funds of each taxing authority derived from or held in connection with the undertaking and carrying out of community redevelopment under the Community Redevelopment Act of 1969. Such increment shall be determined annually and shall be that amount equal to ninety-five percent (95%) of the difference between:

(1) The amount of ad valorem taxes levied each year by each taxing authority, exclusive of any amount from any debt service millage, on taxable real property contained within the geographic boundaries of a community redevetopment area: and

(2) The amount of ad valorem taxes which WOUld have been produced by the rate upon which the tax is levied each year by or for each taxing authority, exclusive of any debt service millage, upon the total of the assessed value of the taxable real property in the community redevelopment area as shown upon the most recent assessment toll used in connection with the taxation of such property by each taxing authority prior to the effective date of this ordinance.

(d) Appropriation bytaxing authority. Except for the purpose offunding the Trust Fund pursuant to subsection (g) of this section, upon the adoption of this ordinance, each taxing authority shall, by January t of each year, appropriate to the Trust Fund for as long as any indebtedness pledging increment revenues to the payment thereof is outstanding (but not to exceed thirty (30) years) a sum which is no less than the increment as defined and determined in subsection (c) accruing to such taxing authority. If the community redevelopment plan is amended or modified pursuant to section 163.361 (l), Florida

2

Statutes (1997), each such taxing authority shall make the annual appropriation for a period not to exceed thirty (30) years after the date the Town Commission amends the plan.

Any taxing authority that does not pay the increment to the Trust Fund by January 1 shall pay to the Trust Fund an amount equal to five (5) percent of the amount of the increment and shall pay interest on the amount of the increment equal to one (1) percent for each month the increment is outstanding.

(e) Exempt taxing authorities. No taxing authority is exempt from the provisions of this ordinance except the following public bodies or taxing authorities created prior to July l t 1993:

(1) A special district that levies ad valorem taxes on taxable real property in more than one county.

(2) A special district the sole available source of revenue of-which is ad valorem taxes at the time an ordinance is adopted under this section.

(3) A library district, except a library district in ajurisdiction where the community redevelopment agency had validated bonds as of•April 30, 1984

(4) A neighborhood improvement district created under the Safe Neighborhoods Act.

(5) A metropolitan transportation authority.

(6) A water management district created under section 373.069, Florida Statutes.

(f) Application for Exemption. In addition to the special districts identified in subsection (e), the Town Commission may exempt from this section a special district that levies ad valorem taxes within the community redevelopment area. The Town Commission

3

may grant the exemption either in its sole discretion or in response to the request of the special district.

(1)En deciding whether to deny or grant a special district's request for exemption from this section, the Town Commission must consider:

a. Any additional revenue sources of the community redevelopment agency which could be used in lieu of the special district's tax increment.

b. The fiscal and operational impact on the community redevelopment agency

c. The fiscal and operational impact on the special district.

d. The benefit to the specific purpose for which the special district was created. The benefit to the special district must be based on specific projects contained in the approved community redevelopment plan for the designated community redevelopment area.

e. The impact of the exemption on •incurred debt •and whether such exemption will impair any outstanding bonds that havepledged tax increment revenues to the repayment of the bonds.

f. The benefit of the activities of the special district to the approved community redevelopment plan.

g. The benefit of the activities of the special district to the area of operation of the local governing body that created the community redevelopment agency.

(2) The Town Commission must hold a public hearing on a special district's request for exemption after public notice of the hearing is published in a newspaper



having a general circulation within the Town. The notice must describe the time, date, place and purpose of the hearing and must identify generally the community redevelopment area covered by the plan and the impact of the plan on the special district that requested the exemption.

(3) If the Town Commission grants an exemption to a special district under this subsection, the Town Commission and the special district must enter into an interlocal agreement that establishes the conditions of the exemption, including, but not limited to, the period of time for which the exemption is granted.

(4) If the Town Commission denies a request for exemption by a special district, the Commission shall provide the special district with a written analysis specifying the rationale for such denial. This written analysis must include, but is not limited to, the following information:

a.A separate, detailed examination of each consideration listed in subsection 1).

b. •Specific examples of how the approved community redevelopment plan will benefit, and has already benefitted, the purpose for which the special district was created.

(5) The decision to either deny or grant an exemption must be made by the Town Commission within 120 days after the date the written request was submitted to the Town Commission.

(g) Notwithstanding the provisions of subsection (d), the obligation of the Town Commission to fund the redevelopment Trust Fund annually shall continue until all loans, advances, and indebtedness, if any, and interest thereon, ofthe community



redevelopment agency incurred as a result of redevelopment in the community redevelopment area have been paid.

(h) The revenue bonds and notes of every issue under Part III, Chapter 163, Florida Statutes (1997) are payable solely out of revenues pledged to and received by the community redevelopment agency and deposited to the Trust Fund, The lien created by such bonds or notes shall not attach until the revenues referred to herein are deposited in the Trust Fund at the times, and to the extent that, such revenues accrue. The holders of such bonds or notes have no right to require the imposition of any tax or the establishment of any rate of taxation in order to obtain the amounts necessary to pay and retire such bonds or notes.

(i) Revenue Bonds. Revenue bonds issued under the provisions of Part III, Chapter 163, Florida Statutes (1997) shall not be deemed to constitute a debt, liability or obligation of the Town Commission or the state or any political subdivision thereof, or a pledge of the faith and credit of 'the Town Commission or the state or any political subdivision thereof, but shall be payable solely from the revenues provided therefor. All such revenue bonds shall contain on the face thereof a statement to the effect that the agency shall not be obligated to pay the same or the interest thereon except from the revenues of the community redevelopment agency held for that purpose and that neither the faith and credit nor the taxing power of the Town Commission or of the state or of any political subdivision thereof is pledged to the payment of the principal of, or the interest on, such bonds.

(j) Purposes. Moneys in the Trust Fund may be expended from time to time for the following purposes, when directly related to financing or refinancing of redevelopment



in the community redevelopment area pursuant to a community redevelopment plan approved by the Town Commission:

(1) Administrative and overhead expenses necessary or incidental to the implementation of a community redevelopment plan adopted by the agency.

(2) Expenses of redevelopment planning, surveys and financial analysis, including the reimbursement of the Town Commission or the community redevelopment agency for such expenses incurred before the redevelopment plan was approved and adopted.

(3) The acquisition of real property in the redevelopment area.

(4) The clearance and preparation of any redevelopment area for redevelopment and relocation of site occupants as provided in section 163.3701 Florida Statutes (1997).

(5) The repayment of principal and interest or any redemption premium for loans, advances, bonds, bond anticipation notes, and any other form of indebtedness.

(6) All expenses incidental to or connected with the issuance, sale, redemption, retirement or purchase of agency bonds, bond anticipation notes, or other form Of indebtedness, including funding of any reserve, redemption, or other fund or account provided for in the ordinance or resolution authorizing such bondst notes or other form of indebtedness.

(7) The development of affordable housing within the area.

(8) The development of community policing innovations.

(k) Year End. On the last day of the fiscal year of the community redevelopment agency, any money which remains in the Trust Fund uncommitted by an executed

contract and after the payment of expenses pursuant to subsection (j) for such year shall be:

(1) Returned to each taxing authority which paid the increment in the proportion that the amount the payments of such taxing authority bear to the total amount paid into the Trust Fund by all taxing authorities within the redevelopment area for that year;

(2) Used to reduce the amountofanyindabtadnesstowhich increment revenues are pledged;

(3) Deposited into an escrow account for the purpose of later reducing any indebtedness to which increment revenues are pledged; or

(4) Appropriated to a specific redevelopment project pursuant to an approved community redevelopment plan which project will be completed within three (3) years from the date of such appropriation.

(l) Annual Audit and Report. The community redevelopment agency shall provide for an independent financial audit of the Trust Fund each fiscal year and a report of such audit. Such report shall describe the amount and source of deposits into, and the amount and purpose of withdrawals from, the Trust Fund during such fiscal year and the amount of principal and interest paid during such year on any indebtedness to which is pledged increment revenues and the remaining amount of such indebtedness. The agency shall provide a copy of the report to each taxing authority

SECTION il

That should any section or provision of this Ordinance or any portion thereof, any paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder hereof as a whole or part thereof other than the part to be declared invalid.

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SECTION III

The provisions of this Ordinance shall become and be made a part of the Code of Laws and Ordinances of the Town of Lake Park, Florida. The Sections of this Ordinance may be renumbered or relettered to accomplish such; and the word "Ordinance," may be changed to "Section," "Article," or other appropriate word.

SECTION IV

All ordinances of the Town of Lake Park in conflict with any provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION V

This Ordinance shall take effect immediately upon passage.

PLACED ON FIRST READING THIS DAY OF January 1999.

PUBLISHED IN THE PALM BEACH POST THISa-L DAY OFS.,Janu4..--, 1999.

PLACED ON SECOND, FINAL READING AND ADOPTED THIS DAY OF February, 1999.

(TOWN SEAL)

SEAL

MAYOR

ATTEST:

Town Clerk

APPROVED AS TO FORM

AND LEGAL SUFFICIENCY:

Town Attorney

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# Minutes
## Town of Lake Park, Florida
## Community Redevelopment Agency
## Board Meeting
## Wednesday, February 3, 2021, 6:30 P.M.
## Town Hall Commission Chamber,
## 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, February 3, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, and Henry K. Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez. Board Member Christiane Francois was absent.

Agency Clerk Mendez performed the roll call and Chair O'Rourke led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**

**1. Discussion on Updating the Community Redevelopment Agency Plan.**

Executive Director D'Agostino explained the item. He stated that the Board was provided the Plan several weeks ago and they had been asked to provide staff with their changes and comments. Staff received responses from Chair O'Rourke, Vice-Chair Glas-Castro, Board Members Linden and Sparks. He explained that copies of all the comments would be distributed to the Board Members. He suggested that the Board review the Plan section by section and spend one-hour discussing it. The sections that are not reviewed during this meeting would return for discussion during a future meeting.

Chair O'Rourke stated that this was the initial meeting to discuss the Master Plan. He suggested that the Plan be reviewed in general terms, which would get the Board to the more important aspects and narrow down to things that the Board believe are most important. The Board came to consensus to proceed in this manner. Executive Director D'Agostino explained that after all the comments and suggestions were incorporated into the Plan, a consultant would be hired to assist in the implementation of the Plan. He explained the role and responsibilities of a consultant and how they would assist with stakeholder public sessions.

Chair O'Rourke suggested discussing the items that are not in the Plan that would benefit the CRA. He asked what it would take to expand the CRA. Executive Director D'Agostino explained that Palm Beach County would need to approve an expansion of the CRA and it would need to meet the slum or blight criteria. Board Member Linden asked if the CRA had to be a continuous area. Executive Director D'Agostino was not sure if the area needed to be continuous but it did need to meet the criteria of slum or

blight, Vice-Chair Glas-Castro explained that the Town could have several districts like other municipalities. Board Member Linden suggested expansion to areas on Old Dixie Highway to Park Avenue West. Chair O'Rourke explained that when the Plan was created, the CRA was divided into area. For example Park Avenue was considered the Arts District. He suggested expanding from 10th Street to Northern Drive. He agreed with Executive Director's suggestion of expanding from Bert Bostrom Park on 6th Street south to Silver Beach Road, which would include a residential block. Chair O'Rourke suggested an archway in the Downtown District to signify the CRA. Board Member Flaherty felt that the CRA should not be expanded at this time. He preferred to address the current issues in the CRA, improve those issues, and at a later date revisit the idea of expansion. Vice-Chair Glas-Castro explained that expansion of the CRA was a grueling process, but agreed that it could be placed in the Plan to revisit in the future. She explained that the Plan talks about eliminating industrial and putting in galleries and antique shops and felt that the CRA was going in a different direction now. Chair O'Rourke was in favor of industrial and felt it was important to the CRA.

Executive Director D'Agostino asked if the Board was in favor of increased density in the western area of the CRA. The Board discussed increased density in the industrial area of the CRA. Executive Director D'Agostino suggested including a mobility plan into the CRA Plan. Chair O'Rourke explained that there are three criteria's in the Florida State Statute that governs CRA. Those three items are slum, blight, and shortage of affordable or low to moderate income housing. He stated that the CRA currently has affordable or low to moderate income housing in the CRA that we could be focusing our attention. He gave three examples of acceptable affordable housing as mini condos, artist's lofts, and pod housing. All of these would improve properties. He felt that they should create a better standard of living for all residents in the CRA as well as the Town. Board Member Stark asked if the housing has changed over the 30-years that the Town created the CRA. He suggested looking to see what other municipalities have done to improve their CRA's. Chair O'Rourke explained that when a consultant was hired to assist the CRA with updating the Plan, they would look at what other municipalities have done to improve their areas. He reminded the Board that technology was changing rapidly and it would be wonderful if Lake Park could be a leader in this area.

Vice-Mayor Glas-Castro suggested including an application (APP) to help support the businesses that could be downloaded to a device. Chair O'Rourke agreed that it should be included as part of the Plan. Vice-Chair Glas-Castro suggested reviewing/discussing the subdivided areas in the CRA to see if that was still the direction they envision for the CRA. She felt that Bioscience has gone by the waist side and was not sure that it was still a key focus for the CRA. She reminded everyone that the CRA could only spend funds for items outlined in the Plan. She suggested including incentives, such as grants, to help businesses. Executive Director D'Agostino explained that the Town currently has such a program, so the same could be implanted in the CRA. Agency Attorney explained that the Plan would need to lay out what incentives are available and then what standards need to be met in order to qualify for the incentive.



Board Member Linden suggested including a museum in the Plan. He stated that a railroad station does not appear to be in the Palm Beach County plan. He suggested using the land allocated for the railroad station to build workspace hubs along with a dog park would attract people to the area. Chair O'Rourke suggested that purchasing land would also be beneficial to the CRA. Board Member Michaud suggested warehouse hubs that would include WIFI capabilities, a place to sit, and a place to conduct business that would bring people to the CRA area. He also would like to see cultural driven businesses to bring people to eat, shop, and create our own identity.

Chair O'Rourke would like to follow Vice-Chair Glas-Castro's suggestion for the next meeting in which the Board would review the Plan and its specific area, but include some of the topics identified tonight, such a technology into the Plan. Board Member Flaherty wanted everyone to think of ways to bring back the economical and physical flow of people so that it helps the businesses in the CRA. He stated that the Plan was so outdated that starting with a brand new Plan may be beneficial to the CRA.

**2. Park Avenue Downtown District (PADD) Draft Code Update(s) Discussion.**

Community Development Director DiTommaso gave a brief presentation (see Exhibit "A"). Chair O'Rourke asked why the property next to the Fire Station was not included in the CRA. Community Development Director DiTommaso stated that it could be incorporated into the CRA.

Vice-Chair Glas-Castro asked if staff would be meeting with property owners before the item was brought back before the Board. Community Development Director DiTommaso stated that staff could set up such meetings because direct mail was sent to all property owners within the proposed expanded area. She stated that individual meetings were not scheduled with property owners. Executive Director D'Agostino stated that meeting would be scheduled with property owners prior to an Ordinance proposing new language would go before the Town Commission for consideration. Chair O'Rourke stated that the Board would provide feedback to staff prior to the March 3, 2021 CRA Meeting.

**Consent Agenda:**
**3. December 2, 2020 Community Redevelopment Agency Board Meeting Minutes.**

**Motion: Vice-Chair Glas-Castro moved to approve the consent agenda; Commissioner Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member Christiane Francois | | | Absent |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |



| | | | |
|---|---|---|---|
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**NEW BUSINESS:** **None**

**EXECUTIVE DIRECTOR REPORT:** **None**

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** congratulated Board Member Stark for volunteering to be on the Board.

**Board Member Francois** was absent.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** asked if the March 3, 2021 CRA meeting was starting at 6:00 p.m. or 6:30 p.m. Executive Director D'Agostino explained that Workshop begin at 6:00 p.m. and Regular meetings begin at 6:30 p.m.

**Motion: Board Member Michaud moved to begin the March 3, 2021 Community Redevelopment Agency Board meeting at 6:00 p.m.; Board Member Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member Christiane Francois | | | Absent |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**Chair O'Rourke** had no comments.



**ADJOURNMENT**

There being no further business to come before the CRA Board and after consensus to motion to adjourn, the meeting adjourned at 8:06 p.m.

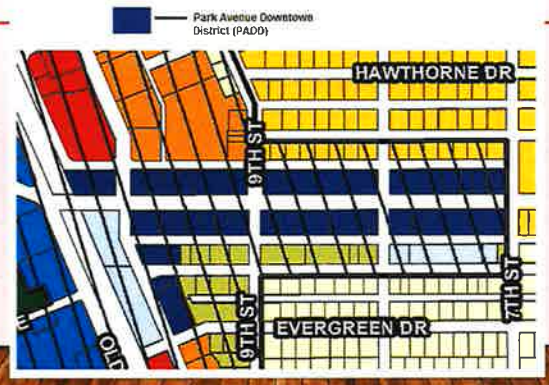
Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

TOWN OF LAKE PARK FLORIDA
Town SEAL

Approved on this 3 of March, 2021

## *EXISTING* PADD BOUNDARY




# SPECIAL CALL COMMUNITY REDEVELOPMENT AGENCY MEETING (CRA)

PARK AVENUE DOWNTOWN DISTRICT (PADD)

WEDNESDAY, FEBRUARY 3, 2021 – 6:30 P.M.

TOWN OF LAKE PARK

## AGENDA

(1) Review proposed modifications pursuant to prior discussions

(2) Next Steps

## PURPOSE

RECAP

- Discuss the proposed Park Avenue Downtown District code regulations for Town Code Section 78-70
- Identify opportunities to make the regulations more business friendly
- Identify opportunities to further promote redevelopment through code modifications

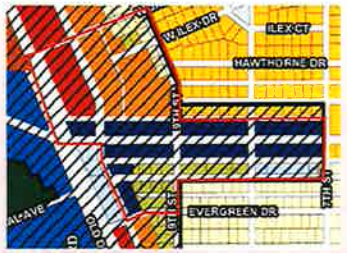
## BREAKDOWN OF CODE SECTIONS

- Purpose and Intent
- Permitted and Special Exception Uses (associated with Table 78-70-1) and Accessory Uses
- Waivers to allow for flexibility (intended to be very broad per the original discussions)
- Supplemental Property Development Regulations
  - Redevelopments adjacent to 9th and 10th Streets (considerations for reconfigured sidewalks; landscape buffers; parking in the rear; setbacks adjacent to residential)
  - Prohibition of security bars, shutters, gates, and similar equipment
  - Prohibition of outdoor storage and indoor storage visible to the public
  - Requirements for underground utilities for substantial renovations and new constructions
  - New window display/coverings provisions to promote merchandise arrangements and discourage overuse of window signage
  - Prohibition of drive-in/drive-through facilities
  - Outdoor lighting and consistency in design
  - Vending machines only permitted within outdoor enclosures that are architecturally compatible
  - Building Heights deviations up to 20% for special architectural features
  - Parking (allowing valet) and pursuant to Table 78-70-2 and 78-70-4 (Master Public Parking Master Plan)
  - Signage (deferring to the Town's general signage code) – monument signs and special event signs will be limited
  - Sidewalk cafes and courtyards (recently adopted)
  - Table 78-70-1: Permitted and Special Exception Uses (Final version will likely eliminate Prohibited List) – *is the CRA Board interested in residential-only developments along 10th Street?*
  - Table 78-70-2

## TWO PRIMARY REQUESTS PURSUANT TO PRIOR WORKSHOPS

(1) Expansion of PADD Boundaries have been expanded (*comprehensive plan amendments and rezoning required*)

**PROPOSED**




## NEXT STEPS

→Comprehensive Plan Amendments Local Planning Agency/Transmittal and Adoption Hearings (April 2021 – August 2021)

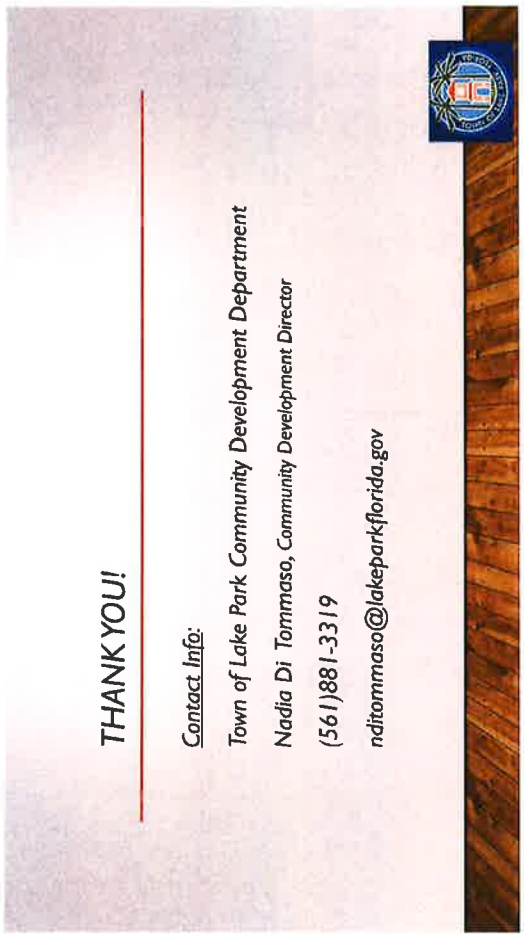
→Town Code Text Amendments and Rezoning Public Hearing Process (April 2021 – August 2021)

**meetings will be scheduled pursuant to the approval process required*

(2) Flexibility on heights and increased density

*Comprehensive Plan Amendments & Height Considerations*

- Keep the "Downtown" land use classification, but extend into proposed expanded area
- Extend the basket of rights for density utilized along US-1 where density can be utilized on a first-come, first-serve, until the basket is exhausted at 80% and then needs to be replenished (rather than the existing 27 units/acre and FAR of 5.0, with minimum 20% residential also eliminated)
- Allow for increased heights in the district, up to 6 stories, with possibly additional stories for redevelopments along 10th Street and include the public improvement contribution provisions similar to the US-1 mixed-use district




**Vivian Mendez**

**From:** Nadia DiTommaso
**Sent:** Friday, January 29, 2021 1:34 PM
**To:** Vivian Mendez
**Subject:** Fwd: CRA Plan Comments

FYI, Done, all resolved.

Nadia

-------- Original message --------
From: John D'Agostino <jD'Agostino@lakeparkflorida.gov>
Date: 1/29/21 1:27 PM (GMT-05:00)
To: Commission <Commission@lakeparkflorida.gov>
Cc: Nadia DiTommaso <NDiTommaso@lakeparkflorida.gov>
Subject: FW: CRA Plan Comments

Per the request of the Vice Mayor, below you will find her comments for discussion next Wednesday Night.

John O. D'Agostino
Town Manager, Town of Lake Park Florida

-----Original Message-----
From: Kim Glas-Castro <kglas-castro@lakeparkflorida.gov>
Sent: Monday, January 18, 2021 3:20 PM
To: John D'Agostino <jD'Agostino@lakeparkflorida.gov>
Cc: kglas-castro@lakeparkflorida.gov
Subject: CRA Plan Comments

Hello,
The Plan is obviously outdated in its references. I'm not sure that some of the policy directives of the time are still valid.

1) Is ARTS still a focus of the downtown or is it more "gathering places"
2) With the Tri-Rail station going to Gardens, we need to establish a new vision for that parcel and the area
3) promoting flex space and business incubator space might be the focus of the industrial area today rather than art galleries and antique shops
4) Plan doesn't seem to have the specificity for the incentives and activities that we've been undertaking
5) what is needed by Oceana?
6) virtual office space and tech hubs vs art galleries
7) outlined programs forTown employees illegal - has to be open to entire community
8) references to reserving space for biotech is antiquated and limiting
9) are there other brownfields? Or has this now been addressed?
10) where are referenced CRA policies for loans and subsidies?
11) are we following Plan requirements that only offer grants/ incentives that realize increased assessment and increase in TIF?
12) Bert Bostrom Park is not within CRA, therefore illegal to spend funds on park expansion and community center
13) need to watch statutory limitations on community policing activities
14) Downtown development scenario is out of date and needs new visioning effort
15) 10th street bioswales not mentioned
16) is a Park Ave Village Green still desired? Botanical park and garden?



**Vivian Mendez**

**From:** John D'Agostino
**Sent:** Monday, February 1, 2021 2:40 PM
**To:** Erin Flaherty
**Cc:** Nadia DiTommaso
**Subject:** FW: CRA Plan Comments

I just received Commissioner Linden's Comments on the CRA plan.

John O. D'Agostino
Town Manager, Town of Lake Park, FL
561-881-3304 (Office)
561-881-3314 (Fax)
jdagostino@lakeparkflorida.gov
Twitter: @LakeParkTM1
www.lakeparkflorida.gov

***Florida has broad public records law. Written communication regarding town business is a public record and is available to the public upon request. The e-mail communication herein is subject to public disclosure. To avoid public disclosure, please contact this office by phone, in person. Reference: Section 668.6076, FS***

***PLEASE NOTE: According to Florida's Government in the Sunshine Act (a.k.a. "Sunshine Law"), e-mails containing Town business should not be sent to all Commissioners at once. E-mail responses shall not include initial or prior responses from other Commissioner members to avoid the perception that a third party acts as a liaison between Commissioners.***

**From:** John Linden <jlinden@lakeparkflorida.gov>
**Sent:** Monday, February 1, 2021 12:36 PM
**To:** John D'Agostino <jD'Agostino@lakeparkflorida.gov>
**Subject:** Re: CRA Plan Comments

Quite a bit of reading, not completely through section 5 but wanted to give my thoughts so far.

Question, does the CRA have to be a continuous area or could there be multi locations?
Executive Summery;
2. Devote time, energy, and money to the redevelopment of 10th and Park.
3. Revisit the proposed Train Station, develop it into a museum with a 1923 train station look?
4. Continue to promote the arts with a new or adapted Air Gallery?
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6. Rebranding of Park Ave is essential.

Part 5 (so far)
1. Bio Science Industry?
2. Think out of the box on workforce housing?
3. Downtown PBSO sub station?
4. Designated housing for Artists and performers?

More to come.
John L

**John L Linden**
***Commissioner***

**Town of Lake Park**
**535 Park Avenue**
**Lake Park, Florida 33403**
**561-881-3300 Office)**
**561-881-3314 (Fax)**
**jlinden@lakeparkflorida.gov**

***Please note: Florida has a very broad public records law. Written communication regarding town business are public records available to the public upon request. Your e-mail communications are therefore subject to public disclosure. If you do not want your e-mail address released in response to a public records request, do not sent electronic mail to this entry, instead contact this office by phone or in writing. Section 668.6076, FS***

***PLEASE NOTE: Pursuant to Florida's Government in the Sunshine Act (a.k.a. "Sunshine Law"), e-mails containing city business should be directed to either: all City Commissioners or only 1 City Commissioner at a time and should not include prior responses from other Commissioners in order to avoid the perception that a third party is acting as a liaison between Commissioners.***

On Jan 29, 2021, at 1:27 PM, John D'Agostino <jD'Agostino@lakeparkflorida.gov> wrote:

Per the request of the Vice Mayor, below you will find her comments for discussion next Wednesday Night.

John O. D'Agostino
Town Manager, Town of Lake Park Florida

-----Original Message-----
From: Kim Glas-Castro <kglas-castro@lakeparkflorida.gov>
Sent: Monday, January 18, 2021 3:20 PM
To: John D'Agostino <jD'Agostino@lakeparkflorida.gov>

ark CRA Items – Henry Stark

**ON ONE**

goals of the CRA remained the same over the past 30 plus years or have they changed as a result of the population profile, technological changes, new town projects / co-ventures, etc.

Page 15

Do we have contact information for the previous Board members to discuss their rationale, if needed?

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Has the CRA boundary remained the same as previously adopted?

Page 18

What is Spearhead? Has its catalyst development been actuated?

Page 18

Junkyard – Financial responsibilities in terms of EPA standards / considerations when acquisition occurs?

**SECTION TWO**

Page 23

Verbiage – Slum – Blighted area? Alteration? Recent improvements? Definition PC versions?

Is there a need for a Town Of Lake Park's Re-affirmation of a Finding Of Necessity?

**SECTION THREE**

Page 30

918 Park Avenue – Historical Museum? Federal / State Funding? Ask LP Residents to search for / donate Hitorical materials - Secure, Restore, Maintain Kelsey City Historical Artifacts for TOLP – Tourist Attraction? Invite and attract investors?

Pages 31-33

Recent 2020 Census Data – Accuracy? Funding?

Page 35

No more PA BBQ – NEW need for parking for current and FUTURE businesses.

Page 36

Parks and Recreational Facilities - Sports Clubs for youth, evening activities.

Michael O'Rourke's comments on the CRA Plan:

1) what is the process to expand the boundaries, to include more areas of east of 10th street, north of Park Ave., and include Bert Bostrom Park and the block just south of BB Park.
2) Create an Arts and Brewery District.
3) The proposed train station may need to be repurposed, consider that within 5 years the technology for time share vehicles will be upon us, along with autonomous vehicles. And ride share pick up drop of areas. (See the plans proposed in Jacksonville.)
4) In the PADD density changes need to take place and development needs to happen with a focus on sustainable workforce housing, including pod apartments, mini condo units, and artist lofts. For retail it should also promote music venues, art galleries, antique shops, breweries, and distilleries.
5) The CRA Plan does not designate the right areas, not mentioning the 10th Ave area, nor mentioning the area where Park Avenue West would be.
6) Need to consider the acquisition of land to carry out the objectives of the CRA Plan and include the ability to establish Public and Private Partnerships, so that long term benefits will stay with the Town even after the setting of the CRA.
7) The CRA plan should be redrafted with the understanding that technological advances will create opportunities that may not even be imagined at this time.
   a. autonomous vehicles
   b. drone delivery
   c. travel, destination and transportation apps
8) Consider the archway as a signature art structure that can become a branding identity to make the downtown a recognizable destination.
9) I
10) ...

Commissioner Linden's Comments on CRA Plan.

Question, does the CRA have to be a continuous area or could there be multi locations?
Executive Summery;
2. Devote time, energy, and money to the redevelopment of 10th and Park.

Cc: kglas-castro@lakeparkflorida.gov
Subject: CRA Plan Comments

Hello,
The Plan is obviously outdated in its references. I'm not sure that some of the policy directives of the time are still valid.

1) Is ARTS still a focus of the downtown or is it more "gathering places"
2) With the Tri-Rail station going to Gardens, we need to establish a new vision for that parcel and the area
3) promoting flex space and business incubator space might be the focus of the industrial area today rather than art galleries and antique shops
4) Plan doesn't seem to have the specificity for the incentives and activities that we've been undertaking
5) what is needed by Oceana?
6) virtual office space and tech hubs vs art galleries
7) outlined programs for Town employees illegal - has to be open to entire community
8) references to reserving space for biotech is antiquated and limiting
9) are there other brownfields? Or has this now been addressed?
10) where are referenced CRA policies for loans and subsidies?
11) are we following Plan requirements that only offer grants/ incentives that realize increased assessment and increase in TIF?
12) Bert Bostrom Park is not within CRA, therefore illegal to spend funds on park expansion and community center
13) need to watch statutory limitations on community policing activities
14) Downtown development scenario is out of date and needs new visioning effort
15) 10th street bioswales not mentioned
16) is a Park Ave Village Green still desired? Botanical park and garden?

Kim Glas-Castro
Vice Mayor
Town of Lake Park

Sent from my iPad

Lake Park CRA Items – Henry Stark

**SECTION ONE**

Have the goals of the CRA remained the same over the past 30 plus years or have they changed as a result of the population profile, technological changes, new town projects / co-ventures, etc.

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Submitted by:
Bonnie C. Landry & Associate
(BCLA)

BONNIE LANDRY
&ASSOCIATES Professional Planning Services

19-04-21A10:58 RCVD




BONNIE LANDRY
&ASSOCIATES Professional Planning Services

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## 1) INTRODUCTION LETTER

October 1, 2021

Vivian Mendez, Town Clerk
Town of Lake Park/CRA
Office of the Town Clerk
535 Park Avenue
Lake Park, FL 33403

RE: RFQ105-2021 Evaluate, Revise, and Update the CRA Plan

Dear Ms. Mendez:

As principal of Bonnie C. Landry and Associates, P.A., a Women-Owned Small Business located on the Treasure Coast, I am pleased to submit this response to your request for quotes to evaluate, revise, and update the Community Redevelopment Agency (CRA) Plan for the Town of Lake Park.

Our understanding of this project is to evaluate the existing CRA Plan and other related documents, facilitate public participation workshops, draft an update to the CRA Plan and shepherd the plan through the state regulated process for adoption. As demonstrated in the attached proposal, the project team includes a variety of professional experiences which makes the team uniquely qualified to deliver the project as envisioned.

I am excited at the prospect of working with the Town of Lake Park. Please call me if you have any questions.

Sincerely,

Bonnie C. Landry, AICP
President and Owner
Bonnie C. Landry and Associates, P.A
772-266-9427
bonnie@bclandry.com

## 2) PROJECT TEAM

Bonnie C. Landry and Associates was a dream realized by the firm's founder, Bonnie Landry, AICP. After more than 25 years serving the public as an employee, she built a dream team of professionals to continue to serve the public sector as a consultant. The firm was established to contract exclusively with local, state, and federal governments. By focusing on public entities and denying work with the developers, the firm eliminates the potential for a conflict of interest. Landry and her staff represent more than 40 years working in local, state and federal governments.

Located in Stuart, Florida, Bonnie C. Landry and Associates, P.A., (BCLA) offers a variety of professional services, including but not limited to:

- Public Engagement
- Redevelopment Planning
- Consensus Building
- Comprehensive Planning
- Land Development Regulations
- Project Management

Public engagement is a key strength of BCLA, as evidenced by Landry's presentation at the Florida APA Conference where she chronicled her success story of public involvement in the Village of Indiantown gathering input to inform the Inaugural Comprehensive Plan. In a village of 6,000, BCLA was able to gather more than 150 participants to inform the plan. By understanding the audience's demographics, the outreach was success because the meetings were held in key locations instead of the typical workshop at City Hall. In one location that had a concentration of Spanish speakers, the was conducted 100% in Spanish. This may have been the first of its kind on the Treasure Coast, as the typical workshop is conducted in English and translated into Spanish. The team's working relationships with cities and counties makes the firm uniquely qualified in managing the needs and expectations of all stakeholders.





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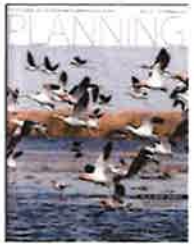
TOWN OF LAKE PARK

## BONNIE C. LANDRY, PRESIDENT

Bonnie Landry, the firm's president, will be the key member of the project team responsible to provide the deliverables on-time and within budget to the Town of Lake Park. With more than 20 years of professional planning experience, this high-level project management ensures the quality demanded by a project such as this. Ms. Landry's years of public sector afforded her experience in broad range of planning disciplines such as community engagement, redevelopment, comprehensive planning, development application review and transportation planning. Landry's planning career began as a CRA Project Manager. Landry also worked with not-for-profit organizations, which provided her a strong background in data collection, analysis, and reporting.




Landry is certified through the American Planning Association (American Institute of Certified Planners – AICP). She holds a bachelor's degree in Journalism from Louisiana State University and completed coursework for accreditation with Congress for New Urbanism at the University of Miami also known as CNU-a. Landry also had the unique opportunity of developing the inaugural Comprehensive Plan for Florida's newest municipality, the Village of Indiantown. Landry was published in the National APA Magazine "Planning". The article "Breaking Down the Jersey Barrier" featured one of her Community Redevelopment Agency projects along the Port Salerno waterfront. The Port Salerno Gateway project created a beautiful canvas for local art when she collaborated with the engineering department to safely remove a Jersey Barrier to provide a plaza area and more beautiful connection to the waterway.

Landry is active on the State level presenting at numerous APA conferences. One of the conferences highlighted the Martin County Community Redevelopment Agency when she presented a summary on the Stormwater Design Toolkit – sustainable stormwater update to the CRA Stormwater Master Plan.

In 2018, BCLA prepare a Finding of Necessity for the Village of Indiantown. Indiantown was a Martin County CRA area prior to incorporation in 2017, the county sunsetting this CRA as it was no longer in unincorporated Martin County. The newly elected Council wanted to continue redevelopment efforts as there was still areas of the community which needed attention. The project team prepared the report which included photos of the blighted areas.

Most recently, at the 2019 Florida APA Conference, she provided a success story of public involvement in the Village of Indiantown gathering input to inform the Inaugural Comprehensive Plan. The title of the session was "How to Achieve Consensus Among a Diverse Population". This presentation demonstrated that successful public outreach can be achieved by providing a multitude of workshop tools. She also highlighted the importance of reaching an audience in their native language.

## HEATHER SHAW, OFFICE MANAGER

Project tracking is the primary role of Office Manager, Heather Shaw. Ms. Shaw joined the firm in 2019 providing administrative support to the entire team and providing project tracking and reporting as projects progress. Ms. Shaw received her bachelor's degree from the University of Central Florida in 2008, specializing in Elementary Education. After her tenth year of teaching, she became a stay-at-home mom, which opened the door to her former passions – organizing, computer skills, and business management. With an eager to learn attitude, Heather is enthusiastically acquiring new knowledge about the planning industry.

## BRIAN LONDON, ECONOMIC STRATEGIES

Brian London, President and CEO of London Tourism Publications will spearhead the economic development portion of the project by analyzing the CRA data and developing strategies to attract new businesses to the CRA.

Mr. London is a respected research consultant, economist, and editor-in-chief of Travel Industry Indicators - Trends, Outlook, and Commentary. In his leisure & hospitality consulting practice he works with both destination organizations and private businesses with a focus on operational performance and customer experience. He travels extensively for corporate consulting, speaking, and helping develop research programs.

## FRANK VELDHUIS, GIS PROFESSIONAL AND CERTIFIED SURVEYOR

NorthStar Geomatics is Stuart-based firm specializing in Professional Surveying and Geographic Information System Mapping (GIS). BCLA is partnering with NorthStar Geomatics to provide geographic mapping of data, field surveying and updating of the legal description of the CRA boundary. Frank Veldhuis, co-owner of NorthStar Geomatics, will prepare these visuals.

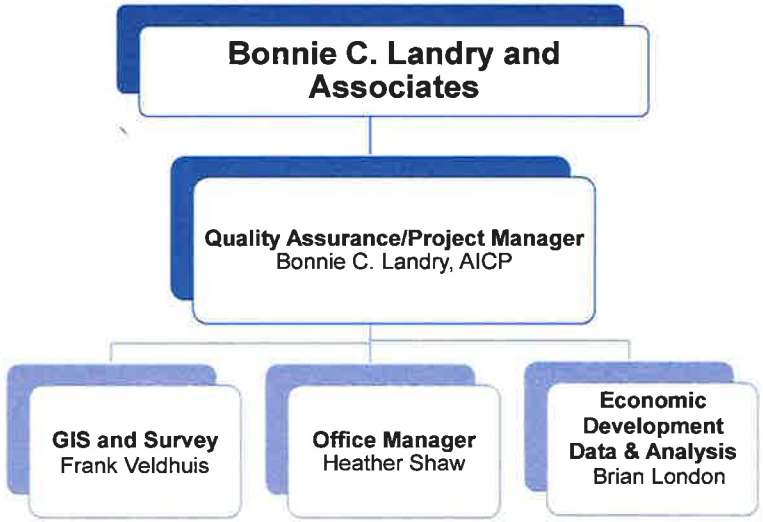
Mr. Veldhuis founded NorthStar Geomatics, Inc. in 2002 with co-owner Gregory Fleming where he acts as GIS Senior Professional for the firm's GIS projects. Mr. Veldhuis has a unique background of both a licensed surveyor as well as a GIS professional. In his role, at BCLA, Veldhuis, provides the maps needed to support planning projects such as transportation maps, zoning maps, Future Land Use maps and location maps. Mr. Veldhuis' outstanding experience in both GIS and surveying makes him uniquely qualified to provide a wide range of services that complement BCLA projects. Mr. Veldhuis' role with BCLA affords him opportunities to regularly think outside the box and support the team in technologically advanced directions resulting in cost effective solutions.





RFQ105-2021 Evaluate, Revise, and Update CRA Plan
TOWN OF LAKE PARK

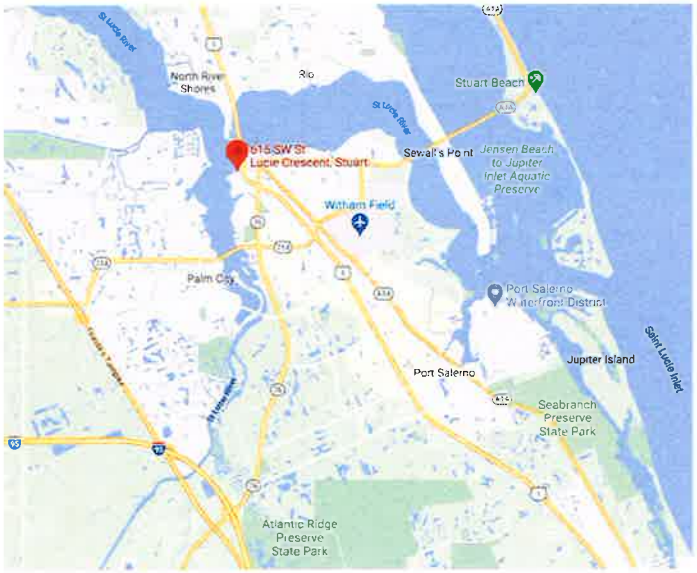
## 3) ORGANIZATIONAL CHART



## 4) PHYSICAL ADDRESS & LOCATION

The office of Bonnie Landry and Associates is located at 615 St. Lucie Crescent, Suite 201, in Stuart, Florida, 30 miles from the Town of Lake Park. The firm has no satellite offices.

With extensive experience in community planning, project management and redevelopment projects in Martin and St. Lucie Counties, BCLA is a South Florida firm, that can provide the Town of Lake Park with support and ease of access to the team and business resources at a moment's notice.






RFQ105-2021 Evaluate, Revise, and Update CRA Plan
TOWN OF LAKE PARK

## 5) PAST EXPERIENCE & SIMILAR PROJECTS

Bonnie C. Landry and Associates has extensive experience working with local government, more than 25 years of experience to be exact. But specifically, the team understands the important relationship between local government and the CRAs. The following examples demonstrate how the project team possess all the qualifications needed for this multi-faceted project.

### MANATEE POCKET GATEWAY PROJECT- PORT SALERNO, FL

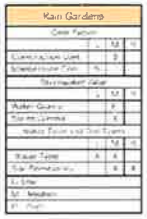
The firm's principal managed the Manatee Pocket Gateway Project in the Port Salerno Community Redevelopment Area (CRA) demonstrating the how the right CRA projects can support and grow local businesses which ultimately grows the CRA Tax Increment Financing (TIF). The project was featured in the National Planning Magazine. By bringing together all stakeholders (private and public), an 80-foot-long solid concrete Jersey barrier was removed, providing a local restaurant with greater visibility and access for its customers; the community with a beautiful plaza area with seating and a local artist a better canvas for her public art. This public-private partnership was the result of numerous meetings with the business owners; artist; engineers and the local government staff. The business was concerned with limited parking; the engineers were concerned about the safety of removing the barrier between vehicles and the river; and the artist was concerned about placing her art on an ugly concrete Jersey barrier. The planner interviewed all stakeholders (one on one and as a group), and the Manatee Pocket Gateway project was born. An important element of redevelopment projects is to provide context-sensitive solutions to site challenges. Infill sites can be particularly challenging with a constrained site area. Through the planner's collaboration with all stakeholders in this project, this former eye sore, in the heart of the CRA waterfront restaurant district, was transformed into a functional, safer and more beautiful connection to the waterway. The CRA gained national attention for this project as the consultant was published in the National Planning Magazine.

*A copy of the full article can be found in the* ***Appendices Section 12*** *of this proposal,* ***titled Portfolio 3 "Breaking Down the Jersey Barrier" Article.***

## STORMWATER DESIGN TOOLKIT – STUART, FL

The Martin County CRA updated the CRA Stormwater Master Plan in the Stormwater Design Toolkit which included context-sensitive solutions to managing stormwater runoff in innovative and sustainable strategies. Each strategy is described with data on how each method will perform and the locations where these strategies are most beneficial.

This report is intended to be dynamic and applicable to a wide audience. It was intentionally written in plain language to reach people of all ages and backgrounds. This report provides tear sheets on alternative approaches, urban strategies and innovative methodologies toward treating and managing stormwater.



Various tools can be combined to create effective "treatment trains" designed to maintain and treat stormwater runoff. Each tool can be used as a puzzle piece of the development puzzle assisting a property owner to evaluate the capacity of a piece of land and the value of each tool's potential. The Martin County CRA vision is to be a leader in Florida to encourage a built environment that reflects sustainability, ultimately resulting in a positive impact on the quality of life for its residents and continued opportunities for its businesses.

*A copy of the final product of this Toolkit can be found in the* ***Appendices Section 12*** *of this proposal,* ***titled Portfolio 1 Stormwater Design Toolkit for Martin County CRA.***





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TOWN OF LAKE PARK

## FINDING OF NECESSITIES – INDIANTOWN, FL

In 2018, BCLA developed the Finding of Necessity for newly incorporated, Village of Indiantown Prior to its incorporation, Indiantown was a Martin County CRA area. Shortly after incorporation, the County sunset the CRA. Although many projects in the plan had been completed, there was still work to do. The project included a thorough review of the previous plan, site visits and documenting the continued need for redevelopment.

*A copy of the final Finding of Necessities Report can be found in the* ***Appendices Section 12*** *of this proposal,* ***titled Portfolio 4 Indiantown CRA Finding of Necessities Report.***

## VILLAGE OF INDIANTOWN INAUGURAL COMPREHENSIVE PLAN – INDIANTOWN, FL

BCLA had the distinct honor of developing the inaugural Comprehensive Plan for Florida's newest municipality. The firm was hired to manage all tasks including development of the Public Involvement Plan, facilitation of all meetings, collection of supporting data, drafting of required elements, preparation of public notices, preparing agenda items and correspondence with the State.

The primary key to the successful adoption of the plan was the extensive outreach efforts which resulted in more than 142 participants in a population of 6,000. The approach was to provide smaller workshops in key locations throughout the community. This successful approach brought the meetings to the community rather than the typical approach of one large meeting at municipal building. The Firm collaborated with the elected officials to identify the prime locations and assist with publicizing the events.

Finally, the firm understood the audience. Based upon the demographics, half of the meetings were facilitated entirely in Spanish. Technology also helped. In 2019, BCLA received a grant from the Business Development Board of Martin County to purchase an audience response system. These polling devices connect wirelessly to a presentation on-screen and allow the participants to see the results of their input live and in real-time. This is also useful in audiences who either do not have a smart phone or do not wish to or know how to upload another application on their phone. To accommodate Covid-19 precautions, the polling equipment is santized and bagged for the end user. The consultant compiled a video diary of interviews with local business leaders and elected officials. The video is available on the following link on YouTube: https://www.youtube.com/watch?v=OVur31fOlrw

## RFQ105-2021 Evaluate, Revise, and Update CRA Plan
TOWN OF LAKE PARK

### EVALUATION AND APPRAISAL REVIEW (EAR) - CITY OF PORT ST. LUCIE, FL

BCLA was contracted by the City of Port St. Lucie, Florida's 7th largest City, to conduct the EAR-based amendments to their Comprehensive Plan. The project scope included the review of all changes in state community planning law; updating all supporting Data, Inventory and Analysis (DIA) and drafting of the strikethrough/underline the draft document. The approach including the development of a matrix of the changes of state law from 2012 through 2020, updating supporting data and cataloging the changes by element. This list was then refined by identifying all substantive changes that could result in an update to the Goals, Objectives and Policies. BCLA compiled, analyzed and all reported on all required data; and developed a final report with recommended changes to the plan.

Like the Indiantown project, BCLA provided as aspects of the project including the preparation of LPA and Council agenda items, as well as packaging the amendment and mailing it to the State and related agencies. Having worked for government, the firm's principal directs all aspects of a project while providing ongoing communication and updates to the government's project manager. Delegating tasks to municipal staff defeats the purpose of hiring a consultant.

The final report with updated Data, Inventory and Analysis as well as recommended Goals, Objectives and Policies received unanimous approval by City Council and was approved by the State for Adoption.

### UPDATE TO THE COMPREHENSIVE PLAN – SEWALL'S POINT, FL

The Town of Sewall's Point adopted its Comprehensive Plan on December 13, 1989. Since adoption, the Town had not updated the plan nor completed the Evaluation, Appraisal Review (EAR) process. In 2020, the Town of Sewall's Point recognized the need to update the plan and hired BCLA to complete the update.

Because so much has changed in Community Planning laws since 1989 (484 changes to be exact), Department of Economic Opportunity (DEO) staff recommended a complete re-write of the plan instead of a typical EAR approach to underline and strikethrough the current document. The existing document was a scan of a typed document, so the DEO recommended that the adoption ordinance reference that the existing document would be stricken in its entirely and replaced with the new version.

The project was divided into 2 phases – Phase I –Data, Inventory and Analysis (DIA) and Phase II Goals, Objectives, and Policies (GOPs). The firm has completed Phase I. Phase II, developing the new GOPs, is underway.

The Firm began by reviewing the original Comprehensive plan. Key deficiencies identified in the plan included outdated data; outdated, non-digital mapping; and the need for policies to address Sea Level Rise and the Perils of Flood as required in the requirement added in 2015. BCLA partnered with NorthStar Geomatics who created the map series.



RFQ105-2021 Evaluate, Revise, and Update CRA Plan
TOWN OF LAKE PARK

### BUSINESS COMMUNITY INPUT PROJECT – JUPITER, FL

The Business Community Input Project for Jupiter was the result of the Town's Fiscal Year 2021-2022 Strategic Plan. One of the strategic results in the plan is a "strong local economy". Bonnie C. Landry and Associates, P.A. was hired to interview a sample of Jupiter businesses to learn about their needs and how the Town can support them.

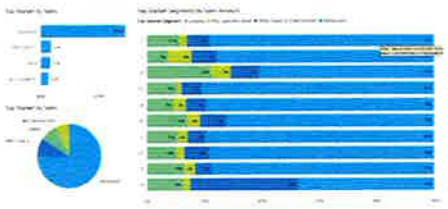
This innovative project was comprised of four phases:
- Phase I: Environmental Scan (Data Collection and Analysis)
- Phase II: Selection of Targeted Businesses for Interview Phase
- Phase III: Face-to-Face Interviews
- Phase IV: Report and Recommendations

BCLA partnered with London who reviewed and sorted the raw data. The result was an impartial observation of the business climate and recommended strategies toward meeting local business needs. Although it was not the focus of the report, there was some discussion about the Town's programs to assist businesses during the Covid-19 pandemic and the effect of the pandemic on these businesses.

All the businesses interviewed conveyed their appreciation to the Town for designing the project and to BCLA for the professional approach and providing an outlet to communicate with the decision-makers. They liked the open-ended format as it allowed them to talk about their unique businesses and perspectives. Many of those interviewed expressed a desire for this communication to continue and suggested establishing focus groups to continue the discussion and provide a platform to network and share ideas with the Town and other local businesses.

*A copy of the final report can be found in* ***Appendices Section 12*** *of this proposal,* ***titled Portfolio 1 Town of Jupiter Business Community Input Report.***

### RESEARCH PROGRAM DESIGN - BUSINESS GAP ANALYSIS - MARTIN COUNTY, FL



This reasearch project involved an analysis of spending data at local businesses and segmented total spending by demographic markers. The segmented reports allowed government officials to target limited marketing budgets towards the highest yielding segments.

This project grew out of the initial identification that the destination was seeing an increase of visitors from within the region while tourism leaders wanted to better understand which businesses were the beneficiaries of the increase in visitor volume. The analysis included a statistical deep dive across 50+ industry sectors and credit card spending data provided by a major provider. Through the filter of the marketing plan, the analysis was able to identify geographic markets that were likely to spend the most dollars in the destination, and the segments most likely to benefit from visitor arrivals. This project is ongoing, with reports updated quarterly via Business Intelligence dashboard provided by Microsoft. The data also calls out market characteristics and media habits in origin destinations.

### STRATEGIC PLAN AND MARKET SEGMENTATION STUDY – SEBRING, FL

This multi-phased project included strategic discussions with community stakeholders to provide an assessment of the current tourism market, while analyzing the current strengths and future opportunities. The plan was based upon interviews with 31 industry leaders and local economic data and trends in local business and tourism.

An industry questionnaire was distributed to stakeholders to assess their knowledge and awareness of the organization and ways it promotes Sebring as a destination. Results were benchmarked against national and state-level data. The project also included a review of market data to complete a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis. In the last phase the team deployed a branding survey to determine which markets are aware of the destination and to also determine the aided and unaided monikers that might be presented in target markets.



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TOWN OF LAKE PARK

## 6) LIST OF REFERENCES

Letters of References for each contact below can be found in ***Appendices Section 12** of this proposal*

The reference's phone and email address are listed on each letter.

- Michelle Berger, Town Manager - Town of Sewall's Point, FL
- Anne Cox, AICP, Assistant Director - City of Port St. Lucie, FL
- Howard Brown, Village Manager – Village of Indiantown, FL
- Daniel Sehayik, Principal – ASDG Development Group

## 7) RECENT, CURRENT, AND FUTURE WORKLOAD

Bonnie C. Landry and Associates currently has a contract with the Town of Sewall's Point – Evaluation, Appraisal, Report to the Town's Comprehensive Plan. This project is in Phase II with much of the project completed by December 2021.

The firm is on retainer with the Village of Indian and provides professional planning services as needed.



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## 8) CAPABILTY TO MEET TIME AND BUDGET

As stated previously, Bonnie C. Landry and Associates, P.A. is very experienced in managing multiple projects to ensure that each project is completed according to the project schedule and within the contractual budget.

Since its inception, the firm has not requested a change order from its clients. Each project has stayed within the originally approved budget. The firm is aware of the local government budget approval process and the challenge of approving a budget amendment with the elected officials. BCLA therefore is mindful of the budget and is committed to work within the approved budget for each project to which it is assigned.

# 9) DETAILED SCOPE OF SERVICES

## PHASE I: BACKGROUND DATA COLLECTION

### A. ADOPTED PLANS REVIEW

Bonnie C. Landry and Associates (BCLA) will review the Town of Lake Park's documents and plans to identify the deficiencies and needs of improvements.

Documents to be reviewed include:

- Town's CRA Plan
- Finding of Necessity Report
- Current CRA Boundary
- Capital Facility Improvements
- Lake Park Comprehensive Plan GOPs
- Adopted CRA Plan

After review of the Town's documents, reports, and plans the firm will provide feedback regarding areas that require updates and provide recommendations to the Town.

### B. EXISITING CONDITIONS ANALYSIS

The Existing Conditions Analysis will include reviewing, collecting, and analyzing CRA map data identifying the following:

- Blight
- Public Safety Issues
- Vacancies
- Capital Facility Degradation
- Opportunities for Improvement

This will be delivered to the Town or Lake Park using GIS, Excel, and/or Word/PDF formats. The documents will contain preliminary recommendations considering the Town's existing conditions.





### C. ECONOMIC CONDITIONS ANALYSIS

During the Economic Conditions Analysis, the firm will collect, review, and analyze various data points such as:

- Tax Base and Ownership Data with the CRA
- Long Range Real Estate Market Trends
- Current Property Values *(COVID 19 effects considered)*
- Qualitative and Quantitative Data:
  - Current Economic Trends
  - Demographic Trends
  - Business Development
  - Infrastructure Development
  - Role of Private Owners
  - Economic Welfare of the Lake Park CRA

This will be delivered to the Town or Lake Park using GIS, Excel, and/or Word/PDF formats. The documents will contain preliminary recommendations considering the Town's economic conditions.

### D. ECONOMIC STRATEGY DEVELOPMENT

This task will focus complimenting, optimizing, and intensifying Lake Park's existing economic strengths. Public and private sector partners, grants, programs, funding, and resources will be identified and shared with the Town.

The Economic Strategy Development task will include the following:

- List of Priority Redevelopment Objectives
- Incentive Strategies for Redevelopment
- Updated CRA Vision with Focus on:
  - Commission Feedback
  - Economic Development
  - Job Creation
  - Focus on the Economy Effects within the CRA

### E. FINAL STRENGTHS, WEAKNESSES, OPPORTUNITIES, THREATS ANALYSIS

The firm will compile the research and analysis conducted to develop a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis. This will include BCLA's findings, recommendations, concerns and concepts for the Town of Lake Park and later be presented during Phase II in a Public Workshop.

## PHASE II: CRA PLAN DEVELOPMENT

### A. KICK OFF PUBLIC PARTICIPATION MEETING

The foundation of this project will be input from Key Stakeholders including, but not limited to: local business owners, CRA Board Members, Town Commissioners, and various Town Departments. The gatekeepers of the CRA Plan update will be the Key Stakeholders and the participants of the public outreach efforts. The Key Stakeholders list will be finalized during this task for final approval by the Town of Lake Park staff. Establishing strong relationships with influential community partners and facilitating Public Engagement workshops are at the core of BCLA's experience and strengths.

During the Kick-Off Public Participation Meeting and subsequent public meetings, BCLA will conduct live audience polling as an interactive way to display live feedback on knowledge and opinions of the audience. This is inclusive of live graphs showing minute by minute opinions and preferences as questions are displayed. This tool is particularly effective in that it allows even the most reserved members of the public to give feedback.

BCLA will prepare, facilitate and host the presentation for the CRA Plan Kick-Off Public Workshop using the firm's live polling software to gain public feedback on the following:

- SWOT Analysis
- Preliminary Recommended Amendments to the CRA Plan
- Finding of Necessity Report
- CRA Boundaries
- Comprehensive Plan

### B. DRAFT CRA PLAN

The firm will incorporate public feedback, draft objectives, policies, strategies, and goals for the CRA Plan. This will also focus on eliminating the blight conditions elaborated in the Finding of Necessity.

Working seamlessly with the CRA Board of Directors and Town Commission the firm will review the existing CRA Master Plan. The firm will include feedback and input from the Board of Directors and Commission utilizing constant communication and previous meeting minutes.

The Draft CRA Plan will include *(if necessary)*:

- Implementation Plan (Timetables and Funding Sources)
- Graphics and Infographics
- Updated Finding of Necessity Report *(if necessary)*
- Updated CRA Boundaries *(if necessary)*
- Updated Comprehensive Plan Language *(if necessary)*



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### C. LEGAL AND STATUTORY COMPLIANCE

All processes and updates completed by Bonnie C. Landry and Associates for the Town of Lake Park will be compliant with F.S. Statutes Chapter 163. BCLA will take responsibility for ensuring all requisite research, development, drafting, and legal requirements are satisfied upon the completion of this task to ensure the successful, legal adoption of an updated CRA Plan.

### D. FINAL PUBLIC PARTICIPATION MEETING

BCLA will prepare, facilitate, and host the presentation for the Final Public Participation Meeting. Like the Kick-Off Meeting, this meeting will also be enhanced with the use of the firm's live polling software, allowing the Town Staff and public (if desired) to give feedback.

## PHASE III: UPDATED PLAN ADOPTION

### A. UPDATE DRAFT CRA PLAN

After the Final Public Workshop, BCLA will produce an updated Draft CRA Plan for the Town CRA Staff to review. Data and analysis documents used to update the CRA Plan will also be delivered at this time. BCLA will work side by side with the Town CRA Staff to make requested changes, as needed.

### B. FINAL CRA PLAN AND OTHER MATERIAL ADOPTION

During this task, Bonnie C. Landry and Associates will present the final CRA Plan to the Local Planning Agency, the CRA Board of Directors and the Town Commission as required by Florida Statute 163 Part III.

At the completion of this stage BCLA will have delivered an updated CRA Plan, compliant with all statutory requirements. Additionally, the firm will have delivered the final versions of all other work products, as needed.

## 10) TIMELINE FOR COMPLETION OF TASKS

| Task | Duration and Tentative Date of Completion |
|---|---|
| **Phase I – Background Data Collection** | |
| Phase I, Task A – Adopted Plans Review | Two Weeks; Fri, Nov. 12, 2021 |
| Phase I, Task B – Existing Conditions Analysis<br>Phase I, Task C – Economic Conditions Analysis | One Month; Fri, Dec. 10, 2021 |
| Phase I, Task D – Economic Strategy Development | One Month; Mon, Jan. 10, 2022 |
| Phase I, Task E – Final SWOT Analysis | Two Weeks; Mon, Jan. 24, 2022 |
| **Phase II – CRA Plan Development** | |
| Phase II, Task A – Kick-Off Public Participation Meeting | One Month; Thurs, Feb. 24, 2022 |
| Phase II, Task B – Draft CRA Plan | Three Weeks; Thurs, Mar. 17, 2022 |
| Phase II, Task C – Legal and Statutory Compliance | Two Days; Mon, Mar. 21, 2022 |
| Phase II, Task D – Final Public Participation Meeting | One Month; Mon, Apr. 25, 2022 |
| **Phase III – Updated Plan Adoption** | |
| Phase III, Task A – Update Draft CRA Plan | Two Weeks; Mon, May 9, 2022 |
| Phase III, Task B – Final CRA Plan and Other Material Adoption | Three Weeks; Mon, May 30, 2022 |

**Note**: Bonnie C. Landry and Associates is aware of the suggested date to complete the Final CRA Plan listed on the RFQ as April 2022. Due to the depth of tasks required, the firm suggests completion to be extended to the end of May. Please see ***Section 11 – Itemized, All-Inclusive Pricing*** for a detailed breakdown of the tasks.



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## 11) ITEMIZED, ALL-INCLUSIVE PRICING

The firm has broken the Scope Requirements with Phases and Tasks into specific, itemized costs. Phases I – III are broken down below with the **Total Project Costs** and **Fee Schedule** on page 26.

| Phase I , Task Adopted Plan Review | | |
|---|---|---|
| **Project Tasks** | | **Cost** |
| Project Kick-Off - Staff Meeting Agenda, Signed Contract | $ | 1,000.00 |
| Review Documents: CRA Plan, FON, Boundary, CIP, Comp Plan, Lake Park Market Study, Annual Reports, Lake Park Design Approach Manuel, CRA Overlays | $ | 8,880.00 |
| Technical Memo #1 Report of Findings and Initial Reactions and Recommendations for Areas to Update | $ | 740.00 |
| Project Steering Committee Meeting #1 | $ | 500.00 |
| **Total Phase I, Task A** | **$** | **11,120.00** |

| Phase I, Task B Existing Conditions Analysis | | |
|---|---|---|
| **Project Tasks** | | **Cost** |
| Site Visits, CRA Tour, Photo Documentation | $ | 2,960.00 |
| Field Surveying, Boundary and Topographics (if needed) | $ | 1,000.00 |
| Updated Legal Description (if needed) | $ | 2,000.00 |
| GIS Mapping and Storyboard of Findings | $ | 2,500.00 |
| Technical Memo #2 Existing Conditions Analysis | $ | 740.00 |
| Project Steering Committee Meeting #2 | $ | 500.00 |
| **Total Phase I, Task B** | **$** | **9,700.00** |

| Phase I, Task C Economic Conditions Analysis | | |
|---|---|---|
| **Project Tasks** | | **Cost** |
| Tax Base, Ownership and Annual Reports Data and Analysis | $ | 1,750.00 |
| Long Range Real Estate Market Trends and | $ | 1,750.00 |
| Current Property Value (Including Covid-19 Considerations) | $ | 1,750.00 |
| Qualitative and Quantitative Data | $ | 5,250.00 |
| Technical Memo #3 Economic Conditions Analysis | $ | 740.00 |
| Project Steering Committee Meeting #3 | $ | 500.00 |
| **Total Phase I, Task C** | **$** | **11,740.00** |

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| Phase I, Task D Economic Strategy Development | | |
|---|---|---|
| **Project Tasks** | | **Cost** |
| List of Priority Redevelopment Objectives | $ | 3,500.00 |
| Incentive Strategies for Redevelopment | $ | 3,500.00 |
| Updated CRA Vision : Commission Feedback and Economic Development, Job Creation, Effects of Agglomeration on CRA | $ | 7,000.00 |
| Technical Memo #4 Economic Strategies Report | $ | 740.00 |
| Project Steering Committee Meeting #4 | $ | 500.00 |
| **Total Phase I, Task D** | **$** | **15,240.00** |

| Phase I, Task E SWOT Analysis and Prep for Workshops | | |
|---|---|---|
| **Project Tasks** | | **Cost** |
| SWOT Illustration | $ | 1,110.00 |
| Public Involvement Plan (PIP) for Public Outreach in Phase II | $ | 4,625.00 |
| Create Framework for Project Web Page for online polling | $ | 740.00 |
| Technical Memo #5 Findings, Recommendations to Present in Phase II Public Workshops | $ | 740.00 |
| Project Steering Committee Meeting #5 | $ | 500.00 |
| **Total Phase I, Task E** | **$** | **7,715.00** |

| Phase II - Task A Public Outreach CRA Plan Development | | |
|---|---|---|
| **Project Tasks** | | **Cost** |
| PIP Implemented - Series of Public Workshops with Live Polling and On-line Polling opportunities; Workshop Presentation Materials | $ | 1,500.00 |
| 4 Workshop locations (See Map of Areas Defined in Appendix) $2,500 each | $ | 10,000.00 |
| Technical Memo #6 Data Sets from Workshop Polling and Small Group Activities Sorted and Analyzed | $ | 740.00 |
| Video Diary Interview with Key Stakeholders | $ | 6,000.00 |
| **Total Phase II, Task A** | **$** | **18,240.00** |



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| Phase II - Task B Draft CRA Plan | | |
|---|---|---|
| **Project Tasks** | | **Cost** |
| Spreadsheet with Projects, Timetables and Funding Sources | $ | 2,220.00 |
| Illustrative images: Word Art, Graphics and Infographics | $ | 1,480.00 |
| Final Mapping and Legal Description of New Boundaries *(if needed)* | $ | 2,500.00 |
| Updated Zoning Map *(if needed)* | $ | 2,880.00 |
| Proposed Amendments to the GOPs of the Comprehensive Plan *(if needed)* | $ | 5,000.00 |
| Proposed Updates to Data, Inventory and Analysis (DIA) of Comprehensive Plan *(if needed)* | $ | 2,500.00 |
| Planning Department Review of Amendments and Changes *(if needed)* | $ | 1,000.00 |
| Technical Memo #7 - Recommendations of CRA Plan and Other Planning Documents such as Comprehensive Plan, LDR and Zoning Map | $ | 740.00 |
| Project Steering Committee Meeting #6 | $ | 500.00 |
| **Total Phase II, Task B** | **$** | **18,820.00** |

| Phase II - Task C - Legal and Statutory Processes | | |
|---|---|---|
| **Project Tasks** | | **Cost** |
| Prepare Draft Agenda Items, Resolutions, Notices to Tax Authorities and Required Public Meeting Advertisements | $ | 1,850.00 |
| Provide Matrix of Requirements and Checklist for Monitoring Process | $ | 1,880.00 |
| **Total Phase II, Task C** | **$** | **3,730.00** |

| Phase II - Task D - Final Public Participation and Required Notices | | |
|---|---|---|
| **Project Tasks** | | **Cost** |
| Second Series of Public Workshops with Live Polling and On-line Polling Opportunities; Workshop Presentation Materials | $ | 1,500.00 |
| 4 Workshop Locations (See Map of Areas Defined in Appendix) $2,500 each | $ | 10,000.00 |
| **Total Phase II, Task D** | **$** | **11,500.00** |

| Phase III - Task A Plan Adoption Final Draft CRA Plan | | |
|---|---|---|
| **Project Tasks** | | **Cost** |
| Update to the CRA Plan (Data, and analysis) | $ | 7,400.00 |
| Project Steering Committee Meeting #7 | $ | 500.00 |
| CRA Board Workshop for Comments | $ | 2,500.00 |
| Changes to CRA Plan *(if recommended by CRA Board)* | $ | 1,000.00 |
| Notice to Taxing Authorities | $ | 500.00 |
| **Total Phase III, Task A** | **$** | **11,900.00** |

| Phase III: Plan Adoption Task B: Adoption hearings | |
|---|---|
| **Project Tasks** | **Cost** |
| Local Planning Agency Hearing | $ 2,500.00 |
| 60 Days Comment Period | $ - |
| CRA Board Adoption Hearing | $ 2,500.00 |
| Town Commission Hearing | $ 2,500.00 |
| **Total Phase III, Task B** | **$ 7,500.00** |

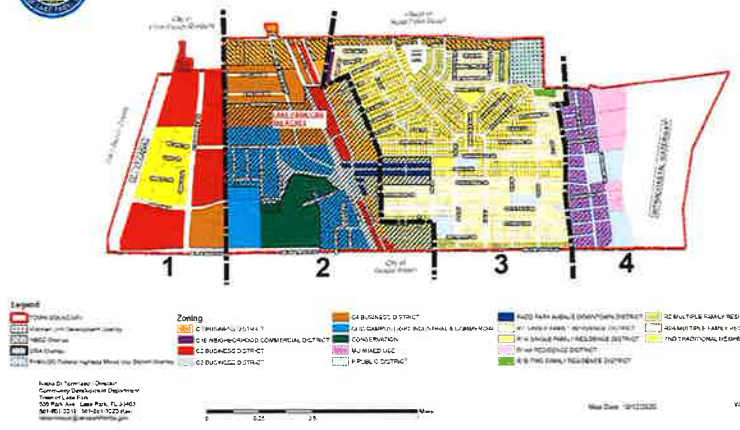
| **Total Project Cost** | |
|---|---|
| **Phase** | **Cost Not to Exceed** |
| Phase I: Background Data Collection | $ 55,515.00 |
| Phase II: CRA Plan Development | $ 52,290.00 |
| Phase III: Updated Plan Adoption | $ 19,400.00 |
| **Total Cost for All Phases:** | **$ 127,205.00** |

| **2021 Fee Schedule Per Discipline** | |
|---|---|
| **Professional Level** | **Hourly Rate** |
| Principal Planner/ Quality Control | $ 185.00 |
| Research Specialist | $ 175.00 |
| GIS Services | $ 175.00 |
| Public Relations | $ 145.00 |
| Administrative Services | $ 100.00 |

## 12) APPENDICES

APPENDIX A – CRA MAP (WITH DEFINED AREAS FOR PUBLIC WORKSHOPS)

### Lake Park Zoning Map




**Note:** Bonnie C. Landry and Associates marked up the above Lake Park Zoning Map, adding numbered sections designating the defined areas the Public Workshops would be divided into.

## APPENDIX B - PORTFOLIO OF SIMILAR PROJECTS

See attached portfolios for more detailed examples of similar, past projects completed by Bonnie C. Landry and Associates:

- Portfolio 1 - Stormwater Design Toolkit for Martin County CRA
- Portfolio 2 – Town of Jupiter Business Input Report
- Portfolio 3 – "Breaking Down the Jersey Barrier" Article
- Portfolio 4 - Indiantown CRA Finding of Necessities Report



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## APPENDIX C – LETTERS OF RECOMMENDATIONS

See the following pages to view Bonnie C. Landry and Associates' letters of recommendations and references' contact information.

## TOWN OF SEWALL'S POINT

KAIJA MAYFIELD
Mayor

JAMES W. CAMPO, CFP
Vice Mayor

FRANK FENDER
Commissioner

DAVID KURZMAN
Commissioner

JOHN TOMPECK
Commissioner

MICHELLE LEE BERGER
Town Manager

APRIL STONCIUS, CMC
Town Clerk

TINA CIECHANOWSKI
Chief of Police

JACK REISINGER, CBO
Building Official

CHERYL DEMPSEY, CGFO
Finance Director

September 30, 2021

To Whom it May Concern:

Please accept this letter of recommendation for Bonnie C. Landry and Associates, P.A. (BCLA).

As the General Planning Consultant to the Town of Sewall's Point, the firm is currently updating the Comprehensive Plan and Land Development Regulations. Prior to that, the firm conducted a fee study utilized to update the Development Review fees. As the Town Manager, I especially appreciate the firm's exceptional communication and professional work products. It is for that reason that I recommend this firm.

If you have any questions, please feel free to contact me.

Sincerely,

Michelle Berger
Town Manager
MBerger@sewallspoint.org
(772) 287-2455 Ext 12





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## CITY OF PORT ST. LUCIE
### Planning and Zoning Department

121 S.W. Port St. Lucie Blvd., Building B
Port St. Lucie, FL 34984-5099
772.344.4325
www.cityofpsl.com

To Whom it May Concern:

I am pleased to provide this letter of reference for the firm of Bonnie C. Landry and Associates, P.A. (BCLA).

I have had the opportunity to work alongside Bonnie and her staff in completing a critical project for the City of Port St. Lucie, specifically the 2020 EAR-Based Comprehensive Plan Amendments. The firm proved themselves to be consistently responsive and professional throughout all phases of the project. The team worked independently requiring very little time of city staff as the project unfolded.

BCLA and the firm's principal with 25 years of experience has prepared the firm to spearhead projects such as yours. If you select BCLA for your project, you will soon see why the City enjoys working with Bonnie and the team at BCLA.

Sincerely,

Anne Cox, AICP
Assistant Director
Planning and Zoning
City of Port St. Lucie
annec@cityofpsl.com
772-871-5218

# Village of Indiantown

To Whom it May Concern:

Please accept this letter of recommendation for the Professional Planning Firm of Bonnie C. Landry and Associates, P.A..

Ms. Landry founded her planning firm, Bonnie C. Landry and Associates (BCLA), in 2018 shortly after the incorporation of the Village of Indiantown. Her firm drafted and facilitated adoption of the Village's Inaugural Comprehensive Plan, one year shy of the State's deadline of December 2020. In addition, the firm established processes and forms for both the Planning and Building departments.

One of the firm's greatest assets is their ability to gain the trust of the community in order to gather the public's community desires and package this in planning documents. With the Comprehensive Plan in particular, more than 150 participated in the workshops which were strategically located in key neighborhoods. With the Firm's careful eye to the audience composition, two of the workshops were conducted completely in Spanish. This proved the importance of individualizing and meeting community needs.

If you select BCLA, I believe that very quickly you will realize the value of the firm and its abilities to solicit input and synthesize it into a report that will benefit your Town's planning efforts. I may be reached by calling 772-597-8282 or email at hbrown@indiantownfl.gov

Sincerely,

Howard W. Brown, Jr., ICMA-CM
Village Manager





September 30, 2021

To Whom it May Concern:

Please accept this letter of recommendation for the Professional Planning Firm of Bonnie C. Landry and Associates, P.A. (BCLA).

The firm provided general planning services to the Village of Indiantown immediately following incorporation in December 2018. My firm submitted the first development proposal that was approved by the Village after incorporation. The project is a mixed use building allowing flexibility to its occupant to live and work in the same unit. Throughout the process Ms. Landry was supportive to the project and provided prompt response to our questions or concerns.

I witnessed firsthand that BCLA understands the importance of the interrelationships of local government and businesses. That relationship is key to the success of any government, especially to a new municipality such as Indiantown.

During the Comprehensive Plan development, another project by BCLA, the firm specifically sought and received input from local businesses to ensure the long range plan was consistent with local business needs. She is skilled at looking at the needs from a variety of stakeholders, gaining consensus for a shared vision and developing a plan that meets all of those needs.

I highly recommend BCLA for this project, and I am happy to answer any of your questions. Please call me at (561) 685-0022 or by email.

Sincerely,

*Daniel Sehayik*

Daniel Sehaik
ASDG Development Group
Daniel.sehayik@sehayikcommercialreality.com

1983 PGA Blvd. Suite 105 Palm Beach Gardens, FL 33408

## APPENDIX D – CERTIFICATIONS AND LICENSES

State of Florida
Department of State

I certify from the records of this office that BONNIE C LANDRY AND ASSOCIATES, PA is a corporation organized under the laws of the State of Florida, filed on March 30, 2018, effective March 29, 2018.

The document number of this corporation is P18000030634.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on February 8, 2021, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twenty-eighth day of April, 2021

Secretary of State

CNU

The Congress for the New Urbanism
on the recommendation of the faculty of the
University of Miami
School of Architecture
recognizes

Bonnie Landry

a CNU Accredited Member

October 28, 2011

Bonnie C. Landry, AICP

2018 FLORIDA PROFIT CORPORATION ANNUAL REPORT

FILED
May 06, 2018
Secretary of State
043207382SCC

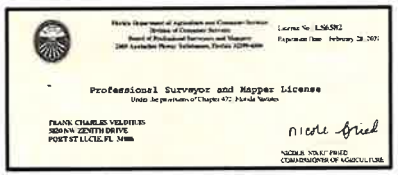
Entity Name: [illegible]

Current Principal Place of Business:

Current Mailing Address:

FEI Number: [illegible]

Certificate of Status Desired: No



Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

FRANK CHARLES VELOTTES
5026 NW ZENITH DRIVE
PORT ST LUCIE FL 34986

License No. LS6582
Expiration Date: February 28, 2021

Nicole Fried

NICOLE "NIKKI" FRIED
COMMISSIONER OF AGRICULTURE







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## APPENDIX E - RESUMES

# B/L Bonnie C. Landry, AICP

PROFESSIONAL PLANNING SERVICES

772-201-5052
Bonnie@bclandry.com
Stuart, FL
LinkedIn
www.bclandry.com

### ABOUT ME

*Accomplished, versatile and respected professional with 30 years of public service specializing in land use, redevelopment, and transportation planning.*

Proven ability to effectively communicate with a variety of audiences. Outstanding project manager as evidenced by established and loyal relationships throughout the community and with federal and state agencies.

### EDUCATION

B.A., Journalism, Minor: Sociology
*Louisiana State University, Baton Rouge, LA*
Class of 1985/ GPA 3.0, Major GPA 3.8

CNUa, Congress for New Urbanism
*University of Miami, Miami, FL*
Oct 2011 - 2014

### PUBLICATIONS

"Breaking Down the Jersey Barrier" Planning Magazine, American Planning Association, August 2013

"CRA Stormwater Toolkit." Martin County CRA and SFWMD, January 2012

### BOARDS

Secretary, Treasure Coast Section of FL APA 2014

Chairman, City of Stuart Board of Adjustment 2006

### LICENSES

AICP, American Institute of Certified Planners 2009

### EXPERIENCE

**Owner/Principal**
***Bonnie C. Landry and Associates/ Stuart, FL/ Feb 2018 - Present***
Principal of a professional planning firm specializing in numerous facets of planning including land planning, comprehensive planning, public engagement, and transportation planning.

- Developing the EAR-based amendments to the Town of Sewall's Point Comprehensive Plan 2021 as well as reviewing Development Applications
- Developed the EAR-based amendment to the City of PSL Comprehensive Plan - 2020
- Developed the Village of Indiantown inaugural Comprehensive Plan - 2019
- Facilitated numerous public involvement opportunities using engaging methods and translation services for Spanish speakers

**Planning Manager**
***St. Lucie County/ Ft. Pierce, FL/ Jan 2015 - Feb 2018***
Manager of 10 full-time staff directing the operation of the Planning & Development Services Department

- Directed current, long-range and intergovernmental planning efforts
- Managed the Development Review Process and all Planning Studies
- Facilitated superior customer service to applicants and elected officials,
- Designed the Subdivision Fast Start pilot program to facilitate the revival of "zombie" developments
- Required the use of Google Earth for more effective public meeting presentations
- Drafted regulations for Medical Marijuana and reacted as amended by the State

**Senior Planner & CRA Coordinator**
***Martin County/ Stuart, FL/ Sept 2005 - Jan 2015***
CRA Coordinator in 2005 and completed 10-year service to Martin County with the MPO

- Lead staff for the MPO and CRA
- Managed RFQ for selection of consultants
- Developed newsletters, press releases, and web pages
- Created and presented informative agenda items with concise reports
- Assured transportation and CRA Projects for compliance with Design Standards
- Managed creation of a concept for an artistic Fishing Village - grant applications
- Created a pedestrian plaza by removing a Jersey Barrier and on-street parking

B/L

# Bonnie C. Landry, AICP

PROFESSIONAL PLANNING SERVICES

## AWARDS

Mini Grant Recipient, $2,500
*Business Accelerator Program (BAP)*
Stuart, FL Jan 2019 - Aug 2019

Riley Jackson Award
*Keep Martin Beautiful: Outstanding and accomplished government employee*
Stuart, FL

## STRENGTHS

- Certified Planner since 2009 with the American Planning Association Professional Institute
- Self-driven and highly motivated to achieve
- More than 10 years of successful presentations in Public Hearings and many other forums
- **Proven interpersonal communication skills that bring together all project disciplines resulting in successful project management and completion**
- Decades of effective collaborations with elected officials, governmental staff, consultants and the general public to complete review of site plans, comprehensive plan amendments, and other projects
- Interprets regulations, policies and guidelines efficiently and accurately
- Perceptive team member - sees the needs of others, offers assistance resulting in success for all
- Ability to quickly earn trust and build relationships with vital players in project development
- Experience in quality assurance, coaching and supervising professionals
- Development and management of capital, operations and grant budgets
- **Accomplished communicator both written and verbal**
- **Works well under pressure to meet deadlines within established milestones**

## ACCOMPLISHMENTS

- 2019 Developed the Village of Indiantown's Inaugural Comprehensive Plan
- Streamlined the Pre-Application Process to improve the experience for developers, property owners and committee members
- Updated the St. Lucie County Impact Fee Schedule
- **Managed public outreach for the 2040 Long Range Transportation Plan**
- Reviewed the Draft Environmental Impact Statement for All Aboard Florida (AAF) presenting findings to various municipalities; facilitated a meeting with FRA staff, Federal Attorneys and FHWA
- Drafted and adopted a 30-day Delay Ordinance for proposed demolitions to Historic Structures
- Presenter at the 2012 Florida American Planning Association Conference
- **Published in the National Planning Magazine**
- Project Manager for Martin/St. Lucie Regional Waterways Plan
- Project Manager for the restoration of the Historic Golden Gate Building
- Drafted regulations to respond to the increased deployment of Distributed Antenna Systems (DAS) in public rights of ways and react to ongoing State Legislation
- 2016 Graduate of the National Award-Winning Ignite Leadership Program
- 2003 Graduate of LEADERship of Martin County





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Mr. Veldhuis founded NorthStar Geomatics, Inc. in 2002 with co-owner Gregory Fleming where he acts as GIS Senior Professional for the firm's GIS projects. Mr. Veldhuis provides daily management of the firms various GIS endeavors. He is responsible for GIS project management, project design, production, quality control, technical support as well as client coordination and satisfaction.

Mr. Veldhuis is highly experienced with a wide range of Surveying and GIS skills including asset inventory, asset management systems, water and wastewater geometric network analysis, fiber route design mapping, enterprise ArcSDE implementation, and, complex GIS project management. Mr. Veldhuis' wide ranging experience allows him to regularly think outside the box and lead his team in technologically advanced directions resulting in cost effective solutions.

RELEVANT EXPERIENCE

***Parks Asset Inventory (Stuart, FL)***
Work with Stuart Public Works staff to create a GIS database to store park details and parks amenities. Location, type, and a photograph for each amenity using ArcGIS Collector. A web mapping application was created to allow staff to use the information in their day to day maintenance activities.

***NPDES Stormwater Inventory Project (Martin County, FL)***
Field inventory of well over 14,000 stormwater pipes and structures within Martin County, FL as part of the National Pollutant Discharge Elimination System (NPDES) requirements. NorthStar field crews performed the inventory using a NorthStar customized ArcPad application with Trimble sub-meter mapping receivers.
Mr. Veldhuis continues to provide data collection and integration of stormwater features into the county's asset management system and public information related to NPDES as required by the NPDES permit issued by the FDEP while developing a comprehensive inventory of stormwater facilities for maintenance and repairs as requested.

***Martin County GIS Support (Martin County, FL)***
Work with Martin County ITS staff to keep the GIS system running at peak performance since 2003. NorthStar consults staff on GIS projects including historic art story maps, asset management, stormwater inspection, ArcGIS Online, Enterprise, Portal, Server, and ArcSDE administration. Provide trouble-shooting support services to county staff and the public.

***Park Asset Inspections (Martin County, FL)***
Create inspections application to document park assets to mitigate lawsuits from the public. The inspections application was created using ArcGIS Survey123, temporarily stored ArcGIS Online, processed with ArcGIS API for Python to associate the inspection with the correct asset, and Infor Public Sector stores the inspection on the asset and issues work orders to repair any damaged assets. The application has assisted in Martin County limiting their risk profile.

***East Coast Greenways & trails (Stuart, FL)***
Work with Martin County MPO to create a series of hiking, biking, horse, and waterway trail maps from Key West through Indian River County. Obtained and merged trails data from each of the seven counties. Produced pdf maps of the trails with a lookup index for each trail's name.

***Traffic Sign Inventory Maintenance (Martin County, FL)***
Create ArcGIS Collector data collection map, ArcGIS Server map services, Oracle trigger, and procedure to store new sign installations, update existing signs and expire removed signs. Oracle trigger was used to automatically issue new sign id's at the time of installation. After data is collected, it is interfaced and stored in the County's asset management system, Infor Public Sector.

***Indiantown land use maps (Indiantown, FL)***
Worked with Bonnie Landry and Associates to create land use maps in ArcGIS Pro for the newly formed Village of Indiantown. Land use, location, CRA, zoning overlays, points of interest, soils, industry, and farming maps and exhibits were created to clearly explain to the public and State staff the details of a new land use map. NorthStar used their surveying expertise to resolve Village limits issues.

**Frank Veldhuis**
Vice President/
Senior GIS Professional
NorthStar Geomatics, Inc.
P.O. Box 2371
Stuart, FL 34995
(772) 781-6400
frankv@nsgeo.com

Education
Bachelor of Science, in Geomatics, University of Florida, 1999

Associate of Arts, Lake Sumter Community College, 1994

Professional Registrations
Florida Licensed Surveyor and Mapper # 6582

Professional Affiliations
Member Florida Society Mappers & Surveyors

Computer Hardware
Windows Servers, Networks, HP Plotters and printers, Trimble 5700, 5800, R7, R8, R10, Pro XRS, Geo XT, TSC data collectors

Computer Software
ArcGIS Enterprise, Collector, ArcGIS Pro, Python, ArcPy, ArcGIS API for Python, ArcGIS Desktop, ArcSDE, Oracle, Sql Server, Toad, Trimble Business Center, MS Office, Civil 3D

**BRIAN LONDON**

President / CEO, London Tourism Publications
Post Office Box 40849
Jacksonville, FL 32203
Work: (850) 559-0012
blondon@londontourismpublications.com

| | | |
|---|---|---|
| The Florida State University | College of Social Sciences<br>Bachelor of Arts<br>Political Science Senior Paper: *Special Taxing Districts in Florida: History and Origin*, completed April 2003<br>Economics Senior Paper: *Economic Shock Therapy in Poland: Origin and Outcomes*, completed April 2003. | 2003 |

## Industry Work Experience

| | | |
|---|---|---|
| **London Tourism Publications** | **President & CEO** | December 2010 - present |
| **Southeast States Chapter of the Travel and Tourism Research Association (SETTRA)** | **Executive Director** | December 2010 – March 2017 |
| **VISIT FLORIDA** | **Research Analyst** | October 2009 – December 2010 |
| **St. Johns County (FL) Tourist Development Council (TDC)** | **Marketing Research Manager** | May 2005 – October 2009 |
| **Leon County (FL) Tourist Development Council (TDC)** | **Strategic Marketing Research Manager** | January 1999 – April 2003 |

Note: these are media or press releases which mention Brian London

- The Aspen Times (2021). Introducing a new series examining post-COVID economic trends in mountain resort communities. March 17. Available at https://www.aspentimes.com/news/introducing-a-new-series-examining-post-covid-economic-trends-in-mountain-resort-communities-sponsored/
- VRMintel (2020). Forecasting the Winter Season: Forces at Play in a Pandemic Economy. November 4. Available at https://vrmintel.com/forecasting-the-winter-season-forces-at-play-in-a-pandemic-economy/
- The Aspen Times (2020). Should tourism return to "normal?". October 21. Available at https://www.aspentimes.com/news/should-tourism-return-to-normal-sponsored/
- Vail Daily (2020). Welcoming visitors while keeping communities safe. October 14. Available at https://www.vaildaily.com/news/welcoming-visitors-while-keeping-communities-safe-sponsored/





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- ttraCONNECTS (2015). *Closing Thoughts on the 2015 Summer Conference*. July 16. Available at http://www.ttra.com/assets/1/16/2015_3rd_Edition_ttra_connects_-_take_3.pdf
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- Travel and Tour World (2015). *Annual rural roundup tourism conference highlights travel trends, marketing tips*. Available at http://www.travelandtourworld.com/news/article/annual-rural-roundup-tourism-conference-highlights-travel-trends-marketing-tips/
- FOX Business (2013). *Waiting for the Hyperloop? What's Next for the Travel World*. August 12. Available at http://www.foxbusiness.com/features/2013/08/12/hyperloop-and-look-at-future-travel.html
- The Seattle Times (2011). *After the oil spill, Florida beach tourism rebounds*. December 12. Available at http://www.seattletimes.com/life/travel/after-the-oil-spill-florida-beach-tourism-rebounds/
- Tampa Bay Times (2011). *Florida tourism industry sees modest growth in 2011*. December 12. Available at http://www.tbo.com/travel-beaches/florida-tourism-industry-sees-modest-growth-in--333933

## Honors

- Dale Carnegie Best Presentation Award (2002)

## HEATHER SHAW

OFFICE.MANAGER
@BCLANDRY.COM

(772) 528-1845
WWW.BCLANDRY.COM

### EXPERIENCE

**OFFICE MANAGER/ BONNIE C. LANDRY AND ASSOCIATES**
July 2019 - Current
Oversees daily office organization: Communicates with clients via phone, email, conference calls; Coordinates calls/meetings with sub-contractors to create reliable partnerships and clear communication. Schedules meetings and follows up with clients to ensure all needs are met; Formats/ edits documents as needed; Manages expenses and bill pay.

**MATH TEACHER/ STUART MIDDLE SCHOOL**
August 2017 - June 2019
Planned and instructed three levels of math for sixth grade students. Collaborated with team and staff members, utilizing various means of communication to instruct students and various types of technology.

**FIFTH GRADE TEACHER/ PINEWOOD ELEMENTARY** August 2010 - July 2017
Held position as fifth grade teacher team leader. Planned lessons and instructed students with varying levels and abilities. Adapted teaching methods, instructing students with disabilities and mainstream students simultaneously.

### EDUCATION

**BACHELOR'S DEGREE / MAY 2008**
University of Central Florida, Orlando, FL
Graduated Magna Cum Laude with a degree in Elementary Education.





RFQ105-2021 Evaluate, Revise, and Update CRA Plan
TOWN OF LAKE PARK

## APPENDIX F - PROOF OF INSURANCE

**ACORD** **CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY) 08/20/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: S T Good Insurance of Florida Inc, 2501 SE Aviation Way, Stuart Jet Center Suite H, Stuart, FL 34996
CONTACT NAME: Tammy Waddington
PHONE (A/C, No, Ext): (772) 287-3625 FAX (A/C, No): (772) 287-3516
E-MAIL ADDRESS: twaddington@stgoodinsurance.com

| INSURER(S) AFFORDING COVERAGE | NAIC # |
|---|---|
| INSURER A: Twin City Fire Ins. Co. | 29459 |
| INSURER B: Hartford Accident & Indemnity | 22357 |
| INSURER C: Hartford Casualty Ins. Co. | 29424 |
| INSURER D: United States Liability Ins., Co. | |
| INSURER E: | |
| INSURER F: | |

INSURED: Bonnie C Landry and Associates, 615 St. Lucie Crescent Ste. 201, Stuart, FL 34994

COVERAGES CERTIFICATE NUMBER: CL2182047866 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|---|---|---|---|---|---|---|---|
| A | X COMMERCIAL GENERAL LIABILITY; CLAIMS-MADE X OCCUR; GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER | Y | Y | 21SBMTYS671 | 08/30/2021 | 08/30/2022 | EACH OCCURRENCE $ 1,000,000; DAMAGE TO RENTED PREMISES (Ea occurrence) $ 1,000,000; MED EXP (Any one person) $ 10,000; PERSONAL & ADV INJURY $ 1,000,000; GENERAL AGGREGATE $ 2,000,000; PRODUCTS - COMP/OP AGG $ 2,000,000; Florida Fire College $ |
| B | AUTOMOBILE LIABILITY; X ANY AUTO; OWNED AUTOS ONLY; SCHEDULED AUTOS; HIRED AUTOS ONLY; NON-OWNED AUTOS ONLY | Y | | 21UECDH6916 | 05/04/2021 | 05/04/2022 | COMBINED SINGLE LIMIT (Ea accident) $ 1,000,000; BODILY INJURY (Per person) $; BODILY INJURY (Per accident) $; PROPERTY DAMAGE (Per accident) $; Underinsured motorist $ 1,000,000 |
| A | UMBRELLA LIAB; EXCESS LIAB; OCCUR; CLAIMS-MADE; DED; RETENTION $ | | | N/A | | | EACH OCCURRENCE $ N/A; AGGREGATE $ N/A; $ |
| C | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY; ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N N/A | | 21WECAL50XN | 05/04/2021 | 05/04/2022 | X PER STATUTE; OTH-ER; E.L. EACH ACCIDENT $ 1,000,000; E.L. DISEASE - EA EMPLOYEE $ 1,000,000; E.L. DISEASE - POLICY LIMIT $ 1,000,000 |
| D | Errors and Omissions | | | SP1575444 | 05/13/2021 | 05/13/2022 | Aggregate $1,000,000; Each Occurrence $1,000,000 |

CERTIFICATE HOLDER

CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

October 3, 2021

Bonnie C Landry and Associates PA
336 SW RIDGE LN
STUART FL 34994-7126

**Account Information:**

| | |
|---|---|
| **Policy Holder Details :** | Bonnie C Landry and Associates PA |

**Contact Us**

Business Service Center
**Business Hours:** Monday - Friday
(7AM - 7PM Central Standard Time)
**Phone:** (866) 467-8730
**Fax:** (888) 443-6112
**Email:** agency.services@thehartford.com
**Website:** https://business.thehartford.com

Enclosed please find a Summary Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,
Your Hartford Service Team

**WLTR005**



RFQ105-2021 Evaluate, Revise, and Update CRA Plan
TOWN OF LAKE PARK

October 3, 2021

**Account Policy Information:**

| | |
|---|---|
| **Agency Name** | S T GOOD INSURANCE INC OF FLORIDA |
| **Agency Code** | 21224228 |

**Recipient Information**
Bonnie C Landry and Associates PA
336 SW RIDGE LN
STUART FL 34994-7126

**SUMMARY OF INSURANCE**

| Account Policy Recap | Policy Number | Policy Term | Premium |
|---|---|---|---|
| Commercial Automobile Hartford Accident and Indemnity Company | 21 UEC DH6916 | 05/04/2021 to 05/04/2022 | $3,318 |
| Spectrum Twin City Fire Insurance Company | 21 SBM TY5671 | 08/30/2021 to 08/30/2022 | $569 |

**Sum of Insurance**

Summary of Insurance (Continued)

**Spectrum Summary of Insurance**
**With**
Twin City Fire Insurance Company
A member company of The Hartford
08/30/2021 to 08/30/2022

**Comm'l Liability Coverages – Applicable to all policy locations**

| Coverage Name | Limit |
|---|---|
| EACH OCCURRENCE | $1,000,000 |
| DAMAGE TO PREMISES RENTED TO YOU | $1,000,000 |
| MEDICAL EXPENSE | $10,000 |
| PERSONAL & ADVERTISING INJURY | $1,000,000 |
| GENERAL AGGREGATE | $2,000,000 |
| PRODUCT/COMPLETED OPERATION AGGREGATE | $2,000,000 |
| EMPLOYEE PRACTICES LIABILITY (CLAIMS MADE) | $10,000 EACH CLAIM |
| EMPLOYEE PRACTICES LIABILITY (CLAIMS MADE) | $10,000 AGGREGATE |
| TERRORISM | |
| HIRED/NON-OWNED AUTO LIABILITY | $1,000,000 |
| CYBERFLEX LIABILITY EXCLUSION | |







Summary of Insurance (Continued)

**Commercial Auto Summary of Insurance**
**With**
Hartford Accident and Indemnity Company
A member company of The Hartford
05/04/2021 - 05/04/2022

| Commercial Auto Coverages | Limit |
|---|---|
| Combined Single Limit | $1,000,000 |

**Endorsement, Forms, Conditions:** Input content here

**Vehicle Detail:**

| YR/ Make/ Model | Garage Loc | Comp Ded | Coll Ded | VIN # |
|---|---|---|---|---|
| 2019 AUDI A4/PREMIUM/ TITANIU | STUART | $500 | $500 | WAUGMAF49KN006921 |

**Driver Detail:**

| Name | State |
|---|---|
| BONNIE C LANDRY | FL |
| HEATHER SHAW | FL |

## 13) FORMS

Please see the following signed, required forms:

A. Proposal Submittal Signature Page
B. Conflict of Interest Disclosure Form
C. Notification of Public Entity Crimes Law
D. Drug-Free Workplace
E. Non-Collusion Affidavit (Notarized)
F. Truth-In Negotiation Certificate



### PROPOSAL SUBMITTAL SIGNATURE PAGE

**By signing this Proposal, the Offeror certifies that it satisfies all legal requirements as an entity to do business with the Town, including all Conflict of Interest and Code of Ethics provisions.**

**Offeror Name:**
Bonnie C. Landry and Associates
**Street Address:**
615 SW Saint Lucie Crescent, Suite 201, Stuart, FL 34994
**Mailing Address (if different from Street Address):**

**Telephone Number(s):** 772-266-9427
**Fax Number (s):** N/A
**Email Address:** bonnie@bclandry.com
**Federal Employer Identification Number:**
82-5080864

**Signature:** Bonnie C Landry
**(Signature of authorized agent)**

**Print Name:** Bonnie C. Landry

**Title:** Principal

**Date:** 10-2-2021

*By signing this document, the Offeror agrees to all terms and conditions of this Solicitation and the resulting contract/agreement.*

**THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE OFFEROR TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICIATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE TOWN MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT THAT UNEQUIVOACLLY BINDS THE OFFEROR TO THE TERMS OF ITS PROPOSAL.**

## CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Offerors must disclose within their Proposal: the name of any officer, director, or agent who is also an employee of the Town of Lake Park.

Furthermore, all Offerors must disclose the name of any Town employee who owns, directly, or indirectly, an interest of more than five percent (5%) in the Offeror's Offeror or any of its branches.

The purpose of this disclosure form is to give the Town the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.

The term "conflict of interest" refers to situations in which financial or other personal consideration may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any Town duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary:

__✓__ To the best of my knowledge, the undersigned Offeror has no potential conflict of interest due to any other Cities, Counties, contracts, or property interest for the Proposal.

_____ The undersigned Offeror, by attachment to this form, submits information that may be a potential conflict of interest due to other Cities, Counties, contracts, or property interest for this Proposal.

Acknowledged by:

Bonnie C. Landry and Associates, P.A.
Offeror Name

Bonnie C Landry
Signature

Bonnie C. Landry, Principal
Name and title (Print or Type)

10-2-2021
Date

## NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, Florida Statutes, you are hereby notified that a person or affiliate who has been placed on the convicted contractors list following a conviction for a public entity crime may not submit a Proposal on a contract to provide any goods or services to a public entity; may not submit a Proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit Proposals on leases or real property to a public entity; may not be awarded or perform work as a contractor, supplier, sub-vendor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 [F.S.] for Category Two [$35,000.00] for a period of thirty-six (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

Bonnie C. Landry and Associates, P.A.
Offeror Name

Bonnie C Landry
Signature

Bonnie C. Landry, Principal
Name and Title (Print or Type)

10-2-2021
Date

## DRUG-FREE WORKPLACE

Bonnie C. Landry and Associates, P.A. is a drug-free workplace and has a
(Offeror (Company) Name)
Substance abuse policy in accordance with and pursuant to Section 440.102, Florida Statutes.

Acknowledged by:

Bonnie C. Landry and Associates, P.A.
Offeror Name

Bonnie C Landry
Signature

Bonnie C. Landry, Principal
Name and title (Print or Type)

10-2-2021
Date

## TRUTH – IN – NEGOTIATION CERTIFICATE

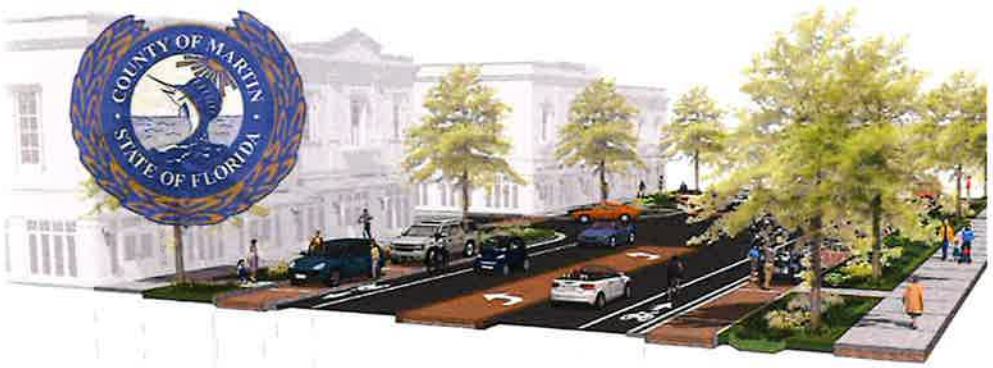
**The undersigned warrants (i) that it has not employed or retained any company or person, other than bona fide employees working solely for the undersigned, to solicit or secure the Agreements and (ii) that it has not paid or agreed to pay any person, company, corporation, individual or Offeror other than its bona fide employees working solely for the undersigned or agreed to pay any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of the Agreement.**

**The undersigned certifies that the wage rates and other factual unit costs used to determine the compensation provided for in the Agreement are accurate, complete, and current as of the date of the Agreement.**
**This document must be executed by a Corporate Officer.**

**By:** Bonnie C Landry

**Title:** Bonnie C. Landry, Principal

**Date:** 10-2-2021



# Stormwater Design Toolkit

SUSTAINABLE STORMWATER UPDATE TO THE COMMUNITY REDEVELOPMENT AREA STORMWATER MASTER PLAN

Dynamic Innovative Sustainable

GOLDEN GATE • HOBE SOUND • INDIANTOWN • JENSEN BEACH • PALM CITY • PORT SALERNO • RIO

January 2012

Stormwater Design Toolkit
SUSTAINABLE STORMWATER UPDATE TO THE COMMUNITY REDEVELOPMENT AREA STORMWATER MASTER PLAN
January 2012

MARTIN COUNTY
Community Redevelopment Agency

Dynamic Innovative Sustainable

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# Introduction

# I Introduction

## CRA Goals

Martin County Community Redevelopment Agency (CRA) provides this report to:

- Inspire future development to include New Urban and Traditional Neighborhood Designs Principles
- Encourage future developments to utilize innovative, sustainable stormwater management strategies
- Demonstrate that over time these strategies are more cost effective than conventional suburban development
- Incorporate these strategies into Community Oriented Development Express code (CODEx) which is anticipated to be codified into Martin County Land Development Regulations by Summer 2012.

### INTRODUCTION

Funding and support for this project is provided by South Florida Water Management District and a successful partnership with Martin County Redevelopment Agency. The aim of the project is to update the existing Martin County Redevelopment Area Stormwater Master Plan describing and demonstrating innovative engineering and best management practices. This update will provide additional sustainable elements that can be "modularized" to provide alternative approaches, urban strategies and innovative methodologies toward treating and managing stormwater. Various tools found within the project can be combined to create effective "treatment trains" designed to maintain and treat stormwater runoff. Each tool has the ability to be used as a piece of the development puzzle assisting a property owner to evaluate the capacity of a piece of land and the value of each tool's potential.

### AUDIENCE

This report is intended to be dynamic and applicable to a wide audience. It was intentionally written in plain language so that people of all ages and backgrounds could be inspired to learn more about stormwater management best practices and innovative strategies.

Throughout Florida you can see the effects of poor environmental stewardship. The Martin County CRA vision is to be a leader in Florida to encourage a built environment that reflects sustainability, ultimately resulting in a positive impact on the quality of life for its residents and continued opportunities for its businesses.

Martin County CRA seeks to finds a way to recognize and celebrate both the natural and the built environments, without one being at the expense of the other. The intent is to encourage the redevelopment areas to become more balanced where both environmental preservation and quality of life are of equal importance.

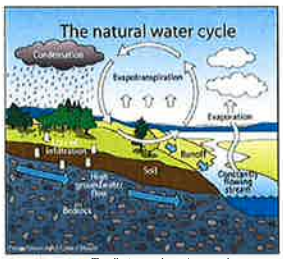


### STORMWATER

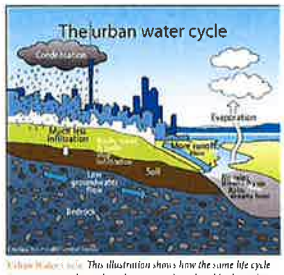
Stormwater is precipitation that falls from the sky due to natural weather conditions onto the earth's surface. The hydrologic cycle of precipitation includes rainfall, evaporation/transpiration, surface runoff, interflow and base flow conditions. Pre-development or natural conditions allow stormwater to be intercepted by tree canopy, natural landscape, and begin to infiltrate the natural soil conditions and percolate into the groundwater. The volume of water that is not immediately utilized by the natural surroundings is classified as runoff. The runoff in pre-development condition is typically minimal and classified as balanced. This is due to the direct correlation between the natural growth of plants/trees and the local rainfall; i.e. high rainfall will see dense lush growth, low rainfall areas will see drought tolerant scrub. The natural cycle maintains a healthy groundwater table at a level to support naturally occuring water bodies.

The hydraulic cycle of precipitation of post-development changes drastically based on the amount of impervious or solid surface the rainfall encounters. A higher percent of impervious area results in a greater volume of runoff which negatively impacts the surrounding landscape and downstream water. Negative impacts include drought conditions from evaporation, flash flooding and pollution, all of which are due to the lack of infiltration and percolation. Groundwater tables diminish and the level of natural water bodies decrease or disappear. To combat the negative impacts, development tools are implemented to mimic natural conditions. These tools increase infiltration and percolation, the storage of water, and the evaporation/transpiration at a rate similar to natural conditions. The term "treatment train" is used to describe this implementation of tools in a step by step manner, recreating natural conditions.

By taking innovative steps to increase the implementation of tools to recreate natural stormwater treatment, we can increase development in a smart way and decrease the pollution and negative effects to the watershed.




*Natural Water Cycle: This illustration shows the natural progression and entire life cycle for stormwater in a natural habitat untouched by man.*




*Urban Water Cycle: This illustration shows how the same life cycle for stormwater when urban elements are introduced to the cycle. This cycle is the focus of this report.*



### SUSTAINABILITY

Sustainability is an underlying theme. The CRA encourages development using New Urbanist planning principles, with a focus on creating a place that fits into the landscape, fulfills the needs of a community and improves the future of the natural world. As a result, the CRA will be a prime example of how development can be accomplished in a manner and scale that respects and protects the intrinsic natural qualities of the site and the region and celebrate life in a way not usually available in conventional suburban developments.

### WATERSHED

Martin County CRA is located in Watershed #6 and #12 St Lucie Loxahatchee. A watershed is simply the geographic area through which water flows across the land and drains into a common body of water, whether a stream, river, lake, or ocean. Much of the water comes from rainfall and the stormwater runoff. The quality and quantity of stormwater is affected by all the alterations to the land agriculture, roadways, urban development, and the activities of people within a watershed. Watersheds are usually separated from other watersheds by naturally elevated areas.

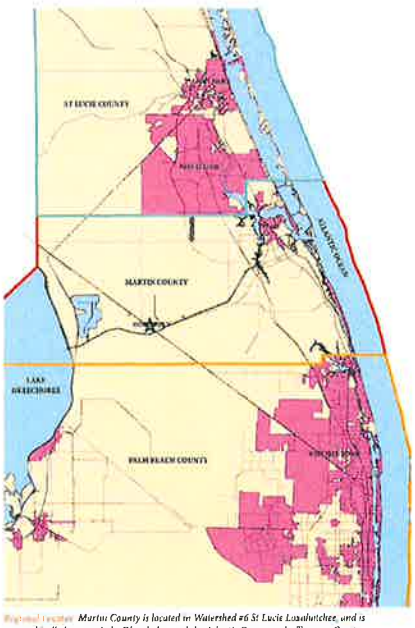
Because the surface water features and stormwater runoff within a watershed ultimately drain to other bodies of water, it is essential to consider these downstream impacts when developing and implementing water quality protection and restoration actions. Everything upstream ends up downstream. It is important to remember that everyday activities can affect downstream waters.

### OPPORTUNITY FOR ACTION

The CRA offers opportunities for both infill and new development. These pose very different challenges. Existing communities which were built before stormwater management was mandated must be retrofitted to evolve into areas with adequate treatment and storage. Newer communities within the CRA must manage their stormwater but be mindful of how each strategy could affect surrounding, existing development within the CRA.

*Watershed: Martin County is located in Watershed #6 St Lucie Loxahatchee*

*Implemented Here: Recent stormwater and streetscape improvements.*




*Regional Location: Martin County is located in Watershed #6 St Lucie Loxahatchee, and is geographically between Lake Okeechobee and the Atlantic Ocean on the Treasure Coast.*

### ESTABLISHMENT OF THE CRA

At the beginning of this century, the Martin County Board of County Commissioners recognized the unfulfilled potential of seven targeted areas of Martin County. They designated them as redevelopment areas which allows revitalization and preservation of once viable neighborhoods and thriving commercial activity centers. By taking advantage of the numerous tools afforded by State Statute, these community redevelopment areas are encouraged to redevelop by employing the most appropriate use of land, water, and resources consistent with the public interest.

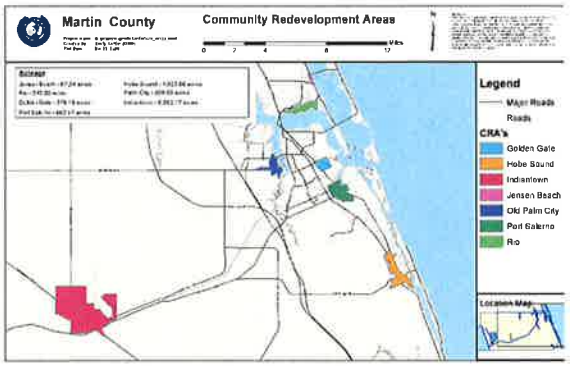
Through the Martin County Redevelopment Agency (CRA), Martin County can preserve, promote, protect, and improve the public health, safety, comfort and general welfare of these areas. The CRA intends to facilitate the adequate and efficient provision of transportation, potable water, wastewater collection and treatment, housing and other community services in areas that have traditionally suffered from disinvestment.

## CRAs Summary

Martin County Area: 344,316 acres
CRA Area: 8,565.5 acres (2.4% of Martin County)

| | |
|---|---|
| Golden Gate: | 379 acres |
| Hobe Sound: | 1,024 acres |
| Indiantown: | 5,083 acres |
| Jensen Beach: | 67 acres |
| Old Palm City: | 610 acres |
| Port Salerno: | 861 acres |
| Rio: | 542 Acres |

This report will encourage and assure cooperation and coordination in planning, redevelopment, and development activities between and among Martin County, its citizens, regional agencies, and state and federal government agencies.






### LIVABILITY PRINCIPLES

The Martin County Community Redevelopment Agency supports interagency partnerships that support principles of livability as outline from [illegible]

[illegible]

By utilizing these strategies, the CRA developments will provide safe alternatives to conventional automobile travel.

[illegible]

Better utilizing existing land offers a more efficient way to develop that encourages a variety of housing types.

[illegible]

By developing in an efficient way, businesses can prosper and develop in an affordable way.

[illegible]

The CRA targets local funding toward existing communities – through strategies such as dynamic stormwater management to complement existing infrastructure, improve the efficiency of public works investments, and safeguard rural landscapes.

[illegible]

Provide stormwater management best practices that complement the existing environment and encourage innovative stormwater management strategies that maximize the existing developable land.

[illegible]

The open spaces, natural landscapes and environmental stewardship all contribute to the strong sense of place. Efficient stormwater management allows for more open space so the community can develop attractive places for people to gather, meet each other, and celebrate the great collective moments of life.

# How to Use

# How to Use

TOOL BOX

Each strategy is summarized on individual "tear sheets" for easy access and reference. Each sheet includes a description of the strategy, its unique qualities such as stormwater management and/or treatment; the cost to construct and the cost to maintain. In some cases an investment up front can be offset significantly by lower on-going maintenance costs or the ability to increase the density on the property.

Each sheet also includes a table summarizing the Construction and Maintenance costs defined as low, moderate or high referencing a "standard cost" of conventional development; the stormwater values of water quality and storm control referencing the qualitative and quantitative efficiency of the tool; and the appropriateness of the tool based upon water table defined as the naturally occurring level of water beneath the surface of the soil or existing ground cover; and soil permeability defined as the rate water can flow through which is described as high for clean sands and low for soils with high organics or clays.

| Rock Aggregate | | | |
|---|---|---|---|
| Cost Factor | | | |
| | L | M | H |
| Construction Cost | $ | | |
| Maintenance Cost | $ | | |
| Stormwater Value | | | |
| | L | M | H |
| Water Quality | | X | |
| Storm Control | X | | |
| Water Table and Soil Types | | | |
| | L | M | H |
| Water Table | X | X | X |
| Soil Permeability | | X | X |

L - Low
M - Medium
H - High

A Title
B Table
C Images, Diagrams, and Applications
D Description
E Qualities
F Costs



# Categories

As illustrated above, strategies have been divided into four categories: pavement, channeling, storage and filtration. These methods can be utilized independently or in combination with other stormwater management tools for maximum efficiency.



# Tool Box

Pavement
Channeling
Storage
Filtration

# Pavement

PAVING creates a safe, walkable, drivable surface. Paving choices vary in their ability to manage stormwater; stabilize a surface and their ease of maintenance.

**Pavement Strategies**

- UNPAVED SURFACES
- ROCK SURFACE
- LIME AND SHELL ROCK
- CONCRETE GRID PAVERS
- PLASTIC GRID SYSTEMS
- WOODEN WALKWAYS
- STANDARD PAVERS
- CONCRETE PAVEMENT
- ASPHALT PAVEMENT
- PERVIOUS ASPHALT PAVEMENT
- PERVIOUS CONCRETE
- PERVIOUS PAVERS
- FLEXIBLE PERVIOUS PAVEMENT





## Unpaved Surfaces

The simplest form of roadway is an UNPAVED SURFACE. This can consist of existing soil material or existing soil with a grassed cover. Additional structural stabilizing material can be added to provide more strength.

Unpaved surfaces are pervious; stormwater infiltrates into the underlying soils, greatly reducing runoff. Highly permeable soils usually consist of clean sands that may not have sufficient structural strength to support heavy traffic. When stabilizing materials are added, the unpaved surface becomes less pervious because the additives are typically of a finer texture.

Construction of unpaved roadways is very inexpensive as compared to hard surfaces but they require extensive maintenance and re-grading to keep a smooth drivable surface. Grass cover can help stabilize the surface but should only be used in areas with light traffic as the grasses would not survive this volume. Surfaces without grass cover are highly susceptible to rutting and erosion during storm events.

## Rock Surface

Different types of ROCK material can be used for construction of roadways and have more structural strength than an Unpaved Surface. Crushed Rock Aggregate (limestone, gravel, etc.) of varying sizes (usually ¼" to 1 ½" in size) or a smaller Pea Stone (1/4' to ½") can be spread out in varying thickness to create a permeable yet drivable surface for low volume traffic.

A surface of Rock Aggregate or Pea Stone is pervious; it allows stormwater to pass through and infiltrate into the existing soils. Void spaces in the rock or stone also provide some storage of stormwater. The combination of infiltration and storage reduces stormwater runoff and provides an effective method of reducing stormwater pollutants.

Construction costs for rock is generally inexpensive compared to a pavement. Maintenance of Rock areas is minimal but occasional re grading may be needed if depressions or rutting occurs. Periodically, vacuuming should be done to assure the voids are not clogged with sediment. This will assure that the surface retains its ability to handle the stormwater runoff.

## Lime and Shell Rock

LIME ROCK and SHELL ROCK are naturally occurring in Florida and are a less expensive option for paving of lower traffic volume areas. Some may call this a "dirt road" due to the visual conditions. When used as a paving material, lime rock and shell rock are compacted to provide a hard, strong surface but may be dusty during the dry season. Normally, these materials are used as a road base with asphalt or concrete as a final surface.

Lime rock and Shell rock absorb limited moisture; therefore are basically impervious and provide little or no stormwater treatment.

Maintenance costs of Lime rock and Shell rock can be moderately expensive. Stormwater runoff can cause erosion which creates depressions and ruts in the rock surface. Higher traffic volumes will exacerbate this process. Lime rock or Shell rock surfaces should be re-graded 2 to 4 times a year and more often with higher traffic volumes. During dry conditions, dust from the Lime rock or Shell rock surface can be an air quality issue and may require regular applications of water to minimize the dust impact.

## Concrete Grid Pavers

CONCRETE GRID PAVERS are open-celled concrete paver blocks. The open cells in the Concrete Grid Pavers can be filled with soil, rock, or pea stone. Concrete Grid Pavers provide the structural support of standard Concrete Pavers with the advantages of a pervious. Concrete Grid Pavers provide larger openings than pervious pavers and with a grassed surface, allow additional biological treatment and uptake of nutrients.

Concrete Grid Pavers provide stormwater storage and treatment. As with other types of pervious pavements, the effectiveness of Concrete Grid Pavers is related to the underlying soil material.

The construction cost of Concrete Grid Pavers can be high because, like other Paver systems, they are typically installed by hand; however the maintenance of Concrete Grid Pavers is minimal. With a grass cover, regular mowing is required. When rock is used in the cells, rock material will need to be replaced as needed. Concrete Grid Pavers should be inspected periodically to assure the cells remain free from silt and sediment.

## Plastic Grid Systems

PLASTIC GRID SYSTEMS are used to add structural stability to unpaved roadways by spreading out wheel loads. They also provide erosion control by helping to hold soils and sediments in place. The grid systems come is various shapes and are installed at or just below the finished grade. The grids or pockets are filled with soil, grass, rock or pea stone.

Plastic Grid Systems, as with other unpaved areas, provide a pervious surface that allows stormwater to infiltrate into the underlying soils some limited temporary storage of stormwater can be provided in the void spaces when rock or pea stone is used.

Initial construction cost of Plastic Grid Systems is expensive but it reduces ongoing maintenance cost as these grids reduce erosion and rutting. For grassed areas, periodic mowing is generally all that is required for maintenance.

## Wooden Walkways

WOODEN WALKWAYS can be a pervious alternative to paved sidewalks. Wooden Walks are generally used for ramps or boardwalks above the ground surface but can be imbedded directly in the soil.

Wooden Walkways are pervious and allow stormwater to infiltrate into the soil. Storage can be enhanced by creating a depression area under the Walkways to temporarily hold some stormwater runoff. Wooden Walkways can also be an effective treatment for stormwater. Its efficiency is determined by the permeability of the underlying soil.

Construction of Wooden Walkways can be more expensive than concrete. The cost varies with the type of wood used. Wooden Walkways need to be painted, stained or sealed at installation and periodically as needed. They should have regular inspections to assure the wood continues to be structurally sound. As an alternative, there are plastic, composite and re-cycled products. Although they are more expensive they require little or no maintenance and have a longer lifespan.

## Standard Pavers

Standard Pavers are a decorative alternative for roadway surface of today. Various materials may be used such as concrete, brick or stone and come in a variety of shapes, sizes, colors and textures. Typically, Pavers are constructed on existing soil and rock base similar to the layers under Asphalt Pavement. The Pavers are usually set in a thin bed of sand to allow for leveling of the surface.

Paver material is impervious however its installation determines its ability to handle stormwater runoff. Typical installation is to fill the space between each paver with cement mortar or a thin sheet of sand which hardens. This option is impervious. However, a joint profile paver can be used and installed with washed stone aggregate (which is larger than a grain of sand but smaller than a pebble). This installation and paver allows surface water to infiltrate into the pavement stormwater sub layers creating some stormwater treatment.

Labor costs of pavers can be expensive as they are normally placed in position by hand. Periodic maintenance is generally limited to sweeping to remove sediments and debris so maintenance costs are relatively low. They also are easy to repair as pavers can be individually replaced as they are damaged. Overall replacement cost is much lower than other forms of paving material such as asphalt or concrete.



## Concrete Pavement

Concrete Pavement is another form of roadway surface. Concrete Pavement consists of sand and rock materials mixed with cement, creating a firm pavement surface. Concrete Pavement can be constructed on compacted existing soil but can be fortified when used with a lime rock or shell rock base. Concrete Pavement has added benefits. It can be stamped with patterns or be colorized for visual affect.

As with other types of Standard Pavement systems, Concrete Pavement is impervious and creates stormwater runoff; therefore it provides no stormwater quality treatment.

Concrete Pavement is usually more expensive than Asphalt Pavement; however its lifespan can be from 15 to 20 years. As with Asphalt Pavement, regular maintenance costs are low but periodic sweeping is recommended to keep materials out of stormwater drainage systems.



## Asphalt Pavement

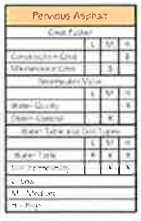
Asphalt Pavement is generally the most common paving material. Asphalt Pavement consists of a liquid bituminous material that acts as a binder for sand and rock. Asphalt is constructed over existing soils enhanced with additional material such as a lime rock or crushed shell base to provide structural support.

Asphalt Pavement is impervious (does not allow water to pass through) creating stormwater runoff; therefore Asphalt Pavement surfaces provide no stormwater quality treatment.

Asphalt Pavement is usually the least expensive roadway surface. If properly constructed, Asphalt Pavement systems last for 12 to 15 years. Regular maintenance is limited but regular cleaning and sweeping is recommended to prevent trash and debris from getting into the stormwater drainage system.



## Pervious Asphalt Pavement



Pervious Asphalt Pavements utilize a mixture of liquid asphalt materials mixed with fine sand and larger rock to create a pavement surface with open void spaces. This surface allows stormwater to flow through and infiltrate into the underlying soil layers. Due to the different rock material used, Pervious Asphalt has a rougher surface texture than the smooth texture of traditional asphalt pavement.

Pervious Asphalt is pervious and allows stormwater to pass through and provides for storage in the void space between the effectiveness of this pavement is dependent upon the permeability of the underlying soil.

The material cost of Pervious Asphalt Pavement is slightly higher than standard asphalt pavement but the lower costs of design, permitting and installation significantly offsets this. Pervious Asphalt Pavement is best suited for locations with lower volume traffic such as residential areas. This surface should be routinely vacuumed to maintain its drainage potential.

## Pervious Concrete

Pervious Concrete uses a mixture of cement and rock material of various sizes that creates void spaces to allow water to flow through. Pervious Concrete Pavement generally has a rougher texture than traditional concrete and is often constructed with a rock bed underneath to allow for additional stormwater storage.

Pervious Concrete provides drainage benefits which, as with other infiltration methods, its effectiveness is dependent upon the underlying soils.

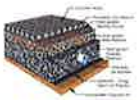
The construction cost of Pervious Concrete Pavement is higher than standard concrete pavement. The use of Pervious Concrete Pavement can greatly reduce the volume of stormwater runoff. Pervious Concrete Pavement should be vacuumed once or twice a year, to remove silts and sediment that can clog the pavement pores. Pervious Concrete is generally limited to low volume areas.

## Pervious Pavers

Pervious Pavers are constructed with a gap or space that allows stormwater to infiltrate into the underlying soil. Pervious Pavers come in a variety of materials, colors and configurations. Pervious Pavers can be made of concrete, brick or natural stone.

Pervious Pavers provide stormwater treatment with an attractive appearance. This space between paver units is usually filled with highly permeable sands or small stones to allow for rapid infiltration. As with other pervious pavements, its effectiveness is related to the underlying soil. The use of Pervious Pavers reduces the volume of stormwater runoff and therefore can be an effective way of reducing pollutants.

The construction cost of Pervious Pavers is slightly higher than standard Pavers. Pervious Pavers should be swept once or twice a year and should be vacuumed to remove silts and sediment.



## Flexible Pervious Pavement

Flexible Pervious Pavement consists of flexible particles of varying sizes (often rubber chips) with an adhesive binder agent that creates open voids in the pavement that allows stormwater to flow through the pavement section to the underlying soil material. Re- cycled tires are often used as part of the flexible material.

Flexible Pervious Pavement provides the benefit of reducing stormwater runoff and off-site discharges of stormwater pollutants. It is rarely used for roadways. This type of pavement comes with a selection of colors that can provide a more pleasing visual affect.

Construction costs of Flexible Pervious Pavement are higher than traditional pavements such as concrete or asphalt. Vacuuming once or twice a year is required in order to keep the void spaces open for flow, and infiltration.

## Case Study

MARTIN COUNTY
Community Redevelopment Agency

# Palm City Pervious

34th Terrace and Noble Avenue, • Old Palm City

Project Type
Infrastructure
Innovative Stormwater Management

Partnerships
Martin County Engineering Department
Martin County Board of County Commissioners
Martin County Community Redevelopment Agency

Funding
Tax Increment Financing (TIF)

Project Size
1,700 Linear Feet or .32 Miles

Year Completed
January 2011

Innovation and sustainability does not always mean more cost. In the Old Palm City Community Redevelopment Area, staff from various Martin County Departments collaborated to improve an unpaved residential street. Pervious Asphalt was identified as the best solution for 1,700 linear feet of residential streets with lower traffic volumes. Although the initial material cost is slightly higher than standard asphalt paving, the total project cost is much lower, and the project timeline was dramatically reduced.

In this case study, Martin County Staff managed the entire concept and implementation of this project which was priced using an existing approved annual paving contractor. The combined linear footage total for 34th Terrace and Noble Avenue is 1,700 linear feet or .32 miles. The total project cost was $38 a linear foot for a total cost of $66,850. This project was conceived and implanted in a matter of weeks because of the affordability, ease of installation, and stormwater benefits found with pervious asphalt.

In Martin County, the average cost of a standard asphalt roadway with typical stormwater management practices is one million dollars a linear mile. This figure includes fees for engineering services, permitting, installation of infrastructure such as pipes, gutters and curbing and cost of sub-grade materials. In contrast, innovative material choices like pervious asphalt can be installed directly over a dirt road without the need for exhaustive engineering drawings, state permits and other underground and off site infrastructure for a cost of $320,000.00 a linear mile. Innovative material choices like pervious asphalt demonstrates an 80% cost savings to Martin County residents compared to conventional practices.

# Channeling

CHANNELING is a method to collect and direct stormwater to specific locations for flood prevention and/or water quality treatment.

**Channeling Strategies**

- **GRASSED SWALE**
- **DITCHES**
- **CANALS**
- **CURBS AND GUTTERS**
- **STORMWATER INLETS**
- **STORMWATER PIPING**





## Grassed Swale

A SWALE is a shallow water channel normally with a grass cover. Swales collect and direct stormwater flows on sides of roadways and are an alternative to curbs, gutters, inlets and piping.

Swales generally provide minimal stormwater storage and limited water quality treatment. Swales provide more water treatment than curbs and gutter because they are pervious and allow filtration.

Grassed Swales are inexpensive to construct. Maintenance is limited to mowing and periodically removing debris. Occasional maintenance of slopes is needed to assure their efficiency.

## Ditches

DITCHES are similar to Swales but are deeper with steeper side slopes. Ditches can be either dry or wet depending on the depth and water table. Large Ditches that permanently hold water are designated as Canals. Ditches are usually grassed. The steep slopes may require erosion control fabrics or rock rip-rap for stabilization.

Ditches provide limited temporary stormwater storage and some water quality treatment.

Ditches are inexpensive to construct and maintain. Maintenance involves mowing and maintaining vegetation. Grass and other growth must be kept to a minimum to avoid contributing to flooding.

## Canals

Canals are large surface stormwater facilities that are larger than Ditch systems and are often owned and maintained by municipalities. In addition there are a number of canal systems within large privately owned agricultural properties. Typically, Canal systems have relatively steep side slopes and maintain several feet of water even during low water conditions. Canal banks often are reinforced with erosion control fabrics or rock rip-rap.

Canals can be a relatively effective stormwater quality treatment method.

Construction costs and excavation can be high, but on-going costs for maintenance are moderate to high. Maintenance is generally limited to periodic inspections with mowing and maintaining native vegetation. In addition, it may be necessary to remove nuisance aquatic vegetation growth that can affect the flow capacity of the canal system.



## Curbs and Gutters

Curbs and Gutters are typically constructed at the edge of pavement on roadways and parking areas to collect stormwater runoff and direct it into Stormwater Inlets or other drainage facilities. Curbs are from 4 inches to 6 inches high, and can be constructed alone or combined as an integrated Curb and Gutter system. Gutters can be constructed with or without a Curb section. Curbs and Gutters are typically constructed of concrete but can be of other materials including asphalt, concrete or brick blocks or pavers, and natural stone. Curbs and Gutters are most often constructed in urban areas where limited right-of-way widths prevent the construction of grassed swales.

Curbs and Gutters are designed to collect and carry stormwater and provide no storage or water quality treatment.

Although more expensive than swales, installation costs for Curbs and Gutters can be relatively low to moderate. Maintenance requirements are minimal and may consist of sweeping and removal of debris and sediments.



## Stormwater Inlets

Stormwater Inlets are normally made of concrete (also known as catch basins) and are designed to collect stormwater. They function as part of an interconnected system of underground piping that discharges to either a stormwater retention/detention facility or to a stormwater outfall to an existing water body. They also have cast iron or steel grates of varying sizes and shapes. Standard Stormwater inlets are designed to collect stormwater but do not provide storage or treatment.

Construction cost for Stormwater Inlets is generally moderate but can be high depending on the size and type of structure needed. Maintenance consists of inspections and removal of accumulated trash, debris and sediments from both the surface grate and inside the Inlet structure and is often done with a vacuum truck system. Maintenance costs can be low to moderate depending on the number of Inlets and the potential for debris (leaves, sand and silt) that may come from the contributing site area.



## Stormwater Piping

Stormwater Piping are either concrete, plastic or metal from 4 to 6 inch diameters up to 72" diameter for larger drainage areas.

Stormwater Piping carries stormwater downstream and is not for stormwater treatment, storage or control.

Costs for installation for Stormwater Piping can vary substantially depending on the size and material of the pipe and the depth of excavation needed for specific projects. Maintenance is usually limited to an annual or semi-annual inspection of the piping system and removal of any accumulated trash, debris and sediments. This is often done with a vacuum truck and maintenance costs are low to moderate depending on the length of pipe to be cleaned.

# Storage

## STORAGE

Stormwater can be stored by retaining it for a period of time to allow soils to naturally filter the water. It can also be stored and re-used for irrigation and other non-potable uses.

**Storage Strategies**

- **DRY RETENTION/DETENTION AREAS**
- **UNDER DRAINS**
- **UNDER-GROUND STORAGE**
- **CONSTRUCTED PONDS AND LAKES (WET RETENTION/ DETENTION)**
- **LINED LAKES, PONDS AND POOLS**
- **POOLS AND FOUNTAINS**
- **STORMWATER HARVESTING**
- **ROOF-TOP STORAGE**
- **CISTERNS**
- **RAIN BARRELS**
- **PLASTIC CELLULAR CHAMBERS**
- **CONCRETE CHAMBERS**
- **PLASTIC ARCH CHAMBERS**





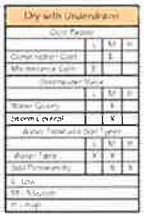
## Dry Retention/Detention Areas

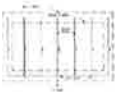
DRY RETENTION/DETENTION AREAS are man-made recessed areas of land that are used as a method of stormwater control, and treatment. These types of stormwater storage areas are designed to temporarily hold stormwater runoff and either allows the water to infiltrate into the soil with no discharge (retention) or a combination of infiltration and discharge at a controlled rate through an outfall structure (detention). Since Dry Retention/Detention Areas rely on infiltration, these types of stormwater systems work best in existing soils with moderate to high permeability rates.

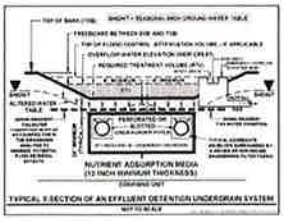
The bottom of a Dry Retention/Detention Area should be a minimum of one (1) foot above the expected seasonal high water table to be considered a dry system. Because of this requirement, Dry Retention/ Detention Areas located on properties with high water tables must be shallower and therefore require a larger area for a given volume of stormwater runoff.

Construction cost of a Dry Retention/Detention Area is generally inexpensive but can take up a significant amount of surface area to meet stormwater treatment and storage requirements. Long-term maintenance consists of periodic mowing of grass and landscape maintenance. An irrigation system may be necessary during dry seasons in order to maintain grass and plant material.

## Under Drains





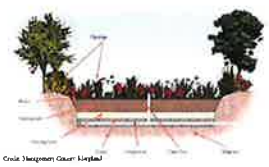



UNDER DRAINS are best when the existing soils in the area of a Dry Retention/Detention Areas have a low permeability, an under drain is utilized to control the water level.

Under drains are constructed of perforated piping (PVC, HDPE, or Metal) in a linear trench pattern below the bottom of the Dry Retention/Detention Areas. The perforated pipes are placed in a trench of rock material that is wrapped in filter cloth. This helps maintain the permeability of the system by preventing fine sands and silt from clogging the voids in the rock and plugging the perforations in the pipe.

Under drains provide some water quality treatment because they filter stormwater prior to collection in the under drain piping; however the reduction of pollutants and nutrients is somewhat limited.

Adding the under drain system will increase the cost of a typical Dry Retention/Detention Area. Long-term maintenance costs of retention/detention areas are the same with or without the under drain but under drains should be monitored during and after a storm. Over time, silts and sediments may accumulate and cause the under drain system to fail. The under drain should be cleaned, excavated or replaced as needed.



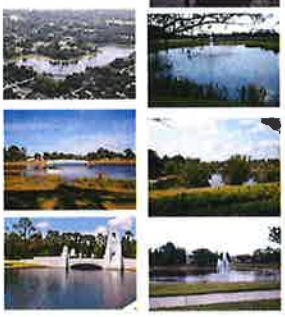
## Under-Ground Storage

Many stormwater BMP's are designed to direct stormwater underground and allow the surface area to be used for other facilities such as parking, roadways and landscaping. As an alternative, stormwater can also be directed to an underground storage area beneath buildings and roadways for storage and re-use or for infiltration into the underlying soils. Underground Storage may consist of a vault system, typically of concrete boxes, that can store water for irrigation or other non-potable use such as toilet flushes. Another type of Underground Storage system has an open bottom to allow infiltration. Stormwater is collected and discharged to the area below the vault and allowed to infiltrate into the surrounding soils. Because this area is under the vault and permanently in the shade, usually with this type of storage the surface consists of rock material.

By reducing the volume of stormwater runoff that is discharged off site, an Underground Storage system can be a highly effective water treatment process.

Construction cost is high because the roadway surface or the first floor of a building must be designed to be structurally sound to support the underground storage area. In addition, this type of system may require special water proofing considerations on the concrete boxes or the underside of the building floor. Maintenance costs are moderate and consist of inspections of the undergrounds storage area and removal of any accumulated leaves, trash and debris.

## Constructed Ponds and Lakes (Wet Retention/ Detention)



are permanent wet systems designed for stormwater treatment and flood protection. They have an added benefit of providing aquatic habitats and esthetic features as well as opportunities for water-related recreation and use as an irrigation source. Ponds and Lakes are generally restricted to certain minimum size requirements in order to provide sufficient treatment and stormwater storage.

Ponds and Lakes are highly effective stormwater treatment systems. Their effectiveness is related to the permanent volume of water in the Pond or Lake and overall time it takes for stormwater to pass through and out of the Pond or Lake System.

Cost for excavation, grading, landscape and shoreline planting can be moderate to high. Ponds and Lakes are often constructed on sites where fill is needed so the initial costs can be offset by a reduction in the costs of off-site fill material. Long-term maintenance costs are moderate and include maintenance of landscape and shoreline plant material. Stormwater facilities at the Pond or Lake including pipes and structures should be inspected periodically. Sand, silt, debris or trash should be removed as needed to assure efficiency.



## Lined Lakes, Ponds and Pools

are constructed with an impervious liner to prevent the infiltration and loss of usable water. This may be done for esthetic purposes to create a water feature at an elevation above normal water table elevations or may be associated with irrigation systems as a way to maximize the storage of irrigation quality water. The liner material is typically a specialized clay material or a plastic impervious mat or a combination of both that is constructed below the bottom of the Pond. Lined Ponds are often used as storage facilities for treated irrigation quality wastewater also called re-use or re-claimed water. Lined Ponds must have an overflow structure to allow for discharge once the maximum Pond storage capacity is reached.

Depending on the total retained water volume, a Lined Lake, Pond or Pool can be a very effective water quality treatment method, particularly if the stormwater volumes are re-used for irrigation.

Adding the liner increases the construction cost of a pond; but maintenance costs are similar for those of a standard Pond or Lake System. The water elevations must be monitored to identify problems with the impervious liner system. Cost to replace the liner can be substantial depending on the size of the Lake, Pond or Pool.

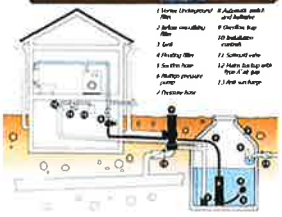
## Pools and Fountains

Decorative an aesthetic storage and treatment option that can be included as part of the landscaping features of development projects.

Pools and Fountains can contribute somewhat to the stormwater treatment process. The effectiveness of stormwater treatment with Pools and Fountains is relatively small and is related to the overall volume of water that can be stored and the ability of any aquatic vegetation in the system to absorb nutrients and stormwater pollutants. Screens, filters and sedimentation are used with Pools and Fountains to remove debris. Pools and Fountains normally have a separate pump and filter system with an overflow drain.

Costs for Pools and Fountains can vary depending upon how elaborate the systems are and whether they include sculptures and other artistic features. Pools and Fountains have moderate to extensive maintenance and includes cleaning filter systems, maintaining the pump systems and periodic removal of dirt, leaves and debris that may have accumulated.

## Stormwater Harvesting



**STORMWATER HARVESTING** is the reuse of stormwater runoff after it has been collected in some type of retention system. The use of Cisterns, Rain Barrels and other types of Stormwater Reuse system are examples of Stormwater Harvesting. Another method of Stormwater Harvesting is the draw down of stormwater runoff from ponds or lakes. Lake water levels will rise above their normal water level during storm events as runoff is collected and discharged into the lake. This retained volume can be used for irrigation or other non-potable water uses once the storm event is over.

Essentially, this type of Stormwater Harvesting system consists of a horizontal perforated well casing constructed along the side bank of a pond or lake. The stormwater runoff temporarily stored in the lake is filtered and treated as it is drawn through the soil material in the lake bank and is pumped out for use as landscape irrigation. The horizontal well system is designed to only draw down the lake to the normal water level and does not draw from deeper into the water table.

Since Stormwater Harvesting involves direct reuse of retained stormwater runoff, this method is a very effective water quality treatment method for reduction of pollutants and nutrients.

Initial construction costs are moderate to expensive depending on the size of the system. Regular on-going maintenance costs are relatively low and are similar to other irrigation well and pump systems. Since this type of system is dependent on stormwater runoff as a water source, it could be necessary to have a supplemental irrigation source during dry seasons.



## Cisterns

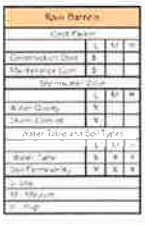
**CISTERNS** have been used for hundreds of years and are a method of collecting, storing and re-using stormwater runoff for multiple purposes. Cisterns use large above ground or underground storage tanks made of concrete, fiberglass, metal or plastic materials. Historically, Cisterns have been used to collect and store rainfall for drinking water and are still used for this purpose today. Generally, Cistern systems in Florida are used to store water for landscape irrigation. Cisterns are also often used for storing roof runoff to irrigate Green Roofs.

Cistern systems provide stormwater quality treatment and storm storage. The effectiveness is limited based upon the total stormwater runoff volume stored and re-used.

The construction cost for Cisterns depends upon the size and material used. Pre-fabricated fiberglass or plastic tanks are relatively inexpensive while pre-cast concrete tanks are more costly. Maintenance cost is relatively low. Periodic inspections are required for Cisterns to make sure that the systems are water-tight and functioning properly.



## Rain Barrels



**RAIN BARRELS** are a type of Cistern consisting of relatively small storage tanks that are connected to roof downspouts and collect rain runoff for re-use. The stored rainwater is normally used for landscape irrigation or other non-potable water uses. Normally Rain Barrels are made of plastic or fiberglass. Manufactured Rain Barrels come in a variety of shapes and colors and often come complete with a cover and/or screen, overflow piping and hose connections. Rain Barrels can also be home-made using readily available products and materials.

By storing and re-using rainfall, Rain Barrels provide an effective small scale method for reducing pollutant discharges in stormwater runoff. Since the stored water volume is limited, Rain Barrels are usually used on residential sites.

Installation cost for Rain Barrels is relatively low. Minimal maintenance is required for Rain Barrels and includes periodic inspections to assure the system is water-tight and functioning, and debris should be removed from the screen and tank as needed. As an additional precaution, a downspout filter can be installed to keep out leaves and other debris.



## Plastic Cellular Chambers

**PLASTIC CELLULAR UNDERGROUND CHAMBERS** are manufactured plastic cubic structures that can be inter-connected to form various shapes and sizes for underground storage and exfiltration of stormwater. These structures have open spaces on the top, bottom and sides to allow water to soak into the surrounding soils. Cellular Chambers can be located under parking areas, driveways and roadways. The strength of the Cellular units is in the top, bottom, sides and internal supports of each unit thereby providing as much as 90% of the total volume for storage of stormwater. Cellular Chambers are normally placed on a bed of rock with the entire structure wrapped with filter cloth to prevent sand, silt and sediment from entering the system. Underground exfiltration systems work best in highly permeable soils with a deep depth to the water table.

Installation of Plastic Cellular Exfiltration systems will reduce overall stormwater discharges thereby providing an effective water quality treatment method for reducing stormwater pollutants.

Construction costs of Cellular Chamber are relatively expensive but this expense is offset by the increase in developable land. Maintenance costs are moderate and include inspections of the Chamber system and vacuuming of debris on a semi-annual basis.

## Concrete Chambers

| Concrete Chambers | | | |
|---|---|---|---|
| Cost Factor | | | |
| Construction Cost | | | $ |
| Maintenance Cost | | $ | |
| Stormwater Pollutant Removal | | | |
| | L | M | H |
| Water Quality | | | ✓ |
| Quantity Control | | | ✓ |
| Water Table and Soil Types | | | |
| | L | M | H |
| Water Table | | | ✓ |
| Soil Permeability | | ✓ | |
| L - Low<br>M - Medium<br>H - High | | | |

Concrete Exfiltration Chambers consist of pre-cast or cast-in- place concrete chambers of various sizes that can be used for storing stormwater. As with other exfiltration systems, Concrete Chambers function best when the existing soils exhibit high permeability, and storage volumes can be maximized with deep water tables.

Exfiltration Chambers use retention and infiltration as an effective means of water treatment thereby substantially reducing off-site discharges of pollutant-laden stormwater.

Concrete Exfiltration Chambers can be expensive to construct but this cost can be offset by having more developable area. The area above the Chambers can be used for parking, driveways, roadways and other uses. Access ports, clean outs or manholes are typically installed with Concrete Chambers for inspection and maintenance. Maintenance cost is moderate and includes periodic inspections and to vacuum any accumulated silt or sediments.

## Plastic Arch Chambers

| Plastic Arch Chambers | | | |
|---|---|---|---|
| Cost Factor | | | |
| Construction Cost | | | $ |
| Maintenance Cost | | $ | |
| Stormwater Pollutant Removal | | | |
| | L | M | H |
| Water Quality | | | ✓ |
| Quantity Control | | | ✓ |
| Water Table and Soil Types | | | |
| | L | M | H |
| Water Table | | | ✓ |
| Soil Permeability | | ✓ | |
| L - Low<br>M - Medium<br>H - High | | | |

Plastic Arch Exfiltration Chambers are similar to standard Exfiltration Trenches but utilize corrugated Arch Chambers with open bottoms rather than perforated pipe. The corrugations provide structural strength and the Chambers are of various depths and storage capacities. As with Exfiltration Trenches, the Arch structures are usually enclosed in a rock bed surrounded with a filter cloth. Surface inlets direct stormwater to the underground Arch Chambers where the stored water soaks into the surrounding soil. Plastic Arch Chambers are best suited in soils with a high permeability and with a deep depth to the water table.

Using Plastic Arch Exfiltration Chambers is an effective stormwater treatment method. By storing and filtering stormwater, overall runoff volumes are reduced and therefore discharges of nutrients and other stormwater pollutants are also reduced.

Plastic Arch Chambers are expensive to construct but these costs are often offset by the available use of the surface area above the Chambers. Regularly scheduled maintenance is limited to visual inspections with cleaning and/or vacuuming as necessary on an annual or semi-annual basis.

# Filtration

FILTRATION is a method to direct water to a specific location to allow natural soils and plants and other man-made filtering systems to absorb pollutants from the stormwater. The efficiency of the process depends upon the type of soil, plant or device utilized in the process.

**Filtration Strategies**

- NATURAL PONDS AND LAKES
- NATURAL WETLANDS
- CONSTRUCTED WETLANDS
- BIO-RETENTION SWALES
- RAIN GARDENS
- LITTORAL ZONE PLANTING
- TREE BOX FILTERS
- ALGAE MAT
- GREEN ROOF
- VEGETATED FILTER STRIPS
- EXFILTRATION TRENCH
- SAND FILTERS
- ROCK SOAKING AREA
- FLOATING VEGETATED MATS
- VEGETATED WALL
- STORMWATER FILTERS
- INLET SCREENS, BAFFLES, SUMPS
- BAFFLE BOXES
- VORTEX SEPARATORS
- CHEMICAL (ALUM) TREATMENT

## Natural Ponds and Lakes

NATURAL PONDS AND LAKES are part of nature's water quality treatment, flood protection and stormwater management system. Natural Ponds and Lakes were established in low lying areas and remain with a permanent pool of water at all times. As part of re-development efforts, Natural Pond and Lakes can be incorporated into the stormwater systems to provide treatment, and storm storage and control with certain restrictions. Natural Ponds and Lakes are protected by local, state and federal regulations and, therefore use of these water bodies is subject to strict limitations.

Stormwater treatment efficiency in a Pond or Lake System is related to the confinement time within the Pond or Lake. The longer that stormwater is held in the Pond or Lake, the more nutrients that will be absorbed by biological and chemical processes.

Initial and long-term maintenance costs of Natural Ponds and Lakes consist of removal of exotic (non-native) invasive vegetation in the Pond or Lake and in the surrounding upland preserve.



## Natural Wetlands

NATURAL WETLANDS have developed naturally over time in locations subject to flooding that as a result have the soil types and water levels that support and maintain wetland vegetation. Wetland areas are a part of nature's stormwater treatment, storage and control system. Existing wetlands are protected and it is important to note that potential impacts to wetland areas are strictly governed by local, state and federal regulations.

Wetlands offer both stormwater storage and treatment. The plant materials absorb water and remove nutrients. They then hold stormwater for an extended time. With careful consideration, existing natural wetland areas can be incorporated within the framework of a stormwater "treatment train" as flow through areas. By incorporating wetland areas it may be possible to recharge and restore an area's natural hydrology. Man-made stormwater treatment areas (STAs) can be designed to mimic natural wetland systems and may also be utilized as part of the stormwater treatment process.

To maintain the health of a wetland, exotic plant materials must be removed. The initial cost to remove exotic plant material can be somewhat expensive depending on the level of infestation. However, on-going maintenance costs of wetlands are minimal, once controlled, and may include annual inspections and removal of any exotic vegetation as part of state or local permitting requirements.



## Constructed Wetlands

CONSTRUCTED WETLANDS, also known as stormwater treatment areas (STAs) can provide stormwater storage and treatment by the biological absorption of nutrients by the wetland vegetation. These benefits are similar to Natural Wetland Systems but are not subject to the strict preservation and protection criteria.

To assure viability, these areas are constructed with specific soil types and aquatic vegetation. Constructed Wetland Areas must be carefully designed to consider water table and rainfall patterns.

The construction costs for man-made wetland systems can be high due to the soil amendments and the specific wetland plant species selected. In addition, a temporary irrigation source is sometimes needed to ensure the initial establishment of the plant material. Maintenance costs for the initial grow-in time period can be moderate to high. Once the vegetation is fully established, the on-going maintenance costs for Constructed Wetlands are relatively low and consist of annual or semi-annual inspections of the wetland area and removal of any exotic (non-native) vegetation.



## Bio-Retention Swales

BIO-RETENTION SWALES are similar to standard swales but also include a swale block that acts as a dam to slow the flow of stormwater to retain it for a period of time. The swale blocks in Bio Retention Swales are typically constructed of earth with sod but can be further stabilized with the use of soil erosion fabric materials or mats.

Although some infiltration and treatment occurs in a standard swale section, the addition of swale blocks in a Bio-Retention Swale system provides for increased storage and infiltration into the underlying soils which results in an overall reduction of runoff and stormwater pollutants. The water quality treatment in a Bio-Retention Swale can be enhanced with the use of certain plant material similar to those used in a Rain Garden.

Bio-Retention Swales are somewhat expensive to construct when compared with typical swales because of the cost of the swale block. On-going maintenance costs are low and consists of mowing and maintenance of plants.

## Rain Gardens

RAIN GARDENS are low areas that store and clean stormwater. They function similarly to Dry Retention areas but provide the added benefit of a beautiful garden. Typically the plant choices are ornamental. Rain Gardens can be located in small areas along roadside swale areas, within medians and even in parking lots.

Rain Gardens provide an effective water quality treatment method as well as stormwater storage. Rain Gardens utilize specific plan materials that filter the water along with the soil. Depending on the existing soil types, it may be necessary to add more permeable soils for better infiltration.

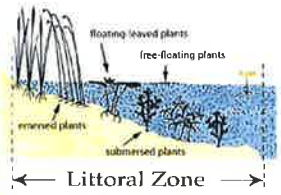
Initial costs of Rain Gardens are more expensive than Dry Retention areas because of the select plant materials; however on-going maintenance costs are relatively low. Rain Gardens require periodic maintenance that includes removal of dead and dying plant material and replacing it as needed. Depending on the plant materials selected, a supplemental irrigation source may be required to sustain the Rain Garden areas through the dry season.

## Littoral Zone Planting

The Littoral Zone of a pond or lake is the portion along the side bank from just above to just below the normal water level. The Littoral area usually consists of an extended shallow shelf planted with native aquatic vegetation both above and below the water level. The planting plan for the Littoral Zone should consider the normal fluctuation of the water level both on a storm by storm basis as well as wet to dry season variations.

Littoral Zone Planting not only creates a functional, efficient way of increasing the water quality treatment but also provides an esthetic enhancement to pond and lake banks. Planting the Littoral Zone can provide additional water quality treatment beyond the level of treatment provided by the lake itself. The biological uptake by the aquatic plant material removes additional nutrients. Littoral Zone Planting also provides additional native habitat both above and below the water line.

The initial costs for Littoral Zone Planting can be relatively high depending upon the plant material selected. On-going maintenance is required to ensure the survivability of the plant materials and to remove and replace dead and dying vegetation to prevent the decomposing plants from releasing the nutrients absorbed by the vegetation back into the pond.






## Tree Box Filters

TREE BOX FILTERS are similar to manufactured sand filter units but add a vegetation component for both esthetics as well as additional biological treatment. Tree Box Filters typically are individual units designed with specific soil material along with carefully selected trees, shrubs or other types of vegetation. Stormwater is directed into the Tree Box system where it filters down through the soil removing trash, debris, leaves and other matter while the plant material absorbs nutrients. Underdrains collect the treated stormwater after it passes through the filter media and either discharges the treated water to a stormwater pipe or swale system, or is collected in a cistern or other storage system for irrigation or other types of re use. Due to the relatively small area needed, Tree Box Filters can be installed or retrofitted in urban settings. Tree Box Filters are designed, like other filter systems, for a certain flow rate and usually must have an overflow or by- pass system for larger storm events.

Because of the vegetation aspects of Tree Box Filters, this type of treatment system is more effective than a simple sand filter system in removing dissolved nutrients. Some Tree Box Filters have an initial sedimentation basin area that provides some limited stormwater storage but typically, storm storage and control must be provided in other facilities.

Costs for installation are low to moderate for new construction but may be higher for retrofit areas where existing facilities are affected. As with other types of filters and stormwater inlet devices, periodic maintenance is required to remove accumulated debris. Maintenance of the vegetation is also required.

## Algae Mat

ALGAE MATS are a method of water quality treatment that uses biological absorption of nutrients by various forms of algae. The Algae Mat system is based on pumping a controlled thin layer of stormwater over a relatively flat area covered with a mat where algae have been established. The algae grow vigorously under these conditions, absorbing the nutrients from the stormwater.

Since the Algae Mats themselves do not provide storage of stormwater, this method of treatment must be coupled with storage and pumping facilities. Depending of the flow volume to be treated, a relatively large area is needed for the algae mats to allow for the slow sheets of stormwater flow necessary to effectively remove nutrients.

The maintenance costs are high as the algae must be harvested and removed as often as once a week. The harvested algae are not wasted. It can be composted into a soil enhancement material or cattle feed. The harvested algae can also be marketed as a source for conversion into bio-fuels.

The initial costs for an Algae Mat Treatment System are high. The initial and long-term costs make the use of Algae Mat Treatment systems unpractical for smaller applications.

## Green Roof

**GREEN ROOFS** feature a roof-top garden that provides stormwater treatment and storage. Carefully selected vegetation and soils collect and clean rainwater by absorbing nutrients. It is recommended that Green Roofs consist of Florida native vegetation and drought tolerant plants. When planning for a Green Roof, the design should be made to accommodate the additional weight from the soil and plant materials. Also, the Green Roof must be designed to prevent wind uplift of the soil media and vegetation. In order to insure the long-term viability of the Green Roof vegetation, an irrigation system should be included in the Green Roof design.

The initial construction cost of a Green Roof is greater than a conventional roof because of the additional structural requirements and cost to install the soil, plant and irrigation. Studies have indicated that additional cost for Green Roof systems can be recovered over time due through savings of heating and air conditioning costs as these roofs offer an insulating affect of the soil and plant materials. Green Roofs also have a longer lifespan than conventional roof systems. Maintenance requirements for Green Roofs are similar to other landscape areas and include periodic inspections of the plant material, irrigation system and the roof drainage system. Dead and dying plants should be removed along with weeds and other non-native plants. It also may be necessary to supplement the soil periodically.



## Vegetated Filter Strips

**VEGETATED FILTER STRIPS** are long, linear landscaped areas along roadsides. Vegetated Filter Strips are similar to Rain Gardens but they lack the aesthetic plant material found in Rain Gardens. Vegetated Filter Strips are often an initial part of a "Treatment Train" and are combined with other stormwater practices to provide enhanced treatment and storage of stormwater.

Due to the limited width, Filter Strip areas are usually shallow and provide limited stormwater storage. Rather than discharging stormwater from paved and roofed surfaces directly into inlets, runoff can be diverted into and across the Filter Strip providing filtration and treatment by the plant materials.

Like other landscaped areas, Filter Strips require periodic maintenance. A supplemental irrigation source may be needed during the dry season, especially when drought-tolerant native plant species are not utilized.



## Exfiltration Trench

TYPICAL EXFILTRATION TRENCH

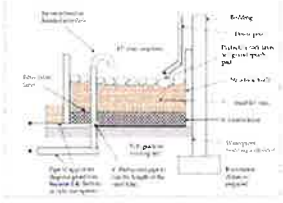
**EXFILTRATION TRENCHES** consist of stormwater facilities that direct runoff to an underground system that allows water to soak into the surrounding soils. Exfiltration Trench systems include surface inlets connected to an underground piping system that is surrounded by rock material. Exfiltration system pipes may be concrete, metal or plastic with slots or perforations that allow water to flow out of the pipe into the rock and then into the soil.

Stormwater storage is provided within the pipe itself and also in the void space within the rock material. Exfiltration Trenches function best in areas with highly permeable soils and with a deep depth to the water table. Exfiltration Trenches provide an effective water quality treatment method by holding stormwater runoff and allowing the soils to filter it, thereby reducing discharges to surface waters and reducing pollutant loadings.

Construction of Exfiltration Trenches is generally more expensive than surface storage. But this expense can be offset by providing more developable land. Maintenance is moderate and includes periodic observations to assure the Exfiltration Trenches are functioning properly. Vacuuming is also required to remove sediments, debris and trash that accumulate.



## Sand Filters



**SAND FILTERS** systems have been used for treatment of potable water, wastewater and stormwater for many years. Typically, Sand Filters for stormwater systems operate by gravity and include specifically graded clean sands placed in a basin with an inflow control and an underdrain system. Stormwater is directed onto the surface and is filtered as it flows through the sand media. Sand Filters can be located on the surface or can be constructed in underground chambers. Usually some type of upstream pre-treatment screen, baffle and/or sedimentation chamber is included in the Filter design to remove trash, leaves, debris and larger sediments that would quickly clog the pores in the sand media. Sand Filters are designed for a specific maximum flow rate and therefore bypass and overflow facilities must be included for larger or more intense storm events.

Sand Filters can be constructed in many different sizes and shapes to accommodate specific site requirements. There are several manufacturers of pre-fabricated Sand Filter units with or without sedimentation basins or as an alternative, Sand Filters can be constructed in place.

Construction costs for Sand Filters can be relatively low to moderately expensive depending on the size of the system and type of structure used and whether the system is constructed on the surface or underground. Maintenance cost is moderate and includes removal and replacement of the filter media.

## Rock Soaking Area

are often used to enhance the storage and infiltration capabilities of existing soils. These Areas are constructed at the ground surface but can be at the bottom of a depressed area. As stormwater flows across the rock surface, it fills the void spaces between the rocks and is filtered by the surrounding soils.

Rock Soakage Areas are an effective way to reduce stormwater pollutants by intercepting stormwater before it goes off-site and filtering it.

Rock Soakage Areas are reasonably inexpensive to construct, and maintenance is minimal. However, as the void spaces in the rock become clogged, it may be necessary to remove some or all of the rock and either replace it with new material or wash out the fine silt and sand before returning it to the Soakage Area.

## Floating Vegetated Mats

are an efficient way of increasing the water quality treatment capacity within a wet retention/detention system. Floating Vegetated Mats are a system of mat material that floats on the water surface of a pond or lake. The Mats are anchored to the lake bottom or along the side of the lake and can rise and fall with the water level. Aquatic plants are carefully selected and inserted in openings in the Mats with the root systems extended into the water. As these plants grow, the submerged root systems absorb and remove nutrients biologically.

The Mats not only improve the water quality in a lake system but also create additional habitat for birds and fish.

The initial and annual replacement costs are relatively high for the Floating Mat and plant materials depending on the size of the system. Once installed, there is little on-going maintenance needed. The plant material is harvested and replaced with new plant material once or twice a year. The harvested plant material is not wasted. It can be composted and used to enrich soil.

## Vegetated Wall

or GREEN WALL SYSTEMS are similar to Green Roof Systems but are constructed vertically along a wall surface. Supporting framework is needed to hold the soil and vegetation in place. The vegetated wall is watered through stormwater that flows down through the soil/plant matrix from roof areas.

Vegetated Walls offer both stormwater storage and treatment. The soil reduces overall runoff volumes because it absorbs and filters the rainwater as it trickles down the wall system. Plant materials must be carefully selected to assure that the plants selected can thrive on the wall surface and that the plants provide maximum absorption of nutrients and other pollutants.

The construction cost for a vegetated wall is more expensive than a conventional wall because of the added costs for structural framing, soil, and vegetation and irrigation system. However, the vegetated wall provides insulating benefits which offset the additional cost. Cost for on-going maintenance is relatively moderate but becomes more difficult as the wall height increases.

Maintenance includes regular inspections of the landscape area and routine maintenance of plant material, soil and irrigations system.

## Stormwater Filters

units. Some Filters are designed for specific types of stormwater pollutants (i.e. oils, grease and other hydrocarbons) while other types of Filter units are for general removal of sands, silts and other matter. There are different types of filter media used including fabrics, sand media as well as special proprietary media for specific stormwater constituents.

Stormwater Filters are quite effective in removing sediments, trash and debris from stormwater runoff but must be maintained on a regular basis to prevent the accumulated materials from simply passing through when the capacity is reached. Filter systems are designed with an overflow or by pass to allow runoff to pass during larger storm events. The by pass also allows flows to continue if the Filters become clogged. Although Stormwater Inlet Devices can help keep significant amounts of sediments and organic matter out of stormwater discharges, these types of systems generally have a very small effect on dissolved nutrients.

The cost for installation of Stormwater Filter systems is moderately expensive depending on the type of filter and whether it is a complete unit or an insert into an existing structure. Stormwater Filters require regular inspections and removal of accumulated sand, sediment and debris. Maintenance cost is moderate and is done by hand or with a vacuum system. It can be necessary to periodically replace the Filter units or if the Filter utilizes sand or other media, remove and replace the Filter media.

## Inlet Screens, Baffles, Sumps

Standard stormwater inlets are concrete structures with a surface grate and/or slot at the surface designed to collect stormwater and release it through a pipe system. By adding [illegible] to the inlet, debris and sediments can be captured and kept out of the stormwater stream. Screens for inlets are usually made of metal or plastic with mesh openings that allow water to pass but collect larger sized debris. A baffle is a vertical covering across the pipe opening that extends below the bottom of the pipe to keep floating debris out of the pipe system. A sump is an extended basin at the bottom of the inlet where some of the sands and larger sediments can settle out and collect.

Screens, Baffles and Sumps are the initial part of a stormwater treatment train and improve water quality by removing larger particles upstream of other stormwater facilities. The treatment level of Screens, Baffles and Sumps is limited and suspended solids, nutrients and other stormwater pollutants generally pass through these inlet devices.

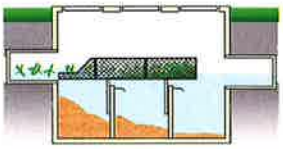
Inlet Screens, Baffles and Sumps are a relatively inexpensive to construct and can be easily retrofitted into existing structures. Maintenance costs are moderate and consist of regular inspections and removal of accumulated debris and sediments by hand in shallower inlets, or by a vacuum truck for deeper or less accessible inlet structures.

## Baffle Boxes

[illegible] are pre-cast (or cast-in-place) underground tanks usually made of concrete that are separated with internal valve walls into two or more compartments. The inlet piping in a typical Baffle Box is normally fitted with a screen device to separate out large debris, leaves and trash. The Baffles trap silts, sands and sediments and allow them to settle to the bottom of the box. The internal valves also prevent floating materials that may pass through the screen from discharging out of the system. Baffle Box systems include a by-pass system also allows stormwater flows to continue through the system if screens and baffles become clogged with debris.

Baffle Boxes are often retrofitted to the downstream section of an existing stormwater treatment train as a water quality treatment method. These types of systems are very effective in removing silt and sediment as well as floating debris from stormwater runoff but are not a very efficient method for removing dissolved pollutants and nutrients.

Construction costs are moderate, and there are several manufacturers of pre-fabricated Baffle Box systems. Maintenance costs can be high and include monthly inspections and vacuuming as needed to remove trash and debris from the screens. Typically this is done with a vacuum truck system.





## Vortex Separators

[illegible] **are a type of manufactured** stormwater device for the removal of sand and **sediments from stormwater runoff. The circular** design of vortex systems creates a swirling pattern that forces sediments and debris to the outside perimeter by centrifugal force. The separated materials then settle into an attached chamber where they are held for eventual removal. Typically, Vortex Separators have an overflow or by-pass system to allow runoff to pass during larger storm events.

Vortex Separators are effective in removing sand, sediments, trash, debris and larger organic matter (leaves, etc.) from stormwater runoff but have little removal effects on dissolved solids and nutrients.

Vortex Separators are moderately expensive to install and require regular inspections and removal of accumulated sand, sediment and debris. Installation can be as attachments to existing systems or as separate units in new construction. Typically the maintenance of these devices is done with a vacuum system.

## Chemical (Alum) Treatment

Various [illegible] have been used over the years for treatment of stormwater and drinking water. The injection of alum (aluminum sulfate) into stormwater runoff is the most common chemical used for stormwater treatment. Once mixed into the stormwater, these chemicals combine with nutrients, suspended solids, heavy metals and other materials to create larger particles that can settle out of the water column. The effectiveness is related to the confinement time in the system. This type of treatment can be done on a small scale with settling tanks but for stormwater, the chemical treatment is often injected prior to larger stormwater retention/detention systems.

Although chemical treatment of stormwater is an effective method for reducing pollutants in stormwater, this method is not often used on small scale operations.

The initial costs for chemical treatment of stormwater can be expensive, requiring carefully controlled pumps and monitoring systems to insure correct application. There are also relatively high on going costs for chemical materials as well as operation and maintenance.

# Modules





## How to Use

DESIGN MODULES illustrate stormwater management within typical roadway sections found in the Martin County Community Redevelopment Areas. The series of Design Modules consist of three roadway sizes with uses defined as typical, best management and innovative. The expected outcome would be to provide examples of using stormwater tools that inspire future redevelopment. In each case, stormwater treatment and storage is demonstrated above and below ground through visual graphics and supplementary explanation of key development issues that may rise out of each Design Module.

As with all development, land use is optimized to provide higher rates of return by implementing smart stormwater tools. Density may increase creating higher investment opportunities while providing the community a place to flourish.

Applied Strategies: *These keys link the strategies in the sections to the strategies identified in the report*

Street Section: *Typical sections to deomonstrate implementation*

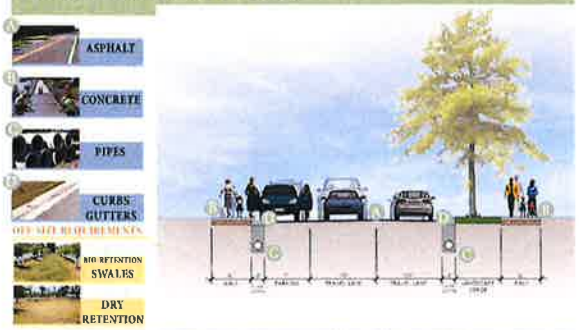
Perspectives: *To deomonstrate the various Innovative Management Strategies. These illustrative perspectives provide a clear vision on how each various strategies are applied*

STREET SECTIONS

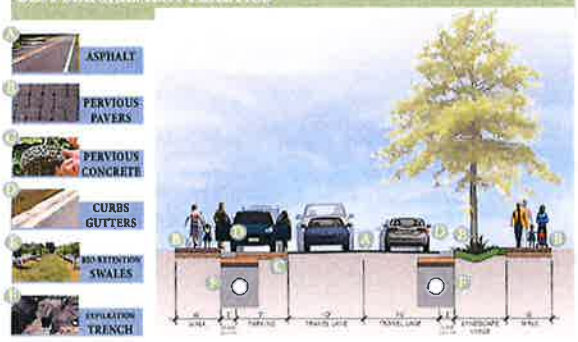
Street sections are presented in three ways: typical design, best management practice which illustrates use of some sustainable practices, and innovative management which illustrates use of several sustainable tools combined. The report illustrates three typical right of way widths: 50 feet, 80 feet and 100 feet.

50' Roadway Section

TYPICAL MANAGEMENT PRACTICE




BEST MANAGEMENT PRACTICE





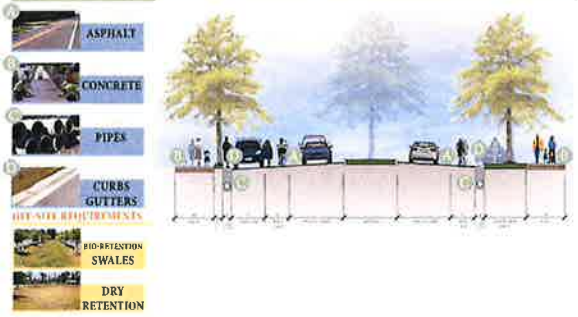

50' Roadway Section

## Innovative Management

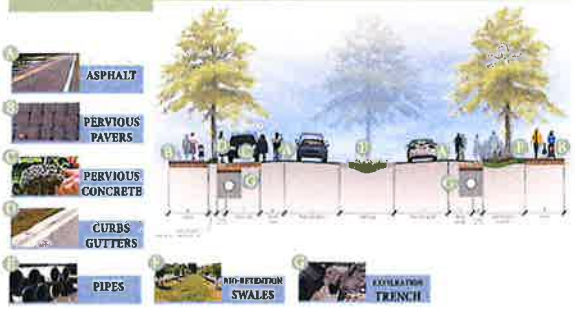
APPLIED STRATEGIES

80' Roadway Section

TYPICAL MANAGEMENT PRACTICE




BEST MANAGEMENT PRACTICE





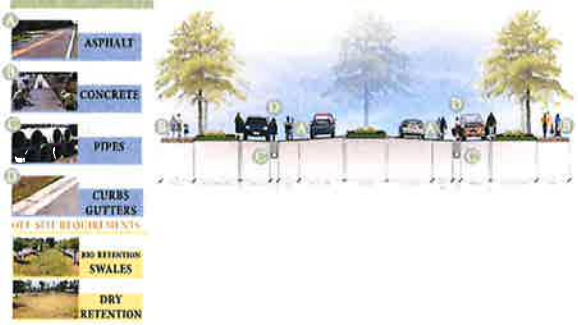

80' Roadway Section

## Innovative Management

APPLIED STRATEGIES

100' Roadway Section

TYPICAL MANAGEMENT PRACTICE




BEST MANAGEMENT PRACTICE

83

100' Roadway Section

# Innovative Management

APPLIED STRATEGIES

84

# Implementation

85

86

## Mixing Materials

The stormwater management tools presented in this report provides a broad range of materials and techniques to manage stormwater. These tools can be combined and mixed to not only achieve maximum stormwater management, but also infinite possibilities and character.

Once the desires for cost, soil types, and treatment options, have been established, then multiple materials and tools can be combined. This allows for variety, and the creation of unique places. This will not only create improved water quality in the Martin County Community Redevelopment Areas, but will also provide the natural variety that makes each one of our Redevelopment Areas unique.

Below are examples of projects that combined materials to maximize the management and treatment of stormwater. Each provides a unique atheistic character.



# Next Steps

This is a living document, and it will be updated as stormwater management systems evolve. In preparing this document, the staff of the Community Development Department was inspired to continue the process and explore ways to demonstrate lessons that were learned in compiling the report. It is our intent to:

- Review and organize for endorsement from South Florida Water Management District
- Collaborate with Martin County Departments to update standards and regulations to allow implementation by developers
- Present to Martin County Community Redevelopment Agency for adoption
- Present to Martin County Board of County Commissioners for adoption
- Seek alternative funding mechanisms to implement demonstration projects
- Partner with a local developer and manufacturer of these systems for demonstrations and research data as required
- Provide educational sessions to the public on utilizing these strategies
- Implement innovative strategies into a pilot project

# Acknowledgements

This report was compiled utilizing expertise of several community partners whom without their resources and support could not have been possible. The Community Development would like to acknowledge the following:

**COMMUNITY DEVELOPMENT STAFF**
**Kev Freeman,** Director
**Bonnie Landry,** AICP, CNU-A, Community Development Specialist
**Sarah Rose Henke,** PE, LEED, Community Redevelopment Project Engineer
**Nakeischea Smith,** AICP, Community Development Specialist
**Edward Erfurt,** Urban Designer

**SOUTH FLORIDA WATER MANAGEMENT DISTRICT**

**MARTIN COUNTY BOARD OF COUNTY COMMISSIONERS**

**KIMLEY-HORN AND ASSOCIATES, INC.**

**CREECH ENGINEERS, INC**

**DUANY PLATER-ZYBERK & COMPANY**

**UNIVERSITY OF CENTRAL FLORIDA**

**JULIE PREAST, ED PREAST, INC.**

**VERTEX DESIGN GROUP**

**MONTGOMERY COUNTY, MARYLAND**

**R.A. SMITH NATIONAL**



SOUTH FLORIDA WATER MANAGEMENT DISTRICT

February 8 2012

Martin County Community Redevelopment Agency
Kevin Freeman Director
2401 SE Monterey Road
Stuart, Florida 34996

**Subject** Stormwater Design Toolkit

Dear Mr Freeman

The South Florida Water Management District (D sfwd) thanks you for the opportunity to review and comment on the Martin County Community Redevelopment Agency's (Agency) ***Stormwater Design Toolkit – Sustainable Stormwater Update to the Community Redevelopment Area Stormwater Master Plan***

The County completed the "Toolkit" document in support of the Stormwater Master Plan for the Community Redevelopment Areas (CRAs) of Martin County This effort was undertaken to provide stormwater improvements while continuing to meet the goals of the Agency The document is a collection of approaches and methodolog es for treating and managing stormwater including an inventory of strategies wh ch may be used independently and in combination to provide water quality treatment and stormwater attenuation

The District supports the Agency's efforts to improve water quality with the production of this document Our review found it to be a useful tool providing strategies that can assist in the stormwater management component of Agency projects

The South Florida Water Management District commends the Martin County Community Redevelopment Agency for completing this document supporting the restoration and sustainability of water resources in South Florida

Sincerely

Hugo A Carter P E
Engineer Supervisor
Okeechobee Martin/St Lucie Regulatory Division
South Florida Water Management Distrct

HAC/hc

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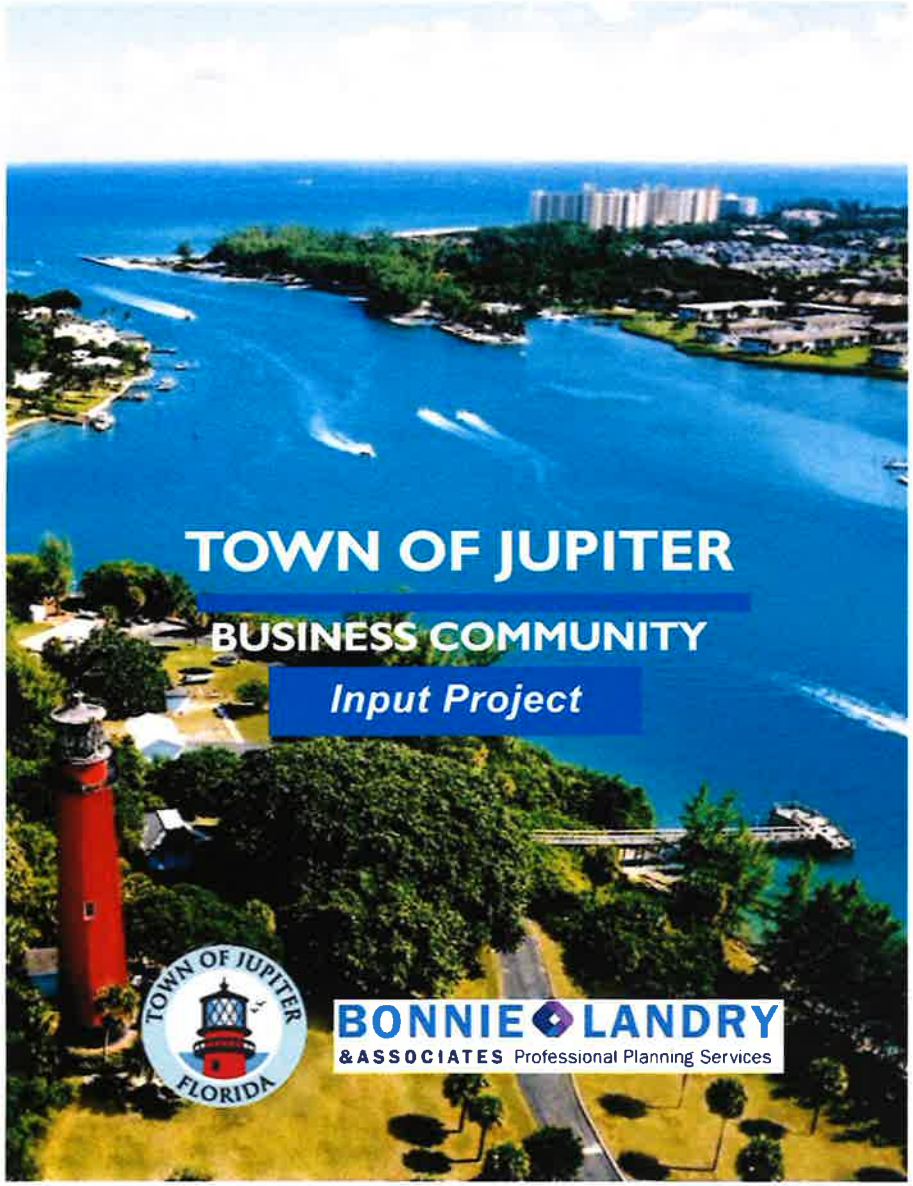

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# ACKNOWLEDGEMENTS

Thank you to the following businesses for taking the time from your busy schedules to meet with Bonnie C. Landry and Associates, P.A. to share your experiences and views. We appreciate your important contribution to the local economy and your participation in this project.

**Avstar Fuel, Ron Weaver** *Large business*
**Barefoot Yoga, Carol Serna** *Small business*
**Frameworks, Linda Osso** *Small business*
**Fresh Aire UV, Chris Willette & Ron Saunders** *Large business*
**Jupiter Business Center, Nancy Schintzius** *Small business*
**Jupiter Drugs, Marc Barba** *Medium business*
**Liberty Book Store, Thorne Donnelley** *Small business*
**Lidberg Land Surveying, David Lidberg** *Medium business*
**Lynora's, Matthew Brown** *Small business*
**Maurice's Furnishings, Maurice Jonker** *Large business*
**Metro Embroidery, Rick Golightly** *Medium business*
**Papichulo Tacos, Cleve Mash** *Medium business*
**Power Systems Manufacturing, Brian Pietrzyk & Charles Biondo** *Large business*
**Smith and Deshields, Todd Hendershot** *Large business*
**Subculture Coffee, Shaun Zitani** *Medium business*
**Suzy Q's Diner, Suzy Stevens** *Small business*
**The Bistro, Declan Hoctor** *Medium business*
**Vet Surgery Center, Danita Bohle** *Small business*

Also, a special thank you to the Town Council and Staff Members for developing this project that gives a voice to the local businesses.

**Todd Wodraska,** *Mayor*
**Cameron May,** *Vice Mayor*
**Ron Delaney,** *Councilor*
**Ilan Kaufer,** *Councilor*
**Jim Kuretski,** *Councilor*
**Matt Benoit,** *Town Manager*
**Kate Moretto,** *Senior Director, External Customer Service*





Town of Jupiter
*Business Community Input Project*

# PROJECT OVERVIEW

**STRONG LOCAL ECONOMY**

- Promote the revitalization of Cypress Drive.
- Seek feedback from the business community.

The Business Community Input Project is the result of the Fiscal Year 2021-2022 Strategic Plan adopted March 2, 2021. The plan included strategic initiatives and action plans to achieve the set goals. One of the strategic results in the plan is a "strong local economy". Specifically, the plan included an initiative that called for the Town to contract with a third-party contractor to learn how the Town can support local businesses.

Each winter, the Town Council and staff update the Town's Strategic Plan which allows for new initiatives to be introduced and helps to ensure that staff is working toward objectives that meet the goals Town Council has set for the community.

Once the Strategic Plan is updated each year, the budget is developed to ensure that initiatives prioritized in the Strategic Plan are funded and resourced. To learn more about the Town budget click this link to view.

The Town of Jupiter understands that the Jupiter business community is the heart of the local economy. To that end, the Town developed the Business Community Input Project. The project involved hiring a third-party consultant to interview a diverse sample of the more than 3,0000 local businesses. The aim was to learn ways that the Town could support local businesses through programs, policies, and regulations.

This innovative project was comprised of four phases:

- Phase I: Environmental Scan (Data Collection and Analysis)
- Phase II: Selection of Targeted Businesses for Interview Phase
- Phase III: Face-to-Face Interviews
- Phase IV: Report and Recommendations

# EXECUTIVE SUMMARY

Bonnie C. Landry and Associates, P.A., a professional planning firm based in Stuart, FL, was hired to interview a sample of Jupiter businesses (small, medium and large) to learn about their needs and how the Town can support them. The result was an impartial observation of the business climate and recommended strategies toward meeting local business needs. Although it was not the focus of the report, there was some discussion about the Town's programs to assist businesses during the Covid-19 pandemic and the effect of the pandemic on these businesses. A love for the Town's beauty and desire for flexibility of programs, processes and regulations were ongoing themes heard in the discussions. All interviewed acknowledged the need for regulations because it keeps Jupiter quaint and beautiful.

All the businesses interviewed conveyed their appreciation to the Town for designing the project as it gave them a direct line to the decision-makers. They liked the open-ended format as it allowed them to talk about their unique businesses and perspectives. Many of those interviewed expressed a desire for this communication to continue and suggested establishing focus groups to continue the discussion and provide a platform to network and share ideas with the Town and other local businesses.

The businesses interviewed were selected because of their industry group, location, and size. The selection process was conducted in Phases I and II.

### Phase I: Environmental Scan (Data Collection and Analysis)

To understand the demographics of the business community, the consultant reviewed existing Town data including the 2021 Business Tax Receipts (formerly known as Occupational License), as well as recent studies and surveys conducted by various Town departments. This first phase provided a foundation to understand current trends. The database was sorted by business size, industry group, and geographic location.



Town of Jupiter
*Business Community Input Project*

### Phase II: Selection of Targeted Businesses for Interview Phase

Phase II identified the key industry groups represented and randomly selected businesses for further study. The project team visited sixty (60) businesses to hand deliver a letter which introduced the project, informed the business that had been selected for the study, and asked if they would like to participate. A final list of 22 interview appointments were scheduled from this first visit.

Phases III and IV were the heart of the project, the interviews, and the report.

### Phase III: Face-to-Face Interviews

In Phase III, the project team interviewed the businesses wishing to participate in the study. The businesses represented a wide variety of industry groups of different sizes that were geographically dispersed. The interviewers used guided discussion to learn about the relationships between local businesses and the Town of Jupiter. Eighteen (18) businesses were interviewed representing three size categories (small, medium, and large) evenly dispersed throughout the Town.

**Phase IV: Report and Recommendations**

Data collected throughout the project was summarized and includes action items for the Town Council's consideration.

**Recommendation 1: Coffee with the Mayor** – An open forum for the business owners to network with other businesses and the Town.

**Recommendation 2: Designate a Town Business Navigator** – A staff member to guide businesses through Town programs and processes.

**Recommendation 3: Public Education Campaign** – A collaborative effort of Code and Enforcement and Planning and Zoning Departments to provide information about regulations (what is allowed and what is prohibited) in the Town.

**Recommendation 4: Review of the Sign Code** - Conduct a workshop for businesses from this study to discuss challenges with sign code.

**Recommendation 5: Streamline the Special Events Process** – Review the Special Events Permit process and look for efficiencies.

**Recommendation 6: Review of Building Standards in Industrial-Zoned Properties** – Collaborate with the large businesses from the project who expressed challenges with the cost and difficulty in busines expansion.

**Recommendation 7: Establish Regular Communication with Local Businesses** – Consider publishing regular communication targeted to local business owners.

**Recommendation 8: Visit Project Participants in Six (6) Months** – Conduct follow up meetings with the participants in this project to gauge the progress made toward the business-Town relationship.





Town of Jupiter
*Business Community Input Project*

# *REPORT OF FINDINGS*

## PHASE I ENVIRONMENTAL SCAN

Phase I was an environmental scan. It is important to note that the project did not include a comprehensive market study. The scan would be a high-level review of available data sets from which the best targets to interview would be selected for the report. For the initial data set, the project team interviewed the Senior Director, External Customer Service to learn about ongoing initiatives available to local businesses.

During this first phase, the project team was provided with data sets from the Town such as recent Business Tax Receipt (BTR) reports, links to the Town's social media accounts and recent studies and surveys conducted by various Town Departments to review and summarize.

The BTR list revealed that there are more than 3,000 businesses, a majority of which are small businesses, which were sorted by industry type. Based on this, demographics and trends were reviewed to select the best targets for the interviews that would provide the most balanced report of current conditions for local businesses.

With a focus on the BTR database, the project team sorted the data by industry group and geographic location. Once segmented, the consultant looked for key industry groups and their locations. Identification of top contributing industries to the area is a helpful facet so that the targets selected for Phase II would ensure representative voices so the local businesses could lend their insights.

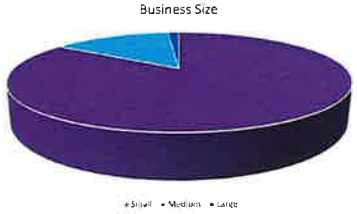
Top Industries Identified Included:

- Real estate establishments
- Food and beverage services
- Home-based businesses
- Professional offices physicians, dentists, and other
- Wholesale trade businesses
- Services to buildings and dwellings (A/C repair, pest control, cleaning services)
- Hospitals

## PHASE II SELECTION OF TARGETS

Once the initial data set had been segmented, the next step was to further reduce the list of businesses. The list was then filtered by the top industries identified in Phase I with the addition of industries targeted by the strategic plan: biological project/pharmaceutical, manufacturing, and light industrial and research and development. Internet based businesses and businesses that were based out of town were not included in the study.

This reduced the list from three thousand (3,000) to just under two thousand (2,000). This list of one-thousand nine hundred sixteen (1,916) was then segmented by business size so that there would be a good mix of small, medium, and large businesses. Research showed that defining business size can be done by various factors such as industry type from the North American Industry Classification System (NAICS) standards for business sizes, annual sales, and number of employees. This phase of segmentation can be tricky as this type of data is not readily available and small business would be defined differently in a large city versus a town the size of Jupiter. A one size fits all approach simply does not work. In consultation with Town staff, the decision was made to define business size by total building square footage for each business. This data set was collected as part of the BTR process.




The project team established following thresholds for business size:

- Small businesses - 0-2,000 square feet
- Medium - 2,001-9,999 square feet
- Large -10,000 or more square feet







## PHASE III INITIAL VISITS AND INTERVIEWS

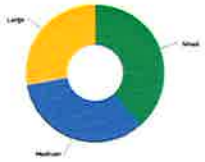
### Initial Visit

The goal for the final report was to interview at least eighteen (18) businesses. To that end, the project team selected sixty-four (64) targeted businesses from each industry group of the one-thousand nine hundred sixteen (1,916) businesses. The businesses selected were mapped to demonstrate that their locations were geographically diverse. Business visitations involved a two-member team to visit all targeted business owners and ask open-ended questions. The personal visit resulted in the business owner feeling the most appreciated. Many expressed their appreciation to the Town for developing the project.

From this list of sixty-four (64), the project team reached sixty-one (61) businesses for the initial contact stage. Some businesses were closed, or the key contact was unavailable. Those businesses reached were notified that they had been selected for the study. Each business was given an introduction letter which explained the general purpose of the study and included an expected time commitment by the participant, as well as a consent form to participate which gave time-slot preferences. This paperwork was hand-delivered to each business to develop a rapport and increase the likelihood of participation. If the business was interested in participating, the contact selected the best time of day for interview and were contacted the following day. Out of the sixty-one (61) businesses visited, very few declined but many said they could not yet commit to the project and required follow up calls. Each of the businesses that expressed interest in participating in the study were contacted to set up a meeting the following week.

## Interviews

The week following the initial visits, the project team conducted fifteen (15) minute face-to-face interviews from the list of interested parties. Eighteen (18) business leaders were interviewed representing different business sizes (small, medium, and large) and geographic locations throughout the Town of Jupiter.



In-person interviews were selected for the study rather than surveys because of the following benefits:

- Higher rate of participation
- Ability to ask follow-up questions and explore answers with participants
- Ability for respondents to get clarification of the questions
- Visits yield more qualitative data and fewer "no response" or skipped questions

The Town utilized the consultant for this project to have the participants feel free discussing all matters, knowing the interviewer was not a part of the Town's staff. This approach proved to be successful as those interviewed were open and frank. The project team developed a list of open-ended questions to be asked of each participant. Follow up questions were asked when needed. During the interview, participants were educated on existing initiatives for local businesses. This proved helpful as some of the initiatives did not directly involve the business owner, so many were happy to learn the ways that the Town was already assisting them. Although it was not a focus, one question inquired about the effect of the Covid-19 pandemic on their business.



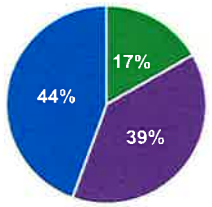


Town of Jupiter
*Business Community Input Project*

## Background of the Participants

The interview began with ice-breaking questions about years in business or how the business began. This set a relaxed tone to put the business owner at ease. This question revealed that many of the businesses interviewed were established businesses and many were growing rapidly.

**Years in Business**



## INTERVIEW GUIDE

The project team utilized an interview "guide" to provide consistency with what was asked. One of the themes identified in the project development phase was what exactly does "business friendly" mean to the businesses. The second theme was to learn about programs, policies, and regulation changes that the Town can put into place to further strengthen local businesses. In addition to this focus, the interviews ended with the question, "What, if anything, would you like to tell the Town about that we have not asked you?"

The interview guide included the following talking points:

- What does it mean for your local government to be "business friendly"?
- Based on your definition of "business friendly", how do you feel Jupiter is doing?
- Are you familiar with the assistance Jupiter offered to businesses during the pandemic last year?
- Do you think there enough flexibility in the regulations to allow you to do what you need to do as a business?
- Do you think there a good balance between regulations and maintaining standards within the community?
- Do you have an example of a regulation that you have faced, that you'd like to provide some feedback?



Town of Jupiter
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Each interview was timed to honor the commitment made in the introduction letter of "not more than fifteen (15) minutes. The interviewee was informed when the fifteen (15) minutes were up. They had the option to go past the time constraint if they had more to share. Many of the participants said they felt the Town cared about them because they initiated this project and felt "heard". The project team sent a "thank you" letter to all participants and let them know that they would be sent a link to the final report.

# PHASE IV REPORT AND RECOMMENDATIONS

The following is a summary of findings discovered throughout the project: analysis of data; summary of inputs from selected businesses; and recommendations to the Town of Jupiter Council for their consideration. Although there was a series of questions, the key focus was to define "business friendly" and understand the business's perception of local codes and regulations and how they affect them. A complete list of answers can be viewed in the appendices of this document.

## What does "business friendly" mean?

The consistent message was to have helpful staff that facilitate business growth. Sample answers included:

- Flexible signage
- Government that does not hinder growth
- Don't create rules and regulations that are too restrictive
- Offer incentives to attract new business
- Promotion of small businesses
- Excellent customer service
- Fast permitting
- Collaboration

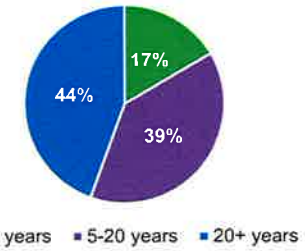
## Is there enough flexibility in the regulations for you to do your business?

- Signage comments
  - Would like to have more signage near the street
  - Code enforcement removed my signs
  - Not enough flexibility with signage; had a cool 1970s sign and they wanted to modernize it
  - Would like more signage
  - Would like flag-like signs to be allowed
  - Signage is challenging
  - Parking and signs in general are challenging
- Landscaping regulations are an expensive component for development
- Would like event process to be easier
- Enforcement seems inconsistent
- Everything is done perfectly
- Stop building and keep Jupiter small
- Should be flexible with redevelopment projects
- Afraid to have events because of possibility of noise complaints
- Good balance between regulations and development; likes green space result

## Background of the Participants

The ice-breaker question revealed that many of the businesses interviewed were established businesses and growing rapidly. Many had been in business for more than twenty (20) years.

**Years in Business**



**Town of Jupiter**
*Business Community Input Project*

## STRENGTHS, WEAKNESSES, OPPORTUNITIES, AND THREATS (SWOT) ANALYSIS

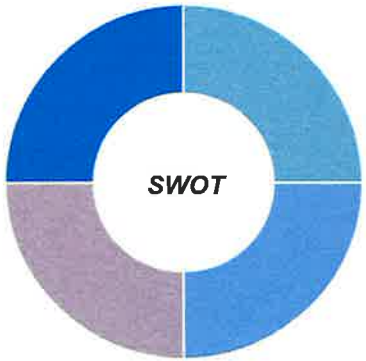
The following SWOT Analysis summarizes themes gathered from comments from the local businesses about the Town of Jupiter. The themes are categorized into internal factors - Strengths and Weaknesses and external factors Opportunities and Threats.

### STRENGTHS

- Beautiful Town
- Great people
- People want to be here
- High Standards
- Good law enforcement/safe
- Friendly staff
- Strong Town Council

### OPPORTUNITIES

- Businesses are strong
- Businesses have steady growth
- Business owners want to be involved
- Businesses would like ongoing communication
- Want to be navigated through the processes




### WEAKNESSES

- Permitting and Development Processes
- Sign Code not flexible
- Difficulty planning Special Events
- Feel lost in the processes
- Perceived inequity with Code Enforcement

### THREATS

- Lack of available locations for large businesses to grow
- Need more parking
- Need more directional signage
- Expensive to Develop
- Need better public transportation

# RECOMMENDATIONS FOR TOWN COUNCIL CONSIDERATION

**Recommendation 1: Coffee with the Mayor**

The businesses interviewed expressed their appreciation to the Town for the outreach efforts of this project. Many said it made them feel valued. Several of the businesses wanted to continue the discussion. Some of the business owners even volunteered to host and/or be a member of a focus group.

Based upon this, the project team recommends:

- The Town develop a forum for local businesses to interact with Town Council: "Coffee with the Mayor"
- Contact the businesses who expressed interest
- Format would be a relaxed discussion on a regular basis to collaborate with other businesses and share ideas with the Town Council.

The focus group model:

- Good format for testing new ideas
- Can be a good platform to understand local businesses and identify key ideas/concepts
- Could help the Town better understand the business population
- Gives the businesses the opportunity to have face to face interaction with the Council
- Provide opportunities to explore related and unanticipated topics as they arise





Town of Jupiter
*Business Community Input Project*

**Recommendation 2: Designate a Town Business Navigator**

An ongoing theme heard at the interviews was businesses feeling lost in the processes, particularly with obtaining building permits, completing development applications, and permitting special events. Some said it would be helpful if there was an experienced employee who could navigate them through these processes. As business owners, they are more focused with their day-to-day operations and not getting through Town processes. The Town could consider designating a Business Navigator who would guide business through the land development entitlement, special event permitting and building permit process. The Business Navigator would be the go-to person to direct the business to the correct department, guide them through the process, be the liaison between the Town and the business; assist with paperwork, and answer ongoing questions. If the Town implements a focus group such as "Coffee with the Mayor," this same position would coordinate this forum.

- The Town Council could consider adding a new staff position or adding this role to an existing position.

**Recommendation 3: Public Education Campaign**

There were many comments about Code Enforcement. Although the businesses understand the need to enforce the code, there was a perception that it was not enforced equitability. The project team acknowledges that in some cases, perceptions about Code Enforcement involve a lack of understanding about the Code itself. Much of the comments were related to signage. The project team recommends that the Town develop an education campaign involving Code Enforcement and Planning & Zoning to explain the allowable signage, explain the difference between temporary and permanent signs, and explain the prohibited signage types. Providing more education may result in better compliance from the businesses.

- Conduct an internal workshop with Code Enforcement and Planning & Zoning staff to discuss code enforcement issues
- Have the two departments collaborate to develop a one-page sign guide with illustrations of what is allowed and what is prohibited

**Recommendation 4: Review of the Sign Code**

There were many comments about the sign regulations. Although many acknowledged that a strong code creates a beautiful town, some expressed a lack of flexibility to advertise their business. The project team recommends that the sign code be reviewed for context sensitivity to see if there are opportunities to add flexibility to the code, particularly in areas off the main streets. Some of the businesses located in the business park and industrial areas stated that customers had difficulty locating the business or cannot locate the building because there is not enough signage from the main road.

- Conduct a workshop for businesses from this study to discuss challenges with sign code
- Prepare amendments to the sign code if needed
- Consider assisting businesses by creating attractive wayfinding signage along main roadways.

Town of Jupiter
*Business Community Input Project*

**Recommendation 5: Streamline the Special Events Process**

There were concerns raised about the special events permitting process. Special permits are temporary uses that require approval by the Town. One business interviewed said the process was so cumbersome that they did not pursue the event. The recommendation is to review the process and look for ways to make it easier and faster to complete.

- Staff meet with the businesses who expressed difficulty to identify ways to improve the process
- Consider changes to streamline the process
- Consider developing a fact sheet to guide businesses through the special event permit process
- Utilize Business Navigator to assist the business through the process.

**Recommendation 6: Review of Building Standards in Industrial-Zoned Properties**

At least three of the large businesses interviewed were growing at such a fast pace they were running out of space in which to grow. Out of necessity, they expanded by leasing surrounding buildings which makes it difficult for departments to communicate. Some of these businesses interviewed said they may be forced to re-locate out of the area due to lack of space. One business interviewed recommended the Town consider relaxing the building heights, just in the Industrial areas - particularly those that are not adjacent to residential-zoned properties.

The project team recommends that the Town review the building standards for Industrial-zoned properties to see if there are opportunities to allow more intensity for these sites than currently allowed. The industrial businesses have two challenges: They stated there is not enough space to expand horizontally and the expansion within the Town is expensive because of the cost of land.

- Meet with the businesses who expressed these concerns (all located in the Industrial Park)
- Review the code related to Industrial-Zoning
- Consider changes to make it easier for industrial business to expand yet remain in the Town





Town of Jupiter
*Business Community Input Project*

**Recommendation 7: Establish Regular Communication with Local Businesses**

Some of the businesses wanted to stay connected to the Town and suggested an electronic communication with them on a regular basis. One thing identified is that business owners were not aware of the programs to assist, such as a waived business tax receipt and two months of water bills removed. If there was a publication specifically for the owner-level, they would be more connected with the Town. Most of them did not know about the incentives because they have a bookkeeper or office manager who handles the bills.

- Establish a quarterly business newsletter
- Update the email list for businesses to ensure a broad reach of the communication

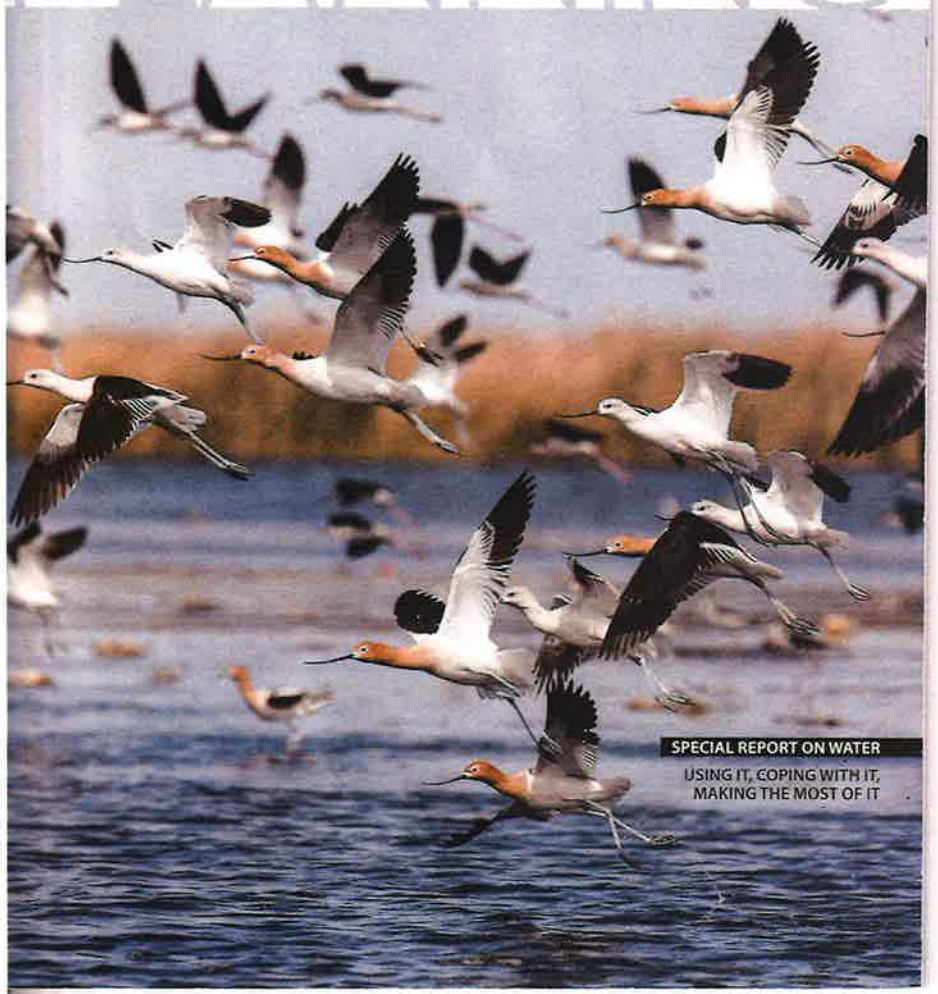
**Recommendation 8: Visit Project Participants in Six (6) Months**

Many of the businesses expressed desire to participate in a further study. It would be interesting to see how they react to the changes, if any, that are made as a result of this outreach and to see if they have additional ideas to share with the Town Council.

- Schedule follow up visits in six (6) months
- Develop a brief report summarizing the results and provide to the Town Council

THE MAGAZINE OF THE AMERICAN PLANNING ASSOCIATION AUGUST/SEPTEMBER 2013

PLANNING




# Breaking Down the (Jersey) Barriers

Building something beautiful and safe on a Florida waterfront. *By* Bonnie Landry, AICP

IT ALL STARTED IN FEBRUARY 2011 AS A CHALLENGE FROM MY COWORKER, Edward W. Erfurt IV, an urban designer. He and I were on a site visit to Port Salerno, Florida, on a bridge overlooking a canal where public art was soon to be installed. As my colleague gazed at the site, he commented on the poor quality of the art "canvas," an 80-foot-long, solid concrete Jersey barrier at the water's edge. "It's too bad that we are installing the art there," he said. "I wonder if we could convince the engineering department to take that barrier down."

**The challenge was on**

Port Salerno, on the east coast of Florida, north of West Palm Beach, is home to the last commercial fishing dock in Martin County. The waterfront community is known for its beautiful water access and is designated as a Florida Waterfront Community by the Waterfronts Florida Program. That initiative helps the state's coastal communities to revitalize their working waterfronts by providing resources and technical assistance in four priority areas: public access, hazard mitigation, environmental and cultural resources protection, and enhancing the viable traditional economy.

Now Port Salerno is also home to a waterfront pedestrian plaza that has spurred local business development and provided even better access to the water.

The Manatee Pocket Gateway project resulted from an ongoing partnership between a multidisciplinary team and an innovative community redevelopment agency. Government, the private sector, businesses, and residents came together to make this project possible.

**Crafting the concept—and the team**

Before approaching the county engineering department, we needed information. What questions would the engineers have? What safety concerns would there be?

As an urban designer and a professional planner in the Martin County Community Development Department, my colleague and I both saw the potential benefit of opening the access and view to the beautiful waterfront. We were concerned, though, that our engineering counterparts would just see the waterway as a hazard. After all, the Jersey barrier is there for safety: to keep cars and pedestrians from falling into the water.

I asked my colleague to make a rough sketch that could be used as a visual when we met with key decision makers. We met the traffic engineer and deputy county engineer on-site—with the sketch and a measuring tape in hand. At this meeting we determined that the project was feasible if four on-street parking spaces were sacrificed—to make a larger plaza and keep adequate separation between cars and people. The engineers also recommended adding an eight-inch vertical curb for safety's sake. This first and biggest hurdle went very smoothly—which was encouraging.

We then approached the director of our agency, Kev Freeman. He loved the idea and gave us the green light to proceed with a full design. Enter Keith Pelan, AICP, a planner and landscape architect. Using the original sketch, he developed a more detailed concept and storyboard to use in our meetings with stakeholders.

The idea was this: Replace the solid barrier with a railing that both incorporated the public art and was transparent enough to let people feel connected to the water. His design also considered required distances between the travel lane, pedestrians, and the waterway. This distance was easy to achieve by transforming parking spaces into a public plaza. The speed limit for this road was already at 35 miles per hour, which would be compatible for the plaza. To provide the new canvas, the sketch suggested dividing the art into two pieces that would attach to a cable railing.

The resulting concept was a 1,580-square-foot pedestrian plaza measuring 117 feet by 13.5 feet. It included key nautical elements such as shade structures shaped as stingrays, bollards shaped as lighthouses, and benches with bridge-shaped base elements that honored the project's waterfront location.

A water-themed gate would connect pedestrians to the rest of the Manatee Pocket Boardwalk, which wraps around the popular waterway. The consultant also included a cable railing along the water that was designed to meet the engineers' safety requirements.

The plaza and boardwalk, completed this year, cost $275,000. Funding came from a combination of tax increment financing and public art grants.

**Consensus building**

The key to the success of any project is inclusion of all of the stakeholders. The new plaza would be adjacent to a successful waterfront restaurant, Manatee Island Bar and Grill. What better place to hold the first meeting? In attendance were the restaurant owners, the artist, the urban designer, the landscape architect, the deputy county engineer, and me, the planner.

It was important to put all the concerns on the table and address each one. Not surprisingly, the restaurant owners were concerned about reduced parking (from the loss of four on-street parking spaces). We assured them that the greater visibility and improved access to the restaurant would more than make up for the decrease in parking spaces.

With increased foot traffic and the new access point from the plaza, the restaurant owners agreed to install an additional hostess stand. County staff assured them that the contractor would do the loudest and dustiest portions of construction at times other than the lunch and dinner rush hours.

While stakeholder outreach was proceeding, artist Sue Lampert was busy modifying the artwork to fit the new design. Her original concept involved a solid aluminum gate embellished with various sea creatures that would be welded to the existing Jersey barrier. In the new concept—with the Jersey barrier removed—the smaller fish would be inlaid in the concrete plaza and other sea life would be affixed to the concrete pedestals holding the shade structures.

To marry the new art with the bridge, it was proposed that the artwork be divided into two pieces, creating a gate that would lead to a ramp along the bridge and down to a boardwalk next to the restaurant. While it did take some doing to convince the artist that the change from one solid piece to a two-piece gate would still honor her original design, Keith Pelan's rendering was so detailed that she could easily envision how the art piece would actually be enhanced.

With no new objections from the engineering department, the concept went to the Port Salerno Neighborhood Advisory Committee and the Community Redevelopment Agency board. Both groups unanimously supported the project.

The strong lines of communication between the project manager, the artist, the business owners, the engineering department, and the landscape architect continued as the project progressed. This included daily e-mails, phone calls, and site visits. Without this collaboration, the project would never have been completed.

Port Salerno's new plaza is a huge improvement. Ocean-themed public art defines the space and a cable railing opens up views and access to the celebrated waterfront.

**Ultimately, a success**

Construction got under way in November 2011 and was managed by Sarah Henke, the CRA's civil engineer, who has extensive experience in context-sensitive design. Near the end of construction, I received a call from the restaurant owners. They were so happy with the project that they offered to pay for the construction of a boardwalk next to their business that would end at the newly installed Manatee Pocket Gateway. As the CRA already had plans to construct the extension, the owners benefited from a fully designed and permitted project, while the CRA saved construction costs—a win-win result.

When completed, the project got rave reviews from the residents, elected officials, the artist, the engineers, and the surrounding businesses. The restaurant owners reported a 25 percent increase in business because patrons could enter the establishment directly from the Manatee Pocket Gateway. Now the restaurant owners place several dining chairs along the edge of the plaza, using it as an extension of their business.

This project has taught me a valuable lesson, namely that the key to a successful community project is to include the stakeholders early on and throughout the process. I also learned that with visioning, partnership, and creativity, opportunities can be found in the most unlikely places. Even a place as mundane as four on-street parking stalls and a Jersey barrier can become something special. ■

Bonnie Landry is a senior planner in Martin County, Florida. She is also accredited by the Congress for the New Urbanism.

PHOTOS COURTESY MARTIN COUNTY BOARD OF COUNTY COMMISSIONERS





Village of Indiantown

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Indiantown, FL 34956
Phone: 772-201-5056

Mailing address:
PO Box398
Indiantown, FL 34956

VILLAGE OF INDIANTOWN ESTABLISHED 2017 FLORIDA

# Community Redevelopment Agency

# Finding of Necessity Report

**November 30, 2018**

**Prepared by Bonnie C. Landry, AICP**

**blandry@indiantown.org**

BONNIE LANDRY
& ASSOCIATES Professional Planning Services

### Village Council

Susan Gibbs Thomas, Mayor

Guyton Stone, Vice Mayor

Jackie Gary Clarke

Anthony D. Dowling

Janet Hernández

### Village Administration

Teresa Lamar-Sarno, Village Manager

Wade Vose, Village Attorney

Cherie White, Village Clerk





Village of Indiantown CRA Finding of Necessity

## History and Background

Martin County established the 5,200-acre Indiantown Community Redevelopment Area (CRA) in 2002 as part of the County Community Redevelopment Agency. The Indiantown Redevelopment Plan was drafted in December of 2002 and adopted on May 13, 2003 by the Martin County Board of County Commissioners. Between 2002 and 2017, the Martin County CRA implemented several projects in the CRA plan, investing $3.4 Million in Indiantown. Most notable was Carter Park, a joint project of the Martin County CRA, Martin County Engineering, Martin County Habitat for Humanity and the Martin County Boys and Girls Club. Located between 173rd Avenue and SW 174th Court, North of West Farm Road, the approximately $2.3 Million project included 40 homes built by Habitat for Humanity. In addition, a Total Maximum Daily Load (TMDL) grant from the Department of Environmental Protection addressed storm water runoff treatment and pollution reduction in the project area.

On December 31, 2017, the Village of Indiantown was established, comprising much of the Indiantown CRA area. With the incorporation of the Village, the CRA area is no longer under the County's jurisdiction. With the boundaries of the municipality and the Indiantown CRA no longer congruent, the Indiantown CRA needed to sunset.

At its April 26, 2018 meeting, the Village of Indiantown Council voted to request that the Martin County Community Redevelopment Agency and the Martin County Board of County Commission sunset the Indiantown Community Redevelopment Area. On August 14, 2018, the Martin County Board of County Commissioners held an advertised Public Hearing to consider the Indiantown CRA, passing a motion to dissolve the Indiantown CRA.

Despite successful projects like the Carter Park development and other investments, much of the vision for the Indiantown CRA remains unfulfilled. Inadequate street layout, unsanitary conditions, and deteriorating structures continue to hamper both quality of life and redevelopment opportunities.

To effectively correct these obstacles and deliver on the promise of the Village of Indiantown and its residents, the Village Council proposes to establish a Community Redevelopment Agency as authorized by Florida State Statute 163. This report will demonstrate that the proposed CRA area meets the requirements for "blight" and "slum" as described in the statute.





Village of Indiantown CRA Finding of Necessity

## Legal Requirements

Florida Statute Section 163.340 establishes requirements for the Finding of Necessity as follows:

**163.355 Finding of necessity by county or municipality.**—No county or municipality shall exercise the community redevelopment authority conferred by this part until after the governing body has adopted a resolution, supported by data and analysis, which makes a legislative finding that the conditions in the area meet the criteria described in s. 163.340(7) or (8).

The resolution must state that:

(1) One or more slum or blighted areas, or one or more areas in which there is a shortage of housing affordable to residents of low or moderate income, including the elderly, exist in such county or municipality; and

(2) The rehabilitation, conservation, or redevelopment, or a combination thereof, of such area or areas, including, if appropriate, the development of housing which residents of low or moderate income, including the elderly, can afford, is necessary in the interest of the public health, safety, morals, or welfare of the residents of such county or municipality.

**163.340 Definitions.**—The following terms, wherever used or referred to in this part, have the following meanings:

(7) "Slum area" means an area having physical or economic conditions conducive to disease, infant mortality, juvenile delinquency, poverty, or crime because there is a predominance of buildings or improvements, whether residential or nonresidential, which are impaired by reason of dilapidation, deterioration, age, or obsolescence, and exhibiting one or more of the following factors:

(a) Inadequate provision for ventilation, light, air, sanitation, or open spaces;

(b) High density of population, compared to the population density of adjacent areas within the county or municipality; and overcrowding, as indicated by government-maintained statistics or other studies and the requirements of the Florida Building Code; or

(c) The existence of conditions that endanger life or property by fire or other causes.

(8) "Blighted area" means an area in which there are a substantial number of deteriorated or deteriorating structures; in which conditions, as indicated by government-maintained statistics or other studies, endanger life or property or are leading to economic distress; and in which two or more of the following factors are present:

(a) Predominance of defective or inadequate street layout, parking facilities, roadways, bridges, or public transportation facilities.

(b) Aggregate assessed values of real property in the area for ad valorem tax purposes have failed to show any appreciable increase over the 5 years prior to the finding of such conditions.

(c) Faulty lot layout in relation to size, adequacy, accessibility, or usefulness.

(d) Unsanitary or unsafe conditions.

(e) Deterioration of site or other improvements.

(f) Inadequate and outdated building density patterns.

(g) Falling lease rates per square foot of office, commercial, or industrial space compared to the remainder of the county or municipality.

(h) Tax or special assessment delinquency exceeding the fair value of the land.



Village of Indiantown CRA Finding of Necessity

(i) Residential and commercial vacancy rates higher in the area than in the remainder of the county or municipality.

(j) Incidence of crime in the area higher than in the remainder of the county or municipality.

(k) Fire and emergency medical service calls to the area proportionately higher than in the remainder of the county or municipality.

(l) A greater number of violations of the Florida Building Code in the area than the number of violations recorded in the remainder of the county or municipality.

(m) Diversity of ownership or defective or unusual conditions of title which prevent the free alienability of land within the deteriorated or hazardous area.

(n) Governmentally owned property with adverse environmental conditions caused by a public or private entity.

(o) A substantial number or percentage of properties damaged by sinkhole activity which have not been adequately repaired or stabilized.

However, the term "blighted area" also means any area in which at least one of the factors identified in paragraphs (a) through (o) is present and all taxing authorities subject to s. 163.387(2)(a) agree, either by interlocal agreement with the agency or by resolution, that the area is blighted. Such agreement or resolution must be limited to a determination that the area is blighted. For purposes of qualifying for the tax credits authorized in chapter 220, "blighted area" means an area as defined in this subsection.

## Methodology

In the Fall of 2018, a study of existing conditions in the proposed Community Redevelopment Agency area was completed to evaluate the presence of slum and blight conditions as defined by Florida Statute Section 163.340.

The study included:

- A review of historical data from the recently sunsetted Indiantown CRA
- Analysis of current data from the Martin County Property Appraiser, Martin County Tax Collector, Martin County CRA, and the Village of Indiantown
- Field observations in the proposed CRA area
- Collection of photographic evidence in the proposed CRA area

This report documents the findings of the study in the context of Florida Statute Section 163.340 and provides a final recommendation to the Village Council.





## Analysis of Slum Conditions

Florida Statute Section 163 establishes three criteria for establishing physical or economic slum conditions. One or more criteria must be met to establish a need for a CRA. The study of the proposed CRA area found two of the three criteria as described below.

(a) Inadequate provision for ventilation, light, air, **sanitation** or open spaces;

The criterion of inadequate sanitation is established by the lack of adequate access to water and sewer lines in sections of the proposed CRA area. Lack of sewer and water connections directly leads to inadequate sanitation.

(c) The existence of **conditions that endanger life or property by** fire or **other causes**.

This criterion is established by multiple conditions documented by this study:

- Roadway infrastructure – Poor infrastructure on some roadways in the proposed CRA area leads to flooding, endangering property along the affected roadways and the safety of those using them.
- Dilapidated buildings – The poor condition of many structures in the proposed CRA area endangers life and property.
- Abandoned vehicles – The presence of abandoned vehicles on properties in the proposed CRA area constitute a hazard to life and property.

## Analysis of Blight Conditions

Florida Statute Section 163 establishes 15 criteria for recognizing a blighted area. Two or more criteria must be met to establish a need for a CRA. Review of structures and conditions in the proposed CRA area identified three qualifying criteria as described below.

(a) Predominance of **defective or inadequate street layout**, parking facilities, **roadways**, bridges, or public transportation facilities;

Inadequate street layout and infrastructure in the proposed CRA area contribute to a lack of safety and development opportunities:

- Many neighborhoods are designed on individual grids without interconnectivity and can only be reached via Warfield Boulevard, preventing development.
- Lack of sidewalks. crosswalks, streetlights, and traffic signals leads to unsafe conditions for both motorists and pedestrians.
- Lack of water and sewer lines and connections limits development potential.
- Inadequate infrastructure and lack of maintenance leads to flooding and other hazardous driving conditions.

(d) **Unsanitary or unsafe conditions**

As established in **Analysis of Slum Conditions**, a lack of adequate access to water and sewer lines in sections of the proposed CRA area leads to unsafe, unsanitary conditions. Flooding on roadways and along canals also constitutes a lack of safety for people and property. Both contribute to blight and limit development opportunities in the area.

**(e) Deterioration of site or other improvements;**





The study revealed a prevalence of commercial and residential property in disrepair or other states of deterioration. Antiquated and inadequate structures further encourage disinvestment in the area.

## Conclusions and Recommendations

The proposed CRA area meets and exceeds the Finding of Necessity criteria established in Florida Statute Section 163.340. Specifically, the area meets two criterion for "slum" conditions and three criteria for "blight" conditions.

Accordingly, it is the recommendation of this report that the Indiantown Village Council approve this Finding of Necessity and move forward to establish the Village of Indiantown CRA.



Village of Indiantown CRA Finding of Necessity

## Exhibit 1: Map of Proposed CRA Area

*To be inserted*

## Exhibit 2: Representative Photos of Conditions

Figure 1

Figure 2

Figure 3

Figure 4

Figure 5

Figure 6

Figure 7

Figure 8

Figure 9

Figure 10

Figure 11

Figure 12

Figure 13

Figure 14

Figure 15

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Figure 17

Figure 18





Village of Indiantown CRA Finding of Necessity

Figure 19

Figure 20

Figure 21

Figure 22

Figure 23

Figure 24

Figure 25

Figure 26

Figure 27

Figure 28

Figure 29

"Request for Statement of Qualifications (RFQ#105-2021) to Engage a Consult
Experienced in Community Redevelopment Agency Planning to Evaluate, Rev
and Update the Community Redevelopment Agency Plan for the Town of L
Park in Lake Park, FL"

10-04-21P01:44 RCVD

Monday October 4,2021 - Town of Lake Park, FL

# RFQ 105-2021 Response

**Respondent Contact Information:**
BusinessFlare LLC
1175 NE 125th Street, Suite 601 North Miami, FL 33161
Kevin Crowder, Principal I 305-281-2279 I kevin@businessflare.net
www.businessflare.net I BusinessFlare® also has offices in Fort Lauderdale and New Port Richey.

BUSINESS FLARE®
Economic Development Solutions
Maximize Your Marketplace

*"If we analyze the operations of scenes of beauty upon the mind, and consider the intimate relation of the mind upon the nervous system and the whole physical economy, the action and reaction which constantly occur between bodily and mental conditions, the reinvigoration which results from such scenes is readily comprehended -- The enjoyment of scenery employs the mind without fatigue and yet exercises it; tranquilizes it and yet enlivens it; and thus, through the influence of the mind over the body gives the effect of refreshing rest and reinvigoration to the whole system."*

Frederick Law Olmstead

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Oct. 4, 2021
Attn: Mrs. Vivian Mendez, MMZ, Town Clerk
Town of Lake Park Office of Town Clerk
535 Park Avenue, Lake Park, FL 33403

BUSINESS FLARE®
Economic Development Solutions
Maximixe Your Marketplace

**REQUEST FOR STATEMENT OF QUALIFICATIONS (RFQ 105-2021)**

Dear Mrs. Mendez,

BusinessFlare® LLC is pleased to submit to the Town of Lake Park our proposal to engage as an experienced consultant to the Community Redevelopment Agency (CRA) to evaluate, revise, and update the Community Redevelopment Agency Plan. Enclosed in this document is our summary of qualifications, professional experience, approach, a detailed schedule and timeline, project team, references, and itemized pricing that addressed points listed in the RFQ.

**Our team would be honored to assist the Town in achieving the community/ CRA vision by creating a sustainable economy and reaching quality of life goals and objectives as stipulated in Chapter 163 Part III of The 2021 Florida Statutes.**

We will be pleased to work with the Town administration to create a thriving CRA downtown area with opportunities for entrepreneurs, businesses, job creation, a mix of uses, placemaking destinations, affordability, lush landscaping, a lively historic main street environment, and a diversified tax base.

This project will be co-managed by Farrell Tiller, Economic Development Specialist, and Camilo Lopez, Research & Strategic Planner. Farrell is a former resident of Lake Park and currently lives in Palm Beach Shores. He may be reached at 561-281-8777 and farrell@businessflare.net. Camilo has previous experience working with the Town and may be reached at 954-696-4106 and camilo@businessflare.net. This project will also have the guidance of BusinessFlare® Principal, Kevin Crowder, CeCD, and senior partner and community engagement professional Charita Allen among other key collaborators. We are a small boutique consulting firm with vast experience in CRA planning and we are dedicated to and selective with our clients.

Sincerely,

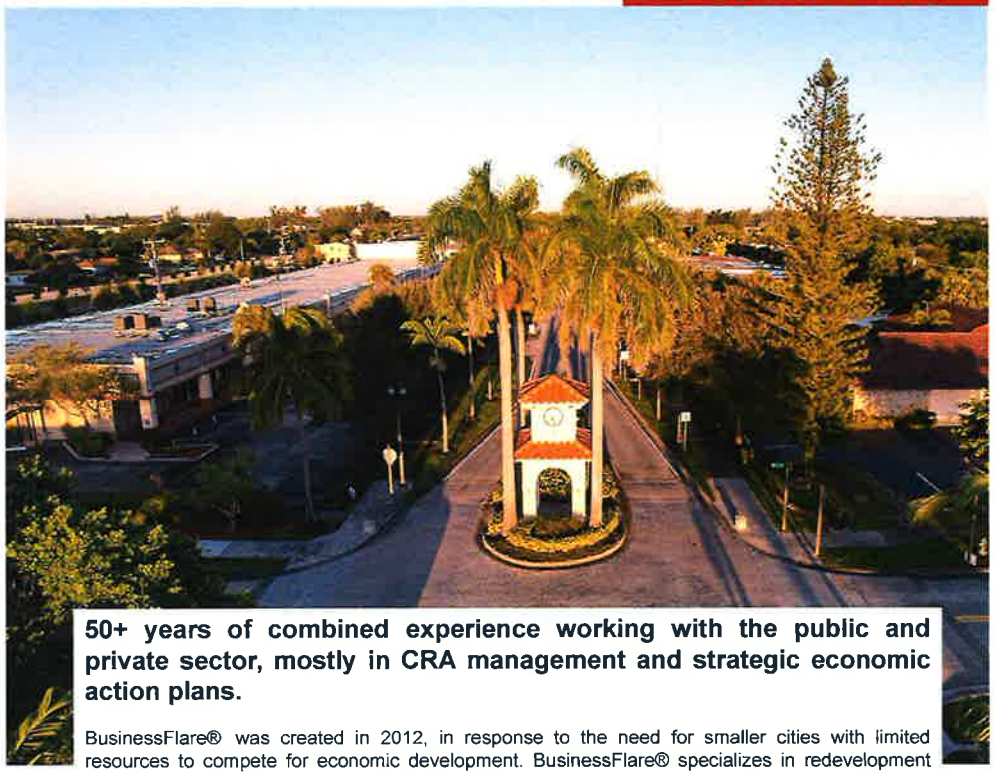
Kevin S Crowder

**Kevin Crowder, Principal**
BusinessFlare® LLC
"Economic Development Solutions"

* * *
* * *
* * *

TAB 1

## Summary of Qualifications



**50+ years of combined experience working with the public and private sector, mostly in CRA management and strategic economic action plans.**

BusinessFlare® was created in 2012, in response to the need for smaller cities with limited resources to compete for economic development. BusinessFlare® specializes in redevelopment planning and implementation, collectively during their careers, our core team has written or assisted in writing 20+ redevelopment plans. We have facilitated CRA creation and extensions, finding of necessities, and CRA boundary expansions. BusinessFlare® maintains a deep understanding of Florida Statute Chapter 163 and principal Kevin Crowder is a former chair of the Florida Redevelopment Association's Legislative Committee and has been involved in recent amendments to the Redevelopment Act.

BusinessFlare® was originally created and trademarked in 2012 as an approach to economic development, and originally operated as Neighborhood Equity Strategies LLC (NES). Principal Kevin Crowder continued using the BusinessFlare® Approach during his time under a different redevelopment firm from 2013-2018, and rebranded NES as BusinessFlare® LLC when he reformed it in 2018.

Summary of Qualifications

## About Us

BusinessFlare® is a consulting firm that helps municipalities get ahead of the market and grow smarter than the competition. The BusinessFlare® Approach is a trademarked, proven approach to economic development and redevelopment planning and ultimately successful implementation. The approach is based on the evaluation of, and the adoption of strategies to improve six (6) areas of economic development influence: Investment Drivers, Business Climate Themes, Community Connections, Key Opportunities, Economic Development Values, and Implementation.

BusinessFlare® integrates market reality into a local government's strategic plan, annual budget process and day-to-day operations. It is practical methodology we use to identify an effective strategy that efficiently utilizes staff resources. Through sound planning and implementation, BusinessFlare® has assisted municipality clients in attracting real estate investment, growing new and existing businesses, retaining affordable housing, reducing vacant storefronts, establishing viable public-private partnerships, improving quality of life, and helping to create new jobs.

Economic Development is inevitable, but where it occurs is not. So, we focus on the key drivers of investment, combining a realistic evaluation of the real world influence a local government has over each driver with recognition of the influences that are beyond the local government's control. This is essential to identify strategies that truly encourage economic growth and strengthen credibility, customer service and cash flow potential.

BusinessFlare® will follow this three (3) components as guiding principles for this project as stipulated in the RFQ:

TIMELESS DESIGN
VISIONARY PROJECTS
INNOVATIVE URBANISTS

As innovative urbanists, we have a special affinity for main street/downtown areas, walkable communities, historic preservation and economic sustainability which has attracted us to Lake Park. Lake Park is unique in the sense that it is the only municipality in Northern Palm Beach County that has a traditional main street environment (Park Avenue). BusinessFlare® has been following the renaissance of Park Avenue, the Marina, and overall Town and we believe the area has the potential to become one of South Florida's greatest redevelopment success stories.

**Leadership Team Experience:**

Principal-in-Charge Kevin Crowder, 27 years
Senior Associate Charita Allen, 17 years
Project Manager Farrell Tiller, 7 years
Co-Manager and Task Leader Camilo Lopez, 8 years
Operations Manager Alicia Alleyne, 15 years
Senior Planner Rachel Bach, AICP, 25 years
Brand and Public Safety Ken Stapleton, 30 years

Team resumes are included in Tab 5 – Project Team. The full BusinessFlare® team has significant and lengthy experience in CRA's economic development and urban planning. All team members have experience in excess of 5 years.

Summary of Qualifications

## Services and Expertise

**Description of How BusinessFlare's Services and Expertise Responds to the Criteria and Points Listed by the Town in the RFQ.** BusinessFlare® believes wholeheartedly in the Town of Lake Park's vision of a thriving town with a vibrant downtown, active business and entrepreneur community, and beautiful park spaces, while preserving the unique character and history that makes it so special. We also believe that our firm's experience, expertise, and personalities make us a perfect fit to serve as the Town's partner throughout the CRA plan update process.

**CRA Plan Updates and Strategic Action Plans**
BusinessFlare ® founder and principal Kevin Crowder has more than 27 years of experience in redevelopment plan updates, economic development, strategic planning, and legal requirements working in both the public and private sector. Kevin understands the internal and external government mechanics from his experience working for Miami Beach and the Miami Beach CRA as Economic Development Director for more than 15 years.

**CRA Management Consulting Services**
The BusinessFlare® team's experience, working both as CRA administrators and consultants gives us a unique perspective on the redevelopment process. In recent years BusinessFlare® has worked as CRA planning and project management consultants for North Miami, Rockledge, Homestead, and Groveland in a variety of capacities including market data, annual reports, 5-year financial plans, programs and events, visioning, and best practices. During this period we have worked on public private partnerships including site plan/fitment, due diligence, financial and market feasibility, public engagement, developer engagement and solicitation development.

**Economic and Market Analysis**
In today's fast-paced and ever-changing world, the importance of real-time data is increasingly emphasized. BusinessFlare® has partnered with cutting edge data services to provide our clients with the most up-to date and relevant data. Where-as most data sources have a 1–3-year lag, BusinessFlare® is able to provide clients with data from as recent as 2 weeks prior. In many cases, we continue working with clients after plan adoption to maintain updated data so that client can stay on top of ever-changing trends. *"We believe in helping cities get ahead of the market and grow smarter than the competition."*

**Comprehensive Planning and Urban Design**
BusinessFlare® utilizes a multidisciplinary approach that includes comprehensive planners and urban designers, allowing for a holistic approach to redevelopment. Our comprehensive planning professional, Rachel Bach, AICP, has more than 25 years of experience including director positions in various municipalities in South Florida. Camilo Lopez has more than 8 years of professional experience in the realm of planning and urban design including land development code writing and master planning.

**Safety and Crime Prevention Through Environmental Design (CPTED)**
BusinessFlare® partner Ken Stapleton, of Ken Stapleton & Associates (KSA) is a renowned redevelopment professional who specializes in innovative urban safety programs. BusinessFlare® and KSA have worked together to successfully plan and implement safety and crime prevention measures within CRA districts. BusinessFlare® and KSA have recently partnered to utilize BusinessFlare's data capabilities to analyze foot traffic in districts to measure the effectiveness of safety measures and the vitality of downtown districts over time.

Summary of Qualifications

## Memberships and Involvement

The members of the BusinessFlare® team are involved in many organizations at the local and national level and in professional and personal capacities. These memberships and connections give us the opportunity to attract private investment, create partnerships, and find funding sources. Organizations include:

- International Economic Development Council
- Council of Development Finance Agencies
- Urban Land Institute
- International Council of Shopping Centers
- American Economic Association
- National Small Business Association
- National Trust for Historic Preservation
- National Association of Realtors
- American Planning Association•
- American Legion
- Brewers Association Local/Regional
- Florida Redevelopment Association
- Florida City and County Managers Association
- Florida Realtors
- North Miami Chamber of Commerce
- Miami Shores Chamber of Commerce
- Miami Beach Chamber of Commerce
- ULI Southeast Council
- Florida Brewers' Guild
- American Legion Post 400
- Broward, Palm Beaches & St. Lucie Realtors

**Involvement** (Kevin Crowder)

- Member of the National Small Business Association Leadership Council
- Former Board Member and regular contributor to the Florida Redevelopment Association, former Legislative Chair and member of the Legislative Committee
- Former Board Member of the Florida Council for Public Private Partnerships
- Participant in ULI Technical Advisory Panels
- Participant in IEDC Disaster and Economic Recovery Volunteer Program
- Member of IEDC's Public Policy Committee and Federal Relations Subcommittee

TAB 2

Professional Experience

**In the last 3 years BusinessFlare® has worked on COVID-19 Economic Recovery Action Plans, COVID-19 Economic Impact Assessments, CRA Plan Updates, Annual Reports, Financial Plans, Economic Impact Reports, Redevelopment Implementation including Public-Private Partnerships, and Market Analysis.**

BusinessFlare® understands the impact of COVID-19 has had on the Economic Development and Redevelopment world. Our firm has assisted the following clients in establishing a framework for revitalization despite the challenges of the pandemic: North Miami CRA, Palm Springs CRA, Homestead CRA, Rockledge CRA, Groveland CRA, Hollywood CRA, West Grove CRA, the City of Doral, and Martin County.

Professional Experience

## Past & Current Performance

Redevelopment.

Reference Contact:
Rachel Cameau, MBA
Executive Director
North Miami CRA
rcameau@northmiami.gov

### North Miami CRA

In July 2020, the North Miami CRA engaged BusinessFlare® for redevelopment and economic development implementation services. These services include management of the solicitation process for a public private partnership on city-owned land in downtown for development of a new mixed-use downtown with a new city hall and police station. This initiative included detailed market analysis and financial feasibility review of potential site plans as well as funding and financing strategies for successful implementation. In addition to real estate development, BusinessFlare's economic development services to North Miami include development of a five-year finance and implementation plan including capital projects and infrastructure, transit oriented development and the North Miami Mobility Hub, target industry identification and business attraction, market analysis and economic impact assessments, public engagement and general economic development services, including an economic assessment of Johnson and Wales University.

**Outcomes & Benefits**
The Downtown Public Private (P3) project continues to move forward with several interested developers, near completion of the due diligence and final draft of the Request for Proposals. In addition to the P3, BusinessFlare® has provided assistance to the CRA in incentive review for three new multifamily developments, an economic assessment of the closing of Johnson and Wales University, and an action strategy for the West Dixie Corridor. We also provide monthly updates on COVID-19 economic indicators and guidance, advice and forecasts to assist the CRA and City with their ongoing planning, economic development and implementation efforts.

Professional Experience

## Past & Current Performance

Community Planning.

Reference Contact:
Heidi Siegel, AICP
Project Manager
Village of Palm Springs CRA
hsiegel@vpsfl.org

### Palm Springs CRA

BusinessFlare® was engaged by Village of Palm Springs CRA in January 2021 to provide a CRA plan update for the Lake Worth Road and Congress Avenue CRA Districts. As part of the CRA plan update process, BusinessFlare® worked with the CRA to conduct public input sessions via live and virtual benefits. BusinessFlare® also met with key stakeholders and business owners to identify opportunities and constraints. A thorough analysis of market and existing conditions was conducted along with a SWOT analysis. From this analysis, the following CRA goals were established:

- Retain and promote the CRA and Village's "small town" feel.
- Creation of jobs.
- Identify key parcels for community-serving businesses.
- Protect the residential uses adjacent to Lake Worth Road and Congress Avenue corridors.
- Increase traffic safety on Lake Worth Road and Congress Avenue.
- Increase redevelopment activity on Lake Worth Road and Congress Avenue through incentives and the encouragement of parcel assemblage for quality redevelopment.
- Leverage proposed transportation projects.
- Provide infrastructure to allow for sustainable business growth.

After the analysis and public participation BusinessFlare® assisted in the creation of the 2021 CRA Plan Update and the adoption process.

**Outcomes & Benefits**
The plan was approved unanimously in September of 2021. Here is a quote/ message from Mayor Bev Smith, "Great report, it speaks by itself".

Professional Experience

## Past & Current Performance

Visionary Projects.

Reference Contact:
Kenneth Driver
Executive Director
Homestead CRA
kdriver@cityofhomestead.com

### Homestead CRA

BusinessFlare® was engaged in 2019 by the Homestead CRA to provide an amendment to the CRA plan to update the Redevelopment Goals and Initiatives, continue to eliminate blight, implement a comprehensive redevelopment program, and respond to impacts and challenges from the: Great Recession, Hurricane Irma, and COVID-19. The plan amendment would also extend the life of the CRA and additional 30 years until 2052. The plan centered around BusinessFlare's signature opportunities report, ***Preserve*** The community in the SW Area, the agricultural character and property enhancement assistance programs especially for historic properties, ***Enhance*** aesthetics with entry features, wayfinding, signage, and turnpike gateways, ***Expose*** local residents as well as residents and businesses throughout South Florida know about what value Homestead has to offer, ***Invest in*** attracting and supporting mixed use investment (especially in the SW) and into transportation and traffic, ***Capitalize on*** the recent CRA successes and location near many regional attractions and assets.

**Outcomes & Benefits**
Since completing the CRA plan amendment, BusinessFlare® has been providing on-going redevelopment support to the Homestead CRA with services including Urban Design, Site Planning/Fitment, Real Estate planning, and Market and Data Analysis. During this time, the CRA has made significant strides facilitating redevelopment and stimulating job growth in Downtown Homestead. An article published in May of 2021 by the Miami Herald titled "A face-lift for downtown is bringing people to Homestead." describes the City's renaissance.

*Downtown Homestead making a comeback with new buildings, entertainment." Miami Herald*

"A renewed sense of place has driven more families, particularly millennials and first-time home buyers, to the area" – Larry Roth, real estate agent and Homestead City Councilman

Professional Experience

## Past & Current Performance

Business Attraction.

Reference Contact:
Dr. Brenda Fettrow
City Manager
City of Rockledge
bfettrow@cityofrockledge.org

### Rockledge CRA

Rockledge is a primarily suburban city along Florida's Space Coast. The City is the ultimate case study in economic development- transitioning from a resort destination (at one point Rockledge was the southernmost terminus of the FEC railway), to a citrus community, to a bedroom community for NASA and the Kennedy Space Center. Over time the railroad extended further south, conditions made it difficult to harvest oranges, and NASA discontinued its shuttle program which devastated the local economy. Rockledge began looking for ways to rebrand itself and diversify its economy. The City did not have a true downtown, so leaders and residents cleverly pondered the idea of transforming Barton Boulevard, a mostly suburban roadway, into Rockledge's new downtown. BusinessFlare® BusinessFlare® was engaged by the City of Rockledge CRA in August, 2020 to conduct a market analysis and develop a plan for the Barton Boulevard and Florida Avenue sub districts of the CRA. During this engagement, BusinessFlare's scope was expanded to include the recruitment of a craft brewery to the CRA.

**Outcomes & Benefits**
In June 2020 BusinessFlare presented **Economic Development Strategy** recommendations to the Rockledge City Council. This presentation capped off a very successful market research and planning effort that began implementation before the plan was even complete. This strategy included an overview of the impact of COVID-19 and a discussion of that impact on each recommended strategy. This strategy focused on the identification and recommendations for four (4) distinct but complementary sub-districts of the city: Barton Boulevard, which will become the city's new downtown; the adjacent newly branded 160-acre Lake Betsi Recreational Area, The Space Coast Innovation and Entrepreneurial District, and the Rockledge Medical and Professional District along Florida Avenue. The strategy recommended a number of initiatives, and the city has requested additional scope of work from BusinessFlare, including assistance with implementing a "road diet" along Barton Boulevard, branding initiatives, a five-year finance and implementation plan, a 'main street' design charrette, a recreational use plan, and public private partnership assessments, and an innovation and talent hub.

In February BusinessFlare identified a market gap that would support a craft brewery in Rockledge, and identified city-owned property along Barton Boulevard as an ideal location. A public-private partnership between BeachFly Brewing Company and the City of Rockledge has since been negotiated. BeachFly is in the process of redeveloping the property into a new brewery and mixed-use container village.

Professional Experience

## Past & Current Performance

P3s.

Reference Contact:
Dan Murphy
Executive Director
Groveland CRA
Dan.murphy@groveland-fl.gov

### Groveland CRA

In October 2020 the Groveland CRA engaged BusinessFlare® to provide the CRA with a Market Positioning Strategy that provides recommendations for projects and programs to be included in the update to the CRA plan in the following areas:

1. Actions to attract multifamily investment and development in and near downtown including on city-owned land;
2. Actions and investments which improve the "look and feel" and improve the aesthetics of the public realm in downtown and lakefront area;
3. Actions to identify and engage realistic business targets for recruitment.
4. Resources and approaches to implementing economic development and redevelopment including infrastructure and funding alternatives.
5. Recommendations for improvements to the regulatory environment to encourage redevelopment and private investment.

**Outcomes & Benefits**
BusinessFlare® developed a CRA plan update initiative, implementation toolkit, phasing strategy, and project-by-project financial potentials. BusinessFlare® and staff identified five (5) strategic projects including the Cortese Corners (Multifamily redevelopment), Lakefront Hotel Site, Alleyway Activation (low-cost high impact), Civic Square (public spaces), and Loop Section (mixed-use development and innovation). BusinessFlare® also conducted a P3 Workshop for the CRA Board in September 2021 as a progression of their discussion about the opportunity sites.

Professional Experience

## Past & Current Performance

The Power of Data.

Reference Contact:
Lisa Liotta
Redevelopment Operations Manager
Hollywood CRA
lliotta@hollywoodfl.gov

### Hollywood CRA

BusinessFlare® was engaged in 2019 by the Hollywood CRA to conduct an evaluation of the business mix and performance of Downtown Hollywood in three areas:

- Performed a block-by-block inventory and assessment of the businesses in Downtown Hollywood including use, type and size. Additionally, BusinessFlare® evaluated vacancy rates and sales for each downtown block including rental rates and absorption.
- Performed an assessment of the occupancy of the new condominium and apartment projects that have been completed in Downtown Hollywood to provide the CRA with information on new residential occupancy. This included an assessment of sales and absorption to identify owner and renter occupied units for lease, and vacancies.
- Conducted an analysis of customer and employee foot traffic trends to assess the changes in foot traffic to Downtown Hollywood due to the COVID-19 pandemic. This included an analysis of visits by time of day and day of the week, length of visit, customer residence trade area, income and loyalty, and identification of customers' favorite places and business visitation patterns.

**Outcomes & Benefits**
In 2021, the CRA again engaged BusinessFlare® to update the prior data, and to develop an assessment of Downtown Hollywood. The City and CRA are seeing great progress in the Young's Circle Downtown area. Visits to downtown have increased to pre-covid levels and a wave of redevelopment has hit the City. New office, residential, and retail space has is taking the place of vacant buildings, while the CRA has made investments to improve walkability and open spaces. "Overlooked by developers for decades, downtown Hollywood is finally attracting more projects, leading to more residents and businesses in the city." -Brian Bandell, South Florida Business Journal.

Developers circle downtown Hollywood - South Florida Business Journal (bizjournals.com)

Professional Experience

## Past & Current Performance

Innovation.

Reference Contact:
George Stokus
Assistant County Administrator
Martin County
gstokus@martin-fl.us

### Martin County COVID-19 Economic Recovery Action Plan

BusinessFlare® is currently engaged by Martin County to conduct a COVID-19 Market Analysis and Economic Recovery Action Plan. This project includes a detailed analysis of the socio-economic conditions, workforce trends and connectivity, real estate impacts, and detailed subsector economic impacts, output and employment trends for the county and multiple sub-county areas. Following the economic analysis, the BusinessFlare® team conducted an Opportunity Exercise, which identified 18 different opportunities for economic recovery and growth, and which establish the foundation for the Martin County COVID-19 Action Plan. The Action plan includes strategy recommendations for economic development that include expansion of the innovation ecosystem, especially through new and sustainable technology such as air mobility and ocean technology, adaptive reuse of obsolete shopping centers, and arts and culture. Additionally, workforce challenges are addressed in the plan through a number of partnerships, and the plan concludes with key capital project recommendations that allow continued economic growth in Martin County in a way that is respectful to the County's character and quality of life.

**Outcomes & Benefits**
While this effort did not amend the County's redevelopment plan, it does provide transformative economic development recommendations for the County's 6 CRAs. The plan was approved by the County Commission in September 2021, with implementation currently underway. "We stand ready to support the action items in this plan," - Joan Goodrich, executive director of the Business Development Board of Martin County.

Professional Experience

## Past & Current Performance

Public Safety.

### West Palm Beach and Riviera Beach SafeDesign Analysis

**West Palm Beach CRA,** BusinessFlare® projects associate Ken Stapleton began working with the City of West Palm Beach and WPBCRA in 2016 to create the Historic Northwest Neighborhood Community Action Plan. During this process, Mr. Stapleton met with met with local police, NCCI, DDA staff, Churches and other civic organizations to gather community input. Field reviews (both day and night) as well as a review of past metrics, programs, and communications was conducted. The review uncovered that many good efforts were already in place, but more measures would need to be taken in order for the area to return to its glory days as a vibrant, but safe and family friendly district. Utilizing the signature SafeDesign approach, Mr. Stapleton identified a number of strategies and recommendations.

**Outcomes & Benefits**
A variety of the recommendations have been implemented and based on a BusinessFlare® review of Placer Analytics data, annual foot traffic in the Sunset Lounge and Heart and Soul Park area increased by nearly 200% between 2018 and 2020. Additionally, evening foot traffic in the same area increased by more than 250%, a major indicator of improved real and perceived safety. The increment on foot traffic reflects economic vitality of this area.

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**Riviera Beach CRA,** Similar to the Historic Northwest Neighborhood Action Plan (WPB), our associate Ken Stapleton conducted an analysis within the Riviera Beach CRA for the Riviera Beach Marina District. After careful analysis and community input meetings, a series of *SafeDesign* recommendations were made to improve safety perceptions to promote positive redevelopment.

**Outcomes & Benefits**
Many of the safety measures including public art, increased lighting and pedestrian friendly measures have since been implemented. A BusinessFlare® foot traffic analysis was conducted to evaluate the effectiveness of the initiatives and whether it has led to more people visiting the district. The results have been astonishing, through Q3 2021, the 2021 traffic has already surpassed each of the previous four years 12-month total.

TAB 3

Approach

**The BusinessFlare® Approach is based on the objective, as per the Lake Park RFQ, "to evaluate, revise, and update the community redevelopment agency plan while understanding existing economic factors, physical environment, public input, staff, and town commission.**

BusinessFlare® will evaluate how effective certain sectors of the local economy are operating and develop a competitive assessment of how well the Town and its various industries are performing. The competitive assessment will be: (1) data driven, (2) prepared in a style conducive to reading and full comprehension by Town officials and constituencies. After the competitive assessment and physical environment analysis is completed and in consultation with Town officials, BusinessFlare® will develop an economic strategy with a list of priority redevelopment objectives, identify implementation steps, and undergo the adoption process of the CRA update plan. The following approach table describes how BusinessFlare® will address each of the tasks outlined in the RFQ.



## Phase 1 – Background Data Collection & Evaluation

| RFQ Asking For | BusinessFlare® Approach | Deliverable |
|---|---|---|
| Task A - Adopted Plans Review | Evaluate current plan and perform a check and balances status update of projects and programs. Reference annual report for FY 20-21 and FY 21-22 accomplishments. | Phase 1, Task A - Adopted Plans Review Summary *Digital ADA Accessible Copy* |
| Task B – Existing Conditions Analysis | Evaluate physical environment (infrastructure and real estate land) conditions and opportunities. BusinessFlare® will use GIS, surveying, photo inventory, drone imagery, and mapping techniques for the technical analysis. In addition, BusinessFlare® partner Ken Stapleton will perform a crime/ safety audit using Crime Prevention Through Environmental Design (CPTED) metrics. | Phase 1, Task B – Existing Conditions Analysis *Digital ADA Accessible Copy* |
| Task C – Economic Condition Analysis | Evaluate market conditions, local business trends, tapestry, targeted industries, the regulatory structure and socioeconomics. BusinessFlare® will use Esri, EMSI, US Census Bureau, Placer ai, Costar, MLS, statistical analytics, ImPlan among other data sources. | Phase 1, Task C – Economic Condition Analysis *Digital ADA Accessible Copy* |
| Task D – Economic Strategy Development | Identify a list of priority redevelopment objectives and identify clear implementation steps to achieve objectives. New visionary projects with realistic steps/ checklist. BusinessFlare® will use current plan, market conditions, land opportunities, community, staff, and commission input to develop strategy. | Phase 1, Task D – Economic Strategy Development *Digital ADA Accessible Copy* |
| Task E – Final SWOT Analysis | Identify Strengths, Weaknesses, Opportunities, and Threats from adopted plans, physical and economic analysis, and community, staff, and commission input. | Phase 1, Task E – Final SWOT Analysis *Digital ADA Accessible Copy* |

Approach

## Phase 2 – CRA Plan Development

| RFQ Asking For | BusinessFlare® Approach | Deliverable |
|---|---|---|
| Task A – Public Participation Kick-Off Workshop Presentation | Coordinate public participation kick-off workshop presentation with staff. BusinessFlare® will organize and create content material necessary to have a successful workshop. BusinessFlare® believes that an "open house" type of public approach works best to allow the community to have a one-on-one with the consultant team and staff. This will provide better and more valuable input. BusinessFlare® will coordinate public outreach strategy and timing process, work on workshop logistics minute-by-minute planning. In addition to prepare and print material, sign in-sheets, posters, printed maps, markers, sticky notes, refreshments, etc. | Phase 2, Task A – Public Participation Kick-Off Workshop Presentation<br>*In Person and Virtual Hosting*<br>*Digital ADA Accessible Copy* |
| Task B – Draft CRA Plan Update and Legal Statuary Requirements | Revise and update CRA plan incorporating up-to date data, market conditions, physical environment opportunities, community goals, and coordinate policy recommendations with staff and commission. | Task 2, Phase B – Draft CRA Plan Update<br>*Digital ADA Accessible Copy labeled "Draft v01"* |
| | Review documentation process and administer the process for updating the CRA plan, finding of necessity requirements, and CRA boundaries (if needed) in a way that is consistent and compliant with F.S. Statutes Chapter 163. | *Digital ADA Accessible Copy labeled "Legal Statuary and Requirements Checklist"* |
| Task C - Final Public Presentation | Identical as kick-off presentation in terms of logistics, but this presentation is more of an educative session to showcase how we incorporate the public input comments into the CRA plan draft. Additional input always welcome. | Phase 2, Task C – Final Public Presentation<br>*In Person and Virtual Hosting*<br>*Digital ADA Accessible Copy* |

Approach

## Phase 3 – Updated Plan Adoption

| RFQ Asking For | BusinessFlare® Approach | Deliverable |
|---|---|---|
| Task A – Update Draft CRA Plan | BusinessFlare® will set revision and update framework and technical recommendations while following direct guidance from staff and commission comments from draft v01 and the public participation meetings. | Phase 3, Task A – Updated Draft CRA Plan<br>*Digital ADA Accessible Copy labeled "Draft v02"* |
| Task B – Final CRA Plan and Other Material Adoption | Final adoption board and commission meeting presentations. | Phase 3, Task B – Final CRA Plan and Other Material Adoption<br>*In Person Presentation*<br>*Digital ADA Accessible Copy labeled "Final for Adoption"* |

**BusinessFlare® guarantees a project of quality, within budget, and successful.**

# TAB 4

## Timeline

**The BusinessFlare® project timeline guarantees a successful project completion within budget.**

Timeline

## Estimated Timeline

Below is an estimated project timeline. All items below November 10, 2021 are tentative depending on contract award on that day.

| Year | Day | Month | Description |
|---|---|---|---|
| 2021 | 4 | October | RFQ Submittal |
| 2021 | 11 | October | Evaluation Committee Meeting |
| 2021 | 10 | November | Special Call CRA Meeting to Award Contract **Note: Tentative |
| 2021 | 11 | November | Internal Project Kick-Off and Begin Phase 1 |
| 2021 | 1-23 | December | Phase 1 – Task A, B, C, and D *(staff and analysis driven)* |
| Holidays | | | |
| 2022 | 3-17 | January | Phase 1 – Task D and E *(leadership input)* |
| | 18-31 | | Phase 2 – Task A *(public workshop preparation)* |
| 2022 | 1-18 | February | Phase 2 – Task A Public Participation Workshop Presentation |
| | 21-28 | | Phase 2 – Task B – Draft CRA Plan |
| 2022 | 1-15 | March | Phase 2 – Task C – Final Public Presentation |
| | | | Comments/ Revisions |
| | 15-31 | | Phase 3 – Task A – Second Draft |
| 2022 | 1 | April | Phase 3 – Task B – Final Draft and Adoption |

***Disclaimer: It is a compressed schedule but doable depending on the public process and required timing. We can be dedicated to get it done in this timeframe from our part. We are flexible with the timeline and will update as needed.*

**We believe a transparent and clear process are key ingredients for successful projects.**

TAB 5

Project Team

Project Team

## Org Chart – Core Team

BusinessFlare® strives to create an innovative organizational structure that is flat meaning no levels or "silos". Clients have direct access to the entire organization and not just project managers. This team has been working together in various capacities for over 8 years. BusinessFlare® strives to create a family-like work environment, similarly, we try to establish a strong connection with our clients.

"People rarely succeed unless they have fun in what they're doing" -Dale Carnegie

Town of Lake Park

CRA

**Farrell Tiller**
Co-Manager

**Camilo Lopez**
Co-Manager

**Kevin Crowder**
Principal

**Charita D. Allen**
Senior Partner

**Alicia Alleyne**
Operations

**Rachel Bach, AICP**
Planning

**Ken Stapleton**
Public Safety

**BusinessFlare's Core Team has working knowledge with Florida CRA's and local expertise in Palm Beach, Broward, and Miami-Dade Counties. BusinessFlare® has formed a strong group of professionals to undertake and deliver this project with satisfactory results.**

Project Team

## Farrell Tiller, MBA

**Project Role:** Project Co-Manager / Research and Economic Development

Born, raised and educated in South Florida, Farrell Tiller maintains a passion for analytics and community/economic development throughout the Sunshine State, particularly in Palm Beach County. Mr. Tiller grew up in Lake Park, Florida where he attended Palm Beach Gardens High School and later Florida Atlantic University in Boca Raton. Upon graduating from Florida Atlantic University (FAU) with a Bachelor of Arts in Finance, Mr. Tiller began working as a research and market analyst for the Pompano Beach, FL based Economic Development consulting firm Redevelopment Management Associates (RMA). During his time with RMA, Mr. Tiller expanded his role to become an Economic Development Project Manager and furthered his education by achieving a Master's degree in Business Administration (MBA) from FAU. His background includes experience in finance and budgeting, operations, communication, consensus building, and event planning. In addition to his work in Economic Development, Mr. Tiller is a U.S. Coast Guard (USCG) certified Master Captain, PADI Freediving Instructor, and an FAA licensed drone pilot.

Mr. Tiller's professional expertise includes market research, analysis and strategy for redevelopment planning, downtown revitalization, housing strategies, retail strategies, preparation of economic development plans for business attraction and retention, as well as marketing and communication strategies. As a millennial, Mr. Tiller provides perspective on younger consumer market trends as it relates to redevelopment. Mr. Tiller's experience ranges from large and mid-size cities to small and rural towns.

Mr. Tiller also specializes in researching and identifying funding opportunities in client cities. His research and analysis have proved helpful in assisting client cities to identify and receive local and federal funding opportunities such as Opportunity Zones, New Markets Tax Credits, and Qualified Targeted Industry Funding. Mr. Tiller has recently worked alongside the Business- Flare Academy to record data and offer support to cities in Florida looking to minimize negative effects of COVID-19 as well as assistance planning for economic development in a post-COVID world.

**EDUCATION**
MBA Master of Business Administration, Florida Atlantic University
B.A. Finance and Financial Management Services, Florida Atlantic University

**RECENT PROJECTS**
Village of Pinecrest Market Assessment
Martin County Economic Development Strategy Action Plan
Village of Palm Springs CRA Plan Update
City of Rockledge CRA Projects

Project Team

## Camilo Lopez

**Project Role:** Co-Manager / Research & Strategic Planning

Mr. Lopez is the Research & Strategic Planning Associate at BusinessFlare Economic Development Solutions. He is passionate about creating better communities by making the link between quality of life and economic development. His primary areas of expertise are strategic creative thinking, graphic design, urban design and planning, architecture, redevelopment and economic development planning and implementation, sociological analysis, placemaking program coordination, real estate for public and private sector, site feasibility analysis, and best practices consultant. Mr. Lopez experience includes designing high ROI land development feasibility analysis, city strategic visioning and master planning processes, writing form-based codes, land use and transportation plans, architectural design, storefront facade improvements, tactical urbanism, art and cultural programming events and project implementation management. Camilo is highly capable at working across computer plat-forms to manage, design, create, and produce illustrative concepts and other graphical support in the latest versions of Adobe Suite, AutoCAD, 3D sketch up, and Microsoft Office. In addition, Mr. Lopez is highly knowledgeable of the planning process, by applying state, county and local codes, ordinances and regulations and all other planning and design chores. He has worked with many municipalities across South and Central Florida and abroad. His projects have successfully attracted positive economic development and have positioned his clients for years ahead. In the past years Camilo has collaborated in the development of Lake Park's Federal Highway mixed-use overlay district.

Camilo is an advocate for making the link between economic development and improving communities, quality of life, enhancing the human experience, people-centered design, pedestrians first, new urbanism, transit-oriented development, tactical urbanism, and placemaking.

**EDUCATION**
B.A. Urban Design and Regional Planning, Florida Atlantic University
B.A. Architecture, Florida Atlantic University

**RECENT PROJECTS**
City of Homestead CRA Projects
City of Groveland CRA Projects
North Miami CRA Projects
Village of Palm Springs CRA Plan Update
Martin County Economic Development Strategy Action Plan

Project Team

## Kevin Crowder, CEcD

**Project Role:** Principal / Strategy & Economic Development

Mr. Crowder is the Principal of BusinessFlare Economic Development Solutions, which implements a unique trademarked approach to economic development. He is an IEDC Certified Economic Developer (CEcD), whose primary areas of expertise are business and entrepreneurial assistance, private capital investment, market research, public private partnerships, redevelopment agency programs, government affairs and niche revitalization drivers such as live music and craft breweries. He has conducted detailed economic, fiscal and market analysis for business development, investment, and policy issues focused on successful implementation of strategies for economic growth. Mr. Crowder has used the BusinessFlare approach to help more than 30 Florida communities improve their economic condition.

From 1998 to 2013 Mr. Crowder worked for the City of Miami Beach and the Miami Beach Redevelopment Agency as the Director of Economic Development and Government Affairs, leading the City's economic development program and multi-jurisdictional lobbying efforts, and he began his economic development career in 1993 with the South Beach Business Improvement Districts and the South Beach Marketing Council. He is a prior board member of the Florida Redevelopment Association and the Florida Council for Public-Private Partnerships, and is a member of the Urban Land Institute, the International Council of Shopping Centers, the International Economic Development Council, the Florida Brewers Guild, and the American Legion. Mr. Crowder is also the President of the BusinessFlare Academy, a nonprofit providing economic development and redevelopment training for local elected officials, and he is the author of Governing for Economic Development, an elected official's guide to economic development.

**EDUCATION**
IEDC Economic Development Certification Courses BGS, West Texas A&M University, Spanish Defense Language Institute, Spanish Primary Leadership Development Course, US Army/
Licenses and Certifications: IEDC Certified Economic Developer (CEcD)

**RECENT PROJECTS**
Martin County Economic Development Strategy Action Plan
City of North Miami CRA Projects
City of Rockledge CRA Projects
Groveland CRA Projects
Village of Pinecrest Market Assessment

Project Team

## Charita D. Allen

**Project Role:** Senior Associate/ Community Engagement & Economic Development

Ms. Allen recently served as the appointed Deputy Administrator for the City of Chattanooga where she was responsible for designing and overseeing Economic Development Programs and Workforce Development Initiatives. In addition to project management for incentivized Business Attraction and Retention projects, she also managed industrial site preparation and revised legislation for long-standing economic development programs and public financing initiatives.

Prior to her political appointment, Ms. Allen worked as an economic development consultant throughout Florida. She also served as the Vice President for Economic Development and Urban Initiatives at the Beacon Council, Miami-Dade County's Official Economic Development Partnership. In partnership with more than 20 municipalities, she designed, oversaw, and directed targeted industry economic development activities throughout Miami-Dade County, with a special focus on urban incentives, Enterprise Zones, Empowerment Zones, and other designated areas for redevelopment.

Her success in Community Redevelopment Planning and Management is attributed to her background in marketing, business development, and real estate, while also having worked within a municipality leading multiple department representatives including Mayor's Office, Communications, Budget & Finance, Capital Projects, Permitting, Public Works, Transportation, Brownfield, and Workforce. Her success with pedestrian and road infrastructure improvements includes tax increment-financed street and public realm improvements to provide greater public access to publicly-financed river walks and hiking trails.

**EDUCATION**
B.A. Political Science, University of Tennessee at Chattanooga
International Economic Development Council, Certified Economic Developer Courses
Accredited Commercial Real Estate Professional

**RECENT PROJECTS**
Village of Palm Springs CRA Plan Update (Project Manager)
West Grove CRA Plan and Affordable Housing Study
City of Doral Décor District
Martin County Economic Development Strategy Action Plan

Project Team

## Alicia Alleyne

**Project Role:** Operations/ Project Administration and Budget

Ms. Alleyne professional experience includes executive level business management and operations, project management, human resources, real estate administration, marketing and event planning. Ms. Alleyne applies strong interpersonal, research and business management skills to her role as Operations and Project Manager with BusinessFlare®. She provides a broad range of support, contributing to Project Design Management, implementation, business development, and overall operations. Using extensive organizational, coordination and analytical skills, Ms. Alleyne has a proven ability to build and maintain business relationships with a diverse team. Currently, Ms. Alleyne serves as a Project Manager on various projects for CRAs and local Florida governments assisting with Economic Development strategies and Public Private Partnerships. Most recently, Ms. Alleyne has provided research assistance to municipalities on best practices and responses related to Post-COVID-19 recovery strategies.

Other governmental affairs experience includes monitoring budgets and assisting in the facilitation of all related economic development activities. Prior to joining BusinessFlare®, she served as a consultant to various businesses assisting with operations, payroll and social media management, etc. and worked for a redevelopment consulting firm as Director of Operations and Administration. As an adjunct professor at the University of Fort Lauderdale, Ms. Alleyne instructed property management and other business-related courses. In addition, Ms. Alleyne's previous work experience includes nearly ten years of administrative policy development, recruiting, construction accounting and supervisory support at Nova Southeastern University. At Nova's Shepard Broad Law Center, Ms. Alleyne was an essential contributor to the development of the Critical Skills Program. Ms. Alleyne has also coordinated public and private events for domestic and international clients, contributing to Market Program Design, developing media sponsorship packages, and negotiating contracts.

**EDUCATION**
MBA Master of Business Administration, Nova Southeastern University
B.A. Business Administration, Nova Southeastern University

**RECENT PROJECTS**
Village of Palm Springs CRA Plan Update (Project Coordination)
Martin County Economic Development Strategy Action Plan (Project Coordination)
Village of Pinecrest Market Assessment
City of North Miami CRA Projects

Project Team

## Rachel Bach, AICP

**Project Role:** Comprehensive Urban Planning and Regulations

Mrs. Bach is a seasoned professional with 25 years' experience in urban planning, redevelopment, housing, economic development and transportation with a strong belief in holistic approach to planning. Ms. Bach is currently an associate with BusinessFlare® working with multiple projects in Florida. In addition, she has been working with rural communities in Ohio to help "reset" planning and zoning practices and providing Board and Elected Official trainings on best practices. ConnecToledo, Downtown Development Corporation (Toledo, OH) President/CEO (2017 – 2019) Hired as President of the newly relaunched Downtown Development Corporation, a not-for-profit organization and the Downtown Toledo Improvement District (DTID), a quasi-governmental agency, merging the operations of both organization into one. She had oversite over the development of a real estate acquisition strategy and waterfront redevelopment plan. In addition, she managed the operations of the "clean and safe" program and downtown marketing efforts in collaboration with the Toledo Chamber of Commerce and Destination Toledo. She also initiated a renewal and expansion of the DTID special assessment district working one on one with neighborhood organizations and individual property owners.

**EDUCATION**
MURP Master of Urban and Regional Planning, Florida Atlantic University
B.A. Urban Studies and Planning, Kent State University

**RECENT PROJECTS**
Martin County Economic Development Strategy Action Plan
City of Rockledge CRA Projects
City of North Miami CRA Projects

Project Team

## Ken Stapleton, CPTED

**Project Role:** President/ Crime Prevention Through Environmental Design

With over 30 years of urban revitalization and economic development experience, Ken provides urban economic development program strategy and project management services related to university-community partnerships, innovative urban safety programs, public health initiatives, urban mobility projects, urban place management, place branding, and urban redevelopment strategies to a variety of public and private clients throughout the United States and Canada. Ken began his career in Palm Beach County, served as the first professional planner for Palm Beach Gardens, and helped create an award-winning action plan for the Riviera Beach CRA.

Ken is also the President and CEO of the award-winning ***SafedesignTM Institute***, an organization providing innovative design services, communications strategies, training, program evaluation, and organizational development guidance related to real and perceived safety in urban environments. He speaks regularly at national and international conferences about the topic.

A University of Miami Fellow of the Knight Program in Community Building, Ken previously served as Senior Economic Development Advisor and Executive Director of the award-winning University Park Alliance for The University of Akron; Senior Vice President of Planning, Safety and Design for the Downtown Cleveland Partnership; and as a redevelopment expert in several South Florida communities. Ken holds a master's degree in Urban and Regional Planning from the University of Illinois and is a full member of the Urban Land Institute - where he served as a management committee member, a national Panel Advisory Service member, and chaired the Technical Advisory Panel program for Southeast Florida. A national expert, Ken presents his insights regularly to the International Downtown Association, City Parks Alliance, ULI, Florida Redevelopment Association, and the International Economic Development Council.

**EDUCATION**
MUP Urban Planning, University of Illinois Urbana-Champaign
B.A. Biology, Thomas More University

**RECENT PROJECTS**
Martin County Economic Development Strategy Action Plan
City of Rockledge CRA Projects
City of North Miami CRA Projects

References
**Reference Letters**

TAB 6
References

NORTH MIAMI CRA
COMMUNITY REDEVELOPMENT AGENCY

To Whom It May Concern:

I am writing to recommend the professional services of BusinessFlare. Over the last couple of years BusinessFlare has updated the North Miami CRA plan, in addition to providing ongoing consulting on various downtown economic development and redevelopment projects and initiatives. BusinessFlare's staff is detailed and is keen to meet all expectations.

I highly recommend BusinessFlare for any project designed to encourage and enhance Community Redevelopment Areas.

Feel free to contact me for any questions you might have.

Best Regards,

Rasha Cameau, MBA, FRA-RP
Executive Director
North Miami Community Redevelopment Agency
rcameau@northmiamifl.gov

735 NE 125th Street Suite 100, North Miami, FL 33161 | P: 305.895.9839 | F: 305.895.9822 | NorthMiamiCRA.org

CRA Board | Philippe Bien-Aime | Alix Desulme Ed D | Mary Estime-Irvin | Scott Galvin | Kassandra Timothe | Rasha Cameau, MBA, FRA-RP | Steven W. Zelkowitz, Esq. | Vanessa Joseph, Esq.

September 30, 2021

To Whom It May Concern:

It is with much enthusiasm that I am writing to recommend the processional services of BusinessFlare, LLC. BusinessFlare recently completed an update to the Palm Springs CRA Plan and production of an Economic Development Strategic Plan.

Business Flare's expertise coupled with a collaborative and innovative spirit enhanced their reputation for being a go-to expert for this significant project. Throughout the project they often went the extra mile or brought in the right experts to meet our needs.

I can assure you that BusinessFlare has more than proven its capacity to perform professionally and effectively. If you need any additional information, please contact me at (954) 654-0574.

Best Regards,

Heidi Siegel, AICP
Village of Palm Springs
hsiegel@vpsfl.org

FLORIDA'S Hollywood
COMMUNITY REDEVELOPMENT AGENCY

October 4, 2021

To whom it may concern:

I am writing this letter to recommend the professional services of BusinessFlare, LLC. BusinessFlare conducted a business/residential mix and performance assessment for the commercial core of Downtown Hollywood. Additionally, BusinessFlare provided valuable in-depth updates to this assessment with insight as it relates to the COVID-19 pandemic.

During the process of conducting the assessments, BusinessFlare brought their team of experienced and qualified professionals to the table and were able to provide various analytical viewpoints and solutions to redevelopment challenges.

We were very satisfied with the services of BusinessFlare and recommend their services with absolute confidence. If you have any questions, or need additional information, please contact me at 954-924-2980 or at lliotta@hollywoodfl.org

Sincerely,

Lisa Liotta

Redevelopment & Operations Manager
City of Hollywood CRA

TAB 7

Pricing

Pricing

## Estimated Budget

Below is an estimated itemized pricing sheet. Final pricing will be negotiated at final contract.

| Phase and Task | Hours (all staff) | Travel time (all staff) | Estimated Price ($) |
|---|---|---|---|
| PHASE 1 | | | |
| Phase 1, Task A - Adopted Plans Review | 26 | | 4,900 |
| Phase 1, Task B - Existing Conditions Analysis | 30 | 8 | 5,700 |
| Phase 1, Task C – Economic Condition Analysis | 38 | | 5,700 |
| Phase 1, Task D – Economic Strategy Development | 46 | | 6,900 |
| Phase 1, Task E – Final SWOT Analysis | 24 | | 3,600 |
| PHASE 2 | | | |
| Phase 2, Task A – Public Participation Kick-Off Workshop Presentation | 44 | 8 | 7,800 |
| Phase 2, Task B – Draft CRA Plan Update and Legal Statuary Requirements | 52 | | 7,800 |
| Phase 2, Task C - Final Public Presentation | 36 | 8 | 6,600 |
| PHASE 3 | | | |
| Phase 3, Task A - Update Draft CRA Plan | 44 | | 6,600 |
| Phase 3, Task B - Final CRA Plan and Other Material Adoption | 28 | 8 | 5,400 |
| TOTAL | 368 | 32 | 60,000 |
| CRA Annexation Finding of Necessity and Application | | | 25,000 |
| ESTIMATED GRAND TOTAL | | | 85,000 |

**Note: All prices are open for negotiations. Prices and hours include material preparation, revisions, meetings, and coordination of assignments.

* * *
* * *
* * *

TAB 8

Required Forms

Sunbiz.org Division of Corporations
an official State of Florida website

Department of State / Division of Corporations / Search Records / Search by Entity Name /

## Detail by Entity Name

Florida Limited Liability Company
BUSINESSFLARE, LLC

**Filing Information**

| | |
|---|---|
| **Document Number** | L18000209042 |
| **FEI/EIN Number** | 84-1736016 |
| **Date Filed** | 08/31/2018 |
| **State** | FL |
| **Status** | ACTIVE |
| **Last Event** | REINSTATEMENT |
| **Event Date Filed** | 10/26/2019 |

**Principal Address**

1175 NE 125TH STREET,
SUITE 601
NORTH MIAMI, FL 33161

Changed: 05/26/2020

**Mailing Address**

1175 NE 125TH STREET,
SUITE 601
NORTH MIAMI, FL 33161

Changed: 05/26/2020

**Registered Agent Name & Address**

BusinessFlare, LLC
8930 NE 8TH AVE UNIT 906
MIAMI, FL 33138

Name Changed: 10/26/2019

**Authorized Person(s) Detail**

**Name & Address**

Title MGR

CROWDER, KEVIN
8930 NE 8TH AVE UNIT 906
MIAMI, FL 33138



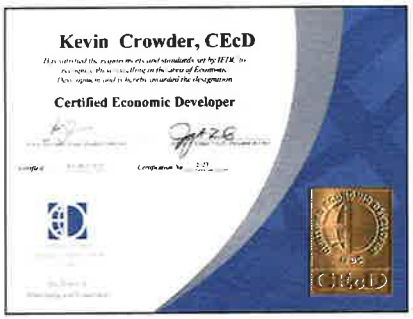


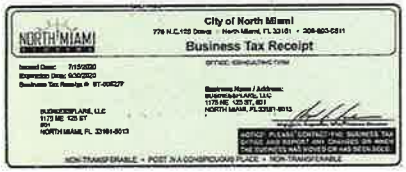
**Annual Reports**

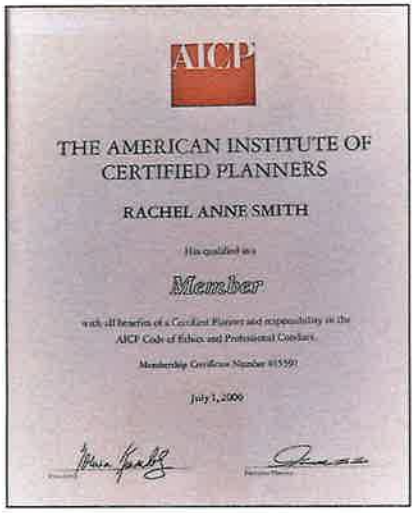
| Report Year | Filed Date |
|---|---|
| 2019 | 10/26/2019 |
| 2020 | 06/25/2020 |
| 2021 | 02/18/2021 |

**Document Images**

| | |
|---|---|
| 02/18/2021 -- ANNUAL REPORT | View image in PDF format |
| 06/25/2020 -- ANNUAL REPORT | View image in PDF format |
| 10/26/2019 -- REINSTATEMENT | View image in PDF format |
| 08/31/2018 -- Florida Limited Liability | View image in PDF format |





## PROPOSAL SUBMITTAL SIGNATURE PAGE

**By signing this Proposal, the Offeror certifies that it satisfies all legal requirements as an entity to do business with the Town, including all Conflict of Interest and Code of Ethics provisions.**

**Offeror Name:** BusinessFlare, LLC

**Street Address:** 1175 NE 125th Street, Suite 601, North Miami FL 33165

**Mailing Address (if different from Street Address):**

**Telephone Number(s):** 305.281.2279

**Fax Number (s):**

**Email Address:** kevin@businessflare.net

**Federal Employer Identification Number:** 84-1736016

**Signature:** Kevin S Crowder

**(Signature of authorized agent)**

**Print Name:** Kevin Crowder

**Title:** Owner

**Date:** 9/30/2021

*By signing this document, the Offeror agrees to all terms and conditions of this Solicitation and the resulting contract/agreement.*

**THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE OFFEROR TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICIATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE TOWN MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT THAT UNEQUIVOACLLY BINDS THE OFFEROR TO THE TERMS OF ITS PROPOSAL.**

## CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Offerors must disclose within their Proposal: the name of any officer, director, or agent who is also an employee of the Town of Lake Park.
Furthermore, all Offerors must disclose the name of any Town employee who owns, directly, or indirectly, an interest of more than five percent (5%) in the Offeror's Offeror or any of its branches.
The purpose of this disclosure form is to give the Town the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.
The term "conflict of interest" refers to situations in which financial or other personal consideration may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any Town duty or responsibility in administration, management, instruction, research, or other professional activities.
Please check one of the following statements and attach additional documentation if necessary:

✓ To the best of my knowledge, the undersigned Offeror has no potential conflict of interest due to any other Cities, Counties, contracts, or property interest for the Proposal.

_____ The undersigned Offeror, by attachment to this form, submits information that may be a potential conflict of interest due to other Cities, Counties, contracts, or property interest for this Proposal.

Acknowledged by:

BusinessFlare, LLC
Offeror Name

Kevin S Crowder
Signature

Kevin Crowder, Owner
Name and title (Print or Type)

9/30/2021
Date

## NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, Florida Statutes, you are hereby notified that a person or affiliate who has been placed on the convicted contractors list following a conviction for a public entity crime may not submit a Proposal on a contract to provide any goods or services to a public entity; may not submit a Proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit Proposals on leases or real property to a public entity; may not be awarded or perform work as a contractor, supplier, sub-vendor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 [F.S.] for Category Two [$35,000.00] for a period of thirty-six (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

BusinessFlare, LLC
Offeror Name

Kevin S Crowder
Signature

Kevin Crowder, Owner
Name and Title (Print or Type)

9/30/2021
Date

## DRUG-FREE WORKPLACE

BusinessFlare, LLC is a drug-free workplace and has a
(Offeror (Company) Name)
Substance abuse policy in accordance with and pursuant to Section 440.102, Florida Statutes.

Acknowledged by:

BusinessFlare, LLC
Offeror Name

Kevin S Crowder
Signature

Kevin Crowder, Owner
Name and title (Print or Type)

9/30/2021
Date

## NON-COLLUSION AFFIDAVIT

STATE OF Florida
COUNTY OF MIAMI-DADE
Before me, the undersigned authority, personally appeared Kevin Crowder, who after being by me first duly sworn, deposes and says of his/her personal knowledge that:

a. He/She is Owner of BusinessFlare, LLC, the Offeror that has submitted a Proposal to perform work for the following:
RFP No.: RFQ105-2021
Title: Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park in Lake Park, FL.

b. He/She is fully informed respecting the preparation and contents of the attached Request for Qualifications, and of all pertinent circumstances respecting such Solicitation.
Such Proposal is genuine and is not a collusive or sham Proposal.

c. Neither the said Offeror nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Offeror, Offeror or person to submit a collusive or sham Proposal in connection with the Solicitation and contract for which the attached Proposal has been submitted or to refrain from proposing in connection with such Solicitation and contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Offeror, Offeror, or person to fix the price or prices in the attached Proposal or any other Offeror, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Offeror, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the proposed contract.

d. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Offeror or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Kevin S Crowder
Signature

Subscribed and sworn to (or affirmed) before me this 30th day of September, 2021, by Kevin Crowder, who is personally known to me or who has produced _____, as identification.

SEAL

ALICIA ALLEYNE
Notary Public - State of Florida
Commission # GG 176969
My Comm. Expires May 5, 2022
Bonded through National Notary Assn.

NotarySignature: _____
NotaryName: Alicia Alleyne
NotaryPublic(State): Florida
My Commission No.: _____
Expires on: 5/5/2022

## TRUTH – IN – NEGOTIATION CERTIFICATE

**The undersigned warrants (i) that it has not employed or retained any company or person, other than bona fide employees working solely for the undersigned, to solicit or secure the Agreements and (ii) that it has not paid or agreed to pay any person, company, corporation, individual or Offeror other than its bona fide employees working solely for the undersigned or agreed to pay any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of the Agreement.**

**The undersigned certifies that the wage rates and other factual unit costs used to determine the compensation provided for in the Agreement are accurate, complete, and current as of the date of the Agreement.**
**This document must be executed by a Corporate Officer.**

**By:** Kevin Crowder *Kevin S Crowder*

**Title:** Owner

**Date:** 9/30/2021

11184402 Businessflare Certificate Of Insurance 4/7/2021 6:22:29 PM

ACORD

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/7/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | |
|---|---|
| PRODUCER | CONTACT NAME: |
| insureon<br>Insureon (BIN Insurance Holdings LLC.)<br>30 N. LaSalle, 25th Floor, Chicago, IL 60602 | PHONE (A/C, No, Ext): (800) 688-1984 FAX (A/C, No): 877-826-9067<br>E-MAIL ADDRESS: |
| | INSURER(S) AFFORDING COVERAGE — NAIC # |
| | INSURER A: Twin City Fire Insurance Company — 29459 |
| INSURED<br>Businessflare<br>1175 NE 125th St Ste 601 & 602 , Miami, FL, 33161 | INSURER B: ACE Fire Underwriters Insurance Company — 20702 |
| | INSURER C: |
| | INSURER D: |
| | INSURER E: |
| | INSURER F: |

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | ✓ COMMERCIAL GENERAL LIABILITY<br>☐ CLAIMS-MADE ☑ OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER<br>☑ POLICY ☐ PRO-JECT ☐ LOC<br>OTHER: | | | 45SBMAC7111 | 3/7/2021 | 3/7/2022 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG | $ 1,000,000<br>$ 1,000,000<br>$ 10,000<br>$ 1,000,000<br>$ 2,000,000<br>$ 2,000,000 |
| | AUTOMOBILE LIABILITY<br>ANY AUTO<br>ALL OWNED AUTOS<br>SCHEDULED AUTOS<br>HIRED AUTOS<br>NON-OWNED AUTOS | | | | | | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) | |
| | UMBRELLA LIAB ☐ OCCUR<br>EXCESS LIAB ☐ CLAIMS-MADE<br>DED ☐ RETENTION $ | | | | | | EACH OCCURRENCE<br>AGGREGATE | |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N ☐ N / A<br>If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | PER STATUTE ☐ OTH-ER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT | |
| B | Professional Liability (Errors and Omissions) | | | EONFLF14736141 2 | 3/7/2021 | 3/7/2022 | Occurrence/Aggregate | $1,000,000 / $1,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

| CERTIFICATE HOLDER | CANCELLATION |
|---|---|
| BusinessFlare, LLC<br>1175 NE 125TH STREET, SUITE 601 NORTH MIAMI, FL 33161 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br>AUTHORIZED REPRESENTATIVE |

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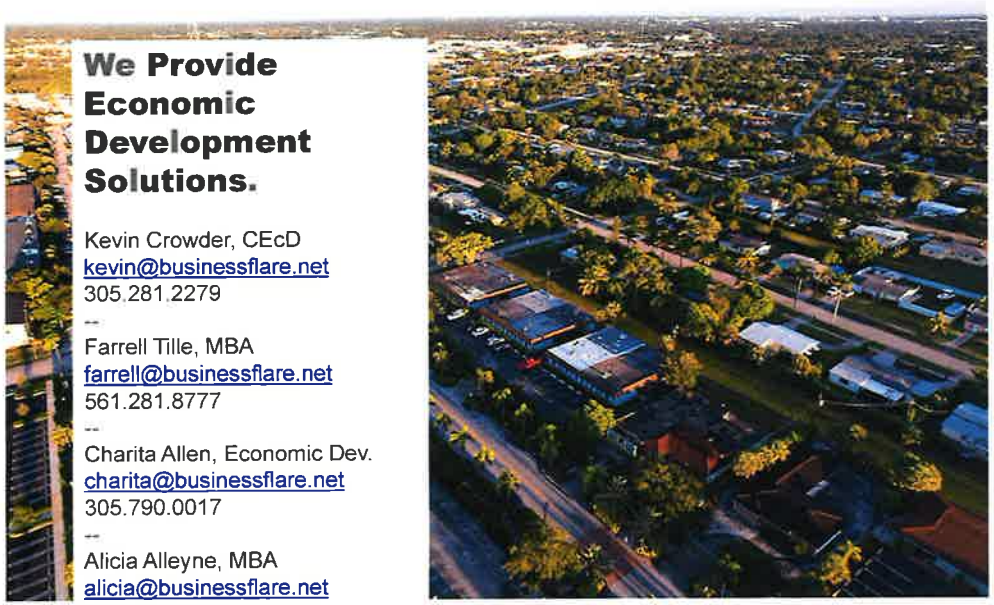
# Thank You



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BUSINESS FLARE®

Economic Development Solutions
Maximixe Your Marketplace

**"Request for Statement of Qualifications (RFQ#105-2021)
to Engage a Consultant Experienced in Community
Redevelopment Agency Planning to Evaluate, Revise, and
Update the Community Redevelopment Agency Plan
for the Town of Lake Park in Lake Park FL."**

10-04-21P01:50 RCVD

ORIGINAL

FLASH DRIVE ENCLOSED

R M A

REINVENTING YOUR ~~CITY~~ *town*

October 4, 2021

# TOWN OF LAKE PARK, FLORIDA

ENGAGE A CONSULTANT EXPERIENCED IN CRA PLANNING TO EVALUATE, REVISE, AND UPDATE THE CRA PLAN

## RFQ # 105-2021

RMA
Redevelopment Management Associates

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2302 E. Atlantic Blvd.
Pompano Beach, FL 33062
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Allison Justice, CPR, MBA
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Lady Lake, FL 32159

Jacksonville Florida Area
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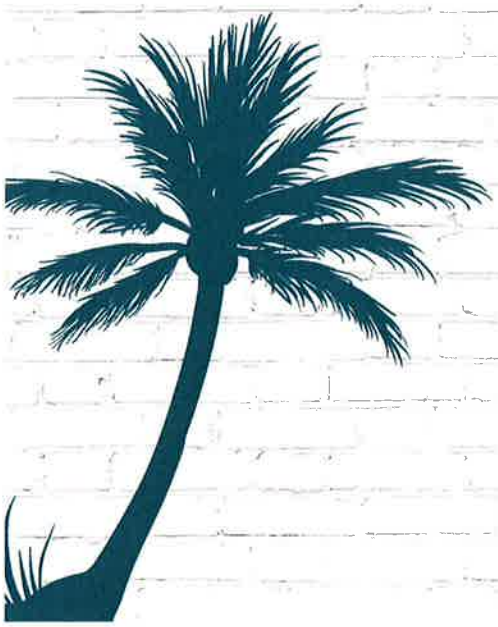
# COVER LETTER



October 4, 2021

Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

**RE: RFQ# 105-2021 – Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan**

RMA (Redevelopment Management Associates, LLC) is pleased to submit our proposal and qualifications to evaluate, revise, and update the Community Redevelopment Agency (CRA) Redevelopment Plan Update for the Town of Lake Park.

RMA, along with our team partners at Dover Kohl and Associates and Daedalus Advisory Services present unparalleled qualifications based on our extensive CRA planning expertise, public engagement, and economic analysis expertise. Both RMA Principals have been CRA Directors and have managed five of the largest most successful CRA districts in South Florida including the Delray Beach, West Palm Beach, and Ft. Lauderdale CRA districts.

RMA recognizes the Town has a rich history and is described as the "Jewel of the Palm Beaches". Our firm is familiar with this history, as well as the established goals of the CRA. Our firm prepared the Land Development Regulations and Comprehensive Plan amendments for the Federal Highway Corridor in 2018. The approved plan underwent a comprehensive public process, which has resulted in significant investment and new construction currently underway within that corridor.

We will work to understand the current challenges and opportunities in Lake Park and bring an unparalleled depth and breadth of knowledge about realistic solutions for this initiative. Our process is methodical, sharply honed, and highly efficient. Our initial stakeholder conversations focus on what to ***preserve***, what to ***enhance***, what assets to ***expose***, and where to ***invest***. Our high-quality presentations and work products make it easy for people to understand and support the strategies and solutions we propose.

As a full-service economic development and revitalization firm, we have the capacity and expertise to successfully achieve the Town's goals. As an independent and majority woman-owned Limited Liability Corporation licensed to do business by the State of Florida, RMA has a solid commitment to support minority, women-owned, small, and emerging businesses, as evidenced by the successes we have helped implement in client redevelopment areas throughout the years, some of which are detailed in this submittal.

**Our realistic, comprehensive, and effective approach has resulted in billions of dollars in private sector investment within our client areas – helping to create successful communities.**

Thank you for your consideration and the opportunity to highlight our team and qualifications for this important project. RMA is excited at the opportunity to continue working with the Town of Lake Park and we look forward to assisting you in your endeavors and remain committed to your success.

Sincerely,

Christopher J. Brown
Principal Member
chris@rma.us.com
P: 954.695.0754

Kim J. Briesemeister
Principal Member
kim@rma.us.com
P: 954.695.0754

REINVENTING YOUR CITY

**PRIMARY CONTACT/PERSON AUTHORIZED TO MAKE REPRESENTATIONS:**

**Allison Justice, CPR, MBA**
**Senior Associate**

2302 E. Atlantic Blvd.
Pompano Beach, FL 33062
allison@rma.us.com
C: 913.972.2221

# SUMMARY OF QUALIFICATIONS

**RMA** is a full-service economic (re)development firm passionately reinventing cities and target areas to bring hidden assets and unrecognized value to the forefront. We have a proven track record assessing, developing, and implementing CRA plans and programs that are improving communities by utilizing a realistic, comprehensive, and effective approach. The result is *Billions* in private sector investment drawn to our client areas.

**We offer comprehensive services in five specialized areas:**

- Economic Development & Redevelopment Strategic Planning
- Business Attraction & Marketing
- Real Estate & Public-Private Partnerships (P3)
- Urban Design & Planning
- Government Management & Administration/Financing

RMA was formed in 2009 by Principal Members, Kim Briesemeister, a Certified Redevelopment Administrator, and Christopher J. Brown, combining their talents and 50+ years of experience providing consulting and management services to governments in the field of urban redevelopment and place-making, regionally, nationally, and internationally. RMA headquarters is in Pompano Beach, Florida, with additional Florida office locations in Delray Beach, Jacksonville, and the Central Florida area.

RMA's practitioners have led some of the most successful economic development & redevelopment efforts in Florida cities during the last 30 years, transforming many areas into thriving business/entertainment districts, including Delray Beach, Fort Lauderdale, Hollywood, Pompano Beach and West Palm Beach.

RMA's in-house team is a group of highly experienced professionals, committed to helping our clients in their pursuit of economically diverse and healthy communities. The benefits of working with us include comprehensive access to industry leaders in specialized redevelopment fields under one firm - providing years of knowledge, experience and proven success as evidenced by the client cities we have helped reinvent.

**RMA has the experience, in-house expertise, and financial stability to successfully complete and implement projects of all sizes.**

**For the Lake Park CRA Plan Update, we have invited Dover Kohl & Partners and Daedalus Advisory Services to join us. Dover Kohl will use their highly effective community & stakeholder input process to ensure the plan includes extensive participation. Daedalus is a leading expert in economic modeling and RMA believes Lake Park must make decisions related to expansion and extension based on solid economic forecasting.**

**REDEVELOPMENT MANAGEMENT ASSOCIATES** is an independent and majority woman-owned Limited Liability Corporation headquartered in Broward County, licensed to do business by the State of Florida. Principal Members are Kim Briesemeister and Chris Brown.

**RMA HQ**
2302 E. Atlantic Blvd.
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info@rma.us.com | www.rma.us.com

## EXPERIENCE & SERVICES

RMA is at the forefront of local economic development and redevelopment, working on-site and implementing physical change. Our in-house team of industry professionals has significant experience working with communities to develop and implement strategic financing and economic development efforts. We are redevelopment specialists with specific areas of expertise including:

### CRA MANAGEMENT & ADMINISTRATION

- RMA Principals/department directors served as city and CRA executive-level directors and/or staff members and have day-to-day hands-on implementation experience
- RMA Principals have previously independently managed four of the largest CRA's in the state of Florida: Delray Beach, Fort Lauderdale, Hollywood, Pompano Beach, and West Palm Beach
- RMA currently manages one Florida CRA - West Palm Beach, and recently managed the Dania Beach, Margate, and Pompano Beach CRA's
- RMA Principals are both former Florida Redevelopment Association (FRA) Presidents and Key Personnel are board members

### CRA CONSULTING

- CRA Plans
- Findings of Necessity
- Public Finance
- Public-Private Partnerships (P3)
- Branding & Marketing
- Incentives
- Real Estate

### MUNICIPAL/COUNTY GOVERNMENT PROCESSES

- Current and past CRA Management
- Extensive municipal/county prior work experience of RMA Team

### CRA & PUBLIC FINANCE

- Bond Issue analysis & Recommendations
- Enterprise Zones
- Opportunity Zones
- TIF Analysis

### PARKING

- Parking System Analysis
- Formed Parking Enterprise Funds
- Parking Ordinances

### URBAN DESIGN & PLANNING

- Master Plans
- Visioning
- Land Use Amendments & Zoning Regulations
- Urban Design
- Transit Oriented Corridor (TOC)
- Streetscape
- Form-Based Code

### PUBLIC PARTICIPATION

- Community Events
- Charrettes
- Public Workshops
- Stakeholder Meetings
- Surveys
- Digital and Social Media
- Targeted Collateral and Direct Mail

### ECONOMIC DEVELOPMENT

- Economic Development Strategic Plans
- Feasibility Analysis
- Market Assessment
- Demographics and Workforce Research and Analysis
- Economic Development Implementation Strategy
- Incentive Development & Analysis
- Legislative Analysis
- Strategic Economic Planning
- Market Demand Study
- Gap Analysis
- Retail Feasibility
- Retail Strategy

### BUSINESS ATTRACTION & MARKETING & BRANDING

- Strategic Marketing Plan creation and implementation
- Business Attraction/Retention/Expansion
- Business/Industry surveys
- Branding/Logos
- Digital/Social Media plans
- Cultural Arts management and programming
- Special Events
- In-house Collateral Design

### REAL ESTATE

- Negotiating Public-Private Partnership Agreements (P3)
- Brokerage
- Leasing
- Fiscal & Economic Impact Analysis
- Parking Utilization Analysis & Planning
- Land and Entitlement Processing
- Strategic Economic Planning
- Business Valuation Service
- Incentives
- Market Research
- Real Estate Market Analysis
- Fiscal Impact and Tax Analysis
- Intergovernmental Relations



## SAMPLING OF WORK PRODUCED

RMA Principals and Key Personnel have extensive experience related to composing, adopting, analyzing, amending and managing all aspects of Community Redevelopment Plans, including successful implementation. Although the RMA principals have been CRA Directors for 20+ years, they also have a high degree of experience in other plans that have helped spur redevelopment in CRAs including Economic Development Plans, Branding & Marketing Plans, and Zoning & Land Use Amendments.

### FINDINGS OF NECESSITY

- American Beach, Florida *(CD)*
- Delray Beach, Florida *(CB)*
- Fort Pierce, Florida *(CD)*

### BUSINESS IMPROVEMENT DISTRICTS

- Delray Beach, Florida *(CB)*
- Miami Design District *(RMA)*
- Naples, Florida *(RMA)*
- Winter Park, Florida *(RMA)*

### CRA REDEVELOPMENT PLANS

- American Beach, Florida *(CD)*
- Bartow, Florida *(CD)*
- Cedar Key, Florida *(CD)*
- Coral Springs, Florida *(RMA)*
- Dania Beach, Florida *(RMA) (I)*
- Delray Beach, Florida *(CB) (I)*
- Fort Lauderdale, Florida *(KB) (I)*
- Fort Pierce, Florida *(CD)*
- Hollywood, Florida *(KB) (I)*
- Lake Park, Florida *(CD) (I)*
- Margate, Florida *(RMA) (I)*
- Martin County, Florida *(RMA)*
- Miami Beach *(RMA)(DKP)(DAS)*
- Mount Dora, Florida *(RMA)*
- Naranja Lakes, Florida *(RMA)*
- North Miami, Florida *(RMA) (I)*
- North Miami Beach, Florida *(RMA)(II)*
- Palm Beach County (Westgate/Belvedere), Florida *(CD)*
- Pompano Beach, Florida (2 CRA Districts) *(RMA) (I)*
- Stuart, Florida *(CD)*
- Sarasota, Florida *(RMA)*
- West Palm Beach, Florida (2 CRA Districts) *(KB) (RMA) (II)*

### CRA MANAGEMENT & IMPLEMENTATION

- Dania Beach, Florida (RMA)
- Margate, Florida (RMA)
- North Miami, Florida (RMA)
- North Miami Beach, Florida (RMA)(II)
- Oakland Park, FL (RMA)
- Pompano Beach, Florida (RMA) (II)
- West Palm Beach, Florida (RMA)(II)

### STRATEGIC FINANCE IMPLEMENTATION PLANS

- Dania Beach, Florida (RMA)
- Margate, Florida (RMA)
- Pompano Beach, Florida (RMA)
- North Miami Beach, Florida (RMA)
- St. Cloud, Florida (RMA)

**KEY:**

(CB) Chris Brown
(CD) Civic Design/Chris Brown
(KB) Kim Briesemeister
(RMA) Redevelopment Management Associates
(DAS) Daedalus Advisory Services
(DKP) Dover, Kohl & Partners
(LD/TAG) Lynn Dehlinger/TAG, LLC
(I) Implementation
(II) Implementation Currently Being Done by RMA

## COMMUNICATIONS, MARKETING, & BRANDING PLANS AND IMPLEMENTATION

- Dania Beach, Florida (RMA)
- Delray Beach, Florida (RMA)
- Fort Myers Beach, Florida (RMA)
- Greenacres, Florida (RMA)
- Lauderhill, Florida (RMA)
- Margate, Florida (RMA)
- North Miami, Florida (RMA)
- North Miami Beach, Florida (RMA)
- Oakland Park, Florida (RMA)
- Oviedo, Florida (RMA)
- Pompano Beach, Florida (RMA)
- Sumter County, Florida (RMA)
- West Palm Beach, Florida (RMA)

## ECONOMIC DEVELOPMENT PLANS

- Alachua, Florida (RMA)
- Deltona, Florida (RMA)
- North Miami Beach, Florida (RMA)
- Palm Bay, Florida (RMA)
- Titusville, Florida (RMA)
- West Palm Beach, Florida (RMA)

## MARKET ANALYSIS, STUDIES, & ASSESSMENTS

- Greenacres, Florida (RMA)
- Holly Hill, Florida (LD/TAG)
- Howey-In-The-Hills, Florida (LD/TAG)
- Mount Dora, Florida (RMA)
- North Port, Florida (RMA)

## REAL ESTATE & PUBLIC-PRIVATE PARTNERSHIPS (P3)

- Ocean One Boynton, LLC, Florida (RMA)
- Cape Coral, Florida (RMA)
- Davie, Florida (RMA)
- Deltona, Florida (RMA)
- Holly Hill, Florida (LD/TAG)
- North Miami Beach, Florida (RMA)
- Pompano Beach, Florida (RMA)
- West Palm Beach, Florida (RMA)

## RECOVERY, REVITALIZATION, VISION, & MASTER PLANS

- Greenacres, Florida (RMA)
- Margate, Florida (RMA)
- North Miami Beach, Florida (RMA)
- Pompano Beach, Florida (RMA)
- Sunrise, Florida (RMA)
- West Columbia, South Carolina (RMA)
- West Palm Beach, Florida (RMA)

## URBAN DESIGN, PLANNING, LAND USE & ZONING

- Hillsboro Beach, Florida (RMA)
- Lake Park, Florida (RMA)
- Miami Shores Village, Florida (RMA)
- North Miami Beach, Florida (RMA)
- Pompano Beach, Florida (RMA)
- West Palm Beach, Florida (RMA)

## CULTURAL ARTS DEVELOPMENT & MANAGEMENT

- Pompano Beach, Florida (RMA)

**KEY:**

(CB) Chris Brown
(CD) Civic Design/Chris Brown
(KB) Kim Briesemeister
(RMA) Redevelopment Management Associates
(DAS) Daedalus Advisory Services
(DKP) Dover, Kohl & Partners
(LD/TAG) Lynn Dehlinger/TAG, LLC
(I) Implementation
(II) Implementation Currently Being Done by RMA



## RMA CURRENT AND PREVIOUS CLIENTS FOR THE PAST 5-YEARS

- Alachua, Florida
- Cape Coral, Florida
- Coral Springs, Florida
- Dania Beach, Florida
- Davie, Florida
- Delray Beach, Florida
- Deltona, Florida
- Fort Lauderdale, Florida
- Gainesville, Florida
- Greenacres, Florida
- Hallandale Beach, Florida
- Hillsboro Beach, Florida
- Jacksonville, Florida
- Lake Park, Florida
- Lauderhill, Florida
- Margate, Florida
- Martin County, Florida
- Miami-Dade County, Florida
- Miami Shores Village, Florida
- Miramar, Florida
- Mount Dora, Florida
- North Lauderdale, Florida
- North Miami, Florida
- North Miami Beach, Florida
- North Port, Florida
- Oakland Park, Florida
- Ormond Beach, Florida
- Oviedo, Florida
- Palm Bay, Florida
- Pinecrest, Florida
- Pinellas Park, Florida
- Pompano Beach, Florida
- Sebastian, Florida
- Sumter County, Florida
- Sunrise, Florida
- Tavares, Florida
- Titusville, Florida
- West Columbia, South Carolina
- West Palm Beach, Florida
- Winter Park, Florida

## AWARDS

The Roy F. Kenzie Awards celebrate the most innovative and effective redevelopment programs in Florida and are awarded annually in 14 categories. FFEA's program recognizes members' innovation, individuality and creative collaboration. According to its website, for over 20 years, "Florida Festivals & Events Association has been promoting and strengthening the festival, event and fair industry in Florida. FFEA currently supports more than 500 event industry professional members who collectively represent 3,500 events."

### FRA (FLORIDA REDEVELOPMENT ASSOCIATION)

**2020**

- **West Palm Beach CRA:** Roy F. Kenzie Award Cultural Enhancement and FRA President's Award
- **West Palm Beach CRA:** Roy F. Kenzie Award Capital Projects/ Infrastructure
- **RMA/City of Deltona:** Management Programs and Creative Partnerships

**2018**

- **Pompano Beach CRA:** Roy F. Kenzie Award: Promotion - Downtown Innovation District

**2017**

- **Margate CRA:** Roy F. Kenzie Award: Promotion - Margate Under the Moon
- **North Miami:** Roy F. Kenzie Award: Planning Studies - Downtown Strategic Marketing Plan

**2016**

- **Pompano Beach CRA:** Management Programs/Creative Partnerships; Turner School of Construction Management
- **West Palm Beach CRA:** "Out of the Box" Award; Lot 23 Artist Program

**2012**

- **Dania Beach CRA:** Roy F. Kenzie Award: Cultural Enhancement

**2011**

- **Dania Beach CRA:** Roy F. Kenzie Award: Marketing

### FFEA (FLORIDA FESTIVALS & EVENTS)

**2017**

- **Dania Beach CRA:** *Arts & Seafood Celebration* - Commemorative Poster: 1st Place, Facebook: 1st Place, PR/Media Campaign: 1st Place, Sponsorship Program: 2nd Place, Website: 2nd Place, Promotional Mailer: 2nd Place, Television Ad: 3rd Place; *Dania Beach Neighborhood Ambassadors Events* - Community Outreach Program: 1st Place, Television Ad: 3rd Place; *The PATCH Urban Form and Market* - Outdoor Ad/ Billboard: 1st Place; *Green Program* - 2nd Place
- **Margate CRA:** *Sounds at Sundown* - Facebook: 3rd Place
- **West Palm Beach CRA:** *BBQ Brews & Blues* - Photo: 1st place, Radio: 1st place; *Bourbon & Bowties* - Promotional Mailer: 2nd place; *Sunset Lounge Old School Series* - Radio Ad: 2nd place

**2016**

- **Pompano Beach CRA:** *Ali Cultural Art Center* - Brochure/Invitation, Grand Opening; *Old Town Untapped* - Social Media, Brochure/Invitation; *Green Market* - PR Media Campaign, Radio Campaign
- **Dania Beach CRA:** *Arts & Seafood Celebration* - Social Media Campaign, PR Media/ Campaign, Commercial Poster, Facebook, Sponsorship Program, Website, Tickets & Invitations, T-Shirt, Radio Ad
- **West Palm Beach CRA:** *The Sunset Jazz Series* - Tickets & Invitations; *Heart & Soul Fest* - Radio Ad, Program/Event Guide
- **Margate CRA:** *Koye Stevens Statue Dedications* - Tickets & Invitations; *Margate Under the Moon* - Facebook

**2015**

- **Dania Beach CRA:** *Arts & Seafood Celebration* - Radio Ad and Event Program
- **Margate CRA:** *Celebrate Margate* - Poster
- **Pompano Beach CRA:** *Green Market* - Promotional Item; *VIP Program* and *Light Up MLK* - Photo
- **West Palm Beach CRA:** *Art & Wine Promenade* - Social Media

**2014**

- **Dania Beach CRA:** *Arts & Seafood Celebration* - Commemorative Poster
- **Pompano Beach CRA:** *Volunteer Night Out, Light Up MLK* - Ornament, *Passport to Pompano, ArtHall* - Documentary, Community Outreach Program
- **West Palm Beach CRA:** *Art & Wine Promenade* - Social Media; *Heart & Soul Fest* - Invitation
- **Oakland Park:** *Farm to Chef* - Social Media



## SPECIAL QUALIFICATION SECTION FOR LAKE PARK

# CRA PLAN UPDATE

### OUR INITIAL OBSERVATIONS

**RMA is familiar with the City of Lake Park and the CRA district** from previous consulting services we've provided related to zoning amendments in 2018. We have introduced concepts and highlighted areas of focus we believe will shed light not only on our approach which is more defined in Tab III, but also our ability to craft realistic plan amendments for the Lake Park CRA Plan. RMA has also invited Dover Kohl & Partners and Daedalus Advisory Services to join us during this process for two main reasons.

**Dover Kohl & Partners** has a unique community input process that is unmatched by other consultants. The project pages in the following section describe this process in more detail, and we believe for Lake Park, this process will make a big difference in how we compile and prioritize CRA plan initiatives.

**Daedalus Advisory Services** has an analysis tool that RMA likes when we are focused on financial projections and funding projects over an extended period. This financial analysis tool can assist in fine-tuning our redevelopment project targets based on a type of real estate market analysis not found in the normal market and data collection processes.

### CRA PLAN EXPERIENCE

To draft a successful CRA Plan, or updates, and include a strategic redevelopment program, the Lead Consultant should be able to demonstrate the unique ability to have successfully *managed or operated* an Agency on a day-to-day basis. RMA has garnered three decades of experience by ***writing and then implementing*** CRA Plans for various cities.

The expanded team of RMA, Dover Kohl & Partners, and Daedalus Advisory Services worked together on the Miami Beach Plan that was recently approved and is now in the implementation stage. **The Pompano Beach Plan updates demonstrate our unique ability to generate extreme economic impacts** from our proposed approach to redevelopment including:

- **Parking revenues increased from $500,000** prior to 2012 to $2.8 million in FY 2019 (350% increase)
- **The City's Valuation increased from $8.7 billion** in 2012 to $14.5 billion in 2020 (67% increase)
- $48.5 million in projected city revenues from the pier development over the next 50 years with an estimated $300,000 in annual tax increment
- **Lease revenue** from the pier development site **increased from** approximately **$300/month to over $650,000 annually** after all properties are open and operating

### REGULATORY EXPERIENCE RELEVANT TO LAKE PARK CRA PLAN

Both RMA Principals are extremely well versed in Florida State Statute, Chapter 163, Part III. They have participated in legislative updates to the CRA Statute since 1996 providing a lengthy background on how it can be utilized to further CRA redevelopment goals.

**RMA Principals have personally managed five of the largest, most successful CRA Districts in South Florida which provided a front-row seat to understanding what elements need to be in the CRA Plan to be successful. They have updated the CRA Plans in all of those districts leading them to their success today.**

RMA Principals have extended the CRA lifespan and extended the boundaries in multiple cities and know how to navigate this often-political process. The principals have nearly 50 years of combined redevelopment experience in CRA Plans and implementation.

### GENERAL CRA PLAN DEVELOPMENT AND CONTENTS EXPERIENCE

The first Chapter in RMA's Book is "The Vision". We will utilize our expertise to craft this important first step that leads to a clearly defined set of objectives and strategies in the CRA Plan update. Also, per the RFQ and included in all RMA plans, the updated vision will consider community and City Commission feedback, support economic development, and provide job creation.

**RMA will carefully consider comments and ideas we read from the Town of Lake Park CRA minutes and agendas including but not limited to:**

- Incentives
- Land Acquisition
- Density and Affordable Housing
- Mobility Plan
- Industrial District & Art

### VISION AND STRATEGY EXPERIENCE

The Vision is ***influenced*** by the community through stakeholder sessions, and from input from the City Commission/CRA Board committee and business leaders. Then the Vision is ***technically applied*** based on data, real estate market conditions, and technical expertise. The combination produces a realistic and balanced approach for the CRA Plan to guide redevelopment over an extended period of time.

## BUSINESS ATTRACTION EXPERIENCE

Because RMA has managed multiple CRA districts, we are adept at putting the public sector strategies in place to attract private businesses and development to our redevelopment areas. Using branding and marketing techniques as well as creating marketing materials such as "Leasing Packages" help brand and promote the area.

- RMA's Director of Marketing who worked with the RMA Principal at the City of West Palm Beach CRA attracted over 140 small businesses to one district, the Northwood Village area. The CRA Plan needed to be amended to incorporate the projects and programs needed for this initiative.
- In Oakland Park, the city had a 180,000 square foot empty warehouse in their proposed future "downtown". We proposed branding the downtown as a culinary district, changed the zoning to allow for manufacturing, and attracted Funky Buddha craft brewery as an anchor tenant in the warehouse.

Both projects completely changed the target areas within the CRA districts.

## INCENTIVE EXPERIENCE

RMA Principals have drafted more than 12 incentives programs, each one specifically addressing a different redevelopment obstacle. RMA can also craft unique and specialized incentives depending on the issues that need to be addressed. Some of our more popular programs are listed below and can be amended to suit Lake Park.

- Strategic Investment Program – funds for interior renovations and tenant improvements
- Paint, Plant & Pave - minor residential exterior improvements
- Loan Interest Assistance – partnering with lenders on interest subsidy
- Strategic Streetscape Program - streetscape improvements tied to private commercial developments
- REDA (Real Estate Development Accelerator Program) TIF for major developments over $5 million
- Façade Program – funds to upgrade exterior buildings

## REAL ESTATE & ACQUISITION (P3) EXPERIENCE

RMA Principals have **negotiated 14 public/private partnership real estate deals** for client cities. Services ranged from targeting the redevelopment parcels, issuing the RFP for disposition, to negotiating very complex real estate transactions. (See P3 Project Page)

In addition, RMA has assisted many of their CRA clients in creating strategies for land acquisition and disposition, and then helped them purchase and/or issue RFPs to attract private development. The acquisitions have resulted in assemblages and other strategic purchases that have dramatically increased the tax base for the CRA's.

## INDUSTRIAL LAND EXPERIENCE

Deltona's Strategic 5-Year Economic Development Plan resulted in the creation of Portland Industrial Park. After drafting the plan, RMA assisted the property owner in attracting a one million square foot Amazon distribution center, providing more than **500 permanent jobs with benefits**, and a $100 Million project being added to the tax base. The Plan has resulted in a clear direction for the city, with strong support from the public and private sector that will ensure the success of Deltona's quest for commercial investment. The second phase of Portland Industrial Park is now underway.

## PLACEMAKING AND INFRASTRUCTURE EXPERIENCE

Some of RMA's **most visible accomplishments** can be seen in our proposed and now built infrastructure projects. We assist cities in identifying the right infrastructure improvements that create a sense of place and completely change the environment of an area, or a city. These investments in the public realm changed the image of our client cities to the degree that the real estate market was dramatically impacted as new businesses opened and large development projects broke ground.

## PUBLIC FINANCE EXPERIENCE

RMA Principals have **managed over $240 million in bonds** issued in CRA districts for redevelopment programs. In the City of West Palm Beach bonds for CRA districts were issued in a strong economic climate. The financial strategy, the dollar amount of the bond, and the repayment plan considered potential volatility in the market, however, so when the tax base decreased in 2008, the CRA was still able to make debt service payments and did not default on any of the bond loans.

RMA Principals have successfully identified and secured alternative sources of funding above tax increment. RMA has drafted and implemented Strategic Action Finance Plans for multiple cities. This transparent approach to funding redevelopment has won numerous awards.

## PARKING, TRANSIT, AND TRANSPORTATION EXPERIENCE

RMA assisted the City of Pompano Beach in forming a **parking enterprise fund** to provide a legal and financial vehicle to fund a parking garage for the pier project, as well as fund future public parking needs. **Lake Parks goal of mobility is important.**

RMA was assigned the management of the **East Coast Railway initiative** to attract a station location in Pompano Beach. This meant coordinating closely with FDOT, the MPO, and the county on future train station locations.

As part of a pier beach redevelopment project, RMA assisted the city and CRA in planning, funding, and negotiating for a garage to service the area, as is currently planning the next garage to manage the new traffic generated from the first phase of the project.

## IMPLEMENTATION EXPERIENCE

Implementation is Chapter 5 in our book, "Reinventing Your City", and it's of great importance for the **Lake Park CRA Plan**, as well as a top philosophical priority for our firm. We are well known for producing two types of **Implementation Plans:** Strategic Finance Action Plans and Strategic Finance Implementation Plans. They are similar but have one thing in common, they provide a road map for redevelopment and demand accountability for implementation.

The tax base and the TIF figures, in addition to large increases in our city's general fund are testaments to our ability to create a healthy economic environment for your clients.

RMA has drafted award-winning Five-Year Strategic Finance Action and Implementation Plans for multiple CRAs. The primary objective for this type of plan is the successful implementation of redevelopment programs and projects and to attract private sector investment.

## ECONOMIC DATA ANALYSIS (DAEDALUS ADVISORY SERVICES)

Daedalus Advisory Services has deep analytical skills and decades of experience building and interpreting economic data for decision-makers. They understand what the data says and doesn't say, as well as the time lags and methodological constraints for many of the most commonly accessed data sets. Importantly, they often build multivariable models that include trends and preference information to increase the power of future projections. They have worked on scopes similar to the **Lake Park CRA** for clients across the globe, and most recently for the newly created North Beach CRA in Miami Beach.

## COMMUNITY AND STAKEHOLDER INVOLVEMENT – (DOVER KOHL & PARTNERS)

Dover, Kohl & Partners has always embraced a healthy combination of high technology and personal, interactive ways of working. The "Designing in Public" charrette has long been a cornerstone of our planning process. When live meetings, workshops, and charrettes are not possible, Dover, Kohl & Partners has pioneered video conference interviews, Public Orientation Webcasts, and the Online Design Week (sometimes called a "virtual Charrette.") These digital approaches were designed to re-create the interactive and interpersonal experience of the charrette. This is achieved through a variety of approaches and tools. However, the goal of this effort is still the same: to produce thoughtful, place-sensitive solutions with a breakthrough-quality design rooted in best practices.

REMEMBER, the CRA Statute says.....

> "If It's Not In The Plan, You Can't Do It."

RMA will make sure the **Lake Park CRA Plan** update is inclusive of all the programs and projects needed for implementation but will not fill the pages with general and empty concepts or words. The update will be concise and based on decades of CRA experience on what really works, and what will work for Lake Park.



REINVENTING YOUR CITY

September 28, 2021

Town of Lake Park
Office of the Town Clerk
Lake Park Town Hall
535 Park Avenue
Lake Park, Florida 33403

RE: Statement of recent, current, and anticipated workload

Dear Ms. Mendez,

Per RFQ 105-2021, Submission Specifications, (9), please find this statement of recent, current, and anticipated future workload. RMA is a full-service redevelopment firm with adequate financial, time and labor resources to manage all current client workload, as well as perform the Scope of Services per this RFQ for a CRA Plan Update.

Thank you for your consideration.

Sincerely,

Kim Briesemeister, Principal, RMA

Pompano Beach • Delray Beach • Central Florida • 954.695.0754 • www.rma.us.com

**MIAMI BEACH**
North Beach CRA Plan

**Agency**
Miami Beach Redevelopment Agency (RDA)
Miami Beach, Florida

**Performance Period**
December 2020-July 2021

**Services Provided**
- CRA Plan

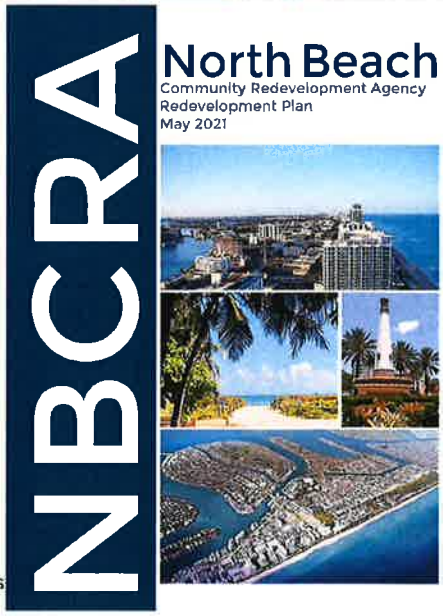
## OVERVIEW

In December 2020, RMA joined Daedalus Advisory Services and Dover, Kohl & Partners to develop a CRA Plan for the new North Beach CRA district within the City of Miami Beach. Together, the team conducted a weeklong virtual charette to garner public input along with reviewing existing conditions and performing real estate, neighborhood, and beautification & infrastructure analyses in order to develop plan concepts, goals and implementation strategies, and a financial analysis for the new CRA Plan. The major initiatives of the North Beach CRA Plan were focused on economic development, climate resiliency, cultural arts, branding, marketing, neighborhood character, quality of life, and leveraging resources. North Beach had a strong local community invested in the CRA and various plans that had been developed over the years to address redevelopment in North Beach. Through a cohesive team approach, the North Beach CRA Plan was approved by Miami-Dade County in July 2021.

## PROJECT DESCRIPTION

This project required extensive research, analysis, and community outreach including:

- Virtual Weeklong Charette
- Existing Conditions overview including demographics
- Real Estate Analysis
- Neighborhood Analysis
- Beautification & Infrastructure Analysis Including Traffic, Multi-Modal Access, Parks & Green Spaces
- Plan Concepts
  - Administration & Governance
  - Economic Development Drivers
  - Land Use & Zoning
  - Neighborhood Projects & Impacts
  - Resilience & Infrastructure
  - Regional Collaboration & Intergovernmental Coordination
- Goals and Implementation Strategies
  - Economic Development
  - Climate Resiliency, Sustainability & Infrastructures,
  - Cultural Arts, Branding, Marketing & Communications
  - Neighborhood Character
  - Quality of Life
  - Leveraging Resources
- Financial Analysis including TIF Projections



## SARASOTA
Newtown CRA Plan Update

**Agency**
Community Redevelopment Agency
Sarasota, FL

**Performance Period**
2019 - 2021

**Services Provided**
- CRA Plan Update
- Community and Stakeholder Engagement
- Graphic Design/Collateral Development
- TIF Projections
- Market Conditions Overview
- Finding of Necessity Analysis
- Capital Improvement Projects (CIP) Plan

### OVERVIEW

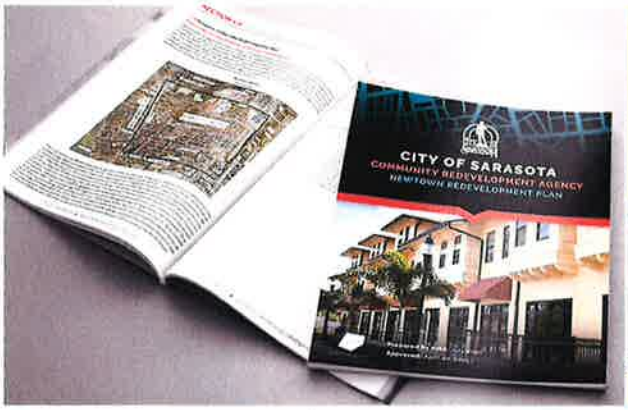
In 2019, RMA was engaged to develop a CRA Plan update with public involvement from the Newtown community. The Newtown CRA district encompasses the second oldest African American community in Sarasota and RMA created a redevelopment plan with the purpose of identifying and initiating new programs and projects that will take the CRA district into a new redevelopment phase and ensure the preservation of the historic Newtown community. The major initiatives of the Newtown CRA Plan of 2021 were focused on economic development, including job training, job creation, branding of the historic community, building new housing to create more demand for retail, promoting the cultural arts, and more.

### PROJECT DESCRIPTION

This project required extensive research, analysis, and community outreach including:

- Community Meetings & Online Survey
- Press Release, Graphic Design & Marketing Collateral Development
- Demographics & Market Conditions Overview
- Neighborhood & Housing Analysis
- Transportation, Roadway & Infrastructure Analysis
- Parks & Cultural Facilities Analysis
- TIF Projections
- Environmental Sustainability Plan
- Capital Improvement Projects (CIP) Plan
- Gap Analysis (Concept Plan & Completed Projects)
- Finding of Necessity Analysis
- Plan Concepts & Implementation Strategies (Economic Development, Housing, Land Use & Zoning, Quality of Life, Administration & Governance, Infrastructure, Transportation & Connectivity, and Branding, Marketing, Tourism & Communications)





Flyer

Direct Mailer

Social Media

## MOUNT DORA

Mount Dora CRA Plan Update & Extension of Sunset

**Agency**
Mount Dora Community Redevelopment Agency (CRA)
Mount Dora, FL

**Performance Period**
May 2019 - November 2019

**Services Provided**
- CRA Plan Update and Extension
- Community Input
- Market Research & Analysis
- Strategic Planning

### ISSUE

The Mount Dora Community Redevelopment Agency (CRA) had been created by the City in 1987 in response to a group of business owners looking to enhance the downtown. While the CRA had been responsible for a wide range of downtown improvements, the last CRA Plan had been developed just as the world was coming out of the last recession and needed to be updated to reflect the changing real estate and economic conditions. In April 2019, RMA was hired by the Mount Dora CRA to update the CRA Plan to reflect an agency extension of thirty years so the Mount Dora CRA can continue to improve the community and increase the commercial tax base from 2019 to 2049.

### STRATEGY

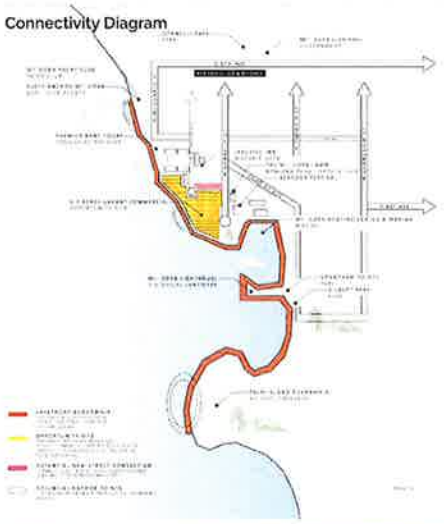
The RMA team of professionals took an economic development approach with a real estate-based foundation to develop the 2019 Mount Dora CRA Plan Update. RMA completed a market analysis of the CRA to develop recommendations based on the economic development drivers of land, labor, capital, market, and regulation. This analysis, along with community and stakeholder input, identified additional industry clusters and the uniqueness of the district that could be used to attract new investment. In addition to the market analysis and community input, RMA had a vast understanding of Mount Dora due to previous work done with the City, and the RMA team was able to effectively analyze the current market, determine business climate themes, resident needs, and direct staff in the most effective ways to increase redevelopment in the area.

In the Plan Update, areas such as public-private partnerships, connectivity within the CRA, waterfront development, and development in other commercial corridors besides downtown were highlighted. Stakeholder input was collected through community workshops and one-on-one meetings. To connect initiatives to realistic implementation, various funding sources such as public-private partnerships, grants, and government loans were identified as opportunities to assist with redevelopment.

### OUTCOME

In November 2019, the Mount Dora CRA Plan Update and Extension was approved by the City Council with praise from several members regarding the quality of the plan. The redevelopment plan will serve as a road map and provide guidance for implementation of redevelopment strategies in the Mount Dora CRA area. In the plan, priority opportunities were identified based on the need in the community with clear direction and funding prospects identified for implementation. CRA staff can actively address the priority areas of Lake Dora Waterfront, Downtown Parking, Business Retention, Beautification, Public-Private Partnerships, Regional Connectivity, and Tourism to make the Mount Dora CRA even more successful, now and into the future.

Downtown Streets



Outdoor Dining

Historic Buildings

## MOUNT DORA

NECRA Plan Update and Extension of Sunset

**Agency**
NE Community Redevelopment Agency
Mount Dora, FL

**Performance Period**
June 2018 – September 2018

**Services Provided**
- CRA Plan Update
- Community Outreach
- Market Research & Analysis
- Strategic Planning

### ISSUE

The Mount Dora Northeast CRA area is comprised of single-family and multifamily residential units with very little commercial. For years the Northeast CRA missed real estate growth cycles, and little new construction occurred. The Northeast CRA was established in 1989 and its main priorities have been to enhance the quality of life for residents through safety initiatives, better community facilities, infrastructure, housing, and additional commercial businesses. While the Northeast CRA made strides to improve the community since its inception, there is still redevelopment that needs to occur in the community. In 2018, RMA was hired by the Mount Dora Northeast CRA to Update the CRA Plan to reflect an agency extension of thirty years so the Northeast CRA can continue to improve the community and increase the commercial tax base from 2019 to 2049.

### STRATEGY

The RMA team of professionals took a holistic approach to redevelopment when updating the 2018 Northeast CRA Plan. In 2016, the City hired RMA to complete a comprehensive commercial market study/economic analysis. This analysis identified the Northeast CRA and surrounding areas current economic conditions and market potential to attract new investment. With a vast understanding of Mount Dora, specifically the Northeast CRA area, the RMA team was able to effectively analyze the current market, determine business climate themes, resident needs, and direct staff in the most effective ways to increase redevelopment in the area.

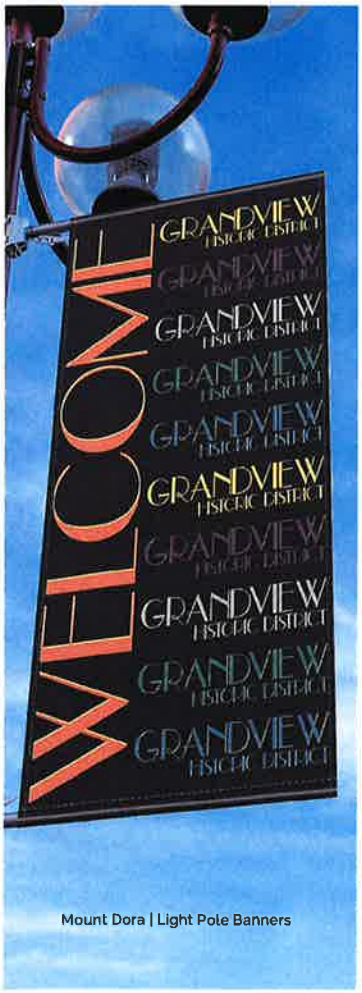
An updated market study of the Northeast CRA area was completed and an analysis of demographics, existing businesses, consumer trends, and potential for new businesses was highlighted. In the plan, additional areas such as public private partnerships, connectivity to the downtown, multimodal transit, affordable housing, and infrastructure were highlighted. Recommendations and implementation strategies for community branding and events were also determined to enhance the community's image and pride. Stakeholder input was collected through online surveys, one-on-one meetings, and multiple public workshops. As a way to connect initiatives to realistic implementation, various funding sources such as public-private partnerships, grants, and government loans were identified as opportunities to assist with redevelopment.

### OUTCOME

In September of 2018 the Northeast CRA Plan Update and Extension was unanimously approved by the City Council. The redevelopment plan will serve as a road map and provide guidance for implementation of redevelopment strategies in the Northeast CRA area. From the plan, three priority areas were identified based on the community's needs. With clear direction and allocated funding for implementation, CRA staff can actively address the priority areas of Economic Development, Infrastructure, and Housing.

In addition to the CRA Plan Update, RMA secured another contract with the City to provide branding services in the Northeast Area. Before the Northeast CRA Plan was complete, RMA created a "Real Faces Real Places" campaign. Pole banners were designed to enhance community pride in the Northeast and featured descriptive words that represented the history and current community, residents, and business owners. The pole banners were strategically installed along Grandview, the Northeast CRAs main commercial corridor. Currently, the Northeast CRA has a 129-unit residential development in the pipeline that will bring density to the area and create a demand for additional shops and restaurants.





Mount Dora | Light Pole Banners

Branding Campaign Banners

Grandview Business District

## POMPANO BEACH

CRA Plan Update, CRA Management, and Strategic Finance Implementation Plan

**Agency**
Community Redevelopment Agency
Pompano Beach, FL

**Performance Period**
2009 – 2018

**Services Provided**
- CRA Management
- Project Management
- Business Attraction
- Marketing
- Special Events
- Incentives
- Site Plan Review, Comprehensive Planning & Zoning Assistance
- Strategic Finance Implementation Plan
- Financing

In 2009, RMA was contracted to manage the Pompano Beach Community Redevelopment Agency's two CRA districts and revitalize these two very different areas of the city. RMA set the CRA up for success by planning the work, then working the plan.

- Florida Redevelopment Association (FRA) Award Winner
- Florida Festivals & Events (FFEA) Award Winner
- Florida Planning & Zoning Association (FPZA) Award Winner
- ULI Southeast FL/Caribbean Vision Award Finalist: Project of the Year

### THE CRA CONSISTS OF TWO SEPARATE REDEVELOPMENT DISTRICTS:

- The Northwest Pompano Beach Community Redevelopment Area (hereafter referred to as the "Northwest District" (approximately 3,084-acres)
- The East Pompano Beach Community Redevelopment Area (hereafter referred to as the "East District" (approximately 158-acres)

#### CRA Redevelopment Plans

RMA wrote the updates for each redevelopment area in 2011. The NW District extended its life for an additional 30 years. The East district was an update but did not extend the life of the District. The new CRA Plans were particularly important because, under new management, the CRAs required additional programs in order to create new initiatives, including land acquisition, building development, major road improvements, institution of a comprehensive marketing program, bond financing, and many other programs.

#### CRA Management & Administration

RMA, through its role administering the Pompano Beach CRA, paved the way for a "new" Pompano Beach. Celebrating the rich history and underlying feeling of the city, RMA set the course for redevelopment focused specifically on business attraction and economic growth through land development regulations and zoning code revisions, major streetscape improvements, cultural facility development, city-wide and district branding and marketing. Additionally, RMA completed negotiations for a $20 million public-private partnership on 6 acres of land at the Pompano Beach Pier. RMA continues to assist the city to implement retail recruitment strategies with the Pier Site developers and for existing vacancies throughout the targeted areas.

#### CRA East District Financing and Implementation Plan

RMA also developed Strategic Financing & Implementation Plans for both CRA districts to provide a road map for redevelopment and identify the funding for implementation. The Redevelopment Area Initiatives included in the CRA East District Financing and Implementation Plan are funded through tax increment generated from the current tax base and forecasted new construction as well as from other revenue sources. Tax increment from development not contemplated herein will be available to supplement any deficiencies in the forecasted and/or provide additional funding for redevelopment initiatives.

Redevelopment Area Initiatives funded through Tax Increment Revenue Allocations are subject to variances in the actual tax increment values (i.e. vis-a-vis the forecasted tax increment values set forth herein) as well as budgetary constraints (i.e. essential items such as debt service have legal priority in tax increment funding). In addition, Redevelopment Area Initiative funding sources may change based on market conditions and CRA priorities.



### REDEVELOPMENT AREA INITIATIVES INCLUDED IN THE EAST FINANCING AND IMPLEMENTATION PLAN:

- **Additional Street Improvements** - Additional amenities and fixtures to be installed in target areas of Atlantic Blvd. and Pompano Beach Blvd.
- **Business Attraction and Development** - Tools to attract new businesses and retain existing businesses in the East CRA District.
- **Consultants and Professional Fees** - Professional services needed for exploration of various components of the East CRA redevelopment Initiatives mostly for target areas of Atlantic Blvd, US1, A1A, Pompano Beach Blvd, Parking areas, and Pier Lot.
- **Incentive Programs** - Six (6) Incentive programs to address property renovations mostly in the target areas of Atlantic Blvd, US1, and A1A.
- **Marketing and Special Events** - Marketing efforts to promote the revitalized target areas (Beach, East Village, Pier Development, etc.).
- **Public Art Foundations** - Initiatives to assist in branding the East CRA District through foundation work for sculpture and other visual arts.
- **Streetscape Improvements** - Streetscape improvement project to be implemented in target area near Harbor Village or near the pier Streetscape Improvements lot.
- **Street and Pedestrian Lighting Improvements** - Additional street and pedestrian light fixtures to be installed in target areas of Atlantic Blvd. or Pompano Beach Blvd.
- **Target Block Redevelopment** - Infrastructure improvements for redevelopment of properties around McNab Park and the Chamber of Commerce.
- **Wayfinding Signage** - Signage to identify major destination points in the East CRA District (i.e. Great Lawn, Pier, Parking Garage, Pompano Fishing Village, etc.).

#### CRA West District Financing and Implementation Plan

The Redevelopment Area Initiatives for the CRA West District included in the Financing and Implementation Plan are funded through tax increment generated from the current tax base and forecasted new construction as well as from other revenue sources. Tax increment from development not contemplated herein will be available to supplement any deficiencies in the forecast and/or provide additional funding for redevelopment initiatives.

Redevelopment Area Initiatives funded through Tax Increment Revenue Allocations are subject to variances in the actual tax increment values (i.e. vis-a-vis the forecasted tax increment values set forth herein) as well as budgetary constraints (i.e. essential items such as debt service have legal priority in tax increment funding).

The Financing & Implementation Plan contemplates. Redevelopment Area Initiative funding sources may change based on market conditions and CRA priorities.

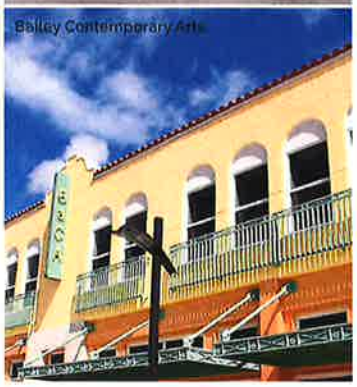
Beachfront Streetscape Improvements

Business Attraction

## REDEVELOPMENT AREA INITIATIVES INCLUDED IN THE WEST FINANCING & IMPLEMENTATION PLAN:

- **Ali Building -** Renovation of existing building at 353 MLK Blvd. and new construction of courtyard, outdoor stage and supplemental amenities.
- **Business Attraction and Development -** Tools to attract new businesses and retain existing businesses in the NW CRA District.
- **Business Loan Fund** - Loan program funding to foster new businesses in the NW CRA District.
- **Business Incubator -** Funding for operating expenses associated with the facility to promote job growth and business development in Downtown Pompano.
- **Collier City** - Streetscape projects and other improvements in the target area of Collier City.
- **Commercial Kitchen** - Renovation work associated with improvement of building located at 165 NE 1st Ave.
- **Community Garden** - Work associated with cultivation of vacant CRA parcel and operation for community garden.
- **Consultants and Professional Fees -** Professional services needed for exploration of various components of the NW CRA redevelopment initiatives mostly for target areas of Downtown Pompano and Collier City.
- **Demolition Services** - Demolition services needed for CRA leased or owned properties in the NW CRA District.
- **Downtown Pompano CRA Properties Management and Maintenance** - Costs associated with the Cultural Arts Facilities Management of BaCA and Ali and the maintenance of CRA leased or owned buildings in Downtown Pompano.
- **Downtown Pompano Streetscape** - Streetscape improvements for areas along MLK Blvd and in Old Pompano.
- **Emergency Rehabilitation of Housing Stock** - Funding for efforts of housing rehabilitation in the NW CRA District that cannot be addressed by the Office of Housing and Urban Improvement.
- **Environmental Remediation** - Remediation measures that arise for CRA properties.
- **Eta Nu** - Funding for construction of new facility on CRA property in Downtown Pompano per Development Agreement.
- **Incentive Programs -** Six (6) incentive programs to address property renovations mostly in the target area of MLK Blvd and Old Town.
- **Marketing and Special Events** - Marketing efforts to promote the revitalized target area of Downtown Pompano and other business or community sectors of the NW CRA District.
- **Micro-enterprise Loan Program Administration** - Management services for loan program administration to foster new businesses in the NW CRA District.
- **Miscellaneous Property Acquisition** - Acquisition of retail, commercial, residential and vacant properties within Downtown Pompano.
- **Other Capital Improvements** - Additional streetscape or infrastructure improvements for areas around target areas of MLK Blvd and Old Pompano.
- **Property Maintenance/Special Services** - Maintenance services for CRA owned properties in the NW CRA District.
- **Security** - Services to address patrol and safety measures for the Downtown Pompano target area.
- **Single Family** - Development of CRA properties for single family residences in the target area of the Ortinique subdivision.
- **Streetscape Improvements** - Streetscape improvement project for area around the Ali building.
- **370 N Flagler** - Site improvements for temporary parking area.
- **737 Hammondville Rd.** - Renovation work associated with the improvement of the building.

City Vista P3



## POMPANO BEACH

Historic "Old Town" and Downtown Development

**Agency**

Community Redevelopment Agency
Pompano Beach, FL
100 W. Atlantic Boulevard
Pompano Beach, FL 33062
P: 954.786.5535

**Performance Period**

2009 – 2018

**Services Provided**

- CRA Management
- Site Plan Review
- Comprehensive Planning & Zoning Assistance
- Business Attraction/Marketing/ Special Events & Incentives
- Project Management

### ISSUE

Old Pompano's metamorphosis from a vacant and blighted historic downtown center into an arts and cultural district began with a discovery that Broward County was deficient in spaces to create and study art. The subsequent plan provided a blue print to attract the creative arts and like-minded people by redeveloping key CRA owned properties to redirect the market.

**2014 & 2012 Florida Redevelopment Association (FRA) Award Winner**

### STRATEGY

As the Directors of the Pompano Beach CRA, it became clear that Pompano Beach's future growth depended on redeveloping the historic center which was blighted and derelict. We considered the public real estate assets within the district and identified two historic structures for renovation. Once we discovered the gap in the market for creative art spaces, we knew we wanted to convert the buildings to the creative arts. This also tied into the City's plans to create a cultural campus adjacent to the municipal complex and across the street from the historic district.

Because the intent was to attract new development which was consistent with the historic district's urban character, our team also amended the zoning code and assisted the planning staff through its adoption. The code update and land use amendment encompassed a 269-acre area generally known as the Downtown of Pompano Beach. The new code provides additional language to support development around a transit center which runs along the western edge of the historic district.

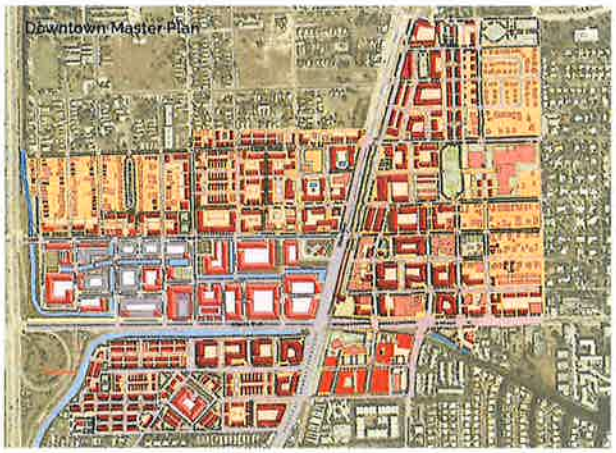
The general concept of the TOC calls for higher density mixed use located in and around the two transit stations; one is the new bus terminal and the other is the future rail stop on Dixie Highway. The historic single family neighborhoods on the edges are preserved by maintaining their current designation. Specific zoning regulations were drafted to ensure the appropriate transition of height, setbacks and uses were maintained adjacent to the single family neighborhoods.

The project entailed over 20 public meetings, including a design charrette with residents, in order to engage community input and support In 2012, the Downtown Pompano Transit Oriented District was awarded the Florida Redevelopment Association Planning Study award.

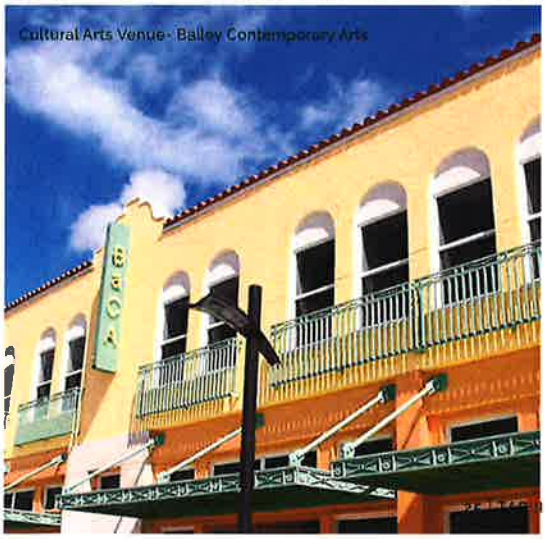
### OUTCOME

The strategy is working. Old Pompano is now experiencing a surge of interest from developers, investors and entrepreneurs who are in various stages of the approval process to develop mixed use projects and open new businesses.

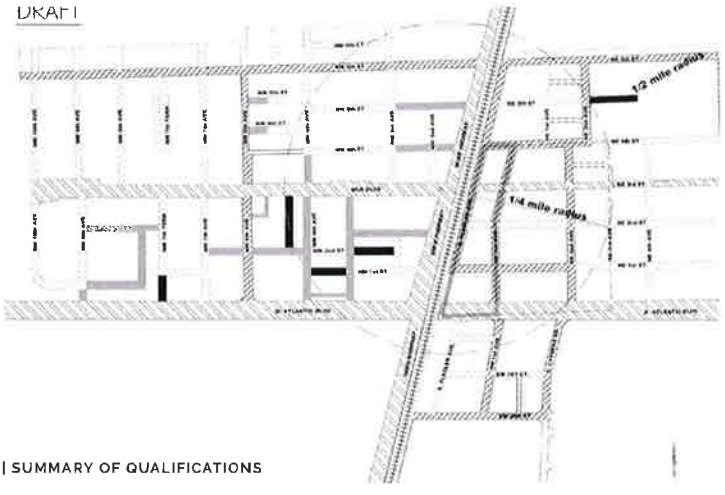




Rendering of Potential Downtown Plaza and Transit Station




Analysis of Street-grid and Walking Radius



## WEST PALM BEACH

CRA Management & Administration, CRA Plan Implementation, CRA Marketing & Special Events

**Agency**
Community Redevelopment Agency West Palm Beach, FL

**Performance Period**
2014 - present: RMA; 2005 - 2013: Kim Briesemeister

**Services Provided**
- Creation and Implementation of Strategic Marketing Plan
- Marketing/Branding/PR
- Graphic Design/Collateral Development
- Website Development & Management
- Social Media/Digital Communications
- Special Event Development & Management
- Project Management
- Historic Preservation
- Business Attraction & Retention

### OVERVIEW

**Population of City: 102,000. The CRA consists of two separate Redevelopment Areas comprising approximately 1,399-acres:**

- City Center Community Redevelopment Area (hereafter referred to as the "CCCRA"; approximately 940-acres)
- Northwood/Pleasant City Community Redevelopment Area (hereafter referred to as the "NPCCRA"; approximately 459-acres)

**RMA Services Provided:** CRA Management & Administration, Business Attraction/ Marketing/ Special Events, Incentives, Project Management, Land Use Amendments, Site Plan Review, Comprehensive Plan and Zoning assistance, Design Charrettes/Public Input, Economic Development Plan, Retail/Residential Market Potential & Demand Analysis, Public-Private Partnerships, Cultural Arts, Historic Preservation

- 2019, 2016, & 2009 Florida Redevelopment Association (FRA) Award Winner
- 2019 American Institute of Architect (AIA) Palm Beach Merit Ward Winner
- 2014-2017 Florida Festivals & Event (FFEA) Award Winner

### CRA REDEVELOPMENT PLANS

RMA Principal Kim Briesemeister served as the Executive Director of the West Palm Beach CRA for eight years from 2005-2013. As CRA Executive Director, she was responsible for expanding and improving the CRA through management, implementation and updates to the CRA Plans for the two districts. Ms. Briesemeister as WPB CRA Director and Shawn Mitchell, as the Budget Director, created financial forecasts and two redevelopment finance plans to conservatively structure over $120 million in debt financing. In 2014, RMA was contracted by the City of West Palm Beach to provide CRA Management & Administration services which include the ongoing implementation and annual budgets of the CRA districts.

### CRA MANAGEMENT & ADMINISTRATION

RMA's management and implementation of the CRA districts for both redevelopment areas focuses on enhancing the physical and business environments, improving the quality of life for residents and creating inviting and interesting areas for visitors and investors. This is accomplished with visioning sessions/ community input; land development regulation changes/master planning; streetscape improvements; promotion/ implementation of incentives to attract/retain businesses; execution of marketing and special event initiatives. Accomplishments include increased investor activity in targeted areas; 10-15 new businesses opening in one year; increased attendance for special/cultural events; purchase/renovation of the Sunset Lounge as part of the transformation of Historic Northwest neighborhood into the hub of cultural tourism in West Palm Beach.

Art & Wine Promenade Event

Light Pole Banners

Northwood Village | Walkers Guide

Northwood Village | Flyer

## WEST PALM BEACH

Visioning, Master Planning & Zoning Regulation | North End Mixed-Use Districts

**Agency**
Community Redevelopment Agency
West Palm Beach, FL

**Performance Period**
2014 – Present

**Services Provided**
- Master Plan
- Visioning
- Comprehensive Plan Amendments
- Zoning Regulations
- Mixed-Use Districts
- TOD
- Land Use Amendments
- Design Charrettes/Public Input
- CRA Management
- Economic Development Plan
- Retail/Residential Market Potential & Demand Analysis
- Public-Private Partnerships (P3)
- Business Attraction/Retention Marketing & Special Events
- Project Implementation & Management

### ISSUE

The North End of the West Palm Beach CRA had faced years of stagnation due to economic downturns and shortfalls in the current zoning regulations. The CRA of West Palm Beach retained RMA to develop a master plan for the North End of West Palm Beach, which encompasses the Northwood/Pleasant City CRA and three mixed-use districts (Currie Park, Northwood Village and the Broadway Corridor) and the Pleasant City neighborhood. In addition to the master plan, the CRA retained RMA to amend the Comprehensive Master Plan and Zoning Regulations for the three mixed-use districts based on a new vision plan.

### STRATEGY

RMA organized and conducted a 7-day design workshop within the community that engaged a great number of residents, business owners and stakeholders within the North End. The goal of the design workshop was to create a vision and an implementation strategy for the redevelopment of the North End. The Currie Park area is situated on the east side of the CRA along the Intracoastal Waterway. This area has the largest number of vacant properties within the North End and the greatest interest for redevelopment due to its location. The master plan for this area focused on creating a physical and visual connection to Currie Park and the waterway. The Northwood area is the North End's entertainment district with an eclectic mix of restaurants, galleries and shops. This area's success is in part due to the rebranding and marketing strategies implemented by RMA.

The district, however, still has room for growth. The master plan proposes a transit oriented district anchored on the west end by a future passenger rail station along the FEC. The Broadway Corridor is characterized today by crime and blight. The master plan recommended various development scenarios and specific streetscape improvements to the roadway to support the proposed development. RMA is managing and overseeing a traffic consultant to conduct a lane elimination project along Broadway. This project will convert a portion of the roadway from 4 lanes to 2 lanes and will provide parking and a greenway in the central median, with a shared use path for pedestrians and bicyclists, in order to enhance the multimodal mobility in the district. The Pleasant City Neighborhood is the oldest African American neighborhood within the City. The master plan identified specific streetscape improvements, new greenways and open spaces as well as infill opportunities for single family. RMA has completed, through adoption, the Comprehensive Plan and Zoning Amendments for the Currie Mixed-Use District and is currently working on the text changes for the Northwood and Broadway Mixed-Use Districts Comprehensive Plan and Zoning Regulations based on the new vision plan.

### OUTCOME

The completion of the vision for the Currie Park Mixed Use District, along with the subsequent zoning changes, garnered interest from developers immediately. There have been plans for a 47,000SF urban grocer within the district along with a 15-story residential property and improvements to Currie Park, which could include a marina and two restaurants. It is estimated that this first phase could bring over $1 million per year in additional tax increment to the Northwood/Pleasant City CRA.

Rendering of Potential North End Mixed-Use Development

## POMPANO BEACH

Pier Project & Public-Private Partnership (P3)

**Agency**
Community Redevelopment Agency
Pompano Beach, FL

**Performance Period**
2009 – Present

**Services Provided**
- Acted as Prime Redevelopment Consultant
- Negotiated P3 Development of Pier Lot
- Managed all Consultants & Advisers
- Assistance with Bond Issuance
- Community Outreach

### ISSUE

The Pompano Beach CRA determined that attracting private sector investment to a redevelopment area known as the "Pier Site" was a top priority. The 6 acre parcel referred to as the Pier Site, located on Pompano Beach Boulevard consisted of a surface parking lot and other civic buildings. The site was situated in a prime location next to the beachfront area that was about to undergo a $10 million major streetscape, beach beautification and dune restoration project. The CRA/City recognized the value in advertising the site to attract a reputable developer that could bring new commercial development to the blighted beach area, now slated for revitalization.

### STRATEGY

The process chosen to secure a private sector development partner was an RFQ, a Request for Qualifications. This process, unlike an RFP (Request for Proposals), is designed to first identify a qualified development team and secondly, allow time to further develop a proposed concept. The qualification of the development team was of utmost importance, therefore the selection committee was seeking to identify a development partner that has owned and operated similar type projects, has designed and developed similar type developments, acted as a developer/owner who has been responsible for sales, leasing and marketing of the development, and demonstrated their ability to finance developments they own and operate.

In 2010, the CRA issued a request for qualifications (RFQ) for the development of the 6 acre parcel referred to as the Pier Site located on Pompano Beach Blvd. One response was received and the selection committee deemed that proposal incompatible with the pier development objectives. At the time the first RFQ was issued, the real estate market was also in a depressed state and financing for redevelopment projects was practically impossible to obtain. Staff reissued the RFQ in September of 2011 and received two proposals for the site. RMA principles then began negotiations on the business terms for the proposed development of the site with the most qualified firm.

### OUTCOME

The selection committee ranked Pompano Pier Associates, L.L.C., (PPA) as top candidate. PPA is a firm whose members have been responsible for numerous noteworthy redevelopment projects including commercial, residential and mixed use projects. PPA estimates the new development will bring a potential $21 million private investment to the City and key tenants have already been secured. The first key tenant, the Beach House restaurant, opened in 2018 and development on the site has continued with a dual-branded Hilton hotel, Burger-Fi, Alvin's Island, Kilwins and another million-dollar restaurant Oceanic.

RMA also assisted the City in creating a Parking Enterprise Fund that resulted in the City constructing their first parking garage at the pier development site. This garage included artistic elements with sails and a mural that has attracted high-end tenants. The garage also contains commercial space on the ground floor allowing the developer to provide additional tenant space.

**DELTONA**
Portland Industrial Park

**Agency**
DOT Properties NV
Deltona, FL

**Performance Period**
January 2019 - Present

**Services Provided**
- Market Analysis
- Real Estate Services
- Targeted Business Attraction
- Strategic Planning

## ISSUE

The City of Deltona is centrally located northeast of Orlando, Florida and is the most populous city in Volusia County. Deltona has a strategic location in Central Florida: located midway between the cities of Orlando and Daytona Beach (28 miles, respectively) and two deep water ports (City of Tampa and City of Jacksonville), and 61 miles from Port Canaveral, soon to be designated a commercial freight port in addition to its well-known cruise ship designation. This makes it an ideal location for an industrial park offering logistics, manufacturing and related uses.

The City's industry sector targets included health services and educational institutions of higher learning, manufacturing - including light manufacturing industry, assembly, clean manufacturing, research and development, warehouse, small distribution facilities, offices, and allied businesses.

The City of Deltona next issued a Request for Proposals from firms that have an expertise in developing successful strategic plans for economic development organizations and municipalities. RMA was selected to provide a strategic action plan for a business/commerce park designed to position Deltona to compete for investment and increase its tax base, while maintaining its community character.

**Florida Redevelopment Association (FRA) Award Winner**

## STRATEGY

RMA's team of professionals took an economic development approach with a real estate based foundation to identify the areas most suitable for a commerce park. A strategic plan was created to enhance the City's assets for business attraction. This holistic approach for Deltona was critical for success. RMA's tasks included a market analysis, and in-depth research to determine the industries most suitable for this particular area. One notable area, a prime 240+/- acre site with interstate frontage, had been held for more than 30 years by a privately-owned investment group out of Australia. Prior to RMA's involvement, the ownership had not been interested in selling the property. RMA's real estate team was successful in getting the property owner to the table with the City to discuss development. This resulted in the creation of Portland Industrial Park, a 240- acre master planned commerce center with a focus on logistics.

Our research and communications with local, regional, state, national and international stakeholders included outreach that resulted in interest from several property owners to participate with the City in the creation of a logistics center. Our analysis identified the City's current economic conditions and market potential to attract new investment and demonstrated to the real estate market the advantages of doing business in the City of Deltona, and the viability of a logistics center.

Site readiness was identified with the assistance of local and regional energy providers, resulting in the education of property owners to the immediate marketability of their properties. In May of 2019 we were able to secure the interest of Amazon and brokered a deal to bring Amazon to Deltona, which is the first phase of Portland Industrial Park, created by RMA.

## OUTCOME

Currently under development is a 1M square foot Amazon distribution center, providing more than 500 permanent jobs with benefits for the City, and a $100 Million project being added to the tax base. This project clearly defines economic development in the best possible sense. The Plan has resulted in a clear direction, with strong support from the public and private sector that will ensure the success of Deltona's quest for commercial investment. The second phase of Portland Industrial Park is now underway.

The second phase of Portland Industrial Park will expand the logistics center and provide additional sites for development. RMA continues to manage the project and act as liaison and broker for the property owners. Currently discussions continue with industrial and manufacturing companies, as well as distribution and warehousing use.

**Example Renderings Included in Strategic Plan.**
*Source: Karres en Brands Landscape Architecture and Urbanism*

## OAKLAND PARK

Strategic Plan, Downtown Branding, Marketing & Business Attraction Plan, PR/Special Events

**Agency**
Community Redevelopment Agency
Oakland Park, FL

**Performance Period**
2011 – 2015

**Services Provided**

- Economic & Market Research/ Analysis
- CRA Plan Review
- 5-Year Strategic Action Plan
- Lease Negotiations
- Business Attraction/ Marketing/Special Events
- Incentives
- Planning, Zoning & Code revisions
- Project Management
- Website & Social Media Development & Management

### ISSUE

Prior to RMA's engagement, the City of Oakland Park had spent over $30 million upgrading the infrastructure in and around the downtown core, however that alone was not enough to attract private developers to invest in the city. Many buildings remained blighted or vacant and the city's tax base was on the decline. In addition, the Florida East Coast railroad tracks separated one side of the city's "downtown" core from the other, making a traditional "Mainstreet" difficult to achieve. The city lacked an economic engine to spur growth, such as a courthouse or hospital, and there were no public assets to build upon, such as a beach. There wasn't a clearly defined downtown city center, demographics were very low, the city had a very limited budget, and the City had no clear vision for the Downtown.

RMA was initially contacted by the City of Oakland Park to create a five-year strategic plan for the entire City with twelve locations identified as redevelopment target sites. Actions plans were drafted for each site, however RMA suggested that the City focus on the Downtown area first. The City agreed, and RMA was again retained to assist the City in acquiring grant funds through Broward County's Redevelopment Capital Program (RCP). As part of the redevelopment strategy, a marketing component was needed, so the city instructed RMA to also create a Marketing Plan and Business Incentive package.

2014 Florida Festivals & Event (FFEA) Award Winner

### STRATEGY

The comprehensive approach to Re-Inventing this City included an economic and market research analysis, redevelopment strategic planning, a real estate development action plan, and a marketing and business attraction campaign.

Led by Sharon McCormick, the RMA team needed to identify a niche this city could use to brand itself and become a viable and desirable area for investment. This was a challenge considering Oakland Park is situated next to the very popular and well-known city of Fort Lauderdale.

The RMA team quickly discovered that the City of Oakland Park had an existing cluster of culinary related businesses including caterers, upscale kitchen and appliance stores, cabinet makers, culinary kitchens, and the only shared commercial kitchen in Broward County. With these findings, RMA created a brand - "Downtown Oakland Park Culinary Arts District" and developed a strategic, results-driven plan that included launching a strong marketing and business attraction campaign.

To address the divide of MainStreet, the RMA planning team recommended to initially turn the focus to the east side of the railroad tracks enabling the cluster of restaurants and retailers to locate in one area. After promoting the culinary concept, RMA attracted the first brewery in Broward County, Funky Buddha, who wanted a large vacant warehouse space located in the downtown area for production and a tasting room. The existing zoning did not allow for brewing, so RMA assisted the city in creating a zoning category to support the new South Florida trend of brewery concepts. A full Local Activity Center (LAC) was codified to allow for flexible zoning on all properties in the downtown.

Using the new-found success of the culinary brand and the first anchor tenant of Funky Buddha Brewery, RMA then set out to realign the focus of the entire "downtown" by creating visual elements to tie the area together, including banner signage, street improvements and connection points for pedestrians, and increased special events to bring more visitors. The entire area now has seen almost 50% of the buildings undergo renovations or complete redevelopment.



### OUTCOME

- After the initial market investigation and analysis, RMA branded the downtown core as a Culinary Arts District and repositioned the area as a place where all things culinary could occur.
- The Funky Buddha Brewery, the largest craft brewery in South Florida, selected the emerging Culinary Arts District as their home and opened phase one of their two-phase plan in 18,000 SF of warehouse space at Oakland Station. They later doubled in size with the phase two addition of 19,000 SF for an on-site bottling operation and restaurant concept. Today, they have expanded to 180,000 square feet and are a major employer in the district.
- Throughout the first two years of the Culinary Arts District being established, over 8 properties valued at nearly $15 million had changed hands within the half-mile Downtown Local Activity Center (LAC).
- A popular local restaurateur selected the space adjacent to the Funky Buddha Brewery for restaurant/retail build-out in 3800 SF, attracting additional interest to the Oakland Station warehouse property including an indoor Central Market concept proposed by RMA.
- The Urban Farming Institute began development and operation of a first-of-its-kind Urban Farm Park, including a weekly Farmers Market component, bringing sustainability to the Downtown Oakland Park Culinary Arts District.
- The launch of a successful monthly "Farm to Chef Showcase" event during the weekly Farmers Market, featured local restaurant chef's performing a live cooking demonstration utilizing fresh ingredients from market vendors.
- The Urban Art Park, at the center of the Culinary Arts District, re-purposed a blighted corner for the benefit of the community by creating additional green space and an arts & cultural outlet.
- Broward College, along with other culinary schools, researched the Culinary Arts District as a top location for their new Food Arts & Business Center campus concept (estimated 1,000 students).
- The well-known, successful Allied Kitchen & Bath opened a second location in 20,000 square feet in the heart of the downtown. They have plans to lease ground floor space to for up to three new restaurants.

## PUBLIC-PRIVATE PARTNERSHIP (P3) & DEVELOPMENT FINANCE

RMA team members have led public-private partnerships, and have experience with many different types of financing. These public-private partnerships were very complex deals that had complicated capital stacks, the team includes leading experts in programs such as the New Markets Tax Credit program. Team members have developed customized incentive programs and secured legislative changes at the state level, and have developed customized of local, county, state and federal incentives for individual jurisdictions. The RMA team also has significant government affairs experience and relationships at all levels of government, and we understand how to maximize access and use of the many financing tools that are available.

RMA has significant experience evaluating solicited and unsolicited public-private partnership proposals. The RMA team is diverse and multidisciplinary to ensure full vetting of proposals that are received by our clients. The team includes a certified redevelopment administrator, licensed real estate brokers, research and market analysts, experienced real estate developers, urban designers and architects, CRA directors, and incentive and tax credit experts.

RMA has relationships with many of the top real estate firms in the state and country, and we stay current on the latest market trends to ensure that we can evaluate proposals within the context of market conditions and reasonable return on investment expectations. Market assumptions during project review are validated through numerous resources, which include both data sources and industry expertise. This ensures that all aspects of a proposal are verified and compared to realistic market conditions to determine if a request is reasonable and to advise the client on the risk associated with the project.

### P3 PROJECT EXPERIENCE INCLUDES:

- Midtown Commerce Center, Ft. Lauderdale
- Avenue Lofts, Ft. Lauderdale
- Jefferson at Young Circle, Hollywood
- La Piazza/Harrison Street, Hollywood
- Pompano Pier, Pompano Beach
- Worthing Place, Delray Beach
- Old City Hall, West Palm Beach
- Margate City Center, Margate (proposed)
- El Sole, Ft. Lauderdale
- Merry Place, West Palm Beach
- The Grand, West Palm Beach

# SCOPE OF SERVICES AND DETAILED APPROACH

The following section provides a detailed Scope of Services, as well as the approach the full team will take to update the **Lake Park Community Redevelopment Plan**. The Project Team will focus on our extensive experience working within CRA's across the State of Florida. **Our unique approach focuses on the importance of financing redevelopment effectively and implementation of the CRA Plan.**

The approach will follow the thorough outline provided by the Town, incorporating the goals set forth by internal and external stakeholders and the CRA Board.

The Project Team understands the town has discussed many goals and desires related to future CRA projects and programs. We recognize there are varying opinions on a **potential boundary expansion**, and you've discussed finding the **best options for the industrial area**. We understand there is interest in **additional density**, but **affordable housing is important.** The Town favors supporting Downtown through **aesthetic and landscaping improvements** along Park Avenue and 10th Street, and we believe we can help focus **the importance of the right public investments to attract private investment**. Of course, Placemaking is part of that effort, RMA emphasized **mobility** including traffic, transit, and parking in a previous section as well as the extensive utilization of **specialized CRA incentives**. As **specialists in public/private partnerships (P3)**, RMA will lean heavily on our **experience in land acquisition, disposition,** and how the two can leverage real estate to **promote good growth.** And of course, **the financial plan is a top priority**.

As detailed below, during Phase I of this process, RMA will propose priorities based on our initial observations. In summary, we will review the desire for an **expansion of the life of the CRA, then vet the options for boundary expansion, and depending on the outcome of the expansion decision, amend the Finding of Necessity for the existing area only, or the expanded area at the same time.** As we go through the CRA Plan update, these three topics will take center stage in the discussions and RMA will recommend when and how to proceed with each.

## SUMMARY OF SCOPE OF SERVICES PER THE RFQ

1. Evaluate Current Plan
2. Identify Areas of Improvement
3. Revise Outdated CRA Plan Sections
4. Incorporate New Policies and Objectives
5. Review Comprehensive Plan for Inconsistencies
6. Evaluate Boundary Expansion and Time Extension for CRA
7. Provide Fee Structure if Phased
8. Deliver a Revised CRA Plan to be Adopted

# PHASE I

## BACKGROUND DATA COLLECTION:

### SCOPE OF SERVICE

#### A. REVIEW OF ADOPTED PLAN

a. Current CRA Plan
b. Finding of Necessity Report
c. Current CRA Boundaries
d. Capital Improvement Plans – both short term and Long-Range Conceptual Plans
   i. Identify opportunities and constraints
e. Identify opportunities and constraints
   ii. Identify relevant governing goals, objectives, and policies
   ii. Recommend changes where needed
f. Town of Lake Park Comprehensive Plan
g. Identify relevant governing goals, objectives, and policies
h. Recommend changes where needed
i. Current Implementation Plan
j. The Project Team will note successes

### APPROACH

After our Project Team collects data from CRA and City staff, we will review current plans and materials to be able to make preliminary recommendations for modifications of those plans.

**To Make Preliminary recommendations for changes to these plans:**

- CRA Plan
- Comprehensive Plan
- Capital Improvement Plan
- CRA Boundaries
- Finding of Necessity

**RMA's approach will be to dig deep into these specific things:**

#### CRA PLAN

Is the Vision clearly defined?
Are there zoning, land use, or regulatory obstacles to the plan?
Is there a financial strategy?
What projects, programs, or incentives are in the plan that attracts new businesses and creates economic growth?

#### COMPREHENSIVE PLAN

Are there conflicts between the existing CRA Plan and the Comprehensive plan?
Does staff have specific changes they may propose during the life of the CRA that would impact CRA Plan updates?

#### CAPITAL IMPROVEMENTS

What are the current and future projects?
Do they create value for private sector businesses to be drawn to the city to invest?
Do they create a sense of place?
Do they solve a problem, i.e., parking, wayfinding?



### SCOPE OF SERVICE

#### PRELIMINARY RECOMMENDATIONS FOR CRA BOUNDARIES, FINDING OF NECESSITY (FON), & CRA EXTENSION

RFQ 105-2021 requests that the consultant contracted for the CRA Plan update make recommendations for the expansion of CRA Boundaries and the potential updating of the Finding of Necessity. It is recommended to make these decisions at the early stages of the CRA plan update, or during Phase I of the process, therefore we will elaborate on these options now.

If the CRA is considering a boundary expansion, the need to update the Finding of Necessity (FON), and an extension of the term, we recommend looking at these efforts holistically.

In our opinion, the hierarchy of importance of these three initiatives, as well some considerations are as follows:

### APPROACH

#### 1. CRA BOUNDARIES

The process to extend the CRA boundaries is very extensive, labor-intensive, costly, and potentially politically difficult as the county has to approve of the newly expanded area thus agreeing to forfeit future taxes. That said, if the Town has a very strong desire to expand with specific redevelopment goals and objectives in mind, then an expanded district may be warranted.

**We would ask:**

- What is the overall goal to expand?
- Are there specific projects targeted for a specific area that needs the CRA statute to facilitate them?
- Are there major expenses that need TIF in the future? (knowing it takes years to build the tax base in a new district)
- Will the TIF grow quickly enough or is there large TIF potential in an expanded area?

NOTE: If the boundaries of the CRA are expanded, a FON is mandatory for the newly expanded area, which would prompt an update of the existing boundary.

#### 2. FINDING OF NECESSITY (FONS)

RMA has already read the existing FONS, and although it is not a requirement to amend the FON for this CRA Plan update, the Town could update the document at some point. We do not, however, believe there needs to be a complete re-write, rather an update. We would make that recommendation as part of the CRA Plan update.

#### 3. CRA EXTENSION

There is very limited time left for the Agency. Unless there are extenuating circumstances, we would suggest that an extension is warranted. The timing of the extension, and what projects and programs should be considered will be defined during the CRA plan update process.

**#1 Extend the life span or term of the CRA**
**#2 Determine if a boundary expansion is warranted**
**#3 Update the FON and/or create new FON for the expansion area.**

The reason to complete the extension first is to have the tools found in the CRA statute available for as long as possible. This will enhance opportunities for Plan implementation and funding strategies. If the Town proceeds with an extension of the CRA term, then a FON is more warranted. RMA will provide precise recommendations on each of these areas during the CRA plan update.

### B. EXISTING CONDITIONS ANALYSIS: REVIEW, COLLECT, ANALYZE AND MAP THE FOLLOWING:

a. Physical conditions within the CRA to identify blight
b. Public safety issues
c. Property and Business Vacancies
d. Capital facility degradation

RMA has already suggested an update is needed at some point to the FONS, therefore the information garnered during this task can be used to provide some of the data for a revision document if it proceeds. Within this process of analyzing the existing conditions, it is important to understand the diverse residential conditions within the town and understand community needs and issues as it relates to current conditions within the CRA. RMA will utilize staff expertise on previous research and data within the CRA and will provide all analysis in an excel spreadsheet or other method requested by the town in order to be placed within the Town's GIS system.

### C. ECONOMIC CONDITIONS ANALYSIS: COLLECT, REVIEW, AND ANALYZE

**a. Tax Base and Ownership Data – Collect data to form growth projections and tax revenue to CRA**

**NOTE: Covid-19 current and future impact will be analyzed**

i. Long Range Real Estate Data
ii. Trends
iii. Current Property

| Use | Value | Incremental | Cumulative |
|---|---|---|---|
| RESIDENTIAL - TOTAL VALUE - CONDOMINIUM - RESIDENTIAL | $710,169,847 | 10.8% | 10.8% |
| MULTIFAMILY 10 UNITS PLUS - MULTIFAMILY 5 OR MORE UNITS | $195,406,375 | 10.8% | 21.6% |
| HOTEL OR MOTEL - HOTEL | $117,693,440 | 8.0% | 29.5% |
| STORE - RETAIL OUTLET | $112,231,829 | 7.6% | 37.1% |
| MULTIFAMILY 2 9 UNITS - MULTIFAMILY 5 OR MORE UNITS | $83,527,217 | 5.7% | 42.8% |
| PARKING LOT/MOBILE HOME PARK - PARKING LOT | $36,782,432 | 2.5% | 45.3% |
| VACANT LAND - COMMERCIAL - VACANT LAND | $23,229,005 | 1.6% | 46.8% |
| SUPERMARKET - RETAIL OUTLET | $21,814,000 | 1.5% | 48.3% |
| VACANT LAND - COMMERCIAL - EXTRA FEA OTHER THAN PARKING | $19,428,691 | 1.3% | 49.6% |
| RESTAURANT OR CAFETERIA - RETAIL OUTLET | $18,644,361 | 1.3% | 50.9% |
| FINANCIAL INSTITUTION - OFFICE BUILDING | $16,564,672 | 1.1% | 52.0% |
| HOTEL OR MOTEL - CONDOMINIUM - TIMESHARING | $16,334,877 | 1.1% | 53.1% |
| OFFICE BUILDING - MULTISTORY - OFFICE BUILDING | $14,841,847 | 1.0% | 54.1% |
| MIXED USE-STORE/RESIDENTIAL - MIXED USE - COMMERCIAL | $12,003,837 | 0.8% | 54.9% |
| STORE - CONDOMINIUM - COMMERCIAL | $11,247,492 | 0.8% | 55.7% |
| UTILITY - UTILITY | $10,822,122 | 0.7% | 56.4% |
| OFFICE BUILDING - ONE STORY - OFFICE BUILDING | $10,442,589 | 0.7% | 57.1% |
| SERVICE STATION - SERVICE STATION - AUTOMOTIVE | $9,241,213 | 0.6% | 57.7% |
| MIXED USE-STORE/RESIDENTIAL - MIXED USE - RESIDENTIAL | $8,054,833 | 0.6% | 58.3% |
| RESIDENTIAL - SINGLE FAMILY - 1 UNIT | $4,938,942 | 0.3% | 58.7% |
| WAREHOUSE TERMINAL OR STG - WAREHOUSE OR STORAGE | $4,183,167 | 0.3% | 58.9% |
| PROFESSIONAL SERVICE BLDG - OFFICE BUILDING | $2,888,665 | 0.2% | 59.1% |
| VACANT RESIDENTIAL - CONDO | $2,820,466 | 0.2% | 59.3% |
| STORE - COMMERCIAL - TOTAL VALUE | $2,714,474 | 0.2% | 59.5% |
| BURN, GROUND OR VAULT - REPAIRS - NON AUTOMOTIVE | $1,748,450 | 0.1% | 59.6% |
| MULTIFAMILY 2-9 UNITS - 2 LIVING UNITS | $1,683,696 | 0.1% | 59.7% |
| MIXED USE-STORE/RESIDENTIAL - RETAIL OUTLET | $1,518,336 | 0.1% | 59.8% |
| COOPERATIVE - RESIDENTIAL - COOPERATIVE - RESIDENTIAL | $836,861 | 0.1% | 59.8% |
| LIGHT MANUFACTURING - LIGHT MFG & FOOD PROCESSING | $644,060 | 0.0% | 100.0% |
| HOTEL OR MOTEL - COMMERCIAL - TOTAL VALUE | $400,000 | 0.0% | 100.0% |
| EDUCATIONAL/SCIENTIFIC - EX - EDUCATIONAL - PRIVATE | $214,296 | 0.0% | 100.0% |
| RESIDENTIAL - TOTAL VALUE - CONDOMINIUM - TIMESHARING | $89,584 | 0.0% | 100.0% |

### ECONOMIC CONDITIONS ANALYSIS:

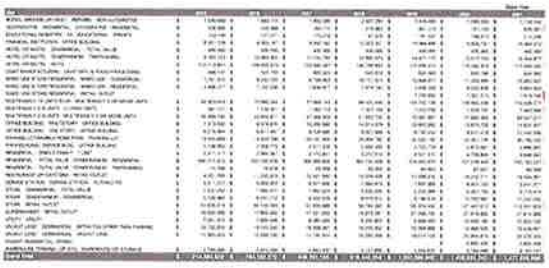
These tasks update and refine the most recently available data on economic, demographic, and business development trends in the CRA district and the wider region. Using data fusion techniques (combining several source information) we will review, collate and present: 1) current economic data; 2) demographic trends; 3) business development; 4) infrastructure, and 5) tax base and ownership data. These findings will then inform the TIF scenarios.

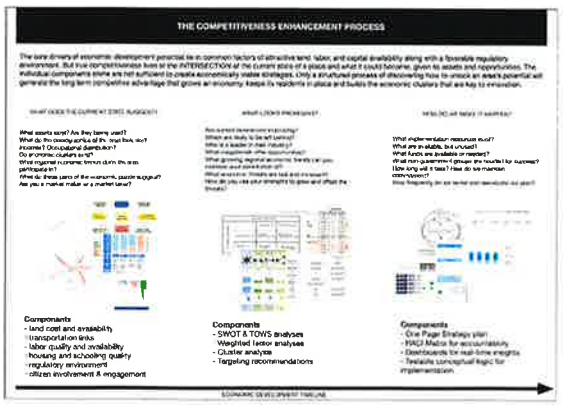
**a. Tax Base and Ownership Data**

The economic conditions review **assesses the CRA area's current property tax base** according to class, location, and use type. We will also review and understand changes since the last assessment cycle was made to project potential tax and TIF revenues for the CRA district. We will work with the city's assessor's office to capture available historical data and current tax roll information on properties within the CRA district and then perform a comparative analysis to understand not just the change in total taxes, but the composition of the change in terms of property types and annual growth trend scenarios. We will draw several results from this analysis both in total and by property type: current property values; changes in value over time; and changes in unit counts over time. This task will allow us to estimate the potential tax increment available for use in the CRA program.










### LONG RANGE REAL ESTATE DATA AND TREND MAPPING

Combined with information from real estate data brokers, such as REIS, CoStar, and others, we can evaluate real estate and property trends over various projection periods for different real estate products to understand which show the strongest growth potential. These insights are useful in developing scenarios for TIF design.

From experience, we know that property tax revenues can be uneven and irregular across property types, and so future projections for CRA's require care to exclude certain events, such as millage rate changes, revaluations, or large new construction projects that may skew average annual growth rates. Taking a conservative approach is wise during the present time, particularly with COVID's impact on several real estate products (hospitality and retail being the most hard-hit), any future projection of tax revenues should be nuanced to account for these disruptions.

## SCOPE OF SERVICE

### b. QUANTITATIVE AND QUALITATIVE DATA

i. Current Economic Trends
ii. Demographic Trends
iii. Business Development
iv. Infrastructure Development
v. Role of Private Owners and Other Factors Impacting CRA

We will provide preliminary recommendations and Provide GIS or Excel data to provide to **Town of Lake Park.**

**Role of Private Owners and other factors impacting CRA.**
Since the CRA exists to empower residents and businesses through locally generated economic development initiatives, working closely with private owners within the CRA's boundaries is critical to achieving lasting positive impacts on the area. We would use public outreach sessions and one-on-one calls to not only build buy-in for potential CRA-led initiatives but to source ideas for those initiatives in the first place. By having private owners contribute ideas for economic development that promote wider general prosperity, we would build consensus naturally.

## APPROACH

### CURRENT ECONOMIC TRENDS

This task reviews all available reports and existing data relevant to the CRA plan as well as understanding the current baseline for the economic situation for the CRA's planning efforts.

The goal of this task would be to set the broad economic context for the planning work and key development priorities of city leadership and the community. Ideally, the results would show where clusters of economic activity (or lack thereof) may be impacted by well-crafted planning activities and new investment. Results from this task will be used in presentations to the community and elected officials as appropriate to gain further feedback and refinement.

This economic assessment would use both pre-Covid datasets and the best data from the currently fragmentary post-Covid economic information. No economic data set is likely to be both comprehensive and current, so we will have to assemble the data in a way the provides the best picture of the area's employment before Covid (assuming that the pre-Covid period is an accurate representation of its steady-state economy) and the current Covid impacts, which will be largely undocumented in many government data sets that are often one year or more behind the present period.

We will analyze population, income, employment, and business composition within the CRA area, as well as housing stock. As it is likely that at least some of this information exists for the CRA area already, we would seek to update it as needed and to draw out conclusions from the trend information, rather than just provide numbers or graphs without context.

### DEMOGRAPHIC TRENDS

Since people and trade are the reason cities exist, understanding the changes in their number, housing, employment, wage, and educational levels and other preferences provides a useful means of understanding whether the area remains attractive as a place to visit, live, work and raise a family. Our work in this area involves not simply showing current state data points, but also showing the changes in those data points since the last time the CRA plan was updated to better understand what has worked well and where improvements are possible. We will likely combine area-wide analysis with a GIS-based review of the data to also understand if particular areas of the CRA performed better or worse than others.



## SCOPE OF SERVICE

### QUANTITATIVE AND QUALITATIVE DATA (CONTINUED)

i. Current Economic Trends
ii. Demographic trends
iii. Business Development
iv. Infrastructure Development
v. Role of Private Owners and other factors impacting CRA

We will provide preliminary recommendations and Provide GIS or Excel data to provide to Town of Lake Park.

## APPROACH

### BUSINESS DEVELOPMENT

Depending on the data available at the city, county, and state level and the CRA specific goals for new and existing business development, we can analyze new and existing business formation and performance to understand how businesses are responding to the CRA's work program in the area and whether opportunities to enhance those business development efforts exist. If they do, then conversations with businesses, local chambers of commerce and similar groups would help to frame the challenges and opportunities that the CRA could potentially address.

### INFRASTRUCTURE DEVELOPMENT

To enhance the area for both residential and business use, we can evaluate past and proposed infrastructure spending. For example, resiliency upgrades are a desired infrastructure spend, include these if these which maybe critical for business and residents. Based on experience in other coastal Florida communities, we will include a discussion on the evaluation of long-term adaptation plans and designing infrastructure that can better handle extreme weather conditions. Both, public and private infrastructure can and should be built to promote stormwater management, minimize flood damage, restore wetlands and floodplains and protect **Lake Park's** treasured views and coastlines. As with the business development activities, we would work across stakeholder groups to identify key priorities, infrastructure gaps, and the criticality of those gaps in the CRA as well.

### ROLE OF PRIVATE OWNERS AND OTHER FACTORS IMPACTING CRA

Since the CRA exists to empower residents and businesses through locally generated economic development initiatives, working closely with private owners within the CRA's boundaries is critical to achieving lasting positive impacts on the area. We would use public outreach sessions and one-on-one calls to not only build buy-in for potential CRA-led initiatives but to source ideas for those initiatives in the first place. By having private owners contribute ideas for economic development that promote wider general prosperity, we would build consensus naturally.

## SCOPE OF SERVICE

### D. ECONOMIC STRATEGY DEVELOPMENT:

**Create an updated vision for the CRA:**

a. Identify Priority Redevelopment Objectives
b. Identify Strategies for Incentivizing Redevelopment:
c. Identify Public and Private Sector Partners
d. Identify Potential Grant Programs, Funding, and Resources to be Incorporated into Preliminary Recommendations

### E. FINAL SWOT ANALYSIS

a. Strengths
b. Weaknesses
c. Opportunities
d. Threats

## APPROACH

Years ago, RMA Principals noticed that many CRA's had redevelopment plans and programs in place, but limited redevelopment activity was occurring in some of them. We analyzed cities in Florida, the United States, and even went overseas, to find out why some CRA's (or targeted redevelopment areas) were more successful than others.

Not surprisingly, successful CRA Plans and redevelopment programs had a few common elements, namely:

- Vision and Strategy – they all had a very clear vision for the area and held on to the vision for an extended period allowing the public and private sector to build on that vision.
- Projects and Programs – the right projects and programs were developed from the vision. Of importance were projects and programs that built up the tax base for the city and the CRA to generate economic activity.
- Finance -they all had a clear financial plan tied to their redevelopment program. Not just an annual budget, a financial plan!
- Implementation - this was the most important similarity between the successful development programs. They all had very clear implementation plans and identified how the plan was going to be implemented.

The following Phase II Section will provide details on our approach to this Strategy.

***RMA has an extensive background in all of these areas and will incorporate them into the Phase II CRA Plan Development update or the Lake Park CRA***

Based on preliminary findings, RMA will provide the SWOT analysis to the town before proceeding to Phase II. Upon completion of the initial analysis, the Project Team will summarize our findings and recommendations and will outline any concerns and concepts for redevelopment. The findings and initial recommendations will be packaged and used for the next phase of the CRA Plan, which is the stakeholder engagement.

### DELIVERABLES:

**PHASE I, TASK B – EXISTING CONDITIONS DATA**
**PHASE I, TASK C – EXISTING CONDITIONS DATA**
**PHASE I, TASK E – SWOT ANALYSIS**



# PHASE II

## CRA PLAN DEVELOPMENT:

### A. KICKOFF PUBLIC PARTICIPATION MEETING AND WORKSHOP

- Meet with Key Stakeholders
  - Local Business Owners (up to 2)
  - CRA Board Members/Town Commissioners – one on one (up to 6)
  - Relevant Town Departments: - Meet with each department or groups
    - City Manager/CRA
    - Planning
    - Engineering
    - Parks
    - Public Works
    - Sheriff Dept
- Larger Public Kickoff workshop to present SWOT and preliminary recommendations on amendments to Plan, CRA Boundaries, Finding of Necessity, and Comprehensive Plan

### OPTIONAL REMOTE PUBLIC ENGAGEMENT

Dover, Kohl & Partners has always embraced a healthy combination of high technology and personal, interactive ways of working. The "Designing in Public" charrette has long been a cornerstone of our planning process. When live meetings, workshops, and charrettes are not possible, Dover, Kohl & Partners has pioneered video conference interviews, Public Orientation Webcasts, and the Online Design Week (sometimes called a "virtual Charrette.") These digital approaches were designed to re-create the interactive and interpersonal experience of the charrette. This is achieved through a variety of approaches and tools. However, the goal of this effort is still the same: to produce thoughtful, place-sensitive solutions with a breakthrough-quality design rooted in best practices.

### VIDEO CONFERENCE INTERVIEWS & PUBLIC ORIENTATION WEBCAST

The planning team will participate in online conferences using the appropriate software for two days of intensive interviews to meet with City staff, elected officials, stakeholders, the Steering Committee, and members of the public. During this period, our team will undertake a computerized Virtual Tour of the study area, Steering Committee Meetings, Media Interviews (optional), and a live-streamed or recorded Public Orientation Webcast. These events can incorporate online polling, a "telephone town hall" or other interactive features to provide real-time feedback. A recording of the Public Orientation Webcast will be posted online so people who did not attend can quickly get up to speed, establishing a broader common understanding of the goals of the process.

### THE VIRTUAL CHARRETTE & ONLINE DESIGN WEEK

Typically, the Charrette involves an extended stay on or near the site, during which the planning team sets up a studio and carries out the design in real-time, in public. The online version allows us to engage the residents, stakeholders, and clients in meetings, presentations, and interactive design sessions via a combination of interactive platforms. The level of engagement will be determined in a collaborative effort between the consultant team and the client, adjusting to emphasize familiar technologies customary in the community and maximize access for citizens.

## OUR METHODS: DESIGNING IN PUBLIC

**Charette Process:**

- Educate the Public
- Shared Sense of Authorship
- Evolve Vision
- Finalize Vision
- Inspire Implementation

## ESTABLISHING PUBLIC AWARENESS

One of the most important steps in the public outreach strategy is making people aware of the planning process. Dover, Kohl & Partners has developed a multi-step strategy that includes both on-line and in-print media platforms. An increasingly effective strategy is inclusion of online public engagement and social media strategies to reach residents, business owners, and recognized stakeholders.

## CONSENSUS THROUGH PUBLIC PARTICIPATION

Changes to CRA Plans can be controversial; education and a shared sense of authorship is key to creating consensus. Our "Designing in Public" charrette is the centerpiece of our planning strategy. DK&P charrettes are a combination of on-location planning, an open design studio and town meetings.

The charrette focuses community input over a short period of time, through the hands-on effort of participants representing the full spectrum of interests.

We then use the results to evolve the vision and plan over the following days in an onsite planning studio. Throughout the week the community's goals for each focus areas of the plan are pursued while ideas and scenarios are tested. The community is invited into the studio to offer continual feedback on the work being produced.

Through these in-depth charrettes, participants come to care more about the plan – they see their ideas as they are refined and become part of a more finalized vision. As a result of the educational value of this approach, citizens become familiar with the tools of good urban design and gain an appreciation of the importance of long-range thinking.

Our team also conducts additional community meetings and interviews both during the pre-charrette or post-charrette periods. We also have experience using online forums to continue the conversation throughout the project.

## INSPIRE PUBLIC COMMITMENT TO IMPLEMENT THE PLAN

Public commitment is the key to getting a plan adopted. While municipalities can facilitate administer plan adoptions, it is community energy that ensures success. When people are given an opportunity to directly shape the planning process through the charrette, they become invested in its future. Change-over-time visualizations help the community to understand the intended effects of new policies and have a clear blueprint for where to focus their future efforts.

**Communication Tools**

- Keypad Polling
- Website
- Marketing Campaigns

**"For the North Beach Plan, we finally came to a consensus that will prove to both bring back a faded neighborhood while doing some smart new development... Plan NoBe is an example of how to include the public and excite them to want to participate."**

Nancy Liebman, Former City Commissioner, President of Miami Beach United, and member of the Plan NoBe Steering Committee (2016)

- Charrette Tools
- Open Design Studio
- On-Site Planning
- Stakeholder Meetings
- Town Hall Meetings
- Hands On Sessions
- Community Input

# CRA PLAN DEVELOPMENT:

## B. DRAFT CRA PLAN:

RMA will incorporate all data and information from Phase I and the stakeholder input session including comments from staff, the public, and CRA Board members, and prepare the draft CRA plan.

- Prepare CRA Plan Amendments
- Prepare Implementation Schedule & Matrix
- Recommend Comprehensive Plan Amendments

***The Redevelopment Plan is a road map to revitalization through successful implementation, and the Lake Park Plan Update should reflect the growing and changing needs of the community.***

RMA has amended numerous CRA Redevelopment Plans, and has found that a CRA Plan should be organized into a logical sequence of chapters stated below:

- **Background** - includes presenting the CRA's legal authority to undertake redevelopment
- **Existing Conditions** - includes land use, zoning, demographic data, infrastructure, parking, and traffic, and other
- **Analysis** - includes defining the problems and needs of the area, market conditions, the CRA's goals and objectives, and impacts of redevelopment on neighborhoods
- **Redevelopment Strategies** - most importantly includes the" Vision"
- **Redevelopment Programs** - methodically describes each of the strategies of the Plan such as streetscape improvements, infrastructure improvements, marketing programs, incentives programs, public-private partnerships, land acquisition, and more.
- **Implementation and Funding** – includes the financial strategy tied to the implementation of proposed projects and programs.

# CRA PLAN DEVELOPMENT:

**This next section will highlight some of the plan components we believe that are important to the Lake Park CRA:**

VISION AND STRATEGY
PROJECTS AND PROGRAMS
a. BUSINESS DEVELOPMENT & ATTRACTION
b. INCENTIVE DEVELOPMENT & ANALYSIS
c. REAL ESTATE ACQUISITION (P3)
d. PLACEMAKING & INFRASTRUCTURE
e. ATTRACTING THE PRIVATE SECTOR TO THE CRA
f. PARKING, TRANSIT, & TRANSPORTATION
g. BRANDING & MARKETING
FINANCING
IMPLEMENTATION

## VISION AND STRATEGY

As previously stated, **the Vision is derived from input and analysis**, but the strategy comes from **technical experience** in implementation and financial considerations. We will focus on creating a clear and concise vision that can guide the redevelopment over an extended period of time. For this approach section, we will put more emphasis on what we believe to be priorities for the projects and program section of the Plan.

## PROJECTS AND PROGRAMS

### a. BUSINESS DEVELOPMENT AND ATTRACTION

Business development strategies will vary by area; however, RMA is adept at identifying what it takes to attract new businesses to a CRA district. We start by preparing a clear Vision and then identify which projects and programs will spur investment. Then, we propose where to remove obstacles or add targeted incentives to reach our goals of business development. **The result is an increase in the TIF, and growth in the general fund tax base** for further investment. Technology is an effective tool that RMA has utilized in business attraction and development in our CRA Plans.

In addition to **commercial** and **residential development**, we will focus on the **industrial market**.

***The importance of economic potential in the industrial area, in particular, adjacent to recent commercial development along Congress Avenue will also be considered. Industrial areas need special attention as they are clearly changing with the advent of Consumer spending habit changes.***

RMA has been working with our clients who have industrial land on two main initiatives; development and expansion of industrial uses as in the Deltona example in Tab II, and **"Last Mile Distribution"** which modifies hardcore industrial uses and caters more to the distribution of consumer goods, such as Amazon deliveries. **RMA is quite up to speed on trends** in these areas and will assess the best options for development in the plan update. Graphics and maps will be used within the plan as it is developed.

***During the process of drafting the CRA Plan for Lake Park, RMA will ensure the "toolbox" to attract business and private investment is drafted effectively.***

### b. INCENTIVE DEVELOPMENT AND ANALYSIS

RMA has developed many incentive programs for CRA's and cities to address financial obstacles that prevent or hinder redevelopment. Samples include:

- Strategic Investment Program – funds for interior renovations and tenant improvements
- Paint, Plant & Pave - minor residential exterior improvements
- Loan Interest Assistance – partnering with lenders on interest subsidy
- Strategic Streetscape Program - streetscape improvements tied to private commercial developments
- REDA (Real Estate Development Program) TIF for major developments over $5 million
- Façade Program – funds to upgrade exterior buildings

***After reviewing the needs in Lake Park, RMA will propose customized incentive programs to respond to the area's environment.***



# CRA PLAN DEVELOPMENT:

### c. REAL ESTATE AND ACQUISITION (P3)

Real estate assessments will be made on privately held parcels looking for public/private development options in Lake Park. As part of the CRA Plan update, RMA also will assess the options for long-term land acquisition and disposition options. Real estate has the largest impact on the city's tax base and for the CRA's TIF therefore a lot of attention will be placed on analyzing the real estate opportunities within the CRA district.

### d. PLACEMAKING AND INFRASTRUCTURE

RMA and Dover Kohl will place emphasis on identifying the public sector and capital investments that will have the highest impact visually, but that will also create a sense of place. The investment in public sector infrastructure for Lake Park is important on 10th Street and Park Avenue. Also, connectivity to other public assets and pedestrian connections will be highlighted.

***RMA will analyze the options for the public investment in infrastructure and recommend strategies for future growth.***

### e. ATTRACTING THE PRIVATE SECTOR TO THE CRA

First, the private sector needs to understand what the CRA's plan and vision RMA is skilled at highlighting projects and programs that appeal to the investment community and promote the real estate investment benefits in CRA areas.

In addition, RMA will propose programs in the Lake Park CRA Plan that target both the lending and real estate broker communities. For example, we will likely suggest programs in the CRA plan that allow for holding "Banker/ Broker" events to engage both industries in the redevelopment process. These industry professionals have a vested interest in attracting private businesses and developers to participate in the redevelopment program.

***RMA will identify targeted redevelopment programs and projects that are of interest to banking and real estate brokerage professionals.***

### f. PARKING, TRANSIT, AND TRANSPORTATION EXPERIENCE

Although the CRA does not have jurisdiction over roads, traffic or transit facilities, parking and the movement of people in cars, buses or trains should be on the radar and addressed in any CRA Plan. The long-term planning projections of where development will occur and how to stay in front of parking and traffic conditions are part of RMA's analysis during the CRA plan drafting phase. Agencies and governmental partners including but not limited to SFRTA, the MPO, FDOT, and the county all have a major influence over how the Town of Lake Park will manage transportation needs.

### g. BRANDING AND MARKETING

One of RMA's most sought-after services is our ability to help brand and market the redevelopment projects and programs, as well as position the city as a whole for redevelopment.

We have provided examples in our project pages of CRA marketing and branding campaigns that helped promote those cities as a destination for opening a business, building a development project, or moving to an up-and-coming hot new location.

***Although marketing and branding materials are not part of the CRA Plan update, RMA will provide a section in the CRA plan that provides guidance and identifies programs for marketing that are within the CRA statutory confines of allowable expenses and initiatives.***

**RMA will also analyze and assess these additional categories and other topics for inclusion in the Project and Program portion of the plan:**

- Industrial Land Strategies and Development
- Targeted Infrastructure Improvements
- Affordable Housing Strategies
- Residential Urban Infill Redevelopment
- Neighborhood Planning
- Land Acquisition and Disposition
- Business Attraction and Retention
- Public Participation Processes for Future Involvement
- Parking and Wayfinding
- Community and Special Events
- Marketing and Branding
- Strategic Finance Implementation Plan Elements

# CRA PLAN DEVELOPMENT:

## FINANCING REDEVELOPMENT

**The importance of properly financing CRA redevelopment cannot be overstated.** To do that, the CRA must successfully forecast how development will occur and leverage the funds; accordingly, this requires a level of CRA expertise not usually found in general economic consulting firms.

All CRA's rely on growth in the tax increment to fund redevelopment projects. RMA's experience in analyzing the existing tax base and identifying opportunities to expand the tax base is an important part of our CRA Plan updates.

RMA also has a deep bench of experience in assisting our CRA clients with financial planning including issuing bonds, tax increment financing and strategies, and attracting grants and other revenues. **Since current market conditions are volatile, although the Lake Park CRA is experiencing tax base growth right now, any future major depreciation in real estate assets within the CRA district(s), will impact the amount of tax increment the agency receives.**

***RMA will use our experience to gauge how to fund the redevelopment projects proposed in the Lake Park CRA plan while protecting the city and CRA's financial interests.***

> "Plan Your Work, Then Work Your Plan."

## IMPLEMENTATION

Many firms produce plans that are all-inclusive and have an implementation matrix at the end of the document with dates and timelines. That's not enough. Our firm will demonstrate how to;

1. Prioritize your initiatives based on revenue and expense projections,
2. Apply short- and long-range project projections
3. Ensure resources are available for implementation or identify gaps if they are not
4. Identify the types of incentives or public sector support needed for implementation
5. Set the projects in motion and in the budget and long-term finance plan
6. Measure, evaluate and reset over a 5-year period

The Implementation Strategy and Plan is where RMA excels. RMA considers the implementation plan, which we call the Strategic Finance Action or Implementation Plan, is the most important part of a CRA operation.

***A template for the Strategic Finance Implementation Plan will be provided as part of our Services to the Town for this CRA Plan Update. This template can help guide redevelopment over an extended period of time as well as produce a flexible annual approach that can be responsive to current market conditions.***



# CRA PLAN DEVELOPMENT:

## COMPREHENSIVE PLAN

In 2021, Dover, Kohl & Partners co-led the drafting of the Comprehensive Plan language and proposed amendments for the Twin Cities Mall site and is entirely familiar with the city's Comprehensive Plan.

The Project Team will review the current Comprehensive Plan as it relates to the CRA Plan as part of Phase I. As recommendations or changes to the CRA Plan are drafted, the team will identify any recommendations or changes needed in the Comprehensive Plan for compliance with the CRA Plan.

Depending on the CRA Plan impacts the to the Comprehensive Plan, the following options are available to the CRA and Town:

Option 1; Provided there are no significant and substantial changes related to land use or zoning in the updated CRA Plan, it's unlikely there will be significant changes to the Comprehensive Plan. Therefore, there will be no additional fee.

Option 2; If the proposed amendments are likely to go beyond goal setting and include new Future Land Use (FLU) designations or the alteration of existing designations, Level of Service (LOS) analysis, proposed forecast changes, and new work plans to meet state amendment requirements, the consultant team will work with the City to draft Comprehensive Plan goals, strategies, and action items to reflect the vision of the CRA plan update.

NOTE: Without knowing the scope or breadth of any amendments, the fee assigned in this proposal assumes that under Option 2, there are substantial changes and updates, therefore a "not exceed" fee amount has been provided. The fee may be lower than proposed, pending final CRA Plan updates, however.

**FINDING OF NECESSITY**
**(SEE TAB 3, PHASE**

## SCOPE OF SERVICE

## APPROACH

### C. LEGAL AND STATUTORY COMPLIANCE

**C.1 Notification to taxing authorities, Agencies or County**
**C.2 State legal requirements for adoption of the CRA plan (CRA Board Resolution)**

RMA will work the city's legal department to ensure the appropriate legal notices are issued, notices are provided as required and resolutions are appropriately submitted for approval.

### D. PUBLIC MEETING

After completion of the draft CRA Plan, the full team will present the plan to the public to receive feedback. Based on feedback from the public, the Project Team will update the plan as needed and prepare a draft to submit to Staff.

### ADDITIONAL CONSIDERATIONS

The Town asked if they neglected to include other considerations as part of the CRA Plan approval RFQ process. In summary, RMA will also review and include language related to the following areas to ensure TIF funds can be expanded as needed.

Code enforcement, marketing and branding, events tied to CRA activity and business development, bonds and various public finance, Grants and Applications, and other topics as they arise during the planning process.

### DELIVERABLES:

**PHASE II, TASK A PUBLIC PARTICIPATION KICKOFF - OFF WORKSHOP PRESENTATION**

**PHASE II, TASK B DRAFT CRA PLAN**

**PHASE II, TASK D FINAL PUBLIC PARTICIPATION WORKSHOP PRESENTATION**



# PHASE III

## UPDATED PLAN ADOPTION

To present the final Lake Park CRA Plan for consideration at public hearings and work sessions for adoption, the RMA team will first submit the draft plan and documents to staff for review.

A. Update CRA Plan With Any Amendments
B. Final Presentation of Drafted CRA Plan

- Presentation of Draft Lake Park CRA Plan to the CRA Board - Meeting 1
- Presentation of Draft Lake Park CRA Plan to Local Planning Agency - Meeting 2
- Presentation of Final Lake Park CRA Plan to CRA Board - Meeting 3

RMA shall present the final Lake Park CRA Plan for consideration at public hearings and work sessions. We will assist City staff in preparing for these hearings, making formal presentations, and providing responses. This will include assisting in developing the resolutions for adoption. The hearings will include a minimum of three (3) individual hearings/work sessions that will include the separate meetings before the Local Planning Agency (LPA) and CRA Board and Town Commissioners.

### DELIVERABLES:

**PHASE III, TASK A UPDATED DRAFT CRA PLAN.**

**PHASE III, TASK B FINAL PRESENTATION OF UPDATED DRAFT CRA PLAN AND TOWN'S GOALS.**

## TOWN OF LAKE PARK UPDATE TO CRA PLAN TIMELINE

| PHASE | TASK # | DESCRIPTION | SUB TASK | MONTH 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **PHASE I - Background Data Collection** | | | | | | | | | | | | | | | |
| | **1.0** | **Adopted Plans Review** | | | | | | | | | | | | | |
| | | **1.0a** | Review all Relevant Plans | | | | | | | | | | | | |
| | | **1.0b** | Make Preliminary Recommendations | | | | | | | | | | | | |
| | | **Existing Conditions Analysis** | | | | | | | | | | | | | |
| | **1.2** | **1.2a** | Review and Collect Data | | | | | | | | | | | | |
| | | **1.2b** | Analyze Data | | | | | | | | | | | | |
| | | **1.2c** | Map Data | | | | | | | | | | | | |
| | **1.3** | **Economic Conditions Analysis** | | | | | | | | | | | | | |
| | | **1.3a** | Collect GIS Data | | | | | | | | | | | | |
| | | **1.3b** | Financial Analysis | | | | | | | | | | | | |
| | **1.4** | **Economic Strategy Development** | | | | | | | | | | | | | |
| | **1.5** | **Final SWOT Analysis** | | | | | | | | | | | | | |
| **PHASE II - CRA Plan Development** | | | | | | | | | | | | | | | |
| | **2.0** | **Kickoff Public Participation Meeting and Workshop** | | | | | | | | | | | | | |
| | | **2.0a** | One on One/Small Group Meetings | | | | | | | | | | | | |
| | | **2.0b** | Larger Public Workshop | | | | | | | | | | | | |
| | **2.1** | **CRA Plan Development** | | | | | | | | | | | | | |
| | | **2.1a** | Draft CRA Plan | | | | | | | | | | | | |
| | | **2.1b** | Comprehensive Plan Process Recommendation | | | | | | | | | | | | |
| | | **2.1c** | Provide Recommendations for Expansion and updating of Finding of Necessity | | | | | | | | | | | | |
| | **2.2** | **Legal And Statutory Requirements** | | | | | | | | | | | | | |
| | **2.3** | **Final Public Participation Meeting** | | | | | | | | | | | | | |
| | | **2.3a** | Meet with Internal Stakeholders | | | | | | | | | | | | |
| | | **2.3b** | Public Meeting | | | | | | | | | | | | |
| **PHASE III - Updated Plan Adoption** | | | | | | | | | | | | | | | |
| | **3.0** | **Update Draft CRA Plan** | | | | | | | | | | | | | |
| | | **3.0a** | Draft Final CRA Plan | | | | | | | | | | | | |
| | **3.1** | **Final CRA Plan and Other Material Adoption** | | | | | | | | | | | | | |
| | | **3.1a** | Present Plan To Local Planning Agency | | | | | | | | | | | | |
| | | **3.1b** | Present Plan to CRA Board | | | | | | | | | | | | |
| | | **3.1c** | Present Plan to Town Commission | | | | | | | | | | | | |



# PROJECT TEAM IV

# LAKE PARK PLAN UPDATE TEAM

We have assembled an exceptional team of multi-disciplinary individuals who have worked together on similar engagements in a collaborative and timely manner. Technical capabilities alone of individuals or firms, is never enough. To truly create a great product, in this case a CRA Plan update, the team will need to have passion for their work, high degrees of energy, the wisdom to listen, and the ability to envision and communicate a truly incredible future for the CRA district through the CRA Plan.

Dover, Kohl & Partners (Coral Gables, FL) brings strong expertise in urban planning and community engagement are currently working in the Town of Lake Park. Dover Kohl has a unique community input process that is unmatched by other consulting firms that will make a big difference in how we compile and prioritize CRA plan initiatives.

Daedalus Advisory Services

Daedalus has an extensive background in not just data collection and economic analysis, but in gathering data that drives decisions related to CRA planning and investment. This is an invaluable tool when we are focused on financial projections and funding projects over an extended period. Daedalus will use this financial analysis tool that can assist in fine-tuning our redevelopment project targets based on a real estate market analysis technique not found in the normal market and data collection processes.

## OUR TEAM POSSESSES:

1. **Strong analytical skills and tools**
2. **A familiarity with the Town and the CRA and a deep understanding of the community**
3. **A background in helping the Town with land use and zoning efforts that have already had a positive economic impact**
4. **The capacity and resources needed to implement the planning process and complete the Plan**
5. **The unique approach to engage stakeholders in a creative and dynamic way**

# ORGANIZATIONAL CHART

## CRA

**SENIOR ASSOCIATE**
ALLISON JUSTICE, CPR, MBA (RMA)

**PRINCIPAL IN CHARGE**
KIM BRIESEMEISTER, C.R.A.

### PUBLIC ENGAGEMENT
JASON KING, AICP, CNU-A (DKP)
ROBERT PIATKOWSKI, AICP, CNU, ULT (DKP)
PAMELA STACY KING, CNU-A (DKP)
XU ZHANG, PLA (DKP)
KENNETH GARCIA, AICP, CNU-A (DKP)
ALLISON JUSTICE, CRP, MBA (RMA)
ADRIANE ESTEBAN, LEED, AP (RMA)
SP BOURGEOIS (DAS)

### CRA PLAN REVIEW & DEVELOPMENT
KIM BRIESEMEISTER, CRA (RMA)
CHRIS BROWN, (RMA)
ALLISON JUSTICE, CPR, MBA (RMA)
ADRIANE ESTEBAN, LEED, AP (RMA)
LYNN DEHLINGER, (RMA)
LORENA LEDESMA (RMA)
JASON KING, AICP, CNU-A (DKP)
ROBERT PIATKOWSKI, AICP, CNU, ULT (DKP)
PAMELA STACY KING, CNU-A (DKP)
XU ZHANG, PLA (DKP)
KENNETH GARCIA, AICP, CNU-A (DKP)
SP BOURGEOIS (DAS)

### ECONOMIC CONDITIONS ANALYSIS
SP BOURGEOIS (DAS)
AMIT DALAL (DAS)
LYNN DEHLINGER (RMA)

### FINANCIAL ANALYSIS & INCENTIVE
SHAWN MITCHELL, CMA, CFM (RMA)
ADRIANE ESTEBAN, LEED, AP (RMA)
SP BOURGEOIS (DAS)

### FINDING OF NECESSITY
ALLISON JUSTICE, CRP, MBA (RMA)
ADRIANE ESTEBAN, LEED, AP (RMA)
ROBERT PIATKOWSKI, AICP, CNU, ULT (DKP)

### COMPREHENSIVE PLAN
JASON KING, AICP, CNU-A (DKP)
PAMELA STACY KING, CNU-A (DKP)

### FIRM LEGEND
REDEVELOPMENT MANAGEMENT ASSOCIATES (RMA)
DOVER KOHL & PARTNERS (DKP)
DAEDALUS ADVISORY SERVICES (DAS

## KIM BRIESEMEISTER, C.R.A.
Principal

**Years of Experience**
33

**Areas of Expertise**
- Redevelopment & Urban Revitalization
- Redevelopment Management
- Public-Private Partnerships (P3)
- Visioning & Urban Planning
- Financing Redevelopment

**Education**
A.A. | Specialized Business, International Correspondence School
ICSC Marketing I & II, John T. Riordan School of Professional Development

**Certifications**
- Certified Redevelopment Administrator (C.R.A.)

**Bio**
Ms. Briesemeister has managed redevelopment of some of the largest, most complex CRA districts and redevelopment projects in South Florida, including West Palm Beach, Pompano Beach, Fort Lauderdale and Hollywood, which led to total transformation of urban districts within the cities. This included preparing urban vision plans, Transit Oriented Development strategies and financing mechanisms, drafting/implementing downtown revitalization plans, negotiating public-private partnerships, marketing, branding, business attraction/ retention, and community consensus building. She oversaw the acquisition and disposition of approximately $100 million in public property targeted for redevelopment that resulted in over $1 billion in private development activity.

**Professional Affiliations**
- Advisory Board, University of Miami, Master in Real Estate Development & Urbanism
- Florida Redevelopment Association, Past President
- Urban Land Institute
- International Council of Shopping Centers, Past Co-Chair Alliance Program
- International Economic Development Council

**Redevelopment Management**
- Management and project oversight of large redevelopment projects
- Negotiated over eleven (11) public/ private partnership (P3) agreements and real estate transactions resulting in over $1 billion in private development projects
- Oversaw the acquisition and disposition of approximately $100 million in public property targeted for redevelopment
- Hired and managed engineer and design consultants for million-dollar streetscape improvement projects
- Created and managed incentive programs, grants and other financing tools
- Managed business recruitment and retention programs
- Created and managed city branding and marketing programs to reposition cities

**Visioning and Planning**
- Transit Oriented Development (TOD) strategies and financing mechanisms
- Drafted downtown revitalization plans
- Drafted marketing plans and strategies for retail districts for business attraction which attracted over 100 new businesses to the downtown area

**Financing Redevelopment**
- Created and managed finance plans and budgets in excess of $100 million for redevelopment including bond issues
- Identified and recommended financing strategies for over $ 200 million in public investment improvements to leverage private development
- Drafted multiple Five-Year redevelopment finance plans and programs
- Recommended strategies to leverage tax increment financing for bond issues or capital improvements
- Leveraged public sector resources to attract grant funds for redevelopment projects
- Worked with lenders, financial institutions and other agencies to secure financing and funding for redevelopment projects

**Awards**
- FRA, Roy F. Kenzie Award
  - 2012, Planning, Pompano Beach, FL
  - 2011, Marketing, Dania Beach, FL
  - 2009, Cultural Enhancement, West Palm Beach, FL
  - 2001, Best New Project, Fort Lauderdale CRA
  - 2000, Five-Year Finance Plan, Fort Lauderdale CRA
  - 1997, Downtown Marketing Program, Hollywood, FL
  - 2007 ICSC Maxi Award: Branding & Marketing, West Palm Beach, FL
- 2006 Florida League of Cities: Innovation Showcase
- 1989 ICSC Merit Award

## CHRISTOPHER J. BROWN
Principal/Real Estate Broker

**Years of Experience**
33

**Areas of Expertise**
- Urban Design Regulations
- Public-Private Partnerships (P3)
- Real Estate Development
- Redevelopment Planning & Management
- Community Engagement/Meeting Facilitator

**Education**
M.Arch | University of Pennsylvania
B.A. | Yale University

**Certifications**
- General Contractor
- Real Estate Broker

**Bio**
Mr. Brown has extensive experience in planning and design, real estate development, finance and redevelopment management. Mr. Brown served for 9 years as the Executive Director of the highly successful Delray Beach CRA when it was just in its infancy. He is recognized throughout Florida for the legacy he has left in Delray Beach and is responsible for negotiating multiple public-private partnerships and creating the marketing co-op. Mr. Brown's successes in redevelopment can be attributed to his experience in real estate, working for and as, a real estate developer. Chris Brown has led some of the most successful Community Redevelopment Agencies in the state of Florida and is a past President of the Florida Redevelopment Association.

**Professional Affiliations**
- Congress of New Urbanism
- Urban Land Institute
- International Council of Shopping Centers
- Florida Redevelopment Association, Past President
- Business Loan Fund of the Palm Beaches Inc., Board of Directors
- Palm Beach Photographic Center, Board of Directors

**Urban Design Regulations**
- Plantation Midtown Master Plan and Design Guidelines, Plantation, FL
- City of Stuart Urban Design Guidelines and Overlay District, Stuart, FL
- Pompano Beach CRA Northwest, East District Master Plans and Design Guidelines, Pompano Beach, FL

**Public Private Partnerships**
- Pompano Beach Pier Redevelopment, Pompano Beach, FL
- Harbor Village Shops, Pompano Beach, FL
- Atlantic Grove Mixed Use Development, Delray Beach, FL
- Ocean City Retail/Office Center, Delray Beach, FL
- Hyatt Place Hotel, Delray Beach, FL
- Central Market Retail Center, Oakland Park, FL

**Real Estate Development**
- 1350 Main, Mixed Use High Rise Development, Sarasota, FL
- The Lofts, Mixed Use Development, Gainesville, FL
- Crossings Condominium, Houston, TX

**Historic Preservation**
- Spady History Museum, Delray Beach, FL
- State of Florida Historic Preservation Office, Delray Beach, FL
- Delray Beach CRA Office, Delray Beach, FL

**Redevelopment Planning and Management**
- Pompano Beach Community Redevelopment Plan Update, Pompano Beach, FL
- Business Improvement District Plan, Naples, FL
- Parking Enterprise Fund, Pompano Beach, FL
- Public Parking and Parking Management, Delray Beach, FL
- Business Attraction and Incentives, Delray Beach, FL

## ALLISON JUSTICE, C.P.R, M.B.A
Senior Associate

**Years of Experience**
25

**Areas of Expertise**
- Redevelopment & Urban Revitalization
- Redevelopment Management
- Public-Private Partnerships (P3)
- Budgeting & Administration
- Project Management

**Education**
M.B.A. | Florida Atlantic University
B.S. | Kansas State University

**Certifications**
- Certified Redevelopment Professional (C.R.P.)
- 2021 Urban Land Institute Leadership Institut

**Bio**
Ms. Justice has served both the public and private sectors in multiple roles Project Manager, Auditor, and Marketing Account Executive. Her redevelopment experience within CRA's for the last ten (10) years encompasses the entire CRA Plan implementation, including joint ventures and public-private partnerships, budgeting and finance, grant writing, marketing, incentives, public involvement, infrastructure and business attraction. She has constructed and overseen budgets of over $40 Million for CRA's and managed projects which include the attraction and development of one of South Florida's largest micro-breweries.

**Professional Affiliations**
- Florida Redevelopment Association
- International Council of Shopping Centers

**Finance Plans/Projections**
- Culinary Arts District, Oakland Park, FL
- Culinary Arts School, Oakland Park, FL
- Public Market Pro-forma/Projections, Oakland Park, FL
- Salvation Army of Eastern Michigan, Fund-raising Projections (5 Years), Detroit, MI

**Public Involvement Management**
- Shore to Core Design and Research Competition, West Palm Beach CRA
- South End Market and Design Analysis, City of West Palm Beach
- North End Visioning Week, 7 Day Charrette, West Palm Beach CRA
- Currie Mixed-Use Rezoning Kickoff
- Broadway Mixed- Use Rezoning Kickoff
- Northwood Mixed- Use Rezoning Kickoff
- South Dixie Market and Design Analysis
- Culinary Arts District Branding

**Economic Development and Redevelopment Planning & Implementation**
- Anchor Site Redevelopment, West Palm Beach CRA
- North End Vision, West Palm Beach CRA
- South Dixie Market and Design Analysis, City of West Palm Beach
- Mixed-Use zoning and comprehensive plan amendments, West Palm Beach CRA
- Broadway Lane Elimination Process, West Palm Beach, FL
- Five-year Strategic Action Plan, Oakland Park, FL

**Business Attraction**
- Funky Buddha Brewery – 37,000SF Production Craft brewery and tasting room, Oakland Park, FL
- Urban Farm/Park, Oakland Park, FL

**Joint Ventures & Public/Private Partnerships**
- E 38th St. Public Plaza, Oakland Park, FL
- Tent Site, West Palm Beach, FL
- Anchor Site, West Palm Beach, FLL

## ALLISON JUSTICE, (CONT'D)

**Incentive Creation**
- Façade and Business Site Improvement Program
- Development and Relocation Program
- Merchant Assistance Program
- Strategic Investment Program

**Grants**
- South Florida Transportation Oriented Development Grant, West Palm Beach CRA
- Florida State Legislature for Broadway Corridor, City of West Palm Beach
- DEO Grant for Broadway Corridor, City of West Palm Beach
- Broward County Redevelopment Capital Program(RCP), Oakland Park, FL
- Broward Redevelopment Program (BRP), Oakland Park, FL

## ADRIANE ESTEBAN, LEED® AP

Sr. Project Manager/Budget Analyst

**Years of Experience**

14

**Areas of Expertise**
- CRA Budgeting & Administration
- Project Management
- Public-Private Partnerships (P3)
- Construction Management
- Leasing & Acquisition
- CRA Plans

**Education**

B.S. | Building Construction | Georgia Institute of Technology

**Certifications**
- LEED®, AP (Accredited Professional)
- OSHA Certified (10 hour)
- Florida Redevelopment Association-Redevelopment Professional (FRA-RP™)

**Bio**

Ms. Esteban specializes in CRA budgeting and administration, incentive management and project management. She has extensive experience managing projects from the design phase to construction and has a proven record of delivering results on time and on budget. She has also worked on leasing agreements, acquisitions, CRA Plan updates, and public-private partnerships. Working for RMA clients over the past 10 years she has successfully developed and managed CRA budgets, CRA construction projects, real estate agreements, and has assisted local businesses through the design and permitting phases of projects. Prior to RMA, her work experience included: Hardin Construction Company, LLC, Assistant Project Manager and Project Engineer, and Skanska Building USA, intern.

**Professional Affiliations**
- Florida Redevelopment Association, Member
- National Association of Women in Construction (NAWIC) Greater Orlando Chapter (2009), Member and Past Board of Directors

**CRA Budgeting**
- Pompano Beach CRA Financing and Implementation Plan- Fiscal Years 2014-2019
- Margate CRA- Preliminary FY15 Budget, FY2016

**Public-Private Partnerships (P3)**
- Harbor Village Shoppes Façade and Arcade Improvements, Pompano Beach CRA
- Pier Development Agreement Oversight & Coordination, Pompano Beach CRA
- Pompano Beach CRA Incentive Programs

**Construction Management and Administration**
- Pompano Beach Pier Parking Garage Pre-Construction & Contract Coordination, Pompano Beach CRA
- 731 Hammondville Rd. (new commercial building), Pompano Beach CRA
- Pompano Beach CRA Business Resource Center (interior build-out)
- Pompano Beach CRA Office Expansion (interior build-out)
- CoCo Key Hotel & Water Park (renovation), Orlando, FL
- Orlando Premium Outlets Expansion (new commercial buildings), Orlando, FL
- Winter Garden Village at Fowler Groves (new commercial development), Winter Garden, FL

**Real Estate**
- Term Sheets - Pompano Beach CRA, FL
- Commercial Leases - Pompano Beach CRA, FL
- Contracts for Sale and Purchase - Pompano Beach CRA, FL

**CRA Plans**
- Mount Dora CRA Plan Update and Extension - Mount Dora, FL
- Newtown CRA Plan Update - Sarasota, FL *(in progress)*

## LYNN D. DEHLINGER

Director of Economic Development, Broker Associate

**Years of Experience**
25

**Areas of Expertise**
- Economic Development
- Real Estate Development & Brokerage
- Retail & Mixed-Use Planning & Implementation
- Public-Private Partnerships (P3)
- Community Engagement/Meeting Facilitator

**Education**
Attended University of Georgia and Purdue

**Certifications**
- Licensed Real Estate Broker, State of Florida

**Bio**
Ms. Dehlinger's accomplishments include commercial development projects throughout Florida and Georgia, including award winning redevelopment projects. She has been a featured panelist and speaker for the International Council of Shopping Centers, Florida League of Cities, Florida Planning and Zoning Association, Florida Redevelopment Association, Commercial and Industrial Real Estate Brokers, and Central Florida Commercial Board of Realtors. She was recently named one of the region's Most Influential Women in Business. She has negotiated major land development projects with municipalities, including developments of regional impact, public-private partnerships and local development agreements. She has been involved in development projects for major retailers in the Southeast including Publix, The Home Depot, Epic Theaters, and Walmart. She has authored market analysis for business development and worked with national and international companies to expand their operations and employment base. She currently serves on the board of the Florida Redevelopment Association and ICSC's P3 National Alliance committee. Her experience in negotiating complex agreements, in all aspects of business development including planning, branding and recruitment, position her well for effective leadership and management in today's complex business environment.

**Professional Affiliations**
- Florida Redevelopment Association Board
- ICSC Alliance National Committee
- ICSC Alliance Past Public Sector Chair, State of Florida
- International Council of Shopping Centers (ICSC)
- Licensed Real Estate Broker, State of Florida
- Former Director, Commercial Industrial Real Estate Brokers Association
- Board of Directors, Helpful Hands Seminole
- City of Winter Springs Parks and Recreation Advisory Board

**Economic Development and Research**
- Created several Market and Economic Development Strategic Plans including Team Volusia Initial Strategic Plan, Holly Hill Economic Development Plan, Alachua Downtown Business Attraction Plan, Titusville Economic Development Plan and Cape Coral Redevelopment Plan
- Conducted Market Analysis and analyzed data to develop plans for implementation of specific strategies including marina development and turnpike operations
- Market Analysis and Planning for private sector including Boca Raton, St. Petersburg, Bradenton, Orlando, Largo and Conyers
- Marketing Analysis and Planning for municipalities including Holly Hill, Titusville, Cape Coral, West Columbia, Sumter County

**Business Attraction and Retention**
- Analyzed available properties for development and created retail attraction plans in Florida and Georgia including Atlanta, Orlando, Ft. Lauderdale, Miami, and St. Petersburg

**Visioning and Placemaking**
- Acted as director of development for several mixed- use and retail projects throughout Georgia and Florida, including Atlanta, Ft. Lauderdale, St. Augustine, Tampa and Orlando. Activities included initial project vision and development.

**Real Estate Development**
- Directed development efforts for mixed-use projects including acquisition of property, regulatory enhancements, identification of uses and tenants and marketing of projects.

**Finance**
- Conducted research and analysis of project development scenarios including:
- Projections
- Fiscal Impacts
- Proforma Analysis

## BILL DEHLINGER, CCIM

Real Estate Broker

**Years of Experience**
16

**Areas of Expertise**
- Real Estate Development & Brokerage

**Education**
Graduate of Broward College
U.S. Air Force

**Certifications**
- Licensed Real Estate Broker, State of Florida

**Bio**
With sixteen years of commercial real estate experience, Bill has a proven record of success in Central Florida. His consulting areas of expertise include: general brokerage (Land, Industrial, Office, Retail), site selection, 1031 Exchanges, Cost Segregation, NNN leasing as well as investing for individuals through their tax-deferred saving plans. Bill is an active participant in the commercial real estate market in Central Florida through his membership in ORRA, NAR, FAR, CCIM, ICSC, Orlando Regional Commercial Council and CFCAR. He currently serves as CCIM Florida Chapter Central District Immediate Past President, and Board of Directors. Prior to becoming involved with commercial real estate, Bill traveled internationally for IBM and Hewlett Packard providing training sessions for their top sales executives. He has been a guest speaker and has received awards from several colleges throughout the area. Bill served on the Board of Directors for Habitat for Humanity in Seminole County as well as the Rotary Club of Winter Springs. Bill was the recipient of the prestigious Hallmark Deal of the Year Award from the Central Florida Commercial Association in 2019.

**Professional Affiliations**
- CCIM Florida VP Operations
- ORRA
- NAR
- FAR
- CFCAR
- Orlando Regional Commercial Council

**Project Examples**
- Sanford, FL: HCA Sanford - Market Analysis and Brokerage Services
- Oviedo, FL: Corporate HQ - Market Analysis and Real Estate Brokerage Services
- Deltona, FL: DOT Properties, NV - Brokerage Services
- Palm Bay, FL: City of Palm Bay - Value Opinion and Real Estate Brokerage Services

## SHARON W. McCORMICK

Director of Business Attraction & Marketing

**Years of Experience**

30+

**Areas of Expertise**

- Business Attraction & Retention
- Research & Analysis/Marketing Plans & Implementation
- Brand Identification & Development/ Strategy & Campaigns
- Cultural Arts & Special Events
- Community Engagement/Meeting Facilitator

**Education**

B.S. | Appalachian State University
ICSC Marketing I & II - John T. Riordan School of Professional Development

**Bio**

Ms. McCormick is a creative thinker with the ability to develop unique and strategic solutions while adhering to government regulations, statutory requirements and community/client values and character. She is a highly skilled leader with extensive award-winning experience in place branding and marketing that has led to millions of dollars of capital investment and increased revenues in RMA's client cities. She has been a featured speaker at both local and national conferences and seminars including the International Downtown Association (IDA) regional and national conferences, Florida Redevelopment Association (FRA), CHAT South Florida's Synergy Summit for Cultural & Heritage Tourism, Florida League of Cities Economic Development Summit and the American Public Works Association Palm Beach Chapter.

**Professional Affiliations**

- International Council of Shopping Centers
- Florida Redevelopment Association
- Alliance of Women Executives, Board Member

**Visioning & Placemaking**

- Brand Identification & Development/Strategy and Campaigns for several RMA client cities
- Advertising and cross promotional business marketing campaigns through owned, shared, earned and paid media
- Project management for wayfinding systems and banners, including message content and style

**Economic Development, Research & Implementation**

- Manage development of digital marketing strategies including websites, social media strategies, content development and e-communications
- Develop and direct storyboards for economic development video production
- Authored Strategic Marketing Plans and Managed Implementation
- Conducted and analyzed market survey data, retail gap analysis, tourism research data and consumer behavior research data

**Business Attraction & Retention**

- Business Attraction and retention for several RMA client cities
- Analyzed merchandise mix and available property in redevelopment areas and created business attraction strategies
- Developed incentive programs to attract new businesses to target areas and to improve and retain target businesses
- Developed and implemented business communication strategies to educate business owners and enhance or improve their individual marketing strategies
- Created tailored marketing and communications strategies to promote opportunities to specific target audiences

**Safety & Security**

- Developed comprehensive "clean and safe" programs for redevelopment districts to overcome the perception and reality of crime
- Worked closely with local police and sanitation departments to craft security services RFP's, reviewed proposers, selected firms and oversaw security contracts



## SHARON McCORMICK, (CONT'D)

**Marketing & Branding**

- Cultural Arts & Special Events for many RMA client cities
- Designed unique special event programs specifically to attract consumers from primary, secondary and tertiary markets, to attract new businesses and to improve and retain target businesses while promoting an area's brand
- Developed award winning events and promotions focused on cultural enhancement
- Managed numerous ground breaking and grand opening events drawing from 50 to 10,000 attendees
- Researched, analyzed and implemented collaborative projects with local and county cultural arts organizations or individual artists
- Researched and identified opportunities to partner with artists for cultural arts grants
- Developed opportunities for community participation in creative arts projects and programs
- Created the award winning Neighborhood Ambassador volunteer participation program

**Awards**

- 2018 FRA, Roy F. Kenzie Award: Promotion - Downtown Innovation District | Pompano Beach, FL
- 2017 FRA, Roy F. Kenzie Award: Planning Studies - Downtown Strategic Marketing Plan | North Miami, FL
- 2017 FRA, Roy F. Kenzie Award: Promotion - Margate Under the Moon I Margate CRA
- 2012 FRA, Roy F. Kenzie Award: Cultural Enhancement I Dania Beach, FL
- 2011 FRA, Roy F. Kenzie Award: Marketing, Dania Beach, FL
- 2009 FRA, Roy F. Kenzie Award: Cultural Enhancement, West Palm Beach CRA
- 2009 FRA, Roy F. Kenzie Award: Creative Organizational Development and Funding, West Palm Beach
- 2007 ICSC Maxi Award; Marketing Excellence: Public Relations; Branding and Marketing, West Palm Beach CRA

## LORENA LEDESMA
Project Coordinator

**Years of Experience**
6

**Areas of Expertise**
- Market Analysis
- Business Attraction
- Data Collection, Research & Analysis
- Strategic Planning & Budgeting
- Social Media Marketing
- Event Planning & Coordination
- Business Development

**Education**
B.A. Political Science | University of Central Florida

**Additional Skills**
- Fluent in English and Spanish
- Basic proficiency in French

**Bio**
Ms. Ledesma's knowledge of marketing and strategic planning stems from her background in property management combined with an exposure to a broad spectrum of markets, including Boca Raton, Gainesville, Lauderhill, Orlando, and Tuscaloosa. Her capacity to analyze and strategize further supplement her aptitude in business attraction and development, market analysis, public relations, advertising, and event planning.

While working as an Economic Development Coordinator for the City of Lauderhill, Ms. Ledesma collaborated with public and private entities to design and present projects before regional authorities and stakeholders for redevelopment and business attraction and retention, in addition to incentives for entrepreneurs, property owners, and financiers. Ms. Ledesma was directly involved in the petition and approval of investment from Broward County for an economic development project that will kick-start an arts and entertainment district for the City. She coordinated and managed large-scale events as well as informative networking events for real estate professionals, and community programming for residents. Ms. Ledesma has experience in the realm of urban planning in evaluating proposed and current land use regulations to determine their viability with the economic development goals.

At one point, Ms. Ledesma oversaw marketing and budgeting as Senior Area Leasing Consultant, covering a territory comprised of three distinct multi-residential properties that totaled 1,000 units for the Preiss Company. She trained and managed leasing and marketing agents across six properties in two states to maximize occupancy while maintaining profitability.

**Visioning & Placemaking**
- North Miami Beach, FL | Brand Identification and Marketing Campaign Development
- Fort Myers Beach, FL | Brand Identification and Marketing Campaign Development
- Sunrise, FL | Brand Identification and Marketing Campaign Development

**Business Attraction & Retention**
- Lauderhill, FL | Developed loan program to attract new businesses to redevelopment districts and to improve and retain target businesses

**Economic Development & Research**
- Lauderhill, FL | Micro Loan Program; Commercial Property Improvement Program
- North Miami Beach, FL | Strategic Marketing Plan: Examined market survey data, historical study/future projection of tourism and consumer research data trends; analysis of net economic retention
- Fort Myers Beach, FL | Strategic Marketing Plan: Examined market survey data, historical study/future projection of tourism and consumer research data trends; analysis of net economic retention

**Event Planning**
- Lauderhill, FL | Jazz Under the Stars; Pork, Pints, and Palettes; Lauderhill Beer-B-Q; Empowerment Series; State of 38th Mixer; Living My Best Life seminars for kids

**Volunteer Experience**
- Operation Smile in Trujillo, Peru

## SHAWN MITCHELL CMA, CFM
Financial Management Consultant

**Years of Experience**
16

**Areas of Expertise**
- Strategic Business Planning
- Operations Management & Reporting | Regulatory Compliance
- Budgeting Management & Analysis
- Debt Management & Issuance

**Education**
M.B.A. | Finance | Florida Atlantic University
B.S. | Finance | Florida Atlantic University

**Certifications**
- Certified Management Accountant (C.M.A.) Designation
- Certified in Financial Management (C.F.M.) Designation

**Bio**
Senior-level financial manager with extensive finance, administration, and public accounting experience. Results-oriented with the ability to focus on both the macro-environment through strategic planning and the micro-environment by advancing operations through continuous process improvement initiatives, relevant financial management reporting, etc.

**Strategic Business Planning**
- Creation, implementation, and management of 5-year Strategic Finance Plans that establish the public financial commitment to redevelopment and has resulted in significant private investment within the Redevelopment Areas:
- West Palm Beach, FL (CRA)
- Pompano Beach, FL (CRA)
- Dania Beach, FL (CRA)
- Creation, implementation, and management of 5-year Capital Improvement Plans that sets forth the prioritization of capital resources:
- City of West Palm Beach, FL
- City of Alpharetta, GA

**Operations Management & Reporting | Regulatory Compliance**
- Significant experience in financial reporting to citizens, business owners, elected officials, stakeholders, etc.
- Monthly Financial Management Reporting
- Annual CRA Reporting (F.S. §163.356)
- Annual Budget Reporting (line-item detail and GFOA Narrative)
- Comprehensive Annual Financial Reporting (CAFR)
- Annual Citizen Reporting (GFOA Popular Annual Financial Reporting)
- Annual Continuing Disclosure Commitment

**Budgeting Management & Analysis**
- Creation, implementation, and management of annual budgets in excess of $500 million across multiple fund types including General Fund, Special Revenue Funds, Enterprise Funds, and Internal Service Funds.
- City of West Palm Beach, FL
- West Palm Beach, FL (CRA)
- Pompano Beach, FL (CRA)
- City of Alpharetta, GA

**Debt Management and Issuance**
- Over $250 million in debt issuance experience across multiple pledge types including: general obligation; public service tax; utility revenues; tax increment; general non-advalorem; etc.
- City of West Palm Beach, FL
- West Palm Beach, FL (CRA)
- City of Pompano Beach, FL
- Pompano Beach, FL (CRA)
- City of Alpharetta, GA

## TERRA SPERO
Director of Digital Solutions

**Years of Experience**
14

**Areas of Expertise**
- Website Development
- Digital Optimization
- Social Media Strategy
- Media Buying
- Event Marketing
- Virtual Promotions
- E-mail Marketing
- Online Engagement
- Professional Speaker

**Education**
M.S. | Barry University
B.S. | Nova Southeastern University

**Bio**
Terra Spero, is an award-winning social strategist with14 years experience in digital media, and currently manages a social reach of over 25 Million users on a monthly basis.

Spero's passion for relationship development, and experience, coupled with enthusiasm and incredibly successful campaign integrations, has positioned Spero as an industry thought leader. This has resulted in Spero being a featured speaker at both local, national, and international conferences including the International Downtown Association, Direct Marketing Association, Florida Festival & Events Association, the International Festival Events Association, and the Main Street Association. In addition to collaborating on capstone courses for FAU, Spero has also conducted social media workshops for a variety of Fortune 500 organizations as well as municipal organizations. Spero has been nominated as a mobile woman to watch, has been featured as a Florida Trendsetter, and was named the 2016 Business Person of the Year by the Delray Beach Chamber of Commerce. In the last 5 years, her campaigns have won 23 State and International Gold, Silver, and Bronze awards for her work in social media, specifically related to municipal organizations and events.

Graduating Magna Cum Laude from Nova Southeastern University and Summa Cum Laude from Barry University, Masters, Spero is committed to developing the economy and communities in the Florida marketplace.

**Social Media Strategy, Planning & Consulting**
- City of Pompano Beach
- City of West Palm Beach
- Delray Beach DDA
- Dania Beach CRA
- Margate CRA
- Pompano Beach CRA
- West Palm Beach CRA
- Festival Management Group
- Leesburg Partnership
- Old School Square

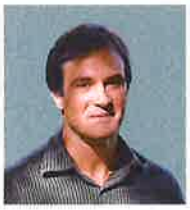
**Web Development & Coding**
- CJF Marketing International
- Dania Beach CRA
- Dania Beach PATCH
- GO Lauderhill
- Lake Park
- Oviedo GO Bond
- Oakland Park Culinary Arts District
- Sunrise

**E-mail Management, Search Engine Marketing (SEM)**
- Multiple clients

**On-site Training**
- Multiple clients



DOVER, KOHL & PARTNERS
town planning



## JASON KING, AICP, CNU-A | PRINCIPAL & SENIOR DIRECTOR

Jason King serves as Principal and Senior Project Director at Dover, Kohl & Partners. He has directed multidisciplinary teams around the country and has served as the project director and prime author on over 200 plans for cities, towns, neighborhoods, and corridors. From the first plan he worked on for the Tarautao Islands of Thailand, to the multiple plans he authored in Coastal Louisiana, Southeast Florida, and the American Southwest, Jason's work has focused on social, economic, and climate change resilience. Now Jason is working on a kind of pandemic resilience. He has led several virtual charrettes across the U.S. since the appearance of COVID and the first virtual charrette in Missoula, Montana in March of 2020 according to the National Charrette Institute. Jason's work is featured in numerous planning texts such as Sustainable Urbanism (2007), Form-Based Codes (2008), and Street Design (2014) and he has been interviewed by the New York Times, Planning Magazine, and National Public Radio.

**SELECTED PROJECTS**

**Missoula Downtown Master Plan Update, 2019-2020**
The Master Plan Update serves as guide decisions over the next 10 years impacting Missoula's historic downtown and adjoining neighborhoods, including modifications to land use and planning regulations, public and private investment decisions, and prioritization for allocation of municipal and community resources. Jason served as Project Manager for the project.

**SMART Plan, Miami-Dade County, 2019**
The SMART Plan is a transit expansion plan for Miami-Dade County along six critical corridors connecting the region. Dover, Kohl & Partners lead the public visioning and design process for the South Dade Transitway Corridor to create land use scenarios for transit-oriented development (TOD) along the 20-mile corridor. Jason was project director for Dover-Kohl, leading the internal team and working closely with the Transportation Planning Organization (TPO) and other consultants.

**Thomasville Blueprint 2028 Comprehensive Plan, 2017-1018**
Blueprint 2028 is a 9-month comprehensive planning process to develop a vision and decision making framework for the City of Thomasville, GA led by Dover, Kohl & Partners. Jason served as Project Manager of the project.

**Plan NoBe, Miami Beach, Florida, 2014-2016**
Jason headed a multi-disciplinary team to create a Master Plan for the North Beach District of Miami Beach and recommend economic revitalization and climate change strategies. The Plan and its guidelines serve as a tool to evaluate new development proposals, direct capital improvements, and to guide public policy in a manner that ensures North Beach continues to be the community that its residents want it to be.

**El Paso Comprehensive Plan, El Paso, Texas, 2010-2012**
Jason headed the Plan El Paso planning initiative which involved multiple charrettes and a multi-disciplinary team which worked with residents, stakeholders, and officials from the City, state and Fort Bliss Army Base, to create the El Paso's overarching policy document. Jason advises plan implementation which involves capital projects, land development policy, TOD development, and the form-based coding of large sections of the City.

EDUCATION
**Master of Community Planning (MCP)**
**Bachelor of Arts in English (BA)**
University of Rhode Island
South Kingston, Rhode Island

PROFESSIONAL EXPERIENCE
**Principal Town Planner**
2006 to Present
Dover, Kohl & Partners
Coral Gables, Florida

AFFILIATIONS
American Institute of Certified Planners
Certified Member (AICP)
Congress for the New Urbanism
Accredited Member (CNU-a)

Selected Lectures
Rail Volution Pre Conference (2020)
"Miami's Potential and Challenges for the Future"

Eco El Paso 12th Annual Conference (2019): "El Paso, Texas: 2050"

CPEX Smart Growth Conference (2016): "Innovations in City Building"

APA National Conference (2012): "Form-Based Codes 10+ Years Later"

CNU 19 National Congress (2011): "Today's Best Form-Based Codes"

Florida Department of Community Affairs (2010): "Comprehensive Planning for the 21st Century"

Alabama Public Works Conference (2009): "Public Works & Civic Art"

FAPA Annual Conference (2005): "Protecting Sensitive Habitat in the Florida Keys"

**ROBERT PIATKOWSKI,** AICP, CNU, ULI | TOWN PLANNER

Rob Piatkowski received his Master in City and Regional Planning degree from the Georgia Institute of Technology where he concentrated his studies on urban design. Rob is drawn to the relationship between transportation and urban design, combining his experience working as a transportation planner with his passion for placemaking. He has a strong interest in quantitative analysis to better understand existing conditions and to inform urban design interventions.

Rob's work and studies have taken him to China on several occasions and he is inspired by travel and exploring the streets and squares of cities, towns, and villages across the globe - using these experiences to inform his work. As a member of the Dover, Kohl & Partners team, Rob is excited to participate in charrettes across the country to learn what makes each place unique and to work directly with local communities. Rob has participated in creating form-based codes, small area plans, and master plans.

EDUCATION

**Master of City and Regional Planning**
Georgia Institute of Technology
Atlanta, Georgia

**Bachelor of Science, Civil Engineering**
Georgia Institute of Technology
Atlanta, Georgia

PROFESSIONAL EXPERIENCE

**Town Planner**
2016 - Present
Dover, Kohl & Partners
Coral Gables, Florida

**Project Planner**
Renaissance Planning Group
Delray Beach, Florida

**Regional Planning Intern**
Southern New Hampshire Planning Commission
Manchester, New Hampshire

AFFILIATIONS

American Institute of Certified Planners (AICP)
Certified Member

Congress for the New Urbanism (CNU)
Member

Urban Land Institute (ULI)
Associate Member

**SELECTED PROJECTS**

**Mullan Area Master Plan and Form-Based Code, Missoula, Montana, 2020**
The Mullan Area Master Plan is a vision for 1,500 acres adjacent to the City of Missoula, Montana that is currently receiving significant development pressure. The master plan and accompanying form-based code provide a framework for coordinated walkable, mixed-use development that aligns with the City and County growth policies. The public design charrette was to be held in March 2020, but with the Covid-19 pandemic, was transitioned in one week's time to a completely online format which the National Charrette Institute has called "a first-of-a-kind fully virtual community engagement process." Rob was project manager for this effort, coordinating with the clients (both City and County), and led the drafting of the plan and form-based code. He also led the transition to the virtual charrette format.

**SMART Plan, Miami-Dade County, 2019**
The SMART Plan is a transit expansion plan for Miami-Dade County along six critical corridors connecting the region. Dover, Kohl & Partners lead the public visioning and design process for the South Dade Transitway Corridor to create land use scenarios for transit-oriented development (TOD) along the 20-mile corridor. Rob was project manager for Dover-Kohl, working closely with the Transportation Planning Organization (TPO) and other consultants.

**Pineland Prairie, Martin County, Florida**
Dover, Kohl & Partners is part of a team designing a new community on over 3,000 acres of privately owned land in Martin County, Florida. The plan proposes approximately 4,000 residential units in several neighborhoods following the best practices of Traditional Neighborhood Design and the New Urbanism, while setting aside nearly 70 percent of the site as publicly accessible open space. Dover, Kohl & Partners is leading the urban planning and design of the plan and form-based code. Rob is serving as a town planner for this project, writing the form-based code and refining the master plan.

**Thomasville: Blueprint 2028, Thomasville, Georgia**
Thomasville: Blueprint 2028 is the comprehensive plan for the City and began with a week long series of public workshops in the spring of 2017 followed by a public design charrette in the fall. The Plan will play a pivotal role in shaping the future of the City's streets, neighborhoods, and public spaces for the next ten years and beyond with the goal of enhancing the community's quality of life while also protecting the area's historic, cultural and natural environment. Rob serves as a town planner for this project.

**PAMELA STACY KING,** CNU-a | STUDIO DIRECTOR

Pamela Stacy has been a Project Manager and Town Planner at Dover, Kohl & Partners since 2006. She has helped numerous cities and towns around the country form a vision for the future. She then works with multi-disciplinary teams of professionals who collaborate with stakeholders, business owners and residents to make that vision a reality.

In addition to directing projects, Pam has co-authored reports, crafted form-based codes, drawn plans and reviewed plans under a variety of land development regulations, and made policy recommendations on specific plans throughout the country. Pam has been instrumental in building the firms Comprehensive Plan portfolio with a role managing, contributing and editing these specific plans. She is often the lead designer on illustrative plans working closely with the public to help envision more walkable and sustainable futures.

In her role as Studio Director, Pamela oversees the production of plans, reports, and codes and ensure they are easily understood, readable, and of the highest quality that Dover, Kohl & Partners has become known for.

EDUCATION

**Master of Architecture (MArch) in Suburb and Town Design**
University of Miami
Coral Gables, Florida

**Bachelor of Architecture (BArch)**
University of Miami
Coral Gables, Florida

PROFESSIONAL EXPERIENCE

**Town Planner**
2006 to present
Dover, Kohl & Partners
Coral Gables, Florida

**Designer I/Job Captain**
Forum Architecture & Interior Design,
Altamonte Springs, Florida

**Senior Designer/Project Manager**
Canin Associates
Orlando, Florida

**GIS Intern**
Walt Disney Imagineering
Master Planning Division
Orlando, Florida

AFFILIATIONS

Congress for the New Urbanism
Member, 2007 to present
Accredited, 2010

National Charrette Institute
Certified Charrette Planner, 2007

**SELECTED PROJECTS**

**NMSU Campus Plan Update for Arrowhead Park and Aggie Uptown, Las Cruces, New Mexico, 2020**
Arrowhead Park and Aggie Uptown are underutilized portions of the New Mexico State University Campus that provide an opportunity to provide entertainment and innovative collaboration opportunities in up and coming tech industries. Pam led the physical layout of the extended campus areas to provide a framework for new development.

**Missoula Downtown Master Plan Update, Missoula, Montana, 2019-2020**
The Master Plan Update serves as guide decisions over the next 10 years impacting Missoula's historic downtown and adjoining neighborhoods, including modifications to land use and planning regulations, public and private investment decisions, and prioritization for allocation of municipal and community resources. Pam served as the primary writer and editor of t he Master Plan.

**Thomasville: Blueprint 2028 Comprehensive Plan, Thomasville, GA, 2017-2018**
Thomasville: Blueprint 2028 is a comprehensive plan for the City of Thomasville. This charming city was once the end of the rail line and a favorite winter getaway, quail hunting lodge, and health spa for northerners. The City has had an emphasis on reinvigorating their downtown, but the surrounding neighborhoods have struggled. With an intense public process including a traveling workshop and a week-long charrette the elements of the community goals were developed. Pam is a primary contributor and the primary editor of the in-progress document. Pam is responsible for ensuring all state requirements are met while a vision for the future is clearly laid out.

**Viva Laredo Comprehensive Plan, Laredo, Texas, 2016-2017**
Viva Laredo is a complete comprehensive plan rewrite for the City of Laredo, Texas. In addition to being the prime editor for the majority of the document, Pam was the main writer and contributor for the Downtown, Historic Preservation, and Urban Design elements. Viva Laredo lays out a vision for the future, setting goals and providing strategies on how to get there for the next 20 years and beyond.

EDUCATION

**Master of Landscape Architecture (MLA)**
Pennsylvania State University
State College, Pennsylvania

**B.S. in Urban Planning**
Jianghan University
Wuhan, Hubei, China

PROFESSIONAL EXPERIENCE

**Town Planner**
2017-Present
Dover, Kohl & Partners
Coral Gables, Florida

**Project Coordinator**
(Architecture | Landscape | Interior Design)
Design House Associates
Miami, Florida

**Landscape Designer**
Raymond Jungles INC.
Miami, Florida

**Landscape Designer**
EDSA Planning and Design
Miami, Florida

**Intern Designer**
Planning + Design AECOM
Shenzhen/Guangzhou, China

AFFILIATIONS

American Society of Landscape Architects
Member, 2015 to present

## XU ZHANG, PLA | TOWN PLANNER & LANDSCAPE DESIGNER

Xu is an urban designer at Dover, Kohl & Partners. She holds degrees in both urban planning and landscape architecture. Xu has experience working on projects both locally and internationally, including Chattanooga West End Riverfront master plan, a mixed-use development along the Miami River, Haikou artificial island, a ski resort in Hokkaido, etc. Xu's design accentuates the spirit of a place, and reflect the unique culture and landscape of a site.

Xu likes to observe through pencils and provide creative design solutions for challenges of the built environment; she creates design renderings that enable the community to visualize a different future. Xu is excited to assist in creating more walkable and bikable environments, improving mobility and equity through design, as well as using landscape as a catalyst for positive change, keeping nature harmonious with urban environment.

### SELECTED PROJECTS

**Chattanooga West End Riverfront Master Plan, Chattanooga, Tennesee**
This plan imagines a new future for a site that was the center of business and prosperity for Chattanooga for over 100 years. The future of this property is both just like before — a place for a lot of people to be employed — and also not like before: it will be a complete neighborhood where people can also live, where creative office workers can come to work, where people can come to be entertained, and where people can enjoy public spaces and the waterfront.

**Gilchrist Park Master Plan – Master Plan, Punta Gorda, Florida**
Located in downtown historic district in Punta Gorda, Gilchrist Park contains 11 acres of park space stretched along the water front between downtown and Fishermen's Village. The current buildings and facility and buildings are out of date with current codes and waterfront actitivies, the project reimagines different site design scenarios with more active waterfront usage.

**Miami River Project – Public Space Design, Miami, Florida**
Miami River Project is a 6.2 acre, five phase mixed-use development project. The project will generate 1,678 residential units, 330 hotel rooms, 266,000 square feet of retail and office space. Plans for the site include four towers, a hotel, shops, restaurants and a public river walk with boat slips. Xu worked with Troy Vaughn, and Raymond Jungles to create the landscape design as well as renovating the Jose Marti Park to upgrade the existing public infrastructure.

**Missoula Downtown Master Plan, Missoula, Montana**
The Master Plan Update serves as guide decisions over the next 10 years impacting Missoula's historic downtown and adjoining neighborhoods, including modifications to land use and planning regulations, public and private investment decisions, and prioritization for allocation of municipal and community resources.

EDUCATION

**Master of Architecture**
Andrews University
Berrien Springs, Michigan

**Bachelor of Architecture**
Andrews University
Berrien Springs, Michigan

PROFESSIONAL EXPERIENCE

**Town Planner & Urban Designer**
2007 to Present
Dover, Kohl & Partners
Coral Gables, Florida

HONORS

CNU Academic Charter Award, 2007: The Saucier Town Plan

TAU SIGMA DELTA Honor Society in Architecture, Andrews University

AFFILIATIONS

Congress for the New Urbanism
Member, 2004 to Present

National Charrette Institute
Certified Charrette Planner, 2007

## KENNETH GARCIA, AICP, CNU-A | SENIOR DESIGN LEAD

Kenneth has been with Dover, Kohl & Partners since 2007 and has participated in over 75 design charrettes. He produces many of the firm's illustrations and renderings, using a combination of computer graphics and traditional watercolor techniques. He oversees the design efforts by staff in the Coral Gables studio, trains team members, and assists firm principals and project directors with assuring the best quality in the work at Dover, Kohl & Partners.

Kenneth received both his Master of Architecture and his Bachelor of Architecture from Andrews University, a leading center for the study of New Urbanism. He is CNU-Accredited by the Congress for the New Urbanism (CNU), and is a Certified Charrette Planner through the National Charrette Institute. Kenneth grew up in Costa Rica and Mexico, and is fluent in Spanish.

### SELECTED PROJECTS

**Downtown Oakland Specific Plan: Senior Town Planner**
The Plan Downtown Oakland project is an interactive planning process for the creation of a Downtown Specific Plan. In October 2015, DK&P led a well attended 9-day charrette located in a storefront in the heart of downtown. Working with a group of equity specialists, the Plan was relaunched in 2017. Kenneth serves as town planner and illustrator for this project.

**Capitol Corridor Plan Lansing, MI: Project Manager, Illustrator**
The Capitol Corridor plan extends approximately 19 miles from the capitol building to the town of Webberville. Spanning 10 municipalities, the corridor transverses cities, towns and countryside. The resulting plan outlines a vision to guide future growth, change and preservation in the corridor; it also provides recommendations for municipalities and key stakeholders to carry these ideas to implementation.

**Water Campus Master Plan Baton Rouge, LA: Project Manager**
Working for the Baton Rouge Area Foundation, DK&P led the initial design of the 30 acre campus that will house The Water Institute of the Gulf. The campus is expected to grow into a major center for the science and research of river deltas. The Water Campus' walkable streets, public spaces and urban buildings will be a major step toward fostering a better connection between downtown Baton Rouge and Louisiana State University.

Daedalus Advisory Services

## Amit Dalal

Public Private Partnership
And Infrastructure Specialist

240 481 0491
amit@daedalusservices.com
DaedalusServices.com

### KEY ACHIEVEMENTS

- More than 25 years of leadership on complex, multi-stakeholder initiatives
- Co-developed the country of Jordan's National Investment Strategy
- Helped to plan more than $5B in infrastructure and PPP investments globally

### EDUCATION

**University of Wisconsin - Madison**
Bachelor of Science, Chemical Engineering

**Massachusetts Institute of Technology (MIT)**
Environmental Management, Certificate

### EMPLOYMENT

**Daedalus Advisory Services**
President: 2014 - present

**Tetra Tech / PA Consulting Group**
Managing Consultant: 2000 – 2014

**Hagler Bailly**
Senior Associate: 1990 - 2000

### PUBLICATIONS

Wind Futures in Asia, Asian Development Bank, GWEC, USAID, SARI/Energy, Manila, Philippines, 2012.

Surviving and Thriving in the Zombie Economy, PA Consulting Multi-Client Report, 2010.

*Overview of experience and approach*

Mr. Dalal is an economic and market analysis specialist for utility and town infrastructure, and related new investment opportunities globally. He brings deep insights into successful Public-Private Partnership (PPP) structuring and is committed to crafting stakeholder-friendly solutions that reflect a range of voices.

His assignments include economic analysis of project investments, strategic direction setting at the corporate and business unit levels, business case development, acquisition due diligence, market and competitor analysis, and quantitative and financial modeling.

He brings 25+ years of industry experience in agriculture, energy, transport, real estate, water and wastewater, and emerging ICT to his engagements.

He has on the ground experiences in UK, Germany, Mexico, Canada, Italy, Jordan, Egypt, Morocco, Jordan, Saudi Arabia, United Arab Emirates, India, South and SE Asia, Japan and Korea.

*Selected projects*

- **City of Miami Beach, FL.** Supported the creation of a new CRA in the North Beach neighborhood to facilitate wider economic development in the area.
- **Public Stakeholders, Charlotte, NC.** Supported the investment planning and strategy for a $600M public-private partnership in downtown Charlotte, NC to transform two blocks into a mixed-income, mixed-use development that supports public sector missions.
- **City of Thomasville, GA.** Evaluated development options based on demographic, income and employment factors in support of a Comprehensive Plan effort.
- **Water Design Build Council, Annapolis, MD.** Conducted detailed market assessment, top 100 utility survey for design-build delivery method for projects in water/water waste water sector in the US. Evaluated value drivers, project plans and direct contacts with project planners.
- **Port of Cleveland, OH.** For the CFO's office, led a US-Dutch team to conduct a market assessment and financial/commercial feasibility for a 5.5 acre plot near port operations.
- **Flovac USA, Houston, Texas.** For this vacuum sewer valve maker and IOT monitoring based provider, conducted detailed market assessment for demand and value drivers at municipalities in FL, TX, MD, VA and the Carolinas. Developed partnership prospects, demonstration projects and developed teams to work with individual municipal and utility prospects.
- **Observant USA, Novato, California.** For this fully integrated farm information management platform company, Amit leads the energy demand response program offering based on large scale irrigation pump control and automation according to the OpenADR protocol. He also worked on the business processes for each of the main market channels.
- **Philmac, an Aliaxis Company.** For this global leader in the design and manufacture of specialist fittings and valves, providing cost-effective solutions for the transfer, control and application of water in municipal, irrigation and horticulture applications, Amit provided a detailed US market assessment and channel strategy. Philmac's products are used primarily in rural and irrigation applications including agriculture, viticulture and horticulture. In phase I, Amit performed a detailed US market and channel strategy and phase 2 led to a detailed US business plan.
- **Project lead, Jordan Investment Board and MoICT.** Performed a screening study to identify top 10 opportunities in ICT investments with existing IT companies interests. Conducted detailed feasibility studies for each business, including partnership opportunities.
- **Chief-of-Party, USAID South Asia Regional Energy Initiative (SARI/E).** Mr. Dalal was the project leader for USAID's SARI/Energy program which promotes energy security in



Daedalus Advisory Services

## SP BOURGEOIS

Real Estate Finance and
Economic Development Specialist

917-719-6371
info@daedalusservices.com
DaedalusServices.com

### KEY ACHIEVEMENTS

- Wrote business plan for the world's only two-nation sovereign wealth fund
- Co-developed the country of Jordan's National Investment Strategy
- Created more than $13B USD in real estate development project planning models

### EDUCATION

**American University**
Masters of Business Administration

**Harvard University**
Masters of Theological Studies

**Hampden Sydney College**
Bachelor of Arts, Philosophy and Religion

**Springfield Centre**
Making Markets Work, Certificate

**Investment Banking Institute**
Advanced Financial Modeling, Certificate

**Urban Land Institute**
Real Estate Financial Modeling, Certificate

### EMPLOYMENT

**Daedalus Advisory Services**
President: 2012 - present

**Tetra Tech / PA Consulting Group**
Principal Consultant: 2006 – 2012

**Fannie Mae**
Internal Consultant: 2004 - 2006

*Overview of experience and approach*

Mr. Bourgeois is an economic and financial analysis planning specialist for new investment opportunities globally. His assignments have included economic analysis of planned investments, strategic direction setting at the corporate and business unit levels, business case development for new ventures, acquisition due diligence, market and competitor analysis, and quantitative and financial modeling for real estate development and economic development planning.

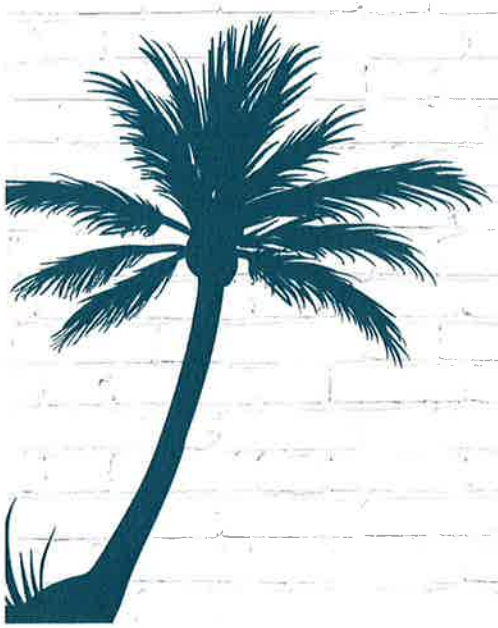
He has industry experience in agriculture, heavy industry, real estate, education, retail, chemicals, paper, direct marketing, water and wastewater, biotech, among others, giving him a strong foundation for economic development planning.

With on the ground assignments in the United States, Italy, Jordan, Egypt, Saudi Arabia, United Arab Emirates, China and Ethiopia, he brings both global experience and most importantly an understanding of the competitive environment that will shape future economic activities in the US and abroad.

*Selected projects*

- Led a team in the successful creation of a new CRA for the North Beach area of Miami Beach: required extensive public outreach and coordination among stakeholders
- Led the financial analysis of a large scale redevelopment plan for two blocks in downtown Charlotte, NC for a range of stakeholders, including the Charlotte Housing Authority, City of Charlotte, Mecklenburg County, Bank of America and Charlotte-Mecklenburg Library
- Created a far-reaching economic development plan for Thomasville, Georgia's most recent Comprehensive Plan that builds on their existing assets for long term growth
- Provided the business case and financial analysis for a city-owned portion of undeveloped land in Miami's South Beach neighborhood that preserves land, maximizes social impact and aligns with community interests
- Led strategy and financial team's analysis a planned mixed-income, mixed use investment on a city-wide block to determine market segments and the property's highest and best use for the Charlotte Housing Authority
- Led the economic development efforts for a new city in China, as well as two different large area tourism developments; these engagements required extensive economic analysis, financial modeling and corporate strategy for selected catalytic projects intended to anchor each investment.
- Provided the business case for multiple new investments in China, including demographic analysis, target market purchasing power quantification, investor identification, global and local trends, competitor identification and phased delivery options
- Evaluated the market opportunity of a potential acquisition in the industrial water space for a Fortune 500 client and recommended against a costly expansion with a low probability of success
- Evaluated the market opportunity of a potential acquisition in the direct marketing space for one of the UK's largest marketing firms that focused on emerging industry threats and long term supportive revenue factors
- Produced a market and management evaluation of a potential acquisition in the global water EPC space for a foreign buyer that recommended a 20% discount to the asking price based on in person diligence of the target in Italy
- Performed a comparative study of national investment policies to support the country of Jordan's national investment strategy and 30 investment opportunities determined by a complex demand-led market-facing evaluation process
- Worked with the CEO of an industry leading biotech company on its corporate roadmap and financial strategy

# REFERENCES V



pompano beach.
Florida's Warmest Welcome

CITY MANAGER'S OFFICE
Greg Harrison, City Manager
E greg.harrison@copbfl.com | P 954.786.4601 | F 954.786.4504

September 20, 2021

Community Redevelopment Agency
2302 East Atlantic Blvd.
Pompano Beach, FL 33062

Reference for: RMA Redevelopment Management Associates

TO WHOM IT MAY CONCERN:

RMA has provided CRA Management & Administrative Services, Redevelopment, Economic Development Strategies, and Oversaw Major Capital Improvement Projects for the Pompano Beach CRA (2009 – 2018) and City CRA Consulting (2018 – Present) including Real Estate, Innovative District, Public-Private Partnerships, Project Management, Historic Preservation, Business Attraction, Placemaking/Marketing/Branding, Assisted with CRA Bonding Issues, Special Events, Incentives, Site Plan Review, Comprehensive Plan, Zoning, and Cultural Arts.

RMA is comprised of highly experienced and qualified professionals that are responsive and dedicated. We recommend RMA for their ability to envision, analyze and implement goals.

Sincerely,

Greg Harrison
City Manager

CITY OF MOUNT DORA
PLANNING AND DEVELOPMENT

City Hall
510 N. Baker St.
Mount Dora, FL 32757

Office of the City Manager
352-735-7126
Fax 352-383-4801

Customer Service
352-735-7105
Fax 352-735-2092

Finance Department
352-735-7118
Fax 352-735-1406

Human Resources
352-735-7106
Fax 352-735-9157

Planning and Development
352-735-7112
Fax 352-735-7191

City Hall Annex
900 N. Donnelly St.
Mount Dora, FL 32757

Parks and Recreation
352-735-7183
Fax 352-735-3681

Public Safety Complex
1300 N. Donnelly St.
Mount Dora, FL 32757

Police Department
352-735-7130
Fax 352-383-4671

Fire Department
352-735-7140
Fax 352-383-4881

Public Works Complex
1501 Noble Ave.
Mount Dora, FL 32757
352-735-7151
Fax 352-735-1530

W. L. Bland Public Library
1995 N. Donnelly St.
Mount Dora, FL 32757
352.735.7180
Fax 352.735.0074

Website:
www.cityofmountdora.com

September 27, 2021

To Whom It May Concern:

It gives me great pleasure to recommend Redevelopment Management Associates (RMA). They have successfully drafted our CRA Update & Extension of Sunset (2019) as well as our Northeast CRA Plan Update in 2018.

RMA has worked extensively with our citizens, businesses, community stakeholders, and elected officials to identify our needs and assets. Our community leaders have provided positive feedback regarding the CRA Plans that RMA presented.

RMA was responsive to our requests and are provided practical strategies for redevelopment. The few times we asked for changes, they were carried out quickly and happily. RMA is creative and enthusiastic, and we recommend RMA with complete confidence.

Sincerely,

Adam Sumner, CFcD
CRA Administrator



City of Greenacres

5800 Melaleuca Lane • Greenacres • Florida • 33463-3515
Ph: 561-642-2017 • Fax: 561-642-2004 • Email: cm@greenacresfl.gov

Joel Flores
Mayor

Andrea McCue
City Manager

September 17, 2021

Redevelopment Management Associates LLC
2302 East Atlantic Blvd.
Pompano Beach, FL 33062

**RE: Redevelopment Management Associates, LLC (RMA)**
**Reference**

To Whom It May Concern:

Redevelopment Management Associates, LLC (RMA) performed consulting services for the City of Greenacres since originally being awarded the Vision and Strategic Action Plan contract by the City of Greenacres in August 2018.

Their services provided for a technical, planning, market and strategic analysis of the City, and to create a City Vision and Strategic Action Plan to be used as the framework for the City to develop a ten-year action plan that would provide for future development and sustainable long-term growth. Additionally, RMA also developed re-branding options for the City that better represented who we are as a community.

The City has found that RMA has far exceeded our expectations throughout the entire process. Their team of highly qualified and experienced staff engaged the community and key stakeholders in an effort to understand the City's needs, and provided for realistic and attainable goals. A very detailed and thorough Market and Situation Analysis and Strategic Action Plan was provided, and included demographic and lifestyle data, retail spending, a review of existing conditions, real estate and housing market analysis and opportunities, and consumer trends.

It is a pleasure to recommend RMA and their team of passionate visionaries whose mission it is to provide for better and stronger communities. Please feel free to contact me at 561-642-2017 should you have any questions or require additional information.

Sincerely,

Andrea McCue
City Manager

John Tharp
Councilmember • District I

Peter A. Noble
Councilmember • District II

Judith Dugo
Councilmember • District III

Jonathan G. Pearce
Councilmember • District IV

Paula Bousquet
Councilmember • District V

*Horace McHugh*
*Former Assistant City Manager, City of North Miami Beach*
horace.mchugh@gmail.com
*(954) 940-1972*

September 28, 2021

Redevelopment Management Associates, LLC
2302 East Atlantic Boulevard
Pompano Beach, FL 33062

**RE: Redevelopment Management Associates, LLC (RMA) - Reference Letter**

To Whom It May Concern:

I am pleased to offer this letter of recommendation for Redevelopment Management Associates, LLC (RMA).

I have had the pleasure of working with RMA and their specialited team of highly skilled professionals on assignments in multiple municipalities over the last ten (10) years. Most recently I was the project manager for their assignments in in the City of North Miami Beach (NMB) and the North Miami Beach Community Redevelopment Agency (NMBCRA). Based on the success of their initial assignments with NMB and NMBCRA in 2013, they have been subsequently engaged for multiple assignments and projects. This includes drafting CRA Plan updates, CRA Compliance Audits, and most recently a 5 year Strategic Finance Implementation Plan for the NMBCRA. That implementation plan was adopted by the City Commission, CRA Board and County Commission and is currently being implemented.

I have found that the RMA team has a broad depth of municipal urban revitalization experience, which allows them to provide project input relevant to redevelopment, economic development, business attraction, CRA, community engagement, marketing & branding and other specific areas of municipal work. This variety allows them to fully understand the unique urban development needs of their clients and to offer numerous technical alternatives for achieving them.

I was highly satisfied with their work and would definitely recommend them for other engagements. If you have any questions or need any additional information, please feel free to contact me at (954) 940-1972, or at Horace.mchugh@gmail.com.

Sincerely,

Horace McHugh



## SIMILAR PROJECTS COMPLETED IN THE LAST 5 YEARS

**1. Miami Beach – North Beach CRA Plan**
(2020 - 2021)
Contact: Rickelle Williams, Economic Development Manager
Telephone: 305-673-7572 ext. 26186
Email: rickellewilliams@miamibeachfl.gov

**2. Mount Dora – Mount Dora CRA Plan Update & Extension of Sunset**
(May 2019 – November 2019)

**Mount Dora – NECRA Plan Update & Extension of Sunset**
(June 2018 – September 2018)
Contact: Adam Sumner, CRA Administrator
Telephone: (352) 735-7112 ext. 1705
Email: sumnera@cityofmountdora.com

**4. Pompano Beach – CRA Plan Update, CRA Management, & Strategic Finance Implementation Plan**
(2009 – 2018)
Contact: Greg Harrison, City Manager
Telephone: (954) 786 - 4601
Email: greg.harrison@copbfl.com

**5. Sarasota – Newtown CRA Plan Update**
(2019 - 2021)
Contact: Onya Bates, Redevelopment Manager
Telephone: (941) 263-6281
Email: onya.bates@sarasotafl.gov

PRICING VI

## COST OF SERVICES

RMA is committed to providing professional, high- quality services and ensuring the best resources are assigned in a timely and cost-effective manner. We have the personnel and resources available to provide the Scope of Services as outlined in this proposal and don't foresee workload or availability issues that would impact our team's ability to complete the project. We will work with the Town on refining any deliverables and associated fees if needed, and we are prepared to modify the schedule if requested.

| **PROPOSED FEE FOR THIS PROJECT:** | **FEE:** |
|---|---|
| **Final Deliverables and Tasks:** | |
| **Phase I, Task B** | |
| Existing Conditions Data | |
| **Phase I, Task C** | |
| Existing Conditions Data | |
| **Phase I, Task E** | |
| SWOT Analysis | |
| **Phase I Total Fee:** | $19,500.00 |
| **Phase II, Task A** | |
| Public Participation Workshop and Full Community Input Sessions | $18,500.00 |
| **Phase II, Task B** | |
| Draft CRA Plan including all Statutory complaint amendments | $38,500.00 |
| **Phase II, Task E** | |
| Final Public Participation Workshop Presentation | $7,500.00 |
| **Phase III, Task A** | |
| Updated Draft CRA Plan | $2,750.00 |
| **Phase III, Task B** | |
| Final Presentation of Updated Draft CRA Plan | $3,500.00 |
| Project Management | $ 5,500.00 |
| **Total CRA Plan Update Fee:** | **$95,750.00** |

**Finding of Necessity Update (FON)**
The Finding of Necessity Update fee is impacted by either a CRA extension or a CRA expansion. This fee contemplates a CRA extension is considered and an Update is needed or requested by the Town.

| | |
|---|---|
| Update Existing Finding of Necessity Fee: | $7,500.00 |

***NOTE: the fee for an expanded CRA area FON cannot be priced as the geographic area is undefined.***

**Comprehensive Plan Amendment**
Under Scope of Services Section 2., two options were provided pending the CRA plan updates and their impact on the comprehensive plan. Without knowing the scope or breadth of required amendments, the fee assigned in this proposal assumes that under Option 2, there are substantial changes and updates, therefore, a "not exceed" fee amount is being provided. The fee may be lower than proposed, pending final CRA Plan updates, however.

| | |
|---|---|
| Recommendations for Compliance Fee: | $0 |
| Comprehensive Amendments Required: | $15,000 - $20,000 |

# FORMS & LICENSES VII

## PROPOSAL SUBMITTAL SIGNATURE PAGE

**By signing this Proposal, the Offeror certifies that it satisfies all legal requirements as an entity to do business with the Town, including all Conflict of Interest and Code of Ethics provisions.**

**Offeror Name:**
Redevelopment Management Associates, LLC (RMA)
**Street Address:**
2302 E. Atlantic Boulevard, Pompano Beach, FL 33062
**Mailing Address (if different from Street Address):**

**Telephone Number(s):** 954-695-0754
**Fax Number (s):** N/A
**Email Address:** kim@rma.us.com
**Federal Employer Identification Number:**
26 - 4367102

**Signature:**

**(Signature of authorized agent)**

**Print Name:** Kim Briesemeister

**Title:** Principal

**Date:** 9/4/2021

*By signing this document, the Offeror agrees to all terms and conditions of this Solicitation and the resulting contract/agreement.*

**THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE OFFEROR TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICIATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE TOWN MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT THAT UNEQUIVOACLLY BINDS THE OFFEROR TO THE TERMS OF ITS PROPOSAL.**

## CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Offerors must disclose within their Proposal: the name of any officer, director, or agent who is also an employee of the Town of Lake Park.
Furthermore, all Offerors must disclose the name of any Town employee who owns, directly, or indirectly, an interest of more than five percent (5%) in the Offeror's Offeror or any of its branches.
The purpose of this disclosure form is to give the Town the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.
The term "conflict of interest" refers to situations in which financial or other personal consideration may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any Town duty or responsibility in administration, management, instruction, research, or other professional activities.
Please check one of the following statements and attach additional documentation if necessary:

__X__ To the best of my knowledge, the undersigned Offeror has no potential conflict of interest due to any other Cities, Counties, contracts, or property interest for the Proposal.

_____ The undersigned Offeror, by attachment to this form, submits information that may be a potential conflict of interest due to other Cities, Counties, contracts, or property interest for this Proposal.

Acknowledged by:

Redevelopment Management Associates, LLC (RMA)
Offeror Name

Signature

Kim Briesemeister, Principal
Name and title (Print or Type)

9/14/2021
Date



## NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, Florida Statutes, you are hereby notified that a person or affiliate who has been placed on the convicted contractors list following a conviction for a public entity crime may not submit a Proposal on a contract to provide any goods or services to a public entity; may not submit a Proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit Proposals on leases or real property to a public entity; may not be awarded or perform work as a contractor, supplier, sub-vendor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 [F.S.] for Category Two [$35,000.00] for a period of thirty-six (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

Redevelopment Management Associates, LLC (RMA)
Offeror Name

Signature

Kim Briesemeister, Principal
Name and Title (Print or Type)

9/14/2021
Date

## NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA

COUNTY OF BROWARD

Before me, the undersigned authority, personally appeared Kim Briesemeister, who after being by me first duly sworn, deposes and says of his/her personal knowledge that:

a. He/She is **Principal** of Redevelopment Management Associates, LLC, the Offeror that has submitted a Proposal to perform work for the following:
RFP No.: **105-2021**
Title: Request for Statement of Qualifications to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise & Update the CRA Plan

b. He/She is fully informed respecting the preparation and contents of the attached Request for Qualifications, and of all pertinent circumstances respecting such Solicitation. Such Proposal is genuine and is not a collusive or sham Proposal.

c. Neither the said Offeror nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Offeror, Offeror or person to submit a collusive or sham Proposal in connection with the Solicitation and contract for which the attached Proposal has been submitted or to refrain from proposing in connection with such Solicitation and contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Offeror, Offeror, or person to fix the price or prices in the attached Proposal or any other Offeror, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Offeror, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the proposed contract.

d. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Offeror or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Signature

Subscribed and sworn to (or affirmed) before me this 14 day of September, 2021 by Kim Briesemeister, who is personally known to me or who has produced _____, as identification.

SEAL

NotarySignature: Janice M. Pennington
NotaryName:
NotaryPublic(State):
My Commission #:
Expires on:

Notary Public State of Florida
Janice M Pennington
My Commission GG 233360
Expires 06/26/2022



## DRUG-FREE WORKPLACE

Redevelopment Management Associates, LLC (RMA) is a drug-free workplace and has a
(Offeror (Company) Name)
Substance abuse policy in accordance with and pursuant to Section 440.102, Florida Statutes.

Acknowledged by:

Redevelopment Management Associates, LLC (RMA)
Offeror Name

Signature

Kim Briesemeister, Principal
Name and title (Print or Type)

9/14/2021
Date

## TRUTH – IN – NEGOTIATION CERTIFICATE

**The undersigned warrants (i) that it has not employed or retained any company or person, other than bona fide employees working solely for the undersigned, to solicit or secure the Agreements and (ii) that it has not paid or agreed to pay any person, company, corporation, individual or Offeror other than its bona fide employees working solely for the undersigned or agreed to pay any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of the Agreement.**

**The undersigned certifies that the wage rates and other factual unit costs used to determine the compensation provided for in the Agreement are accurate, complete, and current as of the date of the Agreement.**
**This document must be executed by a Corporate Officer.**

**By:** _____

**Title:** Principal

**Date:** September 14, 2021



Ron DeSantis, Governor

Julie I. Brown, Secretary

Florida dbpr

**STATE OF FLORIDA**
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**DIVISION OF REAL ESTATE**

THE CORPORATION HEREIN HAS REGISTERED UNDER THE
PROVISIONS OF CHAPTER 475, FLORIDA STATUTES

**REDEVELOPMENT MANAGEMENT ASSOCIATES LLC**

RMA
2302 E ATLANTIC BLVD
POMPANO BEACH FL 33062

**LICENSE NUMBER: CQ1051092**

**EXPIRATION DATE: MARCH 31, 2023**

Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor

Julie I. Brown, Secretary

Florida dbpr

# STATE OF FLORIDA
# DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

## DIVISION OF REAL ESTATE

THE CORPORATION HEREIN HAS REGISTERED UNDER THE
PROVISIONS OF CHAPTER 475, FLORIDA STATUTES

## RMA REAL ESTATE SERVICES LLC

2302 E ATLANTIC BLVD
POMPANO BEACH FL 33062

**LICENSE NUMBER: CQ1039097**

**EXPIRATION DATE: MARCH 31, 2023**

Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



# State of Florida
# Department of State

I certify from the records of this office that REDEVELOPMENT MANAGEMENT ASSOCIATES, LLC is a limited liability company organized under the laws of the State of Florida, filed on March 2, 2009.

The document number of this limited liability company is L09000020387.

I further certify that said limited liability company has paid all fees due this office through December 31, 2021, that its most recent annual report was filed on January 11, 2021, and that its status is active.

*Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Eleventh day of January, 2021*

*Secretary of State*

Tracking Number: 4719553620CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication

# State of Florida
# Department of State

I certify from the records of this office that RMA REAL ESTATE SERVICES, LLC is a limited liability company organized under the laws of the State of Florida, filed on April 11, 2011.

The document number of this limited liability company is L11000042792.

I further certify that said limited liability company has paid all fees due this office through December 31, 2021, that its most recent annual report was filed on January 11, 2021, and that its status is active.

*Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Eleventh day of January, 2021*

*Secretary of State*

Tracking Number: 342381462 4CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication



Ron DeSantis, Governor

Florida dbpr

## STATE OF FLORIDA
## DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

### DIVISION OF REAL ESTATE

THE BROKER HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 475, FLORIDA STATUTES

**BROWN, CHRISTOPHER J**

218 NW 9TH ST
DELRAY BEACH FL 33444

**LICENSE NUMBER: BK3354509**

**EXPIRATION DATE: SEPTEMBER 30, 2022**

Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

Ron DeSantis, Governor

Julie I. Brown, Secretary

Florida dbpr

# STATE OF FLORIDA
# DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

## DIVISION OF REAL ESTATE

THE BROKER HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 475, FLORIDA STATUTES

**DEHLINGER, LYNN**

1266 VISTA LAGO PLACE
LADY LAKE FL 32159

**LICENSE NUMBER: BK3008377**

**EXPIRATION DATE: MARCH 31, 2023**

Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.

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Ron DeSantis, Governor

Julie I. Brown, Secretary

Florida dbpr

# STATE OF FLORIDA
# DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

## DIVISION OF REAL ESTATE

THE BROKER HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 475, FLORIDA STATUTES

**DEHLINGER, WILLIAM PAUL**

1266 VISTA LAGO PL
LADY LAKE FL 32159

**LICENSE NUMBER: BK3117545**

**EXPIRATION DATE: MARCH 31, 2023**

Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 07/26/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Iron Ridge Insurance
17590 S Tamiami Trail
#107
Fort Myers FL 33908

CONTACT NAME: Karen Brinkley
PHONE (A/C, No, Ext): (800) 775-8528 FAX (A/C, No): (239) 288-7544
E-MAIL ADDRESS: kbrinkley@ironridgeinsurance.com

| INSURER(S) AFFORDING COVERAGE | NAIC # |
|---|---|
| INSURER A: United States Liability Ins Co | 25895 |
| INSURER B: | |
| INSURER C: | |
| INSURER D: | |
| INSURER E: | |
| INSURER F: | |

INSURED
Redevelopment Management Associates LLC
2302 E Atlantic Blvd
Pompano Beach FL 33062

COVERAGES CERTIFICATE NUMBER: CL2172606533 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|---|---|---|---|---|---|---|---|
| | COMMERCIAL GENERAL LIABILITY<br>CLAIMS-MADE OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>POLICY PRO-JECT LOC<br>OTHER: | | | | | | EACH OCCURRENCE $<br>DAMAGE TO RENTED PREMISES (Ea occurrence) $<br>MED EXP (Any one person) $<br>PERSONAL & ADV INJURY $<br>GENERAL AGGREGATE $<br>PRODUCTS - COMP/OP AGG $ |
| | AUTOMOBILE LIABILITY<br>ANY AUTO<br>OWNED AUTOS ONLY<br>HIRED AUTOS ONLY<br>SCHEDULED AUTOS<br>NON-OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident) $<br>BODILY INJURY (Per person) $<br>BODILY INJURY (Per accident) $<br>PROPERTY DAMAGE (Per accident) $ |
| | UMBRELLA LIAB OCCUR<br>EXCESS LIAB CLAIMS-MADE<br>DED RETENTION $ | | | | | | EACH OCCURRENCE $<br>AGGREGATE $ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N N/A<br>If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | PER STATUTE OTH-ER<br>E.L. EACH ACCIDENT $<br>E.L. DISEASE - EA EMPLOYEE $<br>E.L. DISEASE - POLICY LIMIT $ |
| A | Professional Liability | | | SP 1571450B | 08/13/2021 | 08/13/2022 | Per Claim $2,000,000<br>Aggregate $2,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Professional Liability is written on a claims made basis.

CERTIFICATE HOLDER
Redevelopment Management Associates, LLC
RMA Real Estate Services LLC
2302 E Atlantic Blvd
Pompano Beach FL 33062

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE

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RD1

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 01/25/21

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Aon Risk Services, Inc of Florida
1001 Brickell Bay Drive, Suite #1100
Miami, FL 33131-4937

CONTACT NAME: Aon Risk Services, Inc of Florida
PHONE (A/C, No, Ext): 833-506-1544 FAX (A/C, No):
E-MAIL ADDRESS: certs@trinet.com

| INSURER(S) AFFORDING COVERAGE | NAIC # |
|---|---|
| INSURER A: Indemnity Insurance Company of North America | 43575 |
| INSURER B: | |
| INSURER C: | |
| INSURER D: | |
| INSURER E: | |
| INSURER F: | |

INSURED
TriNet HR II, Inc.
RE REDEVELOPMENT MANAGEMENT ASSOCIATES LLC DBA RMA
5000 Town Center Parkway
Bradenton, FL 34202

COVERAGES CERTIFICATE NUMBER: 15277077 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|---|---|---|---|---|---|---|---|
| | COMMERCIAL GENERAL LIABILITY<br>CLAIMS-MADE OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER<br>POLICY PROJECT LOC<br>OTHER | | | | | | EACH OCCURRENCE $<br>DAMAGE TO RENTED PREMISES (Ea occurrence) $<br>MED EXP (Any one person) $<br>PERSONAL & ADV INJURY $<br>GENERAL AGGREGATE $<br>PRODUCTS - COMP/OP AGG $ |
| | AUTOMOBILE LIABILITY<br>ANY AUTO<br>OWNED AUTOS ONLY<br>HIRED AUTOS ONLY<br>SCHEDULED AUTOS<br>NON-OWNED AUTOS ONLY | | | | | | COMBINED SINGLE LIMIT (Ea accident) $<br>BODILY INJURY (Per person) $<br>BODILY INJURY (Per accident) $<br>PROPERTY DAMAGE (Per accident) $ |
| | UMBRELLA LIAB OCCUR<br>EXCESS LIAB CLAIMS-MADE<br>DED RETENTION $ | | | | | | EACH OCCURRENCE $<br>AGGREGATE $ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N N<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | | WLR_C68954149 | 3/1/2021 | 3/1/2022 | X PER STATUTE OTH-ER<br>E.L. EACH ACCIDENT $ 2,000,000<br>E.L. DISEASE - EA EMPLOYEE $ 2,000,000<br>E.L. DISEASE - POLICY LIMIT $ 2,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Workers' Compensation insurance is limited to employees of Redevelopment Management Associates through a co-employment contract with TriNet HR II, Inc.

CERTIFICATE HOLDER
Redevelopment Management Associates
2302 E Atlantic Blvd.
Pompano Beach, FL 33062

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
AUTHORIZED REPRESENTATIVE
Aon Risk Services, Inc of Florida

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 09/10/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | |
|---|---|---|
| PRODUCER<br>Hayward Brown - Flagler, Inc<br>3200 E. Moody Blvd.<br>P.O. Box 1689<br>Bunnell FL 32110 | CONTACT NAME: Dora Spada<br>PHONE (A/C, No, Ext): (386) 437-7787 FAX (A/C, No): (386) 437-9226<br>E-MAIL ADDRESS: dora@haywardbrownflagler.com | |
| | INSURER(S) AFFORDING COVERAGE | NAIC # |
| | INSURER A: Southern Owners Insurance Company | 10190 |
| | INSURER B: | |
| | INSURER C: | |
| | INSURER D: | |
| | INSURER E: | |
| | INSURER F: | |
| INSURED<br>Redevelopment Management Associates, LLC<br>2302 E Atlantic Blvd<br>Pompano Beach FL 33062 | | |

COVERAGES CERTIFICATE NUMBER: CL2191016123 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | X COMMERCIAL GENERAL LIABILITY<br>CLAIMS MADE X OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>X POLICY PRO-JECT LOC<br>OTHER | | | 78290443 | 10/01/2021 | 10/01/2022 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG | $ 1,000,000<br>$ 300,000<br>$ 10,000<br>$ 1,000,000<br>$ 2,000,000<br>$ 2,000,000<br>$ |
| A | AUTOMOBILE LIABILITY<br>ANY AUTO<br>X OWNED AUTOS ONLY<br>X HIRED AUTOS ONLY<br>SCHEDULED AUTOS<br>X NON-OWNED AUTOS ONLY | | | 78290443 | 10/01/2021 | 10/01/2022 | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) | $ 1,000,000<br>$<br>$<br>$<br>$ |
| A | X UMBRELLA LIAB X OCCUR<br>EXCESS LIAB CLAIMS-MADE<br>DED RETENTION $ | | | 4929044300 | 10/01/2021 | 10/01/2022 | EACH OCCURRENCE<br>AGGREGATE | $ 2,000,000<br>$ 2,000,000<br>$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N N/A<br>If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | PER STATUTE OTH-ER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT | $<br>$<br>$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The General Liabilty policy scheduled above includes a Blanket Additional Insured and Blanket Waiver of Subrogation Coverage is primary and non-contributory.

| CERTIFICATE HOLDER | CANCELLATION |
|---|---|
| Redevelopment Management Associates, LLC RMA Real Estate<br>2302 E Atlantic Blvd<br>Pompano Beach FL 33062 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br>AUTHORIZED REPRESENTATIVE |

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R M A

REINVENTING YOUR CITY

## RFQ #105-2021

Response to Request for Statement of Qualifications to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the

**Town of Lake Park in Lake Park, FL**

**Submitted by S&ME, Inc.**
**October 4, 2021**

John M. Jones, AICP, FRA-RP, Project Manager
1615 Edgewater Drive, Suite 200
Orlando, FL 32804 | (407) 975-1273

October 4, 2021

Office of the Town Clerk
Attn: Vivian Mendez, Town Clerk
Town of Lake Park
535 Park Avenue
Lake Park, Florida 33403

**Reference: RFQ#105-2021 – Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park in Lake Park, FL.**

Dear Members of the Selection Committee:

Lake Park is one of Florida distinguished "planned cities". The Plan that John Nolen and the Olmstead Brothers crafted for Lake Park provided a classical framework for 20th Century urban living. While the majority of Lake Park retains the charm and functionality of the original design, changing modes of transportation and differing development patterns over time have left portions of Lake Park suffering from declining economic activity and falling levels of private sector investment. One hundred years later, the civic framework and charming neighborhoods envisioned by Nolen have renewed relevance as development pressure surrounding the Town increases and the Town seeks to reinvigorate its downtown and Community Redevelopment Area.

S&ME is an interdisciplinary firm, offering planning, transportation, landscape architecture, engineering, environmental and construction services through a collaborative approach. The S&ME project team has provided professional consulting services to **54 Community Redevelopment Agencies in 25 counties throughout Florida.** Our team also has extensive experience with Historic Preservation, conducting historic structure surveys, writing code and serving as the Historic Preservation Officer for several cities. We understand that historic preservation and economic development are not only compatible but also can be complementary.

The Community Redevelopment Plan update must meet the minimum standards of consistency with Florida Statutes, the Local Comprehensive Plan and Zoning Codes. However, in order to fully capitalize on the opportunity of this effort, this strategic plan must also strike the balance between preservation of the rich character and history of Lake Park while also maximizing economic development through thoughtful Capital Improvement initiatives. Our team has a proven track record in delivering Community Redevelopment Plans that help create great places. As strategic redevelopment advisors, we offer a wide array of expertise through a collaborative approach to projects that is focused on implementation from the outset.

Thank you in advance for your consideration; we hope to have the opportunity to expand our thoughts and ideas in person through the interview process.

Sincerely,
S&ME, Inc.

John M. Jones, AICP, FRA-RP
Project Manager



# 1 SUMMARY OF QUALIFICATIONS

## SUMMARY OF QUALIFICATIONS

In-House Planning Services

- Planning
- Economic Development
- Redevelopment
- Coastal Management and Resilience
- Historic Preservation
- Landscape Architecture
- Urban Design
- Civil Engineering
- GIS-Management
- Environmental Services
- Transportation
- Survey & Mapping
- Geotechnical Engineering

S&ME Headquarters Location

2724 Discovery Drive
Suite 120
Raleigh, NC 27616

Office Location to Serve Lake Park CRA

S&ME, Inc.
1615 Edgewater Drive
Suite 200
Orlando, FL 32804
T: 407-975-1273
F: 407-975-1278

*For a full list of S&ME branch offices, please see Appendix 2*

Project Manager

John M. Jones, AICP, FRA-RP
jjoines@smeinc.com

John has over 29 years of experience in community redevelopment, economic development, land planning, impact fees and community visioning, and will coordinate the S&ME Team and serve as the primary contact for the Town.

**S&ME, Inc. (S&ME) delivers planning, design, engineering, environmental and construction services for the built environment. Incorporated in 1973, we have grown to a 1,100-person corporation operating from 34 offices in the Southeast and Midwest.**

S&ME is owned by our employees who remain faithful to our core values of safety, quality, and client service. Our goal is to provide practical solutions to our clients' infrastructure, development, and environmental challenges. We care about our clients and devote our abundant resources and technical expertise to helping them successfully achieve their objectives. The firm has received peer recognition and numerous professional awards for our projects.

## PROFESSIONAL EXPERIENCE

Through a balanced interdisciplinary approach, S&ME delivers results by providing innovative and sustainable solutions. Our interdisciplinary team works together to develop creative designs and pioneering ideas; which are then rigorously tested for workability. **We define success through quality-built projects that foster healthy, vibrant, and livable communities.**

S&ME's extensive community redevelopment planning experience is complemented by our technical and professional experience providing economic development services, comprehensive planning services and placemaking services. This full-suite of services is supported by our placemaking professionals, engineering professionals, landscape architects, surveyors, geotechnical engineers and environmental scientists to provide the Town of Lake Park an interdisciplinary team to perform the requested Finding of Necessity evaluations, update the Town's Community Redevelopment Plan and amendment of the Town's Comprehensive Plan to reflect the updated CRA boundaries.



SUMMARY OF QUALIFICATIONS

## Community Redevelopment Experience

The S&ME team possesses the technical ability and hands-on experience to perform the requested services. The S&ME Team has provided professional consulting services to 54 Community Redevelopment Agencies in 25 counties throughout Florida. We have prepared three Community Redevelopment Plan updates within the past year and five Finding of Necessity Studies during the past five years. Our Community Redevelopment Planning experience includes the establishment of Community Redevelopment Agencies and Community Redevelopment Areas through Findings of Necessity Studies, operation and day-to-day administration of CRA Agencies, expansion of CRA boundaries and operational timeframes, preparation of Annual Reports, updating of Community Redevelopment Plans, preparation of market analyses and studies, targeted developer solicitation, developer matchmaking and strategic action/ implementation planning.

S&ME's diverse team of professionals exhibit an unwavering commitment to an interdisciplinary approach and have earned the reputation as one of Florida's preeminent Community Redevelopment consulting firms. Our firm understands the wants and needs of Community Redevelopment Agencies. We understand the purpose of CRA's, how to establish them, the value of sound community redevelopment planning and place-based redevelopment strategies within CRA Plans, the administration of CRA's and the implementation of community-driven CRA Plans.

## Current & Previous CRA Client Cities / Agencies

S&ME's staff has provided professional redevelopment planning services to the following jurisdictions and Community Redevelopment Agencies. *Services provided by team members during prior employment

- Apopka CRA
- Babcock Street CRA (Melbourne)
- Bartow CRA
- Boca Raton CRA
- Bunnell CRA
- Channel District CRA (City of Tampa)
- Collier County CRA
- Dade City CRA
- Daytona Beach CRA*
- DeLand Downtown CRA
- Delray Beach CRA
- Downtown Clermont CRA
- Downtown & East Town CRA* (Lake County)
- Downtown North CRA (Panama City)
- Eloise CRA (Polk County)
- Fort Lauderdale CRA
- Fort Pierce CRA
- Gainesville CRA
- Groveland CRA
- Gulf Breeze CRA
- Gulfport Waterfront CRA
- Haines City CRA*
- Hawthorne CRA
- Jacksonville Beach CRA*
- Joint West Melbourne Brevard Co. CRA
- Lake Wales CRA
- Lakeland CRA
- Maitland Downtown CRA
- Mascotte CRA
- Melbourne CRA
- Millville CRA (Panama City)
- Mount Dora CRA*
- New Smyrna Beach CRA
- North Miami Beach CRA
- North Ridge CRA (Polk County)
- Ocoee CRA*
- Orlando CRA
- Oviedo CRA
- Panama City CRA
- Palatka CRA
- Pinellas Park CRA
- Pompano Beach CRA
- Port St. Joe CRA
- Quincy CRA
- Sanford CRA
- Sebring CRA
- Spring Hill CRA (Volusia County)
- St. Andrews CRA (Panama City)
- St. Cloud CRA
- U.S. Highway 17-92 CRA* (Seminole County)
- Wauchula CRA
- West 192 Development Authority (Osceola County)
- West Palm Beach CRA
- Winter Garden CRA
- Winter Haven CRA

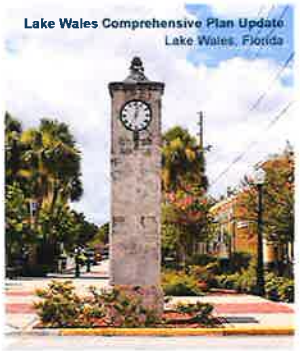
## SUMMARY OF QUALIFICATIONS

### Economic Development Planning

The S&ME team has prepared economic development plans, business assistance programs and targeted site marketing programs to assist the economic development and redevelopment efforts of cities, counties, private sector agencies and community redevelopment agencies. Most recently, S&ME prepared the Economic Development Strategic Plan for the City of Casselberry, Florida. This Plan included a SWOT Analysis of the City's economic environment, the identification of opportunity sites and regulatory and programming recommendations to realize the City's economic development goals. This experience will be an asset to the Town of Lake Park during the development of preliminary economic development strategies and the SWOT analysis of the Lake Park Community Redevelopment Area.

### Comprehensive Planning

The S&ME team has extensive experience assisting local governments, quasi-governmental entities, private sector clients, developers, and neighborhood-based organizations with comprehensive planning projects. S&ME has prepared, amended, rewritten and/or assessed comprehensive plans for over 45 jurisdictions. The S&ME planning team includes nine planners (seven AICP certified), supported by professionals from a variety of disciplines throughout our offices. We understand that potential modifications to the Town of Lake Park Comprehensive Plan may be necessary to address any changes to the Community Redevelopment Area's boundaries (potential expansion areas), which need to be reflected in the Future Land Use Map and other affected Elements of the Comprehensive Plan. S&ME's Comprehensive Planning experience will ensure a timely and efficient modification of the Comprehensive Plan to reflect the changes promulgated by the CRA Plan update.




### Grants and Funding Experience

In the world of public service, funding is everything. Public projects can only succeed if they are based on solid and committed funding sources. The S&ME planners have helped our public sector clients identify funding opportunities matched to their specific needs and have experience in preparing the applications to many of the organizations offering the funding assistance. The S&ME Team has provided these clients with program overviews, eligibility, deadlines, project requirements, enabling legislation, annual allocations, and past program/grant recipients. S&ME can also help write grant applications and has the design capabilities and staff available to produce plans and construction documents needed for those grant submittals that require the completion of construction plans for consideration. The combined skills for these assignments can address roadway, utilities, landscape/streetscape, parks and recreational areas, traffic signal systems, street lighting, stormwater amenities, boat ramps and boating facilities, and many other public infrastructure needs.



SUMMARY OF QUALIFICATIONS

### Public Outreach

Public outreach is an integral part of our daily workflow. We have facilitated many public forums, workshops, and design charrettes to assist clients in developing their ideas and bringing them into reality. Key features of S&ME's community visioning workshops include educational primers regarding the topics to be addressed; walkabouts to experience first-hand the current state of our public realm; photo-safaris for visioning workshop participants; familiarization tours to visit specific development types or architectural styles; the use of detailed computer simulations and renderings showing current and potential development scenarios for evaluation and discussion; small group facilitation with engaging, hands-on, activities; and web-based applications that enable continued community input and access after the initial community workshop, thus increasing the opportunity for additional public participation.

**In light of the COVID-19 challenges the S&ME Team may also provide online/ virtual workshops.** The S&ME Team has had the opportunity to host and facilitate public workshops, presentations, and public meetings using **Zoom and Microsoft Teams applications.** The S&ME Team is also conversant and familiar with online public engagement applications including **Co-Urbanize, My-sidewalk, MindMixer and Social Pinpoint.** These applications enable online participation and engagement during the duration of a project. Online participation can include presentations, surveys and real-time polling, break-out or small group discussion rooms, and map and document mark-up sessions.

Social Pinpoint Interactive Map

## RELEVANT EXPERIENCE

### Relevant Project Portfolio

On the following pages, please find descriptions of similar projects completed by S&ME.

| PROJECT NAME | REFERENCE INFORMATION | PAGE NUMBER |
|---|---|---|
| City of Groveland Finding of Necessity Study and Community Redevelopment Plan Update | Mr. Mike Hein<br>City Manager<br>352.429.2141 | 8 |
| City of Palatka Community Redevelopment Plan | Mr. Jonathan Griffith<br>General Services Director<br>386.329.0107 | 9 |
| Pinellas Park CRA Plan Update and Operational Timeframe Extension | Ms. Laura Canary<br>Community Redevelopment Agency Coordinator<br>727.369.5613 | 10 |
| Fort Pierce Community Redevelopment Plan Update | Jennifer Hofmeister, AICP, LCAM<br>Planning Director<br>772.467.3730 | 11 |
| St. Andrews CRA Plan Update & Extension | Mr. Jared Jones<br>Assistant City Manager<br>850.872.3010 | 12 |
| Lake Wales Community Redevelopment Plan Update | Mark Bennett<br>Development Services Director<br>863.676.5112 Ext. 291 | 13 |
| Dade City Community Redevelopment Plan Update | Ms. Erika Cordoba<br>Development Review Technician<br>352.523.5050 | 14 |
| Kissimmee Community Redevelopment Plan Update | Ms. Samia Singleton, CRA Manager - Development Services<br>407.518.2587 | 15 |
| Oviedo Community Redevelopment Plan creation and implementation | Mr. Bryan Cobb<br>City Manager<br>407.971.5506 | 16 |

Fort Pierce Community Redevelopment Plan Update

Pinellas Park CRA Plan Update and Operational Timeframe Extension



RELEVANT EXPERIENCE

## CITY OF GROVELAND FINDING OF NECESSITY STUDY AND COMMUNITY REDEVELOPMENT PLAN UPDATE

### Groveland, Florida

**PROJECT DETAILS**
- Dates: 2020 - 2021

**OWNER**
- City of Groveland, FL

**REFERENCE**
- Mr. Mike Hein
  City Manager
  156 South Lake Avenue
  Groveland, FL 34736
  T: 352.429.2141 Ext.2001
  E: michael.hein@groveland-fl.gov

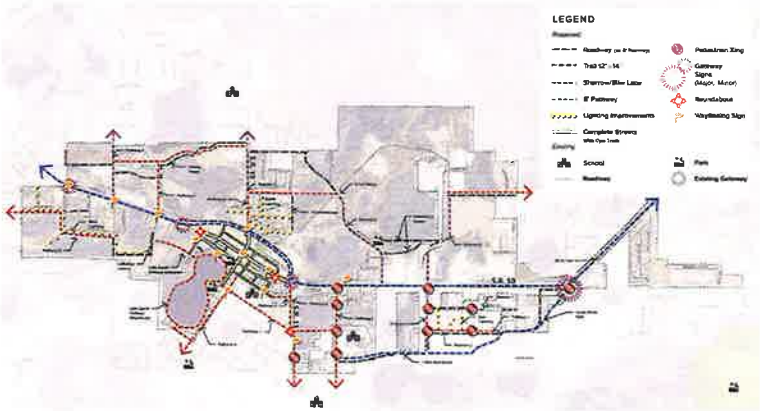
**SERVICES & PERSONNEL**

*Planning*
- John Jones, AICP
- Chris Dougherty, AICP
- Pat Tyjeski, AICP
- Nick Hill, AICP
- Jalisa Harris

*Landscape Architecture*
- Carrie Read, PLA
- Carter Gresham, PLA
- Em Schaefer

S&ME prepared a Finding of Necessity study for the City of Groveland to facilitate the expansion of the Community Redevelopment Area. The Finding of Necessity (FON) study determined that over 600 acres of land just outside of the Groveland Community Redevelopment Area experience economic stagnation or decline, as evidenced by the presence of 'slum' and 'blight.' S&ME also facilitated the extension of the operational timeframe of the Community Redevelopment Agency and the Tax Increment Fund. S&ME prepared the 2021 Groveland Community Redevelopment Plan to reflect the changes in the Community Redevelopment Area's boundaries, the new operational timeframe and identified new redevelopment projects and programming. S&ME prepared the adoption Resolutions and Ordinances and facilitated the adoption hearings and presentations.

*Please find a client reference letter for this project behind Tab 5.*



## CITY OF PALATKA COMMUNITY REDEVELOPMENT PLAN
### Palatka, Florida

**PROJECT DETAILS**
- Dates: 2020 - 2021

**OWNER**
- Polk County, FL

**REFERENCE**
- Mr. Jonathan Griffith
  General Services Director
  1010 Ocean Street
  Palatka, FL 32177
  T: 386.329.0107
  E: jcgriffith@palatka-fl.gov

**SERVICES & PERSONNEL**

*Planning*
- John Jones, AICP
- Chris Dougherty, AICP
- Pat Tyjeski, AICP
- Nick Hill, AICP
- Jalisa Harris
- Katie Martin

*Landscape Architecture*
- Carter Gresham, PLA
- Em Schaefer

S&ME prepared the 2021 Palatka Community Redevelopment Plan to advance the previous accomplishments of the Community Redevelopment Agency. The update of Palatka's Community Redevelopment Plan addressed the redevelopment challenges faced by two downtown, waterfront, historic residential districts and a historic central business district. The Community Redevelopment Plan focused on public-realm improvements to stimulate private sector investment. These improvements included infrastructure improvements (stormwater, potable water, sanitary sewer, open spaces), and improved connectivity between the neighborhoods and downtown (streetscapes, multi-purpose trails, lighting). The Community Redevelopment Plan also identified Opportunity Sites for targeted redevelopment marketing. S&ME prepared the adoption Resolution and Ordinance and facilitated the adoption hearings and presentations.

## PINELLAS PARK CRA PLAN UPDATE AND OPERATIONAL TIMEFRAME EXTENSION
### Pinellas Park, Florida

**PROJECT DETAILS**
- Dates: June 2018 - December 2019

**OWNER**
- City of Pinellas Park, FL

**REFERENCE**
- Ms. Laura Canary
  Community Redevelopment Agency Coordinator
  5141 78th Avenue North
  Pinellas Park, FL 33781
  T: 727.369.5613
  E: lcanary@pinellas-park.com

**SERVICES & PERSONNEL**

*Planning*
- George Kramer, AICP
- John Jones, AICP, FRA-RP
- Pat Tyjeski, AICP
- Chris Dougherty, AICP

In 2018, S&ME was selected to prepare an update to the City of Pinellas Park's Community Redevelopment Plan and extended the CRA's operational timeframe.

S&ME facilitated an extensive public involvement and community outreach program that included online engagement (through a project website), "pop-up" engagement at community events, and public workshops.

The foundational elements of the Community Redevelopment Plan include the designation of a new 55-acre city center, renovation of its 29-acre community park and a complete street design for 78th Avenue that connects the two activity nodes. The master planning effort was designed to incentivize private sector investment around the area, consolidate facilities, create a walkable community and enhance the community's amenities to its residents. The city center will provide a dense integration of government uses which include a new city hall and fire/police operations center; and residential, retail/restaurant and recreational facilities for the community. The community park also features private sector investment along with a mix of active and passive recreational uses with an expansion of the City's performing arts center.

The Plan update also included the identification of capital improvement programs (throughout the CRA), business support programming, affordable and workforce housing programming, Tax Increment Fund (TIF) projections, a proposed five-year CRA Budget and an implementation schedule. The Plan includes a detailed implementation strategy that addresses the redevelopment of opportunity sites and installation of capital improvements. The Plan update was adopted by the City in November 2019.

*Please find a client reference letter for this project behind Tab 5.*

## FORT PIERCE COMMUNITY REDEVELOPMENT PLAN UPDATE
### City of Ft. Pierce, Florida

**PROJECT DETAILS**
- Dates: 2019 - 2020

**OWNER**
- City of Fort Pierce

**REFERENCE**
- Jennifer Hofmeister, AICP, LCAM
  Planning Director
  100 North U.S. 1
  Fort Pierce, FL 34950
  T: 772.467.3730
  F: 772.466.5808
  E: jhofmeister@cityoffortpierce.com

**SERVICES & PERSONNEL**
*Planning & Redevelopment*
- George Kramer, AICP
- John Jones, AICP
- Patricia Tyjeski, AICP
- Chris Dougherty, ACIP
- Nickolas Hill

S&ME prepared the update to the City's 2001 Community Redevelopment Plan to reflect changes in the conditions of the CRA subsequent to the 2001 Plan's adoption and the current implementation status of long-term redevelopment projects. Key features of the Redevelopment Plan update included four unique "Character Districts" that comprise the Fort Pierce CRA. These districts include the Lincoln Park/Peacock Arts District; the Downtown District; the Fisherman's Wharf/Port District and the South Beach District. Extensive public input and outreach (website, workshops and listening sessions) identified each character districts' unique assets, challenges and opportunities. The redevelopment strategies and projects developed for each district reflect those unique characteristics and will provide guidance for the Fort Pierce Redevelopment Agency when developing tailored annual work plans for each district

*Please find a client reference letter for this project behind Tab 5.*





## ST. ANDREWS CRA PLAN UPDATE & EXTENSION
### Panama City, Florida

**PROJECT DETAILS**
- Dates: 2017 - 2018

**OWNER**
- City of Panama City, FL

**REFERENCE**
- Mr. Jared Jones
  Assistant City Manager
  9 Harrison Avenue
  Panama City, FL 32401
  T: 850.872.3010
  E: jjones@pcgov.org

**SERVICES & PERSONNEL**
*Planning*
- John Jones, AICP
- George Kramer, AICP

S&ME was retained to update Panama City's St. Andrews Community Redevelopment Area's Redevelopment Plan and extend the operational timeframe of the CRA. This waterfront CRA was established in 1989 and is eligible to have the operational timeframe of the CRA extended up to 30 additional years. S&ME developed a community website to provide public access to the project schedule, planning documents and schedules. The website also enables the community to take part in an online survey and provide their comments on the redevelopment process. Situated on a working waterfront, the updated St. Andrews CRA Plan utilized community input from the St. Andrews Waterfront Partnership. The updated Plan will identify a five-year Capital Improvement Plan, business support programming and identify catalytic redevelopment sites and other opportunity sites within the CRA.

## RELEVANT EXPERIENCE

### LAKE WALES COMMUNITY REDEVELOPMENT PLAN UPDATE
**Lake Wales, Florida**

**PROJECT DETAILS**
- Dates: September 2017 - September 2018

**OWNER**
- City of Lake Wales, FL

**REFERENCE**
- Mark Bennett
  Development Services Director
  201 Central Avenue West
  Lake Wales, Florida 33859
  T: 863.676.5112 Ext. 291
  E: mbennett@lakewalesfl.gov

**SERVICES & PERSONNEL**

*Planning*
- John Jones, AICP
- George Kramer, AICP
- Chris Dougherty, AICP

S&ME was retained to update the Lake Wales Community Redevelopment Area's Redevelopment Plan. The Lake Wales CRA encompasses 80% of the City area and includes the City's historic downtown and lakeside neighborhoods. Key features of the Lake Wales CRA Plan update included a Destination-Based economic development strategy that focuses on the City's historic downtown, natural amenities and extensive community and cultural resources. The updated Plan identified a five-year Capital Improvement program to connect City-assets and resources and leveraged existing and programmed mobility improvements. The updated Redevelopment Plan also introduced an "entrepreneurial destination" strategy to encourage private sector investments and start-up businesses within the downtown CRA area.



## RELEVANT EXPERIENCE

### DADE CITY COMMUNITY REDEVELOPMENT PLAN UPDATE
**Dade City, Florida**

**PROJECT DETAILS**
- Dates: January - June 2017

**OWNER**
- City of Dade City, FL

**REFERENCE**
- Ms. Erika Cordoba
  Development Review Technician
  3820 Meridian Avenue
  Dade City, FL 33526
  T: 352.523.5050
  E: ecordoba@dadecityfl.com

**SERVICES & PERSONNEL**

*Planning*
- George Kramer, AICP
- John Jones, AICP
- Chris Dougherty, AICP

S&ME's update of the City of Dade City's 2000 Community Redevelopment Plan enables the City to build upon its previous redevelopment achievements while positioning the CRA to take advantage of emerging market conditions. A robust public engagement process, including one-on-one stakeholder interviews, an online survey, a community open-house workshop and several advisory group meetings yielded a community-driven Redevelopment Plan update. The updated Redevelopment Plan identifies strategic capital infrastructure improvements and redevelopment programming that will enable the City to leverage place-based assets and nearby natural resources, establishing the City as an eco-tourism, entrepreneurial and hospitality destination. Creative-placemaking strategies were utilized when identifying redevelopment programming and public space improvements. The Dade City Community Redevelopment Plan update was completed in strict accordance with the standards and requirements set forth in Community Redevelopment Act of 1969, Chapter 163, Part III, Florida Statutes.

## RELEVANT EXPERIENCE

### KISSIMMEE COMMUNITY REDEVELOPMENT PLAN UPDATE
**Kissimmee, Florida**

**PROJECT DETAILS**
- Dates: February - July 2020

**OWNER**
- City of Kissimmee, FL Downtown Redevelopment Agency

**REFERENCE**
- Ms. Samia Singleton, CRA Manager-Development Services
  101 Church Street
  Kissimmee, FL 34741
  T: 407.518.2587
  E: ssingleton@kissimmee.org

**SERVICES & PERSONNEL**

*Planning*
- John Jones, AICP
- Chris Dougherty, AICP
- Pat Tyjeski, AICP
- Nick Hill, AICP
- Em Schaefer

*Landscape Architecture*
- Carter Gresham, PLA

S&ME updated the City of Kissimmee's Downtown Community Redevelopment Plan and extended the operational timeframe of the Community Redevelopment Agency to 2052. The S&ME Team identified key redevelopment strategies, redevelopment programming and a capital improvement schedule for the Plan update. Plan content was reflective of extensive community engagement and input. This public engagement included individual stakeholder interviews, a project specific website and on-line survey, an in-person, all-day, open house workshop and an on-line virtual community workshop to present the draft Plan for public comment. The Community Redevelopment Plan update embraces the City's burgeoning Medical Arts District, redeveloping waterfront, and arts and cultural resources as the City transitions from its historic agri-business heritage. S&ME's update of the CRA Plan included place-based economic development strategies to build upon the City's redevelopment achievements, position the Downtown Community Redevelopment Area for continued redevelopment and private sector investment while protecting the City's historic downtown neighborhoods.

*Please find a client reference letter for this project behind Tab 5.*



## RELEVANT EXPERIENCE

### OVIEDO COMMUNITY REDEVELOPMENT PLAN CREATION AND IMPLEMENTATION
**Oviedo, Florida**

**PROJECT DETAILS**
- Dates: January 2010 - 2021

**OWNER**
- City of Oviedo, FL

**REFERENCE**
- Mr. Bryan Cobb
  City Manager
  400 Alexandria Blvd.
  Oviedo, FL 32765
  T: 407.971.5506
  E: bcobb@cityofoviedo.net

**SERVICES & PERSONNEL**

*Planning*
- John M. Jones, AICP
- Patricia Tyjeski, AICP
- Chris Dougherty, ACIP

**RECOGNITION**
- The Oviedo Community Redevelopment Agency is a two-time recipient of the Roy F. Kenzie Award by the Florida Redevelopment Association

S&ME prepared the initial Community Redevelopment Plan (CRP) for the City of Oviedo and continues to assist in its day-to-day implementation. In 2010, project team members worked closely with city, county and private-sector representatives to develop a CRP covering 674 acres and 698 parcels. S&ME also helped to renegotiate the Delegation of Authority Resolution (DAR) to include a longer operational lifespan for the CRA and County participation in tax-increment fund (TIF) contribution. These improved terms represent a projected TIF benefit to the City of $12M over 30 years.

Key aspects of the Oviedo Community Redevelopment Plan include the preservation and enhancement of the historic downtown area on the northern end of the CRA and the establishment of a new town-center development on the southern end of the CRA. S&ME subsequently assisted the City in the negotiation of a successful development agreement and partnership with a developer for the new town-center (Oviedo on the Park). Now complete and operational, Oviedo on the Park has served as a development catalyst, and it "kick-started" other redevelopment activities throughout the CRA.

S&ME has administered the day-to-day operations of the Oviedo Community Redevelopment Agency through 2021. These activities have included the implementation of the City's CRA Plan and Capital Projects.

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# PROJECT TEAM QUALIFICATIONS





## PROJECT TEAM QUALIFICATIONS

We have strategically assembled a team that will provide the highest quality of service to the Town of Lake Park. This section addresses their role in the project and includes highlights of their experience.

**Mr. John M. Jones, AICP, FRA-RP, Project Manager** will be leading the effort of preparing the CRA Plan update. Mr. Jones **has over 29 years of experience** in community redevelopment, economic development, land planning, impact fees and community visioning and currently provides CRA Executive Director and CRA Coordinator services for the Cities of Oviedo and Groveland, respectively. Mr. Jones has **personally managed the preparation of 17 Community Redevelopment Plans in the past 10 years.** Mr. Jones is a graduate of the inaugural class of the Florida Redevelopment Association's Community Redevelopment Academy and is a member of the Florida Redevelopment Association's Board of Directors.

**Mr. George Kramer, AICP, Principal-in-Charge,** will be overseeing the overall production of the CRA Plan update and monitoring Quality Control and Quality Assurance. Mr. Kramer has over 20 years of experience specializing in community redevelopment planning, strategic planning and entitlement efforts for private and public sector clients.

The **Land Use/Redevelopment Team** will be led by **Patricia Tyjeski** and **Chris Dougherty**, experienced planners with extensive public sector planning experience. Ms. Tyjeski has over 30 years of experience and has worked with Mr. Jones and Mr. Dougherty on numerous redevelopment and comprehensive plan projects. They will be supported by **Nick Hill, Jalisa Harris** and **Katie Martin**, planners with experience conducting research, analysis, mapping, and public involvement activities. **Eddie Browder, Senior Landscape Architect,** is also part of this team as he has worked closely with Mr. Jones and the team on redevelopment plans and implementing streetscape projects in CRAs. This team worked together in the preparation of the Palatka Redevelopment Plan Update.

The **Urban Design/Graphics Team** will be led by **Carrie Read** and **Jon Templin**. They possess extensive experience developing master plans for downtowns and community redevelopment areas. They also have experience helping CRA clients implement their master plans by producing site and streetscape designs and taking them through implementation. The team will be supported by **Carter Gresham, Abby Schafer,** and **Em Schaefer** who will be assisting with graphic design, public engagement, branding and social media communications. This team recently completed the design of Park Avenue in Lake Wales.

The **Utilities/Environmental Team** is comprised of **Ben Ellis, Senior Civil Designer,** and **Ken Huntington, Senior Environmental Scientist.** Mr. Ellis will provide support on any tasks that may require engineering expertise. Ben has over 16 years of experience in the management, design and construction of infrastructure and site development projects. Areas of expertise include site/civil engineering, water and wastewater distribution, permitting, and zoning / land use / planning. Mr. Huntington has extensive expertise identifying and protecting sensitive environmental features.

Lastly, the **Mobility Team** will be represented by **Terry McKloski, Sr. Transportation Planner,** who will assist with tasks or activities related to multi-modal transportation. Terry has 22 years of professional experience serving municipal clients with transportation planning and urban design services.

These key personnel will be complemented by the S&ME team of professionals to provide requisite technical input and data as needed throughout the project.

## PROJECT TEAM QUALIFICATIONS

### Organizational Chart

*Town of Lake Park, FL*

***George Kramer, AICP, LEED AP***
Principal-In-Charge

***John Jones, AICP, FRA-RP***
Project Manager

**LAND USE / REDEVELOPMENT**

***Patricia Tyjeski, AICP***
Principal Planner

***Chris Dougherty, AICP***
Senior Planner

***Nick Hill, AICP***
Planner

***Jalisa Harris***
Planner

***Katie Martin***
Planner

***Eddie Browder, PLA, ASLA***
Senior Landscape Architect

**URBAN DESIGN / GRAPHICS**

***Carrie Read, PLA, ASLA, LEED AP***
Principal Landscape Architect

***Jon Lee Templin, PLA, ASLA***
Senior Landscape Architect

***Carter Gresham, PLA***
Landscape Architect

***Abby Schafer***
Landscape Designer

***Em Schaefer***
Public Engagement Specialist
Senior Graphic Designer

**UTILITIES / ENVIRONMENTAL**

***Ben Ellis, PE, PMP, LEED AP***
Senior Civil Designer

***Ken Huntington***
Senior Environmental Scientist

**MOBILITY**

***Terry McKloski, AICP***
Senior Transportation Planner



## PROJECT TEAM RESUMES

### GEORGE KRAMER, AICP, LEED AP | PRINCIPAL-IN-CHARGE

**LOCATION**
- Orlando, FL

**EDUCATION**
- MA Urban and Regional Planning, University of Florida, 2007
- BA Political Science, University of Florida, 1999

**YEARS OF EXPERIENCE**
- Joined S&ME in 2014 with 14 years of experience

**CERTIFICATIONS**
- Certified Planner #020533, 2006

**PROFESSIONAL MEMBERSHIPS**
- American Planning Association (APA)
- Urban Land Institute (ULI)
- National Complete Streets Coalition (NCSC), Steering Committee, 2019

George has over 20 years of experience specializing in strategic planning and entitlement efforts for private and public sector clients. His experience includes Strategic Master Planning, Comprehensive Planning, Public Involvement and Facilitation, Land Use Entitlements, Redevelopment Planning and Complete Streets/Multi-Modal Transportation. Implementation is at the forefront of George's approach to planning.

**City of Kissimmee Downtown CRA Plan Update and Operational Timeframe Extension | Kissimee, FL**
Principal-in-Charge for the update of the City of Kissimmee's Downtown Community Redevelopment Plan. S&ME worked with the City to update its CRA Plan to embrace the City's burgeoning Medical Arts District, redeveloping waterfront, and arts and cultural resources as the City transitions from its historic agri-business heritage. The Plan update included place-based economic development strategies to build upon the City's redevelopment achievements, position the Downtown for continued redevelopment and private sector investment while protecting the City's historic downtown neighborhoods. The implementation timeframe for the updated CRA Plan included an extension of the operational timeframe of the CRA to 2052.

**Pinellas Park Community Redevelopment Plan | Pinellas Park, FL**
Principal-in-Charge for the update to the City of Pinellas Park's Community Redevelopment Plan and effort to extend the CRA's operational timeframe. Foundational elements of the Community Redevelopment Plan include the designation of a new 55-acre city center, renovation of its 29-acre community park and a complete street design for 78th Avenue that connects the two activity nodes. The master planning effort was designed to incentivize private sector investment around the area, consolidate facilities, create a walkable community and enhance the community's amenities to its residents. The Plan includes an implementation strategy that addresses the redevelopment of opportunity sites and installation of capital improvements.

**St. Andrews CRA Plan Update and CRA Timeframe Extension | Panama City, FL**
Principal-in-Charge for an update of the CRA established in 1989 and effort to extend its operational timeframe up to an 30 additional years. Situated on a working waterfront, the updated St. Andrews CRA Plan utilized community input from the St. Andrews Waterfront Partnership. The updated Plan identified a five-year Capital Improvement Plan, business support programming and identify catalytic redevelopment sites and other opportunity sites within the CRA.

**Sanford Waterfront Redevelopment & Riverfront Master Plan | Seminole County, FL**
Principal Planner for the Sanford Waterfront Redevelopment and Riverfront Master Plan. Managed break-out groups at a community design workshop to develop a Conceptual Master Plan for 5+ acres of City-owned property in the heart of the Downtown Sanford Riverfront CRA. Initiated discussions with workshop participants to determine preferred development patterns and compatible potential uses within the redevelopment area. Coordinated design team efforts to produce contextually sensitive preferred development scenarios, including a Conceptual Master Plan and Alternate Conceptual Master Plan development scenario for the City-owned parcels in the Downtown Riverfront redevelopment area.

## JOHN M. JONES, AICP, FRA-RP | PROJECT MANAGER

**LOCATION**
- Orlando, FL

**EDUCATION**
- Master of Public Administration, University of Central Florida, 1991
- Bachelor of Science in Economics, University of Central Florida, 1989

**YEARS OF EXPERIENCE**
- Joined S&ME in 2004 with 13 years of experience

**CERTIFICATIONS**
- AICP Certification No. 023074, 2008
- FRA Certified Redevelopment Professional, 2011

**PROFESSIONAL MEMBERSHIPS**
- Florida Redevelopment Association (FRA), Board Member, 2018-2023
- American Planning Association (APA)
- Florida Planning & Zoning Association (FPZA)

John has over 29 years of experience in economic development, community redevelopment, land planning, impact fees and community visioning. John has personally managed the preparation of 17 Community Redevelopment Plans in the past 10 years. Mr. Jones is a graduate of the inaugural class of the Florida Redevelopment Association's Community Redevelopment Academy and is a member of the Florida Redevelopment Association's Board of Directors.

**City of Groveland CRA Plan Update and Extension of Operational Timeframe | Groveland, FL**
Served as Project Manager for the update of the City of Groveland's Community Redevelopment Plan to reflect the changes in the Community Redevelopment Area boundaries and operational timeframe extension. The updated Community Redevelopment Plan also addressed the realignment of SR-50 around the City's Downtown and the redevelopment of targeted "Opportunity Sites" within the CRA. S&ME's update of the CRA Plan included place-based economic development strategies to create destinations within the CRA and increase private sector investment in the downtown. The implementation timeframe for the updated CRA Plan included an extension of the operational timeframe of the Groveland CRA.

**Dade City CRA Plan Update | Dade City, FL**
Served as Project Manager for the update of the Dade City Community Redevelopment Plan. Identified key redevelopment strategies and programming for the Plan update. S&ME worked with Dade City to update its Community Redevelopment Plan to embrace the City's emerging cultural, natural resource and historic tourism development achievements as the City transitions from its agri-business heritage. S&ME's update of the CRA Plan included place-based economic development strategies to build upon the City's destination themed tourism marking while encouraging residential redevelopment, identification of redevelopment opportunity sites and small business support programs.

**Fort Pierce Community Redevelopment Plan Update | Fort Pierce, FL**
Project Manager for the update of the 2001 Community Redevelopment Plan to reflect changes in the conditions of the CRA subsequent to the 2001 Plan's adoption and the current implementation status of long-term redevelopment projects. The scope included the identification of capital projects and redevelopment programming and the evaluation of the proposed extension of the Operational Timeframe of the Community Redevelopment Agency. Additionally, developed a project theme/brand and created a Webpage. Developed and posted an online survey to solicit feedback and prioritize projects. Facilitated community input sessions in 5 areas of the CRA. Attended and presented the updated document at advertised public hearings.

**Palatka Community Redevelopment Plan | Palatka, FL**
Project Manager for the 2021 update of the Community Redevelopment Plan, focusing on infrastructure improvements (stormwater, potable water, sanitary sewer, open spaces), and improved connectivity between the neighborhoods and downtown (streetscapes, multi-purpose trails, lighting). The Plan utilized a robust public engagement program and interactive GIS Map, and identified Opportunity Sites for targeted redevelopment marketing. S&ME prepared the adoption Resolutions and Ordinances and facilitated the adoption hearings and presentations.







## PATRICIA A. TYJESKI, AICP | PRINCIPAL PLANNER

**LOCATION**
- Orlando, FL

**EDUCATION**
- Master of Regional Planning, Cornell University, Ithaca, New York, 1988
- Bachelor of Architecture, Universidad Javeriana, Bogotá, Colombia, 1985

**YEARS OF EXPERIENCE**
- Joined S&ME in 2000 with 11 years of experience

**CERTIFICATIONS**
- Certified Planner, AICP No. 069120, 1992, FL

**PROFESSIONAL MEMBERSHIPS**
- American Planning Association (APA)
- American Institute of Certified Planners (AICP)
- Florida Planning and Zoning Association (FPZA)

Pat has over 32 years of experience with long range comprehensive planning, land development regulations, zoning, and site plan review. She possesses training in design and specializes in areas of urban design and historic preservation. Pat has worked with over 30 jurisdictions on numerous comprehensive planning projects. She continues to incorporate new and innovative ideas into her practice and keeps updated with the latest changes to growth management legislation.

**CRA Design Standards | Gulf Breeze, FL**
Prepared commercial development design standards to guide new development toward creating a cohesive urban pattern of buildings and streetscape that balance the pedestrian and traffic needs of residents and visitors to the CRA. Managed the codification of the guidelines into the City's Land Development Regulations. Assisted the City with development review of proposed projects to determine consistency with the design standards. After several years of enforcing the regulations, managed the preparation of a presentation to communicate to the newly elected City Council/ CRA Board members the intent of the standards and the main characteristics of the required architectural styles.

**Fort Pierce Community Redevelopment Plan Update | Ft. Pierce, FL**
Principal-in-Charge for the update of the 2001 Community Redevelopment Plan to reflect changes in the conditions of the CRA subsequent to the 2001 Plan's adoption and the current implementation status of long-term redevelopment projects. The scope included the identification of capital projects and redevelopment programming and the evaluation of the proposed extension of the Operational Timeframe of the Community Redevelopment Agency. Additionally, developed a project theme/brand and created a Webpage. Developed and posted an online survey to solicit feedback and prioritize projects. The scope included facilitating community input sessions at 5 different locations within the CRA and presenting the updated document for adoption at advertised public hearings.

**Wildwood Comprehensive Plan | Wildwood, FL**
Project Manager for the update of the City's comprehensive plan to address changes in local conditions since the last update and establish a new vision for future growth. Social Pinpoint, a web-based community engagement tool, was utilized to facilitate public input through a survey, an idea wall, and a virtual meeting portal. Responsibilities included managing the project, overseeing the preparation of eight plan elements, facilitating public workshops, and coordinating with other agencies.

**CRA Land Development Regulations | West Melbourne, FL**
Project Manager for the consolidation of multiple zoning districts within the Community Redevelopment Area into two districts: one for the New Haven Avenue area and the other for the Wickham Road corridor. Reviewed the existing zoning code with emphasis on regulations applicable to the study area and also reviewed the City's Redevelopment Master Plan and adopted Comprehensive Plan to determine the previously established goals for this area.

## CHRISTOPHER R. DOUGHERTY, AICP | SENIOR PLANNER

Chris has over 17 years of experience providing public and private sector planning services. Areas of expertise include transportation, planning, land development codes, form-based codes, mobility planning, sector planning, community visioning, meeting facilitation, growth management and development review. He has a strong background in GIS and manages the GIS operations in the Orlando office.

**LOCATION**
- Orlando, FL

**EDUCATION**
- MA Urban and Regional Planning, University of Florida, 2006
- BA Criminology, University of Florida, 2001

**YEARS OF EXPERIENCE**
- Joined S&ME in 2007 with 2 years of experience

**CERTIFICATIONS**
- Certified Planner #026356, 2013

**PROFESSIONAL MEMBERSHIPS**
- Trimble GPS
- NASSCO's Pipeline Assessment Certification Program (PACP)

**Eloise CRA Plan Update | Polk County, FL**
As Project Manager, was responsible for coordinating and scheduling public engagement opportunities,establishing new priorities and improvements for the CRA, and evaluating existing programs. Other duties included developing a survey, coordinating with County staff, reviewing existing characteristics and data of the community, preparing maps and reviewing GIS data, drafting the updated plan, and presenting the proposed concepts of the updated plan.

**Sanford Waterfront CRA-Developer Solicitations | Sanford, FL**
As Project Planner, assisted the team in identifying and evaluating potential developers for the development of several City-owned waterfront parcels located within the City's Community Redevelopment Area. Assisted with the creation of a development opportunity package that was provided to each potential development firm. Provided graphic and research support for a series of meetings and familiarization tours with potential developers to introduce them to City of Sanford.

**Babcock Street CRA Expansion – Finding of Necessity | Melbourne, FL**
Project Planner for the development of a Finding of Necessity (FON) study, which was needed to allow for the expansion of the Babcock Street Community Redevelopment Area (CRA). The expansion included the area southwest of the Melbourne International Airport that has long been the home of several defense contractors, including Northrup Grumman, L-3, Harris Corporation and Rockwell Collins among many others.

**Sanford CRA Plan Update | Sanford, FL**
Project Planner for the preparation of the Lake Monroe Waterfront and Downtown Sanford Community Redevelopment Plan update. Responsibilities included developing portions of the existing conditions report, preparing tax increment fund projections and implementation plan and producing reports.

**Oviedo Community Redevelopment Plan | Oviedo, FL**
Prepared the City's first Community Redevelopment Plan. Responsibilities included identification and evaluation of potential redevelopment projects, preparation of GIS maps, preparation of cost estimates and implementation plan, future TIF revenue projections and identification of potential alternate revenue sources. Assisted in the drafting of a conceptual master plan that provided an illustrative example of the proposed improvements. Facilitated a community preference workshop.

**Sumter County Comprehensive Plan | Sumter County, FL**
Project Manager for the update of the County's comprehensive plan. Responsibilities included reviewing and preparing data and analysis, facilitating three live and simulcasted in Zoom public workshops, and coordinating with local agencies. Phase 2 includes updating the Goals, Objectives and Policies, which is anticipated to be completed in the third quarter of 2021.





PROJECT TEAM RESUMES

## NICKOLAS HILL, AICP | PLANNER

Nick is well-versed in the field of contemporary urban and regional planning. His professional experience has included updating comprehensive plans and community redevelopment plans, performing reviews of development applications for municipalities, conducting entitlement research, land use and rezoning amendments, special use permits and variance requests. Nick is also a highly skilled Geographic Information System (GIS) technician.

**LOCATION**
- Orlando, FL

**EDUCATION**
- Master's in Urban Regional Planning, University of Florida, 2019
- Bachelor's in Public Administration and Minors in Urban and Regional Planning and Nonprofit Management, University of Central Florida, 2015

**YEARS OF EXPERIENCE**
- Joined S&ME in 2019 with 2 years of experience

**PUBLICATIONS**
- "Comprehensive Planning for Autonomous Vehicles in the American South," 2019
- "Innovation During Crisis: Remote Engagements Methods for the Future of Public Participation," 2020

**Lake Wales Comprehensive Plan Update I Lake Wales, FL**
Project Planner for the City's Comprehensive Plan update to reflect the significant growth the City experienced in the early to late 2000s. Responsibilities included the development of various elements, assisting with GIS mapping and analysis, assisting with steering committee meetings to understand the issues facing the community and a visioning public workshop.

**Kissimmee Community Redevelopment Plan Update I Kissimmee, FL**
Participated in the update of the 2012 Community Redevelopment Plan to achieve consistency with the adopted comprehensive plan and land development code., identified capital projects and redevelopment programming, and evaluated the extension of the operational timeframe for the Community Redevelopment Agency. Also assisted the Project Manager with public engagement tasks, which included numerous one-on-one interviews with stakeholders, open house events and workshops, and preparing project maps and strategies.

**Groveland Finding of Necessity Study I Groveland, FL**
Researched and developed the Groveland Findings of Necessity Study for the City of Groveland Community Redevelopment Agency's expansion area. Tasks completed included conducting multiple site visits, collecting data, and conducting an analysis of the expansion area using a combination of GIS, satellite imagery, City and County datasets, and ground-truthing exercises.

**Fort Pierce Community Redevelopment Plan Update | Ft. Pierce, FL**
Project Planner for the City's update of the 2001 Community Redevelopment Plan to reflect changes in the conditions of the CRA subsequent to the 2001 Plan's adoption and the current implementation status of long-term redevelopment projects. Responsible for creating a project Webpage, developing and posting an online survey to solicit feedback and preparing for and helping facilitate community input sessions in 5 different locations within the CRA, preparing the background portion of the CRA plan update, preparing maps and drafting strategies.

**HD King Plant Site Review of Redevelopment Plan Submittals | Fort Pierce, FL**
Project Planner for the review of two development proposals to redevelop the HD King Plant site, which is owned by the City. Reviewed the submittals with the team to determine which best addressed the vision and the relevant Goals, Objectives and Policies (GOPs) of the adopted Fort Pierce Community Redevelopment Plan and the relevant redevelopment GOPs of the City's Comprehensive Plan. Each submittal was also evaluated for its compatibility with existing development in the downtown area. Prepared a matrix scoring each proposal based on the review. Prepared for and attended the one-on-one briefings with the Fort Pierce Redevelopment Advisory (FPRA) Board and at the FPRA Board executive session where the Project Manager presented the results.

## PROJECT TEAM RESUMES

### JALISA Q. HARRIS | PLANNER

**LOCATION**
- Orlando, FL

**EDUCATION**
- Master of Urban & Regional Planning, University of Central Florida, 2021
- Master of Public Administration, University of Central Florida, 2019

**YEARS OF EXPERIENCE**
- Joined S&ME in 2020 with 3 years of experience

**PROFESSIONAL MEMBERSHIPS**
- American Planning Association (APA)
- University of Central Florida Urban Knights Planning Association
- National Black MBA Association
- National Forum for Black Public Administrators
- International City Manager Association

Jalisa's experience includes data analysis, legislative analysis, research, regulatory compliance, technical writing, public speaking, stakeholder engagement and interagency coordination.

**Casselberry Strategic Economic Development Plan I Casselberry, FL**
Assisted the City of Casselberry in identifying and analyzing policies, opportunities, and partners that impact the City's economic development. Managed interactive breakout sessions within a virtual environment to increase the comfort and engagement level of attendees.

**Palatka CRA Redevelopment Plan Update I Palatka, FL**
Assisted the City of Palatka in illustrating the accomplishments of the CRA, calculating tax increment projections, developing action strategies for the future of the CRA, as well as developing goals, objectives, and policies. Also, assistance was provided in hosting CDC-compliant in-person public engagement in addition to virtual events.

**Groveland CRA Redevelopment Plan Update I Groveland, FL**
Assisted the City of Groveland in spearheading citizen engagement efforts as a means of collecting substantive input to update the community redevelopment plan. Efforts included virtual and CDC-compliant in-person engagement opportunities that not only collected suggestions, but also provided citizens an opportunity to lead design alternatives.

**Community Impact Projects Director I Indian River County, FL**
Leveraged organizational resources to encourage the formation of new community partnerships, raise project funding, rebrand community impact project missions and organizational brand. This project included using data collected from past projects and public engagement tactics to drive project restructuring as well as identification of target population needs. Project implementation was supplemented with self-created training regarding inclusionary practices for non-profit organizations.

**Capital Improvement Plan Updates I Various counties within Central FL**
Evaluated/analyzed best practices in transportation capital improvement planning and budgeting, revenue structures, and grant application. These projects included review of comparable municipalities within Florida to inform the recommendations made for Capital Improvement Plan updates.



PROJECT TEAM RESUMES

### KATIE MARTIN | PLANNER

**LOCATION**
- Tampa, FL

**EDUCATION**
- Master of City and Regional Planning and Master of Science in Public Policy, Georgia Institute of Technology, 2020
- Bachelor of Science, Earth and Environmental Science, Mercer University, 2012

**YEARS OF EXPERIENCE**
- Joined S&ME in 2020 with 1 year of experience

**PROFESSIONAL MEMBERSHIPS**
- American Planning Association (APA)
- Association of Pedestrian & Bicycle Professionals

Katie's areas of expertise include sustainable community development, affordable housing, community engagement, and public policy. She has experience in qualitative and quantitative research, geospatial analysis, statistical analysis, climate adaptation planning, comparative policy analysis, urban design, and planning for social equity. Katie also has experience in survey creation for community engagement, site plan review, and visual design.

**Casselberry Economic Development Strategic Action Plan | Casselberry, FL**
Worked with the City of Casselberry to develop a strategic action plan for economic development within the City. Responsibilities included geospatial analysis, data and research, creation of deliverables using Adobe InDesign, and the development of strategies for economic development.

**Channel District Community Redevelopment Plan & Strategic Action Plan | Tampa, FL**
Worked with the City to update the channel district community redevelopment plan. Responsibilities included geospatial analysis, data and research, community engagement and presentations, website creation and management, and the development of strategies for economic development.

**Sumter County Comprehensive Plan I Sumter County, FL**
Participated in the update of the Sumter County Comprehensive Plan. Responsibilities included updating portions of the data and analysis to relevant and current standards, population projections, assisting with GIS mapping and analysis, facilitating public workshops, preparing portions of the recommendations matrix, updating portions of the goals, objectives, and polices, and assisting in the layout of the data and analysis document in Adobe InDesign.

**Lake Wales Comprehensive Plan Update I Lake Wales, FL**
Responsibilities included updating portions of the data and analysis to relevant and current standards, revisions of the data and analysis and goals, objectives, and policies, and assistance with the layout of the final data and analysis document using Adobe InDesign.

**Wildwood Comprehensive Plan Update I Wildwood, FL**
Responsibilities included geospatial analysis, updating portions of the data, public engagement workshops, and analysis to relevant and current standards, including housing and development, parks and open space, and conservation.

**City of Sebring Community Redevelopment Plan Update | Sebring, FL**
Worked with the City to update the downtown community redevelopment plan. Responsibilities included geospatial analysis, data and research, and the development of strategies for economic development.

## EDWARD A. BROWDER | SENIOR LANDSCAPE ARCHITECT

### LOCATION
- Orlando, FL

### EDUCATION
- BA Landscape Architecture, University of Georgia, 1990
- BS Ornamental Horticulture, Clemson University, 1986

### YEARS OF EXPERIENCE
- Joined S&ME in 2004 with 14 years of experience

### REGISTRATIONS
- FL #LA6666790, 2005
- KS #927, 2020
- MO #2018001073, 2018
- NC #2018, 2018
- NV #1049, 2020
- SC #1409, 2017
- TX #3316, 2018
- UT #10608383-5301, 2017

### PROFESSIONAL MEMBERSHIPS
- Sanford Historical Society, Treasurer, 2017-Present

Eddie has over 31 years of experience in innovative design and project management, utilizing a full range of professional skills in numerous areas of landscape architecture and historic preservation. His experience includes parks and trails, public plazas and municipal buildings as well as high profile healthcare projects. His historic preservation experience includes historic surveys, districts, design guidelines, local historic designations and certificates of appropriateness.

**Economic Development Services | Winter Springs, FL**
Assisted with the economic development services for the City of Winter Springs. To retain existing businesses and attract new ones, a citywide branding and wayfinding package was developed. The existing signage regulations in the Land Development Code were assessed and recommendations were made. Met with individual business owners to address their concerns regarding signage and visibility.

**Magnolia Square Redevelopment Conceptual Design Services | Sanford, FL**
Project Manager for two conceptual designs to redevelop the historic icon of Sanford. In designing the public plaza, input was gathered from the community, the Mayor, City staff and the CRA Board. The well-thought-out plan was approved with no revisions required. Color renderings and cost estimates were also prepared to accompany the conceptual designs. Now that the design has been implemented, Magnolia Square features much needed shade, visual interest and ample seating for special events, all in keeping with the historic character of the area.

**US 98 Streetscape Concept Plan | Lakeland, FL**
Project Manager for the landscape architecture portion of FDOT US 98 widening project in Lakeland, Florida. The 2.9 mile widening, and landscape project is the southern gateway into Lakeland and included coordination with FDOT, City and County agencies and Inwood Engineering, the Prime Consultant. A streetscape will be designed based on a Florida-Friendly plant palette with an emphasis on easy-to-establish and low maintenance plants. A water-efficient automatic irrigation system will be designed to supplement rainwater during the plant establishment period. The project may include pedestrian improvements, such as enhanced crosswalks, potentially a pedestrian bridge over US 98, and an extension of the Fort Fraser trail.

**Babcock Street Redevelopment Plan Update | Melbourne, FL**
Assisted the City of Melbourne with the update of the 1997 Babcock Street Community Redevelopment Plan. Services included a Community Preference workshop to build consensus for an integrated streetscape design for future redevelopment within the CRA. Prepared the streetscape section of this workshop presentation by grouping site furnishings into different themes or architectural styles. This project received the FPZA Award for Outstanding Public Urban Plan.

**Finding of Necessity & Redevelopment Plan | Port St. Joe, FL**
Assisted in the preparation of a blight study to expand the CRA boundary to include North Port St. Joe. Subsequently, workshops were facilitated, and the 1990 Redevelopment Plan was updated. Included in this project was a two-year strategic plan and brochure for the Waterfronts Committee. Prepared hand renderings of the proposed parks and streetscapes as part of this Redevelopment Plan.





## BEN ELLIS, PE, PMP, LEED AP | SENIOR CIVIL DESIGNER

### LOCATION
- Orlando, FL

### EDUCATION
- BS Civil Engineering, University of Florida, 2005

### YEARS OF EXPERIENCE
- Joined S&ME in 2013 with 8 years of experience

### REGISTRATIONS
- PE, FL #72469, 2011

### CERTIFICATIONS
- LEED Accredited Professional
- Certified Project Management Professional (PMP) #2282512
- Florida Water StarSM, 2012

### PROFESSIONAL MEMBERSHIPS
- Winter Park, FL Sustainability Advisory Board, Chair, 2015-2021
- U.S. Green Building Council, Central FL Chapter Board Member, 2012-2015

Ben has over 16 years of experience in the management, design and construction of infrastructure and site development projects. Areas of expertise include stormwater management, water and wastewater utility transmission design, geometric roadway and site design and pavement design.

**Sarasota 10th Street Stormwater | Sarasota, Florida**
Project Manager responsible for development and design of Best Management Practice (BMP) for removal of sediment from the stormwater column. This process included stormwater modeling of a large urban drainage basin with a network of drainage inlets, pipes and box culverts in ICPR; coordination with SWFWMD for appropriate permitting; support of grant funding for the project on behalf of City of Sarasota; coordination with Sarasota County; the entity responsible for regular maintenance of the BMP; and coordination with FDOT.

**Legacy Pointe at UCF | Seminole County, FL**
Senior Design Engineer on the proposed 56-acre continuing care retirement community in Seminole County, Florida. The development program includes roughly 300,000 sq. ft. of buildings ranging from independent and assisting living to memory care to community amenities. S&ME is providing master planning, civil engineering and landscape architecture services for the buildout of the community. Assisting with the due diligence work on the property and will assist with the final site engineering plans and construction administration efforts.

**SunRail Station Parking Garage | Kissimmee, FL**
Project Manager and Engineer of Record for the site layout, grading and drainage and the relocation of existing utilities for the SunRail Station Parking Garage. Extensive coordination was required between the designers and owners of the rail station, the adjacent civic center and the existing and future utility systems. S&ME designed a plaza and garden to serve as a pathway between the parking garage and SunRail station.

**Town of Oakland Master Sanitary Sewer Project | Oakland, FL**
Project Manager and Engineer of Record for the master design of sanitary sewer infrastructure improvements in Oakland, Florida. Was retained by the Town to analyze revenue sources and project costs; research available funding opportunities; draft a phasing plan and preliminary engineering design; calculate existing and future demand; and assist with an Inter-local utility service agreement with the City of Clermont. The final master plan calls for the collection and transmission of 1.1M gallons of domestic wastewater per day. Engineer of Record for approximately two miles of 12" force main, one mile of 18" gravity main and one-quarter mile of 10" force main crossing under the Florida Turnpike. Also provides Engineering Review for the Town and has served on their Development Review Committee.

**Holland Park Interactive Water Feature and Playground Expansion | Palm Coast, FL**
Project Engineer for the interactive water feature and playground addition to Palm Coast's Holland Park. The $2.3M project featuring themed play areas that reflect the character and history of the community while integrating existing trees and topography into the play areas.

## KEN HUNTINGTON | SENIOR ENVIRONMENTAL SCIENTIST

Mr. Huntington has over 40 years of experience in the field of environmental permitting. He has worked in the Federal Dredge & Fill permitting program with the U.S. Army Corps of Engineers (in West Palm Beach), the Environmental Resources Permitting Program with the Florida Department of Environmental Protection (FDEP in Tampa), and more recently as an environmental consultant specializing in the field of wetlands permitting.

**LOCATION**
- Orlando, FL

**EDUCATION**
- Master of Science, Fisheries, Biology, Virginia Tech, 1981
- Bachelor of Science, Wildlife Biology, SUNY College of Environmental Science and Forestry, 1975

**YEARS OF EXPERIENCE**
- Joined S&ME in 2018 with 39 years of experience

**CERTIFICATIONS**
- NPDES Inspector

**PROFESSIONAL MEMBERSHIPS**
- Association of State Wetland Managers

**Density Study | New Smyrna Beach, FL**
Participated in the assessment of the city's methodology for calculating residential density. Evaluation of Land Development Codes and comparison of density definitions from 10 neighboring. Assist in preparation of a Technical Memorandum summarizing the findings of the research. Responsible for reviewing and recommending changes to wetland and floodplain references in the density calculation methodology. Attended Planning and Zoning Board and City Commission meetings to address questions regarding the natural environment.

**Utilities Operation Center East | Orange County, FL**
Environmental permitting responsible for developing and implementing a comprehensive plan to prepare and obtain all environmental permits for the construction of a new operation center.

**AdventHealth – Riverview Hospital | Hillsborough County, FL**
Environmental permitting lead responsible for developing and implementing a comprehensive plan to prepare and obtain all federal, state and county environmental permits for the construction of a new hospital and medical office building.

**Public Works Operations Center | Seminole County, FL**
Environmental permitting responsible for preparation of all environmental permits for the reconstruction of an existing public works operation center.

**Duke Energy – Suwannee County Operations Center | Live Oak, FL**
Environmental permitting lead responsible scheduling and reviewing wetland delineations for state and federal wetland limits and protected species assessments of a new operations center.

**Legacy Point at UCF, Age-in-Place Adult Living Development | Oviedo, FL**
Environmental permitting responsible for preparation of all wetland permits for the construction of a new 40-acre adult residential community. Coordinated relocation of gopher tortoises.

**City of Miami Beach Public Works | Miami Beach, FL**
Long term contract with the City of Miami Beach to obtain environmental permits as part of the City's program to deal with sea level rise. Projects included the replacement and elevation of seawalls throughout the City, installation of pump stations, bridge construction and street improvements. Preparation of environmental studies supporting required permits (including endangered species, essential fish studies, wetland identification, benthic surveys, state lands and water quality).





## CARRIE READ, PLA, ASLA, LEED AP | PRINCIPAL LANDSCAPE ARCHITECT

Carrie has over 15 years of experience in site design and landscape architecture throughout the Southeast. Areas of specialty and interest include streetscape design, green infrastructure and sustainable sites utilizing LEED principles; educational and institutional facilities; and multi-modal transportation and bicycle facilities.

**LOCATION**
- Orlando, FL

**EDUCATION**
- MS Landscape Architecture, University of Wisconsin, 2008
- BS Landscape Architecture, University of Kentucky, 2004

**YEARS OF EXPERIENCE**
- Joined S&ME in 2015 with 9 years of experience

**CERTIFICATIONS**
- LEED Accredited Professional

**PROFESSIONAL MEMBERSHIPS**
- American Society of Landscape Architects (ASLA)
- Florida Recreation and Park Association (FRPA)

**St. Andrews CRA Landscape Design Improvements | Panama City, FL**
Project Manager for Landscape Design Improvements for the St. Andrews Community Redevelopment Agency area. S&ME provided plans for Landscape design improvements at key gateways into the area and along main street corridors throughout the CRA area. Plans also identified layout and landscape improvements for City owned parking areas within the CRA area. As part of the planning and design process, S&ME conducted a two-day charrette with City staff and key stakeholders to evaluate site opportunities and constraints and to allow input during the early conceptual design phase. The ultimate goal for the CRA is to improve the appearance of blight in the area and to make the area more appealing for tourist activities and future economic redevelopment.

**South Central Park and Streetscape Improvements | Winter Haven, FL**
Landscape Architect for a multi-purpose civic park and surrounding streetscapes and trails in downtown Winter Haven. The project is comprised of a full city block and includes two flexible plaza areas that could alternately serve as parking during the day and a place for concerts and events during the evening and weekend hours. The project also incorporates a bikeway into the streetscape environment with an associated vertical gateway element to indicate arrival into downtown from the south. **Project Received Project of the Year Award, Florida Engineering Society, Ridge Chapter, 2019.**

**Golden Gate Trail | Martin County, FL**
Senior Landscape Architect for the design of a 10-block linear park located in the City of Stuart's Golden Gate CRA. The project scope includes schematic design, public involvement, construction documents and construction phase services. The linear park is part of a utilities project and encompasses neighborhood access through the park via a 10' trail, LID stormwater bioswale, community gardens and grove, play mounds, multipurpose field, integration into an existing recreational complex and the City's PAL (Police Athletic League) facility and traffic calming pedestrian crossings.

**Pilaklakaha (PK) Avenue Streetscape | Auburndale, FL**
Landscape Architect for a five-block section of Pilaklakaha Avenue in Auburndale, Florida. The streetscape project included a reduction of travel lanes from four lanes to two lanes, which enabled the addition of a linear bioswale/rain garden along the length of the project as well as a multipurpose trail and on-street parking in the commercial area near the City's historic downtown area. **Project received Grand Award, American Council of Engineering Companies of FL, 2019.**

## JON LEE TEMPLIN, PLA, ASLA | SENIOR LANDSCAPE ARCHITECT

**LOCATION**
- Orlando, FL

**EDUCATION**
- BLA Landscape Architecture, Polytechnic Institute & State University, Virginia, 2016

**YEARS OF EXPERIENCE**
- Joined S&ME in 2021 with 17 years of experience

**REGISTRATIONS**
- FL, LA #6667227

Jon Templin has proven experience in project planning, quality assurance, multimedia communications, and client services. Jon is exceptional at implementing new skills and thrives both independently and within a team environment. He has experience working with all facets of landscape architecture and is able to convey the design intension through conceptual perspective sketches. His project experience includes award winning landscape architecture and planning for clients including Polk County Parks, City of Sanford, and Lake Nona.

**City of Palm Coast Community Center | Palm Coast, FL***
Landscape Architect for site planning, architectural, interior design, and landscape architectural services for the new 20,107 SF Community Center building.

**Daytona Museum of Arts and Sciences | Daytona Beach, FL***
Principal-in-Charge for the addition of 35,000 GSF including new entry with plaza and water features, gallery space, administrative space, multi-purpose areas, and gift shop.

**St. Petersburg Pier | St. Petersburg, FL***
Landscape Architect for conceptual master planning and architecture as part of a design competition for the St. Petersburg Pier. Stantec's design solution transforms the St. Petersburg Pier into a new public destination combining art, cultural history, and Marine education showcasing St. Pete's multi-dimensional community.

**Christina Park | Polk County, FL***
Worked with the Parks team to help design and renovate an existing softball park into a girl's fast pitch softball venue which was featured in the 2013 NSA Southern World Series. Provided conceptual design through construction administration services and insured a timely, on budget, first class championship softball venue.

**Fort Blount Park | Bartow, FL***
Landscape Architect for conceptual design, presentation graphics and supervised the construction document process. Transformed previously existing parking lot into a beautiful civil park commemorating Polk county's history; inspired by the historic former county courthouse. Design elements included 12 columns with historical facts and a shallow, 3-tiered reflection fountain inspired by a beautiful, fleur-de-lis mosaic from the original courthouse floor.

**City of Sanford Downtown Plan | Sanford, FL***
Landscape Architect for site analysis, conceptual design and presentation graphics for the Downtown Master Plan, Riverwalk, First Street Improvements and Memorial Park Design. Worked with the Urban Design and Master Planning teams to help restore the historic traditional downtown and stimulate economic development. Participated in public outreach through community charrettes and town meetings. AWARD: ASLA Award of Honor.

**Sanford Riverwalk | Sanford, FL***
Landscape Architect responsible for creating the vision and character for the 6,000 linear foot Riverwalk and produced construction documents. As the "front porch" to the community, design elements were inspired by the architecture from the memorial park's old band pavilion, which included shade overlook pavilions, garden trellis swing structures, seating walls and educational displays. AWARD: FPZA Award of Honor.

* Experience with previous employer





PROJECT TEAM RESUMES

## CARTER GRESHAM, PLA | LANDSCAPE ARCHITECT

**LOCATION**
- Orlando, FL

**EDUCATION**
- Bachelor of Landscape Architecture, Virginia Polytechnic Institute & State University, 2016

**YEARS OF EXPERIENCE**
- Joined S&ME in 2019 with 5 years of experience

**REGISTRATIONS**
- FL, LA #LA6667460, 2019
- VA, LA #0406002129, 2019

Carter has seven years of experience on numerous public and private sector projects. His experience includes historic master planning, campus planning and recreation design projects. He has led efforts on planning and design standards/guidelines, corridor design standards, architectural guidelines and mapping. He is proficient with design programs including Photoshop, InDesign, Illustrator, SketchUp, AutoCAD, ArcGIS, Land F/X, Public Participatory Design, Design Code Drafting, and Realtime.

**Pinellas Park City Center | Pinellas Park, FL**
Assistant Project Manager for the City of Pinellas Park CRA's master planning of a new 55-acre city center, renovation of its 29-acre community park and a complete street design for 78th Avenue which links the two projects. The master planning effort is intended to incentivize private sector investment around the area, consolidate facilities, create a walkable community and enhance the community's amenities to its residents. The city center is designed to provide a dense integration of government uses which include a new city hall and fire/police operations center; and residential, retail/restaurant and recreational facilities for the community. The community park also features private sector investment along with a mix of active and passive recreational uses with an expansion of the City's performing arts center.

**St. Andrews CRA Landscape Design Improvements | Panama City, FL**
Landscape Architect for Landscape Design Improvements for the St. Andrews Community Redevelopment Agency area. S&ME provided plans for Landscape design improvements at key gateways into the area and along main street corridors throughout the CRA area. Plans also identified layout and landscape improvements for City owned parking areas within the CRA area. As part of the planning and design process, S&ME conducted a two-day charrette with City staff and key stakeholders to evaluate site opportunities and constraints and to allow input during the early conceptual design phase. The ultimate goal for the CRA is to improve the appearance of blight in the area and to make the area more appealing for tourist activities and future economic redevelopment.

**Crystal Lake Trail | Lake Wales, FL**
Landscape Architect for the master planning and phase 1 construction documents for the Lake Wales Crystal Trail. The one-mile master planned trail links the new S&ME and Chastain Skillman designed Park Avenue complete street streetscape to Lake Wales and the existing Lake Wales Trailway. The first phase of the trail provides a direct trail route between the streetscape and the Lake Wales shoreline via a road diet on Park Avenue and another route runs through Crystal Lake Park and around the lake to create a loop system.

**Lake Wales Parks and Recreation Master Plan | Lake Wales, FL**
Landscape Architect for the preparation of the City of Lake Wales's first Parks and Recreation Master Plan. S&ME is currently in the process of preparing the plan. Specific responsibilities include developing a schedule, assigning tasks to the project team, engaging the pubic and stakeholders, coordinating subconsultants, and coordinating with the client to ensure the project is delivered on time and within budget. The master plan is anticipated to be completed in December 2021.

## ABIGAIL SCHAFER | LANDSCAPE DESIGNER

**LOCATION**

- Orlando, FL

**EDUCATION**

- Bachelor of Landscape Architecture with Secondary Major in Environmental Studies, College of Design, Iowa State University, 2020
- Spatial Design, College of Creative Arts, Massey University, Wellington, New Zealand, February-July 2019

**YEARS OF EXPERIENCE**

- Joined S&ME in 2020 with 3 years of experience

Abigail has experience in landscape design, graphics and public engagement. She is proficient with design programs including Photoshop, InDesign, Illustrator, SketchUp, AutoCAD, ArcGIS.

**Lake County Fire Station No. 15 | Lake County, FL**
Landscape Designer for the landscape design of the Lake County's Fire Station No. 15 located near Eustis. Through a continuing services agreement with Lake County, S&ME was engaged under separate agreement to work with the project civil engineer and architect to provide code compliant landscape design for the renovation and expansion of this station.

**Lake County Fire Station No. 109 | Lake County, FL**
Landscape Designer for the landscape design of the Lake County's Fire Station No. 109 located near Clermont. Through a continuing services agreement with Lake County, S&ME was engaged under separate agreement to work with the project civil engineer and architect to provide code compliant landscape design for the renovation and expansion of this station abutting a single family neighborhood.







## EM SCHAEFER | PUBLIC ENGAGEMENT SPECIALIST & SENIOR GRAPHIC DESIGNER

Em has nine years of experience providing creative solutions through print and digital graphic design, illustration, brand development, packaging and production design, environmental graphics, photography, and creative content development. She is proficient with the Adobe Creative Suite and has experience with video editing and motion graphics. Em strengthens the Planning and Design team as a creative storyteller who can translate complex ideas into cohesive visual experiences through infographics, report design and uniquely themed presentations.

**LOCATION:** Orlando, Florida

**EDUCATION:** MS in Digital Marketing, University College Dublin Michael Smurfit Business School, 2019, Dublin Ireland; BFA Visual Communications, Ball State University, 2007

**YEARS OF EXPERIENCE:** Joined S&ME in 2020 with 8 years of experience

**Pinellas Park City Center Plan | Pinellas Park, FL**
Senior Graphic Designer lead branding, marketing and graphic efforts of new city center logo, website to communicate the city center plan efforts, public workshop collateral, social media, and interactive engagement tools.

**Cocoa Parks and Recreation Master Plan | Cocoa, FL**
Senior Graphic Designer composed a unique and cohesively-branded report to document the current park and recreation details of the city and proposed development ideas.

**Downtown Kissimmee CRA Report and Gateway Concepts | Kissimmee, FL**
Senior Graphic Designer in charge of creating a unique branding direction for the city of Kissimmee CRA. Taking inspiration from the city's new logo and the historic branding of Downtown, this theme blends the two and brands the Downtown CRA project with a modern and vibrant style that visually articulates the history and proposed redevelopment through infographics, robust maps and graphs.

The Gateway signage concepts celebrate the existing themes and materials of current signage in Downtown Kissimmee. Through these new compositions, the proposed signs will function as visual indicators that one is entering the Historic Downtown area. The new Gateways support the CRA efforts to establish strong theme/branding through the use of signage placed at key locations.

## PROJECT TEAM RESUMES

### TERRENCE MCKLOSKI, AICP | SENIOR TRANSPORTATION PLANNER

**LOCATION**
- Tampa, FL

**EDUCATION**
- Master of Urban and Regional Planning, Florida State University, 2006
- Bachelor of Urban and Regional Planning, Florida Atlantic University, 2002

**YEARS OF EXPERIENCE**
- Joined S&ME in 2019 with 20 years of experience

**REGISTRATIONS**
- Certified Planner #022275, 2006

**PROFESSIONAL MEMBERSHIPS**
- American Planning Association (APA), Florida Chapter
- Florida Planning and Zoning Association (FPZA)
- Urban Land Institute (ULI)

Terry has over 22 years of professional experience in transportation planning and urban design with extensive knowledge of several travel demand modeling software platforms and traffic simulation packages. His project experience includes complete streets, corridor planning, large scale land use scenario planning, traffic impact analyses, corridor and interchange improvement studies, traffic forecasting, travel demand modeling, freight movement, and roadway network simulation. Terry's unique combination of planning knowledge and technical proficiencies make him an effective advocate for positive change through livable transportation systems.

**King Street Complete Street Master Plan | St. Augustine, FL**
Transportation planner working with a team to develop a Complete Street Master Plan for the King Street corridor, which serves as a primary gateway into to the City and experiences high pedestrian use. The Team engaged the St. Augustine community to develop consensus for a preferred conceptual re-design of King Street to be both context sensitive and provide viable multi-modal transportation options for the corridor. The S&ME team worked to develop a community vision and conceptual design, along with an implementation strategy, to enhance mobility.

**Fort Pierce Comprehensive Plan EAR-Based Amendments | Ft. Pierce, FL**
Participated in the Comprehensive Plan amendments based on the Comprehensive Plan Evaluation and Appraisal Letter and as outlined in Section 163.3191, F.S. Specifically responsible for the preparation of a matrix listing State Statute changes since the last EAR update and noting which portions of the plan needed to be amended and making the changes to the plan. Incorporated development and redevelopment strategies into the Coastal Management Element to reduce flood risks in coastal areas, and to encourage the use of strategies that will result in the removal of coastal property from FEMA flood zone designations.

**US 41 Traffic Analysis, FDOT – District 1 | Naples, FL**
Under the Complete Streets Continuing Services Contract with FDOT D1, the S&ME Team was tasked to identify and analyze potential traffic diversion resulting from roadway modifications to the US-41 / SR 45 corridor in Downtown Naples. Part of the task was to identify and evaluate possible impacts to the surrounding roadway network due to reducing and/or widening lanes in the corridor. Specifically, responsible for modeling the regional impacts using travel demand modeling and analyzing and formulating mitigation plans for impacted links and intersections using traffic operations modeling software Synchro and Vissim.

**Curry Ford Vision Plan | Orlando, FL**
Lead for transportation planning of a vision plan for the Curry Ford Road corridor and surrounding neighborhoods. The Vision Plan will ensure the foundation of this healthy, vibrant area remains a strong neighborhood and great place to live, and provides for long-term stability for residents, visitors, and businesses. The S&ME Team evaluated the growth potential and probability by land use type expected to strongly impact the Curry Ford existing transportation facilities. The resulting plan will include recommended changes to the transportation network; cross section design for all the major roads in the study area; and recommendations for policy and code changes to direct future redevelopment in the area.



# 3 APPROACH TO ADDRESSING THE SCOPE OF WORK

# PROJECT APPROACH

## Lake Park CRA Background and Understanding

The Lake Park Community Redevelopment Agency was established in1996 and the initial Community Redevelopment Plan was adopted in the same year. The initial Community Redevelopment Plan was updated in 2010. The current Delegation of Authority Resolution adopted by Palm Beach County (R-96-1852) authorized the establishment and operation of the Lake Park CRA. Ordinance No. 2, 1999 established the Community Redevelopment Agency's Redevelopment Trust Fund, and set the operational time frame to 30 years, expiring in 2029. Due to the Charter County status of Palm Beach County, the Town would have to request and receive a Delegation of Authority Resolution from the County to allow for the expansion of the CRA boundaries and any potential extension of the Redevelopment Agency's (TIF Trust Fund) operational timeframe beyond 2029 to the potential maximum of 2056. S&ME recommends that the Town initiate coordination with Palm Beach County at the beginning of Community Redevelopment Plan update process if the Town wishes to expand the CRA's boundaries, and that they (the Town/Redevelopment Agency) simultaneously request an extension to the operational timeframe of the CRA through the revised Delegation of Authority Resolution. Due to the current sunset date of 2029 for the Lake Park CRA Tax Increment Trust Fund, an extension of the operational timeframe of the CRA beyond 2029 is necessary to enable the realization of meaningful tax increment revenue from any of the potential CRA expansion areas.

Based on the requested services outlined in the RFP and the information noted above, S&ME's approach to the Lake Park CRA Plan update includes four major Tasks: (1) Background Data Collection; (2) Finding of Necessity studies for the potential three expansion areas; (3) CRA Plan Development; and (4), Adoption of the Updated Plan.

### Task 1. Kick-Off and Background Data Collection

**A. Kick-Off Meeting and Tour:** The S&ME Team will schedule, prepare for, and facilitate a kick-off meeting with Town Staff. Prior to the meeting, S&ME will submit a data request memorandum and proposed kick-off meeting agenda. During the meeting, members from both Town Staff and S&ME will introduce themselves, determine roles and primary points of contact, establish a mutual understanding of the key issues, discuss expectations, lay out project milestones, discuss deliverables, identify potential stakeholders, detail potential public workshop dates, locations, and format, establish the recurrence and format of check-in meetings, and coordinate methods of data collection and sharing of information. After the meeting, Town Staff will guide the S&ME Team on a tour of the CRA and potential expansion areas. Following the day's activities, S&ME will prepare a memorandum summarizing the meeting.

Task 1.A Deliverables:

- Data request memorandum
- Kick-off meeting agenda
- Project schedule
- Kick-off meeting notes

**B. Adopted Plans Review:** The background data collection and review will provide the technical underpinning for the formulation of redevelopment strategies and programming to implement those strategies. S&ME will evaluate the 2020 Lake Park Financial Audit, Lake Park CRA Annual Reports, 2010 Lake Park Community Redevelopment Plan, 1996 Lake Park Community Redevelopment Plan,





the Lake Park Community Redevelopment Agency Market Study and Branding Report-2018, the Lake Park Transit Oriented Development and Vision Plan-2009, and the Lake Park Design Approach Manual-2009, the Finding of Necessity Report-1996, the adopted Lake Park Comprehensive Plan and other relevant planning studies or documents as directed by City and CRA Staff. The evaluation of the Comprehensive Plan will include a review of any Goals, Objectives, Policies, or programs that are not consistent with the Town's stated redevelopment goals and objectives. Potentially conflicting text and narrative content within the Comprehensive Plan will be identified and remedy language, amendments or corrective narrative will be proposed.

Task 1.B Deliverables:

- Summary Memo/Report of Adopted Plan Review

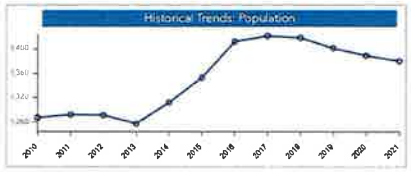
**C. Existing Conditions Analysis:** S&ME will prepare an Existing Conditions Analysis of the CRA that will evaluate current physical conditions (existing uses, topography, environmental constraints, wetlands, transportation network, regional trails and transportation network, building inventory and conditions, public facilities, open spaces, parks and recreational facilities, etc.), regulatory conditions (future land uses, zoning, special districts, overlays or design guidelines), the socio-economic conditions (employment, businesses, retail market analysis, real estate trends and valuations, etc.) and demographic conditions (population growth, household and income levels, education levels, at-risk populations, demographic groups and clusters, etc.) within the Lake Park Community Redevelopment Area. S&ME will prepare an existing conditions GIS map series and provide the data to the Town in Excel spreadsheet format. Preliminary recommendations will be developed for potential CRA projects and programming based on the findings of the existing conditions analysis.

The following are S&ME findings from the preliminary existing conditions evaluation of the Lake Park CRA, which provide insight and guidance when preparing a complete existing conditions analysis for the Community Redevelopment Area.

Demographic Findings

The Town of Lake Park Community Redevelopment Area is home to 461 households with a population of 1,380 persons and a corresponding average household size of 2.91 persons per household. 35.5% of the homes within the CRA are owner occupied, 47.6% of the homes are renter occupied with17% of the homes vacant. This residential vacancy rate number is almost twice the 8.72% vacancy rate for the State of Florida and is a recognized condition of a blighted area. The median household income for the CRA is $53,211, less than the $55,660 for the State of Florida. The population of the CRA is 17% White, 76% Black with 9% Hispanic origin (any race). The population of the CRA has grown 0.83% from 2010 to 2021, less than the State of Florida's population growth rate of 1.31%. It is anticipated that the population will begin to increase at a faster pace as development pressures from southern Florida increases.

Housing Units



## APPROACH

### Business Community

The business community within the Lake Park CRA is comprised of 283 businesses with 1,751 employees. The most prevalent industry sectors within the Lake Park CRA are Personal and Professional Services, Retail, Construction, Unclassified and Manufacturing. The largest employment sectors are Retail, Personal and Professional Services, Construction, Manufacturing and Government.

**Lake Park CRA Top 5 Industry Sectors-by Number of Establishments**

| INDUSTRY SECTOR | # OF BUSINESSES | % OF BUSINESSES | # OF EMPLOYEES |
|---|---|---|---|
| Personal and Professional Services | 98 | 34.6% | 508 |
| Retail | 66 | 23.3% | 555 |
| Construction | 29 | 10.2% | 209 |
| Unclassified | 29 | 10.2% | 10 |
| Manufacturing | 12 | 4.9% | 130 |

**Lake Park CRA Top 5 Industry Sectors-by Number of Employees**

| INDUSTRY SECTOR | # OF BUSINESSES | % OF BUSINESSES | # OF EMPLOYEES |
|---|---|---|---|
| Retail | 585 | 31.7% | 66 |
| Personal and Professional Services | 508 | 29% | 98 |
| Construction | 209 | 11.9% | 29 |
| Government | 134 | 7.7% | 6 |
| Manufacturing | 130 | 7.4% | 12 |

The preliminary findings of the Lake Park CRA Business Community indicate the large role retail and personal and professional services play within the Lake Park CRA. Retail employs 31.7% of the workers within the Redevelopment District and comprises 23.3% of the total businesses within the CRA. Personal and Professional Services comprise the second largest employment sector with 29% of the employees and 34.6% of the total businesses within the Lake Park CRA.

Construction and Manufacturing industry sectors comprise 11.9% and 7.4% of the employment within the Lake Park CRA respectively and represent 10.2% and 4.9% of the total businesses respectively within the CRA. This over dependence upon retail and professional services presents a retail market that depends on customers from outside of the CRA and City. This dependence on customers from outside of the CRA and Town is further demonstrated by the retail Market Findings below.

### Retail Market Findings

S&ME evaluated the Retail Marketplace of the Lake Park CRA. The Median Disposable Income within the Lake Park CRA is $43,732. The findings indicate a commercial and retail marketplace that have a much larger supply of retail goods and services than is demanded by consumers within the Community Redevelopment Area (Surplus) and is dependent upon customers from outside of the CRA for sales and survival. The Retail Trade gap far exceeds the Food and Drink gap.



## APPROACH

**Lake Park CRA Top 5 Industry Sectors-by Number of Employees**

| INDUSTRY SUMMARY | DEMAND (RETAIL POTENTIAL) | SUPPLY (RETAIL SALES) | RETAIL GAP |
|---|---|---|---|
| Total Retail Trade | $10,854,655 | $87,595,338 | -$76,740,683 |
| Total Food and Drink | $1,178,528 | $5,965,722 | -$4,787,194 |
| Total Retail Trade and Food and Drink | $12,033,183 | $93,561,060 | -$81,527,877 |

The "negative" Retail Gap indicates that within the Town of Lake Park Community Redevelopment Area there is an oversupply of retail providers and product compared to the local demand. This oversupply is addressed by customers from outside of the Community Redevelopment Area. This reliance/dependence of businesses within the Lake Park CRA on customers from outside of the CRA boundaries emphasizes the impact the transportation systems and accessibility have upon the businesses, coupled with a welcoming and competitive shopping environment to continue to draw customers into the Community Redevelopment Area. Potential redevelopment programming that would affect these conditions include public realm and roadway improvements, accessibility improvements, way finding signage, grass roots and regional marketing campaigns, small business support programming and business diversification programming.

### Task 1.C Deliverables

- Map Series-State, region, county location Maps, Existing Uses, Zoning, FLUM, Transportation Network, Environmental Constraints/Brownfields, Building footprints, Public facilities, Open Spaces and Parks, Town/CRA boundaries, CRA Expansion Areas
- Summary Memo/Report of Regulatory Conditions review
- Summary Memo/Report Demographic Conditions review

**D. Economic Conditions Analysis:** S&ME will collect, review, and analyze the Lake Park CRA's tax base and parcel ownership data. S&ME will identify valuation trends, economic trends, demographic trends, and potential infrastructure needs that would encourage economic development and private sector investment within the Community Redevelopment Area. S&ME will also evaluate the role of private ownership and other conditions that may have an impact upon the economic activity within the Lake Park CRA. During this phase of the project preliminary TIF projections will be prepared through the 2029 operational deadline and any potential operational extension scenarios.

Since 2015, the taxable values of the Town of Lake Park and Palm Beach County have increased significantly. The Town's taxable value increased 106.6% from $377,103,127 in 2015 to $779,338,179 in 2021. Palm Beach County's taxable value increased 98.6% from $111,393,061,515 in 2015 to $221,152,360,935 in 2021. For the same period, the value of the Lake Park CRA has increased 98.9% from $87,639,783 in 2015 to $174,332,676 in 2021. These positive changes in taxable value are also reflected in similar appreciation rates for the areas under consideration for inclusion within the CRA: CRA Expansion Area 1 taxable value increased 112% from 2015-2021; CRA Expansion Area 2 taxable value increased 262% from 2015-2021; and CRA Expansion Area 3 taxable value increased 103% from 2015-2021. This positive trend in taxable value appreciation bodes well for the continued growth of the Lake Park CRA Tax Increment Trust Fund and the Agency's ability to fund redevelopment programming in the future.

**Valuation Trends**

| | 2015 | 2021 | % CHANGE |
|---|---|---|---|
| Town of Lake Park | $377,103,127 | $779,338,179 | 106.6% |
| Palm Beach County | $111,393,061,515 | $221,152,360,935 | 98.6% |
| Lake Park CRA | $87,639,783 | $174,332,676 | 98.9% |

*Source: Palm Beach County Property Appraisers Office, S&ME, 2021.*

Task 1.D Deliverables

- Summary Memo/Report Economic Conditions review
- Preliminary TIF Projections

**E. Economic Strategy Development:** S&ME will coordinate with Town/CRA staff to prioritize a list of redevelopment objectives, identify redevelopment opportunity sites/property owners and strategies for incentivizing redevelopment and economic activity within the CRA. S&ME has assisted local communities and CRAs prioritize economic development goals and prepare implementation plans. S&ME's implementation plans identify resources and products, outline marketing opportunities and introduce development partners to help our clients realize their economic development goals. In addition to numerous Community Redevelopment Plan updates that include and economic development strategies, S&ME has also prepared city-wide economic development strategic plans for the cities of Sanford and Casselberry.

Task 1.E Deliverables

- Base Map Opportunity Sites
- Opportunity Site Parcel Information
- Prioritized list of redevelopment objectives

**F. Final SWOT Analysis:** Utilizing the baseline information collected, applicable regulatory documents, existing conditions analysis, economic conditions analysis and the preliminary economic strategies developed previously, S&ME shall prepare a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis to summarize our findings, list the identified issues, show available resources, present preliminary concepts and proposed redevelopment strategies. S&ME shall use the SWOT analysis and the summarized information from Phase 1 as the baseline materials for the Public Workshop portion of the Community Redevelopment Plan update development.

Task 1.F Deliverables

- Summary Memo/Report SWOT Analysis



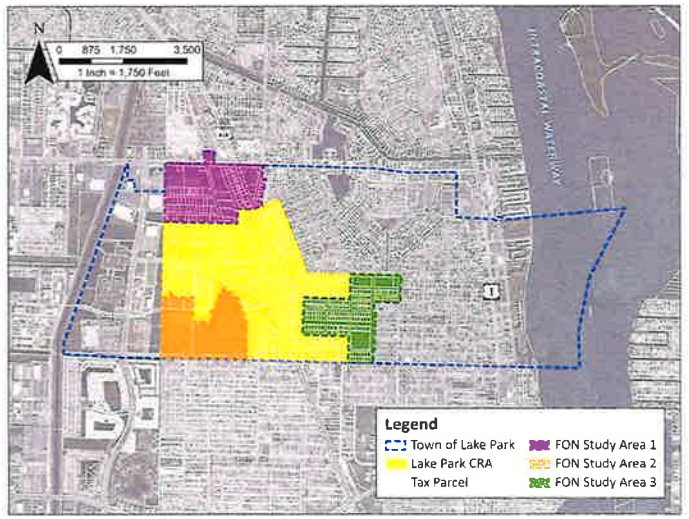




## Task 2. Finding of Necessity Evaluations

The City has identified three (3) areas for evaluation for potential inclusion within the existing CRA boundaries (see map below). At the direction of Lake Park CRA Staff, S&ME will prepare a Finding of Necessity evaluation for each area, that will include a Slum and Blight Matrix summarizing the conditions observed in accordance with Chapter 163.340 (7), (8), Florida Statutes.

S&ME has prepared a Slum and Blight Matrix to easily present the Florida Statute References and Definitions for Slum and Blight and their presence, suspected presence or lack of presence within the potential CRA expansion areas. A copy of the S&ME's Slum and Blight Matrix is shown following this section of the submittal. These evaluations will determine if there are sufficient conditions of slum and blight present within the Study Areas to justify the areas' consideration for inclusion within the Lake Park Community Redevelopment Area.




S&ME has conducted a preliminary evaluation for the existence of slum and blight conditions within the areas identified by the City. Observed conditions of "blight,' as defined by Chapter 163.340 (7), (8), Florida Statutes, include: Deterioration of site and other improvements (163.340 (8), (e)), fire and emergency medical service calls to the area proportionately higher than in the remainder of the county or municipality (163.340 (8), (k)), and Governmentally owned property with adverse environmental conditions caused by a public or private entity (163.340 (8), (n)). Based on this preliminary evaluation of the Study Areas it is anticipated that a complete Finding of Necessity Study for the three (3) potential CRA expansion areas identified by the City would most likely identify sufficient qualifying conditions of slum and blight to enable the three (3) areas to be considered for inclusion within the Lake Park CRA boundaries. IF these areas qualify for inclusion and are approved

for inclusion within the CRA boundaries, THEN modifications of the Town's Comprehensive Plan Future Land Use Map series and Future Land Use Element narrative text will be needed. Additionally, the Town would have to renegotiate the terms of the Delegation of Authority Resolution approved by Palm Beach County Government to enable any expansion of the Town CRA boundaries and any potential extension of the operational timeframe of the Community Redevelopment Agency and its Tax Increment Trust Fund.

**S&ME's Slum and Blight Matrix**

| Florida Statute Reference and Definition | Preliminary Observation of Condition: Observed | Not Observed | Suspected |
|---|---|---|---|
| *"Slum Area"* | | | |
| *Inadequate provision for ventilation, light, air, sanitation, or open spaces* | | | |
| *High density of population, compared to the population density of adjacent areas within the county or municipality; and overcrowding, as indicated by government-maintained statistics or other studies and the requirements of the Florida Building Code* | | | |
| *The existence of conditions that endanger life or property by fire or other causes* | | | |
| *"Blight Area"* | | | |
| *Predominance of defective or inadequate street layout, parking facilities, roadways, bridges, or public transportation facilities* | | | |
| *Aggregate assessed values of real property in the area for ad valorem tax purposes have failed to show any appreciable increase over the 5 years prior to the finding of such conditions* | | | |
| *Faulty lot layout in relation to size, adequacy, accessibility, or usefulness* | | | |
| *Unsanitary or unsafe conditions* | | | |
| *Deterioration of site or other improvements* | | | |
| *Inadequate and outdated building density patterns* | | | |
| *Failing lease rates per square foot of office, commercial, or industrial space compared to the remainder of the county or municipality* | | | |
| *Tax or special assessment delinquency exceeding the fair value of the land* | | | |
| *Residential and commercial vacancy rates higher in the area than in the remainder of the county or municipality* | | | |
| *Incidence of crime in the area higher than in the remainder of the county or municipality* | | | |
| *Fire and emergency medical service calls to the area proportionately higher than in the remainder of the county or municipality* | | | |
| *A greater number of violations of the Florida Building Code in the area than the number of violations recorded in the remainder of the county or municipality* | | | |
| *Diversity of ownership or defective or unusual conditions of title which prevent the free alienability of land within the deteriorated or hazardous area* | | | |
| *Governmentally owned property with adverse environmental conditions caused by a public or private entity* | | | |
| *A substantial number or percentage of properties damaged by sinkhole activity which have not been adequately repaired or stabilized* | | | |

Task 2 Deliverables:

- Three (3) FON Studies, as directed by Town







## Task 3. CRA Plan Development

S&ME will use the baseline information gathered during Task 1 of the project to begin developing the framework and redevelopment strategies that will guide policy development, redevelopment programming development and the creation of a capital improvement program for the Lake Park Community Redevelopment Agency's update of the 2010 Community Redevelopment Plan.

**A. Public Participation Kick-Off: *Gap Analysis, Website Activation and initial Public Engagement***

Public participation is a key aspect of creating a meaningful, representative Community Redevelopment Plan that addresses community identified issues and challenges. S&ME will utilize a robust public engagement program to provide the maximum opportunity for residents, businesses owners and stakeholders to participate in the Plan update process. This public engagement program will include an all-day Walk-In workshop (virtual and in-person), where participants can walk-in (or log in) and participate in an information program and provide their input in a 30-45 program. The Walk-In Workshop is designed to enable public participation any time during the day (10:00AM-6:00PM) around peoples' schedules. S&ME will also prepare a website specifically for the update of the Lake Park CRA Plan. This website will include project information (purpose, schedule, CRA reference materials); an online survey; and an interactive Map where participants can drag and drop icons on to the map and leave comments for specific areas within the CRA. Participants can also view previous comments from other visitors, add responses, and "like" or dislike" other people's comments. The website provides another venue for public engagement available 24/7 for residents, businesses owners and stakeholders.

S&ME will schedule in-person Stakeholder Interviews with key stakeholders identified by the Town. These stakeholders will include, but are not limited to, local business owners, elected officials (Town and County), CRA Board Members, Town staff and Department representatives and local thought leaders. During the interviews, participants will be presented the SWOT Analysis and other Phase 1 findings, given the project website URL and will be invited to the Walk-In Community Workshop.

The information gathered during Task 1 and the Public Engagement activities will be utilized to develop the draft redevelopment strategies, goals and objectives and other components of the Lake Park Community Redevelopment Plan update. The following list provides a summary of the proposed activities for this task.

Task 3.A: Deliverables

- Summary Memo/Report Gap Analysis
- Stakeholder Interviews
- Website design and activation
- Public 'Walk-In' Workshop/Virtual Workshop
- Summary of public comments

## APPROACH

**B. Draft Community Redevelopment Plan:** ***Redevelopment Strategies, Goals-Policies and Action Items, Conceptual Master Plan, TIF projections, 5-Year Budget Worksheet with current Debt Service Schedule, Implementation Plan and Potential Alternative Funding Sources***

S&ME will prepare a draft Lake Park CRA Plan update, in accordance with Chapters 163.360, 163.361 and 163.362, Florida Statutes. The draft Lake Park CRA Plan will incorporate the findings and analysis from Task 1 activities and the public input and engagement that was received during Task 3. The draft Lake Park CRA Plan shall also contain policy revisions and desired changes to the existing CRA Plan that have been previously identified by the CRA Board of Directors/Town Commission. The draft CRA Plan shall include Redevelopment Strategies, Goals-Policies and Action Items, a CRA Conceptual Master Plan showing the locations of proposed improvements, opportunity sites, public facilities, parks and open spaces, TIF projections for the operational timeframe of the Community Redevelopment Agency, a 5-Year Budget Worksheet with current Debt Service Schedule, an Implementation Plan and a listing of Potential Alternative Funding Sources. The Lake Park CRA is obligated to pay off $1,390,612 in debt service through 2028. S&ME will include this payment schedule into the Five-Year Budget Worksheet, and beyond, to provide an accurate and representative picture of the Agency's financial obligations and available resources for future projects and programming.

The draft Lake Park CRA Plan must reflect the determinations of the Findings of Necessity evaluations and any potential changes to the Lake Park CRA boundaries. The expansion areas included will have a different Tax Increment Base Year than the original Community Redevelopment Area. S&ME will prepare TIF projections for each of the new areas that may be added to the Lake Park Community Redevelopment Area.

S&ME shall also draft for review and use by the Town, updated language (Text Amendment, Goals, Objectives, Policies) for the Lake Park Comprehensive Plan to address instances where the Goals, Objectives and Policies of the adopted Comprehensive Plan are in conflict with the draft CRA Plan. S&ME shall also prepare, as needed, a revised Future Land Use Map (FLUM Amendment) to reflect any CRA boundary changes or revisions.

S&ME, at the Town's direction, shall schedule and facilitate an individual Lake Park CRA Plan update briefing for the Palm Beach County Commissioner, District 1 (Honorable Maria G. Marino) and other Palm Beach County Commissioners as directed by Town and CRA Staff.

The following bulleted list provides a summary of the proposed activities for Phase 2 B, Draft CRA Plan.

Task 3.B Deliverables

- DRAFT Plan document
- DRAFT proposed Comprehensive Plan text and map amendments
- Lake Park Commission/CRA Governing Board Briefing
- Palm Beach County District 1 Commissioner Briefing



## APPROACH

**C. Legal and Statutory Compliance:** ***Draft Plan Review by Local Planning Agency, Preparation of Advertisements for Notification of Taxing Authorities, Preparation of draft adoption Ordinances (Town) and Resolutions (CRA), and preparation of draft Delegation of Authority Resolution for use by Palm Beach County.***

S&ME will prepare the draft Lake Park CRA Plan update, in accordance with Chapters 163.360, 163.361 and 163.362, Florida Statutes. The draft Lake Park CRA Plan will be presented to the Lake Park Local Planning Agency (Planning and Zoning Board) for their review and comment in accordance with Chapter 163.360(4), Florida Statutes. The Planning and Zoning Board shall review the draft Lake Park CRA Plan for general consistency with the Town's adopted Comprehensive Plan.

S&ME shall prepare the Notification to the Palm Beach Taxing Authorities (Palm Beach County Government, Palm Beach County Library System, School District for Palm Beach County, South Florida Water Management District, Children's Services Council for Palm Beach, Health Care District for Palm Beach County and the Florida Inland Navigation District) for use during the adoption phase of the project prior to the City Commission adoption hearings.

S&ME will also prepare draft adoption instruments for the Lake Park CRA (adoption Resolution), the Lake Park Town Commission (Ordinance) for review and use by the Town Attorney. S&ME will also prepare the Palm Beach County Commission (Delegation of Authority Resolution) for review and potential use by the County. These instruments will be drafted to accommodate the adoption of the Finding of Necessity evaluations (CRA expansion areas) and the updated Lake Park Community Redevelopment Plan.

Task 3.C Deliverables

- Planning and Zoning Board Agenda Item/Presentation
- Notifications to Taxing Authorities (Prepared)
- Adoption Ordinance and Resolution
- Delegation of Authority Resolution

**D. Final Public Participation Meeting:** ***Presentation of Draft Lake Park CRA Plan Workshop***

S&ME will present the draft Lake Park Community Plan at a public Workshop for comment and input. Public feedback received at this presentation will reviewed with Town staff for inclusion in the revised draft Lake Park CRA Plan.

Task 3.D Deliverables

- Presentation and facilitation of Public Workshop
- Meeting with Town Staff to review comments

## APPROACH

### Task 4 Final Plan Formulation and Updated Plan Adoption

The final phase of the project will address the incorporation of final revisions and comments and the adoption of the updated Lake Park Community Redevelopment Plan. Contingent upon whether the CRA boundaries have been modified, the adoption phase may include the adoption of the Finding of Necessity (FON) determinations and expansion of the CRA boundaries. S&ME will defer to Town Lake Park staff direction regarding the potential adoption of the FON determinations simultaneously with the adoption of the CRA Plan or adoption of the items at sequential (separate) public hearings. Any expansion of the CRA boundaries or extension of the operational timeframe of the Lake Park CRA will require the approval of a revised Delegation of Authority Resolution by Palm Beach County Government.

**A. Update of the Draft CRA Plan: *Final Plan Formulation***

S&ME will incorporate final revisions to the Lake Park Community Redevelopment Plan and other documents as directed by Town staff. The revised Lake Park Community Redevelopment Plan will reflect the revision and comments received from the Planning and Zoning Board, the CRA Board and the public.

**B. Notification of Taxing Authorities and other Public Notices:** S&ME will coordinate with the Town Clerk's office to distribute the Notices to the Taxing Authorities and post advertisements, in accordance with Florida Statutes, for the upcoming CRA and Town Commission public hearings where the Lake Park CRA Plan will be discussed and considered for adoption.

**C. Preparation and Presentation at Palm Beach County Commission (DAR adoption) (If Needed):** S&ME will prepare and present the Lake Park CRA Plan update at the Palm Beach County Commissioners public hearing where the Delegation of Authority Resolution will be considered for adoption.

**D. Final Lake Park CRA Plan Adoption Hearings:** S&ME will prepare and present the Lake Park Community Redevelopment Plan to the Lake Park CRA Board for consideration of adoption by Resolution. This adoption hearing may also include the adoption of the FON determinations and potential expansion of the CRA boundaries.

S&ME will prepare and present the Lake Park Community Redevelopment Plan to the Town of Lake Park Commission for consideration of adoption by Ordinance at two (2) public hearings. These adoption hearings may also include the adoption of the FON determinations and potential expansion of the CRA boundaries.

**Task 4 Deliverables:**

- Revised Draft Community Redevelopment Plan
- DRAFT Delegation of Authority Resolution to County
- CRA Governing Board (1 Meeting)
- Lake Park Town Commission (2 Meetings)



## APPROACH

### Capability of Meeting Time & Budget Requirements

S&ME's internalized scheduling and planning mechanisms, weekly project team meetings and rigorous quality control and review processes will ensure that the Lake Park CRA Redevelopment Plan Update and associated activities will be completed on time and within budget.

Great customer service is the lifeblood of our organization. John Jones, Project Manager, will serve as our primary point of contact for the project. He is an accomplished planner and project manager who has a proven track record of quality service to his municipal clients, consistently providing projects' deliverables on time and within budget.

S&ME believes that for every project to be successful, it must start with a very detailed **scope of work** and **schedule.** These two items, coupled with ongoing communication between S&ME and the City project manager, are key to ensuring we will meet the needs of our clients. S&ME places a high priority on incorporating realistic timeframes into the schedule, especially when soliciting stakeholder or community feedback. The project schedule will determine the time it will take S&ME to prepare and deliver products, the time that staff will require to review work products, meeting dates, and deadlines for deliverables. We like to discuss upfront any potential delays or roadblocks that may be encountered during the completion of the project so we can have a plan for those situations.

We hold internal team meetings on a weekly basis to ensure the project is running smoothly, S&ME staff resources are adequate, upcoming meetings are identified, and project charges are within the approved budget for each task. We will also hold recurring meetings with the Town project manager to address any questions or concerns the Town or S&ME staff may have.

The best example of client satisfaction is having repeat clients. We are very proud of our long-term relationships with our clients. The S&ME Team has been providing continuing services to the City of Oviedo since 2001 (redevelopment and economic development services, development reviews, and serving as adjunct staff) and Melbourne since 2004 (redevelopment plans, comprehensive plan updates, zoning code updates, mobility plan, and have served as the City's Historic Preservation Officer (HPO) since 2008). Other long-term continuous relationships include: Manatee County since 2011, Titusville since 2012, Sanford since 2012, Volusia County Growth Management Commission since 2013, Groveland since 2013. These clients keep coming back to us because the quality work and client service they receive from our firm.

### Workload and Availability

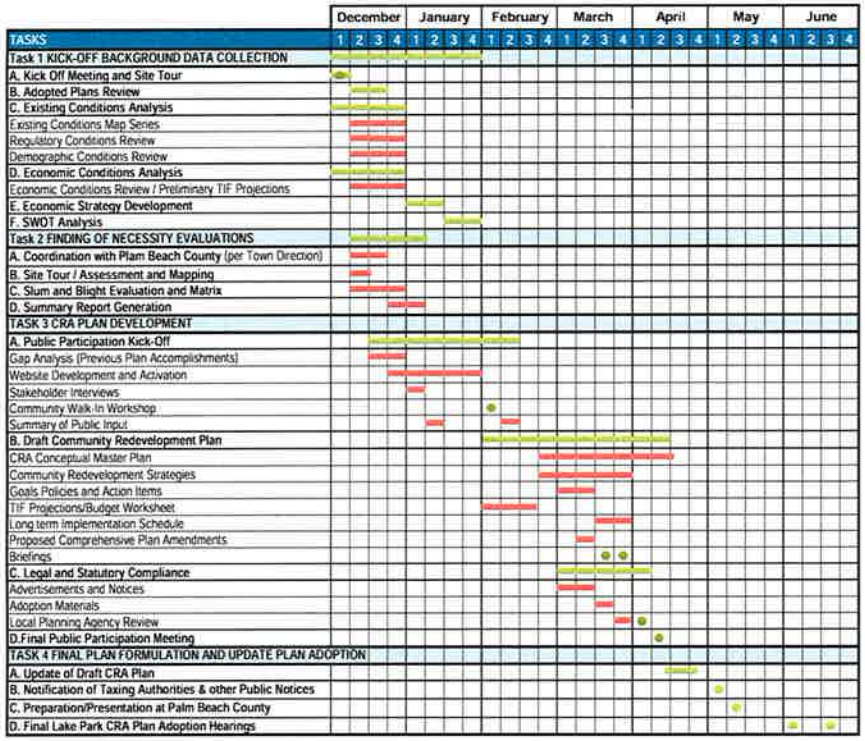
Having recently completed the Sebring, Palatka and Channel District Community Redevelopment Plans, the S&ME Community Redevelopment team members have the requisite available work capacity to provide the services for the Town of Lake Park CRA as described in the RFQ. The graph at right represents the percent of our available and committed time at present and for the next seven months.

**Staff Availability**

## APPROACH

### Proposed Project Schedule

We have put together a schedule based on the proposed scope. We understand that the Town's desire to finalize the project by April 2022. Based on the spacing of the public meetings, we can commit to finalizing the report by that date, but the adoption hearings may extend the schedule a few more weeks.








# 4 PRICING

## PRICING

| TASK | COST |
|---|---|
| **1. Kick-Off and Background Data Collection** | **$38,100** |
| A. Kick-Off Meeting and Tour | $6,960 |
| B. Adopted Plans Review | $4,240 |
| C. Existing Conditions Analysis | $11,480 |
| D. Economic Conditions Analysis | $4,840 |
| E. Economic Strategy Development | $6,560 |
| F. Final SWOT Analysis | $4,020 |
| **2. Finding of Necessity Evaluations** | **$18,280** |
| **3. CRA Plan Development** | **$50,580** |
| A. Public Participation Kick-Off | $16,560 |
| B. Draft Community Redevelopment Plan | $26,880 |
| C. Legal and Statutory Compliance | $7,140 |
| D. Final Public Participation Meeting | $2,720 |
| **4. Final Plan Formulation and Updated Plan Adoption** | **$8,973** |
| A. Update of the Draft CRA Plan: | $2,080 |
| B. Notification of Taxing Authorities and other Public Notices | $3,088 |
| C. Preparation and Presentation at Palm Beach County Commission | N/A |
| D. Final Lake Park CRA Plan Adoption Hearings | $3,805 |
| **TOTAL COST** | **$115,933** |





5

# FIRM REFERENCES

THE SUNRISE CITY
FORT PIERCE
CITY MANAGER'S OFFICE Florida

September 27, 2021

Office of the Town Clerk
Attn: Vivian Mendez, Town Clerk
Town of Lake Park
535 Park Avenue
Lake Park, Florida 33403

**Re: Reference Information S&ME Community Redevelopment Services Reference Letter for RFQ#104-2021**

Dear Ms. Mendez:

This letter is to provide a testimonial and reference for S&ME's Community Redevelopment and Community Redevelopment Planning services. The City of Fort Pierce retained S&ME in 2018 to update the City's 2010 Community Redevelopment Plan. During the past two years, S&ME has provided the following services to the City and the Fort Pierce Redevelopment Agency:

- Conducted extensive public outreach and participation activities, including creating a FPRA Plan Update webpage, creation and distribution of an on-line survey, and facilitation of numerous Community Open House Workshops.
- Provided City Commission and FPRA Board updates and briefings during the Plan update process.
- Prepared an updated Community Redevelopment Plan, that included Strategies, Policies, TIF Fund Projections, proposed streetscape, roadway improvement plans and public realm improvement plans, a detailed Capital Improvement Schedule and detailed Capital Cost estimates and a Long-Term Implementation Schedule.
- Facilitated public hearings and FPRA Plan adoption meetings.
- Assisted the City and FPRA Board with the evaluation of proposals received in response to the RFP for the redevelopment of the former H.D. King Plant site, serving as a technical planning consultant.

The City of Fort Pierce has been extremely satisfied with the professionalism, work effort and work product provided by Mr. Jones and the S&ME Team and would strongly recommend their use by other agencies, municipalities, or counties without reservation.

If you have any questions, please contact my office.

Sincerely,

Nicholas C. Mimms, P.E., ICMA-CM
City Manager/FPRA Director
100 North US Highway 1
Fort Pierce, FL, 34950
(772) 467-3793



September 23, 2021

Office of the Town Clerk
Attn: Vivian Mendez, Town Clerk
Town of Lake Park
535 Park Avenue
Lake Park, Florida 33403

Groveland
FLORIDA
City with Natural Charm

**Reference: Reference Information S&ME Community Redevelopment Services Reference Letter for RFQ#104-2021**

Dear Ms. Mendez:

This letter is to provide a reference for S&ME's Community Redevelopment and Community Redevelopment Planning services. The City of Groveland retained S&ME in 2019 to expand the CRA boundaries, extend the operational timeframe of the CRA and update the City's 2013 CRA Vision Plan. During the past two years S&ME has also provided the following services to the City and the Community Redevelopment Agency:

- Facilitated several public hearings and CRA Plan adoption meetings.
- Coordinated with County government representatives during the CRA Plan update.
- Prepared a Finding of Necessity reports and extension of the CRA's operational timeframe.
- Prepared an updated Community Redevelopment Plan, Strategies, Policies, TIF Fund Projections, a detailed Capital Improvement Schedule, detailed Capital Cost estimates and a Implementation Schedule.
- Conducted extensive public outreach and participation activities, including creating a CRA Plan Update webpage, creation and distribution of an on-line survey, and facilitation of a Community Opens House Workshop and Design Workshops.
- Provided City Commission and CRA Board updates and briefings during update and adoption..

The City of Groveland is very satisfied with the professionalism, work effort and work product provided by Mr. Jones and the S&ME Team. S&ME and Mr. Jones have been retained through a Continuing Services Contract to assist with the implementation of the updated Community Redevelopment Plan and the administration of the Groveland CRA. I would strongly recommend their (S&ME) use by other agencies, municipalities or counties without reservation.

I hope this information is helpful. Please call if questions or to discuss.

Sincerely,
DAN MURPHY

CRA Manager/Economic Development
City of Groveland
156 S. Lake Ave.
Groveland FL 34736
Tel: 352-429-2141 x9130
Mobile: 352-467-0015
Fax: 352-429-3391
Email: dan.murphy@groveland-fl.gov
Web: groveland-fl.gov

**CITY OF KISSIMMEE**

**Samia Singleton | CRA Manager**
101 Church Street • Kissimmee, Florida 34741 • Phone: 407-518-2587

September 29, 2021

Office of the Town Clerk
Attn: Vivian Mendez, Town Clerk
Town of Lake Park
535 Park Avenue
Lake Park, Florida 33403

Reference: Reference Information S&ME Community Redevelopment Services Reference Letter for RFQ#104-2021

Dear Ms. Mendez:

This letter is to provide a testimonial and reference for S&ME's Community Redevelopment and Community Redevelopment Planning services. The City of Kissimmee retained S&ME in 2020 update the City's 2004 Community Redevelopment Plan.

The City of Kissimmee is very satisfied with the professionalism, work effort and work product provided by Mr. Jones and the S&ME Team. The project was completed on budget and ahead of schedule. I would strongly recommend their use by other agencies, municipalities or counties without reservation.

I hope this information is helpful. Please call if questions or to discuss.

Sincerely,

Samia Singleton
CRA Manager and Registered Agent

City of
PINELLAS PARK
5141 78TH AVE. • P.O. BOX 1100
PINELLAS PARK, FL 33780-1100

FLORIDA
PHONE • (727) 369-0700
FAX • (727) 544-7448

September 28, 2021

Office of the Town Clerk
Attn: Vivian Mendez, Town Clerk
Town of Lake Park
535 Park Avenue
Lake Park, Florida 33403

Reference: Reference Information S&ME Community Redevelopment Services Reference Letter for RFQ#104-2021

Dear Ms. Mendez:

This letter is to provide a testimonial and reference for S&ME's Community Redevelopment and Community Redevelopment Planning services. The City of Pinellas Park retained S&ME in 2018 to update the City's 2010 Community Redevelopment Plan. During the past year S&ME has provided the following services to the City and the Community Redevelopment Agency:

- Prepared two (2) Finding of Necessity reports (State and County) to enable the expansion of the Pinellas Park CRA boundaries and extension of the CRA's operational timeframe.
- Conducted extensive public outreach and participation activities, including creating a CRA Plan Update webpage, creation and distribution of an on-line survey, and facilitation of a Community Opens House Workshop and Design Workshops.
- Coordinated with County government representatives and Metropolitan Planning Agency representatives during the CRA Plan update.
- Provided City Council and CRA Board updates and briefings during the Plan update process.
- Prepared an updated Community Redevelopment Plan, that included Strategies, Policies, TIF Fund Projections, proposed streetscape, roadway improvement plans and public realm improvement plans, a detailed Capital Improvement Schedule and detailed Capital Cost estimates and a Long-Term Implementation Schedule.
- Facilitated public hearings and CRA Plan adoption meetings.

A1

# SIGNED FORMS & INSURANCE CERTIFICATES



## PROPOSAL SUBMITTAL SIGNATURE PAGE

**By signing this Proposal, the Offeror certifies that it satisfies all legal requirements as an entity to do business with the Town, including all Conflict of Interest and Code of Ethics provisions.**

**Offeror Name:**
S&ME, Inc.

**Street Address:**
1615 Edgewater Drive, Suite 200, Orlando, FL 32804

**Mailing Address (if different from Street Address):**

**Telephone Number(s):** 407-975-1273

**Fax Number (s):**

**Email Address:** ssweitzer@meinc.com

**Federal Employer Identification Number:**
56-0791580

**Signature:** _____
**(Signature of authorized agent)**

**Print Name:** C. Shannon Sweitzer, PE, CCM, DBIA

**Title:** Senior Vice President, Director of Transportation

**Date:** September 30, 2021

*By signing this document, the Offeror agrees to all terms and conditions of this Solicitation and the resulting contract/agreement.*

**THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE OFFEROR TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICIATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE TOWN MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT THAT UNEQUIVOACLLY BINDS THE OFFEROR TO THE TERMS OF ITS PROPOSAL.**

S&ME is incorporated in the State of North Carolina, with a license to operate in Florida and many branch locations located throughout the Southeast. For firm licenses and a full list of our branch office locations, please see Appendix 2.

Headquarters is located at:
2724 Discovery Drive
Suite 120
Raleigh, NC 27616

## CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Offerors must disclose within their Proposal: the name of any officer, director, or agent who is also an employee of the Town of Lake Park.
Furthermore, all Offerors must disclose the name of any Town employee who owns, directly, or indirectly, an interest of more than five percent (5%) in the Offeror's Offeror or any of its branches.
The purpose of this disclosure form is to give the Town the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.
The term "conflict of interest" refers to situations in which financial or other personal consideration may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any Town duty or responsibility in administration, management, instruction, research, or other professional activities.
Please check one of the following statements and attach additional documentation if necessary:

x To the best of my knowledge, the undersigned Offeror has no potential conflict of interest due to any other Cities, Counties, contracts, or property interest for the Proposal.

_____ The undersigned Offeror, by attachment to this form, submits information that may be a potential conflict of interest due to other Cities, Counties, contracts, or property interest for this Proposal.

Acknowledged by:

S&ME, Inc.
Offeror Name

Signature

C. Shannon Sweitzer, PE, CCM, DBIA, Sr. Vice President, Director of Transportation
Name and title (Print or Type)

September 30, 2021
Date

## NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, Florida Statutes, you are hereby notified that a person or affiliate who has been placed on the convicted contractors list following a conviction for a public entity crime may not submit a Proposal on a contract to provide any goods or services to a public entity; may not submit a Proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit Proposals on leases or real property to a public entity; may not be awarded or perform work as a contractor, supplier, sub-vendor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 [F.S.] for Category Two [$35,000.00] for a period of thirty-six (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

S&ME, Inc.
Offeror Name

Signature

C. Shannon Sweitzer, PE, CCM, DBIA, Sr. Vice President, Director of Transportation
Name and Title (Print or Type)

September 30, 2021
Date

## DRUG-FREE WORKPLACE

S&ME, Inc. is a drug-free workplace and has a
(Offeror (Company) Name)
Substance abuse policy in accordance with and pursuant to Section 440.102, Florida Statutes.

Acknowledged by:

S&ME, Inc.
Offeror Name

Signature

C. Shannon Sweitzer, PE, CCM, DBIA, Sr. Vice President, Director of Transportation
Name and title (Print or Type)

September 30, 2021
Date

## NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA
COUNTY OF ORANGE
Before me, the undersigned authority, personally appeared C. SHANNON SWEITZER, who after being by me first duly sworn, deposes and says of his/her personal knowledge that:

a. He/She is C. Shannon Sweitzer of S&ME, Inc., the Offeror that has submitted a Proposal to perform work for the following:
RFP No.: 105-2021
Title: Request for Statement of Qualifications to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park to Lake Park, FL

b. He/She is fully informed respecting the preparation and contents of the attached Request for Qualifications, and of all pertinent circumstances respecting such Solicitation.
Such Proposal is genuine and is not a collusive or sham Proposal.

c. Neither the said Offeror nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Offeror, Offeror or person to submit a collusive or sham Proposal in connection with the Solicitation and contract for which the attached Proposal has been submitted or to refrain from proposing in connection with such Solicitation and contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Offeror, Offeror, or person to fix the price or prices in the attached Proposal or any other Offeror, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Offeror, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the proposed contract.

d. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Offeror or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Signature

Subscribed and sworn to (or affirmed) before me this 30 day of SEPTEMBER, 2021, by C. SHANNON SWEITZER, who is personally known to me or who has produced _____, as identification.

SEAL

Notary Public State of Florida
Jessica Welch
My Commission HH 138334
Expires 06/04/2025

NotarySignature:
NotaryName: JESSICA WELCH
NotaryPublic(State): FLORIDA
My Commission No.: HH 138334
Expires on: 6/4/2025

## TRUTH – IN – NEGOTIATION CERTIFICATE

**The undersigned warrants (i) that it has not employed or retained any company or person, other than bona fide employees working solely for the undersigned, to solicit or secure the Agreements and (ii) that it has not paid or agreed to pay any person, company, corporation, individual or Offeror other than its bona fide employees working solely for the undersigned or agreed to pay any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of the Agreement.**

**The undersigned certifies that the wage rates and other factual unit costs used to determine the compensation provided for in the Agreement are accurate, complete, and current as of the date of the Agreement.**
**This document must be executed by a Corporate Officer.**

**By:** _____

**Title:** C. Shannon Sweitzer, PE, CCM, DBIA, Sr. Vice President, Director of Transportation

**Date:** September 30, 2021

ACORD

## CERTIFICATE OF LIABILITY INSURANCE

7/1/2022

DATE (MM/DD/YYYY): 6/25/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Lockton Companies, 444 W. 47th Street, Suite 900, Kansas City MO 64112-1906, (816) 960-9000

CONTACT NAME: | PHONE (A/C, No, Ext): | FAX (A/C, No): | E-MAIL ADDRESS:

| INSURER(S) AFFORDING COVERAGE | NAIC # |
|---|---|
| INSURER A: Valley Forge Insurance Company | 20508 |
| INSURER B: Travelers Property Casualty Co of America | 25674 |
| INSURER C: American Casualty Company of Reading, PA | 20427 |
| INSURER D: | |
| INSURER E: | |
| INSURER F: | |

INSURED: 1492483 S&ME INC, 1615 EDGEWATER DRIVE, SUITE 200, ORLANDO FL 32804

COVERAGES — CERTIFICATE NUMBER: 17560496 — REVISION NUMBER: XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | COMMERCIAL GENERAL LIABILITY<br>CLAIMS-MADE [X] OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>POLICY [X] PRO- JECT [X] LOC<br>OTHER: | X | N | 6043844344 | 7/1/2021 | 7/1/2022 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG | $ 1,000,000<br>$ 1,000,000<br>$ 15,000<br>$ 1,000,000<br>$ 2,000,000<br>$ 2,000,000<br>$ |
| A | AUTOMOBILE LIABILITY<br>[X] ANY AUTO<br>OWNED AUTOS ONLY<br>[X] HIRED AUTOS ONLY<br>SCHEDULED AUTOS<br>[X] NON-OWNED AUTOS ONLY | X | N | SCA 7015184548 | 7/1/2021 | 7/1/2022 | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) | $ 2,000,000<br>$ XXXXXXX<br>$ XXXXXXX<br>$ XXXXXXX<br>$ XXXXXXX |
| B | UMBRELLA LIAB [X] OCCUR<br>EXCESS LIAB CLAIMS-MADE<br>DED [X] RETENTION $ 10,000 | N | N | CUP-2S637960-21-NF | 7/1/2021 | 7/1/2022 | EACH OCCURRENCE<br>AGGREGATE | $ 5,000,000<br>$ 5,000,000<br>$ XXXXXXX |
| C | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [N] (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | N | WC7915154149 | 7/1/2021 | 7/1/2022 | [X] PER STATUTE [ ] OTH-ER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT | $ 1,000,000<br>$ 1,000,000<br>$ 1,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: FOR INFORMATIONAL PURPOSES ONLY THE EXCESS LIABILITY IS CONDITIONED FOLLOW FORM OVER THE GENERAL LIABILITY, AUTO LIABILITY AND EMPLOYER'S LIABILITY SUBJECT TO THE POLICY TERMS, CONDITIONS AND EXCLUSIONS.

CERTIFICATE HOLDER
17560496
S&ME INC
1615 EDGEWATER DRIVE, SUITE 200
ORLANDO FL 32804

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD

# CERTIFICATE OF LIABILITY INSURANCE

7/1/2022

DATE (MM/DD/YYYY): 6/28/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Lockton Companies
444 W. 47th Street, Suite 900
Kansas City MO 64112-1906
(816) 960-9000

CONTACT NAME:
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE — NAIC #
INSURER A: Lexington Insurance Company — 19437
INSURER B:
INSURER C:
INSURER D:
INSURER E:
INSURER F:

INSURED
1495229
S&ME INC.
1615 EDGEWATER DRIVE, SUITE 200
ORLANDO FL 32804

COVERAGES — CERTIFICATE NUMBER: 17670384 — REVISION NUMBER: XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|---|---|---|---|---|---|---|---|
| | COMMERCIAL GENERAL LIABILITY<br>CLAIMS-MADE / OCCUR | | | NOT APPLICABLE | | | EACH OCCURRENCE $ XXXXXXX<br>DAMAGE TO RENTED PREMISES (Ea occurrence) $ XXXXXXX<br>MED EXP (Any one person) $ XXXXXXX<br>PERSONAL & ADV INJURY $ XXXXXXX<br>GENERAL AGGREGATE $ XXXXXXX<br>PRODUCTS - COMP/OP AGG $ XXXXXXX<br>$ |
| | GEN'L AGGREGATE LIMIT APPLIES PER:<br>POLICY / PRO-JECT / LOC<br>OTHER: | | | | | | |
| | AUTOMOBILE LIABILITY<br>ANY AUTO<br>OWNED AUTOS ONLY / SCHEDULED AUTOS<br>HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY | | | NOT APPLICABLE | | | COMBINED SINGLE LIMIT (Ea accident) $ XXXXXXX<br>BODILY INJURY (Per person) $ XXXXXXX<br>BODILY INJURY (Per accident) $ XXXXXXX<br>PROPERTY DAMAGE (Per accident) $ XXXXXXX<br>$ |
| | UMBRELLA LIAB / OCCUR<br>EXCESS LIAB / CLAIMS-MADE<br>DED / RETENTION $ | | | NOT APPLICABLE | | | EACH OCCURRENCE $ XXXXXXX<br>AGGREGATE $ XXXXXXX<br>$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N / N/A<br>If yes, describe under DESCRIPTION OF OPERATIONS below | | | NOT APPLICABLE | | | PER STATUTE / OTH-ER<br>E.L. EACH ACCIDENT $ XXXXXXX<br>E.L. DISEASE - EA EMPLOYEE $ XXXXXXX<br>E.L. DISEASE - POLICY LIMIT $ XXXXXXX |
| A | PROFESSIONAL LIABILITY | N | N | 031565551 | 7/1/2021 | 7/1/2022 | $5,000,000 PER CLAIM $5,000,000 AGGREGATE |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: FOR INFORMATIONAL PURPOSES ONLY

CERTIFICATE HOLDER

17670384
S&ME INC
1615 EDGEWATER DRIVE, SUITE 200
ORLANDO FL 32804

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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A2

# LICENSES OF FIRM & INDIVIDUALS, LIST OF BRANCH OFFICES

# State of Florida
## Department of State

I certify from the records of this office that S&ME, INC. is a North Carolina corporation authorized to transact business in the State of Florida, qualified on March 10, 1993.

The document number of this corporation is F93000000770.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on February 24, 2021, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Twenty-fourth day of February, 2021*

*Secretary of State*

**Tracking Number: 3697533303CC**

**To authenticate this certificate,visit the following site,enter this number, and then follow the instructions displayed.**

**https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication**

Ron DeSantis, Governor

Halsey Beshears, Secretary

Florida dbpr

**STATE OF FLORIDA**
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**BOARD OF LANDSCAPE ARCHITECTURE**

THE LANDSCAPE ARCHITECT BUSINESS HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

**S&ME INC**
3201 SPRING FOREST RD
ATTN LEGAL DEPT
RALEIGH NC 27616

**LICENSE NUMBER: LC26000574**
**EXPIRATION DATE: NOVEMBER 30, 2021**

Always verify licenses online at MyFloridaLicense.com

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Ron DeSantis, Governor

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

THE ENGINEERING BUSINESS HEREIN IS AUTHORIZED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

**S&ME, INC.**
2724 DISCOVERY DRIVE
SUITE 120
RALEIGH NC 27616

**LICENSE NUMBER: CA6712**
**EXPIRATION DATE: FEBRUARY 28, 2021**
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## The American Institute of Certified Planners

The Professional Institute of the American Planning Association

hereby qualifies

# George Malcolm Kramer

as a member
with all the benefits
of a Certified Planner and
responsibility to the
AICP Code of Ethics
and Professional Conduct.

Certified Planner Number: **020533**

**February 17, 2006**

PRESIDENT

EXECUTIVE DIRECTOR

AICP

John M. Jones, AICP

as a member with all the benefits of a Certified Planner
and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number 023074

Paul Farmer, FAICP
Executive Director and CEO

Graham Billingsley, AICP
President

The American Planning Association's
Professional Institute
American Institute
of Certified Planners

Making Great Communities Happen

Certificate of Completion

REDEVELOPMENT ACADEMY

by

**John Jones**

***Littlejohn Engineering Associates, Inc.***

Is hereby designated a

**Certified Redevelopment Professional**

By successfully completing the course requirements as
set forth by the Florida Redevelopment Association

President

October 2011
Date

AICP

PATRICIA ACOSTA

HAS QUALIFIED AS A

MEMBER

AMERICAN INSTITUTE OF CERTIFIED PLANNERS

JULY 1992

DATE OF MEMBERSHIP

PRESIDENT

EXECUTIVE DIRECTOR

This certificate hereby qualifies

# Christopher R. Dougherty, AICP

as a member with all the benefits of a Certified Planner
and a commitment to the AICP Code of Ethics and Professional Conduct.

Certified Planner Number 026356

Paul Farmer, FAICP
Chief Executive Officer

Lee Brown, FAICP
President

The American Planning Association's
Professional Institute
**American Institute of Certified Planners**
*Making Great Communities Happen*

Ron DeSantis, Governor

Halsey Beshears, Secretary

Florida dbpr

**STATE OF FLORIDA**
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**BOARD OF LANDSCAPE ARCHITECTURE**

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

**BROWDER, EDWARD ALLEN**
1615 EDGEWATER DRIVE
SUITE 200
ORLANDO FL 32804

**LICENSE NUMBER: LA6666790**
**EXPIRATION DATE: NOVEMBER 30, 2021**
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Ron DeSantis, Governor

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**

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**ELLIS, BENJAMIN B.**
1615 EDGEWATER DRIVE
SUITE 200
ORLANDO FL 32804

**LICENSE NUMBER: PE72469**
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LEED AP BD+C

Benjamin Ellis

LEED AP BUILDING DESIGN + CONSTRUCTION

GBCI

Ron DeSantis, Governor
Julie I. Brown, Secretary

Florida dbpr

**STATE OF FLORIDA**
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**BOARD OF LANDSCAPE ARCHITECTURE**

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

**READ, CARRIE E**
1615 EDGEWATER DR
SUITE 200
ORLANDO FL 32804

**LICENSE NUMBER: LA6667316**
**EXPIRATION DATE: NOVEMBER 30, 2023**
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GBCI

GREEN BUILDING CERTIFICATION INSTITUTE

Carrie Read

LEED® ACCREDITED PROFESSIONAL

July 14, 2006

Ron DeSantis, Governor

Julie I. Brown, Secretary

dbpr Florida

**STATE OF FLORIDA**
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**BOARD OF LANDSCAPE ARCHITECTURE**

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

**TEMPLIN, JON LEE**
8626 SPERRY ST
ORLANDO FL 32827

**LICENSE NUMBER: LA6667227**
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Ron DeSantis, Governor

Halsey Beshears, Secretary

dbpr Florida

**STATE OF FLORIDA**
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**BOARD OF LANDSCAPE ARCHITECTURE**

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

**GRESHAM, CARTER HITCHINGS**
646 W SMITH STREET
APT 152
ORLANDO FL 32804

**LICENSE NUMBER: LA6667460**
**EXPIRATION DATE: NOVEMBER 30, 2021**
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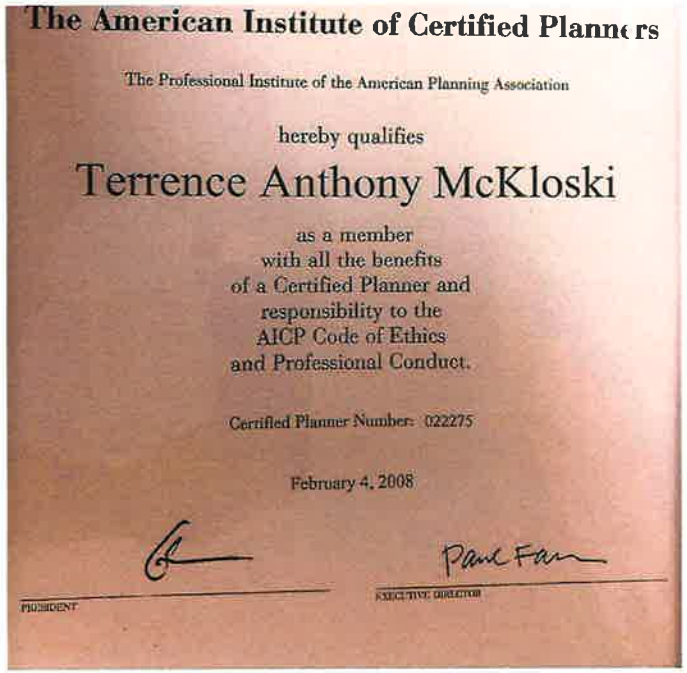


The American Institute of Certified Planners

The Professional Institute of the American Planning Association

hereby qualifies

Terrence Anthony McKloski

as a member
with all the benefits
of a Certified Planner and
responsibility to the
AICP Code of Ethics
and Professional Conduct.

Certified Planner Number: 022275

February 4, 2008

PRESIDENT

EXECUTIVE DIRECTOR

S&ME Office Locations

**Corporate HQ, NC**
2724 Discovery Drive
Suite 120
Raleigh NC 27616

**Asheville, NC**
44 Buck Shoals Road
Suite C-3
Arden NC 28704

**Atlanta (Duluth), GA**
4350 River Green Parkway
Suite 200
Duluth GA 30096

**Atlanta (Kennesaw), GA**
3380 Town Point Drive
Suite 140
Kennesaw GA 30144

**Augusta, GA**
1527 Crescent Drive
Augusta GA 30909

**Charleston, SC**
620 Wando Park Blvd
Mt Pleasant SC 29464

**Charlotte (Ayrsley), NC**
2016 Ayrsley Town Blvd.
Suite 2A
Charlotte NC 28273

**Charlotte, NC**
9751 Southern Pine Blvd
Charlotte NC 28273

**Chattanooga, TN**
4291 Highway 58
Chattanooga TN 37416

**Cincinnati, OH**
862 East Crescentville Road
Cincinnati OH 45246

**Cleveland, OH**
8400 Sweet Valley Drive
Suite 404
Valley View OH 44125

**Columbia, SC**
134 Suber Road
Columbia SC 29210

**Columbus, OH**
6190 Enterprise Court
Dublin OH 43016

**Decatur, AL**
201 Gordon Drive SE S
Suite 107
Decatur AL 35601

**Florence, SC**
2327 Prosperity Way
Suite 9
Florence SC 29501

**Greensboro, NC**
8646 West Market Street
Suite 105
Greensboro NC 27409

**Greenville, SC**
48 Brookfield Oaks Drive
Suite F
Greenville SC 29607

**Huntington, WV**
110 12th Street W
Huntington WV 25704

**Huntsville, AL**
360D Quality Circle NW
Suite 450
Huntsville AL 35806

**Knoxville (Louisville), TN**
1413 Topside Road
Louisville TN 37777

**Knoxville (West), TN**
6515 Nightingale Lane
Knoxville TN 37909

**Lexington, KY**
2020 Liberty Road
Suite 105
Lexington KY 40505

**Murfreesboro, TN**
630 Broadmor Blvd
Suite 130
Murfreesboro TN 37129

**Myrtle Beach, SC**
1330 Highway 501
Business
Conway SC 29526

**Nashville, TN**
658 Grassmere Park
Suite 100
Nashville TN 37211

**New Albany, IN**
1913 Unruh Court
New Albany IN 47150

**Orlando, FL**
1615 Edgewater Drive
Suite 200
Orlando FL 32804

**Raleigh, NC**
3201 Spring Forest Road
Raleigh NC 27616

**Spartanburg, SC**
301 Zima Park Drive
Spartanburg SC 29301

**Tampa, FL**
111 Kelsey Lane
Suite E
Tampa FL 33619

**Tri-Cities, TN**
644 Eastern Star Road
Kingsport TN 37663

**Wheeling, WV**
The Wagoner Building
2001 Main Street, Suite 502
Wheeling WV 26003

**Wilmington, NC**
3006 Hall Waters Drive
Suite 100
Wilmington NC 28405

10-04-21A10:01 RCVD

Stantec

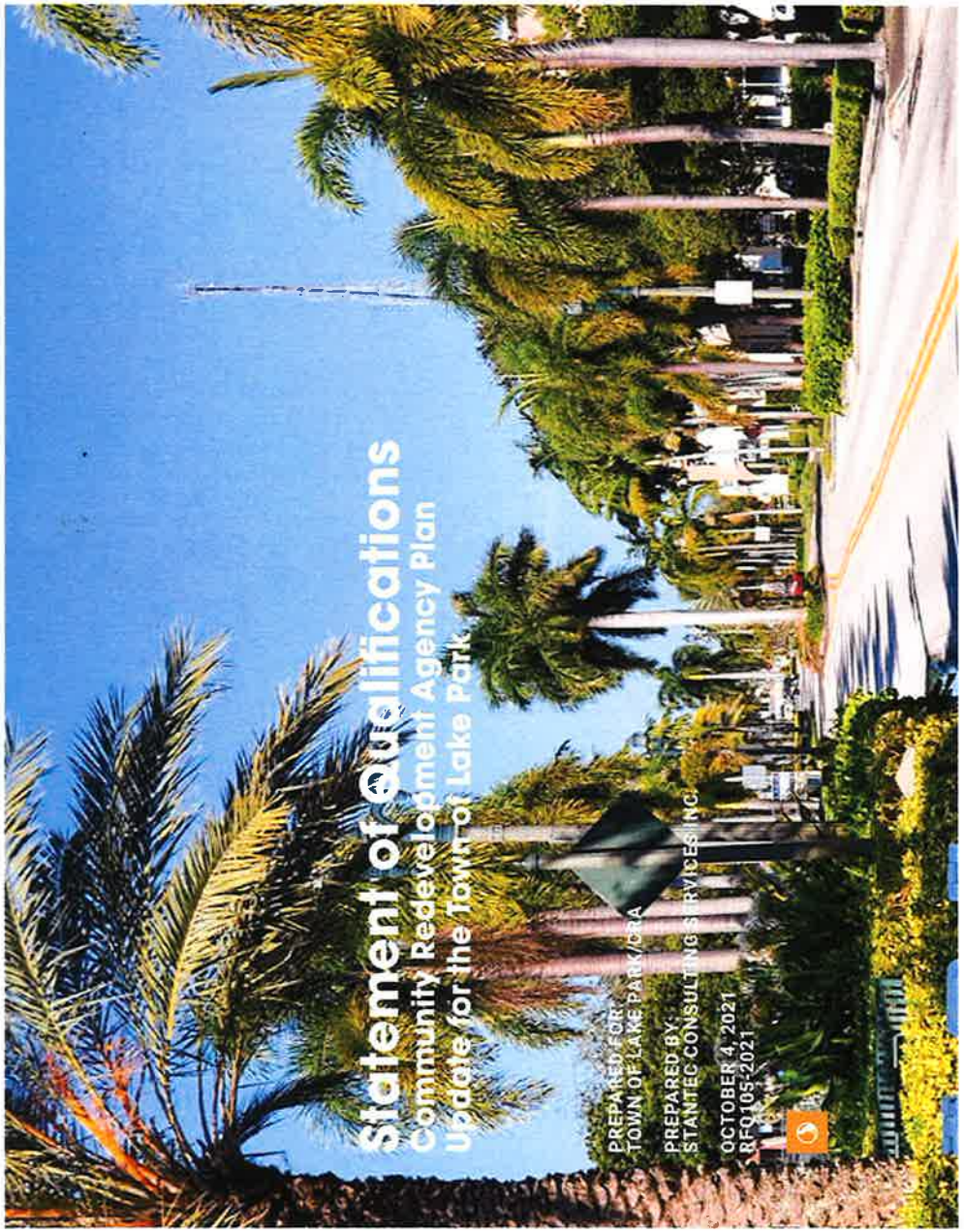
800 Fairway Drive, Suite 195
Deerfield Beach, Florida 33441

Town of Lake Park/CRA
Office of the Town Clerk
Lake Park Town Hall
535 Park Avenue
Lake Park, Florida 33403

**RFQ105-2021 to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park in Lake Park, Florida**

Due: October 4, 2021 Prior to: 3:00pm EST





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Stantec

Stantec Consulting Services Inc
800 Fairway Drive, Suite 195
Deerfield Beach, Florida 33441

Phone: 954.481.2812

David Dixon
FAIA
Principal-in-Charge

Direct: 617.654.6069
Mobile: 617.416.7217
david.dixon@stantec.com

Jared Beck
AICP
Senior Planner/Project Manager

Direct: 305.445-2900 x 2234
Mobile: 239.821.2765
jared.beck@stantec.com

Design with community in mind

Dear Selection Committee Members,

One-hundred years ago the vision plan of a Boston entrepreneur began taking shape in South Florida, then Kelsey City – it's symbolic that exactly a century later the Town of Lake Park is again embarking on another visionary plan that will also impact generations in the future.

We are very excited to introduce our team and submit our proposal to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park. With a proven track record of success, intimate knowledge of Florida's Community Redevelopment statute, and true dedication and care for the communities we work in – we hope that you'll see Stantec as the right partner for this important project. Our team includes a core group with broad skills: urban planners, architects, analysts, economists, marketers, entrepreneurs, and visionaries.

On a more personal note, as the Project Manager, I am genuinely excited about this effort. Having visited Lake Park multiple times, I see character, opportunity, and a very bright future. In addition to my many years as an urban planner, I am also a former Director of a once fledging downtown business district that has become a vibrant destination, and a former Principal Historic Preservation Planner that knows first-hand the value of this history, how to work within and around it, and how to leverage it for success. I also understand how important it is that redevelopment be thoughtful and inclusive - we must work to lift the entire community including it's residents, housing, and broader employment opportunities.

Our approach to this project is simple: we look through a broad lens at the big picture to help you develop the plan that captures your vision and provides you with the tools and playbook to realize it! We focus on seven values in the three phases of developing the Plan update:

**Setting the Stage.**

**Embrace History and Culture:** the rich and colorful history of Lake Park is an asset to be woven into it's vision for the future.

**Harness the Assets:** we see great assets – locally owned business, untapped resources in the industrial, flex space and strip centers, transportation network, growth patterns and more.

**Understand Current Conditions:** a solid base let's take a critical eye to see what we really need for the future.

**Setting the Direction.**

**Capture Broader Trends:** nationally we are at the beginning of two decades of unprecedented change as our population ages, household makeup changes, housing desires shift, and we look towards the most rapid mobility and technology advances we've seen in generations.

**Build the Framework to Prosper:** a great vision has to have the regulatory framework to enable it to come to reality.

**Unlocking Opportunity:**

**Invest in Implementation:** long-term commitment to implementing the plan, bringing the right partners and financial resources together, and consistently building on past success will bring the plan to life.

**Celebrate Shared Community:** programming, marketing, and activating public spaces that attract residents and visitors alike brings vitality, economic activity, and helps foster a sense of place!

We hope after reviewing our proposal, you will be as excited about our team and abilities as we are about the opportunities ahead for Lake Park!

Regards,

Jared Beck, AICP
Project Manager

David Dixon, FAIA
Principal-in-Charge

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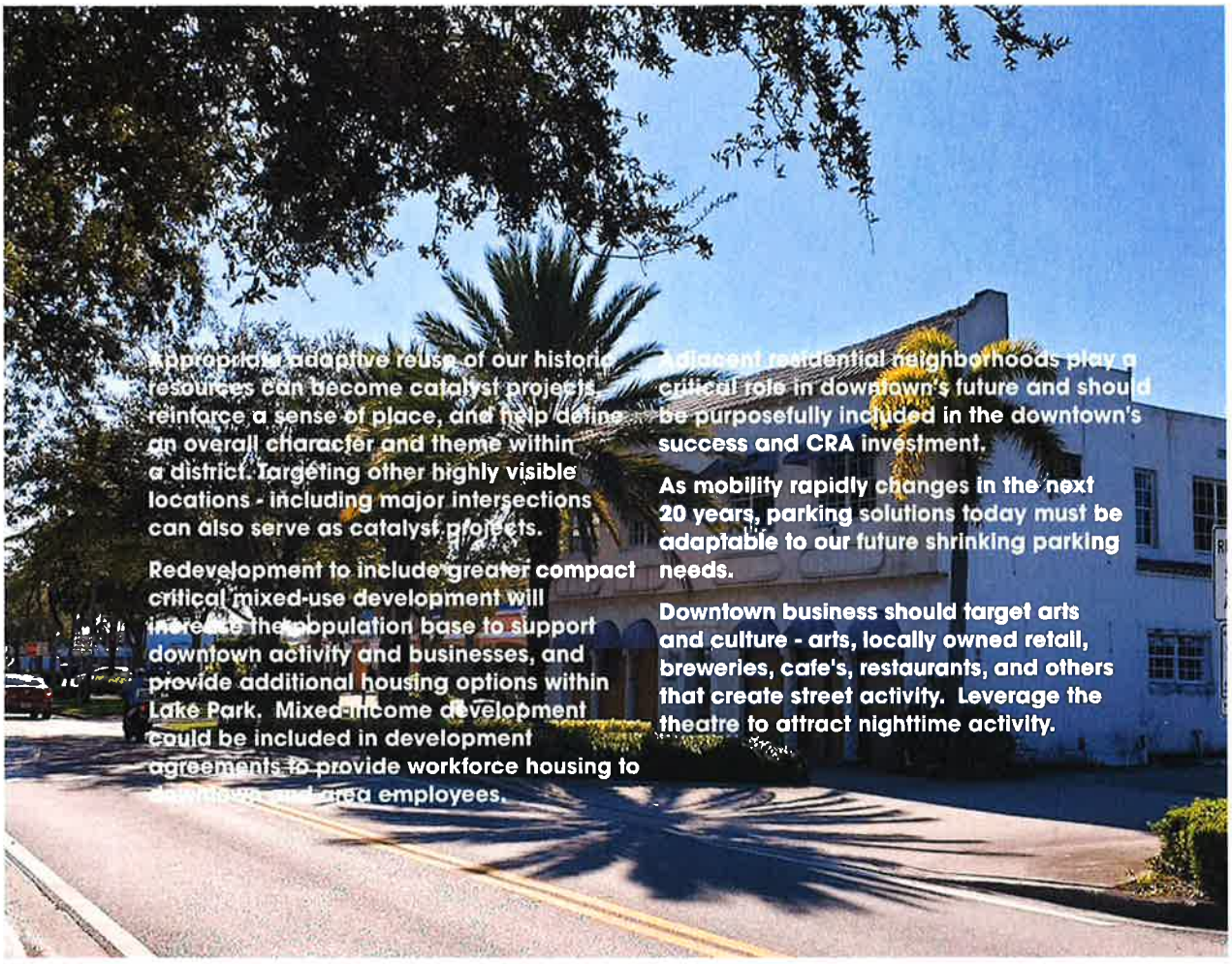


Appropriate adaptive reuse of our historic resources can become catalyst projects, reinforce a sense of place, and help define an overall character and theme within a district. Targeting other highly visible locations - including major intersections can also serve as catalyst projects.

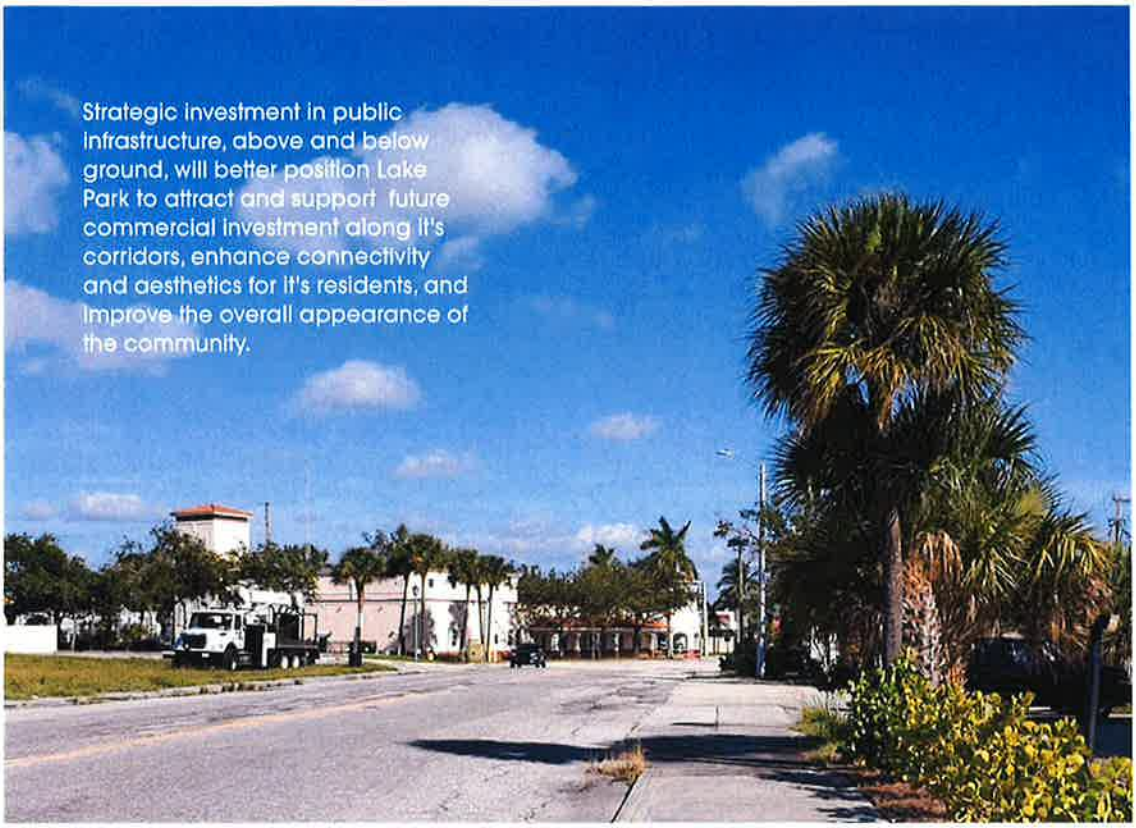
Redevelopment to include greater compact critical mixed-use development will increase the population base to support downtown activity and businesses, and provide additional housing options within Lake Park. Mixed-income development could be included in development agreements to provide workforce housing to downtown and area employees.

Adjacent residential neighborhoods play a critical role in downtown's future and should be purposefully included in the downtown's success and CRA investment.

As mobility rapidly changes in the next 20 years, parking solutions today must be adaptable to our future shrinking parking needs.

Downtown business should target arts and culture - arts, locally owned retail, breweries, cafe's, restaurants, and others that create street activity. Leverage the theatre to attract nighttime activity.

# Summary of Qualifications






# Stantec

Stantec leads in specialized services and developing innovative solutions across disciplines. Our work–professional consulting in planning, landscape architecture, engineering, architecture, interior design, surveying, environmental sciences, project management and project economics begins at the intersections of community, creativity and client relationships. Stantec's multidisciplinary approach to working with public sector agencies allows us to capitalize on our comprehensive experience and skills, and develop innovative solutions that are responsive to community needs today, and position them for the future.

Creating a community vision and the strategies to implement that vision are important undertakings that require a broad knowledge base, skills to guide the process in developing ideas that are implementable, and a technical understanding to break them down into orderly steps and the actions to implement.

We aim to transfer our passion for innovation to our clients and projects, achieving distinguished and functional results that stand the test of time. Our local strength, knowledge, and relationships, coupled with our world-class expertise, have allowed us to meet our clients' needs in more creative and personalized ways. We provide the resources of a large global firm and the customer service of a small, local, boutique firm.

## We are in line with the Town's Criteria.

*We stay true to local values, whether we're creating new communities or revitalizing old ones.*

We've had the honor to work with many communities throughout Florida, and beyond, that have characteristics similar to Lake Park – and one thing we know is that no matter how similar those characteristics are, there are always those special things that make a community unique. Our goal is to work with you on shaping your vision while bringing those special things forward and developing a Plan that is a clear and implementable action plan that will work for you!

We have reviewed the RFP in depth, evaluated related documents, and enjoyed spending time in Lake Park. This is a well thought through process the CRA is embarking on, and we believe our team of professionals will be a great partner with Lake Park in developing the CRA Plan Update. Some of our recent relevant clients have included the City of Opa-locka CRA, City of Fort Myers CRA, City of Marianna CRA, Tampa Downtown Partnership, City of Florida City CRA, Collier County CRA, and the Manatee County Redevelopment & Economic Opportunity.

In the following pages we'll introduce you to some of the projects we've done that we believe have similarity – some here in Florida and others beyond. You will get to read what some of our recent CRA clients have to say about us, and then evaluate our approach. After that, we'll introduce you to our team. Lastly, we've included estimated pricing and an approximate schedule. We believe this is a great project and would love to be your partner – to that, while we've outlined what we believe to be appropriate at this time based on what we have reviewed and learned, we are more than happy to discuss and revise if we've missed the mark anywhere to be sure that this fits your goals, budget, and timeline!

# Stantec brings this expertise.

There are several areas of practice we've identified that may provide benefit to the Plan update process, and if it turns out others are needed, we have the resources to bring those too!

## Visioning.

Thinking big, drawing on the things we wish to see in the future of our community, our goals, hopes and aspirations are at the core of great Visions. This process should be fun, engaging, and provide a sense of accomplishment and contribution for those who participate. It's about community building, exposing different thoughts, positions, and views, and bringing people together in finding commonalities. It's also about educating and bringing those involved to a "level playing field" of knowledge so that when done, those big goals can happen. With meaningful input, consensus, and support, those involved become champions of the plan and for the City, and caretakers of the local process – resulting in the most successful Vision plans.

## Public Engagement.

One of the most rewarding and insightful aspects of public projects is the direct dialogue with those impacted and understanding their concerns, wants, and dreams. This is a valuable process in gathering input and understanding the view of the stakeholder regardless of the project type, while also demonstrating the public process, their opportunity and role to be involved, and transparency. From community planning and visioning to public information, our team has developed an outstanding toolkit including traditional, targeted, innovative and online methods, strategies, and steps.

Whether for large- or small-scale projects, our team develops public engagement programs that meet the project needs and budget, and result in community supported outcomes. From website development and social media, graphic design and print collateral, in-person or virtual workshops, or public and media relations, our team has the track record to inform and meaningfully engage interested community members in the boardwalk development process. Recent relevant public engagement programs include: Franklin Street Vision (Tampa, FL) and Village of Wellington Town Center (Wellington, FL)

## Redevelopment.

Creating successful redevelopment is more than knocking down and starting over. It's about weaving new with old, about adding economic and social vibrancy where it is

lacking, and it's about the aesthetics of creating an enjoyable place people want to be. It takes an understanding of the existing community, thoughtful measures to protect an existing sense of place, and solid plans to fill existing voids. Public redevelopment requires a decades long view, phases and focus points, costs, heavy community involvement and more.

## Urban and Community Planning.

Understanding the fundamentals of it, zoning and land use, land development codes, comprehensive plans, and the broader regulatory framework provide the wider technical knowledge required when thinking big for the long term. Equally so is the keen working knowledge of creating a sense of place, the interface between public and private space, pedestrians, cyclists, vehicles, boaters, building form and function, greenspace, active areas and how we interact within them. All of these play a role in defining great places. Whether near term goals or actions that need to fit within these boundaries, or longer-term goals that will require these be amended or reshaped, any vision and plan must have the right framework to support it.

## Master Planning.

Planning is problem solving. It starts with a vision to improve our communities balanced with a promise to treat our land responsibly. To create careful and thoughtful options for right now as well as for the future, we take into account site conditions, public input, client needs, and project requirements. Through a collaborative process, we listen to the ideas of the community members and the goals of the stakeholders to



provide creative solutions for our most precious and limited commodity—land. We facilitate positive outcomes that satisfy the needs of clients and approval agencies alike. It's about understanding the value of process, successful conflict-resolution, collaboration and consensus building among all key stakeholders, while never losing sight of the goal to safeguard our natural resources. Because we live in the communities we serve, we feel strongly about responsible land planning.

## Resiliency & Hazard Mitigation.

Extreme weather events like hurricanes - plus sea level rise, economic downturns, infrastructure decay, aging populations, hackers, terrorism, and more— emphasize our need for communities to absorb, adapt, and thrive regardless of chronic stresses and life- altering shocks. Stantec's work unites infrastructure, environment, and quality of life improvements to advance resilience across the globe. Included in our services are vulnerability and risk assessments, climate adaption planning, coastal/riverine flood risk modeling, and ROI and cost-benefit analysis. We have applied these services in communities including Miami Beach, Florida; New Orleans, Louisiana; and Jersey City, New Jersey. Among numerous certifications, Stantec is also a platform partner with 100 Resilient Cities program.

## Funding.

Identifying a project can be easy. Finding funding is not. Our team understands how challenging and time consuming it can be to identify funding sources, navigate the application processes and administer awards for grant pursuits. Our Funding Experts have secured more than $4 billion in grant and loan funding through federal, state and local funding programs for our public clients and have a proven track record – bringing projects to reality is what we love to do!

We also know grant funding won't pay for every project, and that's where our Funding Experts go to work in identifying other options for communities to maintain existing levels of service while funding new projects. This may include re-allocation in existing general funds, restructuring existing debt, bonding, special taxing mechanisms, user fees, milage rate adjustments, re-organizing of capital improvement projects, and more. To make it more user-friendly, we do this in real time with our own proprietary software so you, administration and elected officials can see in real time the impacts these potential changes have on the overall budget and your future project needs.

## Smart Mobility.

Low-impact, sustainable, multi-modal solutions that are context-driven, strategic, and comprehensive is a Stantec specialty. Whether a large or small community, we work to improve the vitality of communities by integrating transit, bicycle, and pedestrian modes in designs that not only promote a healthy lifestyle and improve overall mobility but are also aesthetically pleasing. Our goal is to provide innovative, cost-effective solutions from project conception to completion and include development of master plans, feasibility and strategy studies, neighborhood structure plans, corridor studies, circulation and parking studies, design guidelines, funding strategies, and multi- modal assessments.

## Parks and Recreation.

We love designing parks and open space, whether that's to accommodate team sports and group gatherings, quiet enjoyment, or children at play. Our experts are not only dedicated to park and athletic facility design, but also eco-system design, and environmental preservation. We recognize the challenge of balancing the needs of a diverse population with a wide range of interests and abilities, and the need to sustain vibrancy within our public spaces through all seasons. Our team has successfully designed and built more than 350 parks within South Florida.

## Public Facilities.

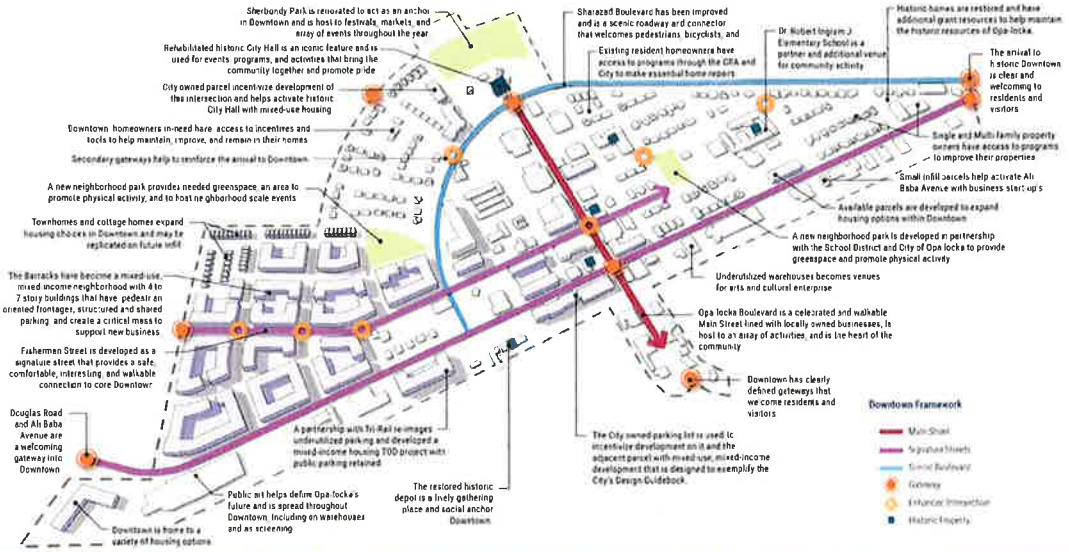
Whether we're providing civil or structural design services for your infrastructure and transportation improvement projects, design and detail development of your public buildings or facilities, or in support of your project's construction, we are your resource. We also provide life cycle assessments of current infrastructure and facilities, cost estimating, capital budgeting, and replacement planning.

## Coastal and Waterfront Engineering.

Since our inception, Stantec has been providing coastal engineering, planning, and surveying solutions for both public and private clients. We design waterfront infrastructure and small-craft harbors including oceanfront or riverside parks, boardwalks, promenades, piers, docks, boat ramps, ferry terminals and marinas. We know and understand the historical context of the key issues and concerns associated with coastal development, land planning, environmental resources, and utility infrastructure across Florida. Our team brings the most qualified design professionals with extensive experience planning and design marinas, boat ramps, and boating facilities, as well as obtaining the environmental permits necessary to bring these projects to life.

Stantec's coastal engineering experts support local and state government, and federal agencies with services for all types coastal and marine programs and projects.

**The BIG PICTURE:** Opa-locka 2032 Home to more than 2,000+ new residents, a growing business community, new innovators and entrepreneurs, the artists / chefs / musicians / other practitioners of Opa-locka's living culture, and a diverse mix of others who together will bring one of South Florida's most distinctive Downtowns to life!



# Opa-locka Downtown Master Plan

**OPA-LOCKA, FLORIDA**

Ten years after adopting the Opa-locka Community Redevelopment, the Opa-locka CRA sought a to create a vision specific to the complexities of Downtown and a playbook to implement it.

Hindered by decades of disinvestment, a range of uses including aging stand-alone and strip center commercial, industrial, public and social services, low-quality multi-family housing and deteriorating single family residential, and a generation of political scandals and corruption, the CRA knew a new vision needed be vibrant, capture support of the community, and be implementable. The CRA also wanted to build on it's few historic resources and tackle it's generational poverty.

Working with the CRA, City staff, key non-profit partners and stakeholders, local entrepreneurs, and community members, we developed a vision based on market-realities and with developer and business interest to reshape Downtown. Key elements include transforming blocks of low-quality multi-family housing into mid-rise mixed-use and mixed income housing that will create the compact critical mass to support future businesses, while continuing to provide affordable housing for existing residents and attract new market-rate residents. Significant investment in the public realm, programs to attract and support local business development and workforce readiness, financial incentives and partnership strategies, a parking and mobility plan, public-realm programming, establishment of a historic district, marketing, and clear place-based and policy-based strategies for its implementation are all foundational elements in the Plan.

The CRA and City were keenly aware of the perception their community has, and the "false fresh starts" that have occurred over the years. In addition to the Plan goals and strategies, they wanted a final document that would be easily understood by the community, and include the necessary detail, data, and inspiring graphics that it would also serve as a marketing tool to developers, investors, and prospective businesses.

"The final Plan, its clear elements, and its vibrant imagery is an inspiring document that has excited our community – residents, local business, and development interest".

- City of Opa-locka CRA

# Central Fort Myers Redevelopment Area Finding of Necessity and Plan Update

**FORT MYERS, FLORIDA**

After more than 20 years of focused redevelopment within historic Downtown Fort Myers, the City and Community Redevelopment Agency shifted focus south to the "Midtown" area. Historically an extension of downtown this area struggled to realize any significant private reinvestment over the years. Compounding the challenge is the large number of City, County, State, and Federally owned properties, in addition to faith-based and social services that generate limited activity. The City conducted a two year community process to develop what the broader vision of the greater Midtown area could potentially be. Stantec was subsequently hired by the CRA to evaluate the existing Central Fort Myers Redevelopment Area and the potential expansion of it.

Understanding a prior Stantec city-wide redevelopment analysis had already determined a southern expansion would be beneficial to the Central Area, Stantec developed a Finding of Necessity compliant with Florida Statute and assisted the CRA in it's adoption. Following adoption, the CRA and City elected not to expand the Central Area based on a lack of County support.

The Stantec team was then asked to update the Plan based on the existing boundary, and through detailed analysis identified four critical areas of focus for the CRA and it's action plan; Economic Development, Housing, Transportation, Streets & Parking, and Public Spaces. Essential goals and action steps were developed for each of these. Key emphasis included locally owned business development, a broad mix of housing affordability, pedestrian connectivity and a transit network prepared for the future and new technologies, resiliency, and safe and quality public spaces. The final plan also included a 30-year budget with annual allocations to advance the goals and action steps.

**2021 Florida Redevelopment Association, Roy F. Kenzie Award – Large City Planning Studies, Franklin Street Vision Plan**

# Franklin Street Vision

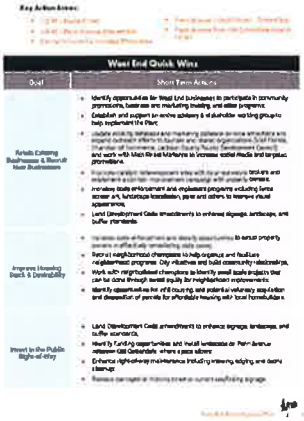
**TAMPA, FLORIDA**

Dating to the mid 1800's, Franklin Street was once the epicenter of commercial and civic activity in Tampa, Florida – serving as one of the City's first "Main Streets". However, like many historic downtown areas, Franklin Street ultimately fell victim to larger economic forces in the mid 1900's which affected downtowns nationwide and caused deindustrialization and population exodus.

The Franklin Street Vision seeks to build on past planning efforts to revitalize historic Franklin Street in downtown by providing detailed block-by-block strategies in a very graphic-forward plan to promote reinvestment and redevelopment along Franklin which recognizes and compliments the Street's historic significance. These strategies are consolidated for user reference based on category such as Branding, Marketing & Placemaking, and Economic Development. Specific strategies also include responsible parties to manage accountability.

Despite development during the Covid-19 pandemic community engagement was outstanding and on multiple surveys we achieved a confidence level of 95% +/- 5 points based on the population of Hillsborough County. Our project team utilized an interactive and dynamic web and map application allowing users to pin comments, ideas, thoughts, and questions on specific areas within the corridor, learn more about the project, view project graphics, photos, and other imagery, participate in multiple surveys, among other things as a key tool. Virtual stakeholder interviews, walking tours, and organizational engagement were additional tools that helped bring success.

Additionally, due to the pandemic, the Franklin Street visioning efforts were able to build on parallel initiatives being conducted by the Tampa Downtown Partnership and the City of Tampa, like the City's "Life Up Local" campaign, a local economic development effort meant to mitigate the effects of the pandemic on small business in Tampa. Such campaigns allowed for the implementation of tactical, pilot projects along Franklin Street that reimaged public spaces through temporary closure of portions of the street, installation of murals at key intersections and installations of pop-up parklets and cafes. Seeing the successes that could be achieved, several of these were further articulated into the vision plan.



Sidewalks, landscape and fence screening.



# Marianna West End Redevelopment Area – Finding of Necessity and CRA Plan

**CITY OF MARIANNA, FLORIDA**

Founded in 1827 and pre-dating the Civil War by more than three decades, the City of Marianna was once the epicenter of Florida's burgeoning cotton industry and was comprised of vast areas of south plantations and agricultural fields. Today, the City has retained a sense of old Florida character, numerous historic commercial and residential properties, and traditional residential neighborhoods lined with stately oak trees draped in spanish moss that helps maintain it's small-town feel.

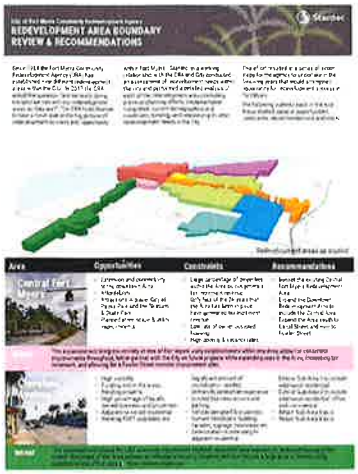
Like many small communities, it has suffered economic challenges and a population base that has ebbed and flowed over the past decades. Limited job growth, a decline in commercial uses, and a myriad of other factors exacerbated the City's decline, including impacts from Hurricane Michael in 2018 – a category 5 storm and the fourth strongest hurricane to make landfall in U.S. history.

Having experienced success with it's current redevelopment area, but not wanting to take focus or funding away from what it had achieved, the City hired Stantec to help create a second redevelopment area. Following detailed on-site evaluation, we worked with the City to identify the proposed West End Redevelopment Area. Following this and ensuring the area would meet statutory requirements to satisfy the presence of slum and blight, Stantec prepared the Finding of Necessity. After approval, Stantec worked with the project team to develop the Plan and support the City through the adoption process.

Recognizing the limited tax increment expected to be generated in early years, a key focus of the Plan was to identify "quick wins", key partners, and additional funding sources that could help initiate redevelopment activities quickly. The projects identified were also prioritized based upon their overall visual impact, and ability to act as a catalyst for additional projects – including private sector investment.

The overall plan goals and actions focused:

- Business Retention & Recruitment
- Neighborhoods & Housing
- Gateways & Public Spaces



**2019 Florida Redevelopment Association, Roy F. Kenzie Award - Large City Planning Studies , Fort Myers Citywide Redevelopment Analysis and Recommendations**

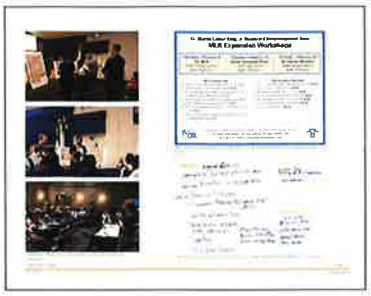
# Citywide Redevelopment Areas Analysis and Recommendations

**FORT MYERS, FLORIDA**

Committed to achieving significant redevelopment within the City of Fort Myers, Stantec was hired to evaluate each of the nine community redevelopment areas for their current viability, and develop recommendations on any modifications that may strengthen their ability to be successful. As a major undertaking, research and review of original finding of necessity's, redevelopment plans, and actions accomplished established a baseline to evaluate current success.

Field surveys, data analysis, tax increment revenue forecasts and analysis, mapping, and coordination with CRA and City Staff on future capital investments, community needs, growth projections and planning efforts allowed us to develop a comprehensive report with implementable strategies for the CRA to execute in the upcoming years. Various recommendations included expansion and contraction of boundaries, sunsetting of districts, and extending effective lifespans.

Since adoption of the Citywide recommendations, the CRA and the City have been using this document as their action plan and continue to implement it.



# MLK Jr. Boulevard Redevelopment Area Expansion and Plan Update

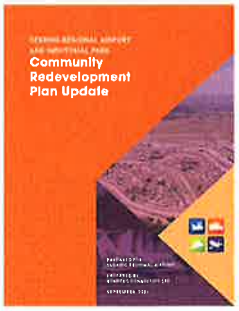
**FORT MYERS, FLORIDA**

Encompassing slightly over 2,500 acres, 10,000+ residents, 400+ businesses, multiple schools, centers of higher education, religious facilities, parks and recreation centers, among others, and divided into quadrants by two primary thoroughfares in the City, the expectations and demands on an implementable expansion plan were high.

The Fort Myers CRA, working with Stantec, determined an expansion of the Dr. Martin Luther King, Jr. Boulevard Redevelopment Area would unify multiple redevelopment areas and better provide for economic development and plan implementation. After decades of feeling neglected by much of the City, the CRA wanted to ensure that the community was heavily involved and to see implementation strategies that could be done at the staff or community level.

Using the previous plans as a base, and guided heavily by consistent community feedback, we translated the community wants into implementable action steps, prioritized them, and developed cost allocations for the 30-year lifespan of the redevelopment area. The plan focused heavily on quality of life, neighborhood improvements, small business development, and public spaces.





# Sebring Regional Airport and Industrial Park - Community Redevelopment Plan Update

**SEBRING, FLORIDA**

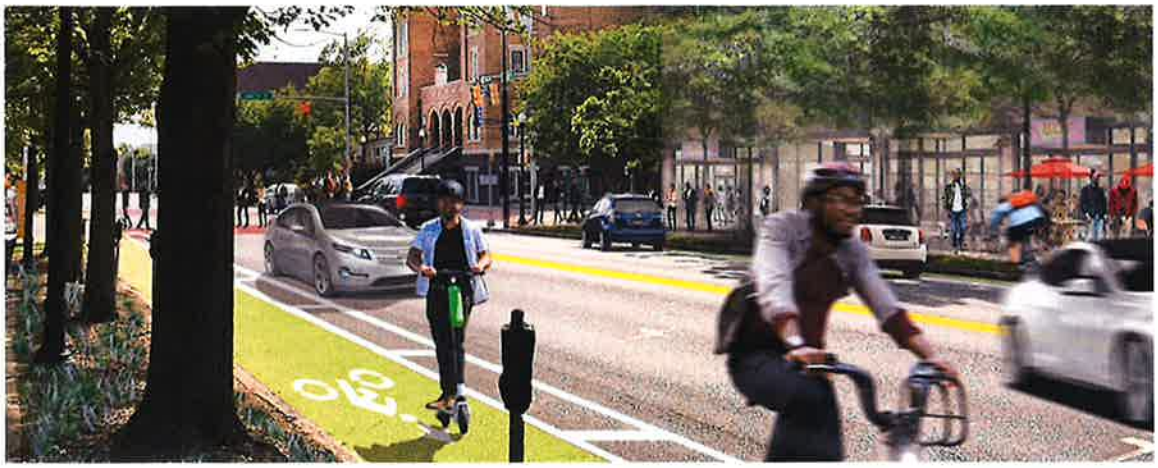
Dating back to World War II, the Sebring Regional Airport (SRA) has been a significant part of Highlands County history. Located roughly six miles southeast of the City of Sebring, the airport has expanded since those early days and includes airport operations, an industrial park, an automobile racetrack, and associated tourism related commercial uses. Today, the Airport and it's related operations contributes more than $41 million to the local economy annual in direct and indirect impacts.

The CRA encompasses approximately 2,149 acres and redevelopment efforts must be developed to be compatible with the Airport Master Plan, and in compliance with the various State and Federal regulating agencies, including the Florida Department of Transportation and the Federal Aviation Authority, who have authority over the airport, while also complying with Florida Statute, Chapter 163 – Community Redevelopment.

Most airport projects are largely funded by State and Federal funding sources, and it is the responsibility of the airport to provide grant matches. It was important to the SRA that the CRA Plan Update both supported redevelopment efforts while also having flexibility in allowable CRA spending to be used for grant matching purposes.

Working with the CRA, Stantec prepared a complete Plan re-write and update that reflected the most recently adopted Airport Master Plan, could span the remainder of the Area lifespan if no other updates were completed, and will support known airport projects and initiatives while providing flexibility to meet future grant matching and still satisfy statutory requirements. The completed Plan Update focusses on three targeted activities:

- Continued growth of the Airport related aviation improvements,
- Continued expansion of the Industrial Park as a competitive master planned facility with an aggressive capital improvement program;
- Improvements to the Sebring International Raceway to maintain and expand as acritical revenue source for the CRA's operations.



## Birmingham City Center Master Plan

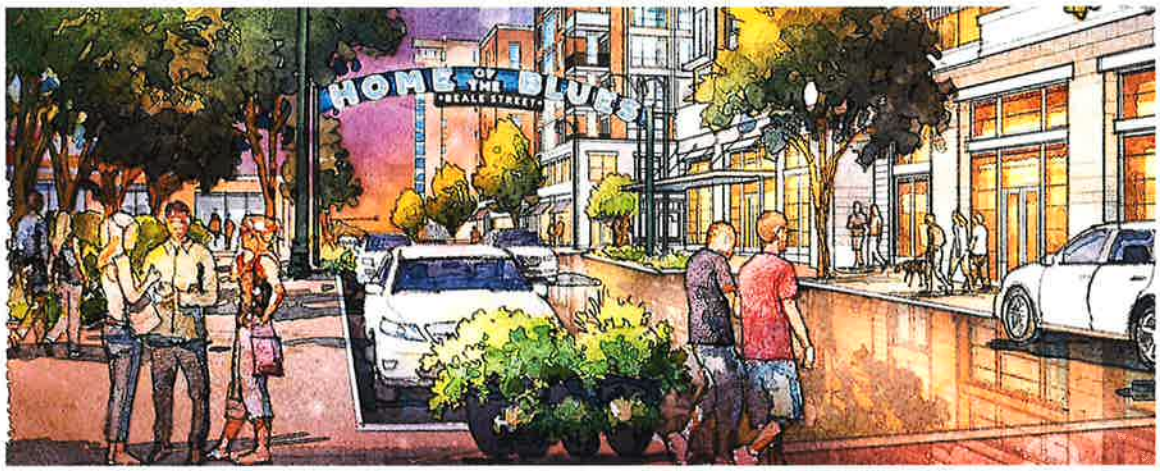
**BIRMINGHAM, ALABAMA**

The Regional Planning Commission of Greater Birmingham (RPCGB) hired the Stantec team to develop the Birmingham City Center Master Plan. The plan is guided by a detailed market analysis and will serve as a guide for investment projects and sets forth the City's vision for the future of the City Center area. Stantec's design expertise for this effort included urban planning, zoning and form based codes, land use planning, urban design, transportation planning and landscape architecture.

The Birmingham City Center Master Plan is comprehensive in scope incorporating elements of land use, zoning, urban design, parking, and strategic planning into a coordinated vision and implementation program that identifies short, medium and long-term projects for public and private investment in the City Center for the next 10-15 years.

The plan also focuses on furthering the development of the sub-districts within the heart of the City Center, such as the Birmingham Civil Rights District, the Innovation District, and the Local Historic Districts, and addresses potential new redevelopment areas.





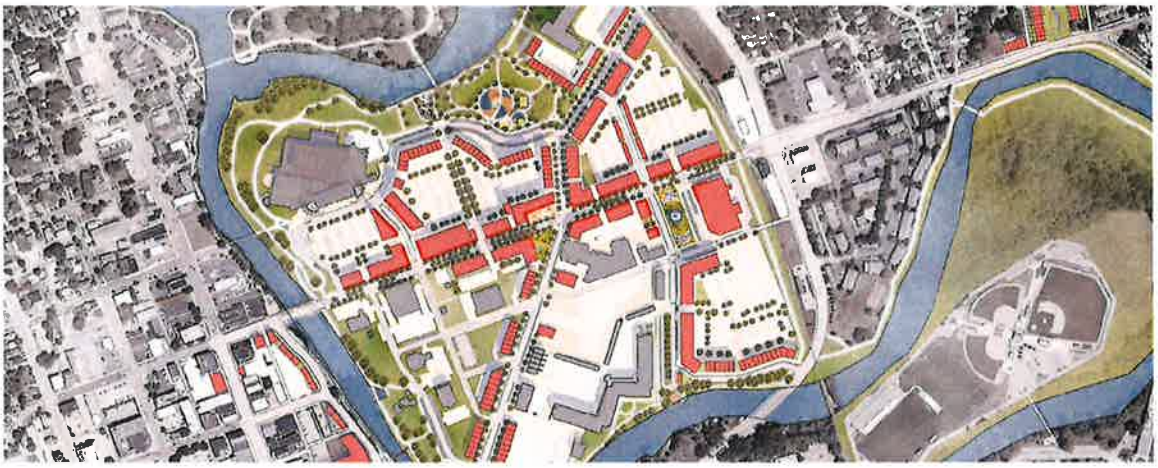

## Downtown Memphis Master Plan

**MEMPHIS, TENNESSEE**

Memphis and its economy has grown over the last several decades with the rise of the shipping, retail, and hospitality industries. The City desired to create a more livable, walkable, and thriving destination by updating its comprehensive plan. They turned to Stantec to lead its first comprehensive plan in over 30 years.

Stantec is developing a master plan to create a common understanding of both where Downtown Memphis is today and what it wants to become through both a bold vision and strategic tactical improvements. The guiding principles of the plan are to improve walkability; reduce the number of vacant buildings on Main, support alternative transportation options; continue to pursue creative retail and pop-up strategies; create better connections from Main Street to Riverfront; leverage local music and art to make Main Street more vibrant.

Community meetings were held in breweries and retail storefronts, and pop-ups could be found at neighborhood coffee shops & farmers markets. The charrette brought together decision-makers with the public to work through design challenges for mobility, placemaking, and a compact critical mass of density.



## Elkhart River District Master Plan

**ELKHART, INDIANA**

Elkhart's leaders knew their city, once reliant on manufacturing, needed to diversify its economy. A public/private partnership was formed to plan the River District, and work began on bringing in developers to relocate retail, office, and recreational elements. As the development plans unfolded, though, members of the partnership grew concerned about the district lacking a coherent plan and suffering from sprawl. They needed to create a vibrant, walkable downtown that would attract new people and bring the midwestern city into the future.

We worked with walkability advocate Jeff Speck, using the language of New Urbanism, to create a master plan for Elkhart's River District that would include three themes: 1) Pre-empt sprawl: Turn a collection of disconnected and car-centric parcel plans into an integrated, walkable urban neighborhood; 2) Fix the mistakes: The site's geography, street network, and existing features needed to be reimagined as part of a coherent whole; and 3) Inspire community leadership.

Our plan reorganized the districts' streets into a logical network that linked to downtown, reducing lane counts and adding trees to promote walking and biking, as well as a small urban plaza and hotel established a new "heart" for the neighborhood.

## Charlotte Comprehensive Neighborhood Improvement Plan

**CHARLOTTE, NORTH CAROLINA**

As the City of Charlotte continues to grow and develop, individual areas in the city face increasing competition for city investment. Some areas, such as the West Trade/Rozzelles Ferry area, a historic, predominantly African-American neighborhood in close proximity to downtown, have experienced years of underinvestment. This area was selected as a CNIP project due to its potential to achieve a high level of community impact.

Stantec's team of planners, engineers, and landscape architects was retained by the city to provide community planning, transportation, and urban design expertise. The project requires a substantial public outreach effort, a market analysis, and a charrette, as well as an examination of previous plans and will result in a formalized list of recommended projects and a Comprehensive Community Investment Strategy document.

As a project that is long overdue, Stantec's plan will provide the framework for a community to capitalize on the proximity to Uptown Charlotte going forward and will help realize substantial quality-of-life improvements for residents of the neighborhood and for the region as a whole.

## Boston Public Realm Plan

**BOSTON, MASSACHUSETTS**

**2017 Congress for the New Urbanism (CNU) Charter Award**

In a time of dwindling public resources, our urban planning guidelines offered a blueprint for imagining innovative treatments of public spaces in Boston's mobility system- including streets, sidewalks, plazas, and greenways- and forming public-private partnerships to fund them. The guidelines ultimately informed the City of Boston's new transportation plan, Go Boston 2030.

Most people experience the public realm by moving around the city. As they travel, they interact, express themselves, do business and build community. Yet transportation planning often focuses on movement with minimal concern for the places through which people move. To change that, our recommendations focus on placemaking—planning and design that enhance the experience of a place. This approach can take many forms, from highlighting local cultural expression to celebrating history and topography to making the city more serendipitous and fun.

All of these qualities also make a city more attractive for investment and can bring together diverse residents who might not interact otherwise. Our guidelines draw on the successes of other cities while adding new levels of interest and meaning to Boston's public realm.

## Village of Wellington - Town Center Plan

**VILLAGE OF WELLINGTON, FLORIDA**

Stantec was hired as a sub-consultant to Urban Design Studios to assist the Village of Wellington in re-imagining the "Town Center" as the future activity area of the community. Encapsulating an earlier concept plan completed by Stantec, the project team gathered significant public input and advanced the conceptual plan to include detailed development options, identified civil opportunities and constraints, and prepared cost estimates for the Village to begin budgeting implementation. Since completion, the Village is moving forward with Phase I. Since plan completion, the Village has been constructing the early plan components.

# Certificate of Incorporation

## State of Florida
## Department of State

I certify from the records of this office that STANTEC CONSULTING SERVICES INC. is a New York corporation authorized to transact business in the State of Florida, qualified on November 14, 2001.

The document number of this corporation is F01000005948.

I further certify that said corporation has paid all fees due this office through December 31, 2021, that its most recent annual report/uniform business report was filed on April 16, 2021, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the Great Seal of the State of Florida at Tallahassee, the Capital, this the Eighteenth day of August, 2021*

Secretary of State

Tracking Number: 4088896074CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication

**OFFICER'S CERTIFICATE**
of
**STANTEC CONSULTING SERVICES INC.**
**A NEW YORK** CORPORATION

I, the undersigned, do hereby certify that:

1. I am the duly elected and acting **Corporate Counsel** of **Stantec Consulting Services Inc.**, a **New York** corporation (the "**Corporation**").

2. On **April 1, 2021**, the following resolution was adopted by the Corporation's Board of Directors:

BE IT RESOLVED THAT:

1. the Corporation hereby adopts the Signing Authority Policy, as modified or amended from time to time, of Stantec Inc.;

2. execution of any documents for and on behalf of the Corporation shall be governed by the Signing Authority Policy, as modified or amended from time to time, of Stantec Inc.;

3. the Secretary or any of the Corporate Counsels of the Corporation be authorized, empowered and directed from time to time as required to facilitate the execution of contracts or submission of proposals, to sign, and to seal with the Corporate Seal Certificates of the foregoing action evidencing the authority delegated in the Signing Authority Policy, as amended from time to time, of Stantec Inc.

**David Dixon** is a **Vice President** of the Corporation, and in that capacity is duly authorized to sign proposals and contracts in accordance with the Corporation's Signing Authority Policy in connection with the following project:

Town of Lake Park, Florida
Community Redevelopment Agency
Planning and Supporting Services to CRA Plan Update

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Corporation, this 28th day of September, 2021.

**David L. Archer, Corporate Counsel**

Corporate Seal



# Insurance Coverage

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY) 4/22/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Lockton Companies, 444 W. 47th Street, Suite 900, Kansas City MO 64112-1906, (816) 960-9000

INSURED: 14455077 STANTEC CONSULTING SERVICES INC, 370 INTERLOCKEN BLVD, SUITE 300, BROOMFIELD CO 80021-8012

INSURERS AFFORDING COVERAGE: INSURER A: Berkshire Hathaway Specialty Insurance Company 22276; INSURER B: Travelers Property Casualty Co of America 25674

COVERAGES — CERTIFICATE NUMBER: 14191567 — REVISION NUMBER: XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|---|---|---|---|---|---|---|---|
| A | X COMMERCIAL GENERAL LIABILITY | N | N | 0A0-0L3C743 | 5/1/2021 | 5/1/2022 | EACH OCCURRENCE $ 2,000,000 |
| | CLAIMS-MADE X OCCUR | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) $ 1,000,000 |
| | X CONTRACTUAL/CROSS | | | | | | MED EXP (Any one person) $ 25,000 |
| | X XCU COVERED | | | | | | PERSONAL & ADV INJURY $ 2,000,000 |
| | GEN'L AGGREGATE LIMIT APPLIES PER: | | | | | | GENERAL AGGREGATE $ 4,000,000 |
| | POLICY X PRO- JECT LOC | | | | | | PRODUCTS - COMP/OP AGG $ 2,000,000 |
| | OTHER | | | | | | $ |
| B | AUTOMOBILE LIABILITY | N | N | TCEC2-CAP-8T-638871-(ADB) | 5/1/2021 | 5/1/2022 | COMBINED SINGLE LIMIT (Ea accident) $ 1,000,000 |
| | X ANY AUTO | | | TCEC2-CAP-8T-638871-(SDT) | 5/1/2021 | 5/1/2022 | BODILY INJURY (Per person) $ XXXXXXX |
| | OWNED AUTOS ONLY / SCHEDULED AUTOS | | | | | | BODILY INJURY (Per accident) $ XXXXXXX |
| | HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY | | | | | | PROPERTY DAMAGE (Per accident) $ XXXXXXX |
| | | | | | | | $ XXXXXXX |
| A | X UMBRELLA LIAB X OCCUR | N | N | 0A0-0L3C743 | 5/1/2021 | 5/1/2022 | EACH OCCURRENCE $ 5,000,000 |
| | X EXCESS LIAB CLAIMS-MADE | | | | | | AGGREGATE $ 5,000,000 |
| | DED RETENTION | | | | | | $ XXXXXXX |
| C | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | N | N | UB-3N051330-(MOS) | 5/1/2021 | 5/1/2022 | X PER STATUTE OTH-ER |
| | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) | N/A | | UB-3N051964-(MA, WI) | 5/1/2021 | 5/1/2022 | E.L. EACH ACCIDENT $ 1,000,000 |
| | If yes, describe under DESCRIPTION OF OPERATIONS below | | | PROPRIETOR OH NH WA WY | | | E.L. DISEASE - EA EMPLOYEE $ 1,000,000 |
| | | | | | | | E.L. DISEASE - POLICY LIMIT $ 1,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: PROJECT MAY CONCERN

CERTIFICATE HOLDER: 14191567 TO WHOM IT MAY CONCERN

CANCELLATION: See Attachment — SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY) 9/13/2019

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PRODUCER: Lockton Companies, 444 W. 47th Street, Suite 900, Kansas City MO 64112-1906, (816) 960-9000

INSURED: 14141001 STANTEC CONSULTING SERVICES INC, 370 INTERLOCKEN BOULEVARD, SUITE 300, BROOMFIELD CO 80021-8012

INSURERS AFFORDING COVERAGE: INSURER A: Berkshire Hathaway Specialty Insurance Company 22276; INSURER B: AIG Specialty Insurance Company 26883

COVERAGES — CERTIFICATE NUMBER: 14181323 — REVISION NUMBER: XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|---|---|---|---|---|---|---|---|
| | COMMERCIAL GENERAL LIABILITY | | | NOT APPLICABLE | | | EACH OCCURRENCE $ XXXXXXX |
| | CLAIMS-MADE OCCUR | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) $ XXXXXXX |
| | | | | | | | MED EXP (Any one person) $ XXXXXXX |
| | GEN'L AGGREGATE LIMIT APPLIES PER: | | | | | | GENERAL AGGREGATE $ XXXXXXX |
| | POLICY PRO- JECT LOC | | | | | | PRODUCTS - COMP/OP AGG $ XXXXXXX |
| | OTHER | | | | | | $ |
| | AUTOMOBILE LIABILITY | | | NOT APPLICABLE | | | COMBINED SINGLE LIMIT (Ea accident) $ XXXXXXX |
| | ANY AUTO | | | | | | BODILY INJURY (Per person) $ XXXXXXX |
| | OWNED AUTOS ONLY / SCHEDULED AUTOS | | | | | | BODILY INJURY (Per accident) $ XXXXXXX |
| | HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY | | | | | | PROPERTY DAMAGE (Per accident) $ XXXXXXX |
| | | | | | | | $ XXXXXXX |
| | UMBRELLA LIAB OCCUR | | | NOT APPLICABLE | | | EACH OCCURRENCE $ XXXXXXX |
| | EXCESS LIAB CLAIMS-MADE | | | | | | AGGREGATE $ XXXXXXX |
| | DED RETENTION | | | | | | $ XXXXXXX |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | | | NOT APPLICABLE | | | X PER STATUTE OTH-ER |
| | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) | Y/N | N/A | | | | E.L. EACH ACCIDENT $ XXXXXXX |
| | If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | E.L. DISEASE - EA EMPLOYEE $ XXXXXXX |
| | | | | | | | E.L. DISEASE - POLICY LIMIT $ XXXXXXX |
| A | Professional Liab | N | N | 47-EPP-309035 | 10/10/2019 | 10/10/2021 | $5,000,000 PER CLAIM/MAGG |
| A | | | | SIR $500,000 PER CLAIM | | | INCLUSIVE OF DEFTS |
| B | Environmental Liab | | | PCO0015108 | 10/10/2019 | 10/10/2021 | $10,000,000 PER CLAIM/MAGG |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: PROJECT MAY CONCERN

CERTIFICATE HOLDER: 14181323 TO WHOM IT MAY CONCERN

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AUTHORIZED REPRESENTATIVE

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# Letters of Reference

FORT MYERS CRA

Fort Myers Community Redevelopment Agency

September 24, 2021

To Whom It May Concern,

Re: CRA Consultant Recommendation

I highly recommend Jared Beck, AICP and Stantec for their work in redevelopment planning and other CRA initiatives. I've had the pleasure of working with Jared for many years and he's become a trusted advisor to our agency.

His background in urban design and planning, historic preservation, and experience as a former Director of the River District Alliance (downtown merchant district) where he helped transform Downtown Fort Myers into a vibrant destination through events, programming, small business development, strategic partnerships, marketing initiatives and more give him a terrific understanding of how to craft redevelopment strategies that work.

Jared and his team have consistently developed the tools we've needed over the last number of years, and we are experiencing great success from implementing them. Among the projects he's completed include:

- City-wide redevelopment area analysis and strategy recommendations (FRA award winner)
- Dr. Martin Luther King Jr. Boulevard Redevelopment Area Finding of Necessity
- Dunbar Michigan-Redevelopment Area Finding of Necessity
- Dr. Martin Luther King Jr. Boulevard Redevelopment Area Expansion and Plan Update
- Central Fort Myers Redevelopment Area Finding of Necessity
- Central Fort Myers Redevelopment Area Plan Update – draft

Jared has also been an advocate for redevelopment statewide and as a past member of the Florida Redevelopment Association Legislative Committee, he's worked with great effort to organize Southwest Florida in prior years to promote and lobby on behalf of CRA's in protecting the role and authority provided to us in Florida Statute Chapter 163.

Please don't hesitate to contact me if I can answer any questions or offer additional recommendation for Jared and Stantec.

Warm Regards,

Michele Hylton-Terry
Executive Director
Fort Myers Community Redevelopment Agency

[illegible]

CRA

Corion J. DeLaine, Interim CRA Manager
Opa-locka Community Redevelopment Agency
780 Fisherman Street, 4th Floor, Opa-locka, FL 33054
Phone: (305) 953-2868, Ext. 1503
Cell: (305) 213-0047

**September 23rd, 2021**

**To Whom It May Concern,**

I am very happy to provide this letter of recommendation for Jared Beck, AICP and the Stantec team for the great work they did in developing our Downtown Master Plan. This team was able to articulate the vision our community has had for historic downtown and translate it into a clear and easily understood market-based action Plan.

With existing uses ranging from downtown commercial and single-family residential to public recreation and industrial, the plan needed to address many things. Key for us was capturing the historic and cultural legacy of our community while developing action steps and a funding strategy that would allow us to develop compact critical residential mass, growth and development of locally owned and operated businesses, and invest in a dynamic and activated public realm.

The final Plan, its clear elements, and its vibrant imagery is an inspiring document that has excited our community – residents, local business, and development interest.

Among other elements, it includes values and goals, market projections, a downtown framework, districts and redevelopment scenarios, phasing, parking and mobility, streets and public spaces, zoning, historic preservation, gateways, incentives, funding models, and policy and placed-based implementation strategies. Again, I would highly recommend Jared and the Stantec team for their skill and expertise in redevelopment planning. If you have any questions or concerns, please contact our office at 305-953-2868, ext. 1503.

Sincerely,

Corion J. DeLaine, Interim OCRA Manager,
Opa-locka Community Redevelopment Agency

CC: Jannie Russell, OCRA Chair
Chris Davis, OCRA Vice Chair
Veronica Williams, OCRA Board Member
Matthew Pigatt, OCRA Board Member
John Taylor Jr, OCRA Board Member
Sherleen Bass, OCRA Board Member
Rose Tydus, OCRA Board Member



**CITY OF MARIANNA**
**MUNICIPAL DEVELOPMENT DEPARTMENT**
**Post Office Box 936**
**Marianna, Florida 32447**
**(850) 482-2786**
**kdennis@mariannafl.city**

September 21, 2021

To Whom It May Concern:

Re: CRA Planning Consultant Recommendation

I am honored to offer my recommendation of Jared Beck and Stantec for their work in redevelopment planning. They were recommended to us as we considered the creation of a second redevelopment area in our community, and we are so happy they are the firm we chose with which to work.

We really felt that Jared committed the time and effort to learn our community, its unique challenges, and identify the great things that make it special to us. His knowledge and expertise was invaluable throughout the process. He worked with us to:

- Refine the boundary of our proposed redevelopment area;
- Prepared the Finding of Necessity;
- Developed the West End CRA Plan;
- Supported us throughout the approval process.

This Plan is already proving to be a great tool for the us, and we are very excited about the future opportunities in our city that will develop from it!

Should you need additional information/clarification, you may contact me at 850-482-2786.

Sincerely,

Kay Dennis, AICP
Municipal Development Director

128 Authority Lane
Sebring, FL 33870
info@sebringairport.com
Tel 863.655.6444
Fax 863.655.6447
www.SebringAirport.com

SEBRING MULTIMODAL LOGISTICS CENTER

September 28, 2021

To Whom It May Concern,

Re: CRA Consultant

It is Sebring Airport Authority's pleasure to recommend Jared Beck and Stantec for their work in redevelopment planning. Our Agency and redevelopment area is unlike others as our primary operations support the Sebring Regional Airport, Commerce and Industrial Park related activities. It was important to us that the consultant we selected would be able to understand our complexities, develop a Plan that is easy for the general public and related agencies to follow, is implementable, and fully complies with Florida Statute. We have dealt with several other consultants in development of our updates to our Plan and by far Jared Beck has outshined them all.

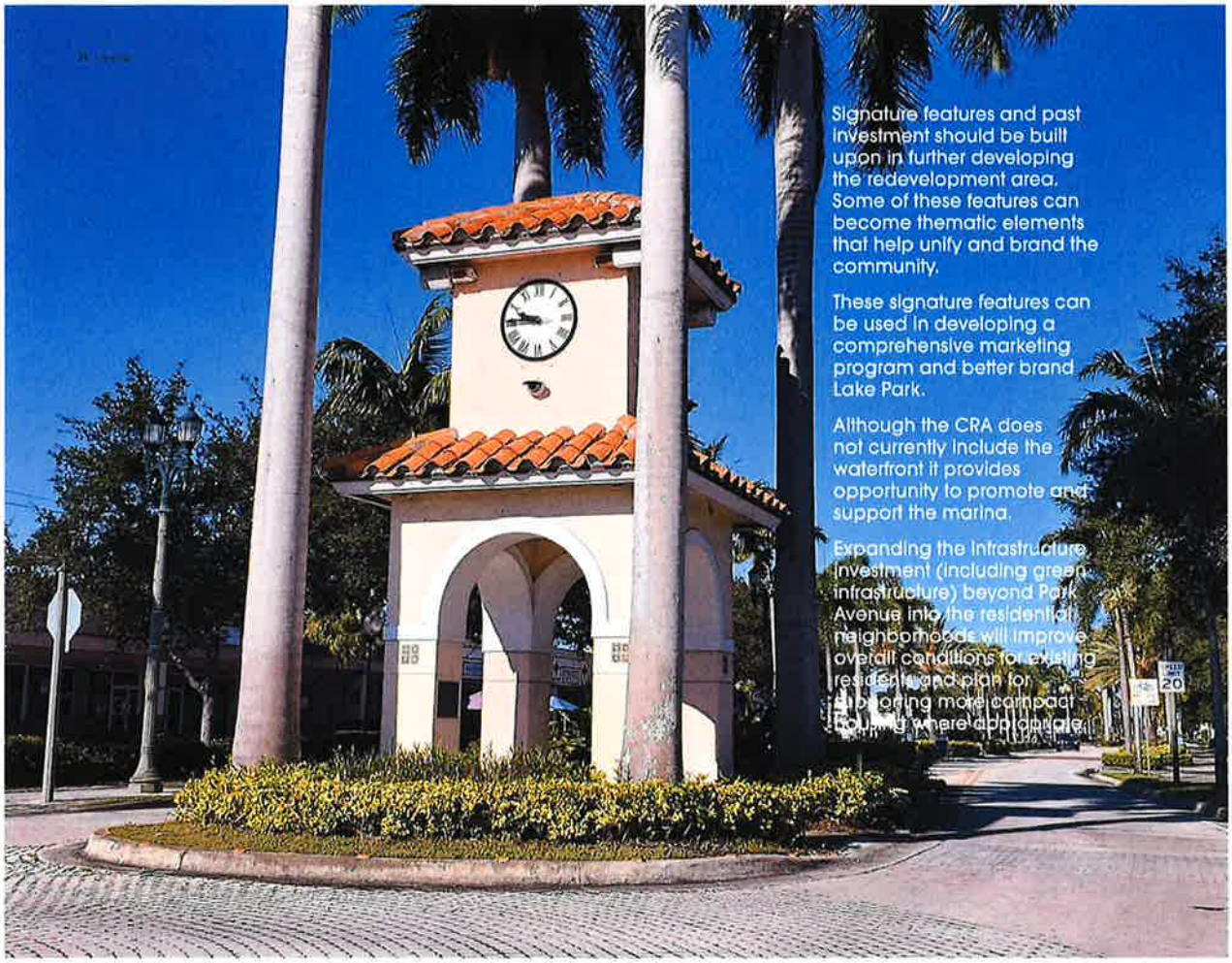
Jared was recommended to us by our CRA legal counsel, and we are all extremely pleased we followed that recommendation. Jared Beck is very knowledgeable, extremely precise and a true professional.

We are really proud of the final Plan Update and would look forward to working with Jared and Stantec for any future redevelopment planning efforts.

If you have questions or need additional information please don't hesitate to contact me.

Sincerely,

Beverly K. Glamer
Executive Offices



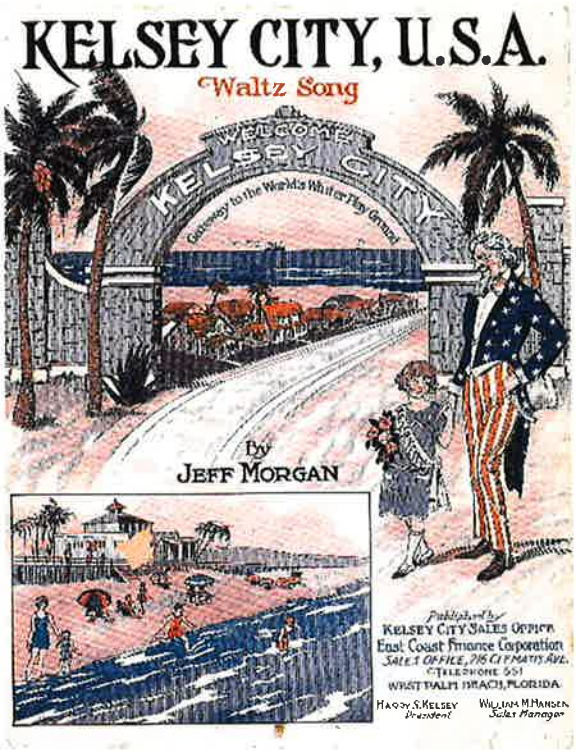
Signature features and past investment should be built upon in further developing the redevelopment area. Some of these features can become thematic elements that help unify and brand the community.

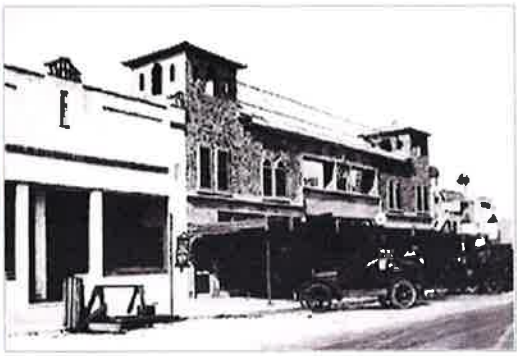
These signature features can be used in developing a comprehensive marketing program and better brand Lake Park.

Although the CRA does not currently include the waterfront it provides opportunity to promote and support the marina.

Expanding the infrastructure investment (including green infrastructure) beyond Park Avenue into the residential neighborhoods will improve overall conditions for existing residents and plan for supporting more compact housing where appropriate.

# Project Approach



# Project Approach

Our approach is simple. We look through a broad lens at the big picture to help you develop the plan that captures your vision and provide you with the tools and the playbook to realize it!

## Setting the Stage:

**EMBRACE HISTORY AND CULTURE:**
Few cities can boast the history of Lake Park or the vision Harry Kelsey, the Olmsted brothers, and John Nolan had for it. This past and the stories that have been woven into the decades since should be reflected as cornerstones in the future vision for redevelopment in the Town.

**HARNESS EXISTING ASSETS:**
Occasionally we need to step back to see the assets we have, and Lake Park is abounding with them. Visible presence of successful locally owned business, indicators of new businesses opening, large amount of strip-center, industrial, warehouse and flex space – often an untapped resource, transportation network, growth trends, and regional assets are among them.

**UNDERSTAND CURRENT CONDITIONS:**
Once we know what we have and what our assets are we can take a critical eye to better assess existing – the physical realm, both public and private (roads and infrastructure, buildings, public spaces, etc.), uses, economics, socioeconomics, culture, and safety.

## Setting Direction:

**CAPTURE BROADER TRENDS:**
Across the country we are in the midst of two decades of unprecedented change in the way we live, work, and recreate. Nationwide our population is aging – we have increasing number of singles and couples without children with a growing desire for a denser, walkable, urban living environment. Despite recent narrative on the rise in suburban growth in the midst of Covid-19, data suggests this will only be a minor bump in our real estate history and the movement to vibrant urban places will continue. Technology and mobility will also rapidly reshape our lives in the upcoming decades more dramatically than anything our past. We must position any long-range planning effort to embrace these trends.

**BUILD THE FRAMEWORK TO PROSPER:**
A truly successful plan is one that is formed with the community – it should capture their wants and needs and inspire them along the way to advocate for it. A plan that calls for new development should be supported by developers and one that calls for new businesses needs to make sense to local entrepreneurs. A plan has to aligned with those who will activate it. It also has to have the regulatory framework to be successful. Ensuring policy-based strategies and recommendations that include necessary amendments to the Land Development, Comprehensive Plan, or other regulatory tools, is key to implementation.

## Unlock Opportunity:

**INVEST IN IMPLEMENTATION:**
Developing the Plan is the easy part, implementing it is not. A laser-focused commitment on implementing the plan by staff, town leadership, and elected officials year-in and year-out is critical to realizing the vision. Committing the funding through tax increment, capital funding through the Town where appropriate, engaging the partners that can help, and having a robust funding strategy that includes everything from pursuing grant monies to low interest loans, and leveraging those resources will bring the vision to reality.

**CELEBRATE SHARED COMMUNITY:**
Our communities are diverse. Programming, marketing, and activating public spaces that attract residents and visitors alike brings vitality, economic activity, and helps foster a sense of place!

# PHASE I - Setting the Stage

**(Background Data Collection)**

To develop a Plan Update that is meaningful, reflects the community, is based on market realities, and is implementable, we have to start with a solid understanding of where we have been, and where we are.

## Task 1: Adopted Plans Review

Previous planning efforts and studies, along with the existing regulatory framework will inform the first task, and should include a review of:

- Existing Finding of Necessity (FoN)
- CRA Plan and defined boundary
- Evaluation of existing plan objectives and projects, and their implementation status
- Land Development Regulations and Comprehensive Plan (including identifying objectives in the CRA Plan that cannot be met due to conflicting regulation)
- Adopted Capital Improvement Schedule and adopted long-range conceptual community plans
- Other plans or documents may include Lake Park Design Approach Manual, CRA Market Study & Branding Report, Vacant Commercial Properties in Lake Park inventory, historic tax increment revenue trends, and recent annual building permit data.

## Task 2. Existing Conditions Analysis

Lake Park's diversity is shown throughout the redevelopment area. Within a few blocks of historic downtown are primary roadways lined with a range of warehouse and industrial properties intermingled with commercial strip center. Beyond these are a variety of housing types, including many aging low- to mid-rise multi-family residential.

Mapping these uses, structures, occupancy and vacancy, compatibility, and how they can collectively be strengthened or reshaped to enable the vision that will be developed is a key part of setting the stage.

This task also identifies the conditions of these elements and begins formalizing the SWOT (strengths, weakness, opportunities, and threats) analysis. This includes infrastructure; roadways, railroad tracks, pedestrian and bike connectivity, lighting, and drainage. Supplemental factors such as safety, structural conditions, code violations, and others should be evaluated.

Specifically, this task should map:

- Land Use
- Structures
- Quality and Character
- Existing Land Uses
- Vacancy
- Roadway, sidewalks, lighting, and other capital facility issues
- Blight and public safety issues

Once completed, these will be incorporated into a user-friendly SWOT map developed through GIS for the project team, CRA Board, Town staff, leadership and elected officials, and the community to better understand and build the vision.

## Task 3. Determination of Area Expansion

Reviewing previous data provided by the Town and available on the Town website indicates there is a desire by some to expand the boundary of the redevelopment area. For the purposes of this approach, we are assuming that a boundary expansion will be a part of the project scope.

In this task, a more detailed on-site evaluation will be performed including review of other data provided by the Town and found through other sources that support the finding of slum and/or blight per Florida Statute Chapter 163. This would include factors such as overcrowding, conditions that endanger life, inadequate street layout, roadways and bridges, stagnant aggregate assessed values of real property, unsanitary or unsafe conditions, deterioration of site or other improvements, falling lease rates, tax or special assessment delinquency exceeding the fair value of the land, incidence of crime, fire or emergency medical calls, among others.

After a proposed expansion area has been defined, we will confirm its ability to satisfy a Finding of Necessity.

## Task 4: Economic Conditions Analysis:

While there is still some uncertainly of the long-term impacts of the COVID-19 pandemic and how that will shape the economic conditions in our communities, we have a much better picture and understanding of the role it will have. Luckily, it appears South Florida in general is or will rebound without the challenges many other regions of the country will have. Although it's too early to be conclusive, what we do know is there are national trends that are changing the way we shop, dine, work, recreate, and live that began long before the pandemic and will continue long after.

To better position the Plan Update and develop the tools to achieve it, the existing economic conditions, opportunities in Lake Park, it's recent trends and projected future trends, and those of the surrounding community and Palm Beach County will need to be evaluated and documented. These should be included as additional layers in the Opportunities and Constraints mapping that was formed in the previous task.

Specifically, these include:

- Existing taxable property values (parcel, use-type, or area level evaluation)
- Five-year trends (or as available through the Palm Beach County Property Appraiser GIS database)
- Ownership patterns and future redevelopment opportunity
- Vacant parcels
- Commercial, residential, and warehouse/industrial sales trends and occupancy based on the most available data for Lake Park, greater West Palm Beach, and Palm Beach County
- Demographic trends
- New businesses or existing business expansion and closures
- Capital improvement projects that may impact or support economic change
- Building permit data and anticipated future projects identified by the Town

This data will be summarized in a clear and easily understood format in both the Opportunities and Constraints mapping, and as a stand-alone infographic or other format for the community to understand during the public engagement phases, and as a tool for the CRA and Town to use in assisting future business development or redevelopment interests.

Land Use: Zoning

Future Land Use

Ownership

Development Opportunity

## Task 5: Economic Development Strategy

Much like the redevelopment plan itself, we have to develop a clear vison for an inclusive equitable economy Lake Park wants in it's future and this strategy should enable that vision and be woven throughout the redevelopment plan. This vision must also be fine tuned to not exclude existing residents.

**Lake Park has the foundational elements for robust economic growth:**

- Visible presence of a many locally-owned businesses
- Indication of additional new businesses opening
- Presence of strip-center / warehouse / industrial / flex space – this is often an untapped resource for attracting entrepreneurs, innovators, and the creative class
- Access and general location in the metro area
- Growing population of the Town and County
- "Small town" character
- Larger parcels suitable for mixed-use redevelopment
- Financial ability of the CRA and access to other funding sources (grants, loans, partners)
- Partnership opportunities in Palm Beach County
- Access to employment base

*More than half of the businesses in United States are "mom and pop" shops. They will, on average, spend more psf in rent, pay a higher hourly wage, generate more tax dollars and have far greater recirculation of consumer spending than chain or big box retail, and will invest more in the local community. Support and growth of these must be a foundational element of any redevelopment plan. Additionally, harnessing local enterprise with substantial out-of-area growth potential can be significant in future job creation.*

**The strategy will include Identifying priority redevelopment objectives:**

| | |
|---|---|
| **Goals:** | big picture goals that capture the vision while also realistic in market realities. |
| **Priorities:** | working from the big picture goals and having a general understanding of what the short, medium, and long-term priorities may be while updating the vision will help ensure we identify the right strategies, incentives, and partners to implement them. |
| **Updating the Vision:** | that articulates the input from the Town, Commission, residents, business community, landowners, and development interests. It should focus on harnessing the strengths that exist within today while growing from them. This includes making sure the job readiness and job training programs are available for existing residents to prosper with the community and not be marginalized from it. |
| **Strategies:** | these strategies need to be clear and concise and should include both Place-based and Policy-based to ensure the operations, management and regulatory framework will support the Placed-based vision. |
| **Incentives:** | these are the tools that will help implement the vision and they should be designed to support the specific goals and priorities. Tax increment is the primary tool of the CRA but should not be the only tool. The incentives should reach beyond grants, rebates, or other direct financial support. They may include regulatory, marketing, job readiness and training, public programming, and may also be provided by the Town, the County, or other stakeholders. |



| | |
|---|---|
| **Partners:** | redevelopment is a lot of work and takes a lot of time... the CRA doesn't need to do it alone. Identifying the right stakeholders to become partners in supporting, implementing, and benefiting from the vision and Plan is a critical step. Many of these partners may also bring additional incentives that will help achieve redevelopment goals. |
| **Net impact on tax increment:** | there will be many demands on the tax increment generated, including incentives, capital projects, programming, marketing, etc. It will be important to understand what the potential net increase in tax increment revenue is in determining priorities, their ranking, and subsequent financial impact. |
| **Catalyst priorities:** | every project identified will be an important part of achieving the vision however, some will have a greater impact. This may be in attracting business, creating jobs, improving housing, or addressing public realm deficiencies. The priorities identified at the start of this task should be re-evaluated based on the strategies, incentives, and partners available, and on the overall economic impacts that will have. Likewise, strategies, incentives and partners should be refined if the catalyst priorities require any adjustments in them. |

## Task 6: Final SWOT Analysis

A final series of graphics or graphic along with supporting, easily understandable data (may include infographics, tables, GIS Storymap, or other methods) will be developed to clearly relay the strengths, weaknesses, opportunities, and constraints.

In addition to informing the public involvement process and plan development, the strengths and opportunities segments can become a useful tool for future marketing and promotion purposes within the CRA and Town.

# PHASE II - Setting the Direction

## (CRA Plan Development)

The Plan development will add the character and the detail to the over-arching vision for the redevelopment area. It's important that this be a thoughtful and inclusive process with the entire community. Redevelopment impacts much more than those within its boundaries but should be a town-wide focus.

### Task 1: Public Kick-off:

This is an exciting process, and the community and other stakeholders should be energized about it and inspired to remain involved and support the Plan's implementation.

Presentation of the SWOT analysis, anticipated plan goals, strategies and priorities should be easily understood and identify the "building block" impact, overall economic opportunity, role of the community. It will be important that also be viewed as educational and manage expectations.

A well promoted and interactive community-based event is a great way to help build this energy. Depending on the desire of the CRA, past kick-off's have ranged from energetic public workings and discussion groups, to walking tours and community festivals. The public process should be welcoming, inclusive, and fun enough to inspire public support for the long-term.

This should include CRA Board Members, Town Commissioners, various Town Departments, local businesses and interested residents, other area stakeholders, local entrepreneurs, partners, funders, etc.

### Task 2: Draft CRA Plan:

Following the public kick-off, a draft Plan update will be prepared that articulates all previous tasks including public feedback. This update will specifically include:

- Place-based modifications (included revised boundary)
- Policy-based modifications
- Implementation plan
- Partners
- Funding mechanisms and Estimated costs (tax increment obligation)
- Approximate timeline
- Regulatory amendments: draft amendments to the Comprehensive Plan and Land Development Code will be prepared if required for Plan implementation
- Finding of Necessity (FoN) – this should be done in Phase I to ensure determination of presence of slum and blight may be met in accordance with Florida Statute Chapter 163 prior to the public kick-off. If not fully completed prior to this task, it should be done at this time. The FoN will require notification to taxing authorities, and it is strongly advised that prior discussions be held with Palm Beach County in advance of any formal notification.

### Task 3: Legal and Statutory Compliance:

Legal requirements for plan updates, sunset extensions, and plan expansions are very specified and must be followed. There are multiple scenarios depending on what the CRA ultimately chooses. The typical scenarios are outlined below:

1. Plan update with no boundary change and no extension of the sunset date: the approval process will be done entirely within the Town and simply require necessary advertised public hearings by the local planning agency (Planning Board) and by the CRA Board and Town.
2. Plan update with a boundary change (with or without an extension to the sunset date): the expansion will trigger required notifications to taxing authorities, specified duration for taxing authority review and/or objections, and mediation, if necessary, before the public hearing processes begin.
3. Plan update with extension to the sunset date: provided there are no boundary changes, notification will be required to taxing authorities however the Town may continue with adopting the plan update without additional formal review by the impacted taxing authorities (Palm Beach County).

It is strongly advised that the CRA and Town engage Palm Beach County early on in the process if the Plan update will include an expansion and/or extension of the sunset date. Statutory compliance is a critical element in ensuring the CRA Plan is legally defensible. In addition to the required notifications summarized above, the Florida legislature adopted multiple amendments in 2018 and 2019 to Chapter 163, Community Redevelopment. For most CRA's these have minimal impact however, all plans adopted prior to these most recent changes will require careful review and updating to acknowledge and address any current deficiencies based on statute.

### Task 4: Final Public Participation Meeting

Completing a Plan update is a big process, and one that should be celebrated with the CRA, Town and community. To unveil the final draft plan to the community, whether at a public meeting or workshop, or in conjunction with a public event will provide another opportunity for the public to offer input, see the commitment made to it, and be excited by it. Public input received during this review will be used to finalize the Plan.



# PHASE III - Unlocking Opportunity

## (Updated Plan Adoption)

### Task 1: Update Draft CRA Plan

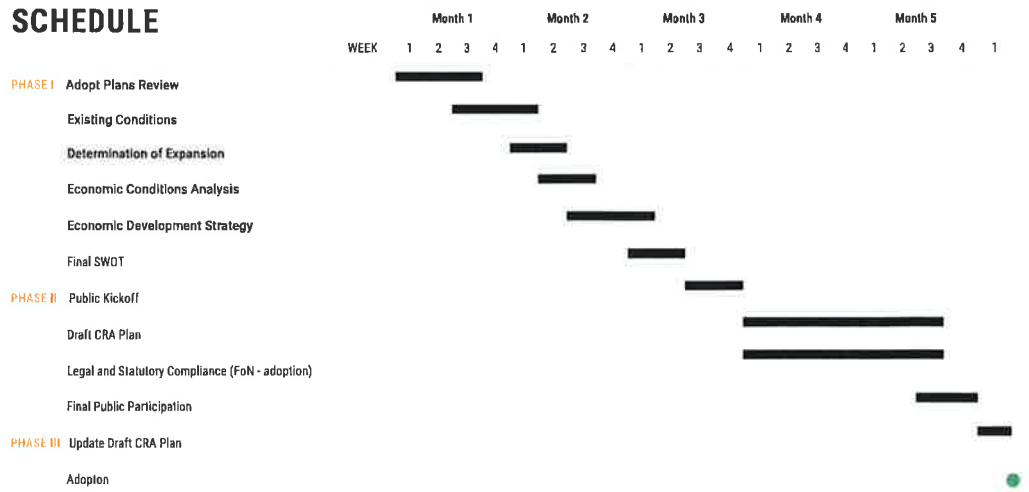
After the final public participation meeting, the final CRA Plan will be refined and it, along with the SWOT, and supporting infographics, documents, etc. prepared during the process will be provided to the CRA.

Final recommendations for Comprehensive Plan, Land Development Code, or other policy documents will accompany the CRA Plan.

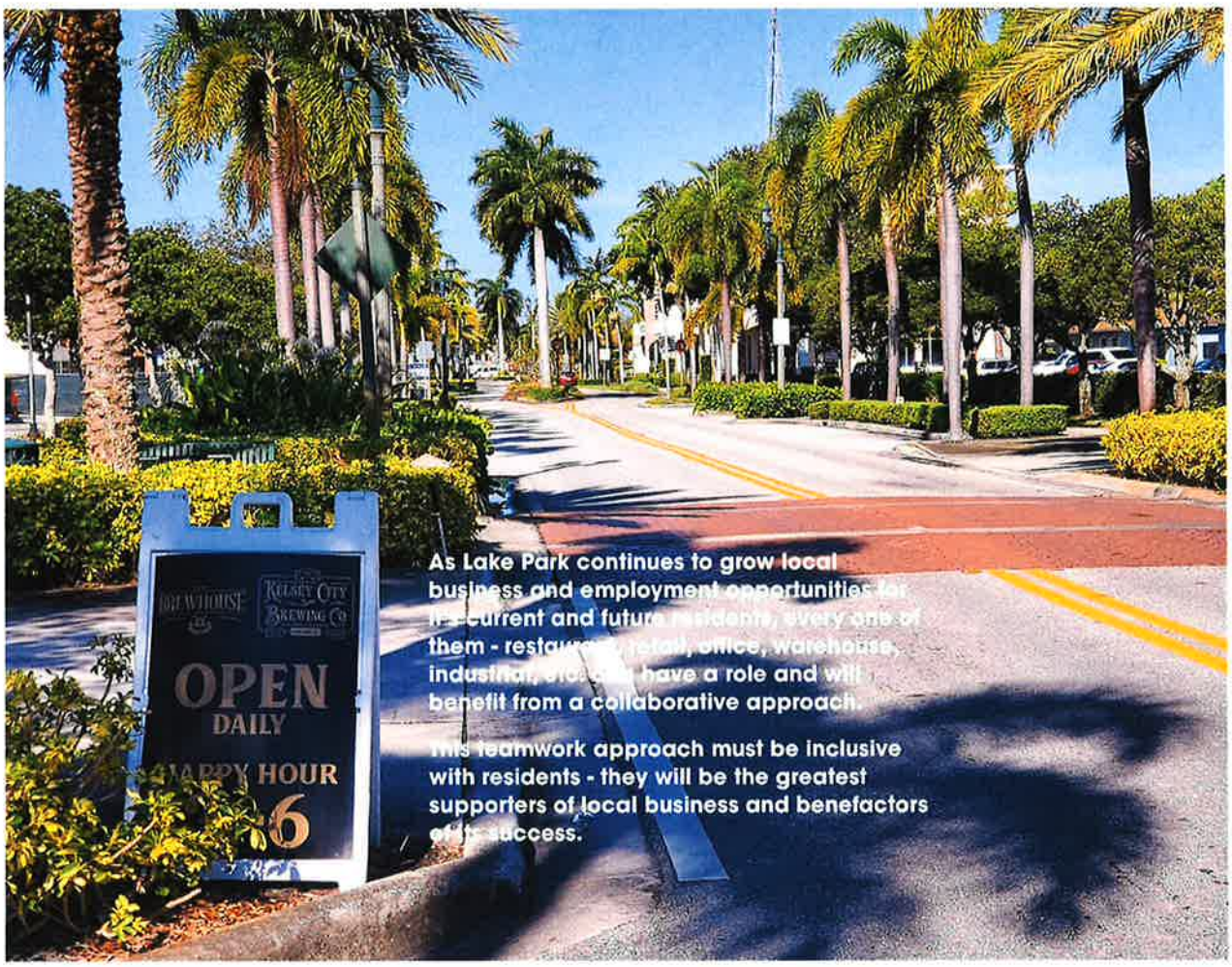
### Task 2: Adoption

Stantec will support the CRA and Town throughout the adoption process of the CRA Plan – including at the Local Planning Agency, CRA Board, and Town Commission. It is anticipated staff will manage the adoption process of any Comprehensive Plan and Land Development Code Regulations.

## SCHEDULE

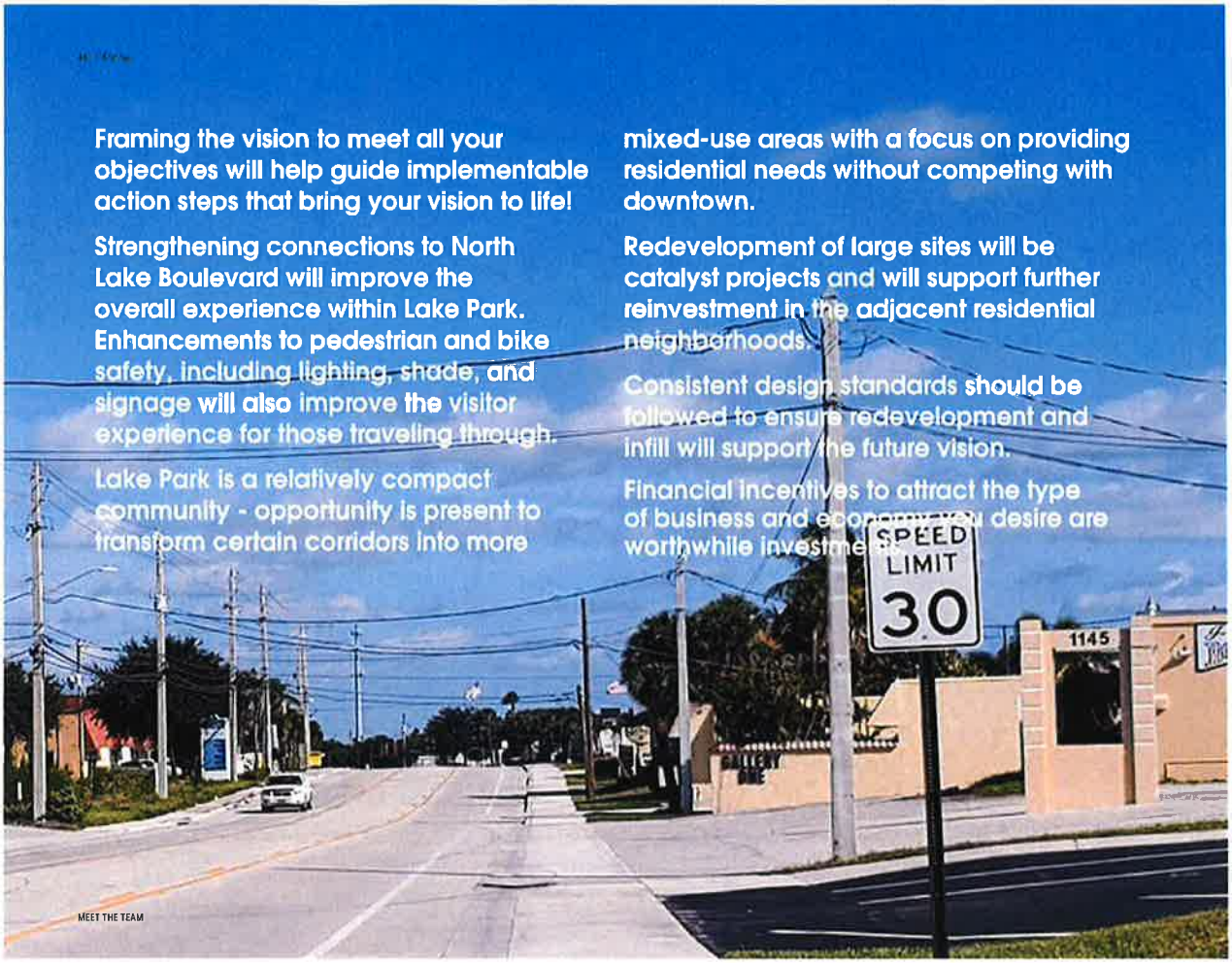



Notes: the schedule provided above is approximate. Durations may vary based holidays, specific requirements for public meetings, scheduling of CRA Board and City Commission meetings, and overlapping of the Finding of Necessity for expansion.



# Project Team

*"It's better for everyone, when it's better for everyone".*
- Eleanor Roosevelt



## Introduction to the Team

**David Dixon, FAIA, Principal in Charge,** has a core belief in tapping growing urban wealth to fund effective equity and inclusion initiatives, and has helped countless communities navigate the demographic, economic, and technological environment that is changing around us. In just the past five years he has led planning and urban design initiatives that have launched more than $12 billion of investment in new and revitalized walkable, mixed-use districts for cities throughout the United States. David has been a recipient of more than two-dozen awards from the AIA, CNU, IDA and similar national organizations, including four national Excellence in Planning awards from APA

**Jared Beck, AICP, Project Manager,** knows downtowns! An urban & redevelopment planner, former City Planner & Principal Preservation Planner of local and national historic districts (commercial and residential), and a past Executive Director of a merchant driven downtown business district, he excels at understanding how to manage private sector investment needs within a solid regulatory framework that makes sense for achieving a community vision.

**Jeff Sauser** of Stantec's Urban Places will support in urban planning, land use, sub-areas, districts, and zoning code. **Joel Mann, AICP,** of Stantec will lead parking analysis and transportation elements. **Keith Greminger, AIA,** will provide his expertise in redevelopment and comprehensive planning.

The Market Analysis will be completed by our partner **James Carras of Carras Community Investment, Inc.** With more than 25 years designing and implementing responses and solutions for community economic development opportunities, his expertise is broad, including market studies and economic development analysis, redevelopment planning, and fair housing studies. James is also adjunct faculty at Harvard University – Kennedy School of Government.

DAVID DIXON FAIA
**PRINCIPAL-IN-CHARGE**

Title: Urban Redevelopment Advisor

Credentials: FAIA

Years of experience: 52

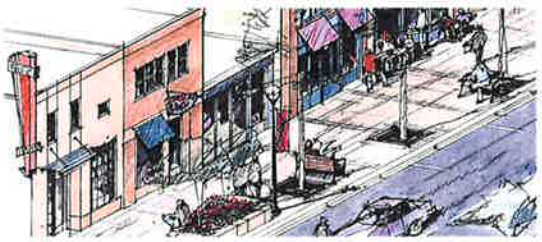
Years with Stantec: 8

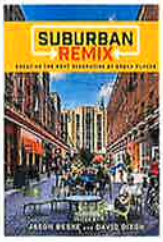
Education:

Master of Urban Design, Harvard University, 1974

Master of Architecture, University of Pennsylvania, 1972

Bachelor of Arts, Wesleyan University, 1969






Downtown Moorhead
Moorhead, Minnesota

David helped found Stantec's Urban Places, a company-wide interdisciplinary initiative to assist clients and communities in managing the accelerating pace of social, economic, environmental, and technological change. Over the past three years he has led planning and urban design for more than $9 billion of investment in walkable, mixed-use, and sustainable communities in cities and suburbs alike. David is especially known for initiating a national dialogue—through lectures, commentary, and the organization of two national conferences—about creating "walkable density" as an essential tool for achieving the benefits unlocked by the flow of people and investment into urban environments.

A significant portion of his work has focused on realizing the land use and placemaking benefits of transportation investments, including planning for significant transit-oriented districts across North America. He has chaired the American Institute of Architects' (AIA) Regional and Urban Design Committee and its National Sustainability Task Force. A recipient of many project awards, in 2007 David received the AIA's highest honor for achievement in the public sphere, the Thomas Jefferson Award for Public Architecture. David is the co-author of Urban Design for an Urban Century: shaping more livable, equitable, and resilient cities (Wiley, 2014) and Suburban Remix: the next generation of urban places (Island Press, February, 2018).

MEET THE TEAM



PROJECT EXPERIENCE

**Living Cities - Miami, Minneapolis, Baltimore,and Chicago**
An urban design approach for this nonprofit consortium of foundations and financial services corporations, including defining initiatives in pilot cities, providing technical support, and monitoring development. Assisted in creating a public outreach strategy to create a vision for the Miami Overtown neighborhood.

**DC Corridor Revitalization Plan, Washington, DC**
Revitalization plan and implementation strategy for the Kennedy Street NW corridor in Washington. Combining the results of an in-depth market analysis and outreach to the community's varied stakeholders, the plan identifies resources and outlines potential new development entities that will put the implementation strategy to work.

**Northwest Neighborhood Strategic Development Plan* | West Palm Beach, Florida**
An urban design strategy to enhance and encourage commercial, retail, and housing development in the Northwest neighborhood of West Palm Beach, the city's historic African American neighborhood. Identified critical development locations and created guidelines to direct redesign and enhancement of commercial development, pedestrian linkages, vehicular corridors, and open spaces. Guidelines and recommendations are based upon feasible, real-world opportunities to enhance capital investment, promote employment for area residents, expand the local tax base, and attract new business.

**New Orleans Master Plan and Comprehensive Zoning Ordinance, New Orleans, Louisiana**
Citywide comprehensive plan and zoning revision to provide a 20-year shared framework for moving beyond Katrina recovery to create a resilient city. Developed on a rapid schedule, with intensive public outreach and participation, this planning effort places special focus on creation of a citywide housing policy, an economic development plan, a flood-hazard and sustainability plan, a citizen participation structure, and implementation plans.

**Urban Streetscape & Adaptive Reuse Plan for the Inner Belt and Brickbottom Districts, Somerville, Massachusetts**
Planning a transformative new chapter for a 160- acre former industrial district—the largest redevelopment site close to downtown Boston—as it gains service from an extension of a regional subway line around 2018. A principal city objective is to make the study area a significant center of employment to bolster economic development, given the city's unusually high share of residential development. Other goals include adding park spaces and improving access to and through an area hemmed in by railroad embankments and elevated highways.

**Realize Rosslyn: the Rosslyn Sector Plan Update* | Arlington, Virginia**
Leading a multidisciplinary team in the creation of a tactical plan to help Rosslyn overcome its auto-oriented origin and become a vibrant mixed-use neighborhood that respects human scale. The plan draws from community participation, including detailed communications with Rosslyn's high-capacity business improvement district as well as major developers to shape initiatives. These range from low-cost, high-impact steps like parklets and bike lanes to major mixed-use development projects incorporating new streets and parks.

**Livable Claiborne Communities Plan* | New Orleans, Louisiana**
Planning study to explore how transportation alternatives for the Claiborne Avenue Corridor can support revitalization and help integrate many new initiatives underway in New Orleans, while still serving as a critical transportation link for the rest of the city and adjoining parishes. Responsibilities include neighborhood planning, revitalization, and urban design analysis and recommendations as well as leading sub-task consultant work including economic development, real estate analysis, housing market analysis, and sustainability.

**Birmingham Comprehensive Plan* | Birmingham, Alabama**
Guided by an overall vision that embodies the unique personality, culture, and heritage of the community, this planning process establishes a 20-year policy, strategic, and implementation framework to make Birmingham a model for 21st century city life. It is Birmingham's first full comprehensive plan since 1961, designed to reflect the broad public participation and input that is at the heart of the planning process.

**Downtown Moorhead Master Plan | Moorhead, Minnesota | Principal-in-Charge**
Principal-in-charge for the development of a community driven master plan that will guide the revitalization needed for economic growth. Through a planning process we have the established a shared vision in line with an abundance of community input and have outlined framework with land use, mobility, and open space opportunities and constraints. This framework will help develop a broad strategy to achieve the vision. Next steps are focused on specific strategies to maintain downtown Moorhead's eclectic culture paired with a compact critical mass of jobs, residents, and animated streets.

JARED BECK AICP
**PROJECT MANAGER**

Title: Project Design and Planning

Credentials: Certified Planner #027911, American Institute of Certified Planners

Years of experience: 21

Years with Stantec: 8

Education:

Bachelor of Science, Landscape Architecture, Texas Tech University, Texas, 2000

Citywide Redevelopment Areas
Fort Myers, Florida

Jared brings a broad background that blends together creating great spaces and places with skilled and implementable long-range planning. His passion lies in urban design and redevelopment, and he's spent more than 20 years helping Florida communities achieve their visions. Jared is a recognized subject matter expert in Community Redevelopment Agencies and the unique statutory requirements that regulate them. He's worked with communities throughout the state in assessing their redevelopment needs – downtown's, residential neighborhoods, commercial corridors, and industrial developments, in identifying appropriate redevelopment areas and boundaries, preparing Finding of Necessitates, and developing community driven and implementable Plans.

His skills extend beyond policy and planning, and as a former Executive Director of a merchant-driven downtown business district, he has helped dozens of locally owned businesses succeed, managed hundreds of special events, developed and implemented marketing campaigns, and formed strategic partnerships, among an array of other accomplishments that come with activating a vibrant downtown. He recognizes the opportunity present in every downtown and has the tools to bring them to life.

His experience also includes historic preservation, and as a former Principal Preservation Planner in local government, Jared is well versed in the Secretary of the Interior's Standards for Rehabilitation, and has facilitated rehabilitation, infill, and redevelopment in locally and nationally designated commercial and residential neighborhoods. He has also assisted in the restoration of numerous significant historic properties including the highly awarded Edison & Ford Winter Estates in Fort Myers, Florida. He is also a co-author of an award-winning book on Florida residential architecture from the early 1900's to today. Jared has a true passion for the work he does and is a firm believer that **every community has its own unique qualities and untapped assets – his job is to help identify those and develop the roadmap that leverages them for greater future success!**

MEET THE TEAM



PROJECT EXPERIENCE

**Opa-locka Dountown Master Plan | Opa-locka, Florida | Project Manager**
Stantec developed a vision based on market-realities and with developer and business interest to reshape Downtown. Key elements include transforming blocks of low-quality multi-family housing into mid-rise mixed-use and mixed income housing that will create the compact critical mass to support future businesses, while continuing to provide affordable housing for existing residents and attract new market-rate residents.

**Central Fort Myers Redevelopment Plan Update | Fort Myers, Florida | Project Manager**
Following completion of the Finding of Necessity, Stantec was hired to develop the redevelopment plan update that will build on the adjacent success of the historic Downtown River District. Public space, economic development, inclusive housing, and connectivity to transit are key components of the plan.

**Franklin Street Vsion Plan | Tampa, florida | Project Planner**
Stantec developed the Franklin Street Vision to build on past planning efforts to revitalize historic Franklin Street in downtown by providing detailed block-by-block strategies in a very graphic-forward plan to promote reinvestment and redevelopment along Franklin which recognizes and compliments the Street's historic significance.

**Marianna West End Redevelopment Area – Finding of Necessity and CRA Plan | City of Marianna, Florida | Project Manager**
Stantec helped the City identify a second redevelopment area with a detailed on-site evaluation and ensuring the area would meet statutory requirements to satisfy the presence of slum and blight. Stantec prepared the Finding of Necessity. After approval, Stantec worked with the project team to develop the Plan and support the City through the adoption process.

**Citywide Redevelopment Areas Analysis & Recommendations City of Fort Myers, Florida**
Committed to achieving significant redevelopment within the City of Fort Myers, Stantec was hired to evaluate each of the nine community redevelopment areas for their current viability and develop recommendations on any modifications that may strengthen their ability to be successful. As a major undertaking, research and review of original finding of necessity's, redevelopment plans, and actions accomplished established a baseline to evaluate current success. Field surveys, data analysis, tax increment revenue forecasts and analysis, mapping, and coordination with CRA and City Staff on future capital investments, community needs, growth projections and planning efforts allowed us to develop a comprehensive report with implementable strategies for the CRA to execute in the upcoming years. Various recommendations included expansion and contraction of boundaries, sunsetting of districts, and extending effective lifespans.

**Cleveland Avenue Corridor Redevelopment Implementation Plan and Update, City of Fort Myers, Florida**
Stantec was selected by the City of Fort Myers to develop proposed amendments to the Cleveland Avenue Redevelopment Plan and implementation strategies. Working with the City of Fort Myers Community Redevelopment Agency (CRA), Stantec conducted a review of the existing Cleveland Avenue Redevelopment Plan and related land development code overlay requirements. Upon completion, Stantec identified and wrote recommended code amendments for implementation by the city. A series of implementation strategies included design guidelines, grant programs, policing and safety, community-based partnerships, outreach and marketing, streetscapes, and funding strategies. Since completing the implementation strategy, Stantec has subsequently pursued and was awarded full funding for a Florida Department of Transportation Beautification Grant to complete landscape installation within a key segment of the corridor

**Clewiston Main Street Revitalization Plan, Southwest Florida Regional Planning Council**
Stantec was chosen to assist the Southwest Florida Regional Planning Council in the review, analysis, and general conceptual plan development for the Main Street Revitalization Plan along US 27 in downtown Clewiston, Florida. This process is anticipated to be one of many steps towards a long range, practical, and implementable revitalization program for the main street corridor that has experienced unwanted deterioration due to the continued growth and use of US 27 as functional thoroughfare combined with a decline in business success and increase in unemployment and poverty rates throughout the community. As part of a larger long term effort, areas of focus within the Stantec role for this phase included existing conditions assessment, analysis of strengths and weaknesses, review of existing zoning and recommended zoning modifications, development of a downtown parking strategy, schematic façade and businesses identification program, and general corridor improvement recommendations.

**Dr. Martin Luther King, Jr. Boulevard Redevelopment Area Expansion & Plan Update, Fort Myers Community Redevelopment Agency**
Using the previous redevelopment plans as a base, the Stantec team worked with the community hosting multiple workshops, a project website, surveys, round-table discussions, to develop the plan update. Guided heavily by the consistent community feedback, Stantec was able to translate the community wants into implementable action steps that CRA may take. Required by Statute to develop anticipated budget plans for the life of the redevelopment area, the project team completed the economic assessment with projected revenues through the life of the redevelopment area (2044). The project team then prioritized and developed cost allocations for the 30-year life span of the redevelopment area.

**Downtown Redevelopment of Old US-41, City of Bonita Springs, Florida**
Project design team member and planner for overall project landscape architecture planning and design of landscape and hardscape elements of this new destination and streetscape project in the historic downtown Bonita Springs area. Stantec worked with the City and the balance of the Wright Construction Groups design build team to bring streetscape improvements to almost one mile of the existing Old 41 commercial corridor and the parallel streets and blocks east and west of Old 41. The project included multiple public meetings, alternative design scenarios, the development and inclusion of two roundabouts in the first phase of work and future improvement phases that include planning for private side redevelopment.

**Village of Wellington - Town Center Plan | Wellington, Florida | Public Engagement Lead, Team Designer**
Stantec was hired as a sub-consultant to Urban Design Studios to assist the Village of Wellington in re-imagining the "Town Center" as the future activity area of the community. Encapsulating an earlier concept plan completed by Stantec, the project team gathered significant public input and advanced the conceptual plan to include detailed development options, identified civil opportunities and constraints, and prepared cost estimates for the Village to begin budgeting implementation. Since completion, the Village is moving forward with Phase I.

**Naples Vision Plan Assessment | Naples, Florida | Public Engagement**
More than ten years after adopting the City's Vision Plan, Stantec was engaged to conduct a public engagement program to evaluate the Vision and provide recommendations to the City's Planning Advisory Board. Following the numerous stakeholder interviews, public comments, and workshop sessions, Stantec developed, with the Planning Advisory Board, an online survey drawing from the information gathered. Equally as outstanding, the number of survey responses far exceeded expectations resulting in a 99% confidence level with less than a 4-point margin of error. When complete, the survey will provide the quantifiable data the City is desiring, while allowing Stantec to develop clear recommendations on the future Vision of the City of Naples.

**Washington Street Park | Florida City, Florida | Design Project Manager**
Stantec was hired to develop conceptual plans for the redevelopment of the Washington Street Park, centrally located within the City's redevelopment area. Committed to rebuilding this park as a dynamic anchor in the City, it included various playgrounds, walking paths, open lawn, gathering areas and other amenities. Construction plans are currently underway.

**Ludlam-Glades Park | South Miami, Florida | Design Project Manager**
Stantec was hired to design the redevelopment of an existing single-family waterfront estate lot into a neighborhood park. Maximizing water views and access, dense natural and tropical vegetation, walking paths, basketball half-court, tot-lot, shelters, a butterfly garden and educational aspects are a few of the components to be included. Stantec conducted a public engagement component including project website, online survey, and virtual public meetings. Stantec has since been hired to complete construction drawings.

**Fort Myers Planning * | Fort Myers, Florida | Principal Preservation Planner**
Principal Preservation Planner responsible for the oversight, restoration, rehabilitation, promotion, and assistance with economic and redevelopment initiatives, among other roles within the city's numerous Local and National Register Districts, and well established residential and commercial districts, including the Central Fort Myers, East Fort Myers, Cleveland Avenue, and Dr. Martin Luther King Jr. Redevelopment Areas. Particular accomplishments include achieving a National Register designation for the Dean Park Historic District, assisting in the restoration of the Edison & Ford Winter Estates, overseeing extensive infill and rehabilitation within the Downtown Historic Commercial District, implementation of the Downtown and Cleveland Avenue Brownfield Areas, and designation as a "Waterfronts Florida Partnership Community". Extensive involvement in State grant and recognition programs assisted in facilitating numerous areas of enhancement throughout the City.



**River District Alliance * | Fort Myers, Florida | Executive Director**
Passionate about Downtown Fort Myers' opportunity to become a vibrant destination in Southwest Florida, Jared reduced his role at Stantec in 2014 to also become the first part-time employee of the River District Alliance (RDA). Over the next four years he worked tirelessly to build it into one of the premier arts and culture non-profit organizations in Lee County. Jared led every aspect from opening the RDA's first office, managing finances, pursuing grants and fundraising initiatives, programming more than 50+ events annually, rebranding and marketing, membership development, business recruitment and retention to strategic partnership development and support of the City in numerous aspects related to Downtown. When Jared returned to Stantec full-time, then having become the Executive Director of the RDA, it had transformed from a fledging non-profit in financial distress to a financially secure and highly regarded organization with a staffed full-time Executive Director, Events Coordinator, and contract support services.

Notable Recognition:

- **2017 Community Visionary** - **"Fort Myers City of Palms** - A Contemporary Portrait", Selected as one of three visionaries shaping the future of Fort Myers.
- **2017 Richard E. Rice Gold Medal Award for Visual Arts** - River & Road , Recipient of the Richard E. Rice Gold Medal by the Florida Book Awards for the publication of River & Road
- **2017 Chrysalis Award for Cultural Achievement** - Annual Cultural Achievement by the Lee County Visitor & Convention Bureau and the Greater Fort Myers Chamber of Commerce for contribution to the economic impact of culture and tourism in Lee County, FL.
- **2019 Florida Redevelopment Association, Roy F. Kenzie Award** - Large City Planning Studies , Fort Myers Citywide Redevelopment Analysis and Recommendations
- **2020 Florida Planning and Zoning Association, Outstanding Plan** – Northwest Manatee Plan, Manatee County, Florida
- **2021 Florida Redevelopment Association, Roy F. Kenzie Award** – Large City Planning Studies, Franklin Street Vision Plan

East Tampa Public Art Collage
Tampa, Florida

## KEITH GREMINGER AIA, CNU-A
**REDEVELOPMENT/COMPREHENSIVE PLANS ADVISOR**

Title: Architect

Credentials: Registered Architect #30084579, American Institute of Architects

Certified Facilitator, National Charrette

Years of experience: 40

Years with Stantec: 1

Education:

Bachelor of Architecture, Kansas State University, Kansas, Missouri, 1981

Keith has 40 years of experience in architecture, urban design and community, commercial and corporate master planning with some of the world's most recognized design firms. He has led several planning and design teams assisting private and public clients with delivery of their projects by creating notable developments, memorable places, livable neighborhoods and connected communities.

As an architect, he understands the built environment and the critical components of building placement, access, edges, the public realm, and place-making characteristics that supports community enhancement.

Keith has and continues to serve in leadership roles in numerous professional and civic organizations committed to the practice of health and equity, place-making and improved quality of life in the built environment.

MEET THE TEAM



PROJECT EXPERIENCE

**East Tampa CRA Strategic Action Plan* | Tampa, Florida | Project Manager and Lead Planner**
The purpose of the Strategic Action Plan was to refine the adopted plan and to identify both short- and long-term strategic public investment projects that will attract private investment, identify regulatory actions that foster quality redevelopment, and identify incentives that the City may establish to attract private investment that will serve to maximize the redevelopment potential in East Tampa. The assignment included land use and development analysis and projections, economic analysis including real estate and business growth projections, development of infrastructure funding strategies, and tax increment revenue projections. The study also included an extensive public involvement program.

**Drew Park CRA Strategic Action Plan* | Tampa, Florida | Project Manager and Lead Planner**
The planning team prepared a Strategic Action Plan (SAP) for the Drew Park Community Redevelopment Area (CRA), a +/- 850-acre district, addressing redevelopment strategies to help guide the area into financial sustainability over the next 25 years. The specific plan objectives were: identify both short-and long-term strategic public investment projects that will attract private investment, identify regulatory actions that foster quality redevelopment, and identify incentives that the City may establish to attract private investment that will serve to maximize the redevelopment potential in the Drew Park area. This study also included an extensive public involvement program designed to solicit public input regarding concerns and issues that the residents and business community want addressed as part of the redevelopment strategy.

**Largo Mall Special Area Plan* | Largo, Florida | Project Manager and Lead Planner**
Project manager and lead planner who helped the City develop a special area plan (SAP) to guide the development and redevelopment of the Largo Mall Activity Center. The project included an analysis of existing and proposed land use, redevelopment strategies (land use, parking, multimodal elements), transportation/mobility, infrastructure, and economic development strategies. The team also assisted the City in amending both the City and Pinellas County-Countywide Master Plan consistent with the SAP.

**East Gateway CRA District Vision Plan* | Clearwater, Florida | Lead Planner**
The planning assignment, through the City of Clearwater Economic Development, was to reposition the East Gateway District community for redevelopment and economic revitalization. The results of our effort laid out the strategies for the creation of a "place" within the existing community fabric. A preliminary brand strategy was identified centered on a walkable destination corridor due to changed urban traffic patterns connected to the outer edges through the open space network of an abandoned drainage system called Steven's Creek.

**North Lake Mirror CRA Redevelopment Master Plan* | Lakeland, Florida | Project Manager and Lead Planner**
Project manager and planning lead provided master planning services for the redevelopment of North Lakeland. The goal of this master plan was to create open spaces, enhance Lakeland's downtown, and create more residential and mixed-use developments. In addition to master planning, the team held a City Staff Workshop and Stakeholder Workshop for development feedback and provided a market analysis.

**Clearwater-Largo Road CRA Finding of Necessity* | Largo, Florida | Project Manager**
Project manager of the team selected by the City of Largo to perform an evaluation of the Clearwater-Largo Road Community Redevelopment District (CLR-CRD) including expansion of the CLR-CRD. The analysis intended to serve as a basis of expanding the CRA consistent with Chapter 163, Part III, Florida Statutes and Pinellas County. Our services included project initiation and project management; historical context, base data collection, and mapping; and CRA boundary district assessment and finding of necessity/blight study (FON). The team produced a written memorandum summarizing key findings, conclusions, and recommendations under these tasks, as well as incorporated graphic materials from the consultant team in a format suitable for presentation to the community and interested third parties.

**West Tampa Community Redevelopment Agency Strategic Action Plan* | Tampa, Florida | Project Manager and Lead Planner**
Led the professional services for the implementation strategies to enhance the community and grow the tax base (tax increment funding TIF) of West Tampa CRA. This project consists of the redevelopment of the area between the Hillsborough River, Armenia Avenue, Columbus Street and Kennedy Boulevard, the western urban areas to downtown Tampa. Professional services being provided include community engagement, infrastructure analysis, historic district evaluation, asset mapping, economic analysis, projections of tax base growth, catalytic development opportunities, public space design, corridor enhancements, and a proposed schedule for execution.

JEFF SAUSER
**URBAN DESIGN AND PLACEMAKING**

Title: Urban Planner

Years of experience: 11

Years with Stantec: 8

Education:

Summer China Program - University of North Carolina at Charlotte, Charlotte, North Carolina, 2008

Bachelor of Arts, Metropolitan Studies, New York University, New York, New York, 2006

Master of Architecture and City and Regional Planning, Georgia Institute of Technology, Atlanta, Georgia, 2010

Jeff is a planner and urban designer whose work centers on the relationships between markets, community, sustainability, and urban form. Jeff has played a central role on a range of design and planning projects in cities and suburbs across the country, with particular focus on creating compact, walkable, mixed-use redevelopment in transitioning neighborhoods and emerging communities. His experience includes large-scale comprehensive plans, downtown master plans, private development district plans, brownfield plans and neighborhood revitalization plans.

RELEVANT EXPERIENCE

**Birmingham Comprehensive Plan* | Birmingham, Alabama**
Guided by an overall vision that embodies the unique personality, culture, and heritage of the community, this planning process establishes a 20-year policy, strategic, and implementation framework to make Birmingham a model for 21st century city life. It is Birmingham's first full comprehensive plan since 1961, designed to reflect the broad public participation and input that is at the heart of the planning process.

**Elkhart River District Implementation Plan | Elkhart, Indiana | Project manager**
Project manager for a 90-acre downtown-adjacent area transforming into a walkable neighborhood spurred by catalytic investments from both the public and private sectors. The plan is generating significant interest from local investors who will lead the first major phase of construction.

**Urban Streetscape & Adaptive Reuse Plan for the Inner Belt and Brickbottom Districts* | Somerville, Massachusetts**
Planning a transformative new chapter for a 160- acre former industrial district—the largest redevelopment site close to downtown Boston—as it gains service from an extension of a regional subway line around 2018. A principal city objective is to make the study area a significant center of employment to bolster economic development, given the city's unusually high share of residential development. Other goals include adding park spaces and improving access to and through an area hemmed in by railroad embankments and elevated highways.

**Livable Claiborne Communities Plan* | New Orleans, Louisiana**
Planning study to explore how transportation alternatives for the Claiborne Avenue Corridor can support revitalization and help integrate many new initiatives underway in New Orleans, while still serving as a critical transportation link for the rest of the city and adjoining parishes. Responsibilities include neighborhood planning, revitalization, and urban design analysis and recommendations as well as leading sub-task consultant work including economic development, real estate analysis, housing market analysis, and sustainability.

**New Orleans Master Plan and Comprehensive Zoning Ordinance* | New Orleans, Louisiana**
Citywide comprehensive plan and zoning revision to provide a 20-year shared framework for moving beyond Katrina recovery to create a resilient city. Developed on a rapid schedule, with intensive public outreach and participation, this planning effort places special focus on creation of a citywide housing policy, an economic development plan, a flood-hazard and sustainability plan, a citizen participation structure, and implementation plans.

LINDSAY ROBIN AICP
**PROJECT PLANNER**

Title: Urban Planner

Credentials: Certified Planner #032834, American Institute of Certified Planners

Years of experience: 8

Years with Stantec: 1

Education:

Master of Public Administration, Florida Gulf Coast University, Fort Myers, Florida, 2014

Bachelor of Arts and Communication, Florida Gulf Coast University, Fort Myers, Florida, 2011

Lindsay has assisted in the preparation of numerous rezoning, comprehensive plan amendments, and administrative amendment applications in jurisdictions across Southwest Florida. Lindsay also assists in the preparation of Land Development Code amendments and Comprehensive Plan updates. Lindsay is integral to various public outreach efforts, including neighborhood information meetings, panel presentations, and small-group facilitation at community workshops. Lindsay is an active member on the Bonita Springs Bicycle Safety and Advisory Committee, and is currently assisting the committee on various efforts to increase bicycle and pedestrian safety throughout the city.

RELEVANT EXPERIENCE

**Bonita Springs Evaluation and Appraisal Report* | Bonita Springs, Florida | Project Planner**
Assisted the Florida Gulf Coast University Team in preparing the Evaluation and Appraisal Report (EAR) for the City of Bonita Springs. Ms. Robin facilitated community input meetings throughout the evaluation process, analyzed survey results for preparation of the EAR findings, and assisted in preparation of the final EAR report.

**Bonita Springs Land Development Code Amendments* | Bonita Springs, Florida | Project Planner**
Assisted the of Bonita Springs with the preparation of land development code amendments to address aesthetics and community-specific design standards, redevelopment overlay districts, and supplementary regulations for intensive uses, such as automobile service stations, "big box" retail, and downtown redevelopment of Old 41.

**North Olga Community Plan* | Lee County, Florida | Project Planner**
Assisted in the preparation of Land Development Code amendments to implement the community plan on behalf of the North Olga Community Planning Panel. Ms. Robin assisted in the community survey process and facilitation of monthly meetings in the preparation of the amendments. The resulting amendments included community-specific rural design standards, community review requirements for proposed development, and unique right-of-way landscape regulations to protect views along North River Road.

**Hill Tide Estates* | Lee County, Florida | Project Planner**
Prepared and processed a Small-Scale Future Land Use Map Amendment and Residential Planned Development (RPD) rezoning application for a 10+/- acre project located on Boca Grande in Lee County. Ms. Robin prepared the applications and assisted with coordination of community meetings regarding the project. Currently this project is in progress and scheduled for public hearing.

**Treeline 200 Comprehensive Plan Text Amendment* | Lee County, Florida | Project Planner**
Assisted in the preparation of a Lee Plan text amendment to allow for mixed-use development to occur in the General Interchange future land use category. Ms. Robin prepared the written materials and application items to amend Lee Plan Policy 1.3.2 and Table 1(a) to allow for multi-family residential uses within the General Interchange future land use category and amend Table 1(b), Year 2030 Allocations, to accommodate residential development within the General Interchange future land use categories.

RACHEL BOOTH CNU-A
**PROJECT PLANNER**

Title: Senior Planner

Credentials:

CNU-a Accreditation , Congress for New Urbanism

Years of experience: 16

Years with Stantec: 1

Education:

Master of Science, Florida State University, Tallahassee, Florida, 2005

Bachelor of Science (Double Major), Florida State University, Tallahassee, Florida, 2002

Rachel is a project manager and professional planner with more than 16 years of experience. She offers valuable public-sector experience including municipal Master Plans, Comprehensive Plans, and Developments of Regional Impact (DRIs). She also has experience working on rezoning projects that include transportation and residential corridors elements. Her expertise includes: comprehensive, special area, form-based codes, and strategic planning; community and stakeholder engagement; regulatory policies and oversight; execution of Community Redevelopment Agencies and adopted areas; affordable and workforce housing; school site feasibility; qualitative and quantitative economic analysis; and market feasibility.

RELEVANT EXPERIENCE

**Tampa Bay REACH Initiative: Resilience and Energy Assessment of Communities and Housing* | Pinellas County, FL | CRA Manager**
Served as the County representative for the TBRPC led the initiative to assess potential resiliency risks and define new strategies and policies to increase affordable, resilient housing development and redevelopment.

**Countywide Community Redevelopment Agency (CRA)* | Pinellas County, FL | CRA Manager**
Provided County oversight related to the new CRAs, existing CRA amendments, extensions, and $44 million County Tax Increment Funding participation.

**Unincorporated County, Lealman CRA* | Pinellas County, FL | CRA Manager**
Led the Issues and needs assessment, plan development, policy and programs implementation, and $3.2 million budget management.

**Lealman CRA Advisory Committee Manager* | Pinellas County, FL | CRA Manager**
Responsible for program and policy findings, recommendations, and citizen engagement.

**Countywide CRA Policy Update* | Pinellas County, FL | Planning Section Manager**
Updated the policy governing the creation, reporting, and allowable expenditures by Community Redevelopment Agencies to be consistent with Florida legislation. Established reporting requirements to track measurable progress on critical issues and return on investment and aligned TIF contributions with priorities identified by the Board in the County's Comprehensive Plan and Strategic Plan.

**Unincorporated Mobile Home Community Redevelopment & Preservation Plan* | Pinellas County, FL | Planning Section Manager**
Phase I: Completed issues and needs assessment (infrastructure, water quality, flooding/storm mitigation, dispute resolution, and housing), identification of potential programs and policy amendments, and case study summary, related to housing affordability.

JOEL MANN AICP
**PARKING, TRANSPORTATION & MOBILITY**

Title: Transportation Planner

Credentials: Certified Planner #021420, American Institute of Certified Planners

Years of experience: 18

Years with Stantec: 4

Education:

Master of Regional Planning, University of North Carolina, Chapel Hill, Chapel Hill, North Carolina, 2003

Bachelor of Arts, New College of Florida, Sarasota, Florida, 2001

Joel is a planner with 16 years of experience in transportation planning and transportation-focused contributions to development codes, comprehensive plans, and community master plans. His career pursuits have grown from an intersection of personal passions and commitments, including bicycle and pedestrian mobility, streets as vital urban public spaces, and use of public resources to provide the best possible returns for citizens and their quality of life. He works to develop plans that promote balanced multimodal transportation, that enhance potential for land development and urban design, and that fit within community expectations.

RELEVANT EXPERIENCE

**A1A Greenway Opportunities Study* | Fort Lauderdale, Florida**
This study identified a series of potential projects, many based on low-cost, short term improvements, to connect a bicycle-pedestrian corridor through Fort Lauderdale's beachfront communities and implement a section of the Broward Greenways Master Plan. The study, a partnership of the City of Fort Lauderdale and Florida Department of Transportation, included both conceptual designs and funding and implementation strategies.

**Water Street Tampa Master Planning and Parking Analysis | Tampa, Florida | Transportation Master Planner**
Transportation master planner for a major mixed-use district under development adjacent to Tampa's central business district. This is involving a parking study of the development master plan's different phases to understand potential for integrating parking with the available supply of a larger district.

**Livable Claiborne Communities Plan* | New Orleans, Louisiana**
Senior Planner for this plan that explored potential transportation futures for a principal thoroughfare corridor in New Orleans, Louisiana and linking these futures to economic and community development opportunities.

**Buford Highway Livable Centers Initiative (LCI) Study* | Doraville, Georgia**
Joel was lead transportation planner on a study for economic development and revitalization on a suburban commercial corridor home to many of Atlanta's international communities. The plan was based on a collection of big ideas emphasizing the corridor's cultural vibrancy and ways to celebrate it, economic development opportunities that did not require major redevelopment (which would change the corridor's international, entrepreneurial character), and transportation solutions emphasizing safety, right-sizing the road design, and increasing the appeal of walking and transit use.

SEAN COMPEL PE LEED AP
**CIVIL/TRANSPORTATION ENGINEERING**

Title: Project Engineer

Credentials: Professional Engineer #66618, State of Florida

LEED Accredited Professional, U.S. Green Building Council

Years of experience: 19

Years with Stantec: 19

Education:

Bachelor of Science in Civil Engineering, University of Miami, Miami, Florida, 2002

Sean has extensive experience in the planning, design, permitting and construction of civil engineering and site development projects. He has served as project construction administrator and project manager for various roadway, drainage, water, sewer, underground electrical, and industrial projects. Clients include municipalities, state agencies, educational facilities, and private businesses. His experience in construction services has allowed him to effectively deliver projects satisfying all owner requirements and goals. Responsibilities during construction include permitting, review of scheduling, and overall cost analysis.

RELEVANT EXPERIENCE

**Golden Beach Capital Improvements Program* | Golden Beach, Florida | Construction Administrator**
Construction Administrator for this comprehensive Capital Improvements Program Master Plan that focuses on several major improvement areas: town-wide drainage improvements; utilities underground relocation (electrical, telephone, cable); and town-wide streetscape & traffic calming. The Master Plan carefully considered each of these with respect to feasibility, cost/benefit, and design, as well as an analysis of funding options and scenarios, and schedule for phasing and implementation.

**Pinecrest Bike Lane Feasibility Study | Pinecrest, Florida | Project Engineer**
Project engineer for this study to determine impacts and cost estimates for installing new on street bike lanes throughout the Village of Pinecrest. The use of existing right-of-way surveys determine that on street bike lanes would impact too many existing trees. The implementation of an off-street shared use path on the south side of the right-of-way would impact both existing trees and existing utilities and the cost would not be economically feasible. It was determined that the best solution was to install an 8 foot shared use path on the north side of the right-of-way. Wider swales and minimal impact to existing trees made this the preferred and recommended solution. Our recommendations were summarized and provided to the community at a public workshop.

**Old Cutler Road Improvements (SW 97th Avenue to SW 87th Avenue) | Cutler Bay, Florida | Project Engineer and Construction Administrator**
This award-winning project greatly enhanced Old Cutler Road between SW 97th Avenue and SW 87th Avenue. This Joint Participation Agreement (JPA) with Miami-Dade County successfully accomplished several project goals including pedestrian safety, traffic calming, improved traffic flow and beautification. Project elements included two traffic circles, pavement reconstruction, curb and gutter, new sidewalks, a shared use path, medians, continuous drainage system, medians, signalization upgrades, crosswalks, landscaping, irrigation, lighting, and several site amenities. Amenities included new bus shelters specifically designed for a unique Town feel, site furniture, creation of a park area with rare native plant species provided by Fairchild Tropical Gardens, state historic designation markers, and an electronic message board.

KEVIN MANGAN PLA
**LANDSCAPE ARCHITECTURE**

Title: Landscape Architect

Credentials: Registered Landscape Architect #0001337, State of Florida

Years of experience: 36

Years with Stantec: 20

Education:

Associate of Arts, State University of New York at Canton, Canton, New York, 1982

Bachelor of Science, Landscape Architecture, State University of New York, College of Environmental Science and Forestry at Syracuse, Syracuse, New York, 1985

Kevin has practiced landscape architecture, urban design, and land planning in the United States and International marketplace since 1985. His leadership and experience in a broad range of public, private, interdisciplinary and complex assignments in community development, urban design, hospitality and resorts, health care, streetscapes, and infrastructure projects for domestic and international clientele is the hallmark of his diversity in the profession. Kevin has a passion and expertise for collaborative and teaming roles with the requirements of project management, planning, and detailed design of complex projects.

RELEVANT EXPERIENCE

**City of Bonita Springs Downtown Improvement Project | City of Bonita Springs, Florida, United States | Principal, Lead Landscape Architect**
Responsible for all conceptual streetscape design components including vehicle travel lanes, on-street and off-street parking configurations, bicycle, and pedestrian needs. The scope also included all detailed hardscape elements, furnishings, site materials, and finishes. This $16 million improvement project along the Old US 41 corridor in the City of Bonita Springs beautifies Bonita Springs' downtown, contributes to economic growth, and creates a unique sense of place.

**Golden Glades Interchange/Palmetto Expressway Project | Miami-Dade County, Florida, United States | Principal, Landscape Architect**
Responsible for coordinated field data collection and validation within the rights of way. Production of highway opportunity plans, tree and palm relocation plans, tree preservation plans, and local street interchange coordination with local municipalities.

**Fort Lauderdale Beach Revitalization* | City of Fort Lauderdale, Florida, United States | Resident Project Representative**
Responsible for Resident Project Representation, Construction observation and continued design services for this transformational project in the SR A1A corridor along Fort Lauderdale's renowned urban beach front. Day to day activities included interpreting construction drawings and answering RFI's, providing construction landscape sketches to clarify design and design intent in the field, working with the Engineering RPR on coordinating construction issues, securing and tagging plant materials in both the pre- and post-Hurricane Andrew nursery market place and working with the City Engineer in the review of construction activities and contractor obligations to implement the works.

**City of Naples 10th Street Beautification | Naples, Florida | Principal, Landscape Architect**
Responsible for overall project landscape architecture elements. Stantec worked with the City of Naples and the CRA District to bring streetscape improvements to 10th Street North. The project extends from Central Avenue to 7th Avenue North, and includes the linear park along 6th Avenue North, adjacent to Lake Manor. Services included landscape architecture, engineering and traffic improvements.

JAMES CARRAS
**ECONOMIC DEVELOPMENT**

Title: Landscape Architect

Credentials: Registered Landscape Architect #0001337, State of Florida

Years of experience: 36

Years with Stantec: 20

Education:

Master of Public Administration, Harvard Kennedy School, 1980

Bachelor of Arts, Urban and Environmental Policy, Tufts University, 1975

Jim is recognized nationally for the creation and expansion of over 50 development financial institutions, community development organizations and community investment initiatives. His consulting clients include public agencies, mission-driven organizations, private and philanthropic institutions. He previously served as the Founding Executive Director of the National Association of Affordable Housing Lenders, the Founding President of the Broward Housing Partnership and the South Florida Community Land Trust.

RELEVANT EXPERIENCE

**Opa-locka Community Redevelopment Area**
Prepared the City's Finding of Necessity study and CRA Plan that included the downtown area.

**Opa-locka Choice Neighborhood Planning for Magnolia Gardens**
Participated with a consulting team and the Opa-locka CDC in preparing a plan for the Niles Gardens neighborhood.

**City of Fort Lauderdale Community Redevelopment Agency**
Prepared the feasibility analysis for the creation of an economic development corporation, community development financial institution, community development entity and Opportunity Zone strategy and marketing.

**City of Miami Gardens**
Prepared an Investment Prospectus for the City's Opportunity Zones.

ABOUT: **Carras Community Investment, Inc.** is a locally based community and economic development consulting firm (Fort Lauderdale) with over twenty-five years of experience. They have provided community development and planning advisory services to many jurisdictions – counties and local governments. Their services include the preparation of Consolidated Plans and Analyses of Impediments to Fair Housing studies that are required by the U.S. Department of Housing and Urban Development relative to receipt of federal funds such as Community Development Block Grants. Clients have included Miami-Dade County, City of Fort Lauderdale, West Palm Beach, Coral Springs, Miami Beach, City of Lake Worth, City of Hialeah, and Pompano Beach.

VERONICA PAREDES
**PUBLIC ENGAGEMENT**

Title: Community Outreach Specialist

Credentials: Public Involvement Training, Florida Department of Transportation

Years of experience: 16

Years with Stantec: 11

Education:

Minor in Hospitality Management, Florida International University, Miami, FL, 2010

Bachelor of Science - Interior Design, Florida International University, Miami, FL, 2010

Veronica has 16 years of experience in the areas of graphics design, illustration concept development, public information and technical editing. She has served as a Technical Editor, Records Coordinator, and Assistant Public Information Officer on several projects from Planning, PD&E through Design and Construction. She also has provided creative services for several Public Involvement projects for FDOT ranging from the design and preparation of direct-mail brochures, project fact sheets, newsletters, PowerPoint presentations, publications, workshop presentation graphics and signage. She has also provided GIS support service including GIS map data exploration and analysis, visualization of real-world features, obtaining information, and communicating that information to others.

RELEVANT EXPERIENCE - HEADING 3

**Florida Department of Transportation Office of Environmental Management (OEM) | Florida**
Public Involvement Officer, Technical Editor and graphics support for OEM in preparation of documents, PowerPoint training presentations and handouts. Served as technical editor and graphic designer for a white paper documenting our team's research into the Surface Transportation Project Delivery Program open to states under the Moving Ahead for Progress in the 21st Century Act (MAP-21). In addition, responsibilities included graphics support to complete the application for the program. Also, provided assistance to OEM with the reorganization of Part 1 and Part 2 of FDOT's Project Development and Environment Manual and technical support for chapter updates.

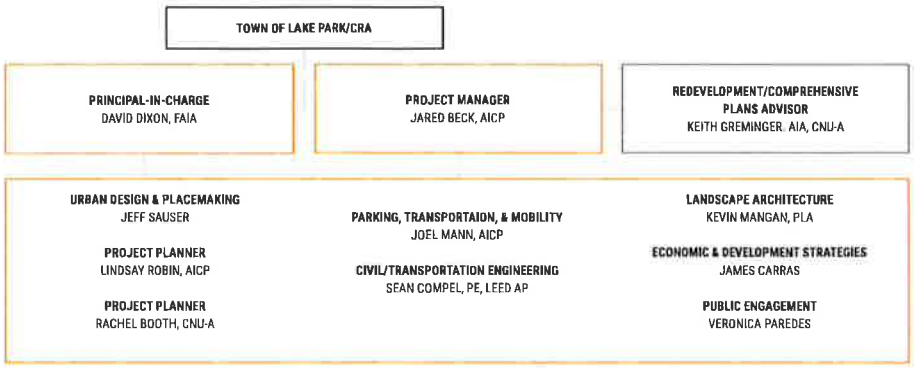
**Miracle Mile and Giralda Avenue Streetscape Improvements | Coral Gables, Florida**
Assistant Public Involvement Officer during the design and construction of improvements to Miracle Mile (SW 24th Street) and Giralda Avenue. Responsibilities during the design phase of the project included developing a Community Awareness Program for the City of Coral Gables and implementing a program that safeguards and informs the public of the construction impacts associated with the project and coordination with all businesses, merchants, residents, and public; a pre-construction public workshop to provide property owners and general public with an overview of the project; door to door visits to all business locations along Miracle Mile and Giralda Avenue. Responsibilities during the construction phase consist of full time public information support in addition to afterhours support for a construction hotline.

**Project Development and Environment (PD&E) Study for SR 836 Southwest Extension from NW 137th Avenue to SW 136th Street, Miami-Dade Expressway Authority | Florida**
Assistant Public Involvement Officer for this project. This project proposes a new transportation corridor extending SR 836 in the southwest region of Miami-Dade County. The project is a complex mosaic of natural, cultural and community features. How the project influences current and proposed land use will also be significant in this study. A comprehensive Public Involvement Plan (PIP) will be carried out and includes the following techniques: 1) Environmental Forum (agencies and environmental groups), 2) Citizens Advisory Committee, 3) Cultural Resource Committee, 4) Scoping meeting, 5) Corridor Charette / Workshop, 6) bi-lingual (Spanish) collaterals and 7) website.

# Team Organization

Our key staff for this project provides an overview of the professionals available to the Town of Lake Park/CRA for this master planning effort. Each individual provides a critical element to the team as we move through the planning and document development. We have also included the resumes for the key team members. The technical resources that might be called into play have also been identified in our chart to assure the City we are taking a critical and thorough approach to this project.

The single point of contact for this project is Jared Beck, AICP, Project Manager. He can be reached at jared.beck@stantec.com or via the Coral Gables office (305-445-2900).




## Recent, Current, and Anticipated Future Workloads

Winning work and securing future opportunities is important to a successful business, but to do so without having the ability to properly serve the client due to workload issues is an all-too-common mistake. Stantec utilizes internal project tracking tools, allowing our project managers to get a daily update on project status as well as projecting future workload to ensure adequate staffing levels.

Our backlog of work is constantly being reviewed to make sure we can keep the commitments we make to our clients. Adding to this is the tremendous depth of resources that comes with being a firm of our size and capabilities.

Because we recognize the importance of gauging current and anticipated workloads, our systems ensure a clear picture that enables us to realistically forecast staffing needs. When a project requires specific expertise, we pick and match the right people from a team of landscape professionals across the company. This approach provides the County with access to additional qualified resources from within Stantec who are available to support a project whenever it kicks off.

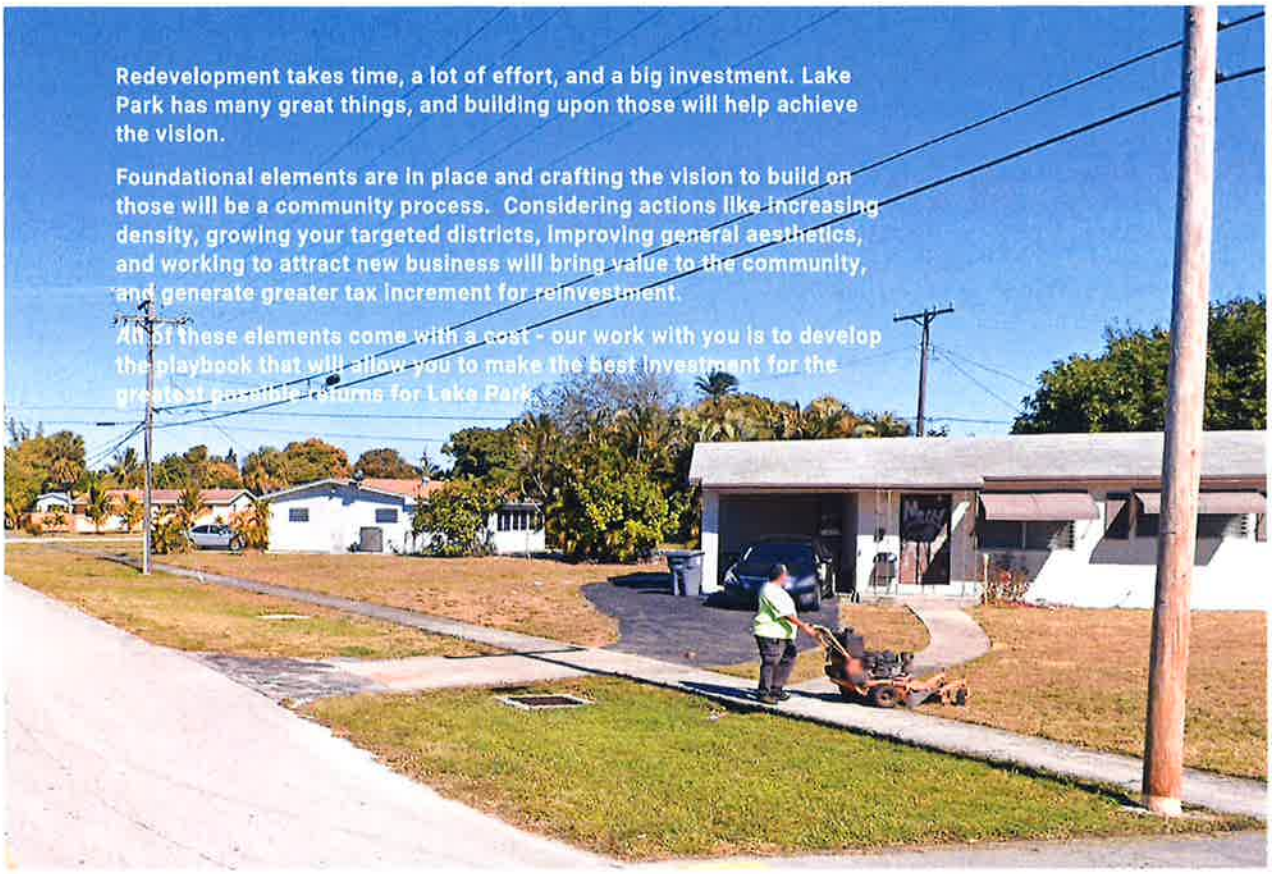
No matter the stage of your project, our experts are adept at assuming responsibilities to build efficiently on your project's foundation. We combine industry expertise with local knowledge of the communities our clients serve to deliver the County custom solutions required for the successful completion of the project. The Stantec team will provide flexibility and redundancy, which will provide various options to the County's team in the face of peak demands during project execution.

Stantec has determined after careful review of current and future workload that we have adequate staff to assign to this project as proven in past projects of a similar nature to ensure timely project delivery, as evidenced by the table at the right.

### Team Availability

| Team Members | % of Availability |
|---|---|
| David Dixon | 25% |
| Jared Beck | 45% |
| Keith Greminger | 40% |
| Jeff Sauser | 35% |
| Lindsay Robin | 50% |
| Rachel Booth | 50% |
| Joel Mann | 30% |
| Sean Compel | 25% |
| Kevin Mangan | 30% |
| James Carras | 40% |
| Veronica Paredes | 60% |

# Itemized Pricing






# Pricing

| Tasks/Activities | Cost |
|---|---|
| PHASE I | $28,000 |
| **Task 1** Adopted Plans Review | |
| **Task 2** Existing Conditions Analysis | |
| **Task 3** Determination of Expansion | |
| **Task 4** Economic Conditions Analysis | |
| **Task 5** Economic Development Analysis | |
| **Task 6** Final SWOT Analysis | |
| PHASE II | $45,000 |
| **Task 1** Public Kickoff | |
| **Task 2** Draft CRA Plan | |
| **Task 3** Legal & Statutory Compliance | |
| Assistance with notifications for Expansion | |
| Finding of Necessity | |
| Draft LDR/Comp Plan Language | |
| **Task 4** Final Public Participation Meeting | |
| PHASE III | $18,000 |
| **Task 1** Update Draft CRA Plan | |
| **Task 2** Adoption: CRA Board and City Commission | |
| Reimbursables | $2,500 |
| Subconsultant | $3,500 |
| **Total** | **$97,000** |

This is an approximate estimate and we will be glad to discuss in further detail with the CRA if our scope of work requires adjustment.

# Forms

## PROPOSAL SUBMITTAL SIGNATURE PAGE

**By signing this Proposal, the Offeror certifies that it satisfies all legal requirements as an entity to do business with the Town, including all Conflict of Interest and Code of Ethics provisions.**

**Offeror Name:**
Stantec Consulting Services Inc

**Street Address:**
800 Fairway Drive, Suite 105, Deerfield Beach, Florida 33441

**Mailing Address (if different from Street Address):**
Same as above

**Telephone Number(s):** 954.481.2812

**Fax Number(s):**

**Email Address:** david.dixon@stantec.com

**Federal Employer Identification Number:**
11-2167170

**Signature:**

**(Signature of authorized agent)**

**Print Name:** David Dixon, FAIA

**Title:** Principal-In-Charge

**Date:** September 29, 2021

*By signing this document, the Offeror agrees to all terms and conditions of this Solicitation and the resulting contract/agreement.*

**THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE OFFEROR TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICIATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE TOWN MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT THAT UNEQUIVOACLLY BINDS THE OFFEROR TO THE TERMS OF ITS PROPOSAL.**

## CONFLICT OF INTEREST DISCLOSURE FORM

The award of this contract is subject to the provisions of Chapter 112, Florida Statutes. All Offerors must disclose with their Proposal: the name of any officer, director, or agent who is also an employee of the Town of Lake Park.

Furthermore, all Offerors must disclose the name of any Town employee who owns, directly or indirectly, an interest of more than five percent (5%) in the Offeror's Offeror or any of its branches.

The purpose of this disclosure form is to give the Town the information needed to identify potential conflicts of interest for evaluation team members and other key personnel involved in the award of this contract.

The term "conflict of interest" refers to situations in which financial or other personal consideration may adversely affect, or have the appearance of adversely affecting, an employee's professional judgment in exercising any Town duty or responsibility in administration, management, instruction, research, or other professional activities.

Please check one of the following statements and attach additional documentation if necessary.

☐ To the best of my knowledge, the undersigned Offeror has no potential conflict of interest due to any other Cities, Counties, contracts, or property interest for the Proposal.

☐ The undersigned Offeror, by attachment to this form, submits information that may be a potential conflict of interest due to other Cities, Counties, contracts or property interest for this Proposal.

Acknowledged by:

Stantec Consulting Services Inc
Offeror Name

Signature

David Dixon, FAIA / Principal-in-Charge
Name and title (Print or Type)

September 29, 2021
Date



## NOTIFICATION OF PUBLIC ENTITY CRIMES LAW

Pursuant to Section 287.133, Florida Statutes, you are hereby notified that a person or affiliate who has been placed on the convicted contractors list following a conviction for a public entity crime may not submit a Proposal on a contract to provide any goods or services to a public entity; may not submit a Proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit Proposals on leases or real property to a public entity; may not be awarded or perform work as a contractor, supplier, sub-vendor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 [F.S.] for Category Two [$35,000.00] for a period of thirty-six (36) months from the date of being placed on the convicted contractors list.

Acknowledged by:

Stantec Consulting Services Inc
Offeror Name

Signature

David Dixon, FAIA / Principal-in-Charge
Name and Title (Print or Type)

September 29, 2021
Date

## DRUG-FREE WORKPLACE

Stantec Consulting Services Inc. is a drug-free workplace and has a
(Offeror (Company) Name)
Substance abuse policy in accordance with and pursuant to Section 440.102, Florida Statutes

Acknowledged by:

Stantec Consulting Services Inc
Offeror Name

Signature

David Dixon, FAIA / Principal-in-Charge
Name and title (Print or Type)

September 29, 2021
Date

## NON-COLLUSION AFFIDAVIT

STATE OF Florida
COUNTY OF Collier

Before me, the undersigned authority, personally appeared David Dixon, who after being by me first duly sworn, deposes and says of his/her personal knowledge that:

a. He/She is Principal-in-Charge of Stantec Consulting Services Inc., the Offeror that has submitted a Proposal to perform work for the following:
RFP No.: RFQ108-2021
Title: Request for Statement of Qualifications to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the CRA Plan for the Town of Lake Park, Florida

b. He/She is fully informed respecting the preparation and contents of the attached Request for Qualifications, and of all pertinent circumstances respecting such Solicitation.
Such Proposal is genuine and is not a collusive or sham Proposal.

c. Neither the said Offeror nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Offeror, Offeror or person to submit a collusive or sham Proposal in connection with the Solicitation and contract for which the attached Proposal has been submitted or to refrain from proposing in connection with such Solicitation and contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Offeror, Offeror, or person to fix the price or prices in the attached Proposal or any other Offeror, or to fix any overhead, profit or cost element of the Proposal price or the Proposal price of any other Offeror, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City or any person interested in the proposed contract.

d. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Offeror or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

David Dixon
Signature

Subscribed and sworn to (or affirmed) before me this 29th day of September, 2021, by David Dixon, who is personally known to me or who has produced _____ as identification.

SEAL

Notary Signature: Lisa Colburn
Notary Name: Lisa Colburn
Notary Public (State): Florida
My Commission No.: HH 082676
Expires on: 10/14/2024

LISA COLBURN
MY COMMISSION # HH 082676
EXPIRES: October 14, 2024
Bonded Thru Notary Public Underwriters

## TRUTH – IN – NEGOTIATION CERTIFICATE

The undersigned warrants (i) that it has not employed or retained any company or person, other than bona fide employees working solely for the undersigned, to solicit or secure the Agreements and (ii) that it has not paid or agreed to pay any person, company, corporation, individual or Offeror other than its bona fide employees working solely for the undersigned or agreed to pay any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of the Agreement.

The undersigned certifies that the wage rates and other factual unit costs used to determine the compensation provided for in the Agreement are accurate, complete, and current as of the date of the Agreement.
This document must be executed by a Corporate Officer.

By: David Dixon

Title: Principal-in-Charge

Date: September 29, 2021

Communities are fundamental. Whether around the corner or across the globe, they provide a foundation, a sense of place and of belonging. That's why at Stantec, we always design with community in mind.

We care about the communities we serve—because they're our communities too. This allows us to assess what's needed and connect our expertise, to appreciate nuances and envision what's never been considered, to bring together diverse perspectives so we can collaborate toward a shared success.

We're designers, engineers, scientists, and project managers, innovating together at the intersection of community, creativity, and client relationships. Balancing these priorities results in projects that advance the quality of life in communities across the globe.

Stantec trades on the TSX and the NYSE under the symbol STN. Visit us at stantec.com or find us on social media.

Stantec

**Design with community in mind**

John

## EVALUATION COMMITTEE MEETING - October 11, 2021 - 10AM - Town Hall Commission Chambers

| PROPOSAL SCORE TABLE - RFQ #105-2021 - *refer to pages 9, 10 and 11 of the RFQ document for additional information on submission requirements* | Bonnie Landry & Associates | Business Flare LLC | RMA | S&ME, Inc. | Stantec |
|---|---|---|---|---|---|
| *submitted required forms (drug free workplace; public entity crimes; proposal form) - **insurance limits required prior to contract execution* | Yes or No | Yes or No | Yes or No | Yes or No | Yes or No |
| ***Experience of Firm in CRA Planning - Total of 30 points*** | | | | | |
| Firm Qualifications/Experience with Similar Projects (20 points) Evaluation report on Slum + Blight | 10 | | | | |
| Experience working with government agencies (10 points) | 5 | | | | |
| ***Staff Competency & Schedule - Total of 20 points*** | | | | | |
| Availability of qualified personnel for the Town (10 points) | 5 | | | | |
| Demonstrated Environment for good communication and diversified experience level with CRA Planning (10 points) | 8 | | | | |
| ***Reputation and References - Total of 20 points*** | | | | | |
| References provided - (as it relates to productivity; effectiveness; and timely and successful completion of work) (20 points) | 15 | | | | |
| ***Contract Price - Total of 30 points*** | | | | | |
| Itemized, all-inclusive, competitive pricing (when comparing proposals) (30 points) (10) | #127,205.00 | | | | |
| **TOTAL** | 93 | | | | |

**NOTES**

Martin County CRA Stormwater?
Business Community Input Project - Jupiter
Village of Indiantown Finding of necessity Report
Map Insertion of Proposed CRA area Village of Indiantown

Barrie - Certified Planner 2009 Education, Journalism, Minor Sociology
CNU Congress for new Urbanism 2011 - 2014
Brian London - Tourism.
Heather Shaw. CRA Mgr
Frank Valdivia - GFS Mgr.

- Well organized Presentation

John

## EVALUATION COMMITTEE MEETING - October 11, 2021 - 10AM - Town Hall Commission Chambers

| PROPOSAL SCORE TABLE - RFQ #105-2021 - *refer to pages 9, 10 and 11 of the RFQ document for additional information on submission requirements* | Bonnie Landry & Associates | Business Flare LLC | RMA | S&ME, Inc. | Stantec |
|---|---|---|---|---|---|
| *submitted required forms (drug free workplace; public entity crimes; proposal form) - **insurance limits required prior to contract execution* | Yes or No | Yes or No | Yes or No | Yes or No | Yes or No |
| ***Experience of Firm in CRA Planning - Total of 30 points*** | | | | | |
| Firm Qualifications/Experience with Similar Projects (20 points) | | 18 | | | |
| Experience working with government agencies (10 points) | | 8 | | | |
| ***Staff Competency & Schedule - Total of 20 points*** | | | | | |
| Availability of qualified personnel for the Town (10 points) | | 10 | | | |
| Demonstrated Environment for good communication and diversified experience level with CRA Planning (10 points) | | 9 | | | |
| ***Reputation and References - Total of 20 points*** | | | | | |
| References provided - (as it relates to productivity; effectiveness; and timely and successful completion of work) (20 points) | | 20 | | | |
| ***Contract Price - Total of 30 points*** | | | | | |
| Itemized, all-inclusive, competitive pricing (when comparing proposals) (30 points) 85,000 | | 30 | | | |
| **TOTAL** | | 95 | | | |

**NOTES** Olmstead Quote on Design
Kevin Crowder Principal 27 yrs in CRA Plans + updates
Camilla Lopez -
$85,000 all inclusive - notation Subject to Open to negotiations / OCT 21 / April 2022
NOT as well organized

John

## EVALUATION COMMITTEE MEETING - October 11, 2021 - 10AM - Town Hall Commission Chambers

| PROPOSAL SCORE TABLE - RFQ #105-2021 - *refer to pages 9, 10 and 11 of the RFQ document for additional information on submission requirements* | Bonnie Landry & Associates | Business Flare LLC | RMA | S&ME, Inc. | Stantec |
|---|---|---|---|---|---|
| *submitted required forms (drug free workplace; public entity crimes; proposal form) - **insurance limits required prior to contract execution* | Yes or No | Yes or No | Yes or No | Yes or No | Yes or No |
| ***Experience of Firm in CRA Planning - Total of 30 points*** | | | | | |
| Firm Qualifications/Experience with Similar Projects (20 points) | | | 20 | | |
| Experience working with government agencies (10 points) | | | 10 | | |
| ***Staff Competency & Schedule - Total of 20 points*** | | | | | |
| Availability of qualified personnel for the Town (10 points) | | | 10 | | |
| Demonstrated Environment for good communication and diversified experience level with CRA Planning (10 points) | | | 10 | | |
| ***Reputation and References - Total of 20 points*** | | | | | |
| References provided - (as it relates to productivity; effectiveness; and timely and successful completion of work) (20 points) | | | 17 | | |
| ***Contract Price - Total of 30 points*** | | | | | |
| Itemized, all-inclusive, competitive pricing (when comparing proposals) (30 points) | | | 95,750 (20) ~~123,250~~ | | |
| **TOTAL** | | | 87 | | |

NOTES Well Qualified - 6 month Start to Completion timeline. Two Public outreach Meetings.
Down that Partnership Good.

John

## EVALUATION COMMITTEE MEETING - October 11, 2021 - 10AM - Town Hall Commission Chambers

| PROPOSAL SCORE TABLE - RFQ #105-2021 - refer to pages 9, 10 and 11 of the RFQ document for additional information on submission requirements | Bonnie Landry & Associates | Business Flare LLC | RMA | S&ME, Inc. | Stantec |
|---|---|---|---|---|---|
| submitted required forms (drug free workplace; public entity crimes; proposal form) - **insurance limits required prior to contract execution | Yes or No | Yes or No | Yes or No | Yes or No | Yes or No |
| **Experience of Firm in CRA Planning - Total of 30 points** | | | | | |
| Firm Qualifications/Experience with Similar Projects (20 points) | | | | 18 | |
| Experience working with government agencies (10 points) | | | | 10 | |
| **Staff Competency & Schedule - Total of 20 points** | | | | | |
| Availability of qualified personnel for the Town (10 points) | | | | 8 | |
| Demonstrated Environment for good communication and diversified experience level with CRA Planning (10 points) | | | | 10 | |
| **Reputation and References - Total of 20 points** | | | | | |
| References provided - (as it relates to productivity; effectiveness; and timely and successful completion of work) (20 points) | | | | 18 | |
| **Contract Price - Total of 30 points** | | | | | |
| Itemized, all-inclusive, competitive pricing (when comparing proposals) (30 points) | | | | 15 | |
| **TOTAL** | | | | 115,933<br>79 | |

**NOTES**

Public Outreach Visioning Workshops - like the integration of technology to visualize different scenarios.

- Is the Price all inclusive?
- ~~No timeline for Completion of Tasks etc.~~
- ~~Project Approach lacked timelines for Completion of tasks~~

Project Completion 30 of June

John

## EVALUATION COMMITTEE MEETING - October 11, 2021 - 10AM - Town Hall Commission Chambers

| PROPOSAL SCORE TABLE - RFQ #105-2021 - refer to pages 9, 10 and 11 of the RFQ document for additional information on submission requirements | Bonnie Landry & Associates | Business Flare LLC | RMA | S&ME, Inc. | Stantec |
|---|---|---|---|---|---|
| submitted required forms (drug free workplace; public entity crimes; proposal form) - **insurance limits required prior to contract execution | Yes or No | Yes or No | Yes or No | Yes or No | Yes or No |
| **Experience of Firm in CRA Planning - Total of 30 points** | | | | | |
| Firm Qualifications/Experience with Similar Projects (20 points) | | | | 18 | |
| Experience working with government agencies (10 points) | | | | 9 | |
| **Staff Competency & Schedule - Total of 20 points** | | | | | |
| Availability of qualified personnel for the Town (10 points) | | | | 10 | |
| Demonstrated Environment for good communication and diversified experience level with CRA Planning (10 points) | | | | 10 | |
| **Reputation and References - Total of 20 points** | | | | | |
| References provided - (as it relates to productivity; effectiveness; and timely and successful completion of work) (20 points) | | | | 18 | |
| **Contract Price - Total of 30 points** | | | | | |
| Itemized, all-inclusive, competitive pricing (when comparing proposals) (30 points) | | | | 20 | |
| TOTAL | | | | 85 | |

NOTES (*) 1st Quarter of February? — NOT very well defined Such as a written time. Give.

## EVALUATION COMMITTEE MEETING - October 11, 2021 - 10AM - Town Hall Commission Chambers

Roberto



| PROPOSAL SCORE TABLE - RFQ #105-2021 - refer to pages 9, 10 and 11 of the RFQ document for additional information on submission requirements | Bonnie Landry & Associates | Business Flare LLC | RMA | S&ME, Inc. | Stantec |
|---|---|---|---|---|---|
| *submitted required forms (drug free workplace; public entity crimes; proposal form) - **insurance limits required prior to contract execution* | (Yes) or No | (Yes) or No | (Yes) or No | (Yes) or No | (Yes) or No |
| ***Experience of Firm in CRA Planning - Total of 30 points*** | | | | | |
| Firm Qualifications/Experience with Similar Projects (20 points) | 15 | 20 | 20 | 20 | 20 |
| Experience working with government agencies (10 points) | 10 | 10 | 10 | 10 | 10 |
| ***Staff Competency & Schedule - Total of 20 points*** | | | | | |
| Availability of qualified personnel for the Town (10 points) | 6 | 8 | 8 | 6 | 10 |
| Demonstrated Environment for good communication and diversified experience level with CRA Planning (10 points) | 10 | 10 | 10 | 10 | 10 |
| ***Reputation and References - Total of 20 points*** | | | | | |
| References provided - (as it relates to productivity; effectiveness; and timely and successful completion of work) (20 points) | 15 | 20 | 20 | 20 | 20 |
| ***Contract Price - Total of 30 points*** | | | | | |
| Itemized, all-inclusive, competitive pricing (when comparing proposals) (30 points) | 15 | 30 | 25 | 20 | 25 |
| **TOTAL** | 71 | 98 | 93 | 86 | 95 |
| | (5) | (1) | (3) | (4) | (2) |

**NOTES**

**EVALUATION COMMITTEE MEETING - October 11, 2021 - 10AM - Town Hall Commission Chambers**

| **PROPOSAL SCORE TABLE - RFQ #105-2021** - *refer to pages 9, 10 and 11 of the RFQ document for additional information on submission requirements* | Bonnie Landry & Associates | Business Flare LLC | RMA | S&ME, Inc. | Stantec |
|---|---|---|---|---|---|
| *Submitted required forms (drug free workplace; public entity crimes; proposal form) - **insurance limits required prior to contract execution* | Yes or No | Yes or No | Yes or No | Yes or No | Yes or No |
| ***Experience of Firm in CRA Planning - Total of 30 points*** | | | | | |
| Firm Qualifications/Experience with Similar Projects (20 points) | 15 | 18 | 20 | 20 | 20 |
| Experience working with government agencies (10 points) | 10 | 10 | 10 | 10 | 10 |
| ***Staff Competency & Schedule - Total of 20 points*** | | | | | |
| Availability of qualified personnel for the Town (10 points) | 9 | 7 | 1 | 7 | 9 |
| Demonstrated Environment for good communication and diversified experience level with CRA Planning (10 points) | 10 | 10 | 10 | 10 | 10 |
| ***Reputation and References - Total of 20 points*** | | | | | |
| References provided - (as it relates to productivity; effectiveness; and timely and successful completion of work) (20 points) | 20 | 18 | 20 | 18 | 20 |
| ***Contract Price - Total of 30 points*** | | | | | |
| Itemized, all-inclusive, competitive pricing (when comparing proposals) (30 points) | 28 | ~~30~~ | 26 | 28 | 22 |
| **TOTAL** | 96 | ~~93~~ | 95 | 93 | 91 |

**NOTES**

283 370(1) 364(2) 339(3) 358(4)

## EVALUATION COMMITTEE MEETING - October 11, 2021 - 10AM - Town Hall Commission Chambers



| PROPOSAL SCORE TABLE - RFQ #105-2021 - refer to pages 9, 10 and 11 of the RFQ document for additional information on submission requirements | Bonnie Landry & Associates | Business Flare LLC | RMA | S&ME, Inc. | Stantec |
|---|---|---|---|---|---|
| submitted required forms (drug free workplace; public entity crimes; proposal form) - **insurance limits required prior to contract execution | Yes or No | Yes or No | Yes or No | Yes or No | Yes or No |
| **Experience of Firm in CRA Planning - Total of 30 points** | | | | | |
| Firm Qualifications/Experience with Similar Projects (20 points) | 10 | 15 | 20 | 18 | 18 |
| Experience working with government agencies (10 points) | 10 | 10 | 10 | 10 | 10 |
| **Staff Competency & Schedule - Total of 20 points** | | | | | |
| Availability of qualified personnel for the Town (10 points) | [redacted] 7 | 7 | 10 | 10 | 10 |
| Demonstrated Environment for good communication and diversified experience level with CRA Planning (10 points) 2 d.ss. div. exp. | 5 / 2 | 4 / 3 | 4 / 5 | 4 / 4 | 4 / 5 |
| **Reputation and References - Total of 20 points** | | | | | |
| References provided - (as it relates to productivity; effectiveness; and timely and successful completion of work) (20 points) | 20 | 20 | 20 | 20 | 20 |
| **Contract Price - Total of 30 points** | | | | | |
| Itemized, all-inclusive, competitive pricing (when comparing proposals) (30 points) | 10 | 25(1) | 20 | 15 | 20(2) |
| | 127,000 | 85,000 | 103,250 | 115,000 | 97,000 |
| **TOTAL** | [redacted] | [redacted] 84 | 89 | 81 | 87 |

**NOTES** Similar project experience: mgt industrial, CRA (NOT market)
Avail - 0 pts lost for limited personnel

(1) one AREA LGLC (very) & out of norm.

(2) didn't break down by line item; all others did.

KJ Golonka

**RESOLUTION 74-12-21**

**A RESOLUTION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY (CRA) AUTHORIZING AND DIRECTING THE CHAIRMAN TO EXECUTE A CONTRACT WITH BUSINESS FLARE LLC, FOR CONSULTING SERVICES ASSOCIATED WITH EVALUATING, REVISING, AND UPDATING THE CRA MASTER PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the Town of Lake Park CRA, Florida ("Town CRA") is a dependent special district of the Town of Lake Park with such power and authority as has been conferred upon it by Chapter 163, Part III, Florida Statutes; and

**WHEREAS**, the Town CRA is empowered to enter into contractual arrangements with public agencies, private corporations or other persons; and

**WHEREAS**, the CRA has solicited proposals for consulting services associated with the evaluation, revision and updating the CRA's Master Plan; and

**WHEREAS**, the CRA has selected Business Flare LLC, to provide the solicited CRA services; and

**WHEREAS,** CRA Executive Director is recommending that the Board of Commissioners of the CRA enter into a contract with Business Flare LLC.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK:**

**Section 1.** The whereas clauses are hereby incorporated herein.

**Section 2.** The Chairman of the CRA is hereby authorized and directed to execute the contract between the CRA and Business Flare LLC, a copy of which is attached hereto and incorporated herein by reference as **"Exhibit A"**

**Section 3.** This Resolution shall take effect immediately upon its adoption.

## CONTRACT FOR COMMUNITY REDEVELOPMENT AGENCY CONSULTING SERVICES

THIS CONTRACT for professional consulting services between the Town of Lake Park's Community Redevelopment Agency of the Town of Lake Park hereinafter "the CRA") and Business Flare LLC, EIN Number 84-1736016, hereinafter "the CONSULTANT" is made this __ day of December, 2021.

**WITNESSETH THAT:**

**WHEREAS**, the Town Commission of the Town of Lake Park (Town) has created a community redevelopment agency (CRA) pursuant to Chapter 163, Part III, Florida Statutes; and

**WHEREAS**, the CRA is a dependent special district of the Town with such powers and authority within the redevelopment area of the Town as have been conferred upon it by Chapter 163, Part III, Florida Statutes; and

**WHEREAS**, the CRA solicited proposals through a Request for Qualifications (RFQ) pursuant to the Town's procurement procedures seeking qualified firms or individuals to provide consulting services for a project known as the CRA Plan Update (Project); and

**WHEREAS**, the CONSULTANT responded to the RFQ and has been deemed by the CRA staff to be qualified to provide the consulting services sought by the CRA; and

**WHEREAS**, the CRA Board of Commissioners has selected the CONSULTANT to provide the consulting services for the Project; and

**WHEREAS**, the CRA has budgeted funds in the current fiscal year budget for the funding of the consulting services for the Project; and

**WHEREAS,** the CONSULTANT has provided a Scope of Services for the Project as set forth in Section 1 of this CONTRACT; and

**NOW THEREFORE**, the CRA and the CONSULTANT in consideration of the flowing from each to the other do hereby agree as follows:

### SECTION 1. SCOPE OF SERVICES AND PERFORMANCE:

**1.1** The CONSULTANT shall, to the satisfaction of the CRA, fully and timely provide the professional consulting services outlined in RFQ No. 105-2021, a copy of which is incorporated herein by reference.

**1.2** In the performance of these professional consulting services, the CONSULTANT shall use that degree of care and skill ordinarily exercised by other similar professionals in the field under similar conditions in similar localities. The CONSULTANT shall use due care in performing its professional consulting services and shall have due regard for acceptable planning standards and principles. The CONSULTANT'S standard of care shall not be altered by the application, interpretation, or construction of any other provision of this Contract.

**1.3** The services and compensation associated with the CONSULTATNT'S services is set forth in **Exhibit 1**, attached hereto and incorporated herein.

**1.4** In the event the CRA requires services beyond those set forth in the Scope Services, these services shall be set forth in one or more amendments to the Contract. The additional services shall be subject to the CRA Board of Commissioner's approval of and its appropriation of funds during the fiscal year in which the services are to be rendered.

**1.5** The CONSULTANT shall keep the CRA Executive Director fully informed, at all times, of its activities and progress in performing the Scope of Services.

**1.6** All services performed by the CONSULTANT shall be to the satisfaction of the Town Executive Director, who shall decide all questions, difficulties or disputes of any nature whatsoever that may arise pursuant to the Contract. The CRA's Executive Director's determination as to any questions, difficulties or disputes regarding the CONSULTANT'S fulfillment of the services hereunder, including the character, quality, amount and value of the services rendered shall be final and binding upon the CONSULTANT.

**1.7** Any adjustments to the Scope of Services, compensation and/or the term in which the services are to be performed shall be the subject of a written amendment to the Contract.

**1.8** All tracings, plans, specifications, maps, computer files and/or reports prepared or obtained under the Contract, as well as all data collected, together with summaries and charts derived there from, shall be considered works made for hire and shall become the property of the Town upon completion or termination of the Contract, without restriction or limitation on their use. All the CONSULTANT'S work in progress, or draft documents during the term of this Contract are public records and shall be made available to the CRA, upon request. The parties hereto acknowledge that upon delivery to the CRA of any of said work in progress or draft documents provided by the Town shall become the custodian thereof in accordance with Chapter 119, Florida Statutes.

## SECTION 2. FEES FOR SERVICES

**2.1** The CONSULTANT shall submit monthly invoices for compensation, pursuant to the schedule provided in **Exhibit 1**. The invoices shall include a detailed breakdown of the services rendered, specifically indicating each task performed in detail, the person performing the task and the time allocated by each person in performing the task. Compensation shall not exceed **$85,000 and is itemized in Exhibit 1**. If a Finding of Necessity is deemed required, the CRA shall be notified in writing, along with the associated cost that is contingent on available funding sources.

**2.2** The CRA shall pay CONSULTANT within 30 calendar days of its receipt of CONSULTANT's monthly invoices. To be deemed proper, all invoices shall demonstrate the work completed in accordance with the Scope of Services. The CRA may withhold payment for the CONSULTANT'S failure to comply with any term, condition, or requirement of this Contract.

**2.3** Notwithstanding any provisions of this Contract to the contrary, the CRA may withhold, in whole or in part, payment to the extent necessary to protect itself from loss on account of CONSULTANT'S inadequate work as determined by the CRA; or from loss due to fraud based upon reasonable evidence. Upon the CRA'S resolution of the basis for its withholding of a payment, the CRA shall make payment. The CRA is not required to pay any interest on the amount withheld.

## SECTION 3. TERM OF THE CONTRACT

The TERM OF CONTRACT shall commence on the date that is fully executed by all parties and shall end by June 30, 2022.

## SECTION 4. TERMINATION

**4.1** This Contract may be terminated without cause or for convenience by the CRA for any reason, or no reason at all, upon 90 calendar days written notice to CONSULTANT. In the event of such termination, CONSULTANT shall be entitled to receive compensation for all work completed and approved by the CRA through the date of the written notice of termination. Under no circumstances shall CRA make payment for services that have not been performed.

**4.2** In the event CONSULTANT abandons this Contract or causes it to be terminated by CRA, CONSULTANT shall indemnify CRA against its losses pertaining to the termination, including, but not limited to, the CRA's reasonable administrative and legal costs incurred should the CRA elect to procure and retain another consultant.

**4.3** TERMINATION-This Contract may be terminated by the CRA upon five calendar days' written notice if there is a change of more than 50% of the ownership of the Consultant. CONSULTANT shall notify Executive Director at least 10 business days before any such change in ownership of CONSULTANT.

**4.4** Upon termination, the CONSULTANT shall turn over to the CRA all finished or unfinished work products, documents, data, studies, surveys sketches, plans and reports in its possession. The CONSULTANT shall also reasonably assist the CRA and any replacement consultant in the transition, including taking any acts necessary to allow the transfer of the GIS system.

## SECTION 5. DEFAULT

**5.1** An event of default shall mean the following:

a. CONSULTANT has not performed services on a timely basis;

b. CONSULTANT has refused or failed to supply properly skilled or qualified personnel for the services to be performed;

c. CONSULTANT has failed to obtain the approval of the CRA where required by this Contract;

d. CONSULTANT has refused or failed, except in the case for which an extension of time is provided, to provide the Scope of Services.

**5.2** In the event CONSULTANT fails to comply with a material provision of this Contract, the CRA may declare the CONSULTANT in default, notify the CONSULTANT in writing, and give the CONSULTANT 15 calendar days to cure the default. If the CONSULTANT fails to cure the default, the CONSULTANT shall only be entitled to compensation for any services which have been completed to the satisfaction of the CRA, minus any damages incurred by the CRA. In the event payment has been made for any professional services not completed, the CONSULTANT shall return these sums to the CRA within 10 days after its receipt of written notice from the CRA of the sums due. Nothing herein shall limit the CRA's right to terminate for convenience or without cause at any time as set forth herein.

**5.3** In the event of a default by the CONSULTANT, it shall be liable for all damages resulting from the default.

**5.4** The CRA may take advantage of each and every remedy specifically existing at law or in equity. Each and every remedy shall be in addition to every other remedy specifically given or otherwise existing and may be exercised from time to time as often and in such order as may be deemed expedient by the CRA. The exercise or the beginning of the exercise of one remedy shall not be deemed to be a waiver of the right to exercise any other remedy. The CRA's rights and remedies as set forth in this Contract are not exclusive and are in addition to any other right and remedies available to the CRA in law or in equity.

## SECTION 6. STATUS REPORTS, UPDATES AND DELIVERABLES

On or before the 5th day of every month, the CONSULTANT shall prepare and deliver to the Executive Director a status reports showing its performance of the scope of services set forth in **Exhibit 1**. All deliverables shall be submitted electronically. Final reports shall also be submitted via hard copy (3 copies required). All required public meeting shall be held in person with the CONSULTANT present. Some team members may participate virtually if the option is available. Presentations shall be accompanies by visual aides provided by the CONSULTANT.

## SECTION 7. POLICY OF NON-DISCRIMINATION

CONSULTANT shall not discriminate against any person in its operations, activities or delivery of services under this Contract. CONSULTANT shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall not engage in or commit any discriminatory practice against any person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as basis for service delivery.

## SECTION 8. DRUG FREE WORKPLACE

CONSULTANT shall maintain a Drug Free Workplace.

## SECTION 9. INDEPENDENT CONTRACTOR

CONSULTANT is an independent contractor under this Contract. The services provided by CONSULTANT shall be by employees of the CONSULTANT and subject only to its supervision. CONSULTANT shall be responsible for the enforcement of its personnel policies, the payment of its employees or sub-consultants, if any, the payment of any applicable taxes, FICA, social security, health insurance, pension or any other benefits for the CONSULTANT'S employees who render service under this Contract.

## SECTION 10. ASSIGNMENT

Neither this Contract, nor any services to be performed herein, shall be assigned, transferred or otherwise delegated to others including sub-consultants by CONSULTANT, without the prior written consent of the Executive Director.

## SECTION 11. CONFLICTS OF INTEREST

**11.1** CONSULTANT shall not perform any services for any municipality that is contiguous to the TOWN, unless approved by the Executive Director.

**11.2** Neither CONSULTANT nor any of its employees shall have or hold any employment or contractual relationship that is antagonistic or incompatible with CONSULTANT's loyal and conscientious exercise of judgment related to its performance under this Contract.

## SECTION 12. INDEMNIFICATION/HOLD HARMLESS

**12.1** The CONSULTANT shall indemnify, defend and hold harmless CRA, and any elected or appointed officials, its agents, employees, and volunteers from and against any and all liability, suits, actions, damages, costs, losses and expenses, including attorneys' fees, demands and claims for personal injury, bodily injury, sickness, diseases, death; or damage to, or the destruction of tangible property or loss of use resulting therefrom, arising out of any errors, omissions, misconduct or negligent acts, errors or omission of CONSULTANT, its officials, agents, employees or subcontractors in the performance of the services of CONSULTANT under this Contract.

**12.2** CONSULTANT acknowledges that as part of this Contract specific and separate consideration has been paid for this hold harmless and indemnification provision, and further agrees with the foregoing provision of indemnity and also agrees with the collateral obligation of insuring said indemnity as set forth herein.

**12.3** CONSULTANT shall indemnify CRA for all loss, damage, expense or liability including, without limitation, court costs and attorneys' fees that may result by reason of any infringement or claim of infringement by CONSULTANT of any patent, trademark, copyright, trade secret or other proprietary right relating to services furnished pursuant to this Contract. CONSULTANT shall defend and/or settle at its own expense any action brought against the CRA to the extent that is based on a claim that the services furnished to CRA, or on behalf of the CRA,

by CONSULTANT pursuant to this Contract, becomes unusable as a result of [any such infringement or claim.

## SECTION 13. REPRESENTATIVES OF THE TOWN AND THE CONSULTANT

**13.1** It is recognized that questions in the day-to-day performance of this Contract may arise. The CRA's Executive Director or his designee shall be the person to whom all communications pertaining to the day-to-day activities of this Contract shall be addressed. CONSULTANT designates **Kevin Crowder** and **Alicia Aleyne** as the representatives of CONSULTANT to whom all communications pertaining to the day-to-day activities of this Contract shall be addressed.

**13.2** The Executive Director shall have the right to require CONSULTANT to change any personnel working on this Contract upon providing CONSULTANT with a 10 day written notice. Such requests for changes in personnel shall be submitted to the CONSULTANT in writing, and shall not be made by the Executive Director unreasonably or arbitrarily.

## SECTION 14. COSTS AND ATTORNEY'S FEES

If either CRA or CONSULTANT is required to enforce the terms of this Contract by legal action, the prevailing party shall be entitled to recover from the other party all such costs and expenses, including by not limited to, costs and reasonable attorney's fees.

## SECTION 15. NOTICES

Whenever either party desires to give notice to the other, it shall be given by written notice, sent by certified United States mail, with return receipt requested, hand delivered, or by email or facsimile transmission, addressed to the party for whom it is intended, and proof of receipt. Notice shall be deemed given upon receipt by any method of delivery authorized above. For the present, the parties designate the following as the respective places for giving of notice.

**FOR CONSULTANT:**
Kevin Crowder and Alicia Alleyne
Business Flare LLC.
1175 NE 125th Street, Suite 601
North Miami, FL 33161
Phone: 305-281-2279
kevin@businessflare.net / alicia@businessflare.net

**FOR TOWN:**
John O. D'Agostino, Town Manager
Executive Director
535 Park Avenue, Lake Park, Fl. 33403
Tel. (561) 881-3304 Fax. (561) 881-3314
JDAgostino@lakeparkflorida.gov

**With Copy to:**
Thomas J. Baird, Esquire
General Counsel
c/o Town of Lake Park

535 Park Avenue, Lake Park, FL 33403
Tel. (561) 650-8232
TBaird@JonesFoster.com

## SECTION 16. RIGHTS IN DATA; COPYRIGHT; DISCLOSURE

**16.1** Any "Data" defined as written reports, studies, drawings, graphic, electronic, chemical or mechanical representations, specification, designs, models, photographs, computer CADD discs, surveys developed or provided in connection with this Contract shall be the property of CRA and the CRA shall have the full right to use such data for any official purpose permitted under Florida Statutes, including making it available to the general public. Such use shall be without any additional payment to or approval by CONSULTANT. The CRA shall have unrestricted authority to publish, disclose distribute and otherwise use, in whole or in part, any data developed or prepared under this Contract.

**16.2** Copyrights. No data developed and or prepared in whole or in part under this Contract shall be subject to copyright in the United States of America or other country, except to the extent such copyright protection is available for the CRA. CONSULTANT shall not include in the data any copyrighted matter unless CONSULTANT obtains the written approval of the Executive Director with written permission of the copyright owner for CONSULTANT to use such copyrighted matter in the manner provided herein.

**16.3** If this Contract is terminated for any reason prior to completion of the work, the CRA may, in its discretion, use any design and documents prepared hereunder.

## SECTION 17. SUBCONSULTANTS

Sub-consultants, if needed, shall be subject to the prior written approval of the CRA Executive Director.

## SECTION 18. COMPLIANCE WITH LAWS

CONSULTANT shall fully obey and comply with all federal, state, county, and town laws, administrative regulations or rules, which are or shall become applicable to the services performed under the terms of this Contract.

## SECTION 19. TRUTH-IN NEGOTIATIONS CERTIFICATE

Signature of this Contract by CONSULTANT shall act as the execution of a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation of this Contract are accurate, complete, and current at the time of contracting.

## SECTION 20. OWNERSHIP OF DOCUMENTS

CONSULTANT understands and agrees that any information, document, report or any other material whatsoever which is given by the CRA to CONSULTANT or which is otherwise obtained or prepared by CONSULTANT under the terms of this Contract is and shall at all times

remain the property of the CRA. CONSULTANT agrees not to use any such information, document, report or material for any other purpose whatsoever without the written consent of the CRA's Executive Director, which may be withheld or conditioned by the CRA Executive Director in his sole discretion.

## SECTION 21. AUDIT AND INSPECTION RIGHTS

**21.1** The CRA may, at reasonable times, and for a period of up to three years following the date of the completion of Services by CONSULTANT under this Contract, audit, or cause to be audited, those books and records of CONSULTANT that are related to CONSULTANT's performance under this Contract. CONSULTANT SHALL maintain all such books and records at its principal place of business for a period of three years after final payment is made under this Contract

**21.2** The CRA may, at reasonable times during the term hereof, and any supplemental contract terms, inspect CONSULTANT's RECORDS, as the CRA deems reasonably necessary, to determine whether the services provided by CONSULTANT under this Contract conform to the terms of this Contract. CONSULTANT shall make available to the CRA all records related to this Contract and provide assistance to facilitate the performance of inspections by the CRA's representatives.

## SECTION 22. WARRANTIES OF CONSULTANT

The CONSULTANT hereby warrants and represents that at all times during the term of this Contract and any amendments hereto, that it shall maintain in good standing all required licenses, certifications and permits required under federal, state and local laws necessary to perform the Services.

## SECTION 23. NO CONTINGENT FEES

CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this Contract, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONSULTANT, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Contract, For the breach or violation of this provision, the CRA shall have the right to terminate the Contract with or without cause, to deduct from the Contract price, or otherwise recover the full amount of such fee, commission, percentage, gift, or consideration.

## SECTION 24. GOVERNING LAW; VENUE

This Contract shall be construed in accordance with, and governed by, the laws of the State of Florida. Venue of any action to enforce this Contract shall be in Palm Beach County, Florida.

## SECTION 25. HEADINGS

Headings are for convenience of reference only and shall not be considered in any interpretation of this Contract.

## SECTION 26. SEVERABILITY

If any provision of this Contract or the application thereof to any person or situation shall, to any extent by held invalid or unenforceable, the remainder of this Contract, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable, shall not be affected thereby, and shall continue in full force and effect, and may be enforced to the fullest extent permitted by law.

## SECTION 27. CONFLICT

In the event of a conflict between the terms of this Contact and any terms or conditions in any attached documents, the terms in this Contract shall prevail.

## SECTION 28. SURVIVAL OF PROVISIONS

Any terms or conditions of this Contract that require acts beyond the date of its termination shall survive the termination of this Contract, shall remain in full force and effect unless and until the terms of conditions are completed, and shall be fully enforced by either party.

## SECTION 29. ENTIRE CONTRACT

**29.1** This Contract and its attachments constitute the entire contract between CONSULTANT and CRA, and all negotiations and oral understandings between the parties are merged herein.

**29.2** No modification, amendment or alteration in the terms or conditions of this Contract shall be effective unless contained in a written document executed with the same formality as this Contract.

## SECTION 30. PUBLIC RECORDS

The CONSULTANT is required to:

**30.1** Keep and maintain public records required by the CRA to perform the service.

**30.2** Upon the request of the CRA's custodian of public records, provided the CRA with such public records within a reasonable time at a cost that does not exceed the costs provided for in Chapter 119, Florida Statutes.

**30.3** Ensure that any public records that are exempt or confidential from public records disclosure are not disclosed except as authorized by law for the duration of the term of this

Contract, and following completion of this Contract if the CONSULTANT does not transfer the records which are part of this Contract to the CRA.

**30.4** Upon the completion of the term of the Contract, transfer, at no cost, to the CRA all public records in possession of the CONSULTANT; or keep and maintain the public records associated with the services provided for in the Contract. If the CONSULTANT transfers all public records to the CRA upon completion of the term of the Contract, the CONSULTANT shall destroy any duplicate public records that are exempt of confidential from public records disclosure. If the CONSULTANT keeps and maintains public records upon completion of the term of the Contract, the CONSULTANT shall meet all applicable requirements pertaining to the retention of public records. All records stored electronically shall be provided to the Town, upon request from the Towns custodian of public records, in a format that is compatible with the information technology systems of the Town.

**30.5** IF THE CONTRACTOR/VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, THE CONSULTANT SHOULD CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: TOWN CLERK, 535 Park Avenue, Lake Park, Florida 33403, 561-881-3311, townclerk@lakeparkflorida.gov.

**SECTION 31. WAIVER**

The waiver by either party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Contract shall not be construed as a waiver of any future or continuing similar or dissimilar failure.

**SECTION 32. AMENDMENTS**

The parties contemplate that there may be additional professional consulting services to be performed by the CONSULTANT. The additional services shall be set forth in a written amendment to this Contract, which shall include a Scope of Services, associated cost, and the terms of the compensation for these services, contingent on available funding sources.

ATTACHED AS "**Exhibit 1**" --- Scope of Work and Timeline

**IN WITNESS WHEREOF,** the parties hereto have made and executed this Contract on the respective dates under each signature:

DATED this ____ day of _____ 2021.

**TOWN OF LAKE PARK CRA**

ATTEST:

By: _____
Michael O'Rourke, Chairman

_____
Vivian Mendez, CRA Clerk

(TOWN SEAL)

Approved as form and legal sufficiency

By: _____
Thomas J. Baird, General Counsel

_____day of _____, 2021

**BUSINESS FLARE, LLC**

WITNESS:

_____

_____
Printed Name

By: _____

_____
Printed Name

_____
Printed Name

Dated this ____ day of _____, 2021

**P:\DOCS\26508\00003\DOC\24B2903.DOCX**

# EXHIBIT 1 - Scope of Work and Timeline
## *(with associated pricing)*

| RFQ Asking For | BusinessFlare® Approach | Deliverable |
|---|---|---|
| Task A - Adopted Plans Review | Evaluate current plan and perform a check and balances status update of projects and programs. Reference annual report for FY 20-21 and FY 21-22 accomplishments. | Phase 1, Task A - Adopted Plans Review Summary *Digital ADA Accessible Copy* |
| Task B – Existing Conditions Analysis | Evaluate physical environment (infrastructure and real estate land) conditions and opportunities. BusinessFlare® will use GIS, surveying, photo inventory, drone imagery, and mapping techniques for the technical analysis. In addition, BusinessFlare® partner Ken Stapleton will perform a crime/ safety audit using Crime Prevention Through Environmental Design (CPTED) metrics. | Phase 1, Task B – Existing Conditions Analysis *Digital ADA Accessible Copy* |
| Task C – Economic Condition Analysis | Evaluate market conditions, local business trends, tapestry, targeted industries, the regulatory structure and socioeconomics. BusinessFlare® will use Esri, EMSI, US Census Bureau, Placer ai, Costar, MLS, statistical analytics, ImPlan among other data sources. | Phase 1, Task C – Economic Condition Analysis *Digital ADA Accessible Copy* |
| Task D – Economic Strategy Development | identify a list of priority redevelopment objectives and identify clear implementation steps to achieve objectives. New visionary projects with realistic steps/ checklist. BusinessFlare® will use current plan, market conditions, land opportunities, community, staff, and commission input to develop strategy. | Phase 1, Task D – Economic Strategy Development *Digital ADA Accessible Copy* |
| Task E – Final SWOT Analysis | Identify Strengths, Weaknesses, Opportunities, and Threats from adopted plans, physical and economic analysis, and community, staff, and commission input. | Phase 1, Task E – Final SWOT Analysis *Digital ADA Accessible Copy* |

**EXHIBIT A**

| RFQ Asking For | BusinessFlare® Approach | Deliverable |
|---|---|---|
| Task A – Public Participation Kick-Off Workshop Presentation | Coordinate public participation kick-off workshop presentation with staff. BusinessFlare® will organize and create content material necessary to have a successful workshop. BusinessFlare® believes that an "open house" type of public approach works best to allow the community to have a one-on-one with the consultant team and staff. This will provide better and more valuable input. BusinessFlare® will coordinate public outreach strategy and timing process, work on workshop logistics minute-by-minute planning. In addition to prepare and print material, sign in-sheets, posters, printed maps, markers, sticky notes, refreshments, etc. | Phase 2, Task A – Public Participation Kick-Off Workshop Presentation<br>*In Person and Virtual Hosting*<br>*Digital ADA Accessible Copy* |
| Task B – Draft CRA Plan Update and Legal Statuary Requirements | Revise and update CRA plan incorporating up-to date data, market conditions, physical environment opportunities, community goals, and coordinate policy recommendations with staff and commission. | Task 2, Phase B – Draft CRA Plan Update<br>*Digital ADA Accessible Copy labeled "Draft v01"* |
| | Review documentation process and administer the process for updating the CRA plan, finding of necessity requirements, and CRA boundaries (if needed) in a way that is consistent and compliant with F.S. Statutes Chapter 163. | *Digital ADA Accessible Copy labeled "Legal Statuary and Requirements Checklist"* |
| Task C - Final Public Presentation | Identical as kick-off presentation in terms of logistics, but this presentation is more of an educative session to showcase how we incorporate the public input comments into the CRA plan draft. Additional input always welcome. | Phase 2, Task C – Final Public Presentation<br>*In Person and Virtual Hosting*<br>*Digital ADA Accessible Copy* |

| RFQ Asking For | BusinessFlare® Approach | Deliverable |
|---|---|---|
| Task A – Update Draft CRA Plan | BusinessFlare® will set revision and update framework and technical recommendations while following direct guidance from staff and commission comments from draft v01 and the public participation meetings. | Phase 3, Task A – Updated Draft CRA Plan<br>*Digital ADA Accessible Copy labeled "Draft v02"* |
| Task B – Final CRA Plan and Other Material Adoption | Final adoption board and commission meeting presentations. | Phase 3, Task B – Final CRA Plan and Other Material Adoption<br>*In Person Presentation*<br>*Digital ADA Accessible Copy labeled "Final for Adoption"* |

## TIMELINE

| | | | |
|---|---|---|---|
| 2021 | 2 | December | Internal Project Kick-Off and Begin Phase 1 |
| 2021 | 2-23 | December | Phase 1 – Task A, B, C, and D<br>*(staff and analysis driven)* |
| Holidays | | | |
| 2022 | 3-17 | January | Phase 1 – Task D and E *(leadership input)* |
| | 18-31 | | Phase 2 – Task A *(public workshop preparation)* |
| 2022 | 1-18 | February | Phase 2 – Task A Public Participation Workshop Presentation |
| | 21-28 | | Phase 2 – Task B – Draft CRA Plan |
| 2022 | 1-15 | March | Phase 2 – Task C – Final Public Presentation |
| | | | Comments/ Revisions |
| | 15-31 | | Phase 3 – Task A – Second Draft |
| 2022 | 1 | April | Phase 3 – Task B – Final Draft and Adoption |
| 2022 | 20 | April | Final Adoption Meeting |

**EXHIBIT A**

| Phase and Task | Hours (all staff) | Travel time (all staff) | Estimated Price ($) |
|---|---|---|---|
| PHASE 1 | | | |
| Phase 1, Task A - Adopted Plans Review | 26 | | 4,900 |
| Phase 1, Task B - Existing Conditions Analysis | 30 | 8 | 5,700 |
| Phase 1, Task C – Economic Condition Analysis | 38 | | 5,700 |
| Phase 1, Task D – Economic Strategy Development | 46 | | 6,900 |
| Phase 1, Task E – Final SWOT Analysis | 24 | | 3,600 |
| PHASE 2 | | | |
| Phase 2, Task A – Public Participation Kick-Off Workshop Presentation | 44 | 8 | 7,800 |
| Phase 2, Task B – Draft CRA Plan Update and Legal Statuary Requirements | 52 | | 7,800 |
| Phase 2, Task C - Final Public Presentation | 36 | 8 | 6,600 |
| PHASE 3 | | | |
| Phase 3, Task A - Update Draft CRA Plan | 44 | | 6,600 |
| Phase 3, Task B - Final CRA Plan and Other Material Adoption | 28 | 8 | 5,400 |
| TOTAL | 368 | 32 | 60,000 |
| CRA Annexation Finding of Necessity and Application | | | 25,000 |
| GRAND TOTAL | | | 85,000 |

# TAB 6

**CRA**
**Agenda Request Form**

Revised 11/30/21

**Meeting Date: December 1, 2021** **Agenda Item No.** 6

**Agenda Title: Artists of Palm Beach County discussion on 800 Park Avenue CRA property.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 11/19/21

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• Future programs.<br>- Meeting Narriative<br>- Proposed Improvements<br>Presentation |
|---|---|---|

**Summary Explanation/Background**: Mary Jane Zapp, President of the Artists of Palm Beach County, desires to address the Board regarding the use of the 800 Park Avenue property. Currently, the Town's Park and Recreation Supervisor occupy the property. The plan for the town after COVID restrictions eased and the spread of the virus continues to decline to begin to run recreation programs out of the 800 Park Avenue Property. We also have plans to increase the number of summer camp participants in the 22-23 Fiscal Year. In addition, the Park Avenue property should accommodate future programs such as monthly senior luncheons, Mahjong games for teens and seniors, movie nights (including popcorn, drinks etc.) for children and families.

The trailer space is inadequate and cannot be used recreational programs moving forward.

The Artists of Palm Beach County have taken measurements of the property and are very excited to return to their original home. There will need to be interior renovations to the property to accommodate the Artists. If the Board decides to move in that direction, we will make the necessary improvements according to the Board's wishes.

**Recommended Motion**: No motion is necessary.

# RECREATION BUILDING PROGRAMS

## Youth Programs

1. **Summer Camp**
   - We would be able to move the current Summer Camp Program to the 800 Park Avenue Building. This would allow us to have a more comfortable space for the 20 campers and 5 staff members that we have.
   - The campers would now be able to have indoor activities during rainy days or canceled field trips.
   - We would be able to have a wall to separate the campers from the parents during the sign in and sign out process.
   - While Summer Camp is in session no other programs will occur in the building.
   - In the future, we would like to expand the number of kids that are being served in the Summer Camp Program. Due to the limited capacity of the Recreation Trailer and the bus we are only able to serve 20 kids. Moving to the 800 Park Building will give us the space needed to double that number. If we still have the same bus we would have to include alternating field trip days for campers.

## Senior Programs

1. **Silver Sneakers**
   - We currently have a Silver Sneakers Class that meets in the Indoor Pavilion on Monday, Wednesday and Friday from 10:00 am – 11:00 am. This class would move to the 800 park Avenue Building. The class is free to participants with participating insurance plans and $5.00 for those without.

2. **Forever Young Senior Program**
   - The Special Events Department would like to start a new program for seniors that will meet in the 800 Park Avenue building. The program will provide a variety of programs, activities and trips for the both residents and non-residents. A registration fee will apply.
     - **Senior Social** - We will host a special themed event once a month (possibly the first Friday) from 11:00 am – 2:00 pm. For example, in February we will host a Valentine's Day themed event complete with decorations and chocolates. Each event will include a catered lunch, music and dancing. When appropriate we will also try to bring in live entertainment.

- **Monday Movie** - We will host a movie day twice a month (possibly the first and third Monday) from 11:00 am – 2:00 pm. Program participants will be able to pick the movies that they would like to watch each month. The Special Events Department will provide popcorn, candy, water, soda and coffee.

- **Mah Jongg** -The Special Events Department will partner with an outside instructor that currently hosts Mah Jongg games for the City of Palm Beach Gardens. The games will be played on a weekly basis from 10:00 am – 2:00 pm.

- **Bingo** -The Special Events Department will host weekly Bingo games from 10:00 am – 2:00 pm. The games will be organized by the Recreation Supervisor.

**Teen Program**

- The Special Event Department will start a new program just for teens 13-17 years old. The program could be offered once a week from 3:00 pm – 6:00 pm. All participants would have to be Lake Park residents and pre-registered by a parent or guardian. The focus of the program would be to have a fun and safe space for teens to socialize, exercise and have positive interactions with peers and volunteers. The program could include board games, card games, trivia and having guest speakers on various topics. We have already received some interest from volunteers in the community that would like to assist with a teen program.

**Instructor Lead Programs**

- The Special Events Department has been approached by several instructors wanting to have various programs in the Town of Lake Park. However, due to only having the Indoor Pavilion to use we have had to turn away some of them. Having a dedicated space would allow us to accommodate more health & wellness (**Kickboxing, Yoga and Zumba**) and lifestyle programs (**Karate, Dance, Music and Art**). Many of these programs could be taught by our Recreation Supervisor or we would partner with outside instructors. The programs could occur in the evening during the week and on the weekend.

**Meeting Space**

- The Special Events Department would like to offer a free meeting space for local non-profit organizations and HOAs. Currently, the only free space in the Town of Lake Park is located inside of the Library. We have received requests from organizations asking if there is another space to use simply because the Library is a "quiet zone".

[redacted]

Thank you for considering our proposal for our use of the 800 Parl Ave building, and giving us this platform as our opportunity to do so.
We understand that you want to improve your properties that you own as well as make full use of them for the Lake Park Community. We asked our new member, Juan Bernal, an artist and architect, to assist us with our presentation. We took this opportunity to look at improving the use and appearance of the outside of 800 Park Ave as well as the function of the inside.
Starting with the outside and seeing the façade as it is now, and how it would look and function with a wrap-around Spanish style portico/arcade terrace area and tower addition. The tower would be used as a "Landmark" feature to display banners and flags announcing activities and highlight artists awards and events. It would attract attention to the building and be changed often to encourage people to check on it for developing events to look forward to. The outside covered terrace or "The (Art) Terrace" can be used night and day for events regardless of the weather, giving roofed space to artist, craft and music groups of the town of Lake Park to display or sell their work, give performances, from church groups who quilt to aspiring elementary or middle school musicians, to Saturday sidewalk sales. The permanent nature of the structure gives events a sense of place and permanence that people depend on and look to for what is available for activities for them. We feel this would bring a lot of energy to the building and interaction with the community would evolve and grow organically with the feature of the covered terrace and tower. The big garage door on the east side allows us to open the covered terrace to the interior of the gallery community space and circulate throughout the building.
Next we move inside. All during the long discussions of our gallery needs our focus has been simplicity and flexibility. Kyle Bartholomew, our architect for the 801 building, did a beautiful job on the reception area and moveable walls. We would like to use those designs and concepts in the 800 building.

The entry would be through a gallery area showcasing the show of the month with a featured artist in one of the windows. Moveable walls will display the show. One of the walls will have recessed units, as seen, for sculpture and 3/D pieces, the other moveable walls will have doors as end panels to facilitate storage of folding tables and chairs inside. There will also be moveable pedestals, bins with artworks for sale, card racks and jewelry cases (with locks). The walls (moveable and fixed) will all be 1/2" plywood with drywall primed with magnetic primer and painted white. This is necessary to enable the hanging of artwork with nails/screws/and also magnets. Moving into the rented artist spaces they will be on the west side in back of the reception desk,which, as shown, has a feature wall in back of it that will receive the electricity from the ceiling. The resident artist spaces are facing each other with a wide 8' corridor between them that also can accommodate bins of art to browse through. These 'walls' separating the artist spaces will be also the plywood/drywall construction of the other fixed, side, and moveable walls, magnetic primer and white paint.
The community classroom area is also open and versatile, encompassing an area for screen viewing/usage, with the ability to be closed off and private with moveable walls or opened up by the oversized garage door to the covered terrace area and gallery for open houses, receptions, and events. There is room for meetings, classes, art salons, painting instructions, collage classes, clay hand building, flower arranging, poetry nights, even book clubs in the corner 'salon' area for coffee on the sofa.
Keeping things open and flexible encourages development of all the arts.
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(members keep 75% of sales prices, nonmembers keep 65%) auctions and other events. Although we rely on our me a great deal, we will more than likely want to hire a gallery manager for all the activity we expect.

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We look forward to making this presentation at the Dec 1, 2021 CRA meeting, as discussed. We will have more information with this presentation, this was put together as fast as we could to accommodate the time frames that we have been dealing with. We are switching gears here as the town communicates with us on this project. Please contact me if you think of anything else the board would like to see or hear about that evening.

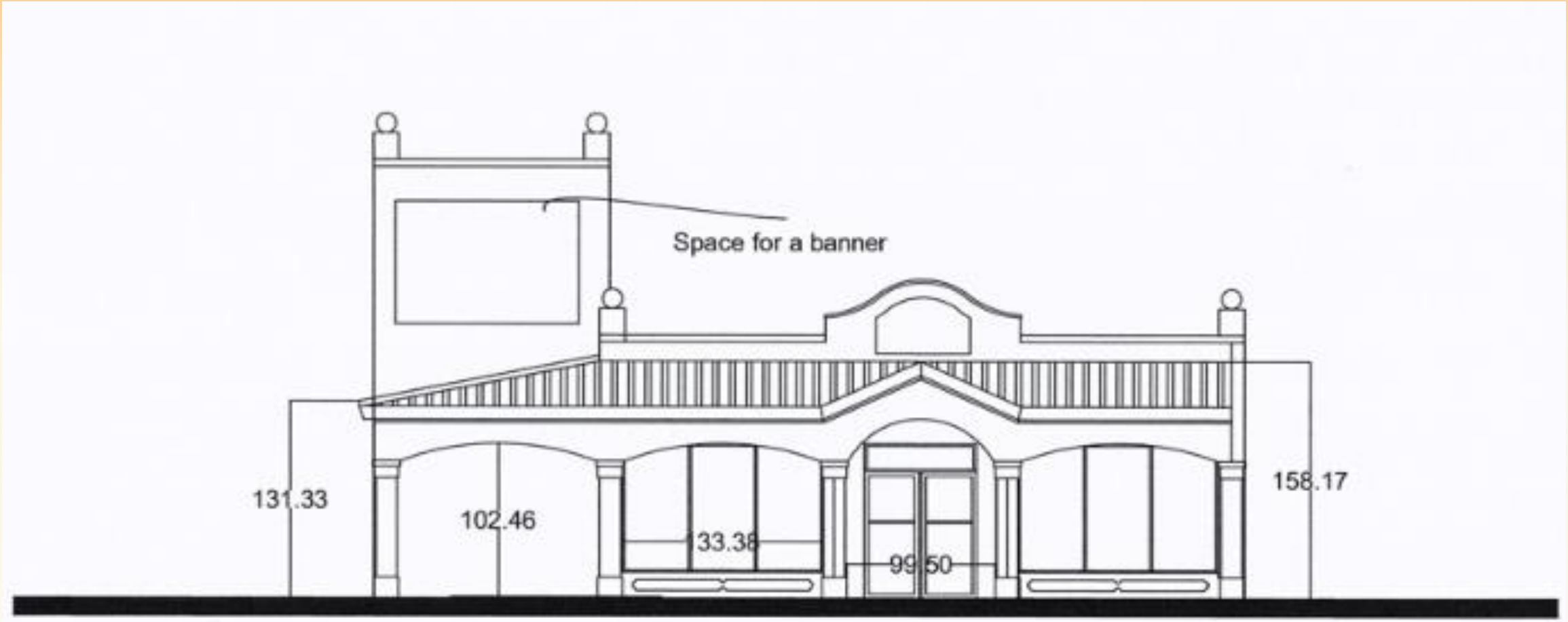
# ARTISTS OF PALM BEACH COUNTY

## Proposed improvements for the outside and inside of the 800 Park Avenue Building.

# 800 PARK AVENUE

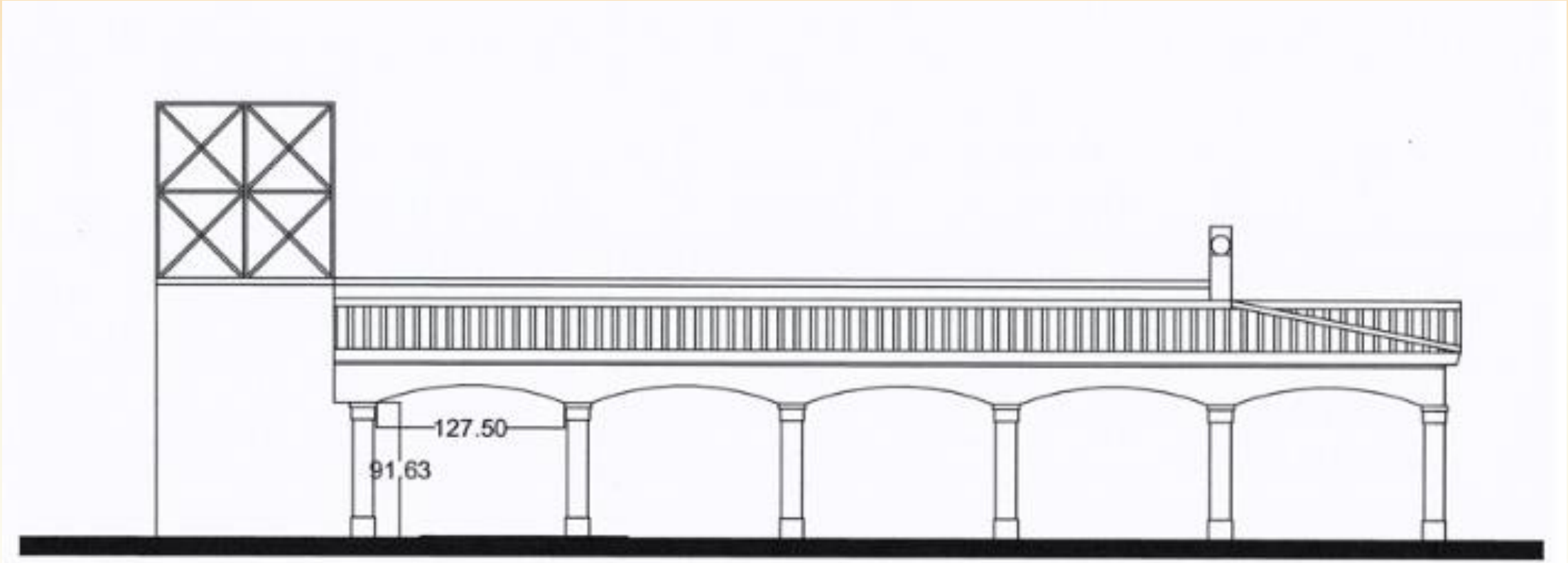
Actual North Facade

# TOWER WITH LANDMARK NORTH FACADE



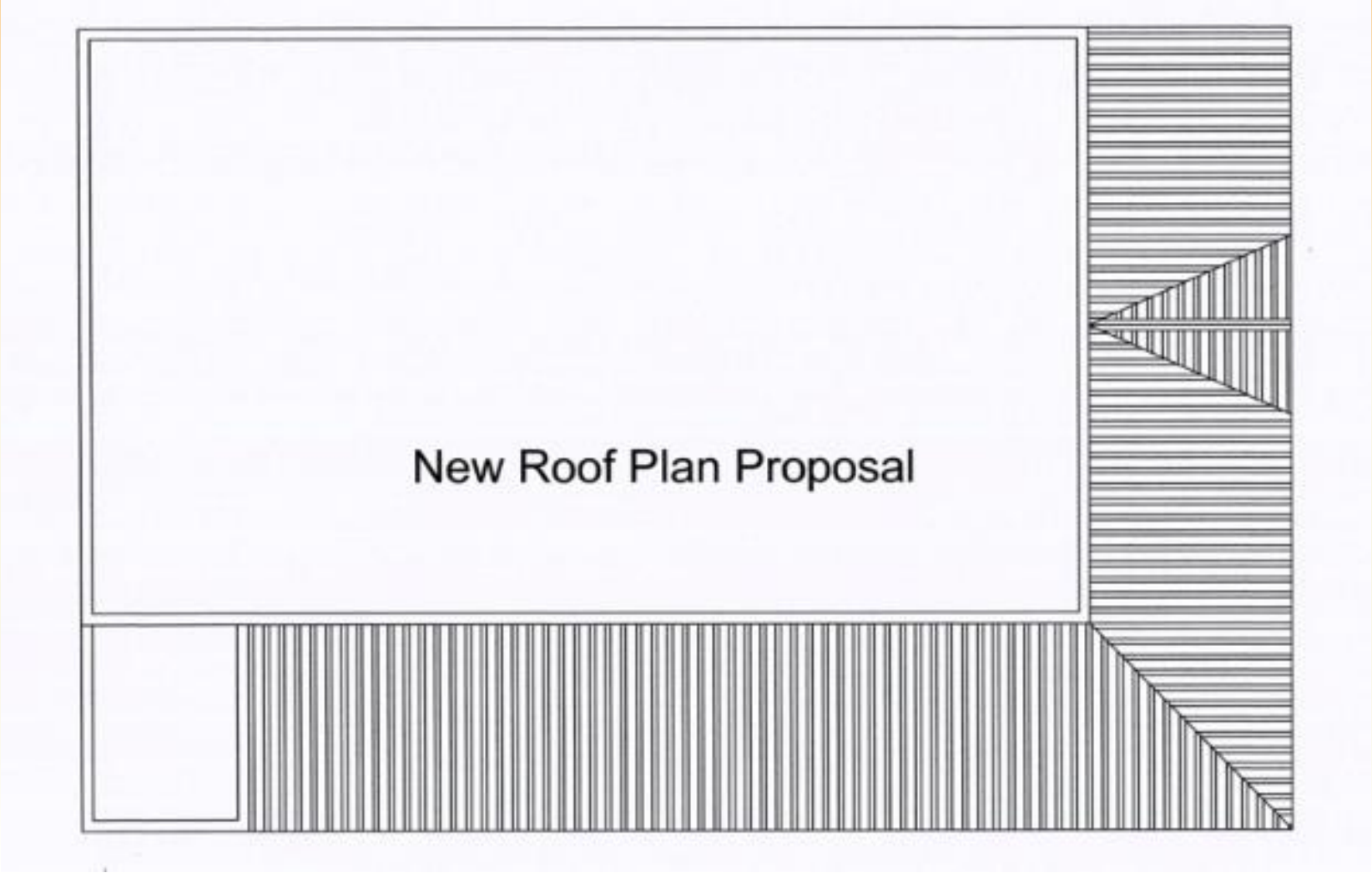

Proposal for North Facade

# OUTSIDE WRAP-AROUND SPANISH STYLE PORTICO/ARCADE TERRACE

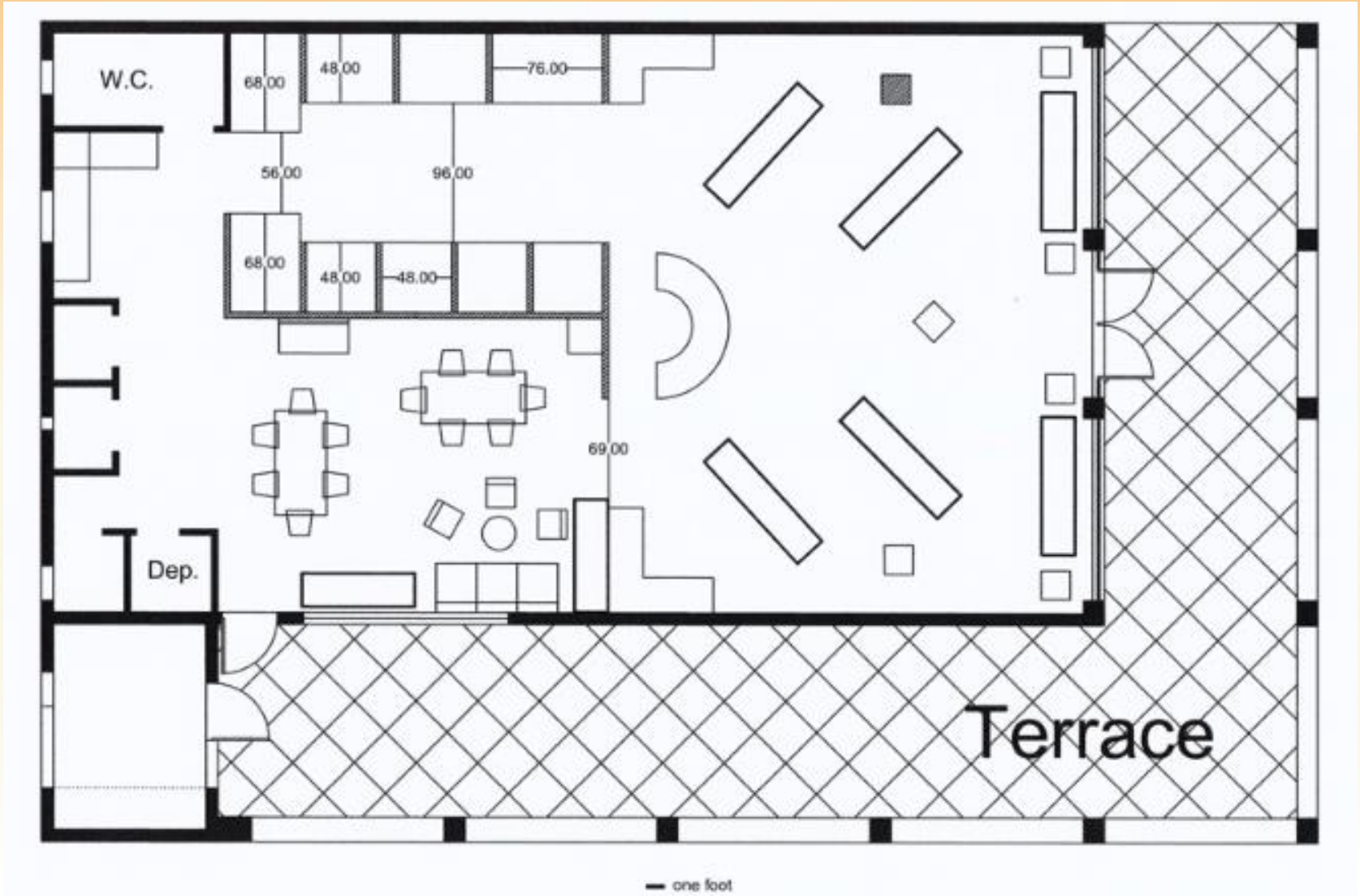



East -Lateral- Facade

# ADDITIONAL ROOF FOR THE TERRACE



# INTERIOR LAYOUT VIEW PLUS TERRACE



# INTERIOR RENDERING

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# ACTIVITIES FOR TOWN YOUTH

# ACTIVITIES FOR TOWN YOUTH

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, December 1, 2021, 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, December 1, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, and Henry Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Recording Secretary Kimberly Rowley.

Recording Secretary Rowley performed the roll call and led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:** None

**PUBLIC COMMENT:**
Christopher O'Brien, 405 Southwind Drive, North Palm Beach, 33408, proposed Townhouses on 7th Court and Bayberry Drive.

**CONSENT AGENDA:**

**1. October 6, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes.**

**2. Resolution 72-12-21 Amend an Agreement with Vincent and Sons Landscaping, Inc. and Authorize Landscaping Services for the CRA Municipal Parking Lot and 610 7th Street.**

**3. Request to Authorize and Direct the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from BG Group, LLC, for the Demolition And Material Removal and Disposal of the CRA Property Located at 610 7th Street.**

Board Member Linden pulled item 2 – Resolution 72-12-21 from the Consent Agenda.

**Motion: Board Member Michaud moved to approve items 1 and 3 on the consent agenda; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |

| | | | |
|---|---|---|---|
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**2. Resolution 72-12-21 Amend an Agreement with Vincent and Sons Landscaping, Inc. and Authorize Landscaping Services for the CRA Municipal Parking Lot and 610 7th Street.**

Board Member Linden asked if they would power wash the sidewalks. Public Works Director Travieso stated that twice-a-year power washing of the parking lot and 610 7th Street was included in the proposal. Additionally, staff was looking at technology that would reduce the iron content in the irrigation to slow the appearance of brown spots in the concrete. He explained that additional power washing could be done for an additional charge.

**Motion: Board Member Linden moved to approve items 2 on the consent agenda; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**NEW BUSINESS:**

**4. Resolution 73-12-21 Authorization to Sign PBSO Contract to Provide Police Services within the CRA Park Avenue Downtown District.**

Executive Director D'Agostino explained the item.

**Motion: Board Member Michaud moved to approve Resolution 73-12-21; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**5. Resolution 74-12-21 Authorizing and Directing the Chairman to Execute a Contract with Business Flare LLC, for Consulting Services Associated with Evaluating, Revising, and Updating the CRA Master Plan.**

Executive Director D'Agostino and Community Development DiTommaso explained the item (see Exhibit "A"). Vice-Chair Glas-Castro asked about the annexation portion of the schedule of fees. Community Development Director DiTommaso explained that if it were determined to peruse annexation, Business Flare has included the fees to their proposal to peruse this option. The total cost would not exceed $85,000 for this project. Chair O'Rourke invited Mr. Tiller to explain the history of Business Flare. Mr. Tiller explained the history of Business Flare. Vice-Chair Glas-Castro asked what was the most recent master plan written by Business Flare. Mr. Tiller explained that they have been writing a plan for West Coconut Grove CRA and the Village of Palm Springs. Chair O'Rourke asked what public outreach ideas they had in mind for the Town. Mr. Tiller stated that they have a meeting scheduled with Town staff to discuss some ideas. In the past they have conducted workshops, charsets, surveys, open house sessions, webinars and virtual options for added participation.

**Motion: Board Member Stark moved to approve Resolution 74-12-21; Board Member Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**6. Artist of Palm Beach County discussion on 800 Park Avenue CRA Property.**

Executive Director D'Agostino introduced Mary Jane Zapp who presented to the Board (see Exhibit "B"). Chair O'Rourke asked if any funds were raised by Artist of Palm Beach County for what was presented. Ms. Zapp stated that the Town Manager D'Agostino has provided a letter indicating that the Town would assist with funding. Chair O'Rourke and Ms. Zapp discussed, at length, the interest of using 800 Park Avenue, cost for interior and exterior design and fund raising. Executive Director D'Agostino explained that the letter referenced referred to finding a location for the Artist of Palm Beach County within the Community Redevelopment Agency for the purpose of maintaining an arts activity on Park Avenue. He stated that the letter does not refer to a cost because the Artist were still looking for space to rent. The Board Members were interested in fixed cost for what was presented. The Board discussed, at length,

what they wanted from the Artist of Palm Beach County as it related to cost for the designs shown, possible grants to fund the project and a business plan that would include how the Artist of Palm Beach County would be self-sufficient in the future. They also discussed what to do with the Recreation Department that are currently using the building. Special Events Director Franks explained that 800 Park Avenue was the Recreation building. Town staff has an office in the Recreation building. They have events scheduled for next year. She explained that the Town loves the Artist of Palm Beach County, however, she expressed concern with giving up the building.

Public Comment:
Peggy Kennard, 131 Doolen Court, North Palm Beach – spoke in support of the Artist of Palm Beach County.

Maxine Schreiber, 2480 Presidential Way, West Palm Beach – spoke in support of the Artist of Palm Beach County working together with Town staff to share the space.

Linda Miller, 339 Eagleton Golf Drive, Palm Beach Gardens – spoke in support of Artist of Palm Beach County.

Assistant Town Manager/Human Resources Director Turner explained that sharing space with Town staff could raise Risk Management issues. She explained that the Recreation building would be used for the summer camp program, therefore anyone working in that building would need to undergo a level 2 background check to work near children.

Chair O'Rourke asked the Artist for their patience as the Board makes a decision on how to move forward with the use of the building. Executive Director D'Agostino explained that the Town needs a community center to serve the community. The Board would discuss the use of the Recreation building at a later date.

**EXECUTIVE DIRECTOR REPORT:**
None

**REQUEST FOR FUTURE AGENDA ITEMS:**
None

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** asked if there were grants available to assist an organization like the Artist of Palm Beach County to assist with their vision. Board Member Linden explained that the Diversity and Inclusion Council may have grant opportunities in the

future, but the Artist of Palm Beach would need a location before they could apply for grants.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board the meeting adjourned at 8:17 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

TOWN OF LAKE PARK FLORIDA SEAL

Town Seal

Approved on this 16 of February, 2022

Exhibit "A"

# CRA
## Agenda Request Form

**Meeting Date:** December 1, 2021 **Agenda Item No.**

**Agenda Title:** **A RESOLUTION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY (CRA) AUTHORIZING AND DIRECTING THE CHAIRMAN TO EXECUTE A CONTRACT WITH BUSINESS FLARE LLC, FOR CONSULTING SERVICES ASSOCIATED WITH EVALUATING, REVISING, AND UPDATING THE CRA MASTER PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [ X ] | **NEW BUSINESS: Resolution** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: ~~General Business~~ |

**Approved by Executive Director:** _____ **Date:** 11/19/21

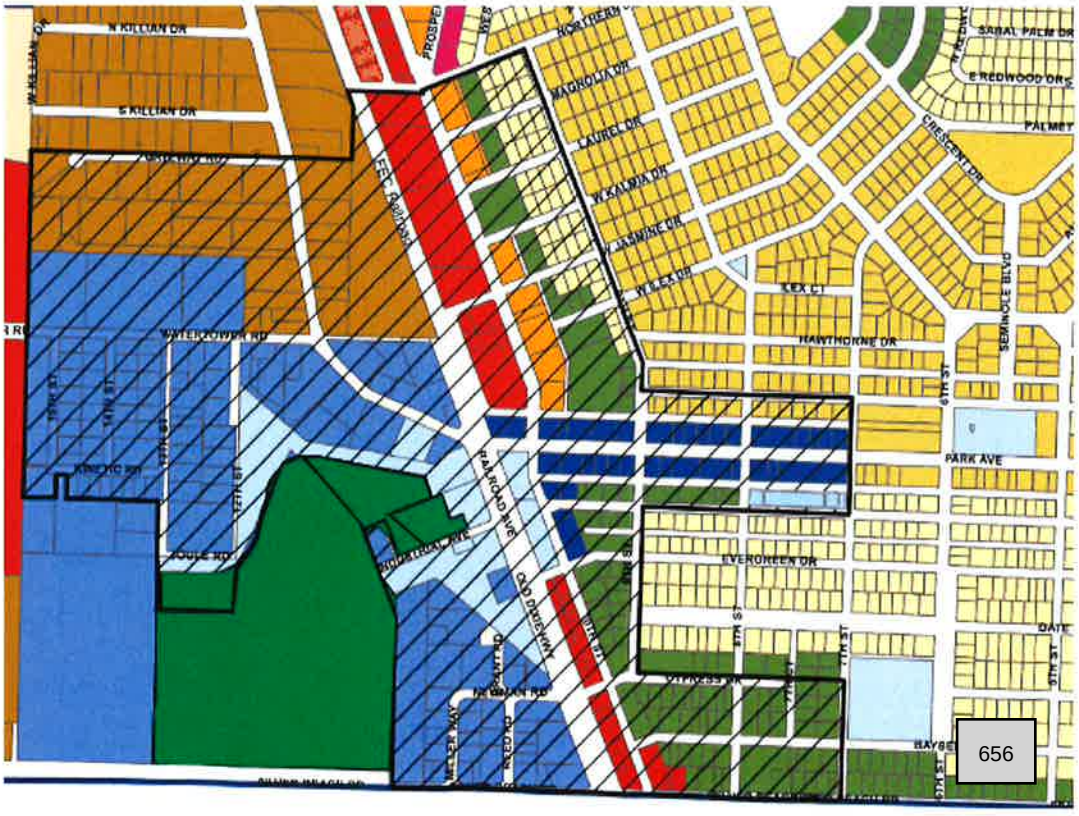
*John D'Agostino / CRA Executive Director*

Nadia Di Tommaso / Community Development Director

| **Originating Department:** | Costs: $ **85,000 / Legal Review**<br>Funding Source: **CRA / Legal**<br>Acct. **#110-520-34000 / #108**<br>[ ] Finance | **Attachments:**<br>➔ **RFQ 105-2021**<br>➔ **RFQ Proposals (Total of 5)**<br>➔ **Evaluation Committee Scoring Sheets**<br>➔ **Resolution 24-12-21 and Contract for Business Flare** |
|---|---|---|
| **Community Development** | | |

## Summary Explanation/Background:

The Town's existing Community Redevelopment Area (CRA) is identified in the map with the black boundary →



The CRA Board has discussed updating the Community Redevelopment Area (CRA) Plan at prior workshops. RFQ 104-2021 was first advertised on July 25, 2021 and did not solicit any proposals. The project was re-bid through RFQ 105-2021, on September 2, 2021. The RFQ was advertised for "**Request for Statement of Qualifications (RFQ105-2021) to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park in Lake Park, FL."** – *copy of RFQ enclosed.* The RFQ included details on the CRA Board's comments and discussions for the CRA Area.

A bid opening was held on October 4, 2021 and an Evaluation Committee Meeting was held on October 11, 2021. Five proposals were received (copies enclosed) and were ranked by the Evaluators who included John D'Agostino, Town Manager; Roberto Travieso, Public Works Director; Karen Golonka, Planner; and Nadia Di Tommaso, Community Development Director (scoring sheets enclosed). Business Flare receiving the most points. Contract preparation then ensued.

Business Flare provided a details schedule of steps that are required to be undertaken for the CRA Plan update, which includes public outreach and meetings and final adoption in April/May 2022. At this time, a new Finding of Necessity is not anticipated however, this will be explored by Business Flare as well. If one is needed, this will be revisited by Staff and the Board.

**Recommended Motion: I move to APPROVE Resolution 74-12-21 to award the contract to Business Flare in the amount of $85,000.**

Exhibit "B"

**CRA**
**Agenda Request Form**

**Meeting Date: December 1, 2021** **Agenda Item No.**

**Agenda Title: Artists of Palm Beach County discussion on 800 Park Avenue CRA property.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 11/19/21

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• Future programs. |
|---|---|---|

**Summary Explanation/Background**: Mary Jane Zapp, President of the Artists of Palm Beach County, desires to address the Board regarding the use of the 800 Park Avenue property. Currently, the Town's Park and Recreation Supervisor occupy the property. The plan for the town after COVID restrictions eased and the spread of the virus continues to decline to begin to run recreation programs out of the 800 Park Avenue Property. We also have plans to increase the number of summer camp participants in the 22-23 Fiscal Year. In addition, the Park Avenue property should accommodate future programs such as monthly senior luncheons, Mahjong games for teens and seniors, movie nights (including popcorn, drinks etc.) for children and families.

The trailer space is inadequate and cannot be used recreational programs moving forward.

The Artists of Palm Beach County have taken measurements of the property and are very excited to return to their original home. There will need to be interior renovations to the property to accommodate the Artists. If the Board decides to move in that direction, we will make the necessary improvements according to the Board's wishes.

**Recommended Motion**: No motion is necessary.

# RECREATION BUILDING PROGRAMS

## Youth Programs

1. **Summer Camp**
   - We would be able to move the current Summer Camp Program to the 800 Park Avenue Building. This would allow us to have a more comfortable space for the 20 campers and 5 staff members that we have.
   - The campers would now be able to have indoor activities during rainy days or canceled field trips.
   - We would be able to have a wall to separate the campers from the parents during the sign in and sign out process.
   - While Summer Camp is in session no other programs will occur in the building.
   - In the future, we would like to expand the number of kids that are being served in the Summer Camp Program. Due to the limited capacity of the Recreation Trailer and the bus we are only able to serve 20 kids. Moving to the 800 Park Building will give us the space needed to double that number. If we still have the same bus we would have to include alternating field trip days for campers.

## Senior Programs

1. **Silver Sneakers**
   - We currently have a Silver Sneakers Class that meets in the Indoor Pavilion on Monday, Wednesday and Friday from 10:00 am – 11:00 am. This class would move to the 800 park Avenue Building. The class is free to participants with participating insurance plans and $5.00 for those without.

2. **Forever Young Senior Program**
   - The Special Events Department would like to start a new program for seniors that will meet in the 800 Park Avenue building. The program will provide a variety of programs, activities and trips for the both residents and non-residents. A registration fee will apply.
     - **Senior Social** - We will host a special themed event once a month (possibly the first Friday) from 11:00 am – 2:00 pm. For example, in February we will host a Valentine's Day themed event complete with decorations and chocolates. Each event will include a catered lunch, music and dancing. When appropriate we will also try to bring in live entertainment.

- **Monday Movie** - We will host a movie day twice a month (possibly the first and third Monday) from 11:00 am – 2:00 pm. Program participants will be able to pick the movies that they would like to watch each month. The Special Events Department will provide popcorn, candy, water, soda and coffee.

- **Mah Jongg** -The Special Events Department will partner with an outside instructor that currently hosts Mah Jongg games for the City of Palm Beach Gardens. The games will be played on a weekly basis from 10:00 am – 2:00 pm.

- **Bingo** -The Special Events Department will host weekly Bingo games from 10:00 am – 2:00 pm. The games will be organized by the Recreation Supervisor.

**Teen Program**

- The Special Event Department will start a new program just for teens 13-17 years old. The program could be offered once a week from 3:00 pm – 6:00 pm. All participants would have to be Lake Park residents and pre-registered by a parent or guardian. The focus of the program would be to have a fun and safe space for teens to socialize, exercise and have positive interactions with peers and volunteers. The program could include board games, card games, trivia and having guest speakers on various topics. We have already received some interest from volunteers in the community that would like to assist with a teen program.

**Instructor Lead Programs**

- The Special Events Department has been approached by several instructors wanting to have various programs in the Town of Lake Park. However, due to only having the Indoor Pavilion to use we have had to turn away some of them. Having a dedicated space would allow us to accommodate more health & wellness (**Kickboxing, Yoga and Zumba**) and lifestyle programs (**Karate, Dance, Music and Art**). Many of these programs could be taught by our Recreation Supervisor or we would partner with outside instructors. The programs could occur in the evening during the week and on the weekend.

**Meeting Space**

- The Special Events Department would like to offer a free meeting space for local non-profit organizations and HOAs. Currently, the only free space in the Town of Lake Park is located inside of the Library. We have received requests from organizations asking if there is another space to use simply because the Library is a "quiet zone".

[redacted]

Thank you for considering our proposal for our use of the 800 Parl Ave building, and giving us this platform as our opportunity to do so.
We understand that you want to improve your properties that you own as well as make full use of them for the Lake Park Community. We asked our new member, Juan Bernal, an artist and architect, to assist us with our presentation. We took this opportunity to look at improving the use and appearance of the outside of 800 Park Ave as well as the function of the inside.
Starting with the outside and seeing the façade as it is now, and how it would look and function with a wrap-around Spanish style portico/arcade terrace area and tower addition. The tower would be used as a "Landmark" feature to display banners and flags announcing activities and highlight artists awards and events. It would attract attention to the building and be changed often to encourage people to check on it for developing events to look forward to. The outside covered terrace or "The (Art) Terrace" can be used night and day for events regardless of the weather, giving roofed space to artist, craft and music groups of the town of Lake Park to display or sell their work, give performances, from church groups who quilt to aspiring elementary or middle school musicians, to Saturday sidewalk sales. The permanent nature of the structure gives events a sense of place and permanence that people depend on and look to for what is available for activities for them. We feel this would bring a lot of energy to the building and interaction with the community would evolve and grow organically with the feature of the covered terrace and tower. The big garage door on the east side allows us to open the covered terrace to the interior of the gallery community space and circulate throughout the building.
Next we move inside. All during the long discussions of our gallery needs our focus has been simplicity and flexibility. Kyle Bartholomew, our architect for the 801 building, did a beautiful job on the reception area and moveable walls. We would like to use those designs and concepts in the 800 building.

The entry would be through a gallery area showcasing the show of the month with a featured artist in one of the windows. Moveable walls will display the show. One of the walls will have recessed units, as seen, for sculpture and 3/D pieces, the other moveable walls will have doors as end panels to facilitate storage of folding tables and chairs inside. There will also be moveable pedestals, bins with artworks for sale, card racks and jewelry cases (with locks). The walls (moveable and fixed) will all be 1/2" plywood with drywall primed with magnetic primer and painted white. This is necessary to enable the hanging of artwork with nails/screws/and also magnets. Moving into the rented artist spaces they will be on the west side in back of the reception desk,which, as shown, has a feature wall in back of it that will receive the electricity from the ceiling. The resident artist spaces are facing each other with a wide 8' corridor between them that also can accommodate bins of art to browse through. These 'walls' separating the artist spaces will be also the plywood/drywall construction of the other fixed, side, and moveable walls, magnetic primer and white paint.
The community classroom area is also open and versatile, encompassing an area for screen viewing/usage, with the ability to be closed off and private with moveable walls or opened up by the oversized garage door to the covered terrace area and gallery for open houses, receptions, and events. There is room for meetings, classes, art salons, painting instructions, collage classes, clay hand building, flower arranging, poetry nights, even book clubs in the corner 'salon' area for coffee on the sofa.
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We look forward to making this presentation at the Dec 1, 2021 CRA meeting, as discussed. We will have more information with this presentation, this was put together as fast as we could to accommodate the time frames that we have been dealing with. We are switching gears here as the town communicates with us on this project. Please contact me if you think of anything else the board would like to see or hear about that evening.

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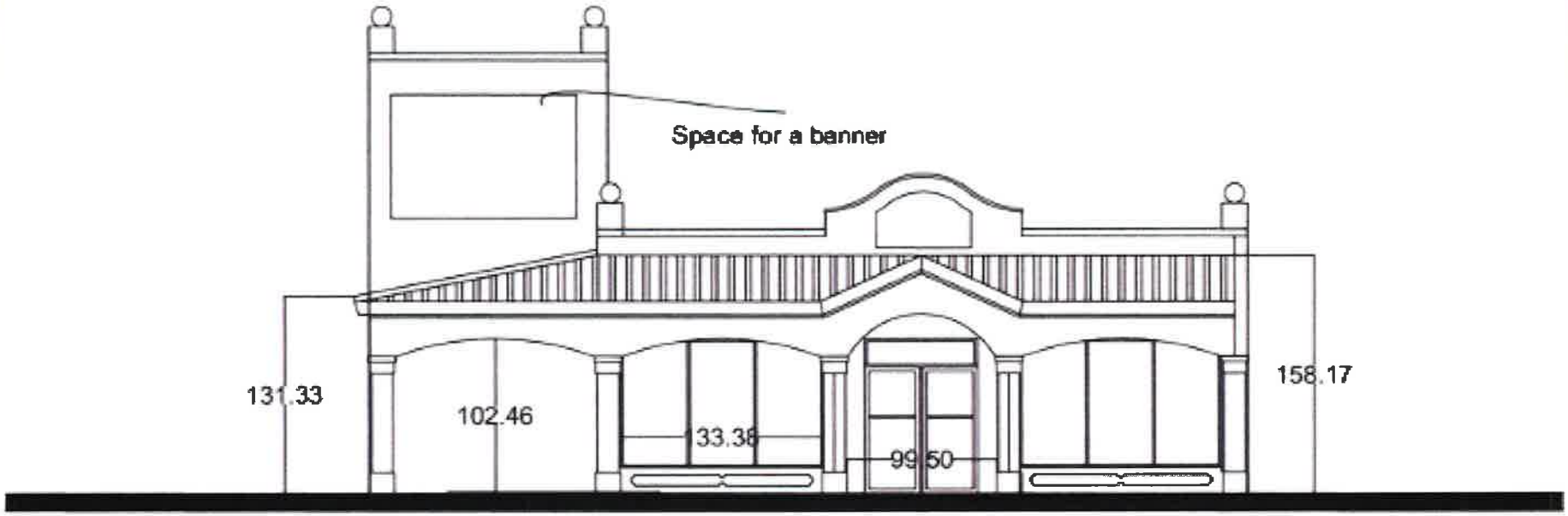


Proposal for North Facade

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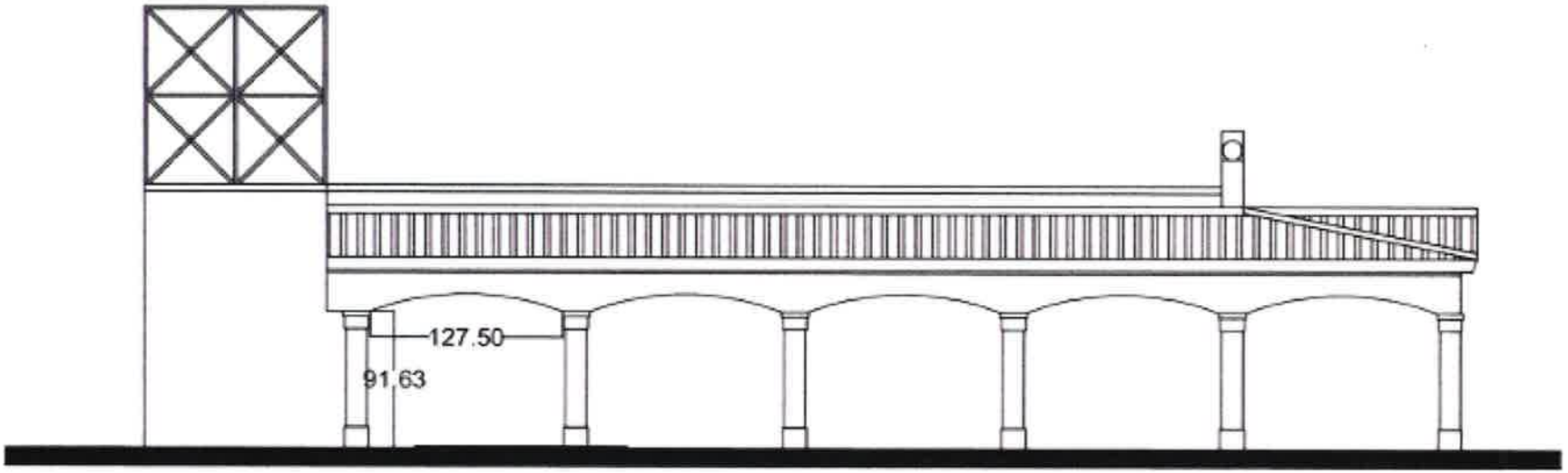
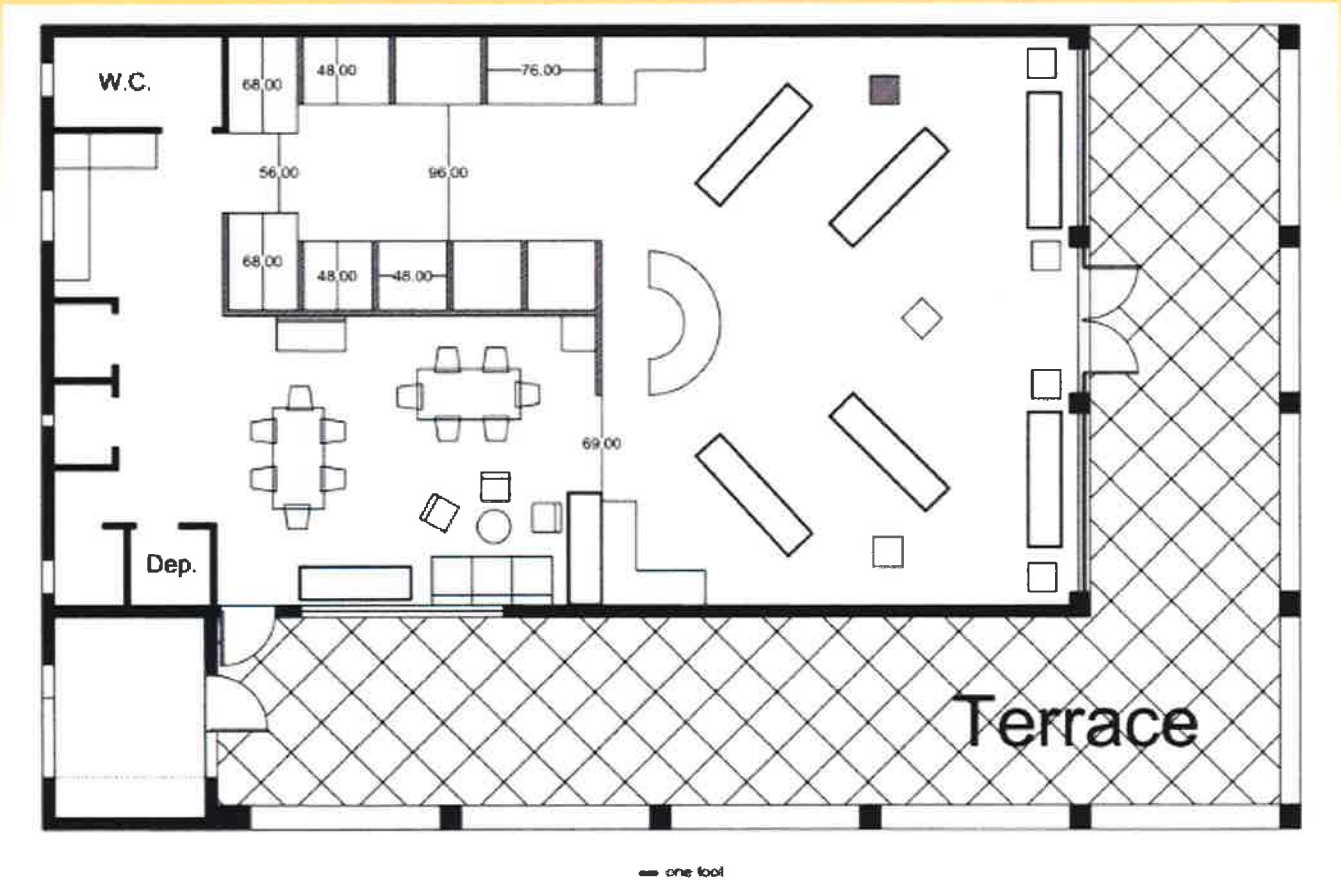



East -Lateral- Facade

# ADDITIONAL ROOF FOR THE TERRACE

# INTERIOR LAYOUT VIEW PLUS TERRACE




one tool

# INTERIOR RENDERING

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# ACTIVITIES FOR TOWN YOUTH

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CRA Comment

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Christopher O'Brien
Address: 405 Southwind Drive NPB 33403
**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:

_____

_____

_____

I would like to make comments on the following ***Non-Agenda Item(s)***:

Proposed Townhouses - 7CT9 Bayberry

_____

_____

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

1

CRA F.6

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12-1-21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Peggy Kennard
Address: 1111 Beta Ct LPB

**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:

F-6

I would like to make comments on the following ***Non-Agenda Item(s)***:

2

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/2021

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Maxine Schreiber
Address: 2480 Presidential Way, #501, W.P.B. 33401
**If you are interested in receiving Town information through Email, please provide your E-mail address:** maxine@schreiberstudio.com

I would like to make comments on the following ***Agenda Item***:
APBC

I would like to make comments on the following ***Non-Agenda Item(s)***:

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

3

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: LINDA Miller
Address: 339 Eagleton Golf Dr, PBG
**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:
800 Park Ave

I would like to make comments on the following ***Non-Agenda Item(s)***:

4

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Christine Brown

Address: [illegible]

**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:

_____

_____

_____

I would like to make comments on the following ***Non-Agenda Item(s)***:

_____

CRA Reinvestment

_____

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

# AGENDA

**Special Call**
**Community Redevelopment Agency Meeting**
**Wednesday, February 16, 2022, 6:00 p.m.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | **—** | **Chair** |
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **Erin Flaherty** | **—** | **Board Member** |
| **John Linden** | **—** | **Board Member** |
| **Roger Michaud** | **—** | **Board Member** |
| **Henry K. Stark** | **—** | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**
**None**

**D. CONSENT AGENDA:**
**1. December 1, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes. Tab 1**

**E. 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.**

**F. NEW BUSINESS:**
**2. Updates from Business Flare on the Community Redevelopment Agency (CRA) Master Plan. Tab 2**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. BOARD MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Board Meeting will be conducted on March 2, 2022.**

# Consent Agenda

# TAB 1

# Community Redevelopment Agency
## Agenda Request Form

**Meeting Date: February 16, 2022** **Agenda Item No.**

**Agenda Title: December 1, 2021 Community Redevelopment Agency Board Meeting Minutes.**

[ ] SPECIAL PRESENTATION/REPORT **[X] CONSENT AGENDA**
[ ] OLD BUSINESS [ ] NEW BUSINESS
[ ] OTHER:

**Approved by Executive Director:** _____ **Date:** 1-7-22

*Vivian Mendez, Agency Clerk, MMC*
Name/Title

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Agency Clerk** | Costs: $ **0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>**Meeting Minutes**<br>**Exhibit A-B** |
| | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case ___<br>**Please initial one.** |

**Recommended Motion: I move to approve the December 1, 2021 Community Redevelopment Agency Board Meeting Minutes.**

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, December 1, 2021, 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, December 1, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, and Henry Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Recording Secretary Kimberly Rowley.

Recording Secretary Rowley performed the roll call and led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:** None

**PUBLIC COMMENT:**
Christopher O'Brien, 405 Southwind Drive, North Palm Beach, 33408, proposed Townhouses on 7th Court and Bayberry Drive.

**CONSENT AGENDA:**

**1. October 6, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes.**

**2. Resolution 72-12-21 Amend an Agreement with Vincent and Sons Landscaping, Inc. and Authorize Landscaping Services for the CRA Municipal Parking Lot and 610 7th Street.**

**3. Request to Authorize and Direct the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from BG Group, LLC, for the Demolition And Material Removal and Disposal of the CRA Property Located at 610 7th Street.**

Board Member Linden pulled item 2 – Resolution 72-12-21 from the Consent Agenda.

**Motion: Board Member Michaud moved to approve items 1 and 3 on the consent agenda; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |

| | | | |
|---|---|---|---|
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**2. Resolution 72-12-21 Amend an Agreement with Vincent and Sons Landscaping, Inc. and Authorize Landscaping Services for the CRA Municipal Parking Lot and 610 7th Street.**

Board Member Linden asked if they would power wash the sidewalks. Public Works Director Travieso stated that twice-a-year power washing of the parking lot and 610 7th Street was included in the proposal. Additionally, staff was looking at technology that would reduce the iron content in the irrigation to slow the appearance of brown spots in the concrete. He explained that additional power washing could be done for an additional charge.

**Motion: Board Member Linden moved to approve items 2 on the consent agenda; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**NEW BUSINESS:**

**4. Resolution 73-12-21 Authorization to Sign PBSO Contract to Provide Police Services within the CRA Park Avenue Downtown District.**

Executive Director D'Agostino explained the item.

**Motion: Board Member Michaud moved to approve Resolution 73-12-21; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**5. Resolution 74-12-21 Authorizing and Directing the Chairman to Execute a Contract with Business Flare LLC, for Consulting Services Associated with Evaluating, Revising, and Updating the CRA Master Plan.**

Executive Director D'Agostino and Community Development DiTommaso explained the item (see Exhibit "A"). Vice-Chair Glas-Castro asked about the annexation portion of the schedule of fees. Community Development Director DiTommaso explained that if it were determined to peruse annexation, Business Flare has included the fees to their proposal to peruse this option. The total cost would not exceed $85,000 for this project. Chair O'Rourke invited Mr. Tiller to explain the history of Business Flare. Mr. Tiller explained the history of Business Flare. Vice-Chair Glas-Castro asked what was the most recent master plan written by Business Flare. Mr. Tiller explained that they have been writing a plan for West Coconut Grove CRA and the Village of Palm Springs. Chair O'Rourke asked what public outreach ideas they had in mind for the Town. Mr. Tiller stated that they have a meeting scheduled with Town staff to discuss some ideas. In the past they have conducted workshops, charsets, surveys, open house sessions, webinars and virtual options for added participation.

**Motion: Board Member Stark moved to approve Resolution 74-12-21; Board Member Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**6. Artist of Palm Beach County discussion on 800 Park Avenue CRA Property.**

Executive Director D'Agostino introduced Mary Jane Zapp who presented to the Board (see Exhibit "B"). Chair O'Rourke asked if any funds were raised by Artist of Palm Beach County for what was presented. Ms. Zapp stated that the Town Manager D'Agostino has provided a letter indicating that the Town would assist with funding. Chair O'Rourke and Ms. Zapp discussed, at length, the interest of using 800 Park Avenue, cost for interior and exterior design and fund raising. Executive Director D'Agostino explained that the letter referenced referred to finding a location for the Artist of Palm Beach County within the Community Redevelopment Agency for the purpose of maintaining an arts activity on Park Avenue. He stated that the letter does not refer to a cost because the Artist were still looking for space to rent. The Board Members were interested in fixed cost for what was presented. The Board discussed, at length,

what they wanted from the Artist of Palm Beach County as it related to cost for the designs shown, possible grants to fund the project and a business plan that would include how the Artist of Palm Beach County would be self-sufficient in the future. They also discussed what to do with the Recreation Department that are currently using the building. Special Events Director Franks explained that 800 Park Avenue was the Recreation building. Town staff has an office in the Recreation building. They have events scheduled for next year. She explained that the Town loves the Artist of Palm Beach County, however, she expressed concern with giving up the building.

Public Comment:
Peggy Kennard, 131 Doolen Court, North Palm Beach – spoke in support of the Artist of Palm Beach County.

Maxine Schreiber, 2480 Presidential Way, West Palm Beach – spoke in support of the Artist of Palm Beach County working together with Town staff to share the space.

Linda Miller, 339 Eagleton Golf Drive, Palm Beach Gardens – spoke in support of Artist of Palm Beach County.

Assistant Town Manager/Human Resources Director Turner explained that sharing space with Town staff could raise Risk Management issues. She explained that the Recreation building would be used for the summer camp program, therefore anyone working in that building would need to undergo a level 2 background check to work near children.

Chair O'Rourke asked the Artist for their patience as the Board makes a decision on how to move forward with the use of the building. Executive Director D'Agostino explained that the Town needs a community center to serve the community. The Board would discuss the use of the Recreation building at a later date.

**EXECUTIVE DIRECTOR REPORT:**
None

**REQUEST FOR FUTURE AGENDA ITEMS:**
None

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** asked if there were grants available to assist an organization like the Artist of Palm Beach County to assist with their vision. Board Member Linden explained that the Diversity and Inclusion Council may have grant opportunities in the

future, but the Artist of Palm Beach would need a location before they could apply for grants.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

## ADJOURNMENT

There being no further business to come before the CRA Board the meeting adjourned at 8:17 p.m.

_____
Chair, Michael O'Rourke

_____
Agency Clerk, Vivian Mendez, MMC

Town Seal

Approved on this _____ of _____, 2021

Exhibit "A"

# CRA
## Agenda Request Form

**Meeting Date:** December 1, 2021 **Agenda Item No.**

**Agenda Title:** **A RESOLUTION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY (CRA) AUTHORIZING AND DIRECTING THE CHAIRMAN TO EXECUTE A CONTRACT WITH BUSINESS FLARE LLC, FOR CONSULTING SERVICES ASSOCIATED WITH EVALUATING, REVISING, AND UPDATING THE CRA MASTER PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | **[ X ]** | **NEW BUSINESS: Resolution** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: General Business |

**Approved by Executive Director:** _____ **Date:** 11/19/21

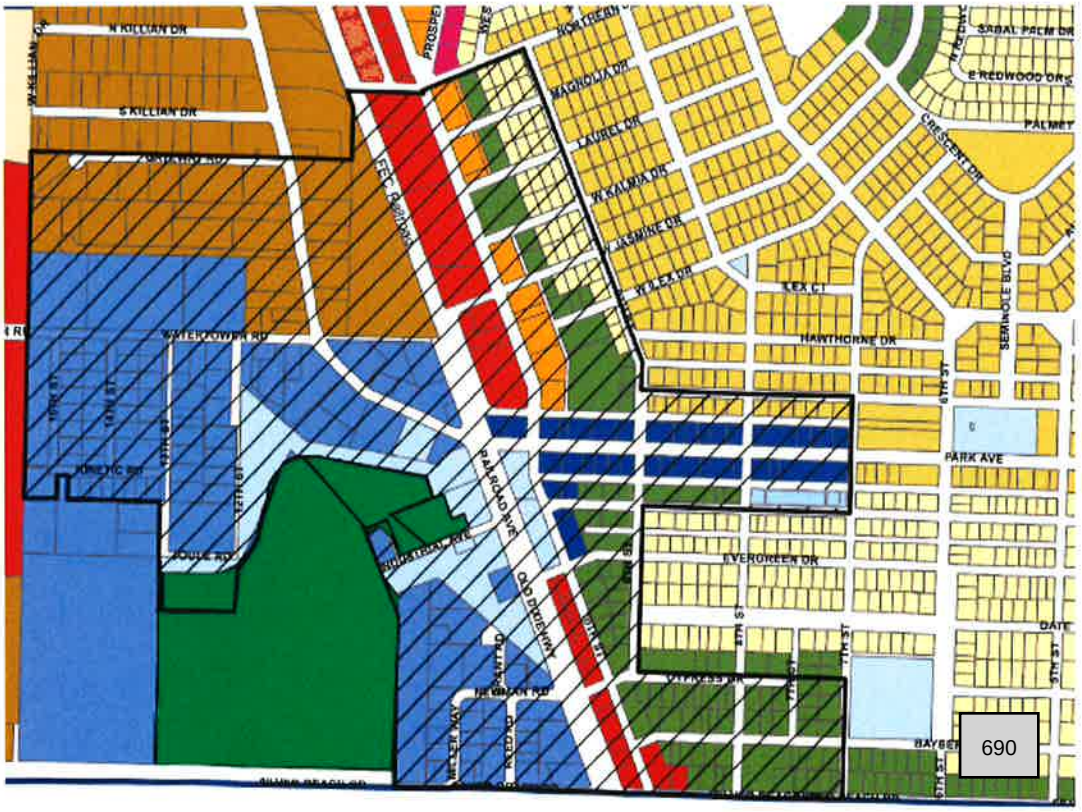
*John D'Agostino / CRA Executive Director*

Nadia Di Tommaso / Community Development Director

| **Originating Department:** | Costs: $ **85,000 / Legal Review**<br>Funding Source: **CRA / Legal**<br>Acct. **#110-520-34000 / #108**<br>[ ] Finance | **Attachments:**<br>→ **RFQ 105-2021**<br>→ **RFQ Proposals (Total of 5)**<br>→ **Evaluation Committee Scoring Sheets**<br>→ **Resolution 74-12-21 and Contract for Business Flare** |
|---|---|---|
| **Community Development** | | |

**Summary Explanation/Background:**

The Town's existing Community Redevelopment Area (CRA) is identified in the map with the black boundary →



The CRA Board has discussed updating the Community Redevelopment Area (CRA) Plan at prior workshops. RFQ 104-2021 was first advertised on July 25, 2021 and did not solicit any proposals. The project was re-bid through RFQ 105-2021, on September 2, 2021. The RFQ was advertised for "**Request for Statement of Qualifications (RFQ105-2021) to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park in Lake Park, FL."** – *copy of RFQ enclosed.* The RFQ included details on the CRA Board's comments and discussions for the CRA Area.

A bid opening was held on October 4, 2021 and an Evaluation Committee Meeting was held on October 11, 2021. Five proposals were received (copies enclosed) and were ranked by the Evaluators who included John D'Agostino, Town Manager; Roberto Travieso, Public Works Director; Karen Golonka, Planner; and Nadia Di Tommaso, Community Development Director (scoring sheets enclosed). Business Flare receiving the most points. Contract preparation then ensued.

Business Flare provided a details schedule of steps that are required to be undertaken for the CRA Plan update, which includes public outreach and meetings and final adoption in April/May 2022. At this time, a new Finding of Necessity is not anticipated however, this will be explored by Business Flare as well. If one is needed, this will be revisited by Staff and the Board.

**Recommended Motion: I move to APPROVE Resolution 74-12-21 to award the contract to Business Flare in the amount of $85,000.**

Exhibit "B"

**CRA**
**Agenda Request Form**

**Meeting Date: December 1, 2021** **Agenda Item No.**

**Agenda Title: Artists of Palm Beach County discussion on 800 Park Avenue CRA property.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 11/19/21

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• Future programs. |
|---|---|---|

**Summary Explanation/Background**: Mary Jane Zapp, President of the Artists of Palm Beach County, desires to address the Board regarding the use of the 800 Park Avenue property. Currently, the Town's Park and Recreation Supervisor occupy the property. The plan for the town after COVID restrictions eased and the spread of the virus continues to decline to begin to run recreation programs out of the 800 Park Avenue Property. We also have plans to increase the number of summer camp participants in the 22-23 Fiscal Year. In addition, the Park Avenue property should accommodate future programs such as monthly senior luncheons, Mahjong games for teens and seniors, movie nights (including popcorn, drinks etc.) for children and families.

The trailer space is inadequate and cannot be used recreational programs moving forward.

The Artists of Palm Beach County have taken measurements of the property and are very excited to return to their original home. There will need to be interior renovations to the property to accommodate the Artists. If the Board decides to move in that direction, we will make the necessary improvements according to the Board's wishes.

**Recommended Motion**: No motion is necessary.

# RECREATION BUILDING PROGRAMS

## Youth Programs

1. **Summer Camp**
   - We would be able to move the current Summer Camp Program to the 800 Park Avenue Building. This would allow us to have a more comfortable space for the 20 campers and 5 staff members that we have.
   - The campers would now be able to have indoor activities during rainy days or canceled field trips.
   - We would be able to have a wall to separate the campers from the parents during the sign in and sign out process.
   - While Summer Camp is in session no other programs will occur in the building.
   - In the future, we would like to expand the number of kids that are being served in the Summer Camp Program. Due to the limited capacity of the Recreation Trailer and the bus we are only able to serve 20 kids. Moving to the 800 Park Building will give us the space needed to double that number. If we still have the same bus we would have to include alternating field trip days for campers.

## Senior Programs

1. **Silver Sneakers**
   - We currently have a Silver Sneakers Class that meets in the Indoor Pavilion on Monday, Wednesday and Friday from 10:00 am – 11:00 am. This class would move to the 800 park Avenue Building. The class is free to participants with participating insurance plans and $5.00 for those without.

2. **Forever Young Senior Program**
   - The Special Events Department would like to start a new program for seniors that will meet in the 800 Park Avenue building. The program will provide a variety of programs, activities and trips for the both residents and non-residents. A registration fee will apply.
     - **Senior Social** - We will host a special themed event once a month (possibly the first Friday) from 11:00 am – 2:00 pm. For example, in February we will host a Valentine's Day themed event complete with decorations and chocolates. Each event will include a catered lunch, music and dancing. When appropriate we will also try to bring in live entertainment.

- **Monday Movie** - We will host a movie day twice a month (possibly the first and third Monday) from 11:00 am – 2:00 pm. Program participants will be able to pick the movies that they would like to watch each month. The Special Events Department will provide popcorn, candy, water, soda and coffee.

- **Mah Jongg** -The Special Events Department will partner with an outside instructor that currently hosts Mah Jongg games for the City of Palm Beach Gardens. The games will be played on a weekly basis from 10:00 am – 2:00 pm.

- **Bingo** -The Special Events Department will host weekly Bingo games from 10:00 am – 2:00 pm. The games will be organized by the Recreation Supervisor.

**Teen Program**

- The Special Event Department will start a new program just for teens 13-17 years old. The program could be offered once a week from 3:00 pm – 6:00 pm. All participants would have to be Lake Park residents and pre-registered by a parent or guardian. The focus of the program would be to have a fun and safe space for teens to socialize, exercise and have positive interactions with peers and volunteers. The program could include board games, card games, trivia and having guest speakers on various topics. We have already received some interest from volunteers in the community that would like to assist with a teen program.

**Instructor Lead Programs**

- The Special Events Department has been approached by several instructors wanting to have various programs in the Town of Lake Park. However, due to only having the Indoor Pavilion to use we have had to turn away some of them. Having a dedicated space would allow us to accommodate more health & wellness (**Kickboxing, Yoga and Zumba**) and lifestyle programs (**Karate, Dance, Music and Art**). Many of these programs could be taught by our Recreation Supervisor or we would partner with outside instructors. The programs could occur in the evening during the week and on the weekend.

**Meeting Space**

- The Special Events Department would like to offer a free meeting space for local non-profit organizations and HOAs. Currently, the only free space in the Town of Lake Park is located inside of the Library. We have received requests from organizations asking if there is another space to use simply because the Library is a "quiet zone".

[redacted]

Thank you for considering our proposal for our use of the 800 Parl Ave building, and giving us this platform as our opportunity to do so.
We understand that you want to improve your properties that you own as well as make full use of them for the Lake Park Community. We asked our new member, Juan Bernal, an artist and architect, to assist us with our presentation. We took this opportunity to look at improving the use and appearance of the outside of 800 Park Ave as well as the function of the inside.
Starting with the outside and seeing the façade as it is now, and how it would look and function with a wrap-around Spanish style portico/arcade terrace area and tower addition. The tower would be used as a "Landmark" feature to display banners and flags announcing activities and highlight artists awards and events. It would attract attention to the building and be changed often to encourage people to check on it for developing events to look forward to. The outside covered terrace or "The (Art) Terrace" can be used night and day for events regardless of the weather, giving roofed space to artist, craft and music groups of the town of Lake Park to display or sell their work, give performances, from church groups who quilt to aspiring elementary or middle school musicians, to Saturday sidewalk sales. The permanent nature of the structure gives events a sense of place and permanence that people depend on and look to for what is available for activities for them. We feel this would bring a lot of energy to the building and interaction with the community would evolve and grow organically with the feature of the covered terrace and tower. The big garage door on the east side allows us to open the covered terrace to the interior of the gallery community space and circulate throughout the building.
Next we move inside. All during the long discussions of our gallery needs our focus has been simplicity and flexibility. Kyle Bartholomew, our architect for the 801 building, did a beautiful job on the reception area and moveable walls. We would like to use those designs and concepts in the 800 building.

The entry would be through a gallery area showcasing the show of the month with a featured artist in one of the windows. Moveable walls will display the show. One of the walls will have recessed units, as seen, for sculpture and 3/D pieces, the other moveable walls will have doors as end panels to facilitate storage of folding tables and chairs inside. There will also be moveable pedestals, bins with artworks for sale, card racks and jewelry cases (with locks). The walls (moveable and fixed) will all be 1/2" plywood with drywall primed with magnetic primer and painted white. This is necessary to enable the hanging of artwork with nails/screws/and also magnets. Moving into the rented artist spaces they will be on the west side in back of the reception desk,which, as shown, has a feature wall in back of it that will receive the electricity from the ceiling. The resident artist spaces are facing each other with a wide 8' corridor between them that also can accommodate bins of art to browse through. These 'walls' separating the artist spaces will be also the plywood/drywall construction of the other fixed, side, and moveable walls, magnetic primer and white paint.
The community classroom area is also open and versatile, encompassing an area for screen viewing/usage, with the ability to be closed off and private with moveable walls or opened up by the oversized garage door to the covered terrace area and gallery for open houses, receptions, and events. There is room for meetings, classes, art salons, painting instructions, collage classes, clay hand building, flower arranging, poetry nights, even book clubs in the corner 'salon' area for coffee on the sofa.
Keeping things open and flexible encourages development of all the arts.
The kitchen area needs some updating, we need some storage built in as well, and to make improvements to the lighting. We may need to paint the floor. We need a programmable lock for the door that we can change monthly and work by push button combination. The complete list is being compiled.
Our aim is to provide support and development of the arts community in Lake Park. We will do this through use of this building and by using the assets of the Town of Lake Park to draw people to events driven by and participating with Artists of Palm Beach County.
We are a volunteer group. In order to pay for our monthly expenses snd insurance we need to generate income that has historically included membership fees, resident artist spaces, shows, (which we charge entry fees for) classes, sales of art,

(members keep 75% of sales prices, nonmembers keep 65%) auctions and other events. Although we rely on our members a great deal, we will more than likely want to hire a gallery manager for all the activity we expect.
We hope that we can encourage participation in the arts with the Town of Lake Park for the benefit of artists and all other businesses in Lake Park. We like to think of ourselves as part of the town and part of the heart of it.
We look forward to making this presentation at the Dec 1, 2021 CRA meeting, as discussed. We will have more information with this presentation, this was put together as fast as we could to accommodate the time frames that we have been dealing with. We are switching gears here as the town communicates with us on this project. Please contact me if you think of anything else the board would like to see or hear about that evening.

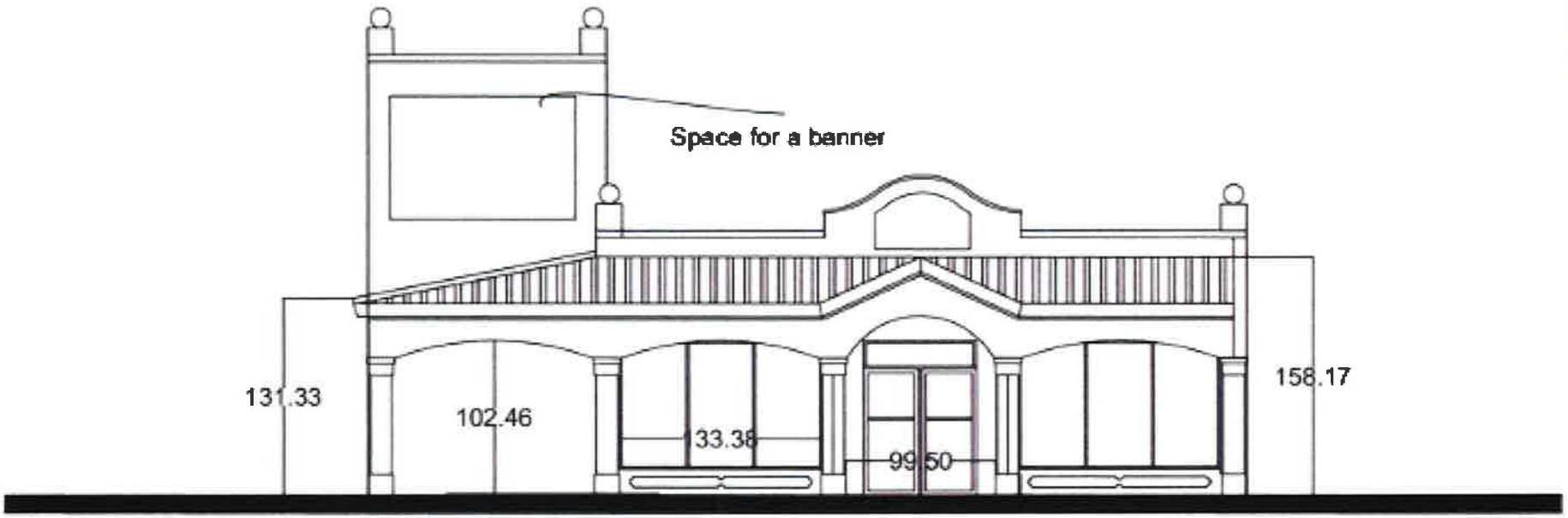
# ARTISTS OF PALM BEACH COUNTY

## Proposed improvements for the outside and inside of the 800 Park Avenue Building.

# 800 PARK AVENUE

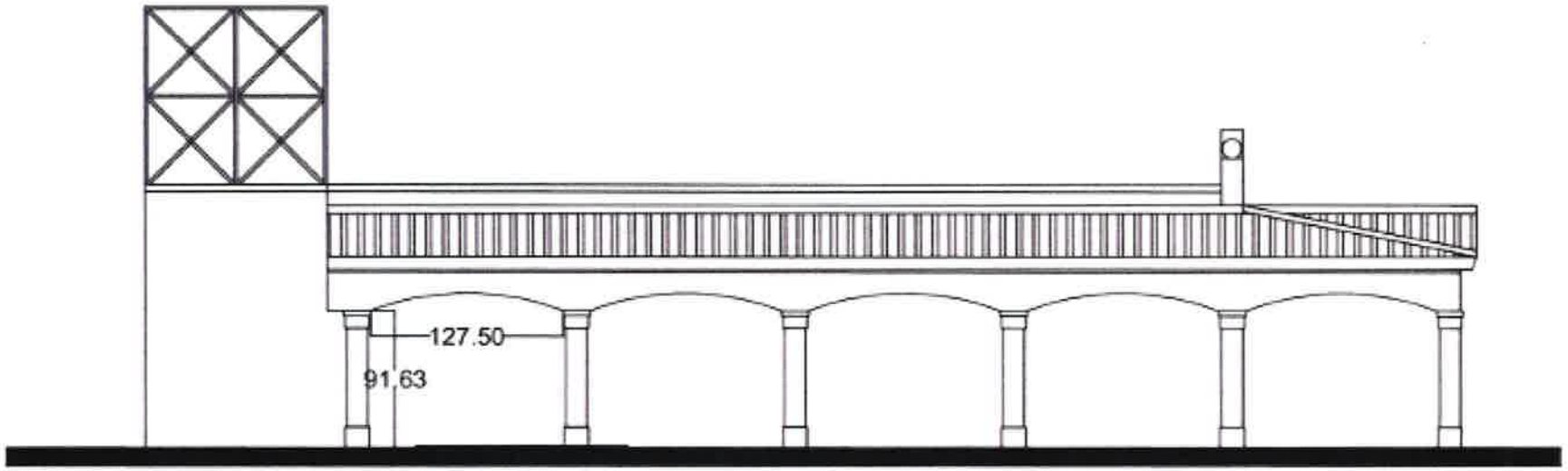
Actual North Facade

# TOWER WITH LANDMARK
# NORTH FACADE



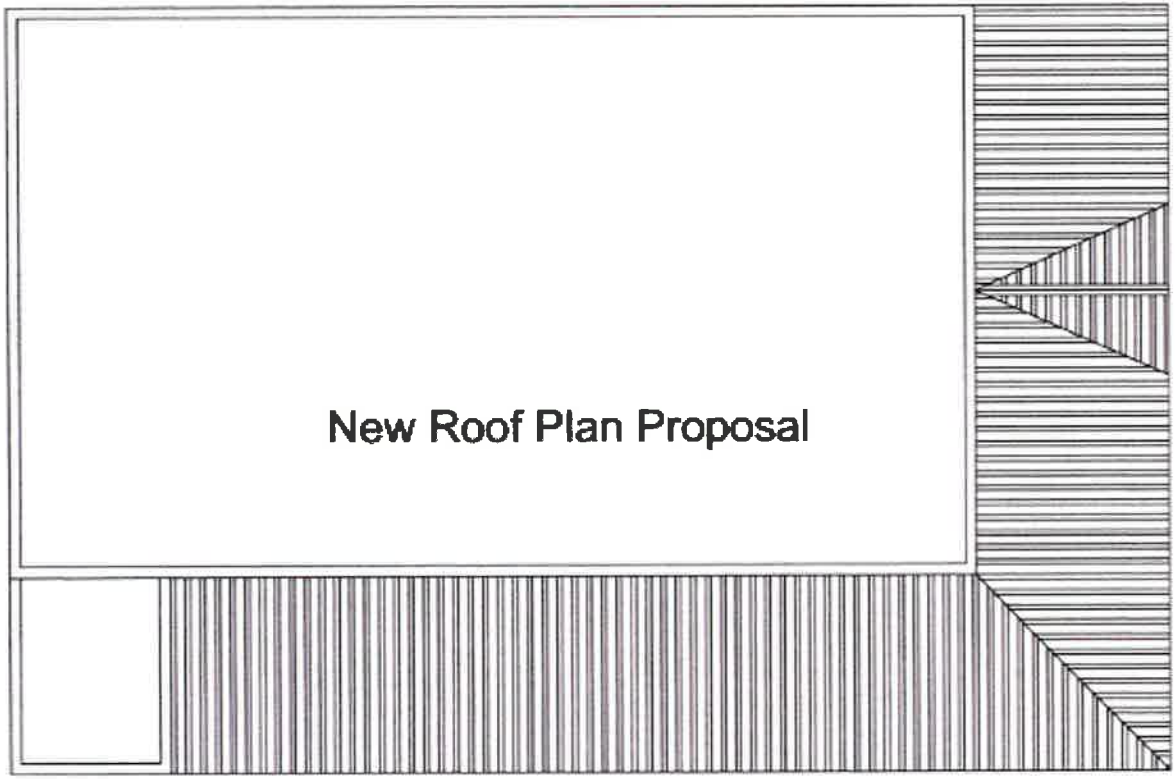

Proposal for North Facade

# OUTSIDE WRAP-AROUND SPANISH STYLE PORTICO/ARCADE TERRACE

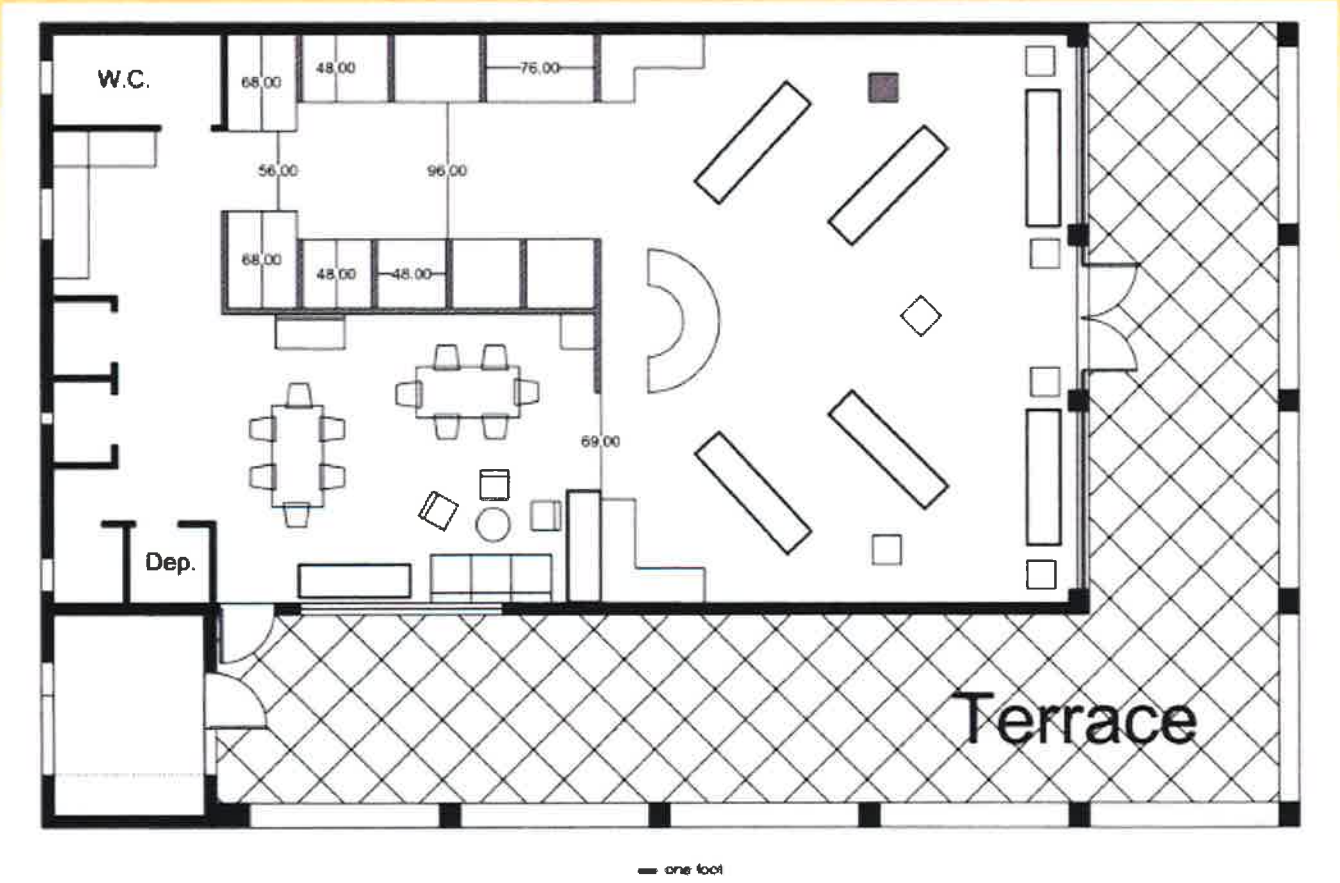



East -Lateral- Facade

# ADDITIONAL ROOF FOR THE TERRACE



# INTERIOR LAYOUT VIEW PLUS TERRACE



# INTERIOR RENDERING

# INTERIOR RENDERING

# INTERIOR RENDERING

# ACTIVITIES FOR TOWN YOUTH

# ACTIVITIES FOR TOWN YOUTH

CRA Comment

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Christopher O Brien
Address: 405 Southwind Drive NPB 33408

**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:

_____

_____

_____

I would like to make comments on the following ***Non-Agenda Item(s)***:

Proposed Townhouses - 7CT & Bayberry

_____

_____

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/6/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Christopher O'Brien
Address: 405 Southard Drive

**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:

_____

_____

_____

I would like to make comments on the following ***Non-Agenda Item(s)***:

_____

CRA Development.

_____

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

CRA
F.6.

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12-1-21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Peggy Kennard
Address: 1351 Dooley Ct NPB
**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:
F-6

I would like to make comments on the following ***Non-Agenda Item(s)***:

2

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/2021

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Maxine Schreiber
Address: 2480 Presidential Way #501, W.P.B. 33401
**If you are interested in receiving Town information through Email, please provide your E-mail address:** maxine@schreiberstudio.com

I would like to make comments on the following ***Agenda Item***:
APBC

I would like to make comments on the following ***Non-Agenda Item(s)***:

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

3

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: LINDA Miller
Address: 339 Eagleton Golf Dr, PBG
**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item*:**
800 Park Ave

I would like to make comments on the following ***Non-Agenda Item(s)***:

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

4

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, December 1, 2021, 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, December 1, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, and Henry Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Recording Secretary Kimberly Rowley.

Recording Secretary Rowley performed the roll call and led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:** None

**PUBLIC COMMENT:**
Christopher O'Brien, 405 Southwind Drive, North Palm Beach, 33408, proposed Townhouses on 7th Court and Bayberry Drive.

**CONSENT AGENDA:**

**1. October 6, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes.**

**2. Resolution 72-12-21 Amend an Agreement with Vincent and Sons Landscaping, Inc. and Authorize Landscaping Services for the CRA Municipal Parking Lot and 610 7th Street.**

**3. Request to Authorize and Direct the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from BG Group, LLC, for the Demolition And Material Removal and Disposal of the CRA Property Located at 610 7th Street.**

Board Member Linden pulled item 2 – Resolution 72-12-21 from the Consent Agenda.

**Motion: Board Member Michaud moved to approve items 1 and 3 on the consent agenda; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |

| | | | |
|---|---|---|---|
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**2. Resolution 72-12-21 Amend an Agreement with Vincent and Sons Landscaping, Inc. and Authorize Landscaping Services for the CRA Municipal Parking Lot and 610 7th Street.**

Board Member Linden asked if they would power wash the sidewalks. Public Works Director Travieso stated that twice-a-year power washing of the parking lot and 610 7th Street was included in the proposal. Additionally, staff was looking at technology that would reduce the iron content in the irrigation to slow the appearance of brown spots in the concrete. He explained that additional power washing could be done for an additional charge.

**Motion: Board Member Linden moved to approve items 2 on the consent agenda; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**NEW BUSINESS:**

**4. Resolution 73-12-21 Authorization to Sign PBSO Contract to Provide Police Services within the CRA Park Avenue Downtown District.**

Executive Director D'Agostino explained the item.

**Motion: Board Member Michaud moved to approve Resolution 73-12-21; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**5. Resolution 74-12-21 Authorizing and Directing the Chairman to Execute a Contract with Business Flare LLC, for Consulting Services Associated with Evaluating, Revising, and Updating the CRA Master Plan.**

Executive Director D'Agostino and Community Development DiTommaso explained the item (see Exhibit "A"). Vice-Chair Glas-Castro asked about the annexation portion of the schedule of fees. Community Development Director DiTommaso explained that if it were determined to peruse annexation, Business Flare has included the fees to their proposal to peruse this option. The total cost would not exceed $85,000 for this project. Chair O'Rourke invited Mr. Tiller to explain the history of Business Flare. Mr. Tiller explained the history of Business Flare. Vice-Chair Glas-Castro asked what was the most recent master plan written by Business Flare. Mr. Tiller explained that they have been writing a plan for West Coconut Grove CRA and the Village of Palm Springs. Chair O'Rourke asked what public outreach ideas they had in mind for the Town. Mr. Tiller stated that they have a meeting scheduled with Town staff to discuss some ideas. In the past they have conducted workshops, charsets, surveys, open house sessions, webinars and virtual options for added participation.

**Motion: Board Member Stark moved to approve Resolution 74-12-21; Board Member Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**6. Artist of Palm Beach County discussion on 800 Park Avenue CRA Property.**

Executive Director D'Agostino introduced Mary Jane Zapp who presented to the Board (see Exhibit "B"). Chair O'Rourke asked if any funds were raised by Artist of Palm Beach County for what was presented. Ms. Zapp stated that the Town Manager D'Agostino has provided a letter indicating that the Town would assist with funding. Chair O'Rourke and Ms. Zapp discussed, at length, the interest of using 800 Park Avenue, cost for interior and exterior design and fund raising. Executive Director D'Agostino explained that the letter referenced referred to finding a location for the Artist of Palm Beach County within the Community Redevelopment Agency for the purpose of maintaining an arts activity on Park Avenue. He stated that the letter does not refer to a cost because the Artist were still looking for space to rent. The Board Members were interested in fixed cost for what was presented. The Board discussed, at length,

what they wanted from the Artist of Palm Beach County as it related to cost for the designs shown, possible grants to fund the project and a business plan that would include how the Artist of Palm Beach County would be self-sufficient in the future. They also discussed what to do with the Recreation Department that are currently using the building. Special Events Director Franks explained that 800 Park Avenue was the Recreation building. Town staff has an office in the Recreation building. They have events scheduled for next year. She explained that the Town loves the Artist of Palm Beach County, however, she expressed concern with giving up the building.

Public Comment:
Peggy Kennard, 131 Doolen Court, North Palm Beach – spoke in support of the Artist of Palm Beach County.

Maxine Schreiber, 2480 Presidential Way, West Palm Beach – spoke in support of the Artist of Palm Beach County working together with Town staff to share the space.

Linda Miller, 339 Eagleton Golf Drive, Palm Beach Gardens – spoke in support of Artist of Palm Beach County.

Assistant Town Manager/Human Resources Director Turner explained that sharing space with Town staff could raise Risk Management issues. She explained that the Recreation building would be used for the summer camp program, therefore anyone working in that building would need to undergo a level 2 background check to work near children.

Chair O'Rourke asked the Artist for their patience as the Board makes a decision on how to move forward with the use of the building. Executive Director D'Agostino explained that the Town needs a community center to serve the community. The Board would discuss the use of the Recreation building at a later date.

**EXECUTIVE DIRECTOR REPORT:**
None

**REQUEST FOR FUTURE AGENDA ITEMS:**
None

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** asked if there were grants available to assist an organization like the Artist of Palm Beach County to assist with their vision. Board Member Linden explained that the Diversity and Inclusion Council may have grant opportunities in the

future, but the Artist of Palm Beach would need a location before they could apply for grants.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board the meeting adjourned at 8:17 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

TOWN OF LAKE PARK FLORIDA SEAL

Town Seal

Approved on this 16 of February, 2022

Exhibit "A"

# CRA
## Agenda Request Form

**Meeting Date:** December 1, 2021 **Agenda Item No.**

**Agenda Title:** **A RESOLUTION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY (CRA) AUTHORIZING AND DIRECTING THE CHAIRMAN TO EXECUTE A CONTRACT WITH BUSINESS FLARE LLC, FOR CONSULTING SERVICES ASSOCIATED WITH EVALUATING, REVISING, AND UPDATING THE CRA MASTER PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [ X ] | **NEW BUSINESS: Resolution** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: ~~General Business~~ |

**Approved by Executive Director:** _____ **Date:** 11/19/21

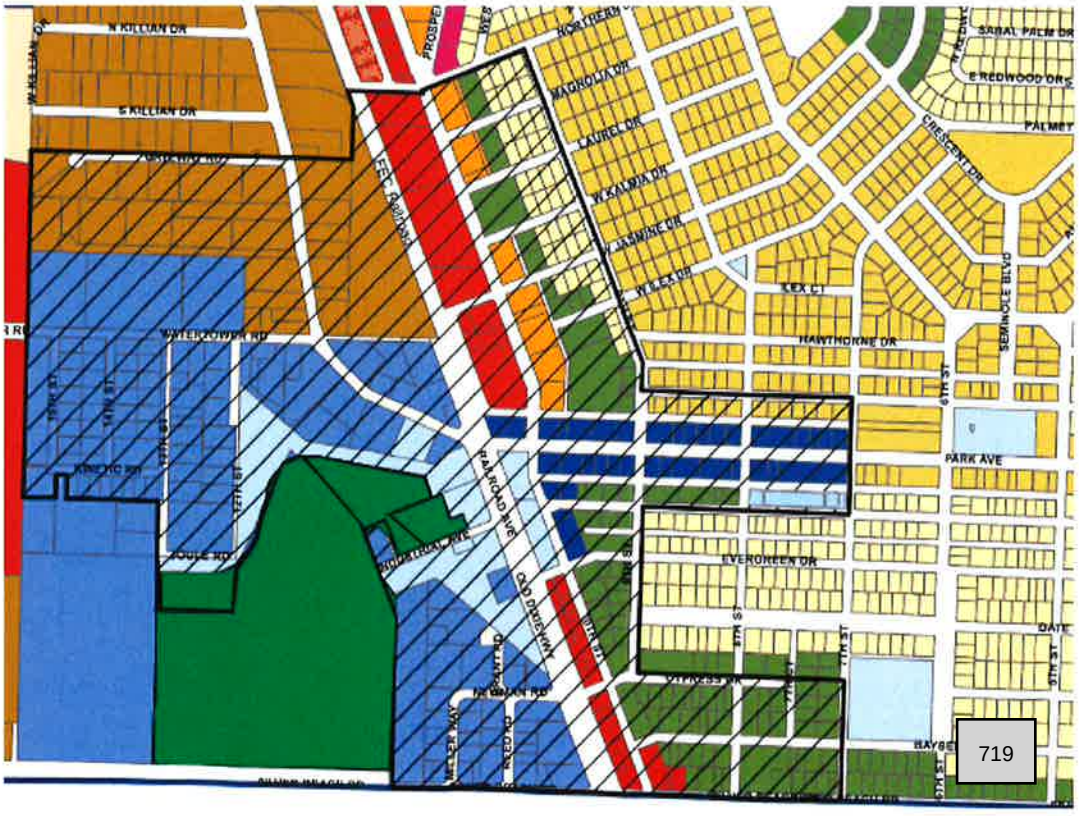
*John D'Agostino / CRA Executive Director*

Nadia Di Tommaso / Community Development Director

| **Originating Department:** | Costs: $ **85,000 / Legal Review**<br>Funding Source: **CRA / Legal**<br>Acct. **#110-520-34000 / #108**<br>[ ] Finance | **Attachments:**<br>➔ **RFQ 105-2021**<br>➔ **RFQ Proposals (Total of 5)**<br>➔ **Evaluation Committee Scoring Sheets**<br>➔ **Resolution 24-12-21 and Contract for Business Flare** |
|---|---|---|
| **Community Development** | | |

**Summary Explanation/Background:**

The Town's existing Community Redevelopment Area (CRA) is identified in the map with the black boundary →



The CRA Board has discussed updating the Community Redevelopment Area (CRA) Plan at prior workshops. RFQ 104-2021 was first advertised on July 25, 2021 and did not solicit any proposals. The project was re-bid through RFQ 105-2021, on September 2, 2021. The RFQ was advertised for "**Request for Statement of Qualifications (RFQ105-2021) to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park in Lake Park, FL."** – *copy of RFQ enclosed.* The RFQ included details on the CRA Board's comments and discussions for the CRA Area.

A bid opening was held on October 4, 2021 and an Evaluation Committee Meeting was held on October 11, 2021. Five proposals were received (copies enclosed) and were ranked by the Evaluators who included John D'Agostino, Town Manager; Roberto Travieso, Public Works Director; Karen Golonka, Planner; and Nadia Di Tommaso, Community Development Director (scoring sheets enclosed). Business Flare receiving the most points. Contract preparation then ensued.

Business Flare provided a details schedule of steps that are required to be undertaken for the CRA Plan update, which includes public outreach and meetings and final adoption in April/May 2022. At this time, a new Finding of Necessity is not anticipated however, this will be explored by Business Flare as well. If one is needed, this will be revisited by Staff and the Board.

**Recommended Motion: I move to APPROVE Resolution 74-12-21 to award the contract to Business Flare in the amount of $85,000.**

Exhibit "B"

**CRA**
**Agenda Request Form**

**Meeting Date: December 1, 2021** **Agenda Item No.**

**Agenda Title: Artists of Palm Beach County discussion on 800 Park Avenue CRA property.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 11/19/21

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• Future programs. |
|---|---|---|

**Summary Explanation/Background**: Mary Jane Zapp, President of the Artists of Palm Beach County, desires to address the Board regarding the use of the 800 Park Avenue property. Currently, the Town's Park and Recreation Supervisor occupy the property. The plan for the town after COVID restrictions eased and the spread of the virus continues to decline to begin to run recreation programs out of the 800 Park Avenue Property. We also have plans to increase the number of summer camp participants in the 22-23 Fiscal Year. In addition, the Park Avenue property should accommodate future programs such as monthly senior luncheons, Mahjong games for teens and seniors, movie nights (including popcorn, drinks etc.) for children and families.

The trailer space is inadequate and cannot be used recreational programs moving forward.

The Artists of Palm Beach County have taken measurements of the property and are very excited to return to their original home. There will need to be interior renovations to the property to accommodate the Artists. If the Board decides to move in that direction, we will make the necessary improvements according to the Board's wishes.

**Recommended Motion**: No motion is necessary.

# RECREATION BUILDING PROGRAMS

## Youth Programs

1. **Summer Camp**
   - We would be able to move the current Summer Camp Program to the 800 Park Avenue Building. This would allow us to have a more comfortable space for the 20 campers and 5 staff members that we have.
   - The campers would now be able to have indoor activities during rainy days or canceled field trips.
   - We would be able to have a wall to separate the campers from the parents during the sign in and sign out process.
   - While Summer Camp is in session no other programs will occur in the building.
   - In the future, we would like to expand the number of kids that are being served in the Summer Camp Program. Due to the limited capacity of the Recreation Trailer and the bus we are only able to serve 20 kids. Moving to the 800 Park Building will give us the space needed to double that number. If we still have the same bus we would have to include alternating field trip days for campers.

## Senior Programs

1. **Silver Sneakers**
   - We currently have a Silver Sneakers Class that meets in the Indoor Pavilion on Monday, Wednesday and Friday from 10:00 am – 11:00 am. This class would move to the 800 park Avenue Building. The class is free to participants with participating insurance plans and $5.00 for those without.

2. **Forever Young Senior Program**
   - The Special Events Department would like to start a new program for seniors that will meet in the 800 Park Avenue building. The program will provide a variety of programs, activities and trips for the both residents and non-residents. A registration fee will apply.
     - **Senior Social** - We will host a special themed event once a month (possibly the first Friday) from 11:00 am – 2:00 pm. For example, in February we will host a Valentine's Day themed event complete with decorations and chocolates. Each event will include a catered lunch, music and dancing. When appropriate we will also try to bring in live entertainment.

- **Monday Movie** - We will host a movie day twice a month (possibly the first and third Monday) from 11:00 am – 2:00 pm. Program participants will be able to pick the movies that they would like to watch each month. The Special Events Department will provide popcorn, candy, water, soda and coffee.

- **Mah Jongg** -The Special Events Department will partner with an outside instructor that currently hosts Mah Jongg games for the City of Palm Beach Gardens. The games will be played on a weekly basis from 10:00 am – 2:00 pm.

- **Bingo** -The Special Events Department will host weekly Bingo games from 10:00 am – 2:00 pm. The games will be organized by the Recreation Supervisor.

**Teen Program**

- The Special Event Department will start a new program just for teens 13-17 years old. The program could be offered once a week from 3:00 pm – 6:00 pm. All participants would have to be Lake Park residents and pre-registered by a parent or guardian. The focus of the program would be to have a fun and safe space for teens to socialize, exercise and have positive interactions with peers and volunteers. The program could include board games, card games, trivia and having guest speakers on various topics. We have already received some interest from volunteers in the community that would like to assist with a teen program.

**Instructor Lead Programs**

- The Special Events Department has been approached by several instructors wanting to have various programs in the Town of Lake Park. However, due to only having the Indoor Pavilion to use we have had to turn away some of them. Having a dedicated space would allow us to accommodate more health & wellness (**Kickboxing, Yoga and Zumba**) and lifestyle programs (**Karate, Dance, Music and Art**). Many of these programs could be taught by our Recreation Supervisor or we would partner with outside instructors. The programs could occur in the evening during the week and on the weekend.

**Meeting Space**

- The Special Events Department would like to offer a free meeting space for local non-profit organizations and HOAs. Currently, the only free space in the Town of Lake Park is located inside of the Library. We have received requests from organizations asking if there is another space to use simply because the Library is a "quiet zone".

[redacted]

Thank you for considering our proposal for our use of the 800 Parl Ave building, and giving us this platform as our opportunity to do so.
We understand that you want to improve your properties that you own as well as make full use of them for the Lake Park Community. We asked our new member, Juan Bernal, an artist and architect, to assist us with our presentation. We took this opportunity to look at improving the use and appearance of the outside of 800 Park Ave as well as the function of the inside.
Starting with the outside and seeing the façade as it is now, and how it would look and function with a wrap-around Spanish style portico/arcade terrace area and tower addition. The tower would be used as a "Landmark" feature to display banners and flags announcing activities and highlight artists awards and events. It would attract attention to the building and be changed often to encourage people to check on it for developing events to look forward to. The outside covered terrace or "The (Art) Terrace" can be used night and day for events regardless of the weather, giving roofed space to artist, craft and music groups of the town of Lake Park to display or sell their work, give performances, from church groups who quilt to aspiring elementary or middle school musicians, to Saturday sidewalk sales. The permanent nature of the structure gives events a sense of place and permanence that people depend on and look to for what is available for activities for them. We feel this would bring a lot of energy to the building and interaction with the community would evolve and grow organically with the feature of the covered terrace and tower. The big garage door on the east side allows us to open the covered terrace to the interior of the gallery community space and circulate throughout the building.
Next we move inside. All during the long discussions of our gallery needs our focus has been simplicity and flexibility. Kyle Bartholomew, our architect for the 801 building, did a beautiful job on the reception area and moveable walls. We would like to use those designs and concepts in the 800 building.

The entry would be through a gallery area showcasing the show of the month with a featured artist in one of the windows. Moveable walls will display the show. One of the walls will have recessed units, as seen, for sculpture and 3/D pieces, the other moveable walls will have doors as end panels to facilitate storage of folding tables and chairs inside. There will also be moveable pedestals, bins with artworks for sale, card racks and jewelry cases (with locks). The walls (moveable and fixed) will all be 1/2" plywood with drywall primed with magnetic primer and painted white. This is necessary to enable the hanging of artwork with nails/screws/and also magnets. Moving into the rented artist spaces they will be on the west side in back of the reception desk,which, as shown, has a feature wall in back of it that will receive the electricity from the ceiling. The resident artist spaces are facing each other with a wide 8' corridor between them that also can accommodate bins of art to browse through. These 'walls' separating the artist spaces will be also the plywood/drywall construction of the other fixed, side, and moveable walls, magnetic primer and white paint.
The community classroom area is also open and versatile, encompassing an area for screen viewing/usage, with the ability to be closed off and private with moveable walls or opened up by the oversized garage door to the covered terrace area and gallery for open houses, receptions, and events. There is room for meetings, classes, art salons, painting instructions, collage classes, clay hand building, flower arranging, poetry nights, even book clubs in the corner 'salon' area for coffee on the sofa.
Keeping things open and flexible encourages development of all the arts.
The kitchen area needs some updating, we need some storage built in as well, and to make improvements to the lighting. We may need to paint the floor. We need a programmable lock for the door that we can change monthly and work by push button combination. The complete list is being compiled.
Our aim is to provide support and development of the arts community in Lake Park. We will do this through use of this building and by using the assets of the Town of Lake Park to draw people to events driven by and participating with Artists of Palm Beach County.
We are a volunteer group. In order to pay for our monthly expenses snd insurance we need to generate income that has historically included membership fees, resident artist spaces, shows, (which we charge entry fees for) classes, sales of art,

(members keep 75% of sales prices, nonmembers keep 65%) auctions and other events. Although we rely on our members a great deal, we will more than likely want to hire a gallery manager for all the activity we expect.
We hope that we can encourage participation in the arts with the Town of Lake Park for the benefit of artists and all other businesses in Lake Park. We like to think of ourselves as part of the town and part of the heart of it.
We look forward to making this presentation at the Dec 1, 2021 CRA meeting, as discussed. We will have more information with this presentation, this was put together as fast as we could to accommodate the time frames that we have been dealing with. We are switching gears here as the town communicates with us on this project. Please contact me if you think of anything else the board would like to see or hear about that evening.

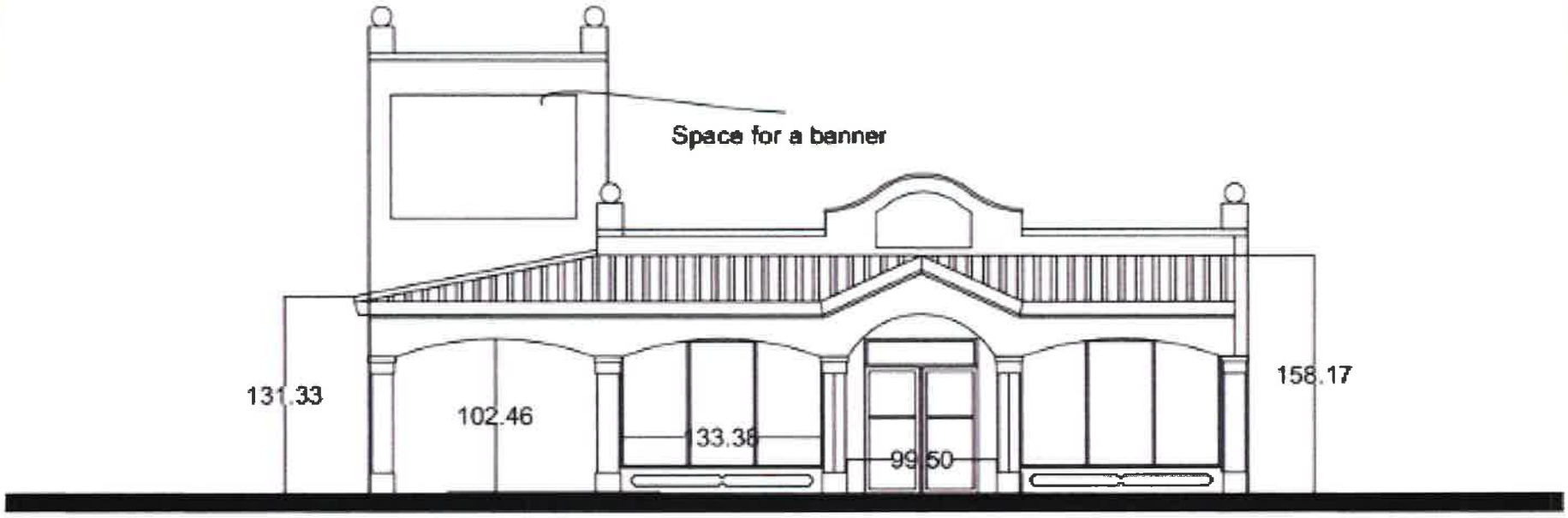
# ARTISTS OF PALM BEACH COUNTY

## Proposed improvements for the outside and inside of the 800 Park Avenue Building.

# 800 PARK AVENUE

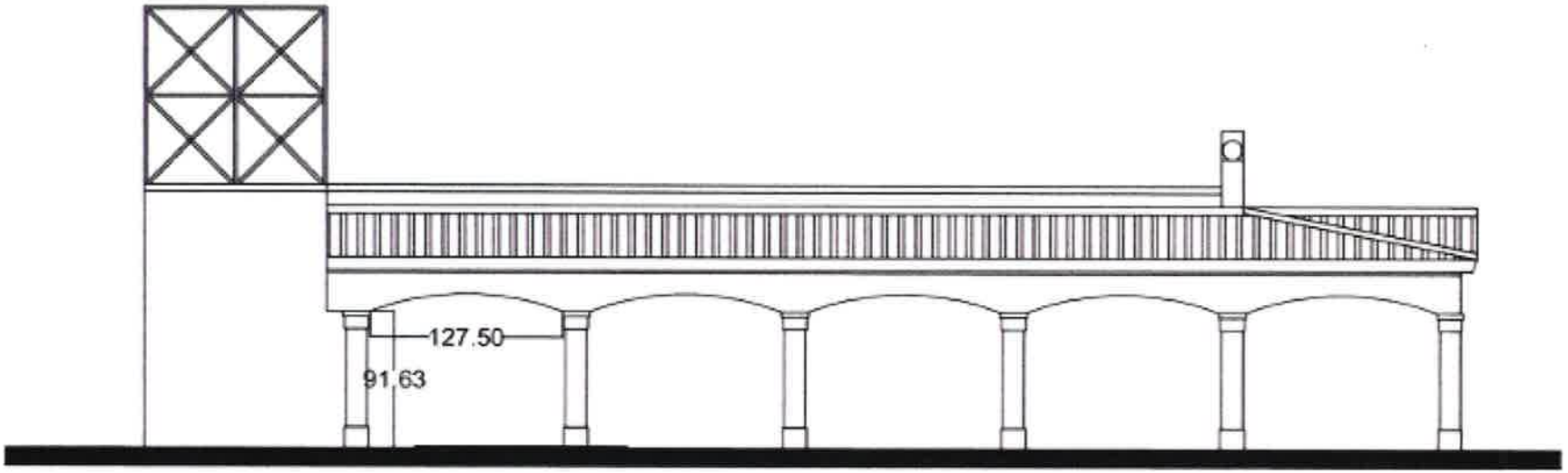
Actual North Facade

# TOWER WITH LANDMARK
# NORTH FACADE




Proposal for North Facade

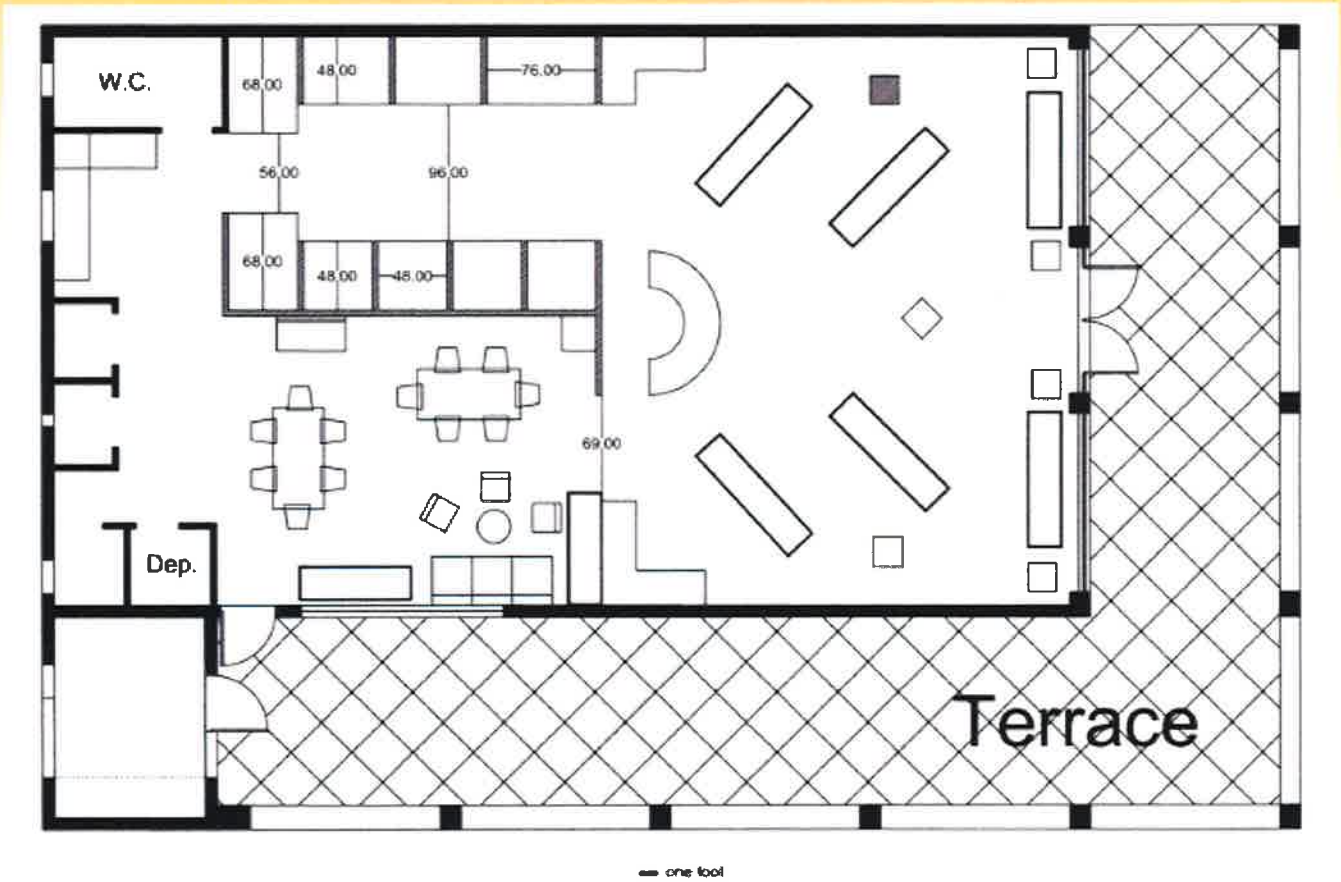
# OUTSIDE WRAP-AROUND SPANISH STYLE PORTICO/ARCADE TERRACE




East -Lateral- Facade

# ADDITIONAL ROOF FOR THE TERRACE

# INTERIOR LAYOUT VIEW PLUS TERRACE




one tool

# INTERIOR RENDERING

# INTERIOR RENDERING

# INTERIOR RENDERING

# ACTIVITIES FOR TOWN YOUTH

# ACTIVITIES FOR TOWN YOUTH

CRA Comment

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Christopher O'Brien
Address: 405 Southwind Drive NPB 33403
**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:

_____

_____

_____

I would like to make comments on the following ***Non-Agenda Item(s)***:

Proposed Townhouses - 7CTA Bayberry

_____

_____

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

1

CRA F.6

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12-1-21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Peggy Kennard
Address: 1111 Park St. LPB

**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:

F-6

I would like to make comments on the following ***Non-Agenda Item(s)***:

2

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/2021

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Maxine Schreiber
Address: 2480 Presidential Way, #501, W.P.B. 33401
**If you are interested in receiving Town information through Email, please provide your E-mail address:** maxine@schreiberstudio.com

I would like to make comments on the following ***Agenda Item***:
APBC

I would like to make comments on the following ***Non-Agenda Item(s)***:

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

3

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: LINDA Miller
Address: 339 Eagleton Golf Dr, PBG
**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:
800 Park Ave

I would like to make comments on the following ***Non-Agenda Item(s)***:

4

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: _____

Address: _____

**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:

_____

_____

_____

I would like to make comments on the following ***Non-Agenda Item(s)***:

_____

_____

_____

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

# AGENDA

**Special Call**
**Community Redevelopment Agency Meeting**
**Wednesday, February 16, 2022, 6:00 p.m.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | **—** | **Chair** |
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **Erin Flaherty** | **—** | **Board Member** |
| **John Linden** | **—** | **Board Member** |
| **Roger Michaud** | **—** | **Board Member** |
| **Henry K. Stark** | **—** | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**
**None**

**D. CONSENT AGENDA:**
**1. December 1, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes. Tab 1**

**E. 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.**

**F. NEW BUSINESS:**
**2. Updates from Business Flare on the Community Redevelopment Agency (CRA) Master Plan. Tab 2**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. BOARD MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Board Meeting will be conducted on March 2, 2022.**

# Consent Agenda

# TAB 1

# Community Redevelopment Agency
## Agenda Request Form

**Meeting Date: February 16, 2022** **Agenda Item No.**

**Agenda Title: December 1, 2021 Community Redevelopment Agency Board Meeting Minutes.**

[ ] SPECIAL PRESENTATION/REPORT **[X] CONSENT AGENDA**
[ ] OLD BUSINESS [ ] NEW BUSINESS
[ ] OTHER:

**Approved by Executive Director:** _____ **Date:** 1-7-22

*Vivian Mendez, Agency Clerk, MMC*
Name/Title

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Agency Clerk** | Costs: $ **0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>**Meeting Minutes**<br>**Exhibit A-B** |
| | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case ___<br>**Please initial one.** |

**Recommended Motion: I move to approve the December 1, 2021 Community Redevelopment Agency Board Meeting Minutes.**

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, December 1, 2021, 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, December 1, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, and Henry Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Recording Secretary Kimberly Rowley.

Recording Secretary Rowley performed the roll call and led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:** None

**PUBLIC COMMENT:**
Christopher O'Brien, 405 Southwind Drive, North Palm Beach, 33408, proposed Townhouses on 7th Court and Bayberry Drive.

**CONSENT AGENDA:**

**1. October 6, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes.**

**2. Resolution 72-12-21 Amend an Agreement with Vincent and Sons Landscaping, Inc. and Authorize Landscaping Services for the CRA Municipal Parking Lot and 610 7th Street.**

**3. Request to Authorize and Direct the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from BG Group, LLC, for the Demolition And Material Removal and Disposal of the CRA Property Located at 610 7th Street.**

Board Member Linden pulled item 2 – Resolution 72-12-21 from the Consent Agenda.

**Motion: Board Member Michaud moved to approve items 1 and 3 on the consent agenda; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |

| | | | |
|---|---|---|---|
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**2. Resolution 72-12-21 Amend an Agreement with Vincent and Sons Landscaping, Inc. and Authorize Landscaping Services for the CRA Municipal Parking Lot and 610 7th Street.**

Board Member Linden asked if they would power wash the sidewalks. Public Works Director Travieso stated that twice-a-year power washing of the parking lot and 610 7th Street was included in the proposal. Additionally, staff was looking at technology that would reduce the iron content in the irrigation to slow the appearance of brown spots in the concrete. He explained that additional power washing could be done for an additional charge.

**Motion: Board Member Linden moved to approve items 2 on the consent agenda; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**NEW BUSINESS:**

**4. Resolution 73-12-21 Authorization to Sign PBSO Contract to Provide Police Services within the CRA Park Avenue Downtown District.**

Executive Director D'Agostino explained the item.

**Motion: Board Member Michaud moved to approve Resolution 73-12-21; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**5. Resolution 74-12-21 Authorizing and Directing the Chairman to Execute a Contract with Business Flare LLC, for Consulting Services Associated with Evaluating, Revising, and Updating the CRA Master Plan.**

Executive Director D'Agostino and Community Development DiTommaso explained the item (see Exhibit "A"). Vice-Chair Glas-Castro asked about the annexation portion of the schedule of fees. Community Development Director DiTommaso explained that if it were determined to peruse annexation, Business Flare has included the fees to their proposal to peruse this option. The total cost would not exceed $85,000 for this project. Chair O'Rourke invited Mr. Tiller to explain the history of Business Flare. Mr. Tiller explained the history of Business Flare. Vice-Chair Glas-Castro asked what was the most recent master plan written by Business Flare. Mr. Tiller explained that they have been writing a plan for West Coconut Grove CRA and the Village of Palm Springs. Chair O'Rourke asked what public outreach ideas they had in mind for the Town. Mr. Tiller stated that they have a meeting scheduled with Town staff to discuss some ideas. In the past they have conducted workshops, charsets, surveys, open house sessions, webinars and virtual options for added participation.

**Motion: Board Member Stark moved to approve Resolution 74-12-21; Board Member Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**6. Artist of Palm Beach County discussion on 800 Park Avenue CRA Property.**

Executive Director D'Agostino introduced Mary Jane Zapp who presented to the Board (see Exhibit "B"). Chair O'Rourke asked if any funds were raised by Artist of Palm Beach County for what was presented. Ms. Zapp stated that the Town Manager D'Agostino has provided a letter indicating that the Town would assist with funding. Chair O'Rourke and Ms. Zapp discussed, at length, the interest of using 800 Park Avenue, cost for interior and exterior design and fund raising. Executive Director D'Agostino explained that the letter referenced referred to finding a location for the Artist of Palm Beach County within the Community Redevelopment Agency for the purpose of maintaining an arts activity on Park Avenue. He stated that the letter does not refer to a cost because the Artist were still looking for space to rent. The Board Members were interested in fixed cost for what was presented. The Board discussed, at length,

what they wanted from the Artist of Palm Beach County as it related to cost for the designs shown, possible grants to fund the project and a business plan that would include how the Artist of Palm Beach County would be self-sufficient in the future. They also discussed what to do with the Recreation Department that are currently using the building. Special Events Director Franks explained that 800 Park Avenue was the Recreation building. Town staff has an office in the Recreation building. They have events scheduled for next year. She explained that the Town loves the Artist of Palm Beach County, however, she expressed concern with giving up the building.

Public Comment:
Peggy Kennard, 131 Doolen Court, North Palm Beach – spoke in support of the Artist of Palm Beach County.

Maxine Schreiber, 2480 Presidential Way, West Palm Beach – spoke in support of the Artist of Palm Beach County working together with Town staff to share the space.

Linda Miller, 339 Eagleton Golf Drive, Palm Beach Gardens – spoke in support of Artist of Palm Beach County.

Assistant Town Manager/Human Resources Director Turner explained that sharing space with Town staff could raise Risk Management issues. She explained that the Recreation building would be used for the summer camp program, therefore anyone working in that building would need to undergo a level 2 background check to work near children.

Chair O'Rourke asked the Artist for their patience as the Board makes a decision on how to move forward with the use of the building. Executive Director D'Agostino explained that the Town needs a community center to serve the community. The Board would discuss the use of the Recreation building at a later date.

**EXECUTIVE DIRECTOR REPORT:**
None

**REQUEST FOR FUTURE AGENDA ITEMS:**
None

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** asked if there were grants available to assist an organization like the Artist of Palm Beach County to assist with their vision. Board Member Linden explained that the Diversity and Inclusion Council may have grant opportunities in the

future, but the Artist of Palm Beach would need a location before they could apply for grants.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

## ADJOURNMENT

There being no further business to come before the CRA Board the meeting adjourned at 8:17 p.m.

_____
Chair, Michael O'Rourke

_____
Agency Clerk, Vivian Mendez, MMC

Town Seal

Approved on this _____ of _____, 2021

Exhibit "A"

# CRA
## Agenda Request Form

**Meeting Date:** December 1, 2021 **Agenda Item No.**

**Agenda Title:** **A RESOLUTION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY (CRA) AUTHORIZING AND DIRECTING THE CHAIRMAN TO EXECUTE A CONTRACT WITH BUSINESS FLARE LLC, FOR CONSULTING SERVICES ASSOCIATED WITH EVALUATING, REVISING, AND UPDATING THE CRA MASTER PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.**

[ ] SPECIAL PRESENTATION/REPORT [ ] CONSENT AGENDA
[ ] OLD BUSINESS **[ X ] NEW BUSINESS: Resolution**
[ ] DISCUSSION FOR FUTURE ACTION [ ] OTHER: General Business

**Approved by Executive Director:** _____ **Date:** 11/19/21

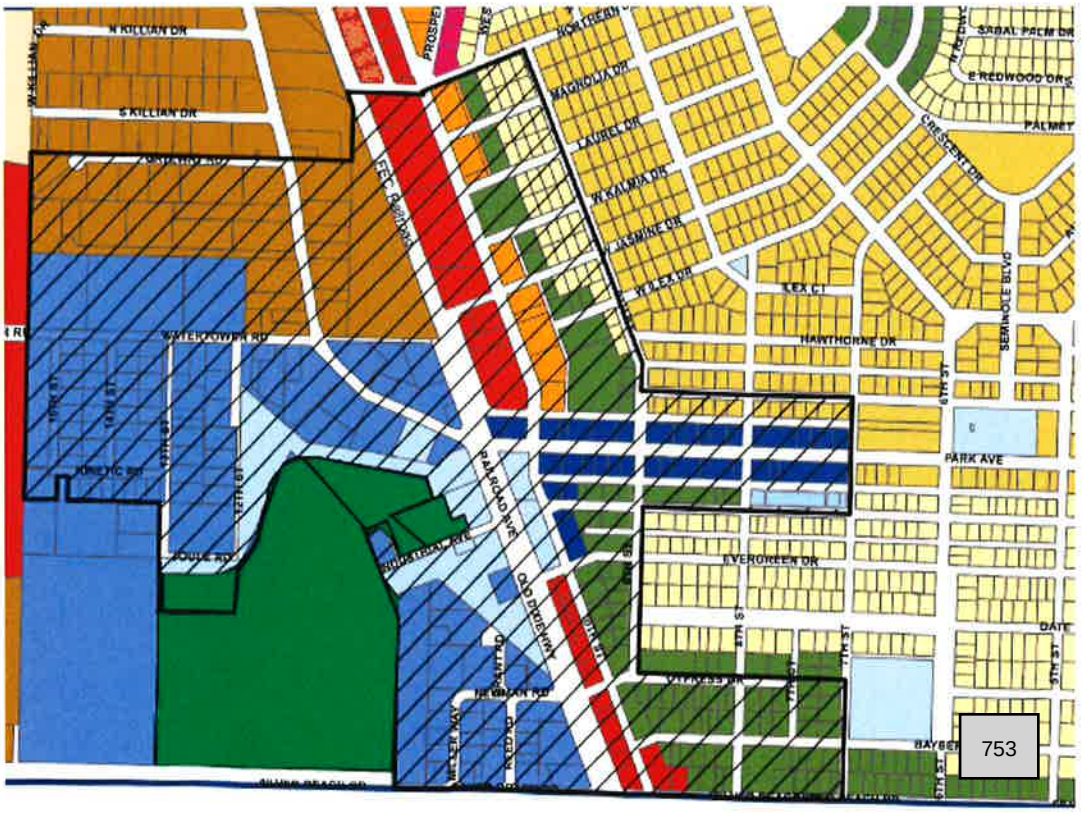
*John D'Agostino / CRA Executive Director*

Nadia Di Tommaso / Community Development Director

| **Originating Department:** | Costs: $ **85,000 / Legal Review**<br>Funding Source: **CRA / Legal**<br>Acct. **#110-520-34000 / #108**<br>[ ] Finance | **Attachments:**<br>→ **RFQ 105-2021**<br>→ **RFQ Proposals (Total of 5)**<br>→ **Evaluation Committee Scoring Sheets**<br>→ **Resolution 74-12-21 and Contract for Business Flare** |
|---|---|---|
| **Community Development** | | |

**Summary Explanation/Background:**

The Town's existing Community Redevelopment Area (CRA) is identified in the map with the black boundary →



The CRA Board has discussed updating the Community Redevelopment Area (CRA) Plan at prior workshops. RFQ 104-2021 was first advertised on July 25, 2021 and did not solicit any proposals. The project was re-bid through RFQ 105-2021, on September 2, 2021. The RFQ was advertised for "**Request for Statement of Qualifications (RFQ105-2021) to Engage a Consultant Experienced in Community Redevelopment Agency Planning to Evaluate, Revise, and Update the Community Redevelopment Agency Plan for the Town of Lake Park in Lake Park, FL."** – *copy of RFQ enclosed.* The RFQ included details on the CRA Board's comments and discussions for the CRA Area.

A bid opening was held on October 4, 2021 and an Evaluation Committee Meeting was held on October 11, 2021. Five proposals were received (copies enclosed) and were ranked by the Evaluators who included John D'Agostino, Town Manager; Roberto Travieso, Public Works Director; Karen Golonka, Planner; and Nadia Di Tommaso, Community Development Director (scoring sheets enclosed). Business Flare receiving the most points. Contract preparation then ensued.

Business Flare provided a details schedule of steps that are required to be undertaken for the CRA Plan update, which includes public outreach and meetings and final adoption in April/May 2022. At this time, a new Finding of Necessity is not anticipated however, this will be explored by Business Flare as well. If one is needed, this will be revisited by Staff and the Board.

**Recommended Motion: I move to APPROVE Resolution 74-12-21 to award the contract to Business Flare in the amount of $85,000.**

Exhibit "B"

**CRA**
**Agenda Request Form**

**Meeting Date: December 1, 2021** **Agenda Item No.**

**Agenda Title: Artists of Palm Beach County discussion on 800 Park Avenue CRA property.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 11/19/21

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• Future programs. |
|---|---|---|

**Summary Explanation/Background**: Mary Jane Zapp, President of the Artists of Palm Beach County, desires to address the Board regarding the use of the 800 Park Avenue property. Currently, the Town's Park and Recreation Supervisor occupy the property. The plan for the town after COVID restrictions eased and the spread of the virus continues to decline to begin to run recreation programs out of the 800 Park Avenue Property. We also have plans to increase the number of summer camp participants in the 22-23 Fiscal Year. In addition, the Park Avenue property should accommodate future programs such as monthly senior luncheons, Mahjong games for teens and seniors, movie nights (including popcorn, drinks etc.) for children and families.

The trailer space is inadequate and cannot be used recreational programs moving forward.

The Artists of Palm Beach County have taken measurements of the property and are very excited to return to their original home. There will need to be interior renovations to the property to accommodate the Artists. If the Board decides to move in that direction, we will make the necessary improvements according to the Board's wishes.

**Recommended Motion**: No motion is necessary.

# RECREATION BUILDING PROGRAMS

## Youth Programs

1. **Summer Camp**
   - We would be able to move the current Summer Camp Program to the 800 Park Avenue Building. This would allow us to have a more comfortable space for the 20 campers and 5 staff members that we have.
   - The campers would now be able to have indoor activities during rainy days or canceled field trips.
   - We would be able to have a wall to separate the campers from the parents during the sign in and sign out process.
   - While Summer Camp is in session no other programs will occur in the building.
   - In the future, we would like to expand the number of kids that are being served in the Summer Camp Program. Due to the limited capacity of the Recreation Trailer and the bus we are only able to serve 20 kids. Moving to the 800 Park Building will give us the space needed to double that number. If we still have the same bus we would have to include alternating field trip days for campers.

## Senior Programs

1. **Silver Sneakers**
   - We currently have a Silver Sneakers Class that meets in the Indoor Pavilion on Monday, Wednesday and Friday from 10:00 am – 11:00 am. This class would move to the 800 park Avenue Building. The class is free to participants with participating insurance plans and $5.00 for those without.

2. **Forever Young Senior Program**
   - The Special Events Department would like to start a new program for seniors that will meet in the 800 Park Avenue building. The program will provide a variety of programs, activities and trips for the both residents and non-residents. A registration fee will apply.
     - **Senior Social** - We will host a special themed event once a month (possibly the first Friday) from 11:00 am – 2:00 pm. For example, in February we will host a Valentine's Day themed event complete with decorations and chocolates. Each event will include a catered lunch, music and dancing. When appropriate we will also try to bring in live entertainment.

- **Monday Movie** - We will host a movie day twice a month (possibly the first and third Monday) from 11:00 am – 2:00 pm. Program participants will be able to pick the movies that they would like to watch each month. The Special Events Department will provide popcorn, candy, water, soda and coffee.

- **Mah Jongg** -The Special Events Department will partner with an outside instructor that currently hosts Mah Jongg games for the City of Palm Beach Gardens. The games will be played on a weekly basis from 10:00 am – 2:00 pm.

- **Bingo** -The Special Events Department will host weekly Bingo games from 10:00 am – 2:00 pm. The games will be organized by the Recreation Supervisor.

**Teen Program**

- The Special Event Department will start a new program just for teens 13-17 years old. The program could be offered once a week from 3:00 pm – 6:00 pm. All participants would have to be Lake Park residents and pre-registered by a parent or guardian. The focus of the program would be to have a fun and safe space for teens to socialize, exercise and have positive interactions with peers and volunteers. The program could include board games, card games, trivia and having guest speakers on various topics. We have already received some interest from volunteers in the community that would like to assist with a teen program.

**Instructor Lead Programs**

- The Special Events Department has been approached by several instructors wanting to have various programs in the Town of Lake Park. However, due to only having the Indoor Pavilion to use we have had to turn away some of them. Having a dedicated space would allow us to accommodate more health & wellness (**Kickboxing, Yoga and Zumba**) and lifestyle programs (**Karate, Dance, Music and Art**). Many of these programs could be taught by our Recreation Supervisor or we would partner with outside instructors. The programs could occur in the evening during the week and on the weekend.

**Meeting Space**

- The Special Events Department would like to offer a free meeting space for local non-profit organizations and HOAs. Currently, the only free space in the Town of Lake Park is located inside of the Library. We have received requests from organizations asking if there is another space to use simply because the Library is a "quiet zone".

[redacted]

Thank you for considering our proposal for our use of the 800 Parl Ave building, and giving us this platform as our opportunity to do so.
We understand that you want to improve your properties that you own as well as make full use of them for the Lake Park Community. We asked our new member, Juan Bernal, an artist and architect, to assist us with our presentation. We took this opportunity to look at improving the use and appearance of the outside of 800 Park Ave as well as the function of the inside.
Starting with the outside and seeing the façade as it is now, and how it would look and function with a wrap-around Spanish style portico/arcade terrace area and tower addition. The tower would be used as a "Landmark" feature to display banners and flags announcing activities and highlight artists awards and events. It would attract attention to the building and be changed often to encourage people to check on it for developing events to look forward to. The outside covered terrace or "The (Art) Terrace" can be used night and day for events regardless of the weather, giving roofed space to artist, craft and music groups of the town of Lake Park to display or sell their work, give performances, from church groups who quilt to aspiring elementary or middle school musicians, to Saturday sidewalk sales. The permanent nature of the structure gives events a sense of place and permanence that people depend on and look to for what is available for activities for them. We feel this would bring a lot of energy to the building and interaction with the community would evolve and grow organically with the feature of the covered terrace and tower. The big garage door on the east side allows us to open the covered terrace to the interior of the gallery community space and circulate throughout the building.
Next we move inside. All during the long discussions of our gallery needs our focus has been simplicity and flexibility. Kyle Bartholomew, our architect for the 801 building, did a beautiful job on the reception area and moveable walls. We would like to use those designs and concepts in the 800 building.

The entry would be through a gallery area showcasing the show of the month with a featured artist in one of the windows. Moveable walls will display the show. One of the walls will have recessed units, as seen, for sculpture and 3/D pieces, the other moveable walls will have doors as end panels to facilitate storage of folding tables and chairs inside. There will also be moveable pedestals, bins with artworks for sale, card racks and jewelry cases (with locks). The walls (moveable and fixed) will all be 1/2" plywood with drywall primed with magnetic primer and painted white. This is necessary to enable the hanging of artwork with nails/screws/and also magnets. Moving into the rented artist spaces they will be on the west side in back of the reception desk,which, as shown, has a feature wall in back of it that will receive the electricity from the ceiling. The resident artist spaces are facing each other with a wide 8' corridor between them that also can accommodate bins of art to browse through. These 'walls' separating the artist spaces will be also the plywood/drywall construction of the other fixed, side, and moveable walls, magnetic primer and white paint.
The community classroom area is also open and versatile, encompassing an area for screen viewing/usage, with the ability to be closed off and private with moveable walls or opened up by the oversized garage door to the covered terrace area and gallery for open houses, receptions, and events. There is room for meetings, classes, art salons, painting instructions, collage classes, clay hand building, flower arranging, poetry nights, even book clubs in the corner 'salon' area for coffee on the sofa.
Keeping things open and flexible encourages development of all the arts.
The kitchen area needs some updating, we need some storage built in as well, and to make improvements to the lighting. We may need to paint the floor. We need a programmable lock for the door that we can change monthly and work by push button combination. The complete list is being compiled.
Our aim is to provide support and development of the arts community in Lake Park. We will do this through use of this building and by using the assets of the Town of Lake Park to draw people to events driven by and participating with Artists of Palm Beach County.
We are a volunteer group. In order to pay for our monthly expenses snd insurance we need to generate income that has historically included membership fees, resident artist spaces, shows, (which we charge entry fees for) classes, sales of art,

(members keep 75% of sales prices, nonmembers keep 65%) auctions and other events. Although we rely on our members a great deal, we will more than likely want to hire a gallery manager for all the activity we expect.

We hope that we can encourage participation in the arts with the Town of Lake Park for the benefit of artists and all other businesses in Lake Park. We like to think of ourselves as part of the town and part of the heart of it.

We look forward to making this presentation at the Dec 1, 2021 CRA meeting, as discussed. We will have more information with this presentation, this was put together as fast as we could to accommodate the time frames that we have been dealing with. We are switching gears here as the town communicates with us on this project. Please contact me if you think of anything else the board would like to see or hear about that evening.

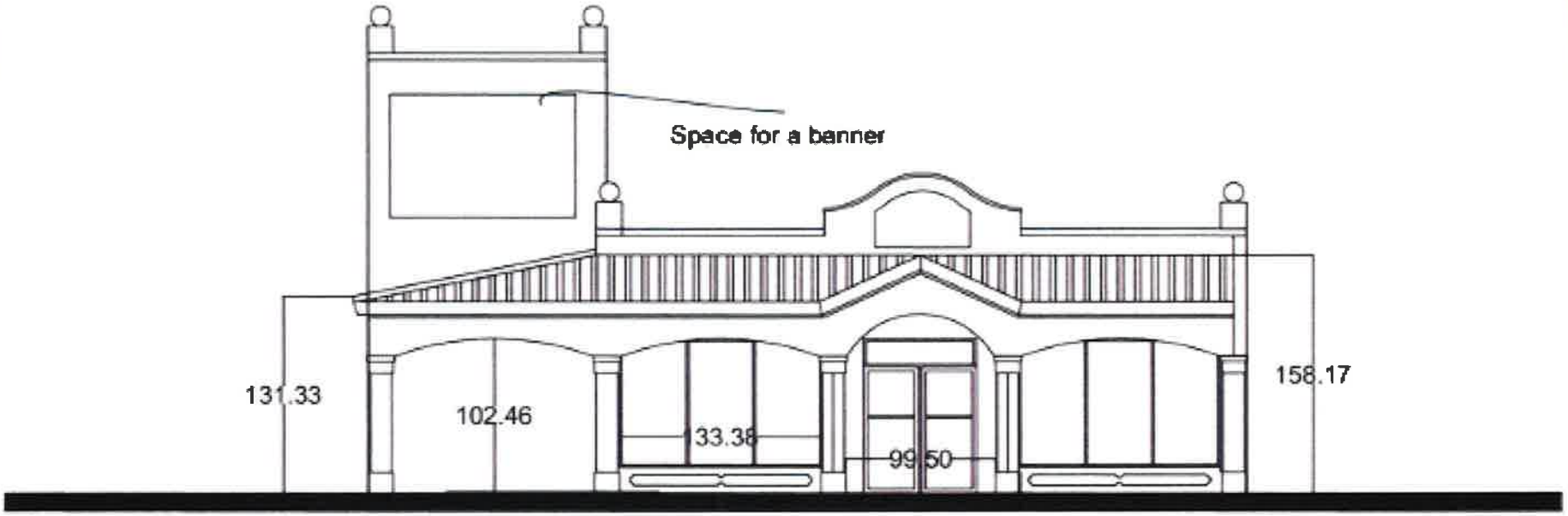
# ARTISTS OF PALM BEACH COUNTY

## Proposed improvements for the outside and inside of the 800 Park Avenue Building.

# 800 PARK AVENUE

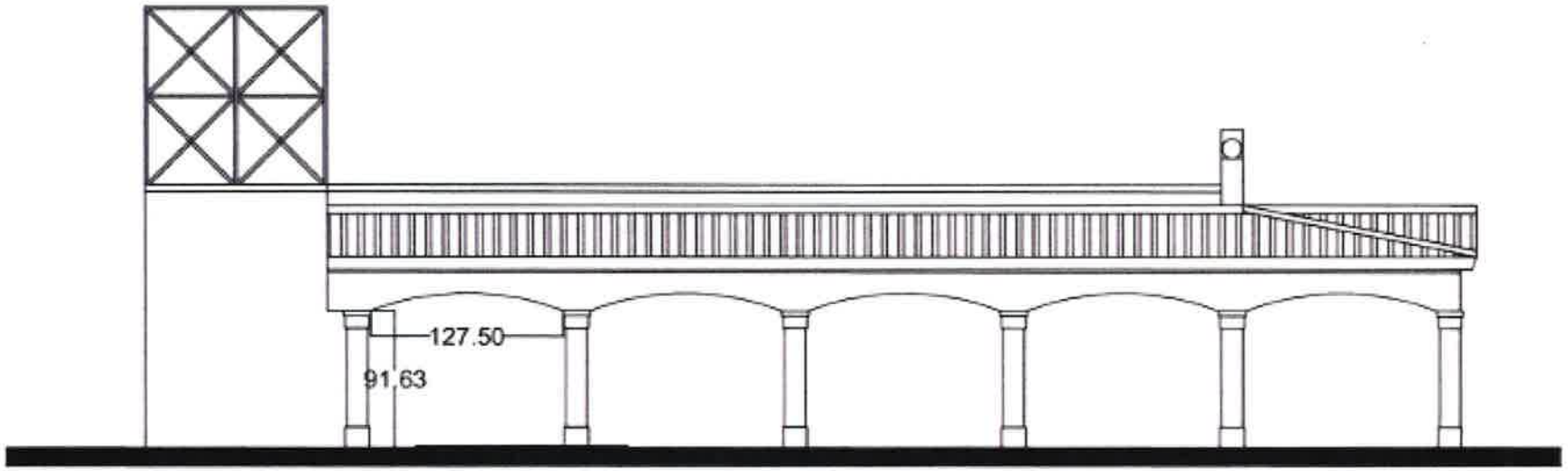
Actual North Facade

# TOWER WITH LANDMARK
# NORTH FACADE



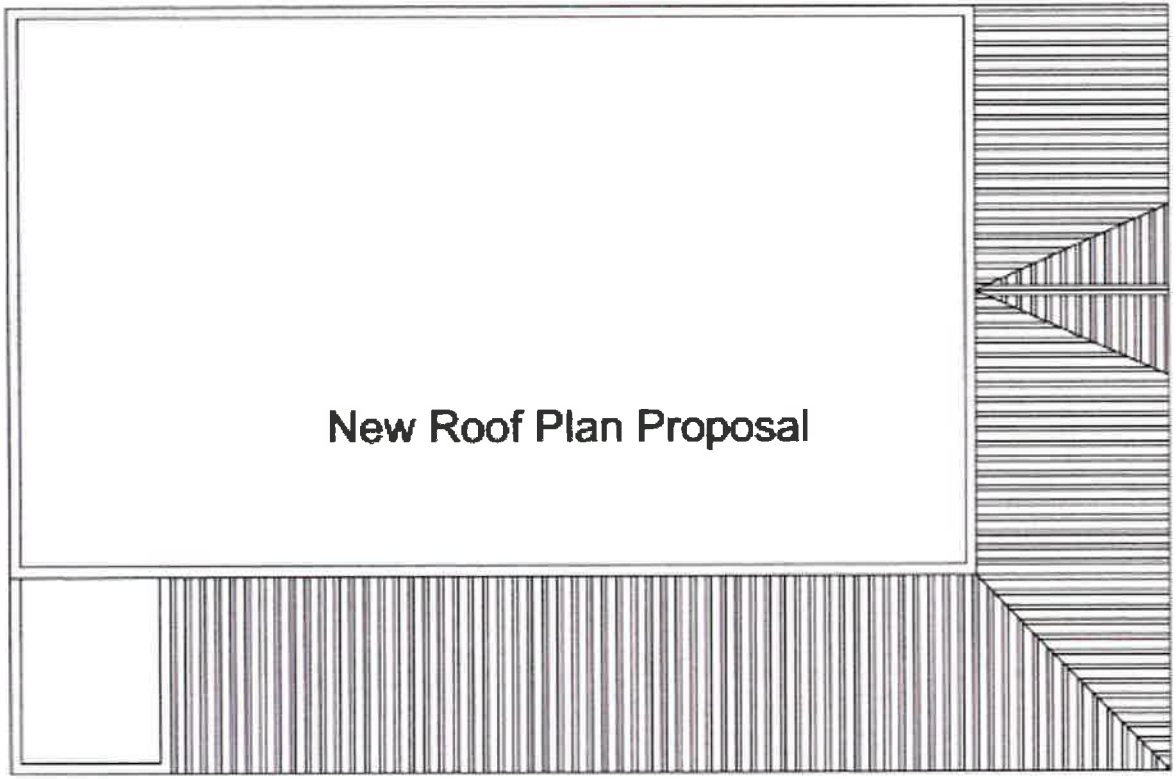

Proposal for North Facade

# OUTSIDE WRAP-AROUND SPANISH STYLE PORTICO/ARCADE TERRACE

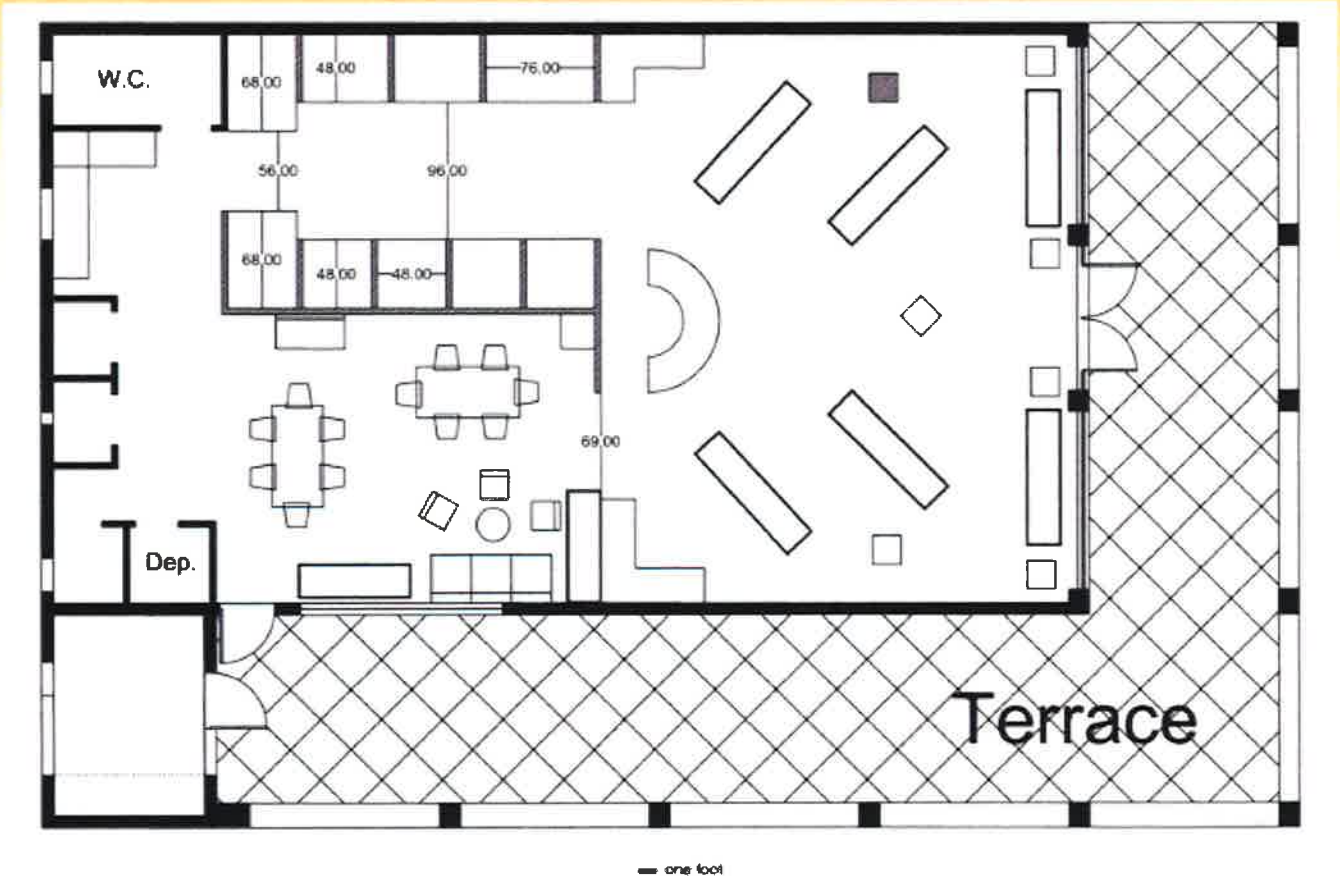



East -Lateral- Facade

# ADDITIONAL ROOF FOR THE TERRACE



# INTERIOR LAYOUT VIEW PLUS TERRACE



# INTERIOR RENDERING

# INTERIOR RENDERING

# INTERIOR RENDERING

# ACTIVITIES FOR TOWN YOUTH

# ACTIVITIES FOR TOWN YOUTH

CRA Comment

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/1/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Christopher O Brien
Address: 405 Southwind Drive NPB 33408

**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:

_____

_____

_____

I would like to make comments on the following ***Non-Agenda Item(s)***:

Proposed Townhouses - 7CT & Bayberry

_____

_____

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 12/6/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Christopher O'Brien
Address: 405 Southard Drive

**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:

_____

_____

_____

I would like to make comments on the following ***Non-Agenda Item(s)***:

_____

CRA Development.

_____

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

CRA
F.6.

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# PUBLIC COMMENT CARD

MEETING DATE: 12-1-21

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Name: Peggy Kennard
Address: 1351 Dooley Ct NPB
**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:
F-6

I would like to make comments on the following ***Non-Agenda Item(s)***:

2

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MEETING DATE: 12/1/2021

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Name: Maxine Schreiber
Address: 2480 Presidential Way #501, W.P.B. 33401
**If you are interested in receiving Town information through Email, please provide your E-mail address:** maxine@schreiberstudio.com

I would like to make comments on the following ***Agenda Item***:
APBC

I would like to make comments on the following ***Non-Agenda Item(s)***:

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3

# TOWN OF LAKE PARK
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MEETING DATE: 12/1/21

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Name: LINDA Miller
Address: 339 Eagleton Golf Dr, PBG
**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item*:**
800 Park Ave

I would like to make comments on the following ***Non-Agenda Item(s)***:

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4

# New Business

# TAB 2

# *Special Call* CRA
## Agenda Request Form

**Meeting Date:** **February 16, 2022** **Agenda Item No.**

**Agenda Title: Updates from Business Flare on the CRA Master Plan.**

[ ] SPECIAL PRESENTATION/REPORT [ ] CONSENT AGENDA
[ ] OLD BUSINESS **[ X ] NEW BUSINESS: Resolution**
[ ] DISCUSSION FOR FUTURE ACTION [ ] OTHER: ~~General~~ Business

**Approved by Executive Director:** _____ **Date:** 2-7-22

*John D'Agostino | CRA Executive Director*

Nadia Di Tommaso / Community Development Director

| **Originating Department:** | Costs: $ **85,000 / Legal Review**<br>Funding Source: **CRA / Legal**<br>Acct. **#110-520-34000 / #108**<br>[ ] Finance Lourdes Cariseo | **Attachments:**<br>**Powerpoint Presentation**<br>***Business Flare will provide additional details at the actual meeting*** |
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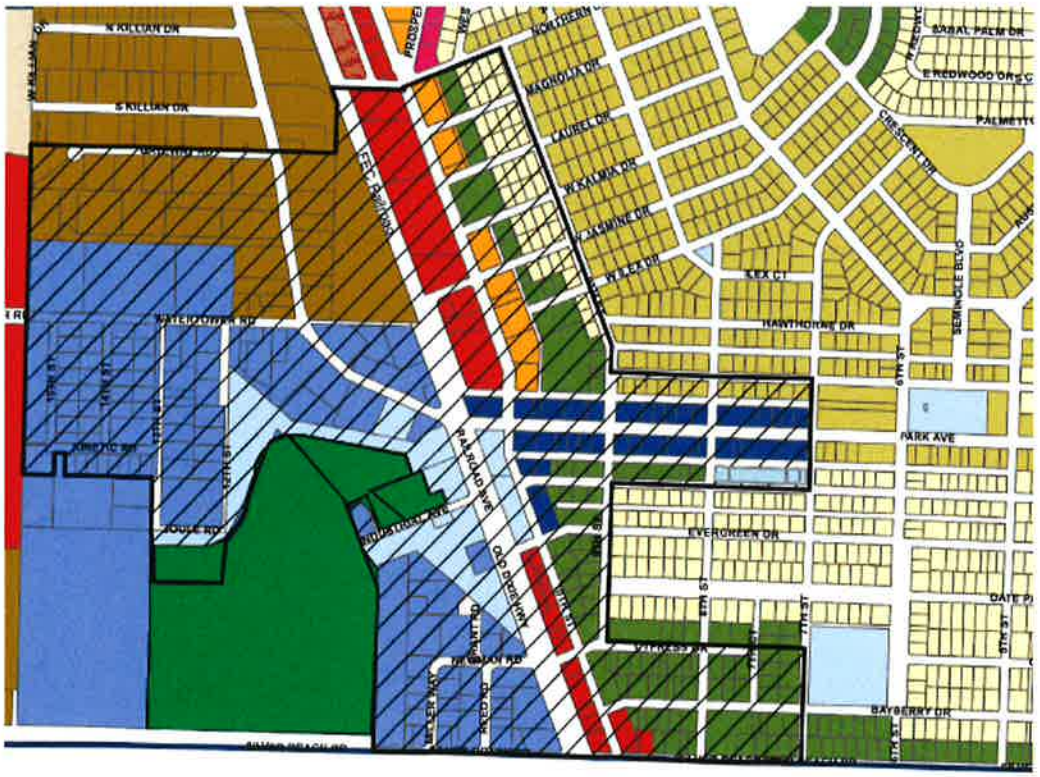

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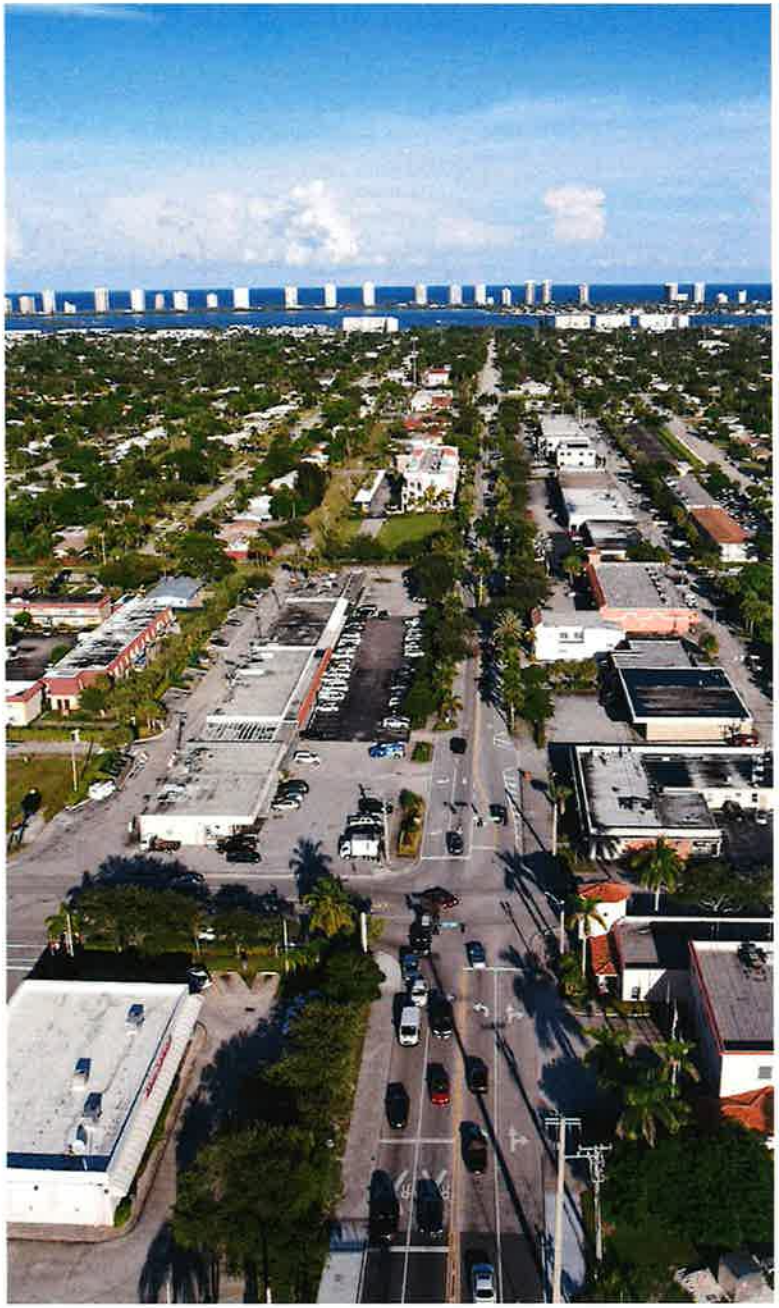
**Recommended Motion: For discussion.**

Town of Lake Park, FL

# Special Call CRA Workshop

*February 16, 2022*



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2. Existing Market Conditions
3. Public Input
4. Key Areas of Focus
5. Next Steps

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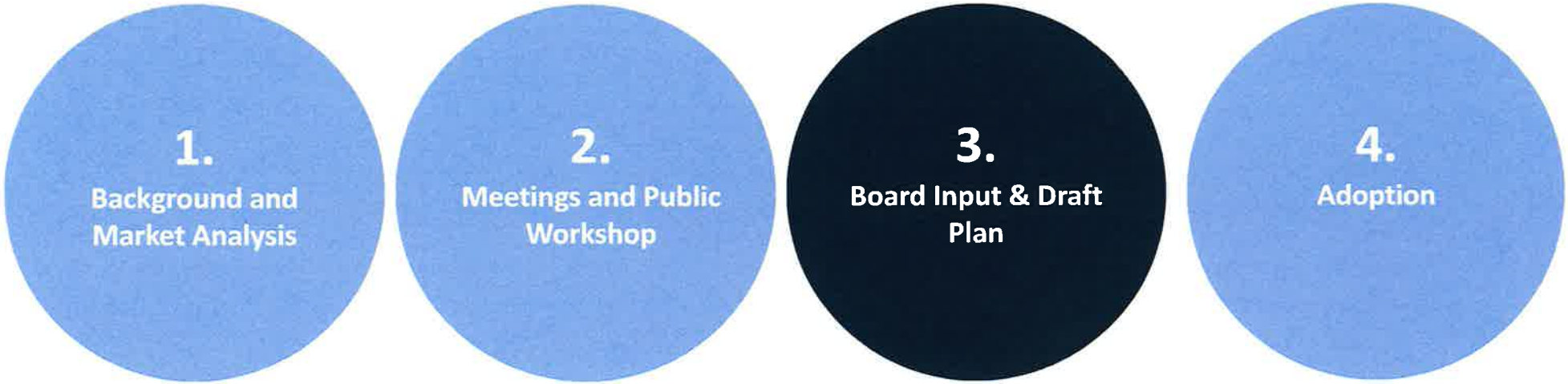

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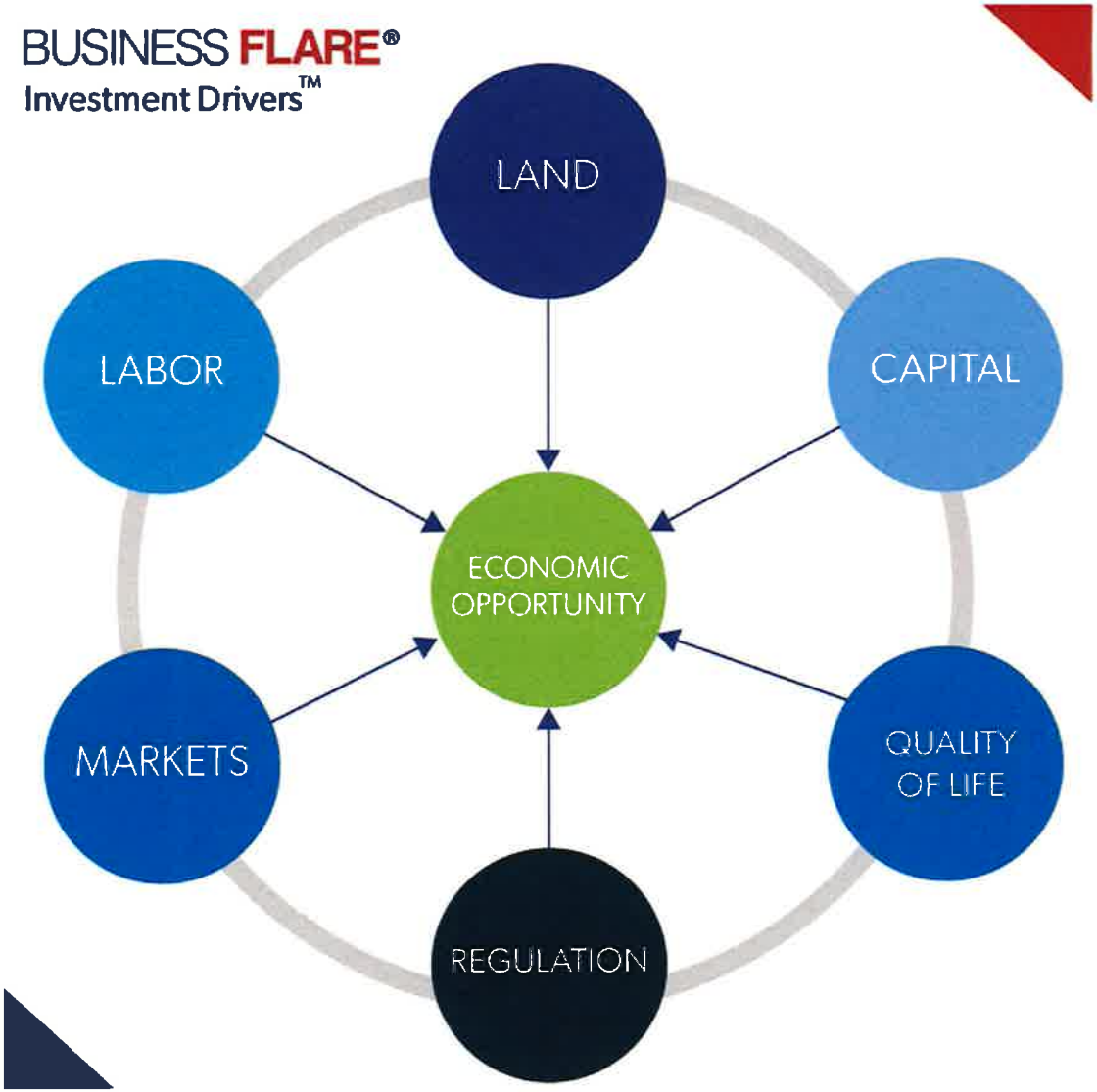

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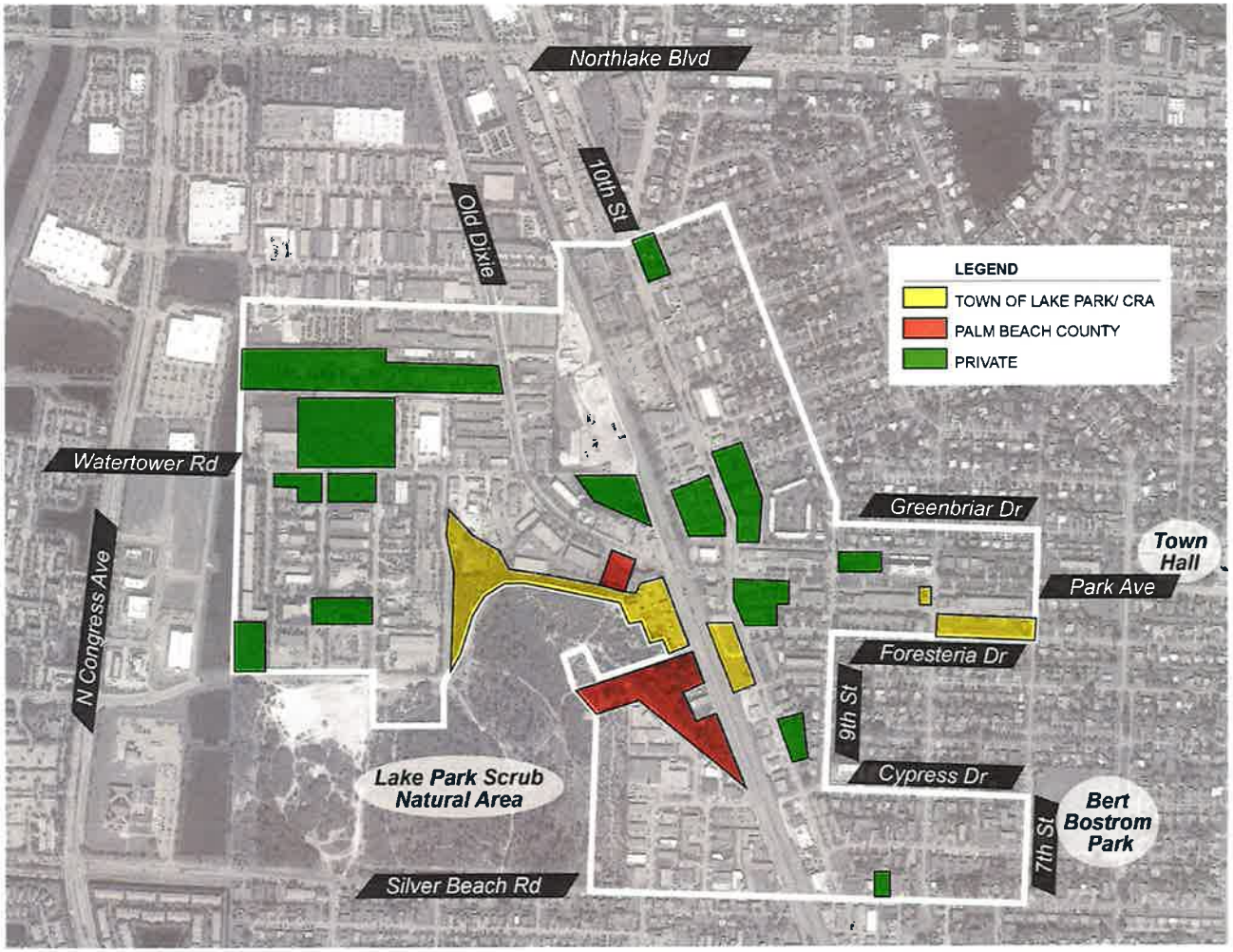

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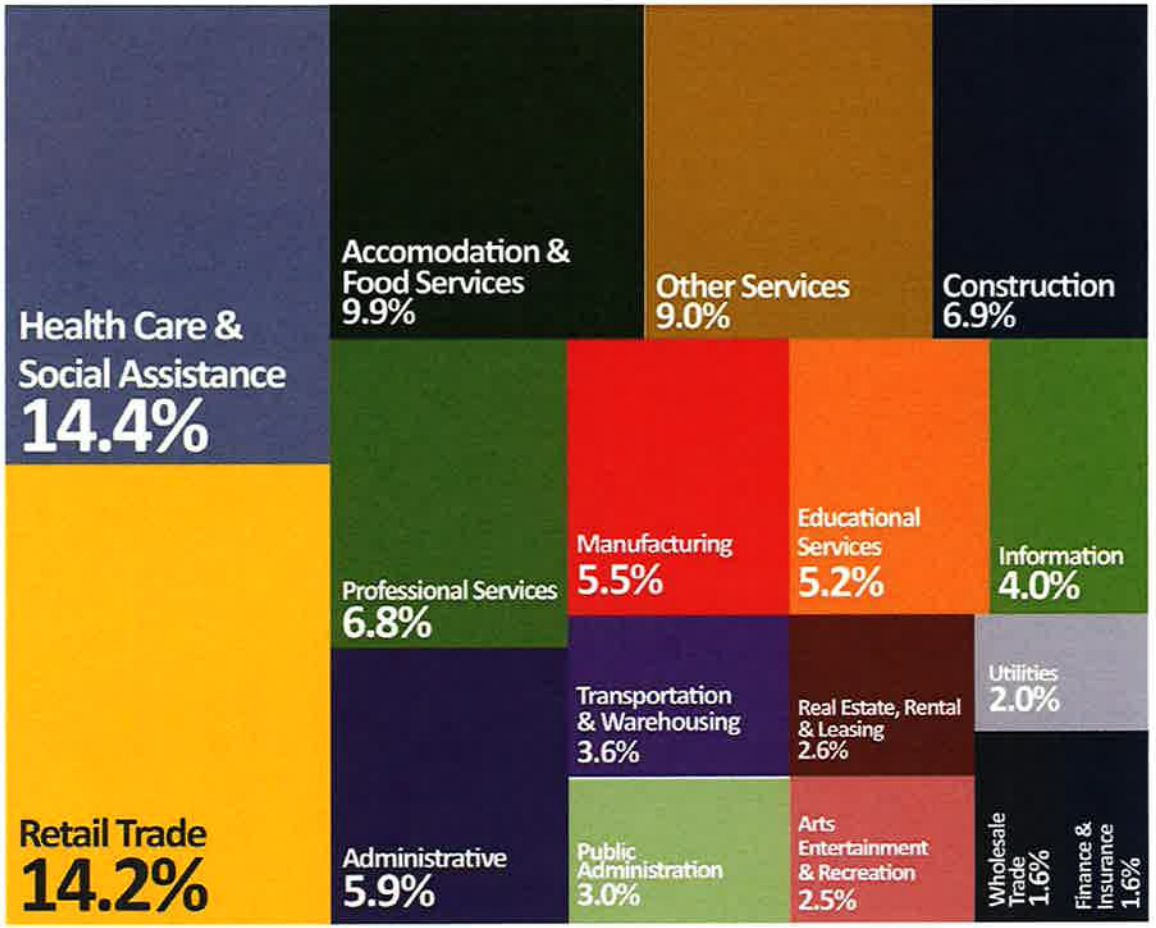

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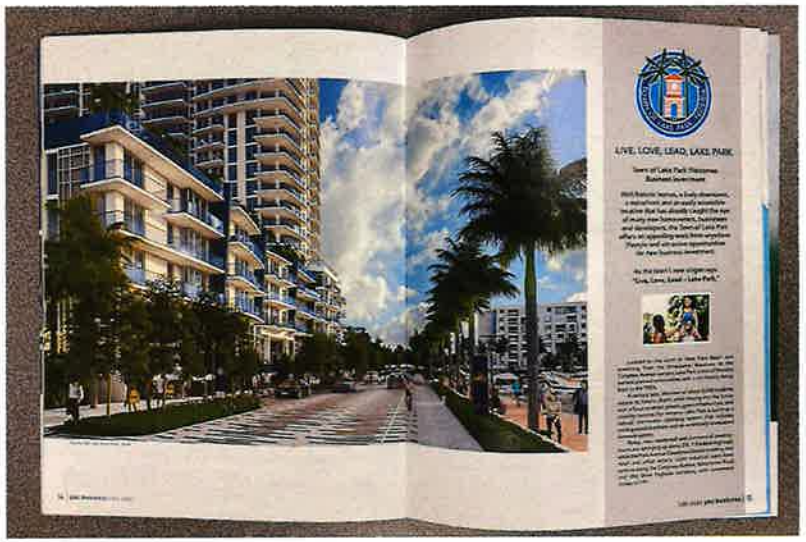

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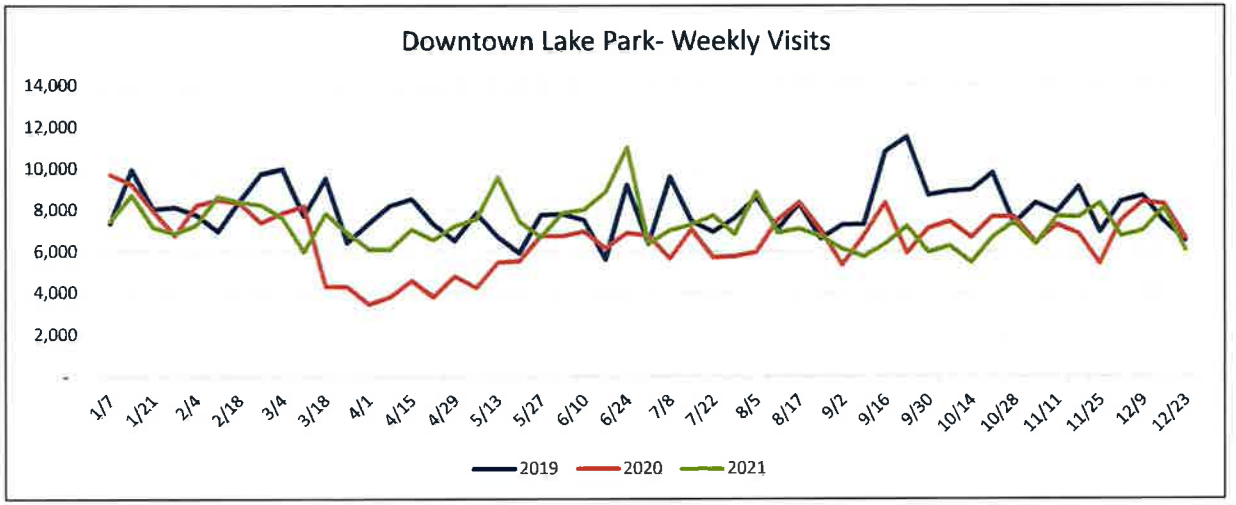


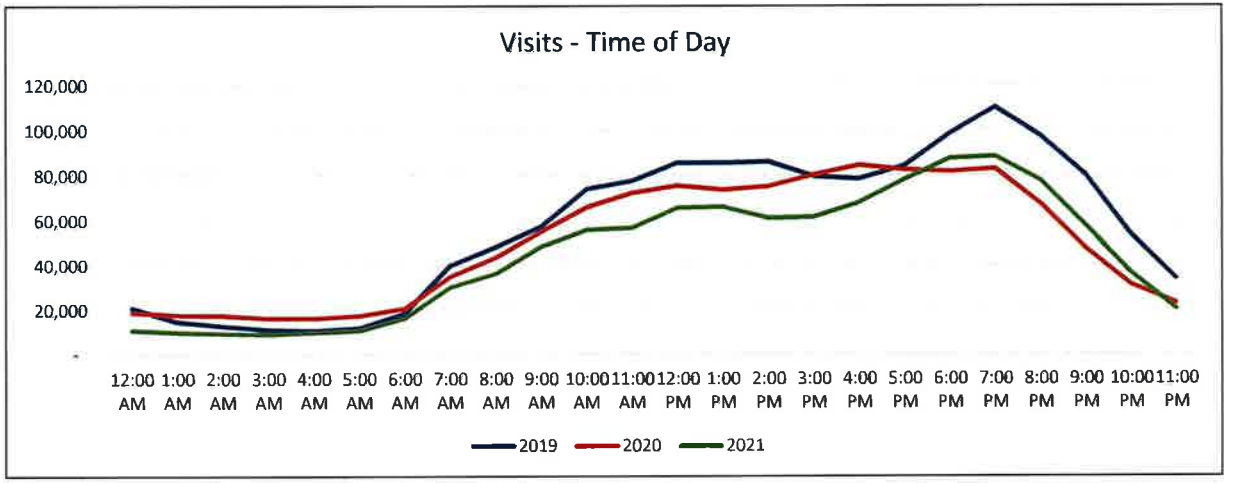

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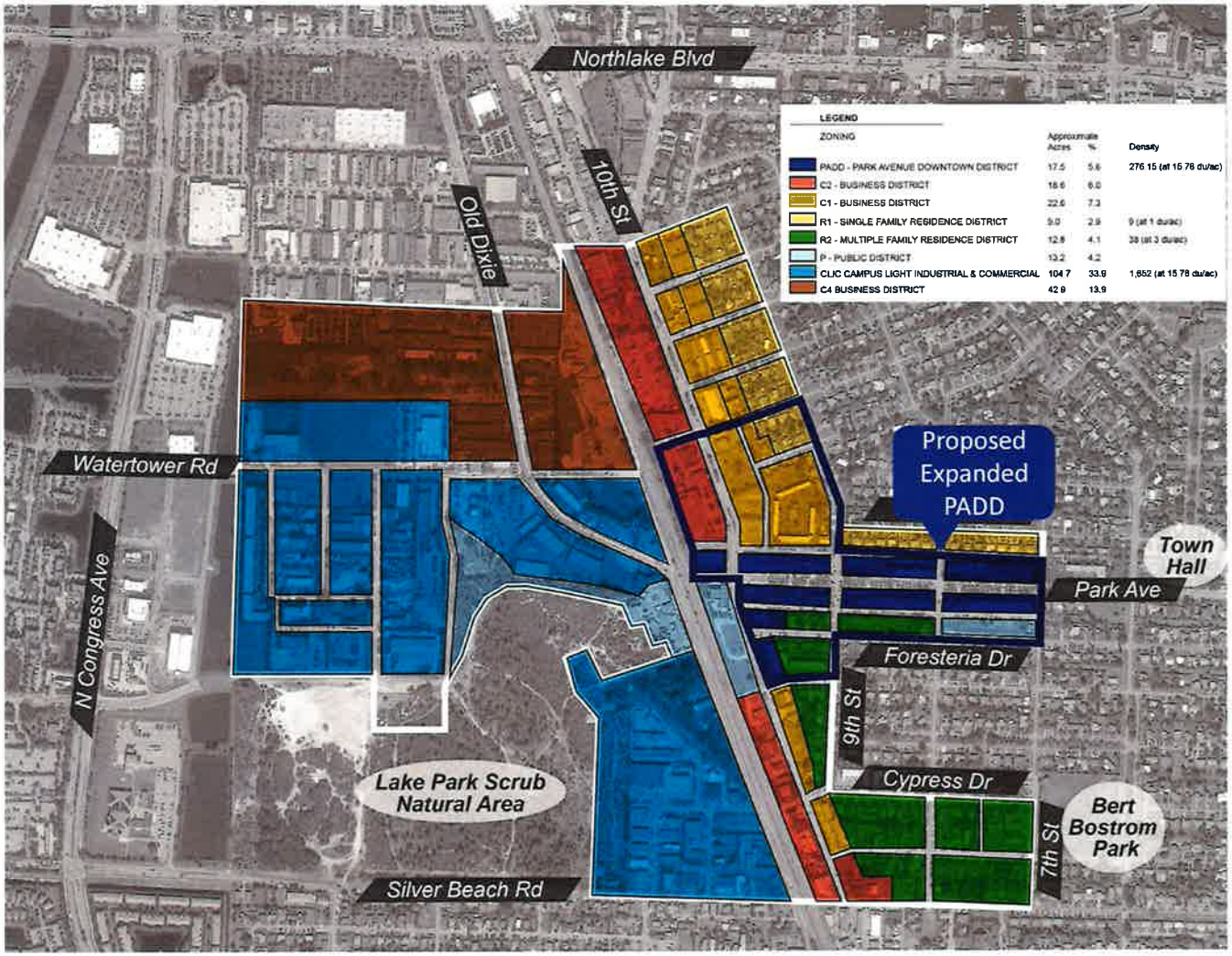

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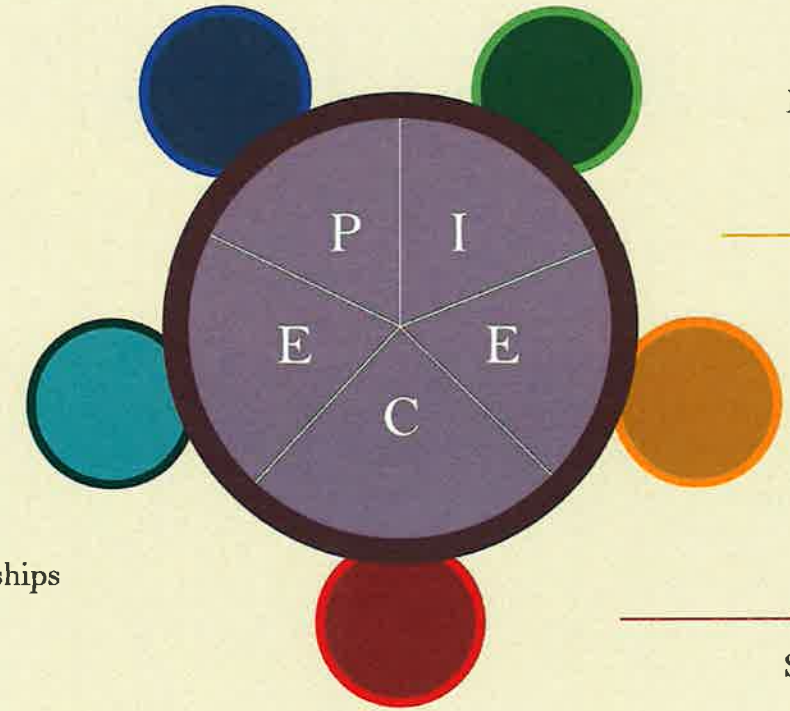


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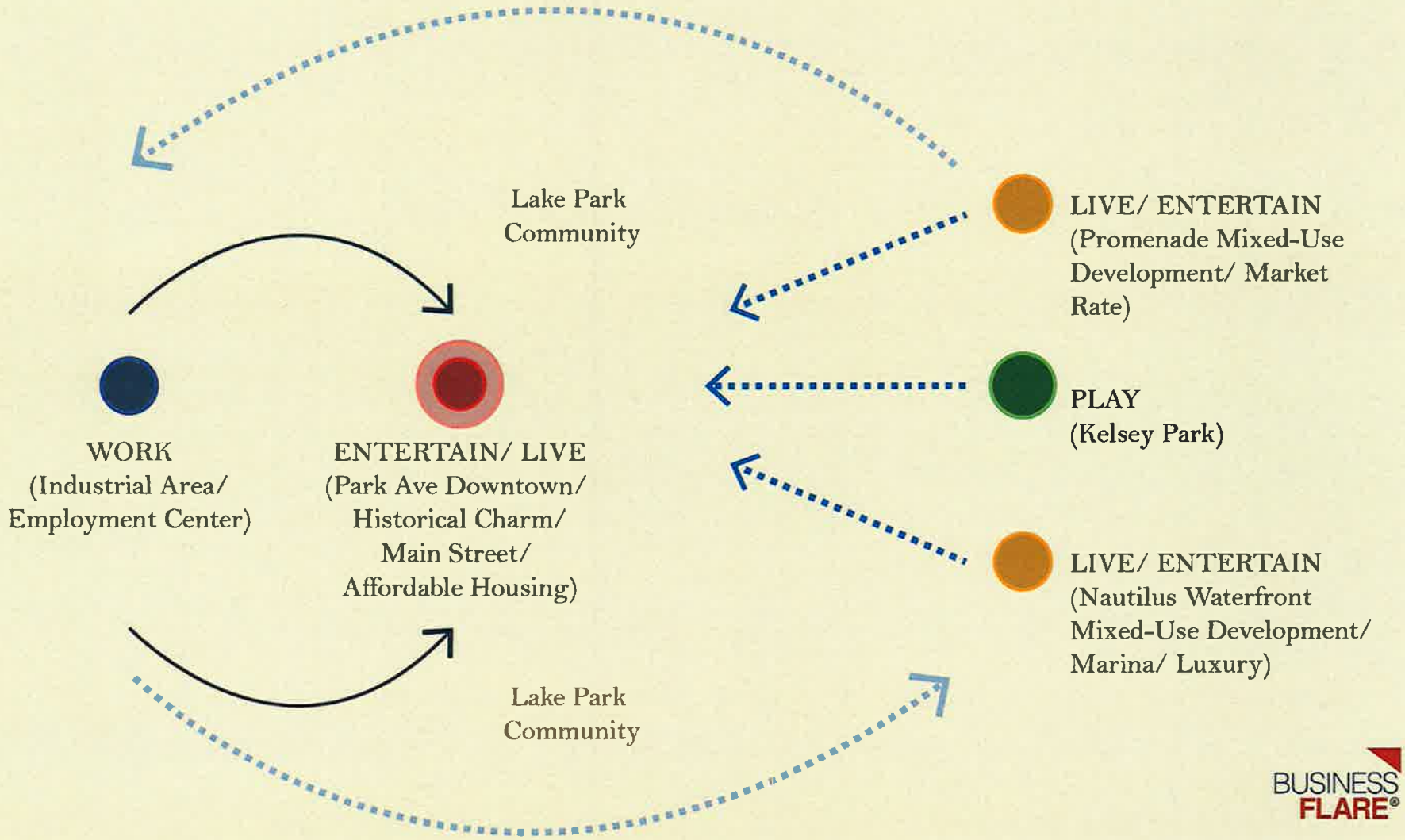
BUSINESS FLARE®

# SUSTAINABILITY ANALYSIS OF LAKE PARK CRA



# Key Areas of Focus

1. Downtown
2. 10th Street
3. Housing
4. Industrial Workforce

**Topics**

- Identity and brand.
- Aesthetics & gateways.
- Agility & testimonials.
- Champions network.
- Seamless connectivity.
- Grow market share.
- Creatives.
- Adaptive Reuse.
- Recreation and entertainment.
- Economic development.

# Areas of Further Analysis

1. Land acquisition
2. Residential development
3. Justify CRA expansion
4. Public Private Partnerships
5. Adaptive Reuse
6. Connectivity

# Next Steps

- Finalize Plan Draft
- Present Draft Plan to CRA Board (March 16)
- Present Plan to P&Z Board (April 4)
- Adoption of Final Plan by Town Commission (April 20)

Thank You

Q&A

# Minutes
# Town of Lake Park, Florida
# Special Call
# Community Redevelopment Agency
# Wednesday, February 16, 2022, 6:00 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a Special Call meeting on Wednesday, February 16, 2022 at 6:00 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez. Board Member Henry Stark was absent.

Agency Clerk Mendez performed the roll call and Kevin Crowder led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**
None

**CONSENT AGENDA:**
**1. December 1, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes.**

**Motion: Vice-Chair Glas-Castro moved to approve the consent agenda; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | | | Absent |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**PUBLIC COMMENT:**
None

**NEW BUSINESS:**
**2. Updates from Business Flare on the Community Redevelopment Agency (CRA) Master Plan.**

Mr. Kevin Crowder of Business Flare presented to the Board (see Exhibit "A"). Chair O'Rourke pointed out that the Town approved outdoor dining for restaurants at the start of the pandemic. Commissioner Linden asked what would help set the CRA apart. Mr. Crowder stated that the story would set the CRA apart. He explained that how the plan would be implemented would determine how the CRA would stand out. He explained some specifics that would be included in the plan to assist with the implantation.

Board Member Michaud asked how the entry way to 10th Street (east going west) would be improved with a statement piece into the CRA. Mr. Crowder explained that there have been many discussions about changing the entry way into the CRA, including acquiring property. He made a note, earlier today, which says "design standards and statement architect" for that area.

Commissioner Flaherty asked about the statics that were included in the presentation. He asked if it reflected a general flow of traffic through the area, or did it include those that drove into the CRA to shop or dine. Mr. Crowder explained how the algorithm was designed to capture those that remained more than 9-minutes. He explained that it was designed to filter out flowing traffic, delivery services, etc.

Vice-Mayor Glas-Castro wanted to remain true to the authentic charm of the CRA and not become something they are not.

Mayor O'Rourke asked they would incorporate live, work in the area. Mr. Crowder stated that it was important and their thoughts are evolving through this process. He described what they are considering, such as the architect in the area, financial feasibility, realist approaches, and acceptable or compatible.

The Board thanked Mr. Crowder for the presentation and looked forward to the next presentation scheduled for March 16, 2022.

**EXECUTIVE DIRECTOR REPORT:**
None

**REQUEST FOR FUTURE AGENDA ITEMS:**
None

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Vice-Chair Glas-Castro and seconded by Board Member Michaud, and by unanimous vote, the meeting adjourned at 6:43 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Town Seal

Approved on this 2 of March, 2022

Exhibit "A"

# *Special Call* CRA
## Agenda Request Form

**Meeting Date:** **February 16, 2022** **Agenda Item No.**

**Agenda Title: Updates from Business Flare on the CRA Master Plan.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [ X ] | **NEW BUSINESS: Resolution** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: General Business |

**Approved by Executive Director:** _____ **Date:** 2-7-22

*John D'Agostino / CRA Executive Director*

Nadia Di Tommaso / Community Development Director

| **Originating Department:** | Costs: $ **85,000 / Legal Review**<br>Funding Source: **CRA / Legal**<br>Acct. **#110-520-34000 / #108**<br>[ ] Finance Lourdes Cariseo | **Attachments:**<br>**Powerpoint Presentation**<br>***Business Flare will provide additional details at the actual meeting*** |
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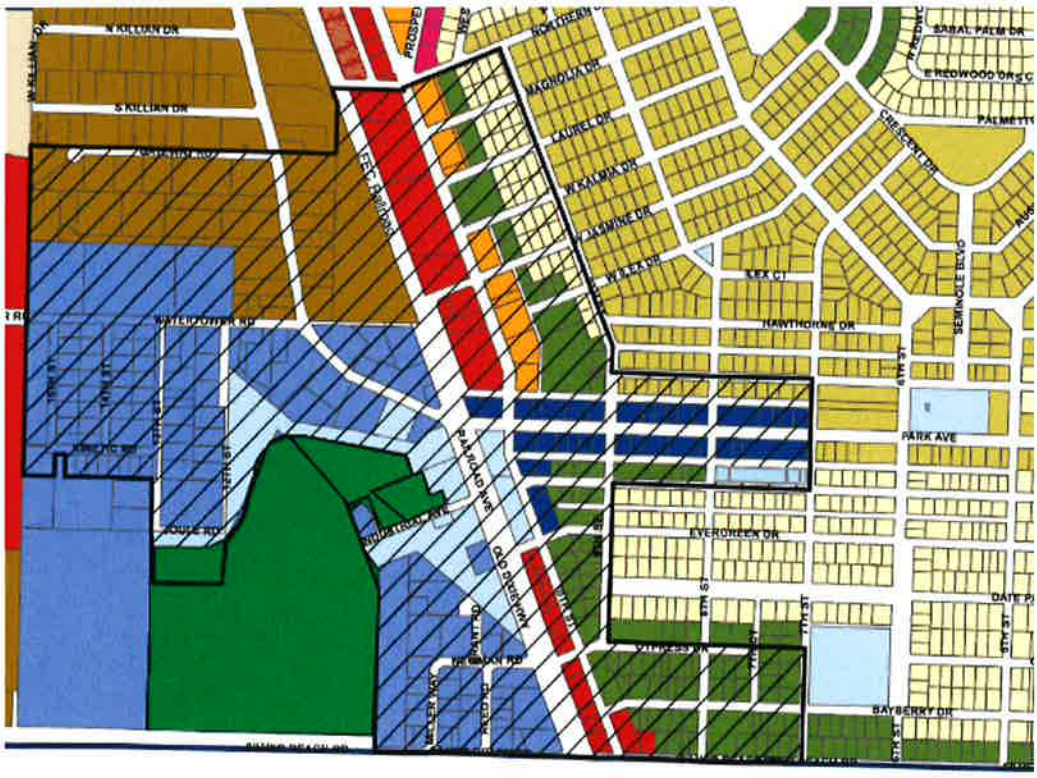

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Town of Lake Park, FL

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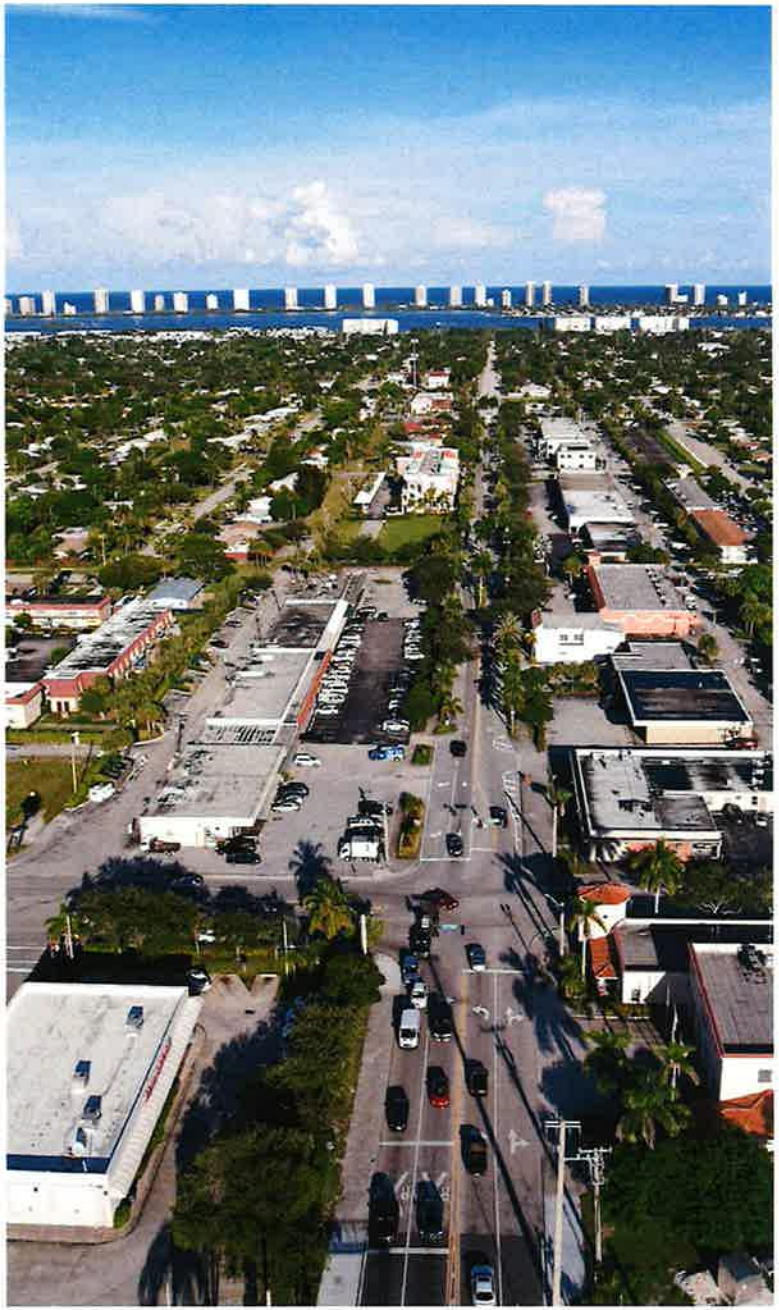

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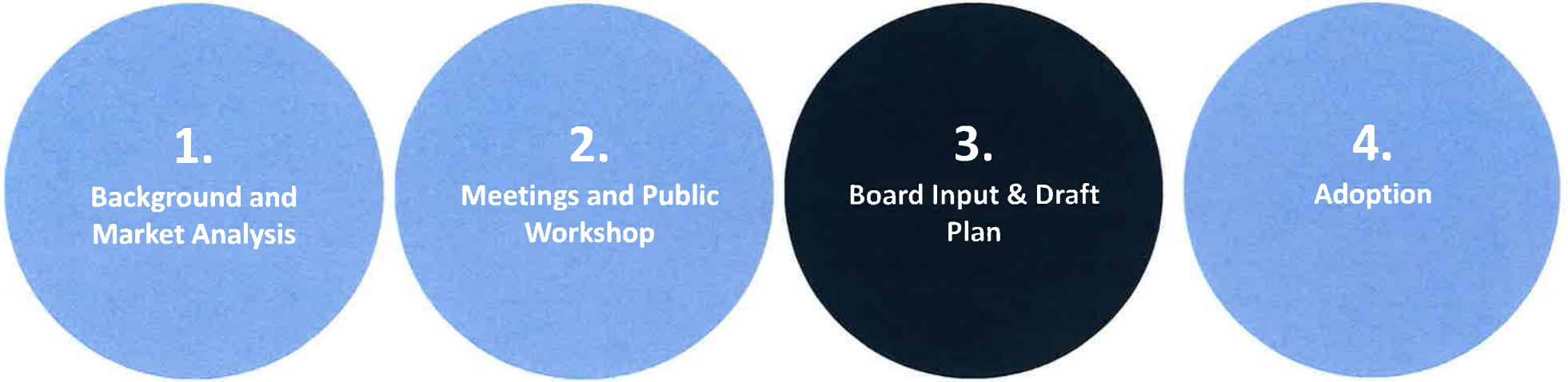

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BUSINESS FLARE®
Investment Drivers™

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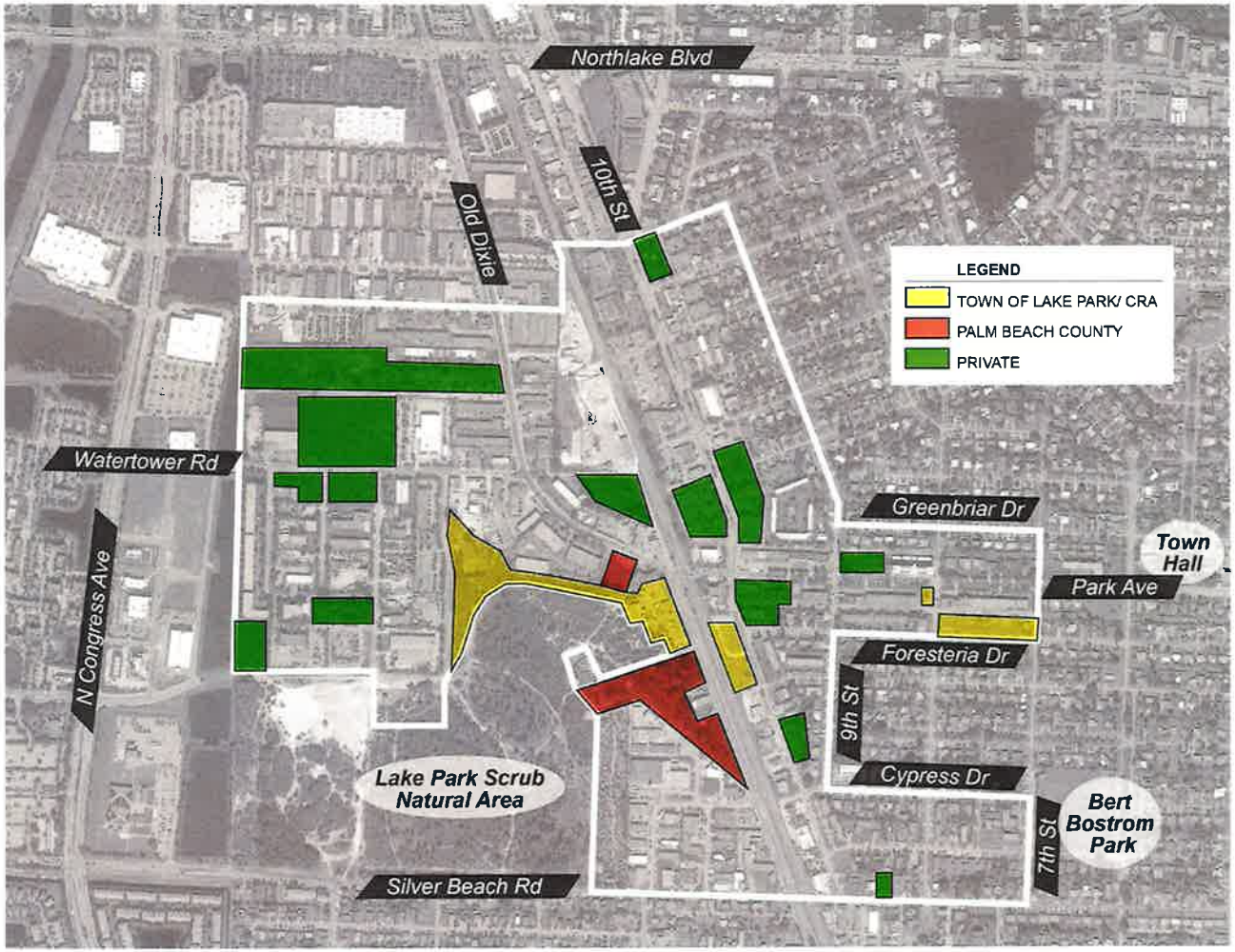

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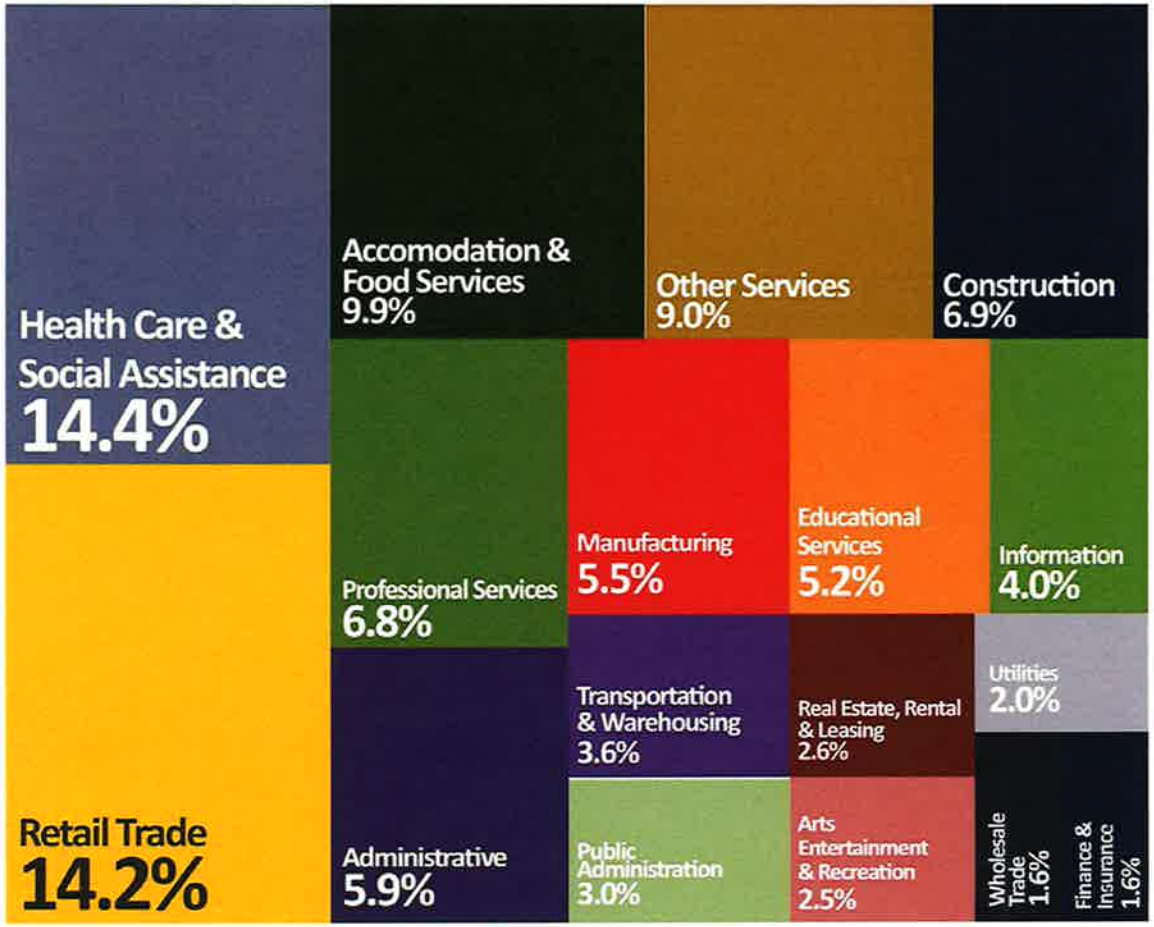

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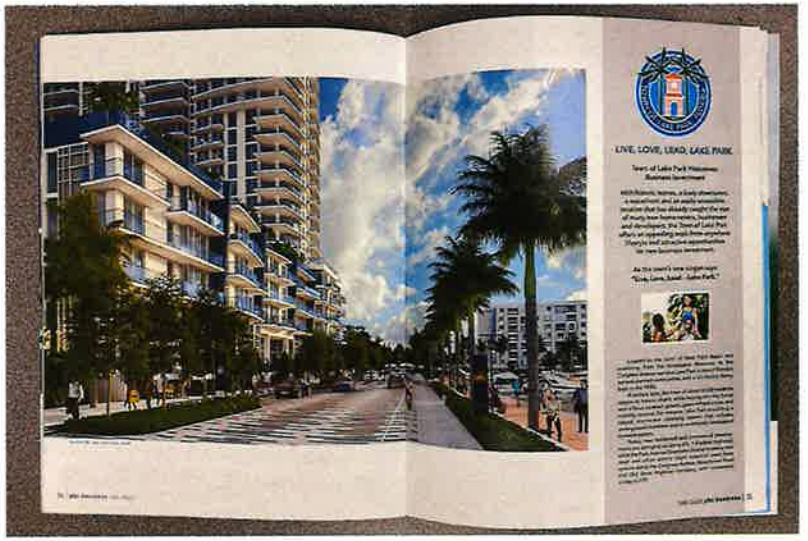

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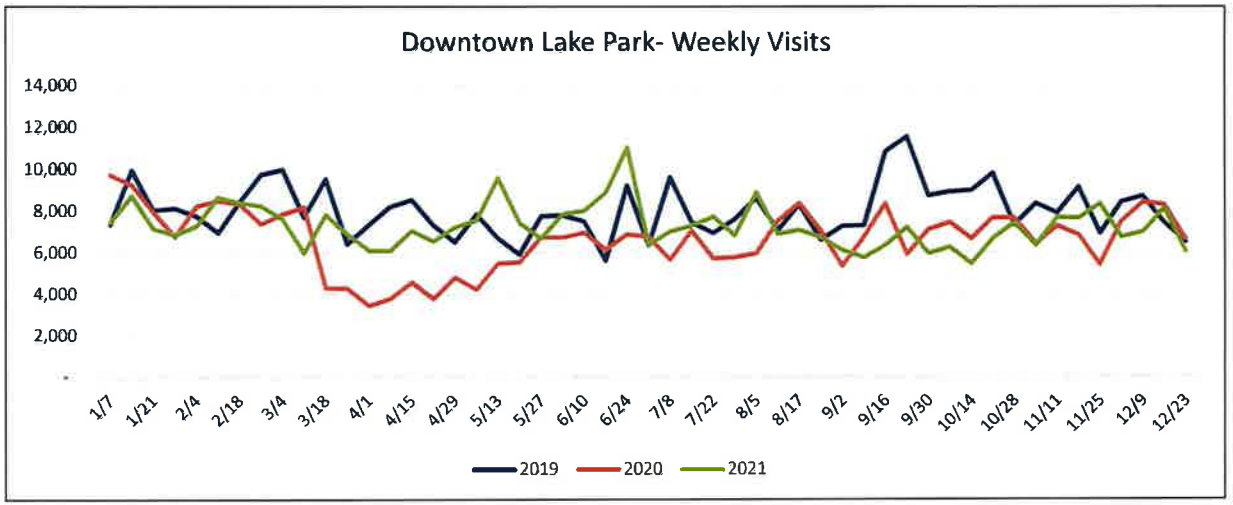


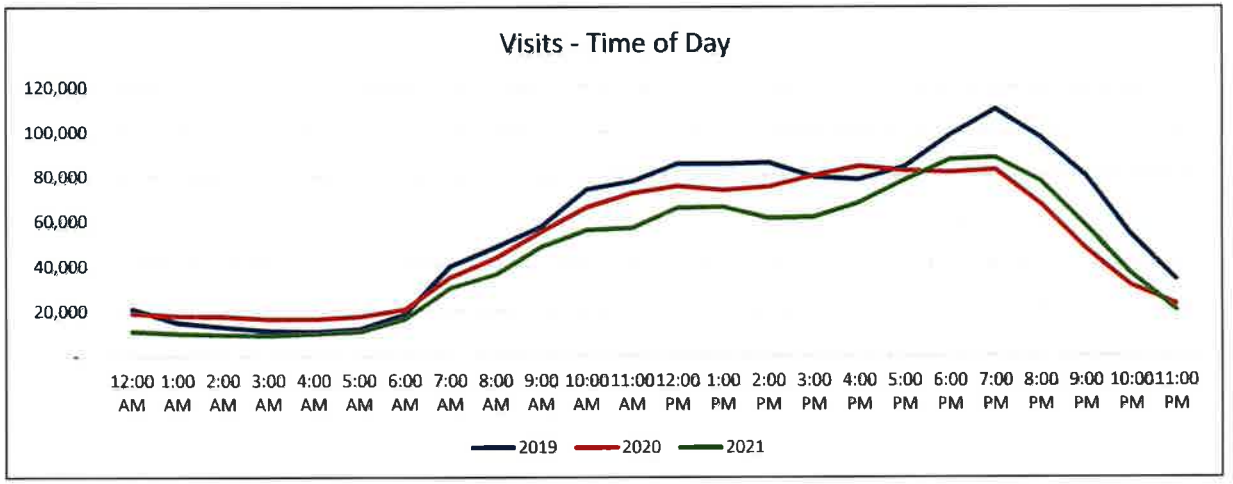

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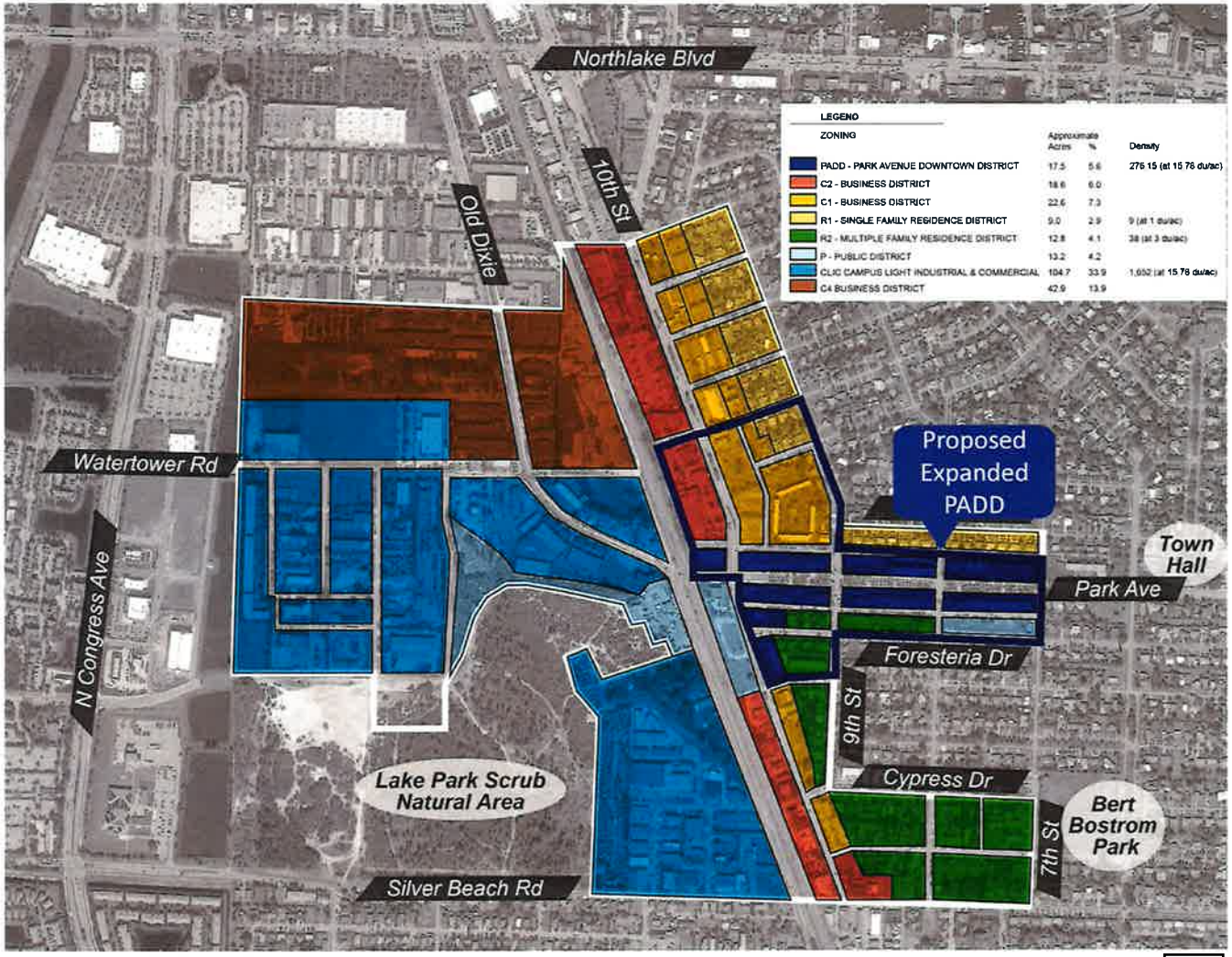

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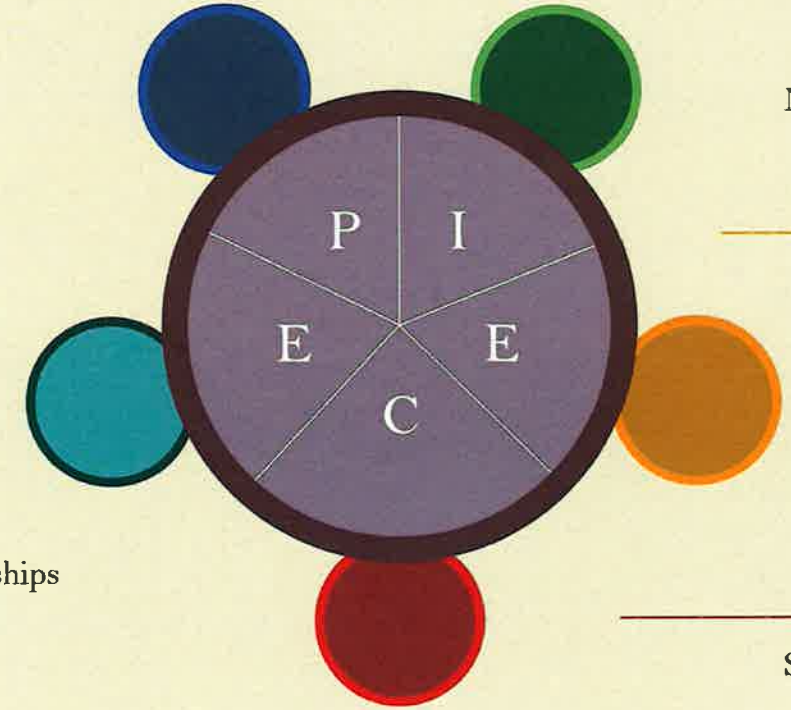


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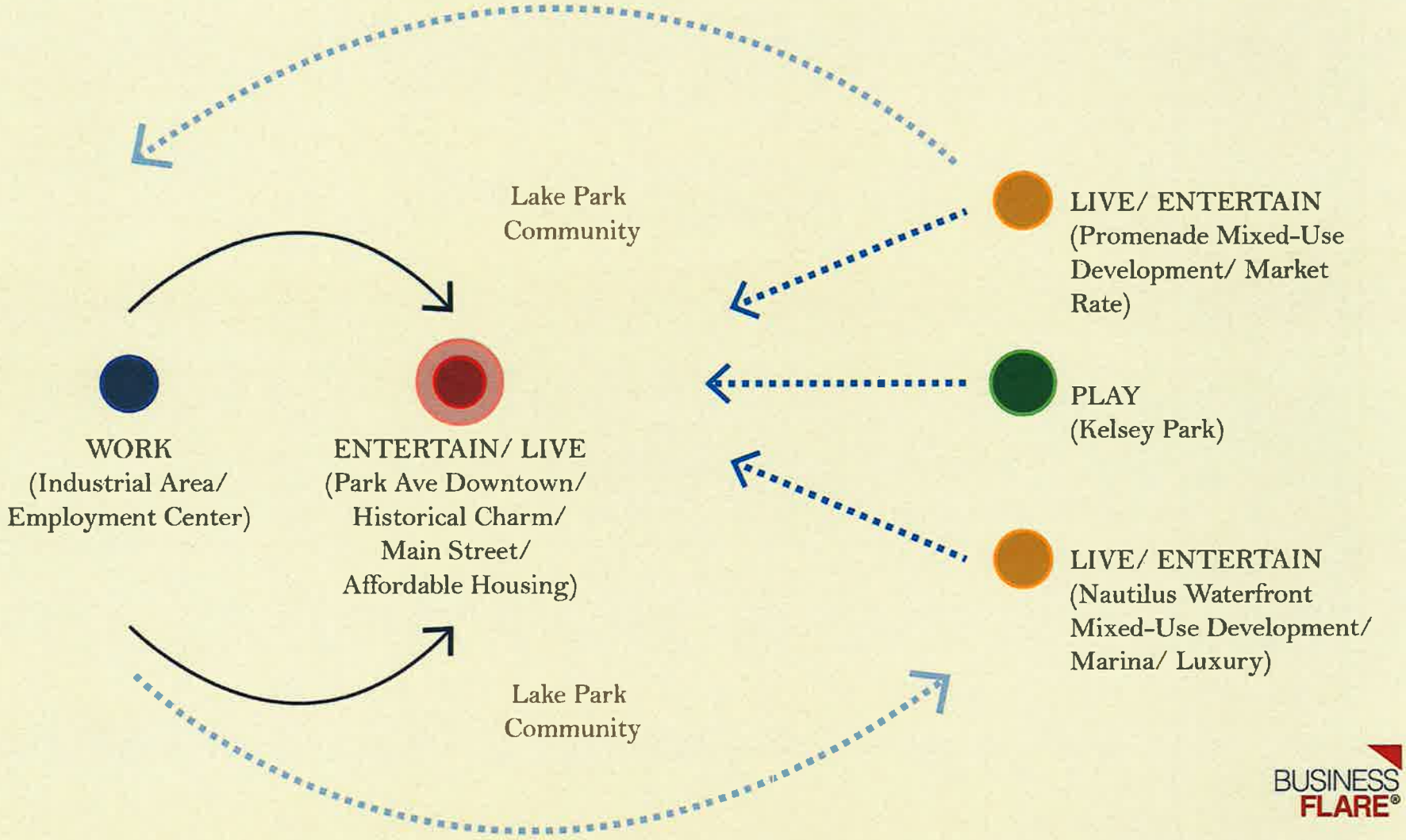
# SUSTAINABILITY ANALYSIS OF LAKE PARK CRA




BUSINESS FLARE®

# Key Areas of Focus

1. Downtown
2. 10th Street
3. Housing
4. Industrial Workforce

**Topics**

- Identity and brand.
- Aesthetics & gateways.
- Agility & testimonials.
- Champions network.
- Seamless connectivity.
- Grow market share.
- Creatives.
- Adaptive Reuse.
- Recreation and entertainment.
- Economic development.

# Areas of Further Analysis

1. Land acquisition
2. Residential development
3. Justify CRA expansion
4. Public Private Partnerships
5. Adaptive Reuse
6. Connectivity

# Next Steps

- Finalize Plan Draft
- Present Draft Plan to CRA Board (March 16)
- Present Plan to P&Z Board (April 4)
- Adoption of Final Plan by Town Commission (April 20)

Thank You

Q&A

# AGENDA

**Community Redevelopment Agency**
**Meeting**
**Wednesday, March 2, 2022, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | **—** | **Chair** |
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **Erin Flaherty** | **—** | **Board Member** |
| **John Linden** | **—** | **Board Member** |
| **Roger Michaud** | **—** | **Board Member** |
| **Henry K. Stark** | **—** | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**
**None**

**D. CONSENT AGENDA:**
**1. February 16, 2022 Special Call Community Redevelopment Agency Board Meeting Minutes. Tab 1**

**E. 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.**

**F. NEW BUSINESS:**
**2. Executive Director Community Redevelopment Agency (CRA) Annual Report Tab 2**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. BOARD MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Special Call Community Redevelopment Agency Meeting will be conducted on March 16, 2022.**

# Consent Agenda

# TAB 1

## Community Redevelopment Agency
**Agenda Request Form**

**Meeting Date: March 2, 2022** **Agenda Item No.**

**Agenda Title: February 16, 2022 Special Call Community Redevelopment Agency Meeting Minutes.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | **[X]** | **CONSENT AGENDA** |
| [ ] | OLD BUSINESS | [ ] | NEW BUSINESS |
| [ ] | OTHER: | | |

**Approved by Executive Director:** _____ **Date:** 2-22-22

*Vivian Mendez, Agency Clerk, MMC*
Name/Title

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Agency Clerk** | Costs: $ **0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>**Meeting Minutes**<br>**Exhibit A** |
| | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case ___<br>**Please initial one.** |

**Recommended Motion: I move to approve the February 16, 2022 Special Call Community Redevelopment Agency Meeting Minutes.**

# Minutes
# Town of Lake Park, Florida
# Special Call
# Community Redevelopment Agency
# Wednesday, February 16, 2022, 6:00 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a Special Call meeting on Wednesday, February 16, 2022 at 6:00 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez. Board Member Henry Stark was absent.

Agency Clerk Mendez performed the roll call and Kevin Crowder led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**
None

**CONSENT AGENDA:**
**1. December 1, 2021 Special Call Community Redevelopment Agency Board Meeting Minutes.**

**Motion: Vice-Chair Glas-Castro moved to approve the consent agenda; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | | | Absent |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**PUBLIC COMMENT:**
None

**NEW BUSINESS:**
**2. Updates from Business Flare on the Community Redevelopment Agency (CRA) Master Plan.**

Mr. Kevin Crowder of Business Flare presented to the Board (see Exhibit "A"). Chair O'Rourke pointed out that the Town approved outdoor dining for restaurants at the start of the pandemic. Commissioner Linden asked what would help set the CRA apart. Mr. Crowder stated that the story would set the CRA apart. He explained that how the plan would be implemented would determine how the CRA would stand out. He explained some specifics that would be included in the plan to assist with the implantation.

Board Member Michaud asked how the entry way to 10th Street (east going west) would be improved with a statement piece into the CRA. Mr. Crowder explained that there have been many discussions about changing the entry way into the CRA, including acquiring property. He made a note, earlier today, which says "design standards and statement architect" for that area.

Commissioner Flaherty asked about the statics that were included in the presentation. He asked if it reflected a general flow of traffic through the area, or did it include those that drove into the CRA to shop or dine. Mr. Crowder explained how the algorithm was designed to capture those that remained more than 9-minutes. He explained that it was designed to filter out flowing traffic, delivery services, etc.

Vice-Mayor Glas-Castro wanted to remain true to the authentic charm of the CRA and not become something they are not.

Mayor O'Rourke asked they would incorporate live, work in the area. Mr. Crowder stated that it was important and their thoughts are evolving through this process. He described what they are considering, such as the architect in the area, financial feasibility, realist approaches, and acceptable or compatible.

The Board thanked Mr. Crowder for the presentation and looked forward to the next presentation scheduled for March 16, 2022.

**EXECUTIVE DIRECTOR REPORT:**
None

**REQUEST FOR FUTURE AGENDA ITEMS:**
None

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Vice-Chair Glas-Castro and seconded by Board Member Michaud, and by unanimous vote, the meeting adjourned at 6:43 p.m.

_____
Chair, Michael O'Rourke

_____
Agency Clerk, Vivian Mendez, MMC

Town Seal

Approved on this _____of _____, 2022

Exhibit "A"

# *Special Call* CRA
## Agenda Request Form

**Meeting Date:** **February 16, 2022** **Agenda Item No.**

**Agenda Title: Updates from Business Flare on the CRA Master Plan.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [ X ] | **NEW BUSINESS: Resolution** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: General Business |

**Approved by Executive Director:** _____ **Date:** 2-7-22

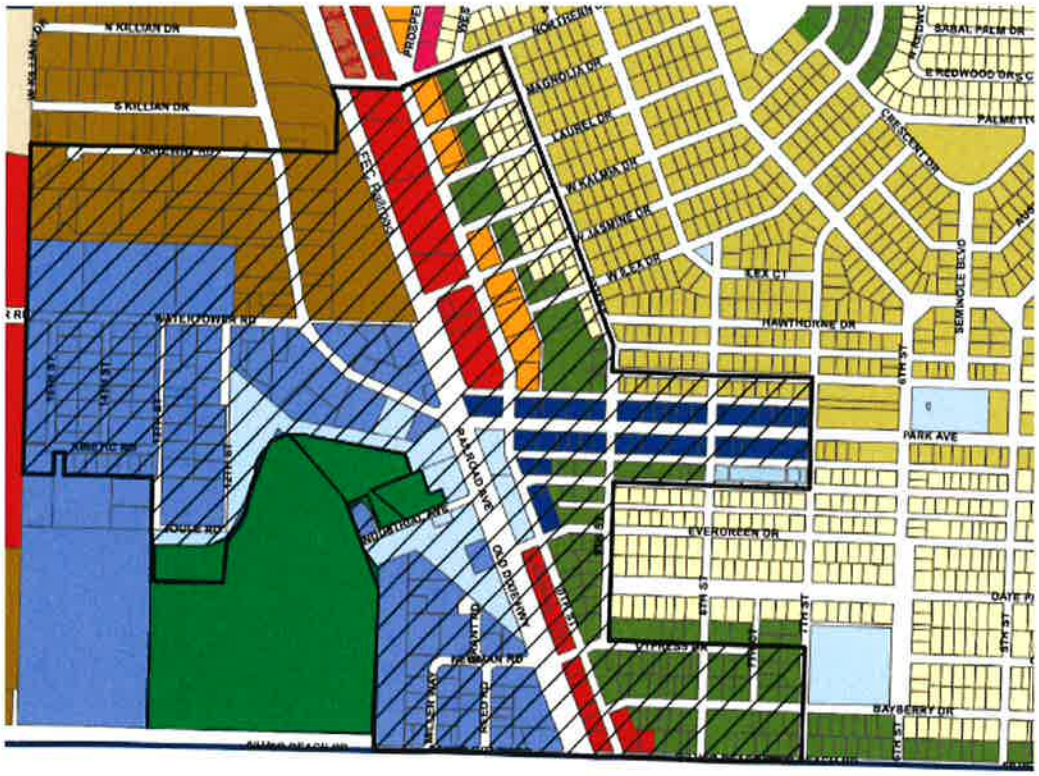
*John D'Agostino | CRA Executive Director*

Nadia Di Tommaso / Community Development Director

| **Originating Department:** | Costs: $ **85,000 / Legal Review**<br>Funding Source: **CRA / Legal**<br>Acct. **#110-520-34000 / #108**<br>[ ] Finance Lourdes Cariseo | **Attachments:**<br>**Powerpoint Presentation**<br>***Business Flare will provide additional details at the actual meeting*** |
|---|---|---|
| **Community Development** ***(with input from Business Flare)*** | | |

**Summary Explanation/Background:**

The Town's existing Community Redevelopment Area (CRA) is identified in the map with the black boundary →



Business Flare is working on updating the CRA Master Plan for the Town pursuant to their contract approved by Resolution 74-12-21. Meetings with Department Heads to gather input and feedback have been held. A public workshop series was also held on January 29, 2022. This agenda item is being provided as an opportunity for Business Flare to review some of the observations they have gathered so far with the CRA Board; review the public input received; and provide an overview of what Business Flare believes the key goals and strategies for the plan ought to be based on the information and input gathered so far and their analysis of the CRA. The CRA Board is being given an opportunity to react to the information and ask questions as needed. Business Flare will also provide explanations on areas that require further exploration, such as the expansion of the CRA boundaries, possible land acquisition, and residential uses. This will facilitate with the draft plan that will then be presented pursuant to the following schedule of next steps:

**Wednesday, March 16, 2022** (regular TC meeting night) – Special Call CRA Workshop to commence at 6pm (for review of draft that includes input from public workshop series and workshop of Feb. 16)

**Monday, April 4, 2022** (regular P&Z/LPA meeting night) – Local Planning Agency at 6:30pm (action meeting on proposal or courtesy presentation – TBD depending on changes proposed by Business Flare)

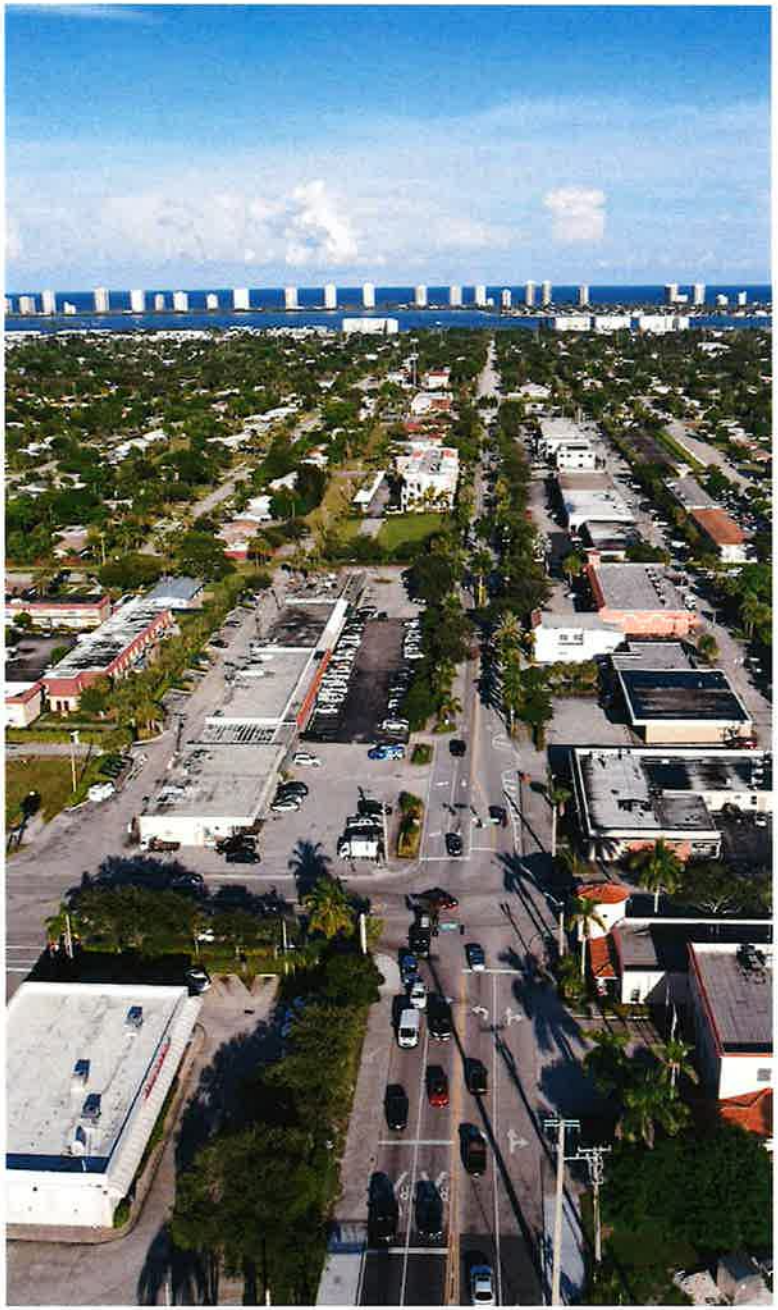
**Wednesday, April 20, 2022** (regular TC meeting night) – Special Call CRA Meeting to Adopt the Final Revised CRA Plan

**Recommended Motion: For discussion.**

Town of Lake Park, FL

# Special Call CRA Workshop

*February 16, 2022*

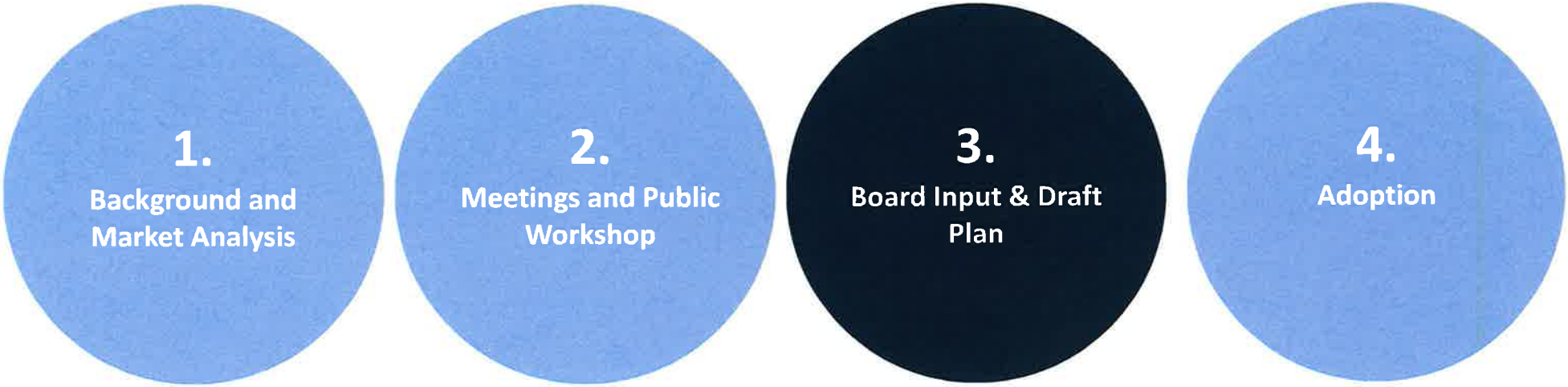


# Today's Agenda

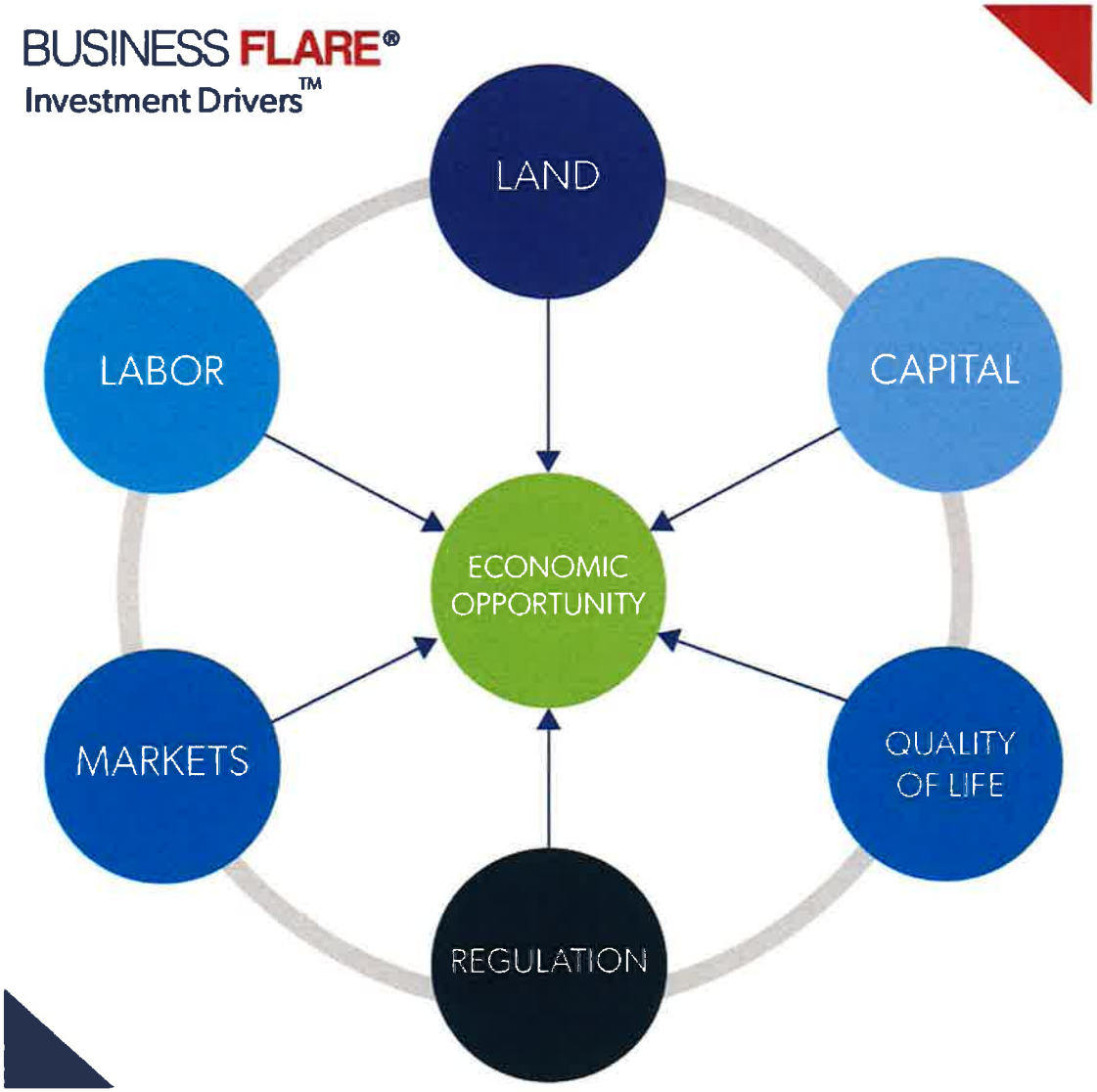
1. Project Timeline
2. Existing Market Conditions
3. Public Input
4. Key Areas of Focus
5. Next Steps

# Project Timeline

We Are Here

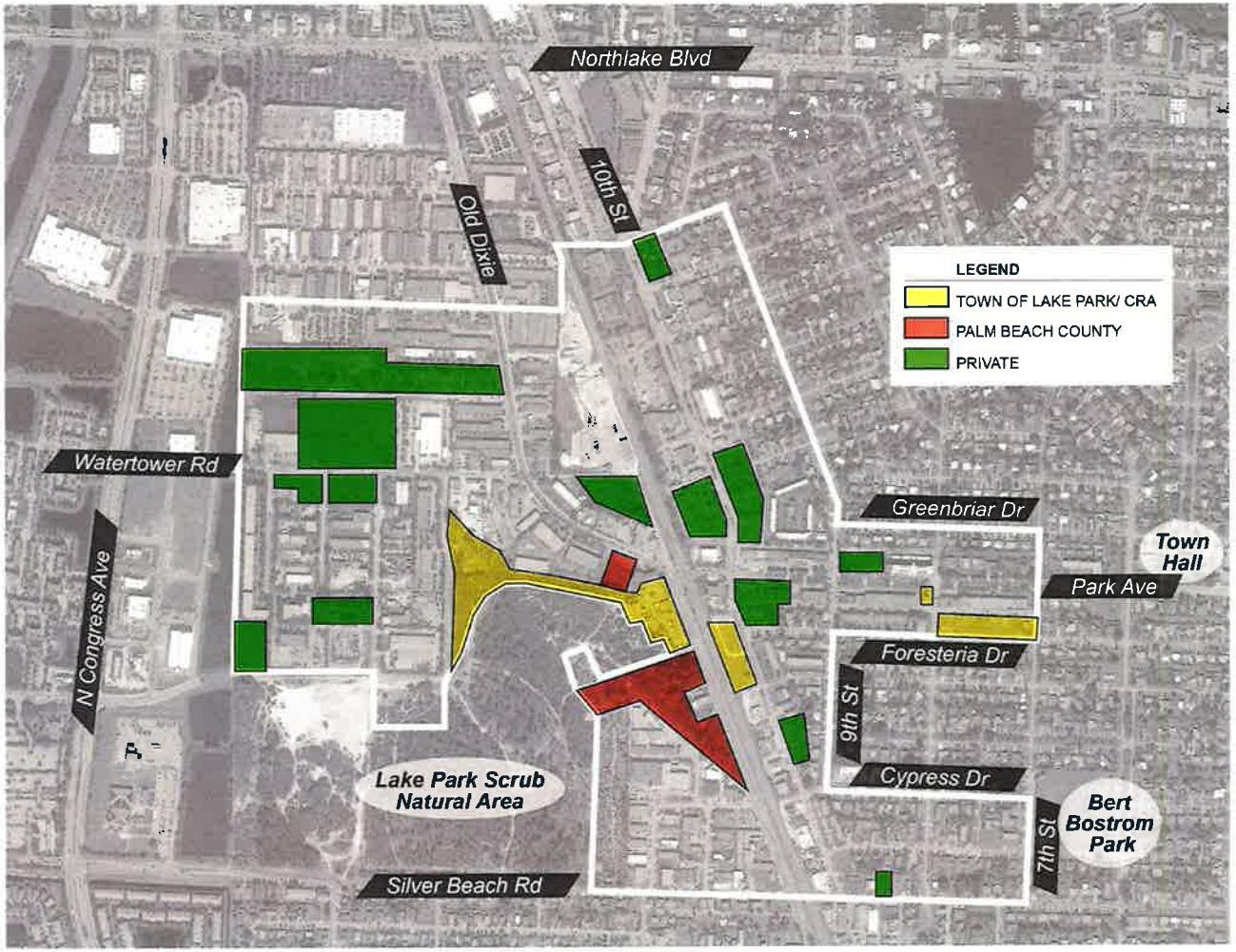


# Opportunity Drivers



# Existing Conditions

- Limited land availability
- Land control
- High demand
- Entrepreneurship
- Market access



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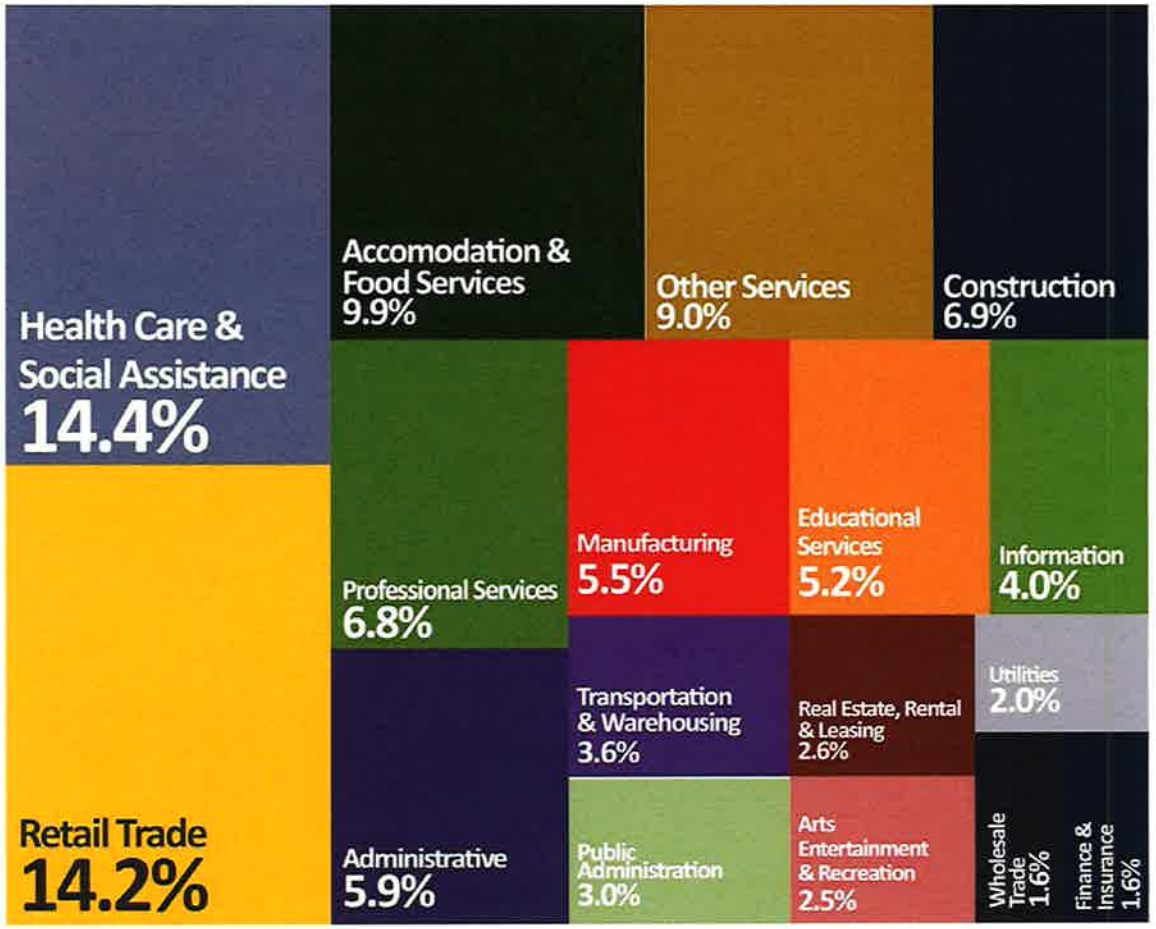
LAKE PARK RESIDENT WORKFORCE EMPLOYMENT BY INDUSTRY



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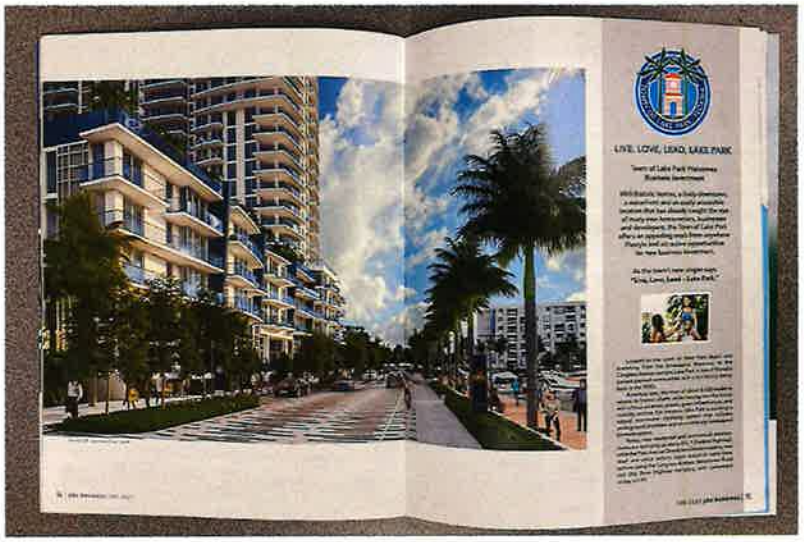

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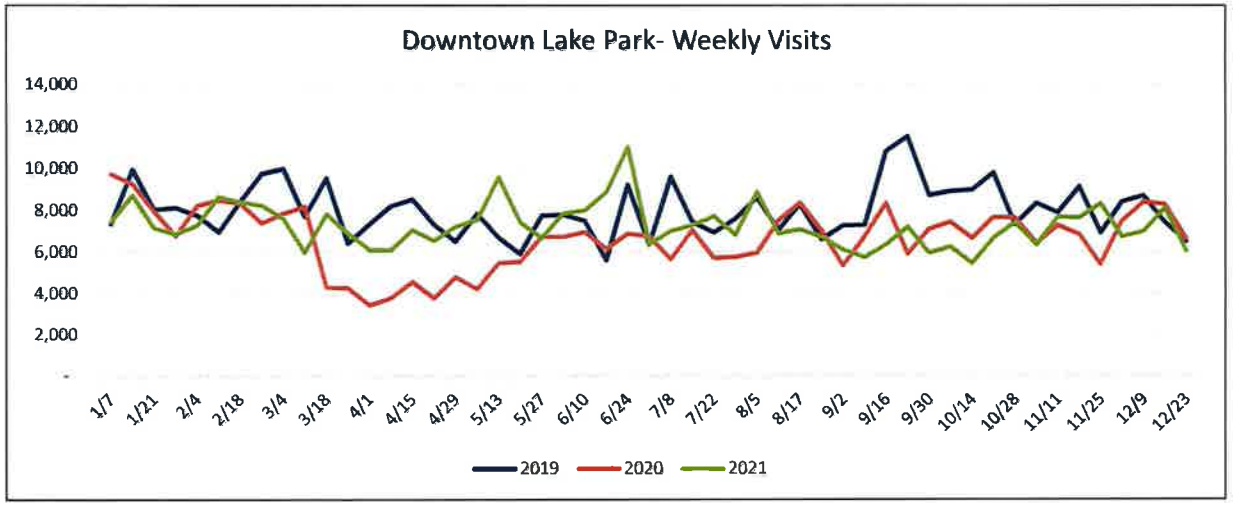


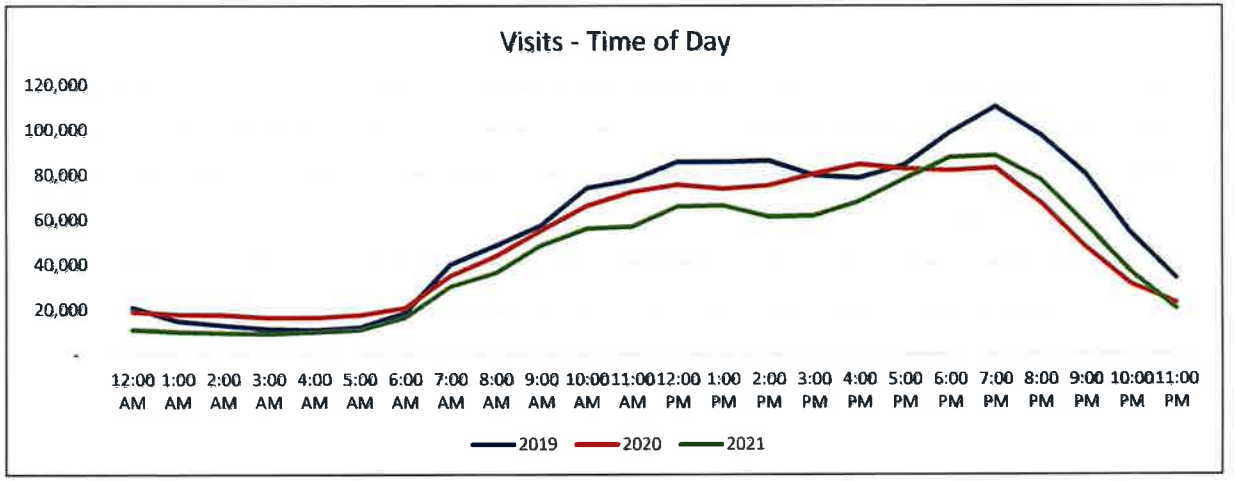

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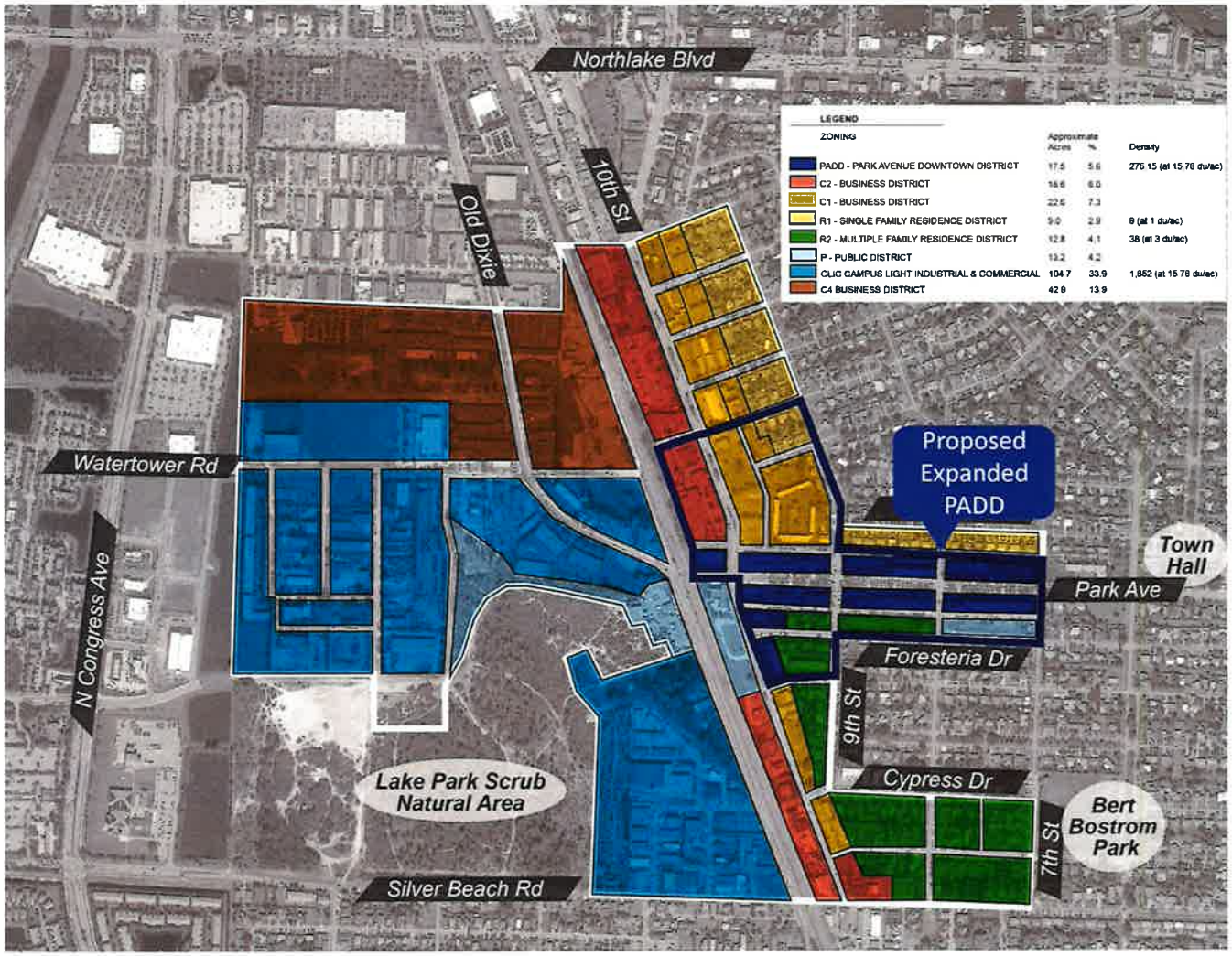


# Private Capital Pipeline Projects

1. Dalfen Industrial
2. Dedicated IT on Park Avenue
3. NoBo Brewing Company
4. Oceana Coffee Project
5. Coston Marine
6. DXD Capital Self Storage

--

**Not in CRA:**

Silver Beach Industrial Park

Nautilus 220 (332 units)

Northlake Promenade Apartments (250 units)

315 Federal Hwy (100 units)

# Public Input

*What we heard*

- Aesthetics
- Gateways
- Quality of life
- Community pride
- More shopping
- Parking

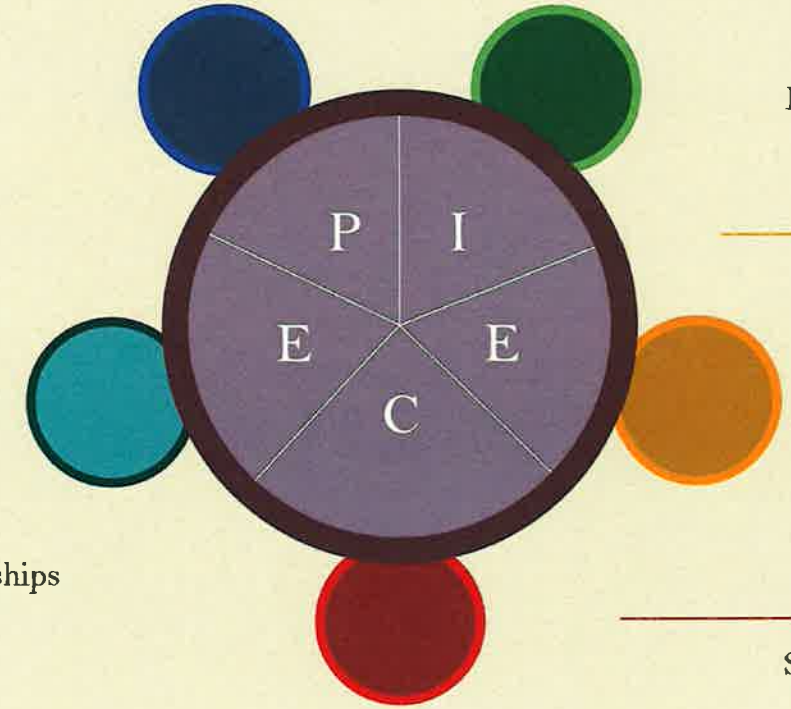
# PIECE ANALYSIS™ OF LAKE PARK CRA

## PRESERVE

Historical Charm
Historic Grid Pattern/ Layout
Landscape
Legacy Businesses
Railroad Connection

## INVEST

Creating a Destination
Public Events/ Farmer's Market
Main Street Programming
Commercial Facades
Marketing & Promotion of Town




## EXPOSE

Historic Downtown
Vibrant, Active, and Walkable
Planning History
Frederick Law Olmsted
Industrial Opportunity
Pleasant Place to Live

## ENHANCE

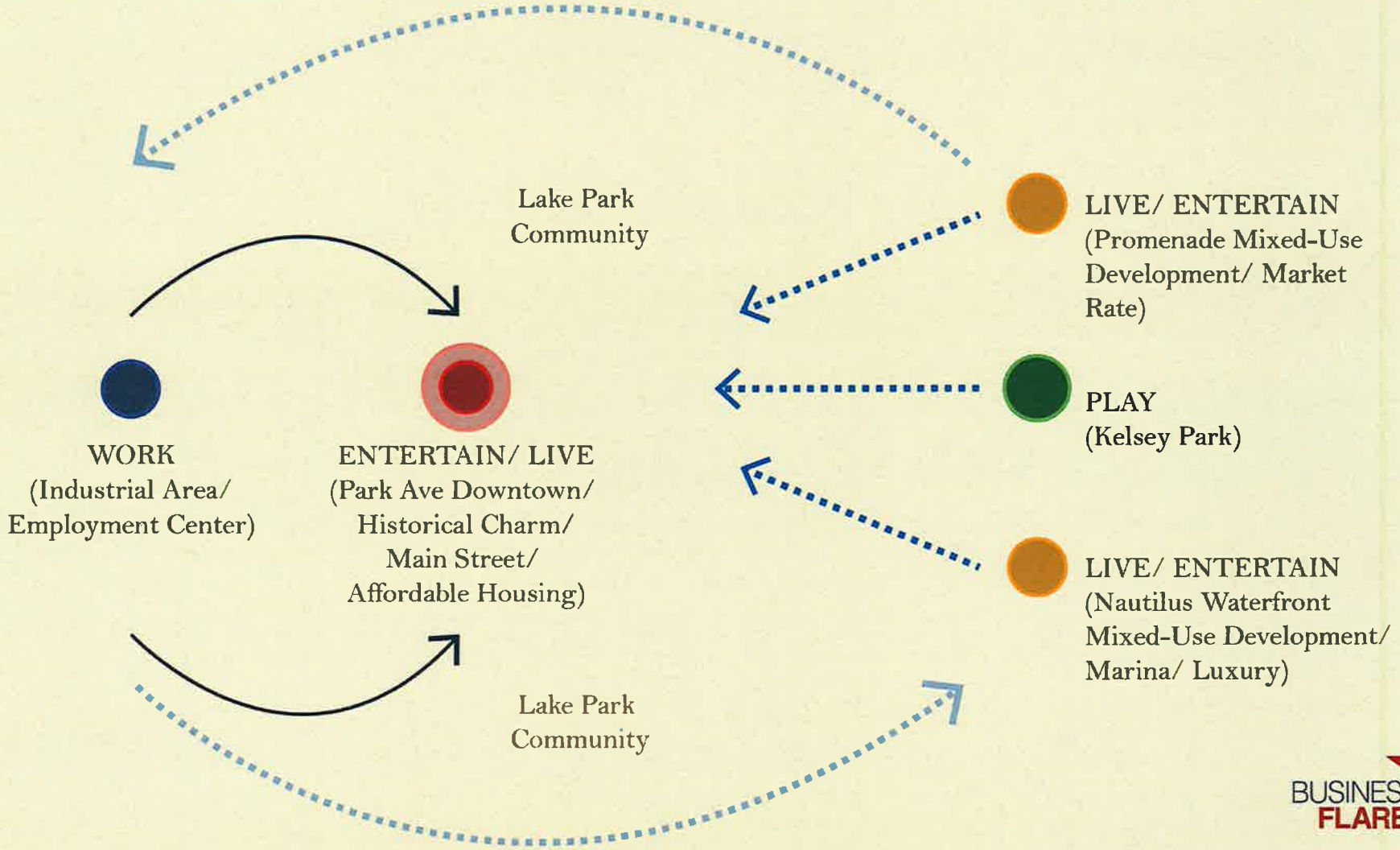
Downtown Feel & Identity
A Reason to Come Here
The Experience
Park Ave by Night
Smaller Retail Spaces
Local Businesses Network/ Partnerships
Residential Offerings

## CAPITALIZE

Small Town Charm
Industrial Space
Accessibility

BUSINESS FLARE®

# SUSTAINABILITY ANALYSIS OF LAKE PARK CRA




BUSINESS FLARE®

# Key Areas of Focus

1. Downtown
2. 10th Street
3. Housing
4. Industrial Workforce

**Topics**

- Identity and brand.
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- Agility & testimonials.
- Champions network.
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- Grow market share.
- Creatives.
- Adaptive Reuse.
- Recreation and entertainment.
- Economic development.

# Areas of Further Analysis

1. Land acquisition
2. Residential development
3. Justify CRA expansion
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6. Connectivity

# Next Steps

- Finalize Plan Draft
- Present Draft Plan to CRA Board (March 16)
- Present Plan to P&Z Board (April 4)
- Adoption of Final Plan by Town Commission (April 20)

Thank You

Q&A

# New Business

# TAB 2

# CRA
## Agenda Request Form

**Meeting Date: March 2, 2022** **Agenda Item No.**

**Agenda Title: Executive Director's Annual Report**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 2-16-22

John O. D'Agostino, Executive Director

Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• CRA Annual Report 2020-2021 |
|---|---|---|

**Summary Explanation/Background:** Each year the CRA Board of Directors received the Annual Report of the prior Fiscal Year activities of the community Redevelopment Agency from the Executive Director. Attached is the Annual Report for Fiscal Year 2020-2021. As you will realize, this past fiscal year for the CRA completed some important projects provided incentives to a few businesses and continues to market the CRA businesses and the theme of Love, Lead, Live Lake Park CRA.

**Recommended Motion:** Motion to accept the Annual Report of the Community Development Agency for Fiscal Year 2020-2021 and to instruct the Executive Director to forward the same to the Town Commission. Furthermore, the Community Development Agency will file said report with Palm Beach County.

# ANNUAL REPORT
# FISCAL YEAR 2020/2021

TOWN OF
LAKE PARK

COMMUNITY
REDEVELOPMENT
AGENCY

# THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA

# ANNUAL REPORT FOR THE FISCAL YEAR 2020-2021

The Town of Lake Park (the Town), formerly known as Kelsey City, has a rich and diverse cultural history dating back nearly a century. The Olmstead Brothers (renowned landscape architects and creators of such noteworthy projects as the National Mall and New York's Central Park) laid out the incorporated Kelsey City in 1923. The Town is one of the earliest master-planned communities in South Florida and continues to retain its original characteristics. In 1919, founder Harry Seymour Kelsey purchased 100,000 acres approximately 17 miles between Jupiter and Riviera Beach. Kelsey chose the scrub ridge for the site of Kelsey City (later renamed Lake Park). The Town maintains much of its original charm while simultaneously embracing the present and planning for the future.

## CREATION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY:

In 1996, the Town of Lake Park Community Redevelopment Agency (CRA) was created by a vote of both the Town Commission and the Palm Beach County Board of County Commissioners. Its purpose was, and remains, to restore and maintain a sense of place and community through the revitalization of the physical and economic environment throughout designated areas. The 1996 CRA board presented a plan that served as the framework for programming redevelopment activities and implementing specific projects designed to leverage public interest and private investment required for revitalization. Redevelopment is one of the best ways to instill new life into areas adversely impacted by social, physical, environmental or economic conditions. The targeted area receives focused attention and financial investment to reverse the negative trends caused by slum and blight. The CRA creates jobs, restores a business climate, rehabilitates, and increases business and housing opportunities for low- and moderate-income residents and families. The “Business Before Breakfast” group, which meets every Tuesday morning at 8:30 at the Brewhouse Gallery, is an excellent example of active participation and investment by residents, businesses, and organizations that likely would not otherwise occur.

The figure below illustrates the current boundary of the Lake Park CRA compared to the municipal boundaries of the Town.

The Town of Lake Park CRA remains committed to fostering ongoing development and sustainable growth. The purpose of this CRA Annual Report is to provide the reader updated information regarding existing priorities and to highlight initiatives the Executive Director has pursued during Fiscal Year 2020-2021, as well as plans for future growth and development.

## RECENT GROWTH AND DEVELOPMENT:

### Dedicated IT:

In FY 2019-2020, Dedicated IT received $1.8 million in financing from Flagler Bank. The value of the 754 Park Avenue property, which will house the company when construction is complete, is close to $2.4 million. The CRA, in partnership with the Town, guaranteed the loan for 24 months. The loan guarantee provided the impetus for the redevelopment of 754 Park Avenue. Dedicated IT has experienced unprecedented growth, employing close to 100 global employees, with 30 in rented space in the 700 block of Park Avenue. When corporate offices open, we can expect upwards of 65 employees working on-site. The average starting salary is between $60,000 and $70,000 per year.

The Executive Director is concerned with the amount of time it has taken to complete the construction of the building. There have been construction delays, COVID-related delays and now material availability delays that have extended the construction schedule. The Board of Directors, at the recommendation of the Executive Director, entered into a contract with Dedicated IT and the lending institution to underwrite the first two years of the bank loan. The loan timeline expired on January 31, 2022; however, the property owner received a six-month extension to July 31, 2022. The Executive Director is working with Florida Power and Light to move the existing utility poles across the alleyway to allow

for construction to resume. The contractor needs an additional three to possibly four months to complete the work.

When completed, Dedicated IT will become an important economic partner with the CRA as the anchor to the vision of live, work and recreate in the CRA's Park Avenue Downtown District (PADD). The essential ingredient in the live and work campaign is business and housing development in the PADD. Additional residential, mixed-use units with an increase in density will bring more of the live and recreate options to the forefront of the CRA development campaign. With an increase in density, structured parking may be required in the PADD area. To allow for additional residential units, the PADD has undergone Comprehensive Plan Amendments that allow for increased density, and is currently undergoing modifications to the Land Development Regulations to allow for more intensity (i.e. higher buildings) so that the increased density is feasible, along with an expanded area for the PADD so that additional land area is available to support downtown development. The success of the PADD requires businesses such as Dedicated IT and others to provide jobs and the Town to approve Land Development Regulations that promote the increases in in heights and in density within a mixed-use environment.

The Community Development Department is working on the Land Development Regulations referenced above, for the Planning & Zoning Board and Town Commission to consider. The 2010 master plan articulates mixed-use development with a design form that promotes zero lot lines, similar to the One Park Place (801 Park Avenue) property. One Park Place has 20 residential units, and is fully occupied; the ground floor commercial space remains vacant. Since Phase 2 of One Park Place never moved forward, any future development (either new construction or a buildout of the existing commercial shell space) will require the developer to construct additional alleyway parking to accommodate the additional uses.

Contingent on market demand, micro-units in the PADD will support restaurants, cafes, shops, and specialty boutique stores in an effort to also fill vacant retail space within the PADD section of the CRA.

**Microbreweries:**

A total of two microbreweries are open and one is under construction. The two breweries that are currently open are Kelsey City Brewery (PADD) and Coastal Karma (along 10th Street, within the future PADD expansion area). Two years ago, the Town Commission passed an ordinance that facilitated various types of breweries in the PADD initially and then within the neighboring Commercial-2 (C-2) area, as well, to provide additional synergy within the CRA. The brewery currently under construction is NOBO Brewery, which is located along Park Avenue in the PADD.

The onset of COVID-19 created significant hurdles for the food and beverage industry in Lake Park and within the CRA district. In response to the COVID restrictions, the Town Commission continued outdoor seating to extend the food and beverage industry's footprint to allow outdoor seating. The Commission permitted outdoor seating for three businesses, two within the CRA and one outside the CRA. The outdoor seating arrangement provided a lifeline for these businesses to continue to operate under stringent COVID indoor seating restrictions imposed at the county level.

The buzzword in 2020 for the microbrewery industry was "pivot." Small brewers survived the worst of the pandemic by "pivoting" to more to-go and packaged sales. The Executive Director is awaiting further data to understand more fully what occurred over the past 20 months and how our two microbreweries survived the pandemic. He believes innovation paved the way for each microbrewery to attract customers inside and outside their respective establishments

Microbreweries will provide longstanding synergy pairing with existing and new food establishments along the PADD, and the development of housing units in the downtown district will provide much-needed traffic to downtown businesses.

**Millenials:**

The CRA continues to attract millennials to the downtown area. The eclectic feel of downtown businesses, the presence of unique art and retail shops in the PADD, along with a newly reopened restaurant, Locale GastroPub, will serve to attract people to the 700 block of Park Avenue. The increase in the number of microbreweries in the PADD, the need to develop micro-units along Park Avenue, open-air cafes, restaurants with unique food offerings, and Oceana Coffee's roasting house/food and beverage facility (which also incorporates a commercial kitchen for catering businesses) on 10th Street will complement the CRA's overall objective. Combining the above with what already exists in the PADD will only add to the millennial attraction. The performing arts venues will also have a positive economic impact on the PADD/CRA area.

**Coffee Roasters:**

Oceana Coffee has purchased 1301 10th Street. The parcel is located on the southeast corner of 10th Street and Northern Drive, along the CRA's northern boundary (see the enclosed CRA boundary map). The owners are scheduled to receive their building permit in March or April of 2022.

The addition of a coffee roaster in Lake Park is expected to have a significant impact on the CRA based on original research commissioned by The National Coffee Association, which identified the following information:

- Overall coffee consumption is up by 5% across the nation since 2015.
- 7 in 10 Americans drink coffee every week; 62% drink coffee every day.
- The average American coffee drinker drinks just over 3 cups per day.

***Americans drink coffee throughout the day and are looking for convenient, on-the-go options***

- ✓ Nine out of 10 older coffee drinkers consume a cup at breakfast, compared to seven out of 10 18- to 24-year-olds; however, young people are almost twice as likely to consume a coffee beverage at lunchtime as someone over 60.
- ✓ Popularity of single-cup brewing machines has soared by nearly 50% in the last five years. Americans are 24% less likely than in 2015 to prepare their coffee in a traditional drip coffee maker.
- ✓ Almost half (48%) of daily coffee drinkers who buy their coffee at a quick-service restaurant, cafe, donut shop or convenience store do so through a drive-through. One quarter of people who have ordered a coffee outside the home in the past week have used an app to do so.

***Americans are choosing premium beans and espresso-based beverages over traditional coffee***

- ✓ 60% of coffee served in the United States is “gourmet” (brewed from premium beans).
- ✓ Coffee drinkers are flocking to espresso-based beverages, with consumption of cappuccinos, lattes, and flat whites up by a staggering 50 from 2015 to 2020, driven in part by strong popularity with 25- to 39-year-olds.
- ✓ Cold brew and nitro coffees were virtually unknown in 2015, but now one in five Americans under age 40 consumes at least one every single week.
- ✓ Consumption of traditional coffee has declined by 10%, though coffee drinkers over 60 are twice as likely to consume traditional coffee as 18- to 24-year-olds.

***Coffee choices reflect Americans’ regional, cultural, and generational preferences***

- ✓ Coffee consumption increases with age, but Americans under 40 increased coffee consumption 40% since 2015.
- ✓ Medium roast is, overall, America’s favorite. Southerners are 25% more likely to order frozen blended coffee than Northeasterners.
- ✓ Espresso-based beverages are most popular with Hispanic-American coffee drinkers, and lattes are most popular with Asian-Americans.
- ✓ Some beverages may be trendy on social media but haven’t yet reached big numbers in general consumption. Flat whites, for example, are still only a distant ninth place for Americans across the board; they are most popular with Hispanic-Americans and millennial coffee drinkers.
- ✓ More than half of coffee drinkers (53%) want to buy coffee that is certified good for the environment and good for coffee farmers and communities.

Given Oceana Coffee's presence in the CRA, and the information provided above, the company will bring a significant amount of traffic to the CRA. The challenge for the CRA is linking up the traffic generated by Oceana Coffee to the businesses located in the PADD from the north end of 10th Street down to Park Avenue.

**The Arts/Strategic Marketing:**

The arts play a significant role in the CRA's future development plans. As a result of the marketing study performed by the Treasure Coast Regional Planning Council (TCRPC), subsequent marketing strategies recommended by TCRPC to the CRA resulted in the CRA Board of Directors renewing the Strategic Marketing contract for the CRA. The Strategic Marketing campaign continues with the vibrant, engaging ***Live, Love, Lead Lake Park*** campaign, which touches on the vibrant image of the CRA. The Live Lake Park campaign highlights the role of the arts including arts culture and live entertainment.

**Black Box Theater:**

The Lake Park Black Box @ The Kelsey Theater, located in the 700 block of Park Avenue, is the second location for this company (the first is in Boca Raton). The quality of performances in Lake Park has greatly improved. The owner has extensive contacts in the entertainment world and many quality performances have taken place in Lake Park.

The Lake Park Black Box Theater plays an important role in live performance attractions to the PADD. Under the umbrella of Love Lake Park, microbreweries and restaurants will complement the live entertainment draw from the Black Box Theater.

**Brooklyn Cupcakes:**

Brooklyn Cupcakes is an all-woman minority-ownership company. The owners will maintain their signature location consisting of a 500-square-foot business in Brooklyn, New York, as well as their thriving mail-order business in partnership with Goldbelly, and are currently working with their consultants to finalize plans to open a cupcake business at 796 10th Street, near the Costal Karma Brewery location. The site needs a restaurant and eatery to complement the brewery location. It will be the first and only Brooklyn Cupcakes location south of New York.

**Future Focus:**

The 2010 CRA Master Plan will be updated in 2022. The CRA's focus is to initiate an update to the Master Plan that may include expanding the CRA boundaries. The possible future focus of the CRA may be toward the rehabilitation of existing CRA neighborhoods and the eradication of existing blighted housing conditions throughout the CRA area. The CRA Master Plan may also include other areas of the Town. While there is little interest

in developing those parcels in their existing state, with parking in the front, increasing density is one way to provide developer incentives to move properties from the rear to the front of Park Avenue. Parcel owners may be inclined to consider redevelopment under the new CRA Master Plan. Either way, density will play a role in investors creating a scenario in which they either move building properties to the front of parcels or take existing empty lots along 10th Street and create higher-density projects. Building density in the PADD corridor increases the incentive to create live-work-recreate opportunities in the CRA PADD.

Parcel acquisition is an option for the CRA Board of Directors to consider, since the CRA controls only one parcel in the CRA.

**Parcel Assembly:**

Staff continues to work with a group of owners to assemble parcels into one significant mixed-use development on the corner of Park Avenue and 10th Street. The availability of funding and the CRA's ability to borrow to acquire critical parcels along Park Avenue will facilitate investment and development in conjunction with CRA incentives. The parcels in question are Barbie's Place restaurant (935 Foresteria), the Sorota property (940 Park Avenue), the old Rosita's Meat Market (936 Park Avenue), and the Jamaican restaurant/barber shop parcel (924 Park Avenue). The Executive Director expects the properties to be assembled and sold soon, given the advancements to the increased density and the upcoming land development regulations modifications to allow more intensity.

**CRA Incentives (Awarded by the Board of Directors):**

June 16, 2021: $25,000 to 700 Park Avenue Holdings LLC for permanent exterior improvements to provide outdoor seating options to patrons.

October 21, 2021: $5,000 to D&J Laundromat for interior mechanical air conditioning installations to improve business operations.

**CRA Parking Lot:**

The CRA completed the long-awaited parking lot in the back of the 700 block of Park Avenue. Funding for the parking lot came from the one-cent sales tax. The cost of construction was $724,580, which was less than the estimated budget of $780,000. The parking lot, which was a design-build surface parking lot, was 12 years in the making and was part of the 2010 CRA Master Plan for expanded parking in the CRA.

**Joshua's Deli:**

The Lord's Place recently opened Joshua's Deli for lunch along Park Avenue. The eatery serves specialty soups and sandwiches and provides high-quality foods at a reasonable price point while providing valuable instruction in the culinary arts in order to help formerly homeless individuals develop marketable employment skills.

**Industrial Area Developments (adding the 'work' element to the CRA):**

*Clean Sweep* (810 Watertower Road) previously received development order approval for its 12,353-square-foot office/warehouse with an outdoor trucking yard. It submitted its master permit for new construction in January 2022. Construction value is $2,123,646.

*DXD Capital* (four-story, 99,990-square-foot self-storage facility on Watertower between 13th and 14th Streets) almost completed its site plan review phase and will move forward to the Planning & Zoning Board and Town Commission for development order approval.

*Dalfen Industrial*, along the north side of Watertower and within the entire brownfield site area along the west side of Old Dixie Highway, is proposing 184,758 square feet of office/warehouse and trailer parking along with a full clean-up of the site. The project is currently in site plan review.

*Coston Marine* (1400 Watertower Road), a new 6,316-square-foot office/warehouse building along Watertower Road between 14th and 15th Streets has been completed.

## Appendices

**Appendix A**
CRA BUSINESS APPLICATION COMPLETION LIST
October 1, 2020, through September 30, 2021:

**Appendix B**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA UNAUDITED FINANCIAL STATEMENT 2020-2021

**Appendix C**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA OPERATING BUDGET FOR FY 2020-2021

**Appendix D**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA BOARD OF AGENCY MEETING AGENDAS AND MINUTES FROM OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021.

- Note: The first meeting of the fiscal year for the CRA Board of Directors occurred on October 21, 2020.

# APPENDICES

# A - D

# APPENDIX A

## CRA BUSINESS COMPLETION LIST: October 1, 2020 through September 30, 2021

| Business Name and Location (if different from mailing address) | Business Owner Contact Info & Mailing Address | Type of Business | Reason for BTR | Email Address | # of New Employees |
|---|---|---|---|---|---|
| **Abundant Living Chiropractic** | **Dr. Stacy-Ann Smith 561-233-3340 705 Park Avenue Suite B** | **Chiropractor** | **New Business** | **abundantchiropractic@gmail.com** | **2** |
| **Appliances 4 Less** | **Wei Cao 561-366-7698 1263 10th Street** | **Retail Appliance Store** | **New Business** | **A5617297238@gmail.com** | **3** |
| **Aspen Behavioral Health 525 10th Street STEs 501, 503, and 507** | **Ari Lind 717-826-4924 525 10th Street** | **Substance Abuse Treatment Facility** | **Ownership Transfer** | **ari@aspenbehavioralhealth.com** | **10** |
| **Aspen Behavioral Health 359 10th Street** | **Ari Lind 717-826-4924 525 10th Street** | **Professional Office** | **Ownership Transfer** | **ari@aspenbehavioralhealth.com** | **0** |
| **ESS Productions LLC** | **Eugene Stachunski 404-844-6939 1200 Old Dixie Highway Unit 7** | **Sound Consultant** | **New Business** | **genoallthetime@gmail.com** | **1** |
| **Exzakt Performance 801 15th Street Unit 3** | **Robert Knowles 800-428-0518 9727 Gardenia Drive, Palm Beach Gardens FL 33410** | **Auto Restoration** | **New Business** | **Knowles1@msn.com** | **2** |
| **Flight Bungee Fitness Palm Beach LLC 501 10th Street Ste. 521-523** | **Tanya Franklin 561-324-9772 1601 West 32nd Street Riviera Beach, FL, 33404** | **Fitness/Dance Studio** | **New Business** | **info@flightbungeepb.com** | **2** |
| **Florida Auto and Boat Works LLC** | **John Riedel 561-255-5684 116 Miller Way, Unit 8** | **Mobile Boat Repair** | **New Business** | **Flautoandboats@gmail.com** | **1** |

## CRA BUSINESS COMPLETION LIST: October 1, 2020 through September 30, 2021

| | | | | | |
|---|---|---|---|---|---|
| **French Financial Services** | **Steve and Scott French<br>561-845-6100<br>1125 Old Dixie Highway STE 2** | **Financial Insurance Office** | **New Business** | **FrenchFinancialServices@gmail.com** | **2** |
| **Heart of God Missions International** | **Charmaine Pitter<br>561-512-6998<br>910 10th Street #10** | **Non-Profit Thrift Store** | **Location Transfer** | **charmainejff@yahoo.com** | **2** |
| **Heart of God Missions Thrift and Charity** | **Charmaine Pitter<br>561-512-6998<br>910 10th Street Unit D** | **Non-profit** | **Location Transfer** | **charmainejff@yahoo.com** | **0** |
| **Helping Others Move Easy** | **Rita Gonzalez<br>786-231-8722<br>905 Laurel Drive** | **Moving Company** | **New Home Business** | **rita@homemd.org** | **2** |
| **Joe Hanley's Tree Trimming<br>825 13th Street** | **Fleming J. Hanley III<br>561-842-4189<br>637 Flotilla Lane, North Palm Beach, FL 33408** | **Landscaping Service** | **Location Transfer** | **Jhtree1@att.net** | **3** |
| **Lake Park Auto + Fleet Repair** | **Bruce T. Jacobs + Robert Jicha<br>561-840-9918<br>1101 Old Dixie Highway** | **Auto Repair** | **New Business** | **LakeParkRepair@gmail.com** | **5** |
| **Lake Park Podiatry** | **Henry Stark<br>561-371-1234<br>701 Park Avenue** | **Podiatrist** | **New Business** | **lakeparkpodiatry@gmail.com** | **5** |
| **Lanati LLC** | **Gado G Dutreuil<br>561-229-7295<br>941 Park Avenue** | **Screen Printing** | **New Business** | **lanaticollection@gmail.com** | **2** |
| **Leading Plumbing Services, LLC** | **Nerric Jolteus<br>561-506-6159<br>816 Greenbriar Drive** | **Plumber** | **Name Change** | **nerricjol@yahoo.com** | **1** |
| **Mark Anthony Construction** | **Mark Murdocco<br>561 429 4218<br>1194 Old Dixie Highway STE 201** | **Construction Company** | **New Business** | **sade@markanthonyconstfl.com** | **7** |
| | | | | | |

## CRA BUSINESS COMPLETION LIST: October 1, 2020 through September 30, 2021

| | | | | | |
|---|---|---|---|---|---|
| **Martindale Sofa and Fine Furniture Inc** | **Vilma Montano and Jaime Martinez 561-845-7085 836 Park Avenue** | **Upholstery Service** | **Location Transfer** | **JR1871456@gmail.com** | **1** |
| **New Car Trade Ins LLC** | **James Geiger 561-662-9595 1194 Old Dixie Highway STE 17** | **New Car Trade-Ins** | **New Business** | **JIMGEIGER@PDIUSVI.COM** | **1** |
| **NMF Medical Corp. 511 10th Street** | **Edward W. Pearson, MD 888-561-4325 8551 SE Driftwood St, Hobe Sound, FL 33455.** | **Medical Office** | **New Business** | **support@newmedicinefoundation.org** | **6** |
| **Palm Beach Regency 850 Old Dixie Highway, Lake Park FL. 33403.** | **Korine Belock 646-942-8676 320 Dyer Road, West Palm Beach, FL. 33405** | **Vintage Furniture Sales** | **New Business** | **kkb@palmbeachregency.com** | **2** |
| **PDR 360 Paintless Dent Repair** | **Juan Bacchetta 561-701-3318 802 Old Dixie Highway** | **Dent Repair and Detailing** | **New Business** | **360PDR@gmail.com** | **2** |
| **Signarama North Palm Beach** | **Triumph Marketing INC 561-845-7339 802 Old Dixie Highway STE 3** | **Sign Vendor** | **Location Transfer** | **lisa@sar-npb.com** | **1** |
| **Wolverine Roofing** | **Cheryl Wikel 561-719-2653 1300 Old Dixie Highway Suite 101/102** | **Roofing Contractor** | **New Business** | **dave@wolverineroofers.com** | **10** |
| | | | | **Total** | **73** |

# TOWN OF LAKE PARK
# COMMUNITY REDEVELOPMENT AGENCY

## Balance Sheet*
As of September 30, 2021

| | | |
|---|---|---|
| **Assets** | | |
| Cash & Equivalents | $ | 884,328 |
| Accounts Receivable | $ | - |
| Notes Receivable | $ | - |
| Prepaid Expense | $ | - |
| Due from other funds | | - |
| Total Assets | $ | 884,328 |
| **Liabilities** | | |
| Accounts Payable | $ | 45,066 |
| Accrued Payroll | | - |
| Due to other funds | | (121,332) |
| Total Liabilities | $ | (76,266) |
| **Fund Balance** | | |
| Restricted | $ | 48,090 |
| Unrestricted | | 912,504 |
| Total Fund Balance | $ | 960,594 |
| Total Liabilities & Fund Balance | $ | 884,328 |

*** Unaudited**

## Statement of Revenues, Expenditures and changes in Fund Balance*
For the Year Ending September 30, 2021

| | | |
|---|---|---|
| **Revenue** | | |
| Taxes | $ | 476,859 |
| Intergovernmental | | 878,598 |
| Investment Earnings | | |
| Other | | - |
| Total Revenue | $ | 1,355,457 |
| **Expenses** | | |
| Personnel Services | $ | - |
| Operating Expenses | | 750,621 |
| Grants | | 81,062 |
| Capital Expenses | | 232,891 |
| Debt Service | | 168,866 |
| Total Expenses | $ | 1,233,440 |
| **Net change in Fund Balance** | $ | 122,017 |
| Fund Balance, beginning | $ | 480,327 |
| **Fund Balance, ending** | $ | 602,344 |

Note

Fund Balance improved by: $ 122,017

**Town of Lake Park**

**Community Redevelopment Agncy**
**Budget Vs Actual**
**100.00 % Yr Complete For Fiscal Year: 2021 / 9**

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| REVENUES | | | | | | | | |
| Ad Valorem Taxes - County | 110-311.115 | 473,069 | 0 | 473,069 | 476,859.00 | 0.00 | 101% | 3,790.00- |
| Transfer from General Fund | 110-381.001 | 871,192 | 0 | 871,192 | 878,598.00 | 0.00 | 101% | 7,406.00- |
| TOTAL OF C.R.A. REVENUES | | 1,344,261 | 0 | 1,344,261 | 1,355,457.00 | 0.00 | 101% | 11,196.00- |
| EXPENSES | | | | | | | | |
| Total Personal Services | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Professional Services | 110-55-552-520-31000 | 50,000 | 0 | 50,000 | 47,997.61 | 26,125.00 | 148% | 24,122.61- |
| Professional Svc - Town Attor | 110-55-552-520-31100 | 3,500 | 0 | 3,500 | 5,800.00 | 0.00 | 166% | 2,300.00- |
| Contractual Services | 110-55-552-520-34000 | 102,850 | 0 | 102,850 | 97,163.05 | 990.00 | 95% | 4,696.95 |
| Contract PBC Sheriff | 110-55-552-520-34010 | 133,680 | 0 | 133,680 | 131,175.00 | 0.00 | 98% | 2,505.00 |
| Travel & Training | 110-55-552-520-40000 | 8,250 | 0 | 8,250 | 1,092.18 | 0.00 | 13% | 7,157.82 |
| Postage & Shipping | 110-55-552-520-41200 | 182 | 0 | 182 | 727.26 | 0.00 | 400% | 545.26- |
| Utilities | 110-55-552-520-43000 | 12,000 | 0 | 12,000 | 17,639.00 | 0.00 | 147% | 5,639.00- |
| Equipment Rentals | 110-55-552-520-44100 | 1,500 | 0 | 1,500 | 1,178.05 | 0.00 | 79% | 321.95 |
| Insurance | 110-55-552-520-45000 | 10,000 | 0 | 10,000 | 5,568.00 | 0.00 | 56% | 4,432.00 |
| Repair and Maintenance | 110-55-552-520-46000 | 4,000 | 0 | 4,000 | 1,489.30 | 0.00 | 37% | 2,510.70 |
| Printing | 110-55-552-520-47000 | 100 | 0 | 100 | 0.00 | 0.00 | 0% | 100.00 |
| Advertising | 110-55-552-520-48100 | 2,000 | 0 | 2,000 | 0.00 | 0.00 | 0% | 2,000.00 |
| Office Supplies | 110-55-552-520-48101 | 250 | 0 | 250 | 0.00 | 0.00 | 0% | 250.00 |
| OPERATING EXPENSES | 110-55-552-520-48102 | 0 | 0 | 0 | 475.00 | 0.00 | 0% | 475.00- |
| Operating Expenses | 110-55-552-520-52000 | 3,000 | 6,712 | 9,712 | 9,844.30 | 0.00 | 101% | 132.30- |
| Memberships, Dues, & Subscrip | 110-55-552-520-54200 | 1,045 | 0 | 1,045 | 1,134.52 | 0.00 | 109% | 89.52- |
| Total Operating | | 332,357 | 6,712 | 339,069 | 321,283.27 | 27,115.00 | 103% | 9,329.27- |
| Total Depreciation | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |

**Community Redevelopment Agncy**
**Budget Vs Actual**
**100.00 % Yr Complete For Fiscal Year: 2021 / 9**

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| Buildings | 110-55-552-520-62900 | 0 | 0 | 0 | 232,891.40 | 0.00 | 0% | 232,891.40- |
| Total Capital Outlay | | 0 | 0 | 0 | 232,891.40 | 0.00 | 0% | 232,891.40- |
| Total Debt Service | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Grant - Business Development | 110-55-552-520-82111 | 125,000 | 6,712- | 118,288 | 59,062.86 | 0.00 | 50% | 59,225.14 |
| Grants and Incentives | 110-55-552-520-82118 | 62,500 | 0 | 62,500 | 22,000.00 | 0.00 | 35% | 40,500.00 |
| Revolving Loan Program | 110-55-552-520-82200 | 134,881 | 0 | 134,881 | 0.00 | 0.00 | 0% | 134,881.00 |
| Total Grants & Aids | | 322,381 | 6,712- | 315,669 | 81,062.86 | 0.00 | 26% | 234,606.14 |
| Transfer to Gen Fund - ILA 20 | 110-55-552-520-91010 | 168,866 | 0 | 168,866 | 168,866.04 | 0.00 | 100% | 0.04- |
| Transfer to Gen Fund - ILA 20 | 110-55-552-520-91030 | 91,320 | 0 | 91,320 | 0.00 | 0.00 | 0% | 91,320.00 |
| Indirect Cost Allocation | 110-55-552-520-99110 | 429,337 | 0 | 429,337 | 429,336.96 | 0.00 | 100% | 0.04 |
| Total Other | | 689,523 | 0 | 689,523 | 598,203.00 | 0.00 | 87% | 91,320.00 |
| Total Co-op Operating Exp | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Total Co-op Cap Outlay | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Total Co-op Debt Service | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Total Other | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |

**Town of Lake Park**

**Community Redevelopment Agncy**
**Budget Vs Actual**
**100.00 % Yr Complete For Fiscal Year: 2021 / 9**

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| TOTAL OF C.R.A. EXPENSES | | 1,344,261 | 0 | 1,344,261 | 1,233,440.53 | 27,115.00 | 94% | 83,705.47 |

**APPENDIX D**

# AGENDA

## SPECIAL CALL

**Community Redevelopment Agency Board Meeting**
**Wednesday, October 21, 2020, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | **—** | **Chair** |
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **Erin Flaherty** | **—** | **Board Member** |
| **Christiane Francois** | **—** | **Board Member** |
| **John Linden** | **—** | **Board Member** |
| **Roger Michaud** | **—** | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**
**None**

**D. CONSENT AGENDA:**
**1. September 2, 2020 Special Call Community Redevelopment Agency Meeting Minutes.** **Tab 1**

**E. 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.**

**F. NEW BUSINESS:**

**2. The Community Redevelopment Agency Board Recommending the Town Commission to Approve CRA Parking Lot Project 107-2020. Tab**

**3. Resolution 72-10-20 Authorizing and Directing the Chairman to Sign a Grant Agreement with D and J Laundromat and Dry Cleaning Services, LLC Tab**

**G. BOARD MEMBER COMMENTS**

**H. REQUEST FOR FUTURE AGENDA ITEMS:**

**I. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Board Meeting will be conducted on December 2, 2020.**

# Minutes
# Town of Lake Park, Florida
# Special Call
# Community Redevelopment Agency
# Board Meeting
# Wednesday, October 21, 2020, 6:30 p.m.
# Town Hall Commission Chamber, 535 Park Avenue
# Lake Park, Florida 33403

The Community Redevelopment Agency (CRA) Board met for a Special Call Community Redevelopment Agency Board Meeting on Wednesday, October 21, 2020 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, and Roger Michaud, who arrived at 6:33 p.m. Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez. Board Member Christine Francois was absent

Agency Clerk Mendez performed the roll call and Acting Library Director Judith Cooper led the pledge of allegiance.

**CONSENT AGENDA:**

**1. September 2, 2020 Special Call Community Redevelopment Agency Board Meeting Minutes.**

**Motion: Vice-Chair Glas-Castro moved to approve the Consent Agenda; Board Member Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member Christiane Francois | | | Absent |
| Board Member Roger Michaud | X | | |
| Board Member John Linden | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 5-0.

**Public Comment:**

None

**NEW BUSINESS:**

**2. The Community Redevelopment Agency Board Recommending the Town Commission to Approve CRA Parking Lot Project 107-2020.**

Executive Director D'Agostino provided a summary explanation of the item.

**Motion: Board Member Linden moved to approve the recommendation to the Board of Commissioners to adopt the CRA Parking Lot Project No. 107-2020; Board Member Michaud seconded the motion.**

Vice-Chair Glas-Castro requested clarification of the funding source. Executive Director D'Agostino explained that the Town of Lake Park would fund the project utilizing the One-cent Sales Tax. Board Member Linden questioned if the project would be entirely funded utilizing the One-cent Sales Tax and if residents would incur fees. Executive Director D'Agostino explained that project would be fully funded by the One-cent Sales Tax.

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member Christiane Francois | | | Absent |
| Board Member Roger Michaud | X | | |
| Board Member John Linden | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 5-0.

**3. Resolution 72-10-20 Authorizing and Directing the Chairman to Sign a Grant Agreement with D and J Laundromat and Dry Cleaning Services, LLC.**

Executive Director D'Agostino provided a summary explanation of the item.

Dawana and James Earl, owners of D&J Laundromat and Dry Cleaning Services, LLC introduced themselves and announced that they opened in November 2019. Board Member Flaherty questioned if funding was available. Executive Director D'Agostino explained that funding was available to award the grant.

**Motion: Board Member Michaud moved to approve Resolution 72-10-20; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member Christiane Francois | | | Absent |
| Board Member Roger Michaud | X | | |
| Board Member John Linden | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 5-0.

**Public Comment:**
None

**EXECUTIVE DIRECTOR REPORT:**
Executive Director D'Agostino announced the following comments within Exhibit "A"

**BOARD MEMBERS COMMENTS:**

**Board Member Francois** was absent.

**Board Member Linden** had no comments.

**Board Member Flaherty** had no comments.

**Board Member Michaud** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and by unanimous vote, the meeting adjourned at 6:45 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Agency Deputy Clerk, Shaquita Edwards, MPA, MMC

TOWN OF LAKE PARK
SEAL
Town Seal
FLORIDA

Approved on this 2 of December, 2020

**EXECUTIVE DIRECTOR COMMENTS**

Exhibit "A"

**SPECIAL CALL CRA BOARD MEETING**

**OCTOBER 21, 2020**

## INSURANCE RENEWALS

At its 9/2/2020 meeting, the CRA Board meeting approved the FY 2021 renewal of property and casualty insurance for the CRA with a not to exceed increase of 17 percent over the FY 2020 coverage or in the amount of $5,770. Gehring was able to negotiate that down to a 13 percent increase over the FY 2020 coverage, or $5,568.

# AGENDA

**Community Redevelopment Agency Meeting**
**Wednesday, December 2, 2020,**
**Immediately Following the Commission Workshop,**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | **—** | **Chair** |
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **Erin Flaherty** | **—** | **Board Member** |
| **Christiane Francois** | **—** | **Board Member** |
| **John Linden** | **—** | **Board Member** |
| **Roger Michaud** | **—** | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT: None**

**D. 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.**

**E. CONSENT AGENDA: All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the Agenda. Any person wishing to speak on an Agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.**

**1. October 21, 2020 Community Redevelopment Agency Board Meeting Minutes Tab 1**

**F. NEW BUSINESS:**

**2. Update the Community Redevelopment Agency Plan** **Tab 2**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. 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.**

**I. BOARD MEMBER COMMENTS**

**J. REQUEST FOR FUTURE AGENDA ITEMS:**

**K. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Board Meeting will be conducted on March 3, 2021.**

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Board Meeting
# Wednesday, December 2, 2020, 6:47 P.M.
# Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, December 2, 2020 at 6:47 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, Christiane Francois, John Linden and Roger Michaud, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez.

Agency Clerk Mendez performed the roll call and Chair O'Rourke led the pledge of allegiance.

**Consent Agenda:**

**1. Community Redevelopment Agency Board Meeting Minutes of November 6, 2019.**

**Motion: Vice-Chair Glas-Castro moved to approve the consent agenda; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member Christiane Francois | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**NEW BUSINESS:**

**2. Updates to the Community Redevelopment Plan.**

Executive Director D'Agostino explained that the current CRA Plan was 10 years old. He recommended the CRA Board provide update suggestions to Town Staff. Thereafter, the Town would complete an internal review, and retain a Consultant to ensure adherence to statutory requirements. He explained that he would like to begin updating the current plan and present suggested updates to the Commission within six months. Chair O'Rourke reiterated the importance of updating the CRA Plan. Board Member Linden suggested a CRA Plan Workshop to discuss updates; Chair O'Rourke agreed and asked Executive Director D'Agostino to schedule a Workshop. Chair O'Rourke suggested that the CRA

Plan be reviewed during multiple Workshops, and that the first Workshop focus on the Executive Summary of the CRA Plan. Discussion ensued regarding the scheduling of a future CRA Board Workshop, and CRA Board Vacancy. Chair O'Rourke encouraged Board Members to nominate qualified applicants.

**EXECUTIVE DIRECTOR REPORT:**
Executive Director D'Agostino - None

**BOARD MEMBERS COMMENTS:**
**Board Member Flaherty** had no comments.

**Board Member Francois** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Vice-Chair Glas-Castro and seconded by Board Member Michaud, and by unanimous vote, the meeting adjourned at 7:04 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Agency Deputy Clerk, Shaquita Edwards, MPA, CMC

Town Seal

Approved on this 3rd of February, 2021

# AGENDA

## Special Call

**Community Redevelopment Agency**
**Meeting**
**Wednesday, February 3, 2021, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | — | **Chair** |
| **Kimberly Glas-Castro** | — | **Vice-Chair** |
| **Erin Flaherty** | — | **Board Member** |
| **Christiane Francois** | — | **Board Member** |
| **John Linden** | — | **Board Member** |
| **Roger Michaud** | — | **Board Member** |
| **Henry K. Stark** | — | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**

**1. Discussion on Updating the Community Redevelopment Agency Plan Tab 1**

**2. Park Avenue Downtown District (PADD) Draft Code Update(s) Discussion Tab 2**

**D. CONSENT AGENDA:**

**3. December 2, 2020 Community Redevelopment Agency Board Meeting Minutes Tab 3**

**E. 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.**

**F. NEW BUSINESS:**
**None**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. BOARD MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Board Meeting will be conducted on March 3, 2021.**

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Board Meeting
# Wednesday, February 3, 2021, 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, February 3, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, and Henry K. Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez. Board Member Christiane Francois was absent.

Agency Clerk Mendez performed the roll call and Chair O'Rourke led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**

**1. Discussion on Updating the Community Redevelopment Agency Plan.**

Executive Director D'Agostino explained the item. He stated that the Board was provided the Plan several weeks ago and they had been asked to provide staff with their changes and comments. Staff received responses from Chair O'Rourke, Vice-Chair Glas-Castro, Board Members Linden and Sparks. He explained that copies of all the comments would be distributed to the Board Members. He suggested that the Board review the Plan section by section and spend one-hour discussing it. The sections that are not reviewed during this meeting would return for discussion during a future meeting.

Chair O'Rourke stated that this was the initial meeting to discuss the Master Plan. He suggested that the Plan be reviewed in general terms, which would get the Board to the more important aspects and narrow down to things that the Board believe are most important. The Board came to consensus to proceed in this manner. Executive Director D'Agostino explained that after all the comments and suggestions were incorporated into the Plan, a consultant would be hired to assist in the implementation of the Plan. He explained the role and responsibilities of a consultant and how they would assist with stakeholder public sessions.

Chair O'Rourke suggested discussing the items that are not in the Plan that would benefit the CRA. He asked what it would take to expand the CRA. Executive Director D'Agostino explained that Palm Beach County would need to approve an expansion of the CRA and it would need to meet the slum or blight criteria. Board Member Linden asked if the CRA had to be a continuous area. Executive Director D'Agostino was not sure if the area needed to be continuous but it did need to meet the criteria of slum or

blight. Vice-Chair Glas-Castro explained that the Town could have several districts like other municipalities. Board Member Linden suggested expansion to areas on Old Dixie Highway to Park Avenue West. Chair O'Rourke explained that when the Plan was created, the CRA was divided into area. For example Park Avenue was considered the Arts District. He suggested expanding from 10th Street to Northern Drive. He agreed with Executive Director's suggestion of expanding from Bert Bostrom Park on 6th Street south to Silver Beach Road, which would include a residential block. Chair O'Rourke suggested an archway in the Downtown District to signify the CRA. Board Member Flaherty felt that the CRA should not be expanded at this time. He preferred to address the current issues in the CRA, improve those issues, and at a later date revisit the idea of expansion. Vice-Chair Glas-Castro explained that expansion of the CRA was a grueling process, but agreed that it could be placed in the Plan to revisit in the future. She explained that the Plan talks about eliminating industrial and putting in galleries and antique shops and felt that the CRA was going in a different direction now. Chair O'Rourke was in favor of industrial and felt it was important to the CRA.

Executive Director D'Agostino asked if the Board was in favor of increased density in the western area of the CRA. The Board discussed increased density in the industrial area of the CRA. Executive Director D'Agostino suggested including a mobility plan into the CRA Plan. Chair O'Rourke explained that there are three criteria's in the Florida State Statute that governs CRA. Those three items are slum, blight, and shortage of affordable or low to moderate income housing. He stated that the CRA currently has affordable or low to moderate income housing in the CRA that we could be focusing our attention. He gave three examples of acceptable affordable housing as mini condos, artist's lofts, and pod housing. All of these would improve properties. He felt that they should create a better standard of living for all residents in the CRA as well as the Town. Board Member Stark asked if the housing has changed over the 30-years that the Town created the CRA. He suggested looking to see what other municipalities have done to improve their CRA's. Chair O'Rourke explained that when a consultant was hired to assist the CRA with updating the Plan, they would look at what other municipalities have done to improve their areas. He reminded the Board that technology was changing rapidly and it would be wonderful if Lake Park could be a leader in this area.

Vice-Mayor Glas-Castro suggested including an application (APP) to help support the businesses that could be downloaded to a device. Chair O'Rourke agreed that it should be included as part of the Plan. Vice-Chair Glas-Castro suggested reviewing/discussing the subdivided areas in the CRA to see if that was still the direction they envision for the CRA. She felt that Bioscience has gone by the waist side and was not sure that it was still a key focus for the CRA. She reminded everyone that the CRA could only spend funds for items outlined in the Plan. She suggested including incentives, such as grants, to help businesses. Executive Director D'Agostino explained that the Town currently has such a program, so the same could be implanted in the CRA. Agency Attorney explained that the Plan would need to lay out what incentives are available and then what standards need to be met in order to qualify for the incentive.

Board Member Linden suggested including a museum in the Plan. He stated that a railroad station does not appear to be in the Palm Beach County plan. He suggested using the land allocated for the railroad station to build workspace hubs along with a dog park would attract people to the area. Chair O'Rourke suggested that purchasing land would also be beneficial to the CRA. Board Member Michaud suggested warehouse hubs that would include WIFI capabilities, a place to sit, and a place to conduct business that would bring people to the CRA area. He also would like to see cultural driven businesses to bring people to eat, shop, and create our own identity.

Chair O'Rourke would like to follow Vice-Chair Glas-Castro's suggestion for the next meeting in which the Board would review the Plan and its specific area, but include some of the topics identified tonight, such a technology into the Plan. Board Member Flaherty wanted everyone to think of ways to bring back the economical and physical flow of people so that it helps the businesses in the CRA. He stated that the Plan was so outdated that starting with a brand new Plan may be beneficial to the CRA.

**2. Park Avenue Downtown District (PADD) Draft Code Update(s) Discussion.**

Community Development Director DiTommaso gave a brief presentation (see Exhibit "A"). Chair O'Rourke asked why the property next to the Fire Station was not included in the CRA. Community Development Director DiTommaso stated that it could be incorporated into the CRA.

Vice-Chair Glas-Castro asked if staff would be meeting with property owners before the item was brought back before the Board. Community Development Director DiTommaso stated that staff could set up such meetings because direct mail was sent to all property owners within the proposed expanded area. She stated that individual meetings were not scheduled with property owners. Executive Director D'Agostino stated that meeting would be scheduled with property owners prior to an Ordinance proposing new language would go before the Town Commission for consideration. Chair O'Rourke stated that the Board would provide feedback to staff prior to the March 3, 2021 CRA Meeting.

**Consent Agenda:**

**3. December 2, 2020 Community Redevelopment Agency Board Meeting Minutes.**

**Motion: Vice-Chair Glas-Castro moved to approve the consent agenda; Commissioner Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member Christiane Francois | | | Absent |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |

| | | | |
|---|---|---|---|
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**NEW BUSINESS:** **None**

**EXECUTIVE DIRECTOR REPORT:** **None**

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** congratulated Board Member Stark for volunteering to be on the Board.

**Board Member Francois** was absent.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** asked if the March 3, 2021 CRA meeting was starting at 6:00 p.m. or 6:30 p.m. Executive Director D'Agostino explained that Workshop begin at 6:00 p.m. and Regular meetings begin at 6:30 p.m.

**Motion: Board Member Michaud moved to begin the March 3, 2021 Community Redevelopment Agency Board meeting at 6:00 p.m.; Board Member Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member Christiane Francois | | | Absent |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after consensus to motion to adjourn, the meeting adjourned at 8:06 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Town Seal

Approved on this 3 of March, 2021

# SPECIAL CALL COMMUNITY REDEVELOPMENT AGENCY MEETING (CRA)

PARK AVENUE DOWNTOWN DISTRICT (PADD)

WEDNESDAY, FEBRUARY 3, 2021 – 6:30 P.M.

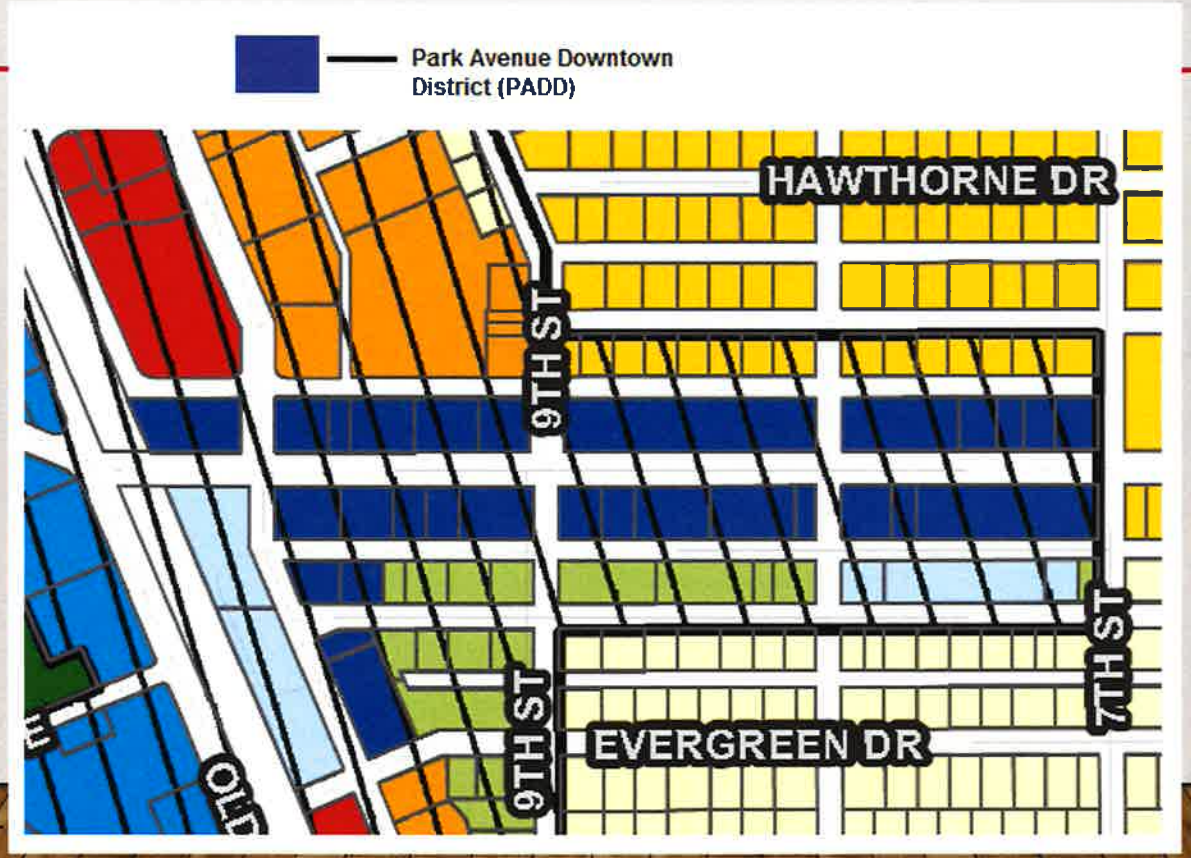
TOWN OF LAKE PARK

# PURPOSE

## RECAP

- Discuss the proposed Park Avenue Downtown District code regulations for Town Code Section 78-70
- Identify opportunities to make the regulations more business friendly
- Identify opportunities to further promote redevelopment through code modifications

# EXISTING PADD BOUNDARY



# AGENDA

(1) Review proposed modifications pursuant to prior discussions

(2) Next Steps

# TWO PRIMARY REQUESTS PURSUANT TO PRIOR WORKSHOPS

(1) Expansion of PADD Boundaries have been expanded (*comprehensive plan amendments and rezoning required*)

## PROPOSED

## (2) Flexibility on heights and increased density

*Comprehensive Plan Amendments & Height Considerations*

- Keep the "Downtown" land use classification, but extend into proposed expanded area

- Extend the basket of rights for density utilized along US-1 where density can be utilized on a first-come, first-serve, until the basket is exhausted at 80% and then needs to be replenished (rather than the existing 27 units/acre and FAR of 5.0, with minimum 20% residential also eliminated)

- Allow for increased heights in the district, up to 6 stories, with possibly additional stories for redevelopments along 10th Street and include the public improvement contribution provisions similar to the US-1 mixed-use district

# BREAKDOWN OF CODE SECTIONS

- Purpose and Intent
- Permitted and Special Exception Uses (associated with Table 78-70-1) and Accessory Uses
- Waivers to allow for flexibility (intended to be very broad per the original discussions)
- Supplemental Property Development Regulations
  - Redevelopments adjacent to 9th and 10th Streets (considerations for reconfigured sidewalks; landscape buffers; parking in the rear; setbacks adjacent to residential)
  - Prohibition of security bars, shutters, gates, and similar equipment
  - Prohibition of outdoor storage and indoor storage visible to the public
  - Requirements for underground utilities for substantial renovations and new constructions
  - New window display/coverings provisions to promote merchandise arrangements and discourage overuse of window signage
  - Prohibition of drive-in/drive-through facilities
  - Outdoor lighting and consistency in design
  - Vending machines only permitted within outdoor enclosures that are architecturally compatible
  - Building Heights deviations up to 20% for special architectural features
  - Parking (allowing valet) and pursuant to Table 78-70-2 and 78-70-4 (Master Public Parking Master Plan)
  - Signage (deferring to the Town's general signage code) – monument signs and special event signs will be limited
  - Sidewalk cafes and courtyards (recently adopted)
  - Table 78-70-1: Permitted and Special Exception Uses (Final version will likely eliminate Prohibited List) – *is the CRA Board interested in residential-only developments along 10th Street?*
  - Table 78-70-2

# NEXT STEPS

→ Comprehensive Plan Amendments Local Planning Agency/Transmittal and Adoption Hearings (April 2021 – August 2021)

→ Town Code Text Amendments and Rezoning Public Hearing Process (April 2021 – August 2021)

**meetings will be scheduled pursuant to the approval process required*

# THANK YOU!

Contact Info:

Town of Lake Park Community Development Department

Nadia Di Tommaso, Community Development Director

(561)881-3319

nditommaso@lakeparkflorida.gov

## Vivian Mendez

**From:** Nadia DiTommaso
**Sent:** Friday, January 29, 2021 1:34 PM
**To:** Vivian Mendez
**Subject:** Fwd: CRA Plan Comments

FYI, Done, all resolved.

Nadia

-------- Original message --------
From: John D'Agostino <jD'Agostino@lakeparkflorida.gov>
Date: 1/29/21 1:27 PM (GMT-05:00)
To: Commission <Commission@lakeparkflorida.gov>
Cc: Nadia DiTommaso <NDiTommaso@lakeparkflorida.gov>
Subject: FW: CRA Plan Comments

Per the request of the Vice Mayor, below you will find her comments for discussion next Wednesday Night.

John O. D'Agostino
Town Manager, Town of Lake Park Florida

-----Original Message-----
From: Kim Glas-Castro <kglas-castro@lakeparkflorida.gov>
Sent: Monday, January 18, 2021 3:20 PM
To: John D'Agostino <jD'Agostino@lakeparkflorida.gov>
Cc: kglas-castrro@lakeparkflorida.gov
Subject: CRA Plan Comments

Hello,
The Plan is obviously outdated in its references. I'm not sure that some of the policy directives of the time are still valid.

1) Is ARTS still a focus of the downtown or is it more "gathering places"
2) With the Tri-Rail station going to Gardens, we need to establish a new vision for that parcel and the area
3) promoting flex space and business incubator space might be the focus of the industrial area today rather than art galleries and antique shops
4) Plan doesn't seem to have the specificity for the incentives and activities that we've been undertaking
5) what is needed by Oceana?
6) virtual office space and tech hubs vs art galleries
7) outlined programs forTown employees illegal - has to be open to entire community
8) references to reserving space for biotech is antiquated and limiting
9) are there other brownfields? Or has this now been addressed?
10) where are referenced CRA policies for loans and subsidies?
11) are we following Plan requirements that only offer grants/ incentives that realize increased assessment and increase in TIF?
12) Bert Bostrom Park is not within CRA, therefore illegal to spend funds on park expansion and community center
13) need to watch statutory limitations on community policing activities
14) Downtown development scenario is out of date and needs new visioning effort
15) 10th street bioswales not mentioned
16) is a Park Ave Village Green still desired? Botanical park and garden?

## Vivian Mendez

**From:** John D'Agostino
**Sent:** Monday, February 1, 2021 2:40 PM
**To:** Erin Flaherty
**Cc:** Nadia DiTommaso
**Subject:** FW: CRA Plan Comments

I just received Commissioner Linden's Comments on the CRA plan.

John O. D'Agostino
Town Manager, Town of Lake Park, FL
561-881-3304 (Office)
561-881-3314 (Fax)
jdagostino@lakeparkflorida.gov
Twitter: @LakePkTM1
www.lakeparkflorida.gov

***Florida has broad public records law. Written communication regarding town business is a public record and is available to the public upon request. The e-mail communication herein is subject to public disclosure. To avoid public disclosure, please contact this office by phone, in person. Reference: Section 668.6076, FS***

***PLEASE NOTE: According to Florida's Government in the Sunshine Act (a.k.a. "Sunshine Law"), e-mails containing Town business should not be sent to all Commissioners at once. E-mail responses shall not include initial or prior responses from other Commissioner members to avoid the perception that a third party acts as a liaison between Commissioners.***

**From:** John Linden <jlinden@lakeparkflorida.gov>
**Sent:** Monday, February 1, 2021 12:36 PM
**To:** John D'Agostino <jD'Agostino@lakeparkflorida.gov>
**Subject:** Re: CRA Plan Comments

Quite a bit of reading, not completely through section 5 but wanted to give my thoughts so far.

Question, does the CRA have to be a continuous area or could there be multi locations?
Executive Summery;
2. Devote time, energy, and money to the redevelopment of 10th and Park.
3. Revisit the proposed Train Station, develop it into a museum with a 1923 train station look?
4. Continue to promote the arts with a new or adapted Air Gallery?
5. Rename the PADD to the "Arts & Entertainment" district?
6. Pursue and develop the Park Ave N corridor ?
7. Update and develop the 10th street at Northlake to make it more inviting and appealing to Park Ave.
8. A surface parking lot at the top of Park ave on 10th
9. Investigate the possibility of a hotel on 10th and Park
10. Look into purchasing the junk yard on Silver Beach for future redevelopment?

Existing Conditions;
1. Parking on Park Ave
2. CRA office in the downtown area, rethink the recreations building or consider the 1923 building next to the Post Office?

Analysts

1. Parking on the west side of Park Ave?
2. Develop a recreation center possibly at Bert Bostrom park?
3. Develop more retail on the north side of Park Ave
4. Revisit the low income housing on the east side of 10th?
5. Get involved with the development of the first floor of the 800 building on Park Ave.
6. Rebranding of Park Ave is essential.

Part 5 (so far)

1. Bio Science Industry?
2. Think out of the box on workforce housing?
3. Downtown PBSO sub station?
4. Designated housing for Artists and performers?

More to come.
John L

**John L Linden**
***Commissioner***

**Town of Lake Park**
**535 Park Avenue**
**Lake Park, Florida 33403**
**561-881-3300 Office)**
**561-881-3314 (Fax)**
**jlinden@lakeparkflorida.gov**

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On Jan 29, 2021, at 1:27 PM, John D'Agostino <jD'Agostino@lakeparkflorida.gov> wrote:

Per the request of the Vice Mayor, below you will find her comments for discussion next Wednesday Night.

John O. D'Agostino
Town Manager, Town of Lake Park Florida

-----Original Message-----
From: Kim Glas-Castro <kglas-castro@lakeparkflorida.gov>
Sent: Monday, January 18, 2021 3:20 PM
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1) Is ARTS still a focus of the downtown or is it more "gathering places"
2) With the Tri-Rail station going to Gardens, we need to establish a new vision for that parcel and the area
3) promoting flex space and business incubator space might be the focus of the industrial area today rather than art galleries and antique shops
4) Plan doesn't seem to have the specificity for the incentives and activities that we've been undertaking
5) what is needed by Oceana?
6) virtual office space and tech hubs vs art galleries
7) outlined programs forTown employees illegal - has to be open to entire community
8) references to reserving space for biotech is antiquated and limiting
9) are there other brownfields? Or has this now been addressed?
10) where are referenced CRA policies for loans and subsidies?
11) are we following Plan requirements that only offer grants/ incentives that realize increased assessment and increase in TIF?
12) Bert Bostrom Park is not within CRA, therefore illegal to spend funds on park expansion and community center
13) need to watch statutory limitations on community policing activities
14) Downtown development scenario is out of date and needs new visioning effort
15) 10th street bioswales not mentioned
16) is a Park Ave Village Green still desired? Botanical park and garden?

Kim Glas-Castro
Vice Mayor
Town of Lake Park

Sent from my iPad

# Lake Park CRA Items – Henry Stark

## SECTION ONE

Have the goals of the CRA remained the same over the past 30 plus years or have they changed as a result of the population profile, technological changes, new town projects / co-ventures, etc.

Page 15

Do we have contact information for the previous Board members to discuss their rationale, if needed?

Page 17

Has the CRA boundary remained the same as previously adopted?

Page 18

What is Spearhead? Has its catalyst development been actuated?

Page 18

Junkyard – Financial responsibilities in terms of EPA standards / considerations when acquisition occurs?

## SECTION TWO

Page 23

Verbiage – Slum – Blighted area? Alteration? Recent improvements? Definition PC versions?

Is there a need for a Town Of Lake Park's Re-affirmation of a Finding Of Necessity?

## SECTION THREE

Page 30

918 Park Avenue – Historical Museum? Federal / State Funding? Ask LP Residents to search for / donate Hitorical materials - Secure, Restore, Maintain Kelsey City Historical Artifacts for TOLP – Tourist Attraction? Invite and attract investors?

Pages 31-33

Recent 2020 Census Data – Accuracy? Funding?

Page 35

No more PA BBQ – NEW need for parking for current and FUTURE businesses.

Page 36

Parks and Recreational Facilities - Sports Clubs for youth, evening activities.

# Lake Park CRA Items – Henry Stark

## SECTION ONE

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Page 35

No more PA BBQ – NEW need for parking for current and FUTURE businesses.

Page 36

Parks and Recreational Facilities - Sports Clubs for youth, evening activities.

Michael O'Rourke's comments on the CRA Plan:

1) what is the process to expand the boundaries, to include more areas of east of 10th street, north of Park Ave., and include Bert Bostrom Park and the block just south of BB Park.

2) Create an Arts and Brewery District.

3) The proposed train station may need to be repurposed, consider that within 5 years the technology for time share vehicles will be upon us, along with autonomous vehicles. And ride share pick up drop of areas. (See the plans proposed in Jacksonville.)

4) In the PADD density changes need to take place and development needs to happen with a focus on sustainable workforce housing, including pod apartments, mini condo units, and artist lofts. For retail it should also promote music venues, art galleries, antique shops, breweries, and distilleries.

5) The CRA Plan does not designate the right areas, not mentioning the 10th Ave area, nor mentioning the area where Park Avenue West would be.

6) Need to consider the acquisition of land to carry out the objectives of the CRA Plan and include the ability to establish Public and Private Partnerships, so that long term benefits will stay with the Town even after the setting of the CRA.

7) The CRA plan should be redrafted with the understanding that technological advances will create opportunities that may not even be imagined at this time.
   a. autonomous vehicles
   b. drone delivery
   c. travel, destination and transportation apps

8) Consider the archway as a signature art structure that can become a branding identity to make the downtown a recognizable destination.

9) I

10) ...

Commissioner Linden's Comments on CRA Plan.

Question, does the CRA have to be a continuous area or could there be multi locations?
Executive Summery;
2. Devote time, energy, and money to the redevelopment of 10th and Park.

3. Revisit the proposed Train Station, develop it into a museum with a 1923 train station look?
4. Continue to promote the arts with a new or adapted Air Gallery?
5. Rename the PADD to the "Arts & Entertainment" district?
6. Pursue and develop the Park Ave N corridor ?
7. Update and develop the 10th street at Northlake to make it more inviting and appealing to Park Ave.
8. A surface parking lot at the top of Park Ave on 10th
9. Investigate the possibility of a hotel on 10th and Park
10. Look into purchasing the junk yard on Silver Beach for future redevelopment?

Existing Conditions;

1. Parking on Park Ave
2. CRA office in the downtown area, rethink the recreations building or consider the 1923 building next to the Post Office?

Analysts

1. Parking on the west side of Park Ave?
2. Develop a recreation center possibly at Bert Bostrom park?
3. Develop more retail on the north side of Park Ave
4. Revisit the low-income housing on the east side of 10th?
5. Get involved with the development of the first floor of the 800 building on Park Ave.
6. Rebranding of Park Ave is essential.

Part 5 (so far)

1. Bio Science Industry?
2. Think out of the box on workforce housing?
3. Downtown PBSO sub station?
4. Designated housing for Artists and performers?

# AGENDA

**Community Redevelopment Agency**
**Meeting**
**Wednesday, March 3, 2021, 6:00 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | — | **Chair** |
| **Kimberly Glas-Castro** | — | **Vice-Chair** |
| **Erin Flaherty** | — | **Board Member** |
| **Christiane Francois** | — | **Board Member** |
| **John Linden** | — | **Board Member** |
| **Roger Michaud** | — | **Board Member** |
| **Henry K. Stark** | — | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT: None**

**D. CONSENT AGENDA:**
**1. February 3, 2021 Community Redevelopment Agency Board Meeting Minutes Tab 1**

**E. 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.**

**F. NEW BUSINESS:**
**2. Community Redevelopment Agency Annual Report Tab 2**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. BOARD MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Board Meeting will be conducted on June 2, 2021.**

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Board Meeting
# Wednesday, March 3, 2021, 6:00 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, March 3, 2021 at 6:00 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, Christiane Francois, John Linden, and Henry K. Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez. Board Member Roger Michaud was absent.

Agency Clerk Mendez performed the roll call and Board Member Francois led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**
None

**Consent Agenda:**
**1. February 3, 2021 Community Redevelopment Agency Board Meeting Minutes.**

**Motion: Board Member Linden moved to approve the consent agenda; Board Member Francois seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member Christiane Francois | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | | | X |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**NEW BUSINESS:**

**2. Community Redevelopment Agency Annual Report.**

Executive Director D'Agostino reviewed the item. The CRA Board Members had no questions or discussion regarding the CRA Annual Report.

**Motion: Vice-Chair Glas-Castro moved to accept the Annual Report of the Community Redevelopment Agency for Fiscal Year 2019-2020 and instruct the Executive Director to forward the same to the Town Commission and Palm Beach County; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member Christiane Francois | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | | | X |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**EXECUTIVE DIRECTOR REPORT:**

Executive Director D'Agostino had no comments.

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Francois** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** was absent.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** asked Executive Director D'Agostino for an update regarding the CRA Master Plan (Redo). Executive Director D'Agostino explained that a Special Call CRA Meeting would be scheduled within the next month to focus on the CRA Master Plan. He explained the Board could discuss potential consultants to assist in completion of the CRA Master Plan.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Flaherty and seconded by Vice-Chair Glas-Castro, and by unanimous vote, the meeting adjourned at 6:28 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Agency Deputy Clerk, Shaquita Edwards, MPA, MMC

TOWN OF LAKE PARK
Town Seal
SEAL
FLORIDA

Approved on this 16 of June, 2021

# AGENDA

**Special Call**
**Community Redevelopment Agency Meeting**
**Wednesday, June 16, 2021, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | — | **Chair** |
| **Kimberly Glas-Castro** | — | **Vice-Chair** |
| **Erin Flaherty** | — | **Board Member** |
| **John Linden** | — | **Board Member** |
| **Roger Michaud** | — | **Board Member** |
| **Henry K. Stark** | — | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATIONS AND REPORTS:**
**None**

**D. CONSENT AGENDA:**
**1. March 3, 2021 Community Redevelopment Agency Board Meeting Minutes Tab 1**

**2. Resolution 31-06-21 Amending the Contract with Strategic Marketing. Tab 2**

**E. 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.**

**F. NEW BUSINESS:**
**3. Artists of Palm Beach County Architect Services Tab 3**

**4. Resolution 32-06-21 of the Community Redevelopment Agency of the Town of Lake Park, Florida, Authorizing and Directing the Chairman to Sign a Grant Agreement with 700 Park Avenue Holdings, LLC. Tab 4**

**5. 610 7TH Street Purchase of Property using the Appraisal of Real Property Method. Tab 5**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. BOARD MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Board Meeting will be conducted on September 1, 2021.**

# Minutes
# Town of Lake Park, Florida
# Special Call
# Community Redevelopment Agency
# Board Meeting
# Wednesday, June 16, 2021, 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a special call meeting on Wednesday, June 16, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, and Henry K. Stark (arrived at 6:38 p.m.), Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez.

Agency Clerk Mendez performed the roll call and Chair O'Rourke led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**
None

**Consent Agenda:**
**1. March 3, 2021 Community Redevelopment Agency Board Meeting Minutes.**
**2. Resolution 31-06-21 Amending the Contract with Strategic Marketing.**

**Motion: Vice-Chair Glas-Castro moved to approve the consent agenda; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | | | Was absent at time of vote |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 5-0.

**PUBLIC COMMENT:** **None**

**NEW BUSINESS:**

**3. Artist of Palm Beach County Request to Finance Architectural Services.**

Executive Director D'Agostino explained the item (see Exhibit "A"). He explained that any aspect of direction made at this meeting, with regards to finance, would come back before the Board for final approval. Vice-Chair Glas-Castro asked how was the proposal consistent with the Community Redevelopment Agency (CRA) Master Plan. Executive Director D'Agostino explained that this would fall under the "Relocation Services" section of the CRA Master Plan. Vice-Chair Glas-Castro asked several questions regarding the monthly expense of the CRA, build-out expense, and if this project would need to follow the Consultants Competitive Negotiation Act (CCNA) process. Executive Director D'Agostino answered the questions and stated that the amount set for CCNA was above this projects threshold.

Mary Jane Zapp, President of the Artist of Palm Beach County explained the purpose for this request. She provide the Board with base drawings of the space. Chair O'Rourke asked if other locations were reviewed in the process. Ms. Zapp stated that the Town provided a list of locations to rent and 801 Park Avenue was the location that fit their needs.

**Motion: Board Member Linden moved to approve the cost of architectural services, construction administration and mechanical, electrical and plumbing engineering services; Board Member Michaud seconded the motion.**

Board Member Stark asked if the built-out cost was $50,000. Vice-Chair Glas-Castro explained that in her experience that would be the base cost for this type of project. Board Member Stark asked what takes place if the Artist of Palm Beach County leaves the space then how does the Town have a right of refusal for the next occupant of the space. Executive Director D'Agostino explained that one of the CRA purposes was to assist landowners to be successful in our Town.

**Public Comment:**

1. Susan Munoz, Palm Beach Gardens expressed support of the Artist of Palm Beach County to relocate to the Town. She read from a prepared statement from Mr. Edward Munoz.

"Good afternoon Lake Park Mayor and Commissioners,

I am writing this letter in support of the Artists of Palm Beach County and the potential of a new location across from the old location in Lake Park.

Over the past year, one of public school's hardest years ever, the APBC has stepped up and helped our Town's only public school, Lake Park Elementary. They have provided much needed additional funding and support for both our students and teachers. Under the direction of Mr. Munoz, we have received so much support: from supplies, to gifts, and teacher appreciation funding and incentives. They really have helped our school in

so many ways. To have a partner like this organization has been so helpful during such a trying time. I really could never thank them enough.

I thought it would only be appropriate to let you know what they have done to support our town's most precious resource, our students. As you make your decision, it is helpful to know that they have been so helpful behind the scenes.

Thank you again for taking them time to read this letter."

2. Mary Jane Zapp, West Palm Beach, expressed support of the Artist of Palm Beach County relocating to the Town. She explained all the events that the Artist of Palm Beach County supported during the pandemic.

3. Rick Goodsell, Lake Park, expressed support of Art on Park and the Artist of Palm Beach County relocating to the Town.

Chair O'Rourke asked members of the audience that were in support of Artist of Palm Beach County to please stand. There were about 35 members of the audience that stood up.

Vice-Chair Glas-Castro would like a full package of what the benefits would be to the community. Chair O'Rourke agreed with the Vice-Chair. He expressed similar concerns regarding the cost of the build-out as the Vice-Mayor expressed. He supported art and the Artist of Palm Beach County relocating to the Town. Executive Director D'Agostino recapped that the CRA Board members would like to see a full packet, which would include all the cost associated with this project. They all agreed.

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**4. Resolution 32-06-21 of the Community Redevelopment Agency of the Town of Lake Park, Florida, Authorizing and Directing the Chairman to Sign a Grant Agreement with 700 Park Avenue Holdings, LLC.**

Chair O'Rourke informed the Board that he would not be participating in this discussion and filled out "Form 8B Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers" (see attached "B").

Executive Director D'Agostino explained the item. Property Owner Jo Brockman addressed the Board and explained that she would like the grant approval for the Brew House Gallery and not 700 Park Avenue Holding LLC, because 700 Park Ave Holding LLC. was up for sale. She stated that the Beer Garden would be on the Brew House portion of the property. Executive Director D'Agostino explained that the Grant was structured so that they would have one-year to construct the project. If the project was not completed in one-year then the funds must be paid back. If the project were constructed within the year, regardless of who the owner was, there was no payback requirement on the $25,000 Grant. Ms. Brockman explained here understanding of the Grant and was relieved to hear that they would be allowed to construct within one-year without having to stay for five-year after construction. Vice-Chair Glas-Castro asked when the funds would be provided. Executive Director D'Agostino stated that the funds would be released within ten-business days.

Public Comment:
Rick Goodsell – Lake Park, spoke in support of the item and the Brew House Gallery.

**Motion: Board Member Linden moved to approve Resolution 32-06-21; Board Member Michaud seconded the motion.**

The Board Members spoke individually in support of this Resolution.

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | | | Abstain from Voting |

Motion passed 5-0.

**5. 610 7th Street Purchase of Property using the Appraisal of Real Property Method.**

Executive Director D'Agostino explained the item (see Exhibit "C"). Vice-Chair Glas-Castro asked questions regarding the process of making an offer on the property, what the Town Code states with regards to purchasing a property, and the amount that would be offered to purchase the property. Agency Attorney Baird explained the difference between the fair market value versus the cost approach value. The Board Members asked several questions regarding the value of the property and possible offer staff would make on behalf of the Town. The Board discussed the offer for purchase price with the Agency Attorney Baird.

**Motion: Board Member Linden moved to approve the purchase of 610 7th Street on an amount not to exceed $229,000; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**EXECUTIVE DIRECTOR REPORT:**

Executive Director had no report.

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** asked that staff install pedestrian crossing signs on 7th Street and Park Avenue.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Vice-Chair Glas-Castro and seconded by Board Member Michaud, and by unanimous vote, the meeting adjourned at 8:22 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Town Seal

Approved on this 7 of July, 2021

# TOWN OF LAKE PARK
## PUBLIC COMMENT CARD

MEETING DATE: 6-16-21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Mrs Edward Munoz (Susan)
Address: 512 Los Jardin Palm Beach Gardens
**If you are interested in receiving Town information through Email, please provide your E-mail address:** shmunoz@msn.com

I would like to make comments on the following ***Agenda Item***:

APBC

I would like to make comments on the following ***Non-Agenda Item(s)***:

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

(1)

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 6/16/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: MARY JANE ZAPP
Address: 1322 Pine Rd WPB 33406

**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:
ARTISTS OF PALM BEACH COUNTY APBC

I would like to make comments on the following ***Non-Agenda Item(s)***:

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

(2)

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 6/16/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: RICK GOOSE LL
Address: 410 9th ST
**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***:
ART ON PARK
BROW HOUSE

I would like to make comments on the following ***Non-Agenda Item(s)***:

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

3
4

# TOWN OF LAKE PARK
# PUBLIC COMMENT CARD

MEETING DATE: 6/16/21

**Cards must be submitted before the item is discussed!!**
*****Three (3) minute limitation on all comments**

Name: Barbara Powell
Address: 95 Spanish Pt, Royal Palm Beach, FL 33411
**If you are interested in receiving Town information through Email, please provide your E-mail address:** _____

I would like to make comments on the following ***Agenda Item***: Consent Agenda, ITEM #3

I would like to make comments on the following ***Non-Agenda Item(s)***:

**Instructions:** *Please complete this card, including your name and address; once the card has been completed, give it to the Town Clerk. The Mayor will call your name when it is time for you to speak. Comments are limited to three (3) minutes per individual.*

Did not speak

Exhibit "A"

**CRA**
**Agenda Request Form**

**Meeting Date: June 16, 2021** **Agenda Item No.**

**Agenda Title: Artists of Palm Beach County request to finance Archetctual Services**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 5-5-2021

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• Bartholemew & Partners Proposal<br>• May 4, 2021 email from MaryJane Zapp on behalf of the Artists of Palm Beach County<br>• Memorandum of Agreement between the CRA and the Artists of Palm Beach County |
|---|---|---|
| **Executive Director John D'Agostino** | | |

**Summary Explanation/Background:** MaryJane Zapp, President of the Artists of Palm Beach County is requesting from the CRA Board of Directors approval on Archetectual Services from Bartholemew & Partners. The enclosed proposal has a fixed cost of $12,500 plus $4,500 (Estimate) plus $500.00 per month for Construction Administration. The Artists

of Palm Beach County is requesting the CRA to pay for Archetectual services on behalf of the Artists of Palm Beach County.

The Board of Directors should be aware that pursuant to the Memorandum of Agreement that additional costs will be incurred by the CRA for build-out. Such costs will be determined once the Archetectual work by Bartholemew & Partners is completed.

**Recommended Motion:** Move to approve the cost of Archetectual Services, Construction Administration and Mechnical, Electrical and Plumbing Enginerring Services.

## John D'Agostino

**From:** John D'Agostino
**Sent:** Tuesday, May 4, 2021 5:21 PM
**To:** Erin Flaherty; John Linden; Kim Glas-Castro; Michael ORourke; Roger Michaud
**Subject:** FW: APBC Gallery
**Attachments:** Proposal - 801 Park Ave.pdf; ATT00001.htm; image0.jpeg; ATT00002.htm; image1.jpeg; ATT00003.htm

**Importance:** High

**Tracking:**

| Recipient | Delivery | Read |
|---|---|---|
| Erin Flaherty | Delivered: 5/4/2021 5:21 PM | |
| John Linden | Delivered: 5/4/2021 5:21 PM | Read: 5/4/2021 5:23 PM |
| Kim Glas-Castro | Delivered: 5/4/2021 5:21 PM | Read: 5/4/2021 8:47 PM |
| Michael ORourke | Delivered: 5/4/2021 5:21 PM | |
| Roger Michaud | Delivered: 5/4/2021 5:21 PM | |

I am providing the entire email request from Mary Jane Zapp from the Artists of Palm Beach for the architectural drawings to quote the cost of build-out for the group.

John O. D'Agostino
Town Manager, Town of Lake Park, FL
561-881-3304 (Office)
561-881-3314 (Fax)
jdagostino@lakeparkflorida.gov
Twitter: @LakePkTM1
www.lakeparkflorida.gov

***Florida has broad public records law. Written communication regarding town business is a public record and is available to the public upon request. The e-mail communication herein is subject to public disclosure. To avoid public disclosure, please contact this office by phone, in person. Reference: Section 668.6076, FS***

***PLEASE NOTE: According to Florida's Government in the Sunshine Act (a.k.a. "Sunshine Law"), e-mails containing Town business should not be sent to all Commissioners at once. E-mail responses shall not include initial or prior responses from other Commissioner members to avoid the perception that a third party acts as a liaison between Commissioners.***

**From:** Maryjanezapp <maryjanezapp@gmail.com>
**Sent:** Tuesday, May 4, 2021 4:57 PM
**To:** John D'Agostino <jD'Agostino@lakeparkflorida.gov>
**Subject:** APBC Gallery

CAUTION: This email originated from outside of the Town of Lake Park. Do not click links or open attachments unless you recognize the sender and know the content is safe!
Dear Mr. D'Agostino,

Update and request:

At our last meeting you instructed APBC to price out the entire buildout of the space at 801 Park Ave incl walls, electric, bathrooms, etc, from the existing empty space to completed gallery. Anders Viane in the Lake Park building dept is our contact with the town, and we are to get our own builders/contractors.
Mr Viane has supplied us with the plans that were used for the building, and we used these to develop our gallery plan from there.
Now, the project necessitates an architect to draw the project infrastructure, to code, as per your request starting with an empty shell. We did meet with an architect and the contractor last Friday with our plan in hand on site and the existing plans provided by Mr Viane. In order to get a bid or estimate of the cost of construction from the contractor we must have architectural drawings. We are at this time requesting that the town CRA or you, as town manager, give us the approval on this contract proposed by this architect so that we can secure the required drawings and proceed to get the cost of construction from the contractor. The combination of the existing drawings and our plan drawings contributes to, we have been advised, a most reasonable estimate by the architect.
As per Bartholemew Partners proposal estimates, we will need the initial retainer fee of $2,520. and the commitment from the town of lake park on the full contract, enclosed. Once we have your commitment and retainer fee check we can get the necessary drawings and estimates from the contractor and present the final plans and costs to the town and the CRA.
I have also included a drawing of our plan here.
It is important to note that our gallery plan is both flexible and extremely frugal/basic. It includes an unfinished and painted ceiling, the most basic polished concrete floor, moveable interior walls, inexpensive dividers constructed for artist-in-residence work areas, two bathrooms, mop closet, water fountain, required by code, lighting and electric, small kitchenette area, all similar to what we had at our other location. There are no frills in this plan. It is all consistent with our discussions to date.
Please advise of your approval and procedure to pay the architect so that we can secure contractor plans for your approval as well.
We look forward to our working with you in this important Lake Park partnership in this venture.
Thank you!

Mary Jane Zapp, President, Artists of Palm Beach County
561-308-6992

# Memorandum of Agreement between the Artists of Palm Beach and the Community Redevelopment Authority

November 15, 2019

The Artists of Palm Beach County, hereafter known as APBC, agree to move forward with the Community Redevelopment Authority in partnership to find a new home in the CRA District. The CRA Agrees to financially fund on behalf of the APBC Rent, moving costs, storage costs, and, if necessary, to build out a 2,500 square feet space to accommodate the needs of APBC. The full build-out costs will be incurred by the CRA if the Artists cannot find a suitable location with existing walls, flooring, electrical, plumbing, etc. Concerning rent, the CRA agrees to the following: for three years, the Community Redevelopment Authority will pay 100% of rental costs, and after that, the CRA will reduce rental payments by 25% in each of the next four years.

The CRA agrees to work out arrangements with the APBC in the event the non-profit cannot find a location by November 21, 2019. Therefore, the CRA recognizes that while the November 21, 2019 date has been noticed to APBC, that date is not firm if APBC cannot find a location before November 21, 2019.

We continue to support and will continue to work with the Artists of Palm Beach County to ensure a smooth transition to a new location in the CRA.

Joe Friedman, President of the
Artists of Palm Beach County

John D'Agostino, Executive Director of the
Community Redevelopment Authority

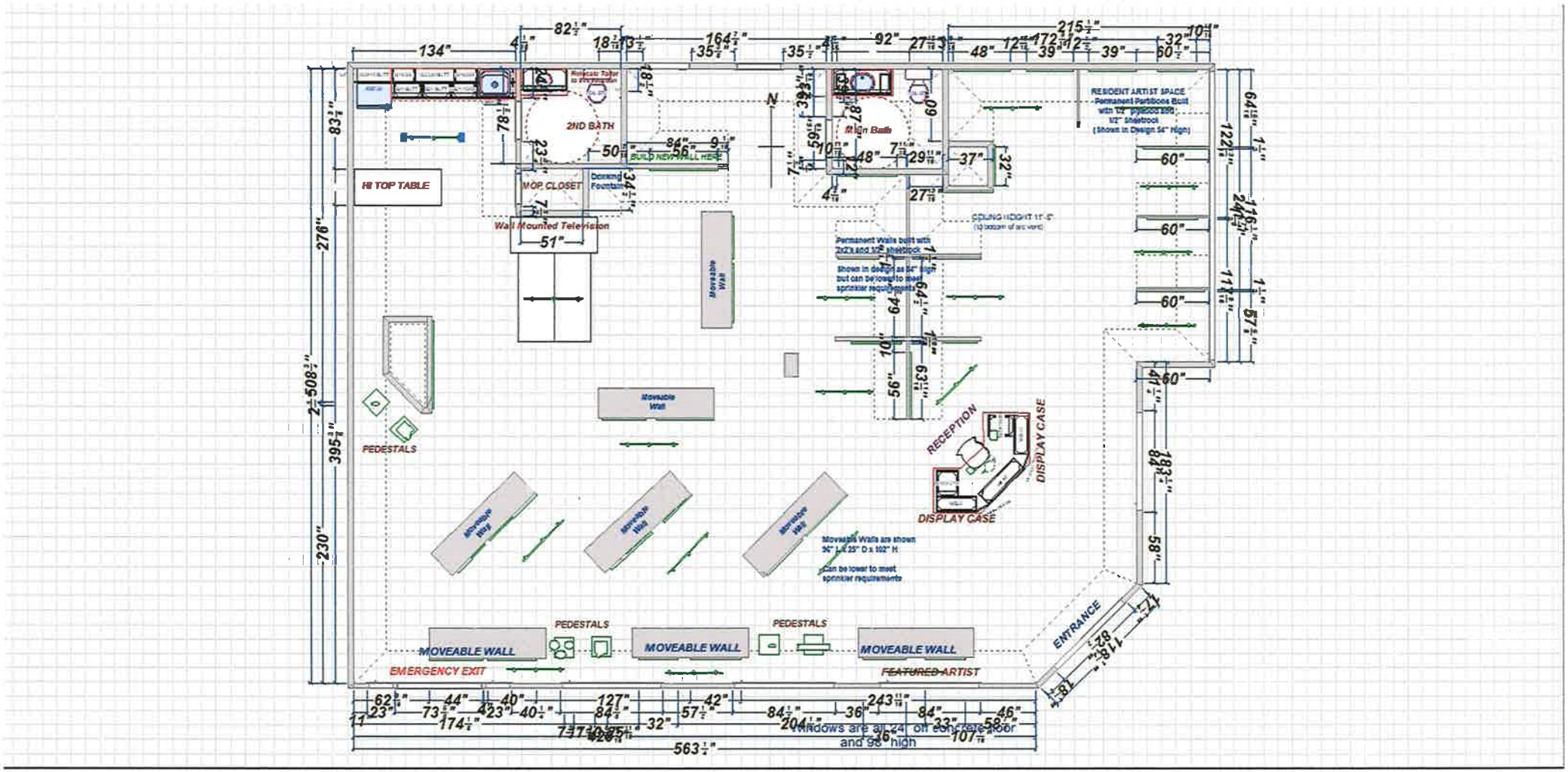
HI TOP TABLE
2ND BATH
MOP CLOSET
Drinking Fountain
BUILD NEW WALL HERE
Wall Mounted Television
Movable Wall
RESIDENT ARTIST SPACE
Permanent Partitions Built with 1/2" plywood and 1/2" sheetrock (Shown in Design 54" High)
CEILING HEIGHT 11'-5"
Permanent Walls built with 2x2's and 1/2" sheetrock
Shown in design as 54" high but can be lowered to meet sprinkler requirements
PEDESTALS
RECEPTION
DISPLAY CASE
Moveable Wall
Moveable Walls are shown 36" L x 25" D x 102" H
Can be lower to meet sprinkler requirements
MOVEABLE WALL
EMERGENCY EXIT
FEATURED ARTIST
ENTRANCE
Windows are all 24" off each floor and 98" high

Exhibit "B"



# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

| | |
|---|---|
| LAST NAME—FIRST NAME—MIDDLE NAME<br>O'Rourke Michael | NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE<br>Community Redevelopment A |
| MAILING ADDRESS<br>535 Park Ave | THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:<br>☐ CITY ☐ COUNTY ☑ OTHER LOCAL AGENCY |
| CITY<br>Lake Park | COUNTY<br>Palm Beach |
| | NAME OF POLITICAL SUBDIVISION:<br>Town of Lake Park CRA |
| DATE ON WHICH VOTE OCCURRED<br>June 16, 2021 | MY POSITION IS:<br>Mayor ☑ ELECTIVE ☑ APPOINTIVE to CRA |

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * * * * * * * * * * * * * *

## ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * * * * * * * * * * * * * *

## APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

## APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

## DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Michael O'Rourke, hereby disclose that on June 16, 20 21:

(a) A measure came or will come before my agency which (check one or more)

___ inured to my special private gain or loss;

___ inured to the special gain or loss of my business associate, _____;

___ inured to the special gain or loss of my relative, _____;

✓ inured to the special gain or loss of Brewhouse Gallery and 700 Park Ave, by whom I am retained; or

___ inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I, Michael O'Rourke, work at the Brewhouse Gallery.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

6-16-21
Date Filed

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED $10,000.

Exhibit "C"

TOWN OF LAKE PARK
COMMUNITY REDEVELOPMENT AGENCY

**CRA**
**Agenda Request Form**

**Meeting Date: June 16, 2021,** **Agenda Item No.**

**Agenda Title: 610 7th Street Purchase of Property using the Appraisal of Real Property Method**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 6-3-2021

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• Anderson and Carr Appraisal 610 7th Street<br>• Official Offer on the property by a private party. |
|---|---|---|

**Summary Explanation/Background:** the Executive Director has identified 610 7th Street as property, if purchased, would further the goals and objectives of the CRA Master Plan. The Town, on behalf of the CRA, appropriated One-Cent Sales Tax revenue to provide much-needed surface parking to support area businesses in the CRA. Furthermore, with the completion of 754 Park Avenue as headquarters for Dedicated IT, approximately fifty employees will utilize the parking spaces during daytime hours. Significant discussion by the CRA Board of Directors also addressed the need for a parking structure. With plans to

construct a parking garage, the property at 610 7th Street will need to be purchased to allow for the public parking structure.
The property recently went up for sale. The attached appraisal provides for an opinion of value and an indicated value by cost approach. The opinion of value is $210,000 and the indicated value by cost approach is $232,372. The Town Manager believes the Board of Directors could purchase the property between the $210,000 opinion of value and what it would cost to replace the property if the property was demolished or destroyed.

A better explanation of the indicated value by cost approach is: The cost approach is a method of real estate valuation where the value of the real property is determined by what it would cost to rebuild the building if it was destroyed or to build an equivalent structure. It also factors in the worth of the land on which the building is situated, as well as the cost of any loss in value or depreciation that occurs over time. This approach is based on the underlying logic that buyers will not pay more for the building than they would pay if they needed to cover the current cost of producing a similar property.

Finally, attached to the ARF is an offer made on the property for $229,000. The Executive Director recommends that the CRA purchase the property from existing funds in the restricted fund account. That account has a balance of $604,774.00

**Recommended Motion** No motion is provided until the Board of Directors reaches a consensus on the purchase price of the property. At that time, the Recommended motion would be;

Move to approve the purchase of 610, 7th Street in the amount of _____.

# APPRAISAL OF REAL PROPERTY

**LOCATED AT**
610 7th St
Lake Park, FL 33403
KELSEY CITY LTS 47 & 48 BLK 10

**FOR**
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

**OPINION OF VALUE**
$210,000

**AS OF**
05/19/2021

**BY**
George Berisha
Anderson & Carr, Inc.
521 S Olive Ave
West Palm Beach, FL 33401-5907
(561) 833-1661
gberisha@andersoncarr.com

Anderson & Carr, Inc.

# RESIDENTIAL APPRAISAL SUMMARY REPORT

File No.: 2210246.000

## SUBJECT

Property Address: 610 7th St | City: Lake Park | State: FL | Zip Code: 33403
County: Palm Beach | Legal Description: KELSEY CITY LTS 47 & 48 BLK 10
Assessor's Parcel #: 36434220010100470
Tax Year: 2020 | R.E. Taxes: $ 3,364.79 | Special Assessments: $ 0 | Borrower (if applicable): N/A
Current Owner of Record: Stewart, Leabert | Occupant: ☐ Owner ☐ Tenant ☒ Vacant ☐ Manufactured Housing
Project Type: ☐ PUD ☐ Condominium ☐ Cooperative ☒ Other (describe) Single Family | HOA: $ 0 ☐ per year ☐ per month
Market Area Name: Lake Park | Map Reference: 48424 | Census Tract: 0011.01

## ASSIGNMENT

The purpose of this appraisal is to develop an opinion of: ☒ Market Value (as defined), or ☐ other type of value (describe)
This report reflects the following value (if not Current, see comments): ☒ Current (the Inspection Date is the Effective Date) ☐ Retrospective ☐ Prospective
Approaches developed for this appraisal: ☒ Sales Comparison Approach ☒ Cost Approach ☐ Income Approach (See Reconciliation Comments and Scope of Work)
Property Rights Appraised: ☒ Fee Simple ☐ Leasehold ☐ Leased Fee ☐ Other (describe)
Intended Use: Establishing a purchase or selling price

Intended User(s) (by name or type): Town of Lake Park c/o Anders Viane
Client: Town of Lake Park c/o Anders Viane | Address: 535 Park Avenue, Lake Park, FL 33403
Appraiser: George Berisha | Address: 521 S Olive Ave, West Palm Beach, FL 33401-5907

## MARKET AREA DESCRIPTION

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Location: | ☐ Urban | ☒ Suburban | ☐ Rural | Predominant Occupancy | | One-Unit Housing | | | Present Land Use | | Change in Land Use |
| Built up: | ☒ Over 75% | ☐ 25-75% | ☐ Under 25% | | | PRICE $(000) | | AGE (yrs) | | | |
| Growth rate: | ☐ Rapid | ☒ Stable | ☐ Slow | ☒ Owner | 100 | | | | One-Unit | 93 % | ☒ Not Likely |
| Property values: | ☐ Increasing | ☒ Stable | ☐ Declining | ☐ Tenant | | 125 | Low | 15 | 2-4 Unit | 3 % | ☐ Likely * ☐ In Process * |
| Demand/supply: | ☐ Shortage | ☒ In Balance | ☐ Over Supply | ☐ Vacant (0-5%) | | 675 | High | 90 | Multi-Unit | % | * To: |
| Marketing time: | ☐ Under 3 Mos | ☒ 3-6 Mos | ☐ Over 6 Mos | ☐ Vacant (>5%) | | 240 | Pred | 40 | Comm'l | 4 % | |
| | | | | | | | | | | % | |

Market Area Boundaries, Description, and Market Conditions (including support for the above characteristics and trends): The Subject Property is located in a small subdivision in Lake Park known as Kelsey City. Close to shopping, schools, restaurants, the Kelsey Theater, and the Lake Park library. Homes vary in size, age, style, condition, and quality. Conventional financing is readily available. Based upon the local MLS marketing time is around 3-6 months with older or unique properties having extended market times. The market is on a steady upswing with values gradually increasing.

## SITE DESCRIPTION

Dimensions: Rectangular | Site Area: 5,000 sf
Zoning Classification: R-2 | Description: Low Density Residential
Zoning Compliance: ☒ Legal ☐ Legal nonconforming (grandfathered) ☐ Illegal ☐ No zoning
Are CC&Rs applicable? ☐ Yes ☒ No ☐ Unknown | Have the documents been reviewed? ☐ Yes ☐ No | Ground Rent (if applicable) $ /
Highest & Best Use as improved: ☒ Present use, or ☐ Other use (explain)

Actual Use as of Effective Date: **Residential** | Use as appraised in this report: **Residential**
Summary of Highest & Best Use: The Highest and Best Use of the subject property is for continued residential use.

| Utilities | Public | Other | Provider/Description | Off-site Improvements | Type | Public | Private | | |
|---|---|---|---|---|---|---|---|---|---|
| Electricity | ☒ | ☐ | FPL | Street | Paved | ☒ | ☐ | Topography | Nearly Level |
| Gas | ☒ | ☐ | | Curb/Gutter | Concrete | ☒ | ☐ | Size | Typical |
| Water | ☒ | ☐ | | Sidewalk | Concrete | ☒ | ☐ | Shape | Rectangular |
| Sanitary Sewer | ☒ | ☐ | | Street Lights | Pole | ☒ | ☐ | Drainage | Appears adequate |
| Storm Sewer | ☐ | ☐ | | Alley | None | ☐ | ☐ | View | Parking Lot |

Other site elements: ☐ Inside Lot ☐ Corner Lot ☐ Cul de Sac ☐ Underground Utilities ☐ Other (describe)
FEMA Spec'l Flood Hazard Area ☐ Yes ☒ No | FEMA Flood Zone X | FEMA Map # 12099C0589F | FEMA Map Date 10/05/2017
Site Comments: The Subject Property backs up to a parking lot and has commercial parking to the North of the Subject Property

## DESCRIPTION OF THE IMPROVEMENTS

| General Description | | Exterior Description | | Foundation | | Basement ☒ None | | Heating | |
|---|---|---|---|---|---|---|---|---|---|
| # of Units | 1 ☐ Acc Unit | Foundation | Poured Concrete | Slab | Concrete | Area Sq. Ft | | Type | |
| # of Stories | 1 | Exterior Walls | Blk,Stucco,Frm | Crawl Space | None | % Finished | | Fuel | |
| Type ☒ Det ☐ Att ☐ | | Roof Surface | Shingles/Avg | Basement | None | Ceiling | | | |
| Design (Style) | Ranch | Gutters & Dwnspts | Gutters/Avg | Sump Pump | ☐ | Walls | | Cooling | |
| ☒ Existing ☐ Proposed ☐ Und Cons | | Window Type | Single Hung/Avg | Dampness | ☐ | Floor | | Central | |
| Actual Age (Yrs.) | 64 | Storm/Screens | Yes | Settlement | | Outside Entry | | Other | Window Units |
| Effective Age (Yrs.) | 24 | | | Infestation | | | | | |

| Interior Description | | Appliances | | Attic ☐ None | | Amenities | | Car Storage ☒ None | |
|---|---|---|---|---|---|---|---|---|---|
| Floors | Tile/Avg | Refrigerator | ☐ | Stairs | ☐ | Fireplace(s) # | 0 | Garage # of cars ( Tot ) | |
| Walls | Plaster/Avg | Range/Oven | ☒ | Drop Stair | ☐ | Woodstove(s) # | 0 | Attach | |
| Trim/Finish | Wood/Avg | Disposal | ☐ | Scuttle | ☒ | Patio | Patio | Detach | |
| Bath Floor | Tile/Avg | Dishwasher | ☐ | Doorway | ☐ | Deck | | Blt-In | |
| Bath Wainscot | Tile/Avg | Fan/Hood | ☐ | Floor | ☐ | Porch | Sm Pch | Carport | |
| Doors | Wood/Avg | Microwave | ☐ | Heated | ☐ | Fence | Fence | Driveway | |
| | | Washer/Dryer | ☐ | Finished | ☐ | Pool | None | Surface | |
| | | | | | | Other | Bonus Rm/Stg | | |

Finished area **above** grade contains: 5 Rooms | 3 Bedrooms | 1 Bath(s) | 997 Square Feet of Gross Living Area Above Grade
Additional features: Entry, patio, tile floors, upgrade vanity in bath, upgrade fans, sm.porch, and bonus/storage room 189 sf.

Describe the condition of the property (including physical, functional and external obsolescence): Per MLS the Subject Property has newer fans, new entry door, new bedroom doors, new toilet, new vanity and sink in bath, new paint, and newer windows. The home has dated floor coverings, closets, kitchen, ceilings, and does not have central air. There was a minor chip noticed on one block wall and kitchen counter needs minor repair. The Subject Property has a storage/bonus room. Per the Palm Beach Property Card this area is 189 sf and is classified as semi finished base area. This area for market value is not considered to be finished living but is given value in the market grid as a bonus room/storage.

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3/2007

# RESIDENTIAL APPRAISAL SUMMARY REPORT

File No.: 2210246.000

**TRANSFER HISTORY**

My research ☐ did ☒ did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.

Data Source(s): MLS,Appraiser's Website

| 1st Prior Subject Sale/Transfer | Analysis of sale/transfer history and/or any current agreement of sale/listing: **The Subject Property is currently** |
|---|---|
| Date: | **listed in Flex MLS for $229,900 on 04/27/2021. Days on market are 29.** |
| Price: | |
| Source(s): | |
| 2nd Prior Subject Sale/Transfer | |
| Date: | |
| Price: | |
| Source(s): | |

**SALES COMPARISON APPROACH**

**SALES COMPARISON APPROACH TO VALUE (if developed)** ☐ The Sales Comparison Approach was not developed for this appraisal.

| FEATURE | SUBJECT | COMPARABLE SALE # 1 | | COMPARABLE SALE # 2 | | COMPARABLE SALE # 3 | |
|---|---|---|---|---|---|---|---|
| Address | 610 7th St Lake Park, FL 33403 | 718 Foresteria Dr Lake Park, FL 33403 | | 501 Foresteria Dr Lake Park, FL 33403 | | 327 Evergreen Dr Lake Park, FL 33403 | |
| Proximity to Subject | | 0.04 miles SW | | 0.25 miles E | | 0.46 miles E | |
| Sale Price | $ | $ 209,900 | | $ 255,000 | | $ 240,000 | |
| Sale Price/GLA | $ /sq.ft. | $ 159.02 /sq.ft. | | $ 246.14 /sq.ft. | | $ 191.39 /sq.ft. | |
| Data Source(s) | | MLS # RX-10565273 | | MLS # A10953533 | | MLS # RX-10638729 | |
| Verification Source(s) | | TaxRolls/Clerks Office/Realtor | | TaxRolls/Clerks Office/Realtor | | TaxRolls/Clerks Office/Realtor | |
| VALUE ADJUSTMENTS | DESCRIPTION | DESCRIPTION | +(-) $ Adjust. | DESCRIPTION | +(-) $ Adjust. | DESCRIPTION | +(-) $ Adjust. |
| Sales or Financing | | ArmLth | | ArmLth | | ArmLth | |
| Concessions | | Conv;0 | | Conv;0 | | Conv;0 | |
| Date of Sale/Time | | 11/2019 | +15,000 | 01/2021 | | 09/2020 | |
| Rights Appraised | Fee Simple | Fee Simple | | Fee Simple | | Fee Simple | |
| Location | Lake Park | Lake Park | | Lake Park | | Lake Park | |
| Site | 5,000 sf | 5,000 sf | | 6,255 sf | 0 | 7,832 sf | 0 |
| View | Parking Lot | Residential/Parking | -15,000 | Residential | -20,000 | Residential | -20,000 |
| Design (Style) | Ranch | Ranch | | Ranch | | Ranch | |
| Quality of Construction | Average(+) | Average(+) | | Average(+) | | Average(+) | |
| Age | 64 | 59 | 0 | 63 | 0 | 61 | 0 |
| Condition | Average | Average | | Good/Renovated | -30,000 | Good/Renovated | -30,000 |
| Above Grade Room Count (Total / Bdrms / Baths) | 5 / 3 / 1 | 5 / 3 / 1 | | 5 / 3 / 2 | -5,000 | 5 / 2 / 2.1 | +22,500 |
| Gross Living Area | 997 sq.ft. | 1,320 sq.ft. | -24,200 | 1,036 sq.ft. | 0 | 1,254 sq.ft. | -19,300 |
| Basement & Finished | 0 | 0 | | 0 | | 0 | |
| Rooms Below Grade | 0 | 0 | | 0 | | 0 | |
| Functional Utility | Average | Average | | Average | | Average | |
| Heating/Cooling | Window Units | Central | -5,000 | Central | -5,000 | Central | -5,000 |
| Energy Efficient Items | Standard | Standard | | Insul, Windows | -20,000 | Standard | |
| Garage/Carport | None | None | | None | | Garage-1 | -8,000 |
| Porch/Patio/Deck | Pto,Sm Pch,BnsRm | Pto,Sm Fnc | +20,000 | Fnc,Sm Stg | +15,000 | Sm Pch | +15,000 |
| Pool | None | None | | None | | None | |
| Net Adjustment (Total) | | ☐ + ☒ - | $ -9,200 | ☐ + ☒ - | $ -65,000 | ☐ + ☒ - | $ -44,800 |
| Adjusted Sale Price of Comparables | | Net 4.4 % Gross 37.7 % | $ 200,700 | Net 25.5 % Gross 37.3 % | $ 190,000 | Net 18.7 % Gross 49.9 % | $ 195,200 |

Summary of Sales Comparison Approach: The adjusted bath amenity was at $2,500 per half bath and $5,000 per full bath in this market grid. The adjusted bedroom amenity was at $25,000 per bedroom in this market grid. The Subject Property backs up to parking lot. Comp 1 backs up to residential but from the front yard has parking lot views. Comps 2 and 3 are adjusted for their residential views. Comp 4 has the most similar views to the Subject Property and was added for more support. Comps 2, 3, and 4 have been renovated and are adjusted for their superior condition rating. The Subject per market value is at $210.63 per total gross sf. Comps are selling between $159.02 and $246.14 per total gross sf. No other relevant sales were noted. Comps were given similar weight along with consideration for pending comparable 4 which is scheduled to close in June for around $210,000 per Realtor.

**Indicated Value by Sales Comparison Approach $** 210,000

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# RESIDENTIAL APPRAISAL SUMMARY REPORT

File No.: 2210246.000

## COST APPROACH

**COST APPROACH TO VALUE (if developed)** ☐ The Cost Approach was not developed for this appraisal

Provide adequate information for replication of the following cost figures and calculations.

Support for the opinion of site value (summary of comparable land sales or other methods for estimating site value): Due to the lack of site sales in the Subject's area, the site value was taken from its assessment for taxing purposes

ESTIMATED ☐ REPRODUCTION OR ☒ REPLACEMENT COST NEW

Source of cost data: Builders & Local Market Sources

Quality rating from cost service: Effective date of cost data:

Comments on Cost Approach (gross living area calculations, depreciation, etc.): Cost and depreciation data were obtained from builders, local market sources, and cost estimating sources. Straight line depreciation was utilized with consideration given to deferred maintenance (if any).

| | | | | |
|---|---|---|---|---|
| OPINION OF SITE VALUE | | | =$ | 60,000 |
| DWELLING | 997 Sq.Ft. @ $ | 190.00 | =$ | 189,430 |
| | Sq.Ft. @ $ | | =$ | |
| | Sq.Ft. @ $ | | =$ | |
| | Sq.Ft. @ $ | | =$ | |
| | Sq.Ft. @ $ | | =$ | |
| Entry,Fnc,Sm.Pch,Patio,Stg/Bonus Room | | | =$ | 42,000 |
| Garage/Carport | Sq.Ft. @ $ | | =$ | |
| Total Estimate of Cost-New | | | =$ | 231,430 |
| Less Depreciation | Physical: 74,058 | Functional: | External: | =$( 74,058) |
| Depreciated Cost of Improvements | | | =$ | 157,372 |
| "As-is" Value of Site Improvements | | | =$ | 15,000 |
| | | | =$ | |
| | | | =$ | |
| INDICATED VALUE BY COST APPROACH | | | =$ | 232,372 |

Estimated Remaining Economic Life (if required): 51 Years

## INCOME APPROACH

**INCOME APPROACH TO VALUE (if developed)** ☒ The Income Approach was not developed for this appraisal.

Estimated Monthly Market Rent $ X Gross Rent Multiplier = $ Indicated Value by Income Approach

Summary of Income Approach (including support for market rent and GRM): N/A

## PUD

**PROJECT INFORMATION FOR PUDs (if applicable)** ☐ The Subject is part of a Planned Unit Development.

Legal Name of Project:

Describe common elements and recreational facilities: N/A

## RECONCILIATION

**Indicated Value by: Sales Comparison Approach $** 210,000 **Cost Approach (if developed) $** 232,372 **Income Approach (if developed) $**

Final Reconciliation: The Sales Comparison Approach was given most weight in reaching the final opinion of value contained in this report as it best reflects the interaction of buyers and sellers in the open marketplace. The Cost Approach was supportive. I have not performed any services regarding the subject property within the 3 years prior to this assignment and I have no current or prospective interest in the subject property or the parties involved.

This appraisal is made ☒ "as is", ☐ subject to completion per plans and specifications on the basis of a Hypothetical Condition that the improvements have been completed, ☐ subject to the following repairs or alterations on the basis of a Hypothetical Condition that the repairs or alterations have been completed, ☐ subject to the following required inspection based on the Extraordinary Assumption that the condition or deficiency does not require alteration or repair: Living SF for the Subject Property was based upon the Palm Beach County Property Appraiser.

☐ This report is also subject to other Hypothetical Conditions and/or Extraordinary Assumptions as specified in the attached addenda.

**Based on the degree of inspection of the subject property, as indicated below, defined Scope of Work, Statement of Assumptions and Limiting Conditions, and Appraiser's Certifications, my (our) Opinion of the Market Value (or other specified value type), as defined herein, of the real property that is the subject of this report is: $ 210,000 , as of: 05/19/2021 , which is the effective date of this appraisal. If indicated above, this Opinion of Value is subject to Hypothetical Conditions and/or Extraordinary Assumptions included in this report. See attached addenda.**

## ATTACHMENTS

A true and complete copy of this report contains 24 pages, including exhibits which are considered an integral part of the report. This appraisal report may not be properly understood without reference to the information contained in the complete report.

Attached Exhibits:

| | | | | |
|---|---|---|---|---|
| ☒ Scope of Work | ☐ Limiting Cond./Certifications | ☐ Narrative Addendum | ☒ Photograph Addenda | ☐ Sketch Addendum |
| ☒ Map Addenda | ☐ Additional Sales | ☐ Cost Addendum | ☐ Flood Addendum | ☐ Manuf. House Addendum |
| ☐ Hypothetical Conditions | ☐ Extraordinary Assumptions | ☐ | ☒ License | ☒ Qualifications |

Client Contact: Client Name: Town of Lake Park c/o Anders Viane

E-Mail: Address: 535 Park Avenue, Lake Park, FL 33403

## SIGNATURES

**APPRAISER**

George Berisha

Appraiser Name: George Berisha

Company: Anderson & Carr, Inc.

Phone: (561) 833-1661 Fax:

E-Mail: gberisha@andersoncarr.com

Date of Report (Signature): 05/26/2021

License or Certification #: Cert Res RD5756 State: FL

Designation:

Expiration Date of License or Certification: 11/30/2022

Inspection of Subject: ☒ Interior & Exterior ☐ Exterior Only ☐ None

Date of Inspection: 05/19/2021

**SUPERVISORY APPRAISER (if required) or CO-APPRAISER (if applicable)**

Supervisory or Co-Appraiser Name: Robert Banting

Company: Anderson & Carr, Inc.

Phone: (561) 833-1661 Fax:

E-Mail: rbanting@andersoncarr.com

Date of Report (Signature): 05/26/2021

License or Certification #: Cert Gen RZ4 State: FL

Designation: MAI

Expiration Date of License or Certification: 11/30/2022

Inspection of Subject: ☐ Interior & Exterior ☐ Exterior Only ☒ None

Date of Inspection:

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# ADDITIONAL COMPARABLE SALES

File No.: 2210246.000

SALES COMPARISON APPROACH

| FEATURE | SUBJECT | COMPARABLE SALE # 4 | | COMPARABLE SALE # 5 | | COMPARABLE SALE # 6 | |
|---|---|---|---|---|---|---|---|
| Address | 610 7th St Lake Park, FL 33403 | 811 Foresteria Dr Lake Park, FL 33403 | | | | | |
| Proximity to Subject | | 0.14 miles W | | | | | |
| Sale Price | $ | $ | 218,000 | $ | | $ | |
| Sale Price/GLA | $ /sq.ft. | $ 242.22 /sq.ft. | | $ /sq.ft. | | $ /sq.ft. | |
| Data Source(s) | | MLS # RX-10682453 | | | | | |
| Verification Source(s) | | TaxRolls/Clerks Office/Realtor | | | | | |
| VALUE ADJUSTMENTS | DESCRIPTION | DESCRIPTION | +(-) $ Adjust. | DESCRIPTION | +(-) $ Adjust. | DESCRIPTION | +(-) $ Adjust. |
| Sales or Financing Concessions | | ArmLth Conv;0 | | | | | |
| Date of Sale/Time | | **Active/Pending** | -8,700 | | | | |
| Rights Appraised | Fee Simple | Fee Simple | | | | | |
| Location | Lake Park | Lake Park | | | | | |
| Site | 5,000 sf | 5,012 sf | 0 | | | | |
| View | Parking Lot | Stores/Parking Lot | 0 | | | | |
| Design (Style) | Ranch | Ranch | | | | | |
| Quality of Construction | Average(+) | Average(+) | | | | | |
| Age | 64 | 59 | 0 | | | | |
| Condition | Average | Good/Renovated | -30,000 | | | | |
| Above Grade Room Count | Total 5 / Bdrms 3 / Baths 1 | Total 5 / Bdrms 2 / Baths 2 | +20,000 | Total / Bdrms / Baths | | Total / Bdrms / Baths | |
| Gross Living Area | 997 sq.ft. | 900 sq.ft. | +7,300 | sq.ft. | | sq.ft. | |
| Basement & Finished | 0 | 0 | | | | | |
| Rooms Below Grade | 0 | 0 | | | | | |
| Functional Utility | Average | Average | | | | | |
| Heating/Cooling | Window Units | Window Units | | | | | |
| Energy Efficient Items | Standard | Standard | | | | | |
| Garage/Carport | None | None | | | | | |
| Porch/Patio/Deck | Pto,Sm Pch,BnsRm | Fnc,Sm Pch | +10,000 | | | | |
| Pool | None | None | | | | | |
| Net Adjustment (Total) | | ☐ + ☒ - | $ -1,400 | ☐ + ☐ - | $ | ☐ + ☐ - | $ |
| Adjusted Sale Price of Comparables | | Net 0.6 % Gross 34.9 % | $ 216,600 | Net % Gross % | $ | Net % Gross % | $ |

Summary of Sales Comparison Approach **Comp 4 is a pending listing provided for more support. Per Realtor this comparable is scheduled to close in June around $210,000.**

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# Assumptions, Limiting Conditions & Scope of Work

File No.: 2210246.000

| | | | | | |
|---|---|---|---|---|---|
| Property Address: | 610 7th St | City: Lake Park | State: FL | Zip Code: | 33403 |
| Client: | Town of Lake Park c/o Anders Viane | Address: | 535 Park Avenue, Lake Park, FL 33403 | | |
| Appraiser: | George Berisha | Address: | 521 S Olive Ave, West Palm Beach, FL 33401-5907 | | |

**STATEMENT OF ASSUMPTIONS & LIMITING CONDITIONS**

- The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is appraised on the basis of it being under responsible ownership.
- The appraiser may have provided a sketch in the appraisal report to show approximate dimensions of the improvements, and any such sketch is included only to assist the reader of the report in visualizing the property and understanding the appraiser's determination of its size. Unless otherwise indicated, a Land Survey was not performed.
- If so indicated, the appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other data sources) and has noted in the appraisal report whether the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.
- The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.
- If the cost approach is included in this appraisal, the appraiser has estimated the value of the land in the cost approach at its highest and best use, and the improvements at their contributory value. These separate valuations of the land and improvements must not be used in conjunction with any other appraisal and are invalid if they are so used. Unless otherwise specifically indicated, the cost approach value is not an insurance value, and should not be used as such.
- The appraiser has noted in the appraisal report any adverse conditions (including, but not limited to, needed repairs, depreciation, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property, or that he or she became aware of during the normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, the appraiser has no knowledge of any hidden or unapparent conditions of the property, or adverse environmental conditions (including, but not limited to, the presence of hazardous wastes, toxic substances, etc ) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, the appraisal report must not be considered as an environmental assessment of the property.
- The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.
- The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice, and any applicable federal, state or local laws.
- If this appraisal is indicated as subject to satisfactory completion, repairs, or alterations, the appraiser has based his or her appraisal report and valuation conclusion on the assumption that completion of the improvements will be performed in a workmanlike manner.
- An appraiser's client is the party (or parties) who engage an appraiser in a specific assignment. Any other party acquiring this report from the client does not become a party to the appraiser-client relationship. Any persons receiving this appraisal report because of disclosure requirements applicable to the appraiser's client do not become intended users of this report unless specifically identified by the client at the time of the assignment.
- The appraiser's written consent and approval must be obtained before this appraisal report can be conveyed by anyone to the public, through advertising, public relations, news, sales, or by means of any other media, or by its inclusion in a private or public database.
- An appraisal of real property is not a 'home inspection' and should not be construed as such. As part of the valuation process, the appraiser performs a non-invasive visual inventory that is not intended to reveal defects or detrimental conditions that are not readily apparent. The presence of such conditions or defects could adversely affect the appraiser's opinion of value. Clients with concerns about such potential negative factors are encouraged to engage the appropriate type of expert to investigate.

**The Scope of Work is the type and extent of research and analyses performed in an appraisal assignment that is required to produce credible assignment results, given the nature of the appraisal problem, the specific requirements of the intended user(s) and the intended use of the appraisal report. Reliance upon this report, regardless of how acquired, by any party or for any use, other than those specified in this report by the Appraiser, is prohibited. The Opinion of Value that is the conclusion of this report is credible only within the context of the Scope of Work, Effective Date, the Date of Report, the Intended User(s), the Intended Use, the stated Assumptions and Limiting Conditions, any Hypothetical Conditions and/or Extraordinary Assumptions, and the Type of Value, as defined herein. The appraiser, appraisal firm, and related parties assume no obligation, liability, or accountability, and will not be responsible for any unauthorized use of this report or its conclusions.**

**Additional Comments (Scope of Work, Extraordinary Assumptions, Hypothetical Conditions, etc.):**

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# Certifications

File No.: 2210246.000

Property Address: 610 7th St | City: Lake Park | State: FL | Zip Code: 33403

Client: Town of Lake Park c/o Anders Viane | Address: 535 Park Avenue, Lake Park, FL 33403

Appraiser: George Berisha | Address: 521 S Olive Ave, West Palm Beach, FL 33401-5907

**APPRAISER'S CERTIFICATION**

**I certify that, to the best of my knowledge and belief:**

- The statements of fact contained in this report are true and correct.
- The credibility of this report, for the stated use by the stated user(s), of the reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice that were in effect at the time this report was prepared.
- I did not base, either partially or completely, my analysis and/or the opinion of value in the appraisal report on the race, color, religion, sex, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property, or of the present owners or occupants of the properties in the vicinity of the subject property.
- Unless otherwise indicated, I have made a personal inspection of the property that is the subject of this report.
- Unless otherwise indicated, no one provided significant real property appraisal assistance to the person(s) signing this certification.

**Additional Certifications:**

**DEFINITION OF MARKET VALUE *:**

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

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

* This definition is from regulations published by federal regulatory agencies pursuant to Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act (FIRREA) of 1989 between July 5, 1990, and August 24, 1990, by the Federal Reserve System (FRS), National Credit Union Administration (NCUA), Federal Deposit Insurance Corporation (FDIC), the Office of Thrift Supervision (OTS), and the Office of Comptroller of the Currency (OCC). This definition is also referenced in regulations jointly published by the OCC, OTS, FRS, and FDIC on June 7, 1994, and in the Interagency Appraisal and Evaluation Guidelines, dated October 27, 1994.

SIGNATURES

Client Contact: | Client Name: Town of Lake Park c/o Anders Viane

E-Mail: | Address: 535 Park Avenue, Lake Park, FL 33403

**APPRAISER**

George Berisha

Appraiser Name: George Berisha
Company: Anderson & Carr, Inc.
Phone: (561) 833-1661 Fax:
E-Mail: gberisha@andersoncarr.com
Date Report Signed: 05/26/2021
License or Certification #: Cert Res RD5756 State: FL
Designation:
Expiration Date of License or Certification: 11/30/2022
Inspection of Subject: ☒ Interior & Exterior ☐ Exterior Only ☐ None
Date of Inspection: 05/19/2021

**SUPERVISORY APPRAISER (if required) or CO-APPRAISER (if applicable)**

Supervisory or Co-Appraiser Name: Robert Banting
Company: Anderson & Carr, Inc
Phone: (561) 833-1661 Fax:
E-Mail: rbanting@andersoncarr.com
Date Report Signed: 05/26/2021
License or Certification #: Cert Gen RZ4 State: FL
Designation: MAI
Expiration Date of License or Certification: 11/30/2022
Inspection of Subject: ☐ Interior & Exterior ☐ Exterior Only ☒ None
Date of Inspection:

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# Subject Photo Page

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

**Subject Front**

610 7th St

**Subject Rear**

**Subject Street**

## Photograph Addendum

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

**Street View#2**

**Front View-2**

**Patio**

**Windows**

**Minor Chip on Block Wall**

**Side View**

## Photograph Addendum

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

**Window AC Unit**

**Sm. Alum. Scr.Pch**

**Scr.Pch Interior View**

**Scuttle**

**Parking Lot**

**Add. Views of Windows**

## Photograph Addendum

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

**Kitchen**

**Add. Kitchen Views**

**Backsplash in Kitchen**

**Add. Views**

**Add. Views**

**Bonus Room/Storage**

## Photograph Addendum

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

**Scuttle**

**Living Room**

**Add. Views**

**Fans**

**Bedroom View**

**Parking Lot View from Bedroom**

## Photograph Addendum

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

**Bedroom View**

**Bath Views**

**Bedroom View**

**Closet View**

# Comparable Photo Page

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

**Comparable 1**
718 Foresteria Dr

**Comparable 2**
501 Foresteria Dr

**Comparable 3**
327 Evergreen Dr

# Comparable Photo Page

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

## Comparable 4

811 Foresteria Dr

| | |
|---|---|
| Prox. to Subject | 0.14 miles W |
| Sale Price | 218,000 |
| Gross Living Area | 900 |
| Total Rooms | 5 |
| Total Bedrooms | 2 |
| Total Bathrooms | 2 |
| Location | Lake Park |
| View | Stores/Parking Lot |
| Site | 5,012 sf |
| Quality | Average(+) |
| Age | 59 |

## Comparable 5

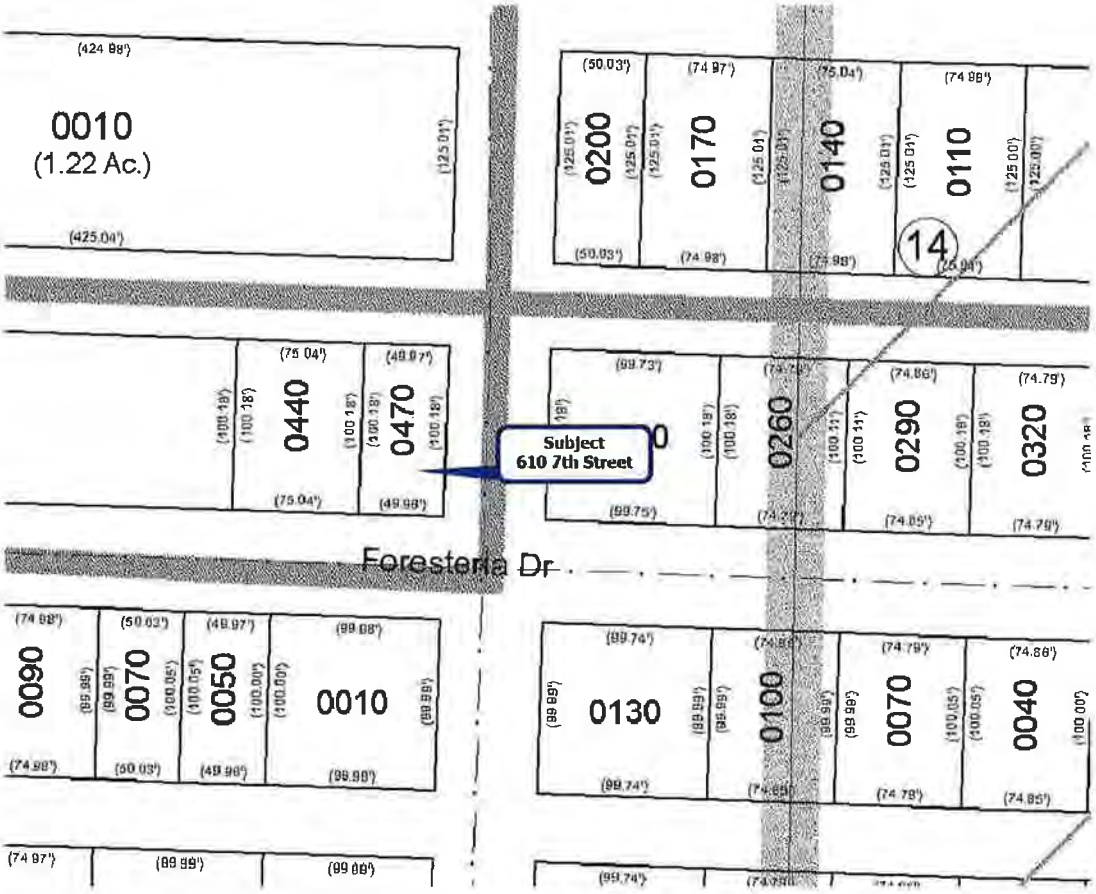
| | |
|---|---|
| Prox. to Subject | |
| Sale Price | |
| Gross Living Area | |
| Total Rooms | |
| Total Bedrooms | |
| Total Bathrooms | |
| Location | |
| View | |
| Site | |
| Quality | |
| Age | |

## Comparable 6

| | |
|---|---|
| Prox. to Subject | |
| Sale Price | |
| Gross Living Area | |
| Total Rooms | |
| Total Bedrooms | |
| Total Bathrooms | |
| Location | |
| View | |
| Site | |
| Quality | |
| Age | |

## Site Dimesions for Subject Lot 0470

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |



## Aerial Map for Subject

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

# Aerial Location Map

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

**DEFINITION OF MARKET VALUE:** The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he considers his own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions* granted by anyone associated with the sale. (Source: FDIC Interagency Appraisal and Evaluation Guidelines, October 27, 1994.)

* Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgement.

## STATEMENT OF LIMITING CONDITIONS AND CERTIFICATION

**CONTINGENT AND LIMITING CONDITIONS:** The appraiser's certification that appears in the appraisal report is subject to the following conditions:

1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is valued on the basis of it being under responsible ownership.

2. Any sketch provided in the appraisal report may show approximate dimensions of the improvements and is included only to assist the reader of the report in visualizing the property. The appraiser has made no survey of the property.

3. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand, or as otherwise required by law.

4. Any distribution of valuation between land and improvements in the report applies only under the existing program of utilization. These separate valuations of the land and improvements must not be used in conjunction with any other appraisal and are invalid if they are so used.

5. The appraiser has no knowledge of any hidden or unapparent conditions of the property or adverse environmental conditions (including the presence of hazardous waste, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. This appraisal report must not be considered an environmental assessment of the subject property.

6. The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.

7. The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice, and any applicable federal, state or local laws.

8. The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to satisfactory completion, repairs, or alterations on the assumption that completion of the improvements will be performed in a workmanlike manner.

9. The appraiser must provide his or her prior written consent before the lender/client specified in the appraisal report can distribute the appraisal report (including conclusions about the property value, the appraiser's identity and professional designations, and references to any professional appraisal organizations or the firm with which the appraiser is associated) to anyone other than the borrower; the mortgagee or its successors and assigns; the mortgage insurer; consultants; professional appraisal organizations; any state or federally approved financial institution; or any department, agency, or instrumentality of the United States or any state or the District of Columbia; except that the lender/client may distribute the property description section of the report only to data collection or reporting service(s) without having to obtain the appraiser's prior written consent. The appraiser's written consent and approval must also be obtained before the appraisal can be conveyed by anyone to the public through advertising, public relations, news, sales, or other media.

10. The appraiser is not an employee of the company or individual(s) ordering this report and compensation is not contingent upon the reporting of a predetermined value or direction of value or upon an action or event resulting from the analysis, opinions, conclusions, or the use of this report. This assignment is not based on a required minimum, specific valuation, or the approval of a loan.

File No. 2210246.000

**CERTIFICATION:** The appraiser certifies and agrees that:

1. The statements of fact contained in this report are true and correct.

2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial and unbiased professional analyses, opinions, and conclusions.

3. Unless otherwise indicated, I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.

4. Unless otherwise indicated, I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.

5. I have no bias with respect to the property that is the subject of this report or the parties involved with this assignment.

6. My engagement in this assignment was not contingent upon developing or reporting predetermined results.

7. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.

8. My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice that were in effect at the time this report was prepared.

9. Unless otherwise indicated, I have made a personal inspection of the interior and exterior areas of the property that is the subject of this report, and the exteriors of all properties listed as comparables.

10. Unless otherwise indicated, no one provided significant real property appraisal assistance to the person(s) signing this certification (if there are exceptions, the name of each individual providing significant real property appraisal assistance is stated elsewhere in this report).

**ADDRESS OF PROPERTY ANALYZED:** 610 7th St, Lake Park, FL 33403

**APPRAISER:**

Signature: George Berisha

Name: George Berisha

Title:

State Certification #: Cert Res RD5756

or State License #:

State: FL Expiration Date of Certification or License: 11/30/2022

Date Signed: 05/26/2021

**SUPERVISORY or CO-APPRAISER (if applicable):**

Signature:

Name: Robert Banting

Title: MAI

State Certification #: Cert Gen RZ4

or State License #:

State: FL Expiration Date of Certification or License: 11/30/2022

Date Signed: 05/26/2021

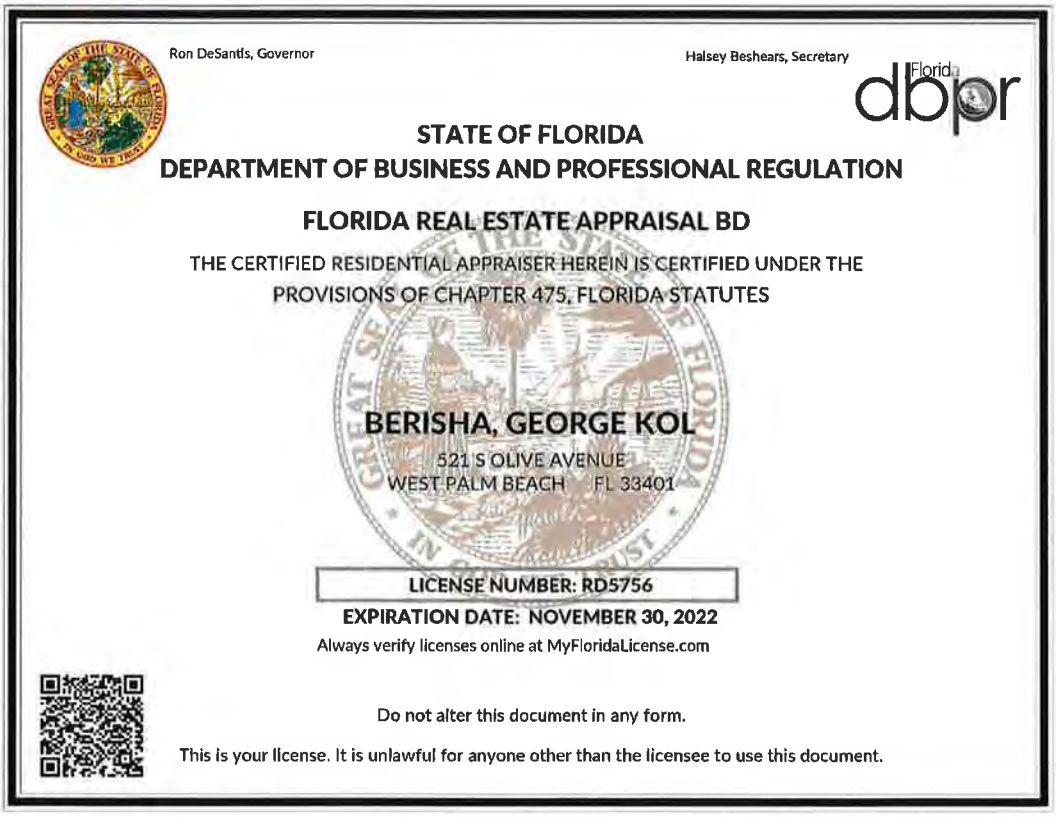
☐ Did ☒ Did Not Inspect Property



Form ACR2 - "TOTAL" appraisal software by a la mode, inc. - 1-800-ALAMODE

## License

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |



Ron DeSantis, Governor

Halsey Beshears, Secretary

Florida dbpr

**STATE OF FLORIDA**
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**FLORIDA REAL ESTATE APPRAISAL BD**

THE CERTIFIED RESIDENTIAL APPRAISER HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 475, FLORIDA STATUTES

**BERISHA, GEORGE KOL**
521 S OLIVE AVENUE
WEST PALM BEACH FL 33401

**LICENSE NUMBER: RD5756**
**EXPIRATION DATE: NOVEMBER 30, 2022**
Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

## Qualifications

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

**QUALIFICATIONS OF APPRAISER**
**GEORGE K. BERISHA**

GENERAL INFORMATION

State-Certified Residential Appraiser RD5756
FHA Roster Appraiser FL RD5756

EDUCATION AND SPECIAL TRAINING

The Appraisal of 2-4 Unit Properties - McKissock 10/2018
Limited Scope Appraisals and Appraisal Reports: Staying Compliant and Competitive - McKissock 10/2018
Florida Appraisal Laws and Regulations Update - McKissock 10/2016, McKissock 10/2018
Evaluating Today's Residential Appraisal: Reliable Review - McKissock 10/2018
That's a Violation: Appraisal Standards in the Real World - McKissock 10/2018
Real Estate Damages – Appraising After a Natural Disaster - McKissock 10/2018
Florida Appraisal Oddities - McKissock 10/2016
Strange but True: Appraising Complex Residential Properties - McKissock 10/2016
National USPAP Update (2016-2017) McKissock 10/2016, (2018-2019) McKissock 10/2018
Exploring Appraiser Liability - McKissock 10/2016
Water, Water Everywhere - McKissock 10/2016
Appraising FHA Today - McKissock 10/2016
7 Hour National USPAP Course - McKissock 10/2016
The Dirty Dozen - McKissock 10/2016
Florida Laws & Regulations - McKissock 10/2016
The Nuts & Bolts of Building Green for Appraisers - McKissock 10/2016
Even More Oddball Appraisals - McKissock 10/2014
National USPAP Update Equivalent 7 Hours - 10/2012
Florida Appraisal Laws and Regulations Update 3 Hours – 10/2012
Systems Built Housing: Advances in Housing 7 Hours – 10/2012
Introduction to Residential Green Buildings 3 Hours – 10/2012
Wetland Valuation: Techniques & Concepts 7 Hours -010/2012
Introduction to Regression Analysis 3 Hours – 10/2012
National USPAP Update Equivalent 7 Hours – 10/2010
Florida Laws and Regulations 3 Hours – 10/2010
The Changing World of FHA Appraising 8 Hours – 10/2010
Business Course: Ways to Minimize Liability 8 Hours – 10/2010
Florida Appraisal Supervisor – Trainee Roles 4 Hours – 10/2010
Florida Laws and Regulations 3 Hours – 06/2008
National USPAP Update Equivalent 7 Hours - 06/2008
Even Odder: More Oddball Appraisals 8 Hours - 06/2008
Relocation Appraisal is Different 8 Hours - 06/2008
Appraisal Supervisor Trainee Roles 4 Hours - 06/2008
National USPAP Update Equivalent 7 Hours – 06/2006
Florida Laws and Regulations 3 Hours - 06/2006
National USPAP Pre-Certification 15 Hours – 11/2005
AB-2 Licensed Residential Appraisal Course – 06/2005
Developing & Growing an Appraisal Practice – 11/2004
Factory Built Housing – 11/2004
FHA Exam Preparation – 11/2004
Florida Laws & Regulations – 11/2004
National USPAP Equivalent – 11/2004
AB-1 Licensed Residential Appraisal Course – 09/2002
Real Estate Salesperson Course – 09/1998
Daytona Beach Community College – 1990-1993
Tarrant County Junior College – 1988-1990

# License

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

Ron DeSantis, Governor

Halsey Beshears, Secretary

dbpr

**STATE OF FLORIDA**
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**FLORIDA REAL ESTATE APPRAISAL BD**

THE CERTIFIED GENERAL APPRAISER HEREIN IS CERTIFIED UNDER THE PROVISIONS OF CHAPTER 475, FLORIDA STATUTES

**BANTING, ROBERT B**
521 S OLIVE AVE
WEST PALM BEACH FL 33401

**LICENSE NUMBER: RZ4**
**EXPIRATION DATE: NOVEMBER 30, 2022**

Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

# Qualifications

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Borrower | N/A | | | | | | |
| Property Address | 610 7th St | | | | | | |
| City | Lake Park | County | Palm Beach | State | FL | Zip Code | 33403 |
| Client | Town of Lake Park c/o Anders Viane | | | | | | |

## QUALIFICATIONS OF APPRAISER
## ROBERT B. BANTING, MAI, SRA

PROFESSIONAL DESIGNATIONS - YEAR RECEIVED

MAI - Member Appraisal Institute - 1984
SRA - Senior Residential Appraiser, Appraisal Institute - 1977
SRPA - Senior Real Property Appraiser, Appraisal Institute - 1980
State-Certified General Real Estate Appraiser, State of Florida, License No. RZ4 - 1991

EDUCATION AND SPECIAL TRAINING

Licensed Real Estate Broker - #3748 - State of Florida
Graduate, University of Florida, College of Business Administration, BSBA (Major - Real Estate & Urban Land Studies) 1973
Successfully completed and passed the following Society of Real Estate Appraisers (SREA) and American Institute of Real Estate Appraisers (AIREA) courses and/or exams: Note: the SREA & AIREA merged in 1991 to form the Appraisal Institute.

| | |
|---|---|
| SREA R2: | Case Study of Single Family Residence |
| SREA 201: | Principles of Income Property Appraising |
| SREA: | Single Family Residence Demonstration Report |
| SREA: | Income Property Demonstration Report |
| AIREA 1B: | Capitalization Theory and Techniques |
| SREA 101: | Introduction to Appraising Real Property |
| AIREA: | Case Studies in Real Estate Valuation |
| AIREA: | Standards of Professional Practice |
| AIREA: | Introduction to Real Estate Investment Analysis |
| AIREA 2-2: | Valuation Analysis and Report Writing |
| AIREA: | Comprehensive Examination |
| AIREA: | Litigation Valuation |
| AIREA: | Standards of Professional Practice Part C |

ATTENDED VARIOUS APPRAISAL SEMINARS AND COURSES, INCLUDING:

| | | |
|---|---|---|
| The Internet and Appraising | Golf Course Valuation | Discounting Condominiums & Subdivisions |
| Narrative Report Writing | Appraising for Condemnation | Condemnation: Legal Rules & Appraisal Practices |
| Condominium Appraisal | Reviewing Appraisals | Analyzing Commercial Lease Clauses |
| Eminent Domain Trials | Tax Considerations in Real Estate | Testing Reasonableness/Discounted Cash Flow |
| Mortgage Equity Analysis | Partnerships & Syndications | Hotel and Motel Valuation |
| Advanced Appraisal Techniques | Federal Appraisal Requirements | Analytic Uses of Computer in the Appraisal Shop |
| Valuation of Leases and Leaseholds | Valuation Litigation Mock Trial | Residential Construction From The Inside Out |
| Rates, Ratios, and Reasonableness | Analyzing Income Producing Properties | Development of Major/Large Residential Projects |
| Standards of Professional Practice | Regression Analysis In Appraisal Practice | Federal Appraisal Requirements |

Engaged in appraising and consulting assignments including market research, rental studies, feasibility analysis, expert witness testimony, cash flow analysis, settlement conferences, and brokerage covering all types of real estate since 1972.
President of Anderson & Carr, Inc., Realtors and Appraisers, established 1947
Past President Palm Beach County Chapter, Society of Real Estate Appraisers (SREA)
Realtor Member of Central Palm Beach County Association of Realtors
Special Master for Palm Beach County Property Appraisal Adjustment Board
Qualified as an Expert Witness providing testimony in matters of condemnation, property disputes, bankruptcy court, foreclosures, and other issues of real property valuation.
Member of Admissions Committee, Appraisal Institute - South Florida Chapter
Member of Review and Counseling Committee, Appraisal Institute - South Florida Chapter
Approved appraiser for State of Florida, Department of Transportation and Department Natural Resources.
Instructor of seminars, sponsored by the West Palm Beach Board of Realtors.
Authored articles for The Palm Beach Post and Realtor newsletter.
Real Estate Advisory Board Member, University of Florida.

TYPES OF PROPERTY APPRAISED - PARTIAL LISTING

| | | | |
|---|---|---|---|
| Air Rights | Medical Buildings | Apartment Buildings | Churches |
| Amusement Parks | Department Stores | Hotels - Motels | Marinas |
| Condominiums | Industrial Buildings | Office Buildings | Residences - All Types |
| Mobile Home Parks | Service Stations | Special Purpose Buildings | Restaurants |
| Auto Dealerships | Vacant Lots - Acreage | Residential Projects | Golf Courses |
| Shopping Centers | Leasehold Interests | Financial Institutions | Easements |

"I am currently certified under the continuing education program of the Appraisal Institute."

# "AS IS" Residential Contract For Sale And Purchase

THIS FORM HAS BEEN APPROVED BY THE FLORIDA REALTORS AND THE FLORIDA BAR

FloridaRealtors®

**PARTIES:** LEABERT STEWART ("Seller"), and OMAR PAULETTE & MAGALY PILOTO BUZNEGO ("Buyer"), agree that Seller shall sell and Buyer shall buy the following described Real Property and Personal Property (collectively "Property") pursuant to the terms and conditions of this AS IS Residential Contract For Sale And Purchase and any riders and addenda ("Contract"):

**1. PROPERTY DESCRIPTION:**

(a) Street address, city, zip: 610 7th St 33403-3206

(b) Located in: Lake Park, FL County, Florida. Property Tax ID #: 36-43-42-20-01-010-0470

(c) Real Property: The legal description is KELSEY CITY LTS 47 & 48 BLK 10

together with all existing improvements and fixtures, including built-in appliances, built-in furnishings and attached wall-to-wall carpeting and flooring ("Real Property") unless specifically excluded in Paragraph 1(e) or by other terms of this Contract.

(d) Personal Property: Unless excluded in Paragraph 1(e) or by other terms of this Contract, the following items which are owned by Seller and existing on the Property as of the date of the initial offer are included in the purchase: range(s)/oven(s), refrigerator(s), dishwasher(s), disposal, ceiling fan(s), intercom, light fixture(s), drapery rods and draperies, blinds, window treatments, smoke detector(s), garage door opener(s), security gate and other access devices, and storm shutters/panels ("Personal Property").

Other Personal Property items included in this purchase are: KITCHEN,MICROWAVE,FRIDGE

Personal Property is included in the Purchase Price, has no contributory value, and shall be left for the Buyer.

(e) The following items are excluded from the purchase:

## PURCHASE PRICE AND CLOSING

**2. PURCHASE PRICE** (U.S. currency): ..... $ 229,000.00

(a) Initial deposit to be held in escrow in the amount of **(checks subject to COLLECTION)** ..... $ 5,000.00
The initial deposit made payable and delivered to "Escrow Agent" named below **(CHECK ONE):** (i) ☐ accompanies offer or (ii) ☒ is to be made within 3 (if left blank, then 3) days after Effective Date. IF NEITHER BOX IS CHECKED, THEN OPTION (ii) SHALL BE DEEMED SELECTED.
Escrow Agent Information: Name: ASSURED TITLE & TRUST INC
Address: 12150 SW 128 CT SUITE 210 MIAMI,FL 33186
Phone: 786-249-3853 E-mail: title@assuredtitletrust.com Fax:

(b) Additional deposit to be delivered to Escrow Agent within _____ (if left blank, then 10) days after Effective Date ..... $
(All deposits paid or agreed to be paid, are collectively referred to as the "Deposit")

(c) Financing: Express as a dollar amount or percentage ("Loan Amount") see Paragraph 8 ..... 80%

(d) Other: _____ ..... $

(e) Balance to close (not including Buyer's closing costs, prepaids and prorations) by wire transfer or other **COLLECTED** funds ..... $ 40,800.00

**NOTE: For the definition of "COLLECTION" or "COLLECTED" see STANDARD S.**

**3. TIME FOR ACCEPTANCE OF OFFER AND COUNTER-OFFERS; EFFECTIVE DATE:**

(a) If not signed by Buyer and Seller, and an executed copy delivered to all parties on or before April 27, 2021, this offer shall be deemed withdrawn and the Deposit, if any, shall be returned to Buyer. Unless otherwise stated, time for acceptance of any counter-offers shall be within 2 days after the day the counter-offer is delivered.

(b) The effective date of this Contract shall be the date when the last one of the Buyer and Seller has signed or initialed and delivered this offer or final counter-offer ("Effective Date").

**4. CLOSING DATE:** Unless modified by other provisions of this Contract, the closing of this transaction shall occur and the closing documents required to be furnished by each party pursuant to this Contract shall be delivered ("Closing") on May 31, 2021 OR BIFORE ("Closing Date"), at the time established by the Closing Agent.

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**5. EXTENSION OF CLOSING DATE:**

(a) If Paragraph 8(b) is checked and Closing funds from Buyer's lender(s) are not available on Closing Date due to Consumer Financial Protection Bureau Closing Disclosure delivery requirements ("CFPB Requirements"), then Closing Date shall be extended for such period necessary to satisfy CFPB Requirements, provided such period shall not exceed 10 days.

(b) If an event constituting "Force Majeure" causes services essential for Closing to be unavailable, including the unavailability of utilities or issuance of hazard, wind, flood or homeowners' insurance, Closing Date shall be extended as provided in STANDARD G.

**6. OCCUPANCY AND POSSESSION:**

(a) Unless the box in Paragraph 6(b) is checked, Seller shall, at Closing, deliver occupancy and possession of the Property to Buyer free of tenants, occupants and future tenancies. Also, at Closing, Seller shall have removed all personal items and trash from the Property and shall deliver all keys, garage door openers, access devices and codes, as applicable, to Buyer. If occupancy is to be delivered before Closing, Buyer assumes all risks of loss to the Property from date of occupancy, shall be responsible and liable for maintenance from that date, and shall be deemed to have accepted the Property in its existing condition as of time of taking occupancy.

(b) ☒ **CHECK IF PROPERTY IS SUBJECT TO LEASE(S) OR OCCUPANCY AFTER CLOSING.** If Property is subject to a lease(s) after Closing or is intended to be rented or occupied by third parties beyond Closing, the facts and terms thereof shall be disclosed in writing by Seller to Buyer and copies of the written lease(s) shall be delivered to Buyer, all within 5 days after Effective Date. If Buyer determines, in Buyer's sole discretion, that the lease(s) or terms of occupancy are not acceptable to Buyer, Buyer may terminate this Contract by delivery of written notice of such election to Seller within 5 days after receipt of the above items from Seller, and Buyer shall be refunded the Deposit thereby releasing Buyer and Seller from all further obligations under this Contract. Estoppel Letter(s) and Seller's affidavit shall be provided pursuant to STANDARD D. If Property is intended to be occupied by Seller after Closing, see Rider U. POST-CLOSING OCCUPANCY BY SELLER.

**7. ASSIGNABILITY: (CHECK ONE):** Buyer ☐ may assign and thereby be released from any further liability under this Contract; ☐ may assign but not be released from liability under this Contract; or ☒ may not assign this Contract.

## FINANCING

**8. FINANCING:**

☐ (a) Buyer will pay cash for the purchase of the Property at Closing. There is no financing contingency to Buyer's obligation to close. If Buyer obtains a loan for any part of the Purchase Price of the Property, Buyer acknowledges that any terms and conditions imposed by Buyer's lender(s) or by CFPB Requirements shall not affect or extend the Buyer's obligation to close or otherwise affect any terms or conditions of this Contract.

☒ (b) This Contract is contingent upon Buyer obtaining approval of a ☒ conventional ☐ FHA ☐ VA or ☐ other _____ (describe) loan within _____ (if left blank, then 30) days after Effective Date ("Loan Approval Period") for **(CHECK ONE):** ☐ fixed, ☐ adjustable, ☐ fixed or adjustable rate in the Loan Amount (See Paragraph 2(c)), at an initial interest rate not to exceed _____ % (if left blank, then prevailing rate based upon Buyer's creditworthiness), and for a term of _____ (if left blank, then 30) years ("Financing").

(i) Buyer shall make mortgage loan application for the Financing within _____ (if left blank, then 5) days after Effective Date and use good faith and diligent effort to obtain approval of a loan meeting the Financing terms ("Loan Approval") and thereafter to close this Contract. Loan Approval which requires a condition related to the sale by Buyer of other property shall not be deemed Loan Approval for purposes of this subparagraph.

Buyer's failure to use diligent effort to obtain Loan Approval during the Loan Approval Period shall be considered a default under the terms of this Contract. For purposes of this provision, "diligent effort" includes, but is not limited to, timely furnishing all documents and information and paying of all fees and charges requested by Buyer's mortgage broker and lender in connection with Buyer's mortgage loan application.

(ii) Buyer shall keep Seller and Broker fully informed about the status of Buyer's mortgage loan application, Loan Approval, and loan processing and authorizes Buyer's mortgage broker, lender, and Closing Agent to disclose such status and progress, and release preliminary and finally executed closing disclosures and settlement statements, to Seller and Broker.

(iii) Upon Buyer obtaining Loan Approval, Buyer shall promptly deliver written notice of such approval to Seller.

(iv) If Buyer is unable to obtain Loan Approval after the exercise of diligent effort, then at any time prior to expiration of the Loan Approval Period, Buyer may provide written notice to Seller stating that Buyer has been unable to obtain Loan Approval and has elected to either:

(1) waive Loan Approval, in which event this Contract will continue as if Loan Approval had been obtained; or

(2) terminate this Contract.



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(v) If Buyer fails to timely deliver either notice provided in Paragraph 8(b)(iii) or (iv), above, to Seller prior to expiration of the Loan Approval Period, then Loan Approval shall be deemed waived, in which event this Contract will continue as if Loan Approval had been obtained, provided however, Seller may elect to terminate this Contract by delivering written notice to Buyer within 3 days after expiration of the Loan Approval Period.

(vi) If this Contract is timely terminated as provided by Paragraph 8(b)(iv)(2) or (v), above, and Buyer is not in default under the terms of this Contract, Buyer shall be refunded the Deposit thereby releasing Buyer and Seller from all further obligations under this Contract.

(vii) If Loan Approval has been obtained, or deemed to have been obtained, as provided above, and Buyer fails to close this Contract, then the Deposit shall be paid to Seller unless failure to close is due to: (1) Seller's default or inability to satisfy other contingencies of this Contract; (2) Property related conditions of the Loan Approval have not been met (except when such conditions are waived by other provisions of this Contract); or (3) appraisal of the Property obtained by Buyer's lender is insufficient to meet terms of the Loan Approval, in which event(s) the Buyer shall be refunded the Deposit, thereby releasing Buyer and Seller from all further obligations under this Contract.

☐ (c) Assumption of existing mortgage (see rider for terms).

☐ (d) Purchase money note and mortgage to Seller (see riders; addenda; or special clauses for terms).

## CLOSING COSTS, FEES AND CHARGES

**9. CLOSING COSTS; TITLE INSURANCE; SURVEY; HOME WARRANTY; SPECIAL ASSESSMENTS:**

(a) **COSTS TO BE PAID BY SELLER:**

- Documentary stamp taxes and surtax on deed, if any
- Owner's Policy and Charges (if Paragraph 9(c)(i) is checked)
- Title search charges (if Paragraph 9(c)(iii) is checked)
- Municipal lien search (if Paragraph 9(c)(i) or (iii) is checked)
- HOA/Condominium Association estoppel fees
- Recording and other fees needed to cure title
- Seller's attorneys' fees
- Other: _____

If, prior to Closing, Seller is unable to meet the AS IS Maintenance Requirement as required by Paragraph 11 a sum equal to 125% of estimated costs to meet the AS IS Maintenance Requirement shall be escrowed at Closing. If actual costs to meet the AS IS Maintenance Requirement exceed escrowed amount, Seller shall pay such actual costs. Any unused portion of escrowed amount(s) shall be returned to Seller.

(b) **COSTS TO BE PAID BY BUYER:**

- Taxes and recording fees on notes and mortgages
- Recording fees for deed and financing statements
- Owner's Policy and Charges (if Paragraph 9(c)(ii) is checked)
- Survey (and elevation certification, if required)
- Lender's title policy and endorsements
- HOA/Condominium Association application/transfer fees
- Municipal lien search (if Paragraph 9(c)(ii) is checked)
- Loan expenses
- Appraisal fees
- Buyer's Inspections
- Buyer's attorneys' fees
- All property related insurance
- Owner's Policy Premium (if Paragraph 9 (c)(iii) is checked.)
- Other: _____

(c) **TITLE EVIDENCE AND INSURANCE:** At least _____ (if left blank, then 15, or if Paragraph 8(a) is checked, then 5) days prior to Closing Date ("Title Evidence Deadline"), a title insurance commitment issued by a Florida licensed title insurer, with legible copies of instruments listed as exceptions attached thereto ("Title Commitment") and, after Closing, an owner's policy of title insurance (see STANDARD A for terms) shall be obtained and delivered to Buyer. If Seller has an owner's policy of title insurance covering the Real Property, a copy shall be furnished to Buyer and Closing Agent within 5 days after Effective Date. The owner's title policy premium, title search and closing services (collectively, "Owner's Policy and Charges") shall be paid, as set forth below. The title insurance premium charges for the owner's policy and any lender's policy will be calculated and allocated in accordance with Florida law, but may be reported differently on certain federally mandated closing disclosures and other closing documents. For purposes of this Contract "municipal lien search" means a search of records necessary for the owner's policy of title insurance to be issued without exception for unrecorded liens imposed pursuant to Chapters 159 or 170, F.S., in favor of any governmental body, authority or agency.

**(CHECK ONE):**

☐ (i) Seller shall designate Closing Agent and pay for Owner's Policy and Charges, and Buyer shall pay the premium for Buyer's lender's policy and charges for closing services related to the lender's policy, endorsements and loan closing, which amounts shall be paid by Buyer to Closing Agent or such other provider(s) as Buyer may select; or

☐ (ii) Buyer shall designate Closing Agent and pay for Owner's Policy and Charges and charges for closing services related to Buyer's lender's policy, endorsements and loan closing; or

☒ (iii) [**MIAMI-DADE/BROWARD REGIONAL PROVISION]:** Seller shall furnish a copy of a prior owner's policy of title insurance or other evidence of title and pay fees for: (A) a continuation or update of such title evidence, which is acceptable to Buyer's title insurance underwriter for reissue of coverage; (B) tax search; and (C) municipal lien search. Buyer shall obtain and pay for post-Closing continuation and premium for Buyer's owner's policy, and if applicable, Buyer's lender's policy. Seller shall not be obligated to pay more than $_____ (if left blank, then $200.00) for abstract continuation or title search ordered or performed by Closing Agent.

(d) **SURVEY:** On or before Title Evidence Deadline, Buyer may, at Buyer's expense, have the Real Property surveyed and certified by a registered Florida surveyor ("Survey"). If Seller has a survey covering the Real Property, a copy shall be furnished to Buyer and Closing Agent within 5 days after Effective Date.

(e) **HOME WARRANTY:** At Closing, ☐ Buyer ☐ Seller ☒ N/A shall pay for a home warranty plan issued by _____ at a cost not to exceed $_____. A home warranty plan provides for repair or replacement of many of a home's mechanical systems and major built-in appliances in the event of breakdown due to normal wear and tear during the agreement's warranty period.

(f) **SPECIAL ASSESSMENTS:** At Closing, Seller shall pay: (i) the full amount of liens imposed by a public body ("public body" does not include a Condominium or Homeowner's Association) that are certified, confirmed and ratified before Closing; and (ii) the amount of the public body's most recent estimate or assessment for an improvement which is substantially complete as of Effective Date, but that has not resulted in a lien being imposed on the Property before Closing. Buyer shall pay all other assessments. If special assessments may be paid in installments **(CHECK ONE):**

☐ (a) Seller shall pay installments due prior to Closing and Buyer shall pay installments due after Closing. Installments prepaid or due for the year of Closing shall be prorated.

☐ (b) Seller shall pay the assessment(s) in full prior to or at the time of Closing.

IF NEITHER BOX IS CHECKED, THEN OPTION (a) SHALL BE DEEMED SELECTED.

This Paragraph 9(f) shall not apply to a special benefit tax lien imposed by a community development district (CDD) pursuant to Chapter 190, F.S., which lien shall be prorated pursuant to STANDARD K.

## DISCLOSURES

**10. DISCLOSURES:**

(a) **RADON GAS:** Radon is a naturally occurring radioactive gas that, when it is accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings in Florida. Additional information regarding radon and radon testing may be obtained from your county health department.

(b) **PERMITS DISCLOSURE:** Except as may have been disclosed by Seller to Buyer in a written disclosure, Seller does not know of any improvements made to the Property which were made without required permits or made pursuant to permits which have not been properly closed. If Seller identifies permits which have not been properly closed or improvements which were not permitted, then Seller shall promptly deliver to Buyer all plans, written documentation or other information in Seller's possession, knowledge, or control relating to improvements to the Property which are the subject of such open permits or unpermitted improvements.

(c) **MOLD:** Mold is naturally occurring and may cause health risks or damage to property. If Buyer is concerned or desires additional information regarding mold, Buyer should contact an appropriate professional.

(d) **FLOOD ZONE; ELEVATION CERTIFICATION:** Buyer is advised to verify by elevation certificate which flood zone the Property is in, whether flood insurance is required by Buyer's lender, and what restrictions apply to improving the Property and rebuilding in the event of casualty. If Property is in a "Special Flood Hazard Area" or "Coastal Barrier Resources Act" designated area or otherwise protected area identified by the U.S. Fish and Wildlife Service under the Coastal Barrier Resources Act and the lowest floor elevation for the building(s) and/or flood insurance rating purposes is below minimum flood elevation or is ineligible for flood insurance coverage through the National Flood Insurance Program or private flood insurance as defined in 42 U.S.C. §4012a, Buyer may terminate this Contract by delivering written notice to Seller within _____ (if left blank, then 20) days after Effective Date, and Buyer shall be refunded the Deposit thereby releasing Buyer and Seller from all further obligations under this Contract, failing which Buyer accepts existing elevation of buildings and flood zone designation of Property. The National Flood Insurance Program may assess additional fees or adjust premiums for pre-Flood Insurance Rate Map (pre-FIRM) non-primary structures (residential structures in which the insured or spouse does not reside for at least 50% of the year) and an elevation certificate may be required for actuarial rating.

(e) **ENERGY BROCHURE:** Buyer acknowledges receipt of Florida Energy-Efficiency Rating Information Brochure required by Section 553.996, F.S.

(f) **LEAD-BASED PAINT:** If Property includes pre-1978 residential housing, a lead-based paint disclosure is mandatory.

(g) **HOMEOWNERS' ASSOCIATION/COMMUNITY DISCLOSURE: BUYER SHOULD NOT EXECUTE THIS CONTRACT UNTIL BUYER HAS RECEIVED AND READ THE HOMEOWNERS' ASSOCIATION/COMMUNITY DISCLOSURE, IF APPLICABLE.**

(h) **PROPERTY TAX DISCLOSURE SUMMARY:** BUYER SHOULD NOT RELY ON THE SELLER'S CURRENT PROPERTY TAXES AS THE AMOUNT OF PROPERTY TAXES THAT THE BUYER MAY BE OBLIGATED TO PAY IN THE YEAR SUBSEQUENT TO PURCHASE. A CHANGE OF OWNERSHIP OR PROPERTY IMPROVEMENTS TRIGGERS REASSESSMENTS OF THE PROPERTY THAT COULD RESULT IN HIGHER PROPERTY TAXES. IF YOU HAVE ANY QUESTIONS CONCERNING VALUATION, CONTACT THE COUNTY PROPERTY APPRAISER'S OFFICE FOR INFORMATION.

(i) **FOREIGN INVESTMENT IN REAL PROPERTY TAX ACT ("FIRPTA"):** Seller shall inform Buyer in writing if Seller is a "foreign person" as defined by the Foreign Investment in Real Property Tax Act ("FIRPTA"). Buyer and Seller shall comply with FIRPTA, which may require Seller to provide additional cash at Closing. If Seller is not a "foreign person", Seller can provide Buyer, at or prior to Closing, a certification of non-foreign status, under penalties of perjury, to inform Buyer and Closing Agent that no withholding is required. See STANDARD V for further information pertaining to FIRPTA. Buyer and Seller are advised to seek legal counsel and tax advice regarding their respective rights, obligations, reporting and withholding requirements pursuant to FIRPTA.

(j) **SELLER DISCLOSURE:** Seller knows of no facts materially affecting the value of the Real Property which are not readily observable and which have not been disclosed to Buyer. Except as provided for in the preceding sentence, Seller extends and intends no warranty and makes no representation of any type, either express or implied, as to the physical condition or history of the Property. Except as otherwise disclosed in writing Seller has received no written or verbal notice from any governmental entity or agency as to a currently uncorrected building, environmental or safety code violation.

## PROPERTY MAINTENANCE, CONDITION, INSPECTIONS AND EXAMINATIONS

**11. PROPERTY MAINTENANCE:** Except for ordinary wear and tear and Casualty Loss, Seller shall maintain the Property, including, but not limited to, lawn, shrubbery, and pool, in the condition existing as of Effective Date ("AS IS Maintenance Requirement").

**12. PROPERTY INSPECTION; RIGHT TO CANCEL:**

(a) ***PROPERTY INSPECTIONS AND RIGHT TO CANCEL: Buyer shall have*** 10 ***(if left blank, then 15) days after Effective Date ("Inspection Period") within which to have such inspections of the Property performed as Buyer shall desire during the Inspection Period. If Buyer determines, in Buyer's sole discretion, that the Property is not acceptable to Buyer, Buyer may terminate this Contract by delivering written notice of such election to Seller prior to expiration of Inspection Period. If Buyer timely terminates this Contract, the Deposit paid shall be returned to Buyer, thereupon, Buyer and Seller shall be released of all further obligations under this Contract; however, Buyer shall be responsible for prompt payment for such inspections, for repair of damage to, and restoration of, the Property resulting from such inspections, and shall provide Seller with paid receipts for all work done on the Property (the preceding provision shall survive termination of this Contract). Unless Buyer exercises the right to terminate granted herein, Buyer accepts the physical condition of the Property and any violation of governmental, building, environmental, and safety codes, restrictions, or requirements, but subject to Seller's continuing AS IS Maintenance Requirement, and Buyer shall be responsible for any and all repairs and improvements required by Buyer's lender.***

(b) **WALK-THROUGH INSPECTION/RE-INSPECTION:** On the day prior to Closing Date, or on Closing Date prior to time of Closing, as specified by Buyer, Buyer or Buyer's representative may perform a walk-through (and follow-up walk-through, if necessary) inspection of the Property solely to confirm that all items of Personal Property are on the Property and to verify that Seller has maintained the Property as required by the AS IS Maintenance Requirement and has met all other contractual obligations.

(c) **SELLER ASSISTANCE AND COOPERATION IN CLOSE-OUT OF BUILDING PERMITS:** If Buyer's inspection of the Property identifies open or needed building permits, then Seller shall promptly deliver to Buyer all plans, written documentation or other information in Seller's possession, knowledge, or control relating to improvements to the Property which are the subject of such open or needed Permits, and shall promptly cooperate in good faith with Buyer's efforts to obtain estimates of repairs or other work necessary to resolve such Permit issues. Seller's obligation to cooperate shall include Seller's execution of necessary authorizations,

consents, or other documents necessary for Buyer to conduct inspections and have estimates of such repairs or work prepared, but in fulfilling such obligation, Seller shall not be required to expend, or become obligated to expend, any money.

(d) **ASSIGNMENT OF REPAIR AND TREATMENT CONTRACTS AND WARRANTIES:** At Buyer's option and cost, Seller will, at Closing, assign all assignable repair, treatment and maintenance contracts and warranties to Buyer.

## ESCROW AGENT AND BROKER

**13. ESCROW AGENT:** Any Closing Agent or Escrow Agent (collectively "Agent") receiving the Deposit, other funds and other items is authorized, and agrees by acceptance of them, to deposit them promptly, hold same in escrow within the State of Florida and, subject to **COLLECTION**, disburse them in accordance with terms and conditions of this Contract. Failure of funds to become **COLLECTED** shall not excuse Buyer's performance. When conflicting demands for the Deposit are received, or Agent has a good faith doubt as to entitlement to the Deposit, Agent may take such actions permitted by this Paragraph 13, as Agent deems advisable. If in doubt as to Agent's duties or liabilities under this Contract, Agent may, at Agent's option, continue to hold the subject matter of the escrow until the parties agree to its disbursement or until a final judgment of a court of competent jurisdiction shall determine the rights of the parties, or Agent may deposit same with the clerk of the circuit court having jurisdiction of the dispute. An attorney who represents a party and also acts as Agent may represent such party in such action. Upon notifying all parties concerned of such action, all liability on the part of Agent shall fully terminate, except to the extent of accounting for any items previously delivered out of escrow. If a licensed real estate broker, Agent will comply with provisions of Chapter 475, F.S., as amended and FREC rules to timely resolve escrow disputes through mediation, arbitration, interpleader or an escrow disbursement order.

In any proceeding between Buyer and Seller wherein Agent is made a party because of acting as Agent hereunder, or in any proceeding where Agent interpleads the subject matter of the escrow, Agent shall recover reasonable attorney's fees and costs incurred, to be paid pursuant to court order out of the escrowed funds or equivalent. Agent shall not be liable to any party or person for mis-delivery of any escrowed items, unless such mis-delivery is due to Agent's willful breach of this Contract or Agent's gross negligence. This Paragraph 13 shall survive Closing or termination of this Contract.

**14. PROFESSIONAL ADVICE; BROKER LIABILITY:** Broker advises Buyer and Seller to verify Property condition, square footage, and all other facts and representations made pursuant to this Contract and to consult appropriate professionals for legal, tax, environmental, and other specialized advice concerning matters affecting the Property and the transaction contemplated by this Contract. Broker represents to Buyer that Broker does not reside on the Property and that all representations (oral, written or otherwise) by Broker are based on Seller representations or public records. **BUYER AGREES TO RELY SOLELY ON SELLER, PROFESSIONAL INSPECTORS AND GOVERNMENTAL AGENCIES FOR VERIFICATION OF PROPERTY CONDITION, SQUARE FOOTAGE AND FACTS THAT MATERIALLY AFFECT PROPERTY VALUE AND NOT ON THE REPRESENTATIONS (ORAL, WRITTEN OR OTHERWISE) OF BROKER.** Buyer and Seller (individually, the "Indemnifying Party") each individually indemnifies, holds harmless, and releases Broker and Broker's officers, directors, agents and employees from all liability for loss or damage, including all costs and expenses, and reasonable attorney's fees at all levels, suffered or incurred by Broker and Broker's officers, directors, agents and employees in connection with or arising from claims, demands or causes of action instituted by Buyer or Seller based on: (i) inaccuracy of information provided by the Indemnifying Party or from public records; (ii) Indemnifying Party's misstatement(s) or failure to perform contractual obligations; (iii) Broker's performance, at Indemnifying Party's request, of any task beyond the scope of services regulated by Chapter 475, F.S., as amended, including Broker's referral, recommendation or retention of any vendor for, or on behalf of, Indemnifying Party; (iv) products or services provided by any such vendor for, or on behalf of, Indemnifying Party; and (v) expenses incurred by any such vendor. Buyer and Seller each assumes full responsibility for selecting and compensating their respective vendors and paying their other costs under this Contract whether or not this transaction closes. This Paragraph 14 will not relieve Broker of statutory obligations under Chapter 475, F.S., as amended. For purposes of this Paragraph 14, Broker will be treated as a party to this Contract. This Paragraph 14 shall survive Closing or termination of this Contract.

## DEFAULT AND DISPUTE RESOLUTION

**15. DEFAULT:**

(a) **BUYER DEFAULT:** If Buyer fails, neglects or refuses to perform Buyer's obligations under this Contract, including payment of the Deposit, within the time(s) specified, Seller may elect to recover and retain the Deposit for the account of Seller as agreed upon liquidated damages, consideration for execution of this Contract, and in full settlement of any claims, whereupon Buyer and Seller shall be relieved from all further obligations under

this Contract, or Seller, at Seller's option, may, pursuant to Paragraph 16, proceed in equity to enforce Seller's rights under this Contract. The portion of the Deposit, if any, paid to Listing Broker upon default by Buyer, shall be split equally between Listing Broker and Cooperating Broker; provided however, Cooperating Broker's share shall not be greater than the commission amount Listing Broker had agreed to pay to Cooperating Broker.

(b) **SELLER DEFAULT:** If for any reason other than failure of Seller to make Seller's title marketable after reasonable diligent effort, Seller fails, neglects or refuses to perform Seller's obligations under this Contract, Buyer may elect to receive return of Buyer's Deposit without thereby waiving any action for damages resulting from Seller's breach, and, pursuant to Paragraph 16, may seek to recover such damages or seek specific performance.

This Paragraph 15 shall survive Closing or termination of this Contract.

**16. DISPUTE RESOLUTION:** Unresolved controversies, claims and other matters in question between Buyer and Seller arising out of, or relating to, this Contract or its breach, enforcement or interpretation ("Dispute") will be settled as follows:

(a) Buyer and Seller will have 10 days after the date conflicting demands for the Deposit are made to attempt to resolve such Dispute, failing which, Buyer and Seller shall submit such Dispute to mediation under Paragraph 16(b).

(b) Buyer and Seller shall attempt to settle Disputes in an amicable manner through mediation pursuant to Florida Rules for Certified and Court-Appointed Mediators and Chapter 44, F.S., as amended (the "Mediation Rules"). The mediator must be certified or must have experience in the real estate industry. Injunctive relief may be sought without first complying with this Paragraph 16(b). Disputes not settled pursuant to this Paragraph 16 may be resolved by instituting action in the appropriate court having jurisdiction of the matter. This Paragraph 16 shall survive Closing or termination of this Contract.

**17. ATTORNEY'S FEES; COSTS:** The parties will split equally any mediation fee incurred in any mediation permitted by this Contract, and each party will pay their own costs, expenses and fees, including attorney's fees, incurred in conducting the mediation. In any litigation permitted by this Contract, the prevailing party shall be entitled to recover from the non-prevailing party costs and fees, including reasonable attorney's fees, incurred in conducting the litigation. This Paragraph 17 shall survive Closing or termination of this Contract.

## STANDARDS FOR REAL ESTATE TRANSACTIONS ("STANDARDS")

**18. STANDARDS:**

**A. TITLE:**

(i) **TITLE EVIDENCE; RESTRICTIONS; EASEMENTS; LIMITATIONS:** Within the time period provided in Paragraph 9(c), the Title Commitment, with legible copies of instruments listed as exceptions attached thereto, shall be issued and delivered to Buyer. The Title Commitment shall set forth those matters to be discharged by Seller at or before Closing and shall provide that, upon recording of the deed to Buyer, an owner's policy of title insurance in the amount of the Purchase Price, shall be issued to Buyer insuring Buyer's marketable title to the Real Property, subject only to the following matters: (a) comprehensive land use plans, zoning, and other land use restrictions, prohibitions and requirements imposed by governmental authority; (b) restrictions and matters appearing on the Plat or otherwise common to the subdivision; (c) outstanding oil, gas and mineral rights of record without right of entry; (d) unplatted public utility easements of record (located contiguous to real property lines and not more than 10 feet in width as to rear or front lines and 7 1/2 feet in width as to side lines); (e) taxes for year of Closing and subsequent years; and (f) assumed mortgages and purchase money mortgages, if any (if additional items, attach addendum); provided, that, none prevent use of Property for **RESIDENTIAL PURPOSES**. If there exists at Closing any violation of items identified in (b) – (f) above, then the same shall be deemed a title defect. Marketable title shall be determined according to applicable Title Standards adopted by authority of The Florida Bar and in accordance with law.

(ii) **TITLE EXAMINATION:** Buyer shall have 5 days after receipt of Title Commitment to examine it and notify Seller in writing specifying defect(s), if any, that render title unmarketable. If Seller provides Title Commitment and it is delivered to Buyer less than 5 days prior to Closing Date, Buyer may extend Closing for up to 5 days after date of receipt to examine same in accordance with this STANDARD A. Seller shall have 30 days ("Cure Period") after receipt of Buyer's notice to take reasonable diligent efforts to remove defects. If Buyer fails to so notify Seller, Buyer shall be deemed to have accepted title as it then is. If Seller cures defects within Cure Period, Seller will deliver written notice to Buyer (with proof of cure acceptable to Buyer and Buyer's attorney) and the parties will close this Contract on Closing Date (or if Closing Date has passed, within 10 days after Buyer's receipt of Seller's notice). If Seller is unable to cure defects within Cure Period, then Buyer may, within 5 days after expiration of Cure Period,

deliver written notice to Seller: (a) extending Cure Period for a specified period not to exceed 120 days within which Seller shall continue to use reasonable diligent effort to remove or cure the defects ("Extended Cure Period"); or (b) electing to accept title with existing defects and close this Contract on Closing Date (or if Closing Date has passed, within the earlier of 10 days after end of Extended Cure Period or Buyer's receipt of Seller's notice), or (c) electing to terminate this Contract and receive a refund of the Deposit, thereby releasing Buyer and Seller from all further obligations under this Contract. If after reasonable diligent effort, Seller is unable to timely cure defects, and Buyer does not waive the defects, this Contract shall terminate, and Buyer shall receive a refund of the Deposit, thereby releasing Buyer and Seller from all further obligations under this Contract.

**B. SURVEY:** If Survey discloses encroachments on the Real Property or that improvements located thereon encroach on setback lines, easements, or lands of others, or violate any restrictions, covenants, or applicable governmental regulations described in STANDARD A (i)(a), (b) or (d) above, Buyer shall deliver written notice of such matters, together with a copy of Survey, to Seller within 5 days after Buyer's receipt of Survey, but no later than Closing. If Buyer timely delivers such notice and Survey to Seller, such matters identified in the notice and Survey shall constitute a title defect, subject to cure obligations of STANDARD A above. If Seller has delivered a prior survey, Seller shall, at Buyer's request, execute an affidavit of "no change" to the Real Property since the preparation of such prior survey, to the extent the affirmations therein are true and correct.

**C. INGRESS AND EGRESS:** Seller represents that there is ingress and egress to the Real Property and title to the Real Property is insurable in accordance with STANDARD A without exception for lack of legal right of access.

**D. LEASE INFORMATION:** Seller shall, at least 10 days prior to Closing, furnish to Buyer estoppel letters from tenant(s)/occupant(s) specifying nature and duration of occupancy, rental rates, advanced rent and security deposits paid by tenant(s) or occupant(s)("Estoppel Letter(s)"). If Seller is unable to obtain such Estoppel Letter(s) the same information shall be furnished by Seller to Buyer within that time period in the form of a Seller's affidavit and Buyer may thereafter contact tenant(s) or occupant(s) to confirm such information. If Estoppel Letter(s) or Seller's affidavit, if any, differ materially from Seller's representations and lease(s) provided pursuant to Paragraph 6, or if tenant(s)/occupant(s) fail or refuse to confirm Seller's affidavit, Buyer may deliver written notice to Seller within 5 days after receipt of such information, but no later than 5 days prior to Closing Date, terminating this Contract and receive a refund of the Deposit, thereby releasing Buyer and Seller from all further obligations under this Contract. Seller shall, at Closing, deliver and assign all leases to Buyer who shall assume Seller's obligations thereunder.

**E. LIENS:** Seller shall furnish to Buyer at Closing an affidavit attesting (i) to the absence of any financing statement, claims of lien or potential lienors known to Seller and (ii) that there have been no improvements or repairs to the Real Property for 90 days immediately preceding Closing Date. If the Real Property has been improved or repaired within that time, Seller shall deliver releases or waivers of construction liens executed by all general contractors, subcontractors, suppliers and materialmen in addition to Seller's lien affidavit setting forth names of all such general contractors, subcontractors, suppliers and materialmen, further affirming that all charges for improvements or repairs which could serve as a basis for a construction lien or a claim for damages have been paid or will be paid at Closing.

**F. TIME:** Calendar days shall be used in computing time periods. **Time is of the essence in this Contract.** Other than time for acceptance and Effective Date as set forth in Paragraph 3, any time periods provided for or dates specified in this Contract, whether preprinted, handwritten, typewritten or inserted herein, which shall end or occur on a Saturday, Sunday, or a national legal holiday (see 5 U.S.C. 6103) shall extend to 5:00 p.m. (where the Property is located) of the next business day.

**G. FORCE MAJEURE:** Buyer or Seller shall not be required to perform any obligation under this Contract or be liable to each other for damages so long as performance or non-performance of the obligation, or the availability of services, insurance or required approvals essential to Closing, is disrupted, delayed, caused or prevented by Force Majeure. "Force Majeure" means: hurricanes, floods, extreme weather, earthquakes, fire, or other acts of God, unusual transportation delays, or wars, insurrections, or acts of terrorism, which, by exercise of reasonable diligent effort, the non-performing party is unable in whole or in part to prevent or overcome. All time periods, including Closing Date, will be extended a reasonable time up to 7 days after the Force Majeure no longer prevents performance under this Contract, provided, however, if such Force Majeure continues to prevent performance under this Contract more than 30 days beyond Closing Date, then either party may terminate this Contract by delivering written notice to the other and the Deposit shall be refunded to Buyer, thereby releasing Buyer and Seller from all further obligations under this Contract.

**H. CONVEYANCE:** Seller shall convey marketable title to the Real Property by statutory warranty, trustee's, personal representative's, or guardian's deed, as appropriate to the status of Seller, subject only to matters described in STANDARD A and those accepted by Buyer. Personal Property shall, at request of Buyer, be

transferred by absolute bill of sale with warranty of title, subject only to such matters as may be provided for in this Contract.

**I. CLOSING LOCATION; DOCUMENTS; AND PROCEDURE:**

(i) **LOCATION:** Closing will be conducted by the attorney or other closing agent ("Closing Agent") designated by the party paying for the owner's policy of title insurance and will take place in the county where the Real Property is located at the office of the Closing Agent, or at such other location agreed to by the parties. If there is no title insurance, Seller will designate Closing Agent. Closing may be conducted by mail, overnight courier, or electronic means.

(ii) **CLOSING DOCUMENTS:** Seller shall at or prior to Closing, execute and deliver, as applicable, deed, bill of sale, certificate(s) of title or other documents necessary to transfer title to the Property, construction lien affidavit(s), owner's possession and no lien affidavit(s), and assignment(s) of leases. Seller shall provide Buyer with paid receipts for all work done on the Property pursuant to this Contract. Buyer shall furnish and pay for, as applicable, the survey, flood elevation certification, and documents required by Buyer's lender.

(iii) **FinCEN GTO NOTICE. If Closing Agent is required to comply with the U.S. Treasury Department's Financial Crimes Enforcement Network ("FinCEN") Geographic Targeting Orders ("GTOs"), then Buyer shall provide Closing Agent with the information related to Buyer and the transaction contemplated by this Contract that is required to complete IRS Form 8300, and Buyer consents to Closing Agent's collection and report of said information to IRS.**

(iv) **PROCEDURE:** The deed shall be recorded upon **COLLECTION** of all closing funds. If the Title Commitment provides insurance against adverse matters pursuant to Section 627.7841, F.S., as amended, the escrow closing procedure required by STANDARD J shall be waived, and Closing Agent shall, **subject to COLLECTION of all closing funds**, disburse at Closing the brokerage fees to Broker and the net sale proceeds to Seller.

**J. ESCROW CLOSING PROCEDURE:** If Title Commitment issued pursuant to Paragraph 9(c) does not provide for insurance against adverse matters as permitted under Section 627.7841, F.S., as amended, the following escrow and closing procedures shall apply: (1) all Closing proceeds shall be held in escrow by the Closing Agent for a period of not more than 10 days after Closing; (2) if Seller's title is rendered unmarketable, through no fault of Buyer, Buyer shall, within the 10 day period, notify Seller in writing of the defect and Seller shall have 30 days from date of receipt of such notification to cure the defect; (3) if Seller fails to timely cure the defect, the Deposit and all Closing funds paid by Buyer shall, within 5 days after written demand by Buyer, be refunded to Buyer and, simultaneously with such repayment, Buyer shall return the Personal Property, vacate the Real Property and re-convey the Property to Seller by special warranty deed and bill of sale; and (4) if Buyer fails to make timely demand for refund of the Deposit, Buyer shall take title as is, waiving all rights against Seller as to any intervening defect except as may be available to Buyer by virtue of warranties contained in the deed or bill of sale.

**K. PRORATIONS; CREDITS:** The following recurring items will be made current (if applicable) and prorated as of the day prior to Closing Date, or date of occupancy if occupancy occurs before Closing Date: real estate taxes (including special benefit tax assessments imposed by a CDD), interest, bonds, association fees, insurance, rents and other expenses of Property. Buyer shall have option of taking over existing policies of insurance, if assumable, in which event premiums shall be prorated. Cash at Closing shall be increased or decreased as may be required by prorations to be made through day prior to Closing. Advance rent and security deposits, if any, will be credited to Buyer. Escrow deposits held by Seller's mortgagee will be paid to Seller. Taxes shall be prorated based on current year's tax. If Closing occurs on a date when current year's millage is not fixed but current year's assessment is available, taxes will be prorated based upon such assessment and prior year's millage. If current year's assessment is not available, then taxes will be prorated on prior year's tax. If there are completed improvements on the Real Property by January 1st of year of Closing, which improvements were not in existence on January 1st of prior year, then taxes shall be prorated based upon prior year's millage and at an equitable assessment to be agreed upon between the parties, failing which, request shall be made to the County Property Appraiser for an informal assessment taking into account available exemptions. In all cases, due allowance shall be made for the maximum allowable discounts and applicable homestead and other exemptions. A tax proration based on an estimate shall, at either party's request, be readjusted upon receipt of current year's tax bill. This STANDARD K shall survive Closing.

**L. ACCESS TO PROPERTY TO CONDUCT APPRAISALS, INSPECTIONS, AND WALK-THROUGH:** Seller shall, upon reasonable notice, provide utilities service and access to Property for appraisals and inspections, including a walk-through (or follow-up walk-through if necessary) prior to Closing.

**M. RISK OF LOSS:** If, after Effective Date, but before Closing, Property is damaged by fire or other casualty ("Casualty Loss") and cost of restoration (which shall include cost of pruning or removing damaged trees) does not exceed 1.5% of Purchase Price, cost of restoration shall be an obligation of Seller and Closing shall proceed pursuant to terms of this Contract. If restoration is not completed as of Closing, a sum equal to 125% of estimated

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cost to complete restoration (not to exceed 1.5% of Purchase Price) will be escrowed at Closing. If actual cost of restoration exceeds escrowed amount, Seller shall pay such actual costs (but, not in excess of 1.5% of Purchase Price). Any unused portion of escrowed amount shall be returned to Seller. If cost of restoration exceeds 1.5% of Purchase Price, Buyer shall elect to either take Property "as is" together with the 1.5%, or receive a refund of the Deposit thereby releasing Buyer and Seller from all further obligations under this Contract. Seller's sole obligation with respect to tree damage by casualty or other natural occurrence shall be cost of pruning or removal.

**N. 1031 EXCHANGE:** If either Seller or Buyer wish to enter into a like-kind exchange (either simultaneously with Closing or deferred) under Section 1031 of the Internal Revenue Code ("Exchange"), the other party shall cooperate in all reasonable respects to effectuate the Exchange, including execution of documents; provided, however, cooperating party shall incur no liability or expense related to the Exchange, and Closing shall not be contingent upon, nor extended or delayed by, such Exchange.

**O. CONTRACT NOT RECORDABLE; PERSONS BOUND; NOTICE; DELIVERY; COPIES; CONTRACT EXECUTION:** Neither this Contract nor any notice of it shall be recorded in any public records. This Contract shall be binding on, and inure to the benefit of, the parties and their respective heirs or successors in interest. Whenever the context permits, singular shall include plural and one gender shall include all. Notice and delivery given by or to the attorney or broker (including such broker's real estate licensee) representing any party shall be as effective as if given by or to that party. All notices must be in writing and may be made by mail, personal delivery or electronic (including "pdf") media. A facsimile or electronic (including "pdf") copy of this Contract and any signatures hereon shall be considered for all purposes as an original. This Contract may be executed by use of electronic signatures, as determined by Florida's Electronic Signature Act and other applicable laws.

**P. INTEGRATION; MODIFICATION:** This Contract contains the full and complete understanding and agreement of Buyer and Seller with respect to the transaction contemplated by this Contract and no prior agreements or representations shall be binding upon Buyer or Seller unless included in this Contract. No modification to or change in this Contract shall be valid or binding upon Buyer or Seller unless in writing and executed by the parties intended to be bound by it.

**Q. WAIVER:** Failure of Buyer or Seller to insist on compliance with, or strict performance of, any provision of this Contract, or to take advantage of any right under this Contract, shall not constitute a waiver of other provisions or rights.

**R. RIDERS; ADDENDA; TYPEWRITTEN OR HANDWRITTEN PROVISIONS:** Riders, addenda, and typewritten or handwritten provisions shall control all printed provisions of this Contract in conflict with them.

**S. COLLECTION or COLLECTED: "COLLECTION" or "COLLECTED" means any checks tendered or received, including Deposits, have become actually and finally collected and deposited in the account of Escrow Agent or Closing Agent. Closing and disbursement of funds and delivery of closing documents may be delayed by Closing Agent until such amounts have been COLLECTED in Closing Agent's accounts.**

**T. RESERVED.**

**U. APPLICABLE LAW AND VENUE:** This Contract shall be construed in accordance with the laws of the State of Florida and venue for resolution of all disputes, whether by mediation, arbitration or litigation, shall lie in the county where the Real Property is located.

**V. FIRPTA TAX WITHHOLDING:** If a seller of U.S. real property is a "foreign person" as defined by FIRPTA, Section 1445 of the Internal Revenue Code ("Code") requires the buyer of the real property to withhold up to 15% of the amount realized by the seller on the transfer and remit the withheld amount to the Internal Revenue Service (IRS) unless an exemption to the required withholding applies or the seller has obtained a Withholding Certificate from the IRS authorizing a reduced amount of withholding.

(i) No withholding is required under Section 1445 of the Code if the Seller is not a "foreign person". Seller can provide proof of non-foreign status to Buyer by delivery of written certification signed under penalties of perjury, stating that Seller is not a foreign person and containing Seller's name, U.S. taxpayer identification number and home address (or office address, in the case of an entity), as provided for in 26 CFR 1.1445-2(b). Otherwise, Buyer shall withhold the applicable percentage of the amount realized by Seller on the transfer and timely remit said funds to the IRS.

(ii) If Seller is a foreign person and has received a Withholding Certificate from the IRS which provides for reduced or eliminated withholding in this transaction and provides same to Buyer by Closing, then Buyer shall withhold the reduced sum required, if any, and timely remit said funds to the IRS.

(iii) If prior to Closing Seller has submitted a completed application to the IRS for a Withholding Certificate and has provided to Buyer the notice required by 26 CFR 1.1445-1(c) (2)(i)(B) but no Withholding Certificate has been received as of Closing, Buyer shall, at Closing, withhold the applicable percentage of the amount realized by Seller on the transfer and, at Buyer's option, either (a) timely remit the withheld funds to the IRS or (b) place the funds in escrow, at Seller's expense, with an escrow agent selected by Buyer and pursuant to terms negotiated by the

parties, to be subsequently disbursed in accordance with the Withholding Certificate issued by the IRS or remitted directly to the IRS if the Seller's application is rejected or upon terms set forth in the escrow agreement.

(iv) In the event the net proceeds due Seller are not sufficient to meet the withholding requirement(s) in this transaction, Seller shall deliver to Buyer, at Closing, the additional COLLECTED funds necessary to satisfy the applicable requirement and thereafter Buyer shall timely remit said funds to the IRS or escrow the funds for disbursement in accordance with the final determination of the IRS, as applicable.

(v) Upon remitting funds to the IRS pursuant to this STANDARD, Buyer shall provide Seller copies of IRS Forms 8288 and 8288-A, as filed.

**W. RESERVED**

**X. BUYER WAIVER OF CLAIMS:** ***To the extent permitted by law, Buyer waives any claims against Seller and against any real estate licensee involved in the negotiation of this Contract for any damage or defects pertaining to the physical condition of the Property that may exist at Closing of this Contract and be subsequently discovered by the Buyer or anyone claiming*** **by, through, under or against the Buyer.** ***This provision does not relieve Seller's obligation to comply with Paragraph 10(j). This Standard X shall survive Closing.***

## ADDENDA AND ADDITIONAL TERMS

**19. ADDENDA:** The following additional terms are included in the attached addenda or riders and incorporated into this Contract (**Check if applicable**):

- ☐ A. Condominium Rider
- ☐ B. Homeowners' Assn.
- ☐ C. Seller Financing
- ☐ D. Mortgage Assumption
- ☐ E. FHA/VA Financing
- ☒ F. Appraisal Contingency
- ☐ G. Short Sale
- ☐ H. Homeowners/Flood Ins.
- ☐ I. RESERVED
- ☐ J. Interest-Bearing Acct.
- ☐ K. RESERVED
- ☐ L. RESERVED
- ☐ M. Defective Drywall
- ☐ N. Coastal Construction Control Line
- ☐ O. Insulation Disclosure
- ☒ P. Lead Paint Disclosure (Pre-1978)
- ☐ Q. Housing for Older Persons
- ☐ R. Rezoning
- ☐ S. Lease Purchase/ Lease Option
- ☐ T. Pre-Closing Occupancy
- ☐ U. Post-Closing Occupancy
- ☐ V. Sale of Buyer's Property
- ☐ W. Back-up Contract
- ☐ X. Kick-out Clause
- ☐ Y. Seller's Attorney Approval
- ☐ Z. Buyer's Attorney Approval
- ☐ AA. Licensee Property Interest
- ☐ BB. Binding Arbitration
- ☐ CC. Miami-Dade County Special Taxing District Disclosure
- ☐ Other: _____

**20. ADDITIONAL TERMS:** MUNICIPAL LIEN SEARCH WILL INCLUDE SEARCH OF RECORDS FOR UNRECODERED CITATIONS.PERMITS.AND VIOLATIONS IF CITATIONS.OPEN PERMITS AND/OR VIOLATIONS ARE DISCOVERED ANY TIME PRIOR TO CLOSING.THEN THE SELLER MAY ELECT TO SATISFY ,CLOSE OR RELEASE SUCH CITATIONS ,OPEN PERMITS OR VIOLATION PRIOR TO CLOSING .IF THE SELLER ELECTS NOT TO DO SO .THEN THE BUYER MAY EITHER ACCEPT THE PROPERTY IN ITS AS-IS CONDITIONS OR CANCEL THE CONTRACT AND BE REFUNDED THE ERNESTMONEY DEPOSIT AND THE CONTRACT WILL BE TERMINATED. BUYER WILL PAY LAPEYRE REALTY A PROCESSING FEE OF $699 AT TIME OF CLOSING

## COUNTER-OFFER/REJECTION

☐ Seller counters Buyer's offer (to accept the counter-offer, Buyer must sign or initial the counter-offered terms and deliver a copy of the acceptance to Seller).

☐ Seller rejects Buyer's offer.



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**THIS IS INTENDED TO BE A LEGALLY BINDING CONTRACT. IF NOT FULLY UNDERSTOOD, SEEK THE ADVICE OF AN ATTORNEY PRIOR TO SIGNING.**

**THIS FORM HAS BEEN APPROVED BY THE FLORIDA REALTORS AND THE FLORIDA BAR.**

*Approval of this form by the Florida Realtors and The Florida Bar does not constitute an opinion that any of the terms and conditions in this Contract should be accepted by the parties in a particular transaction. Terms and conditions should be negotiated based upon the respective interests, objectives and bargaining positions of all interested persons.*

AN ASTERISK (*) FOLLOWING A LINE NUMBER IN THE MARGIN INDICATES THE LINE CONTAINS A BLANK TO BE COMPLETED.

Buyer: _____ Date: 4/24/2021

Buyer: _____ Date: 4/24/2021

Seller: _____ Date: _____

Seller: _____ Date: _____

| Buyer's address for purposes of notice | Seller's address for purposes of notice |
|---|---|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

**BROKER:** Listing and Cooperating Brokers, if any, named below (collectively, "Broker"), are the only Brokers entitled to compensation in connection with this Contract. Instruction to Closing Agent: Seller and Buyer direct Closing Agent to disburse at Closing the full amount of the brokerage fees as specified in separate brokerage agreements with the parties and cooperative agreements between the Brokers, except to the extent Broker has retained such fees from the escrowed funds. This Contract shall not modify any MLS or other offer of compensation made by Seller or Listing Broker to Cooperating Brokers.

| | |
|---|---|
| 3442917/YUNAISY ENRIQUEZ | TI-ANNA SOLOMON |
| **Cooperating Sales Associate, if any** | **Listing Sales Associate** |
| LAPEYRE REALTY 3% | REAL ESTATE GROUP 3% |
| **Cooperating Broker, if any** | **Listing Broker** |

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# Comprehensive Rider to the Residential Contract For Sale And Purchase

THIS FORM HAS BEEN APPROVED BY THE FLORIDA REALTORS AND THE FLORIDA BAR

FloridaRealtors®

**If initialed by all parties**, the clauses below will be incorporated into the Florida Realtors®/Florida Bar Residential Contract For Sale And Purchase between LEABERT STEWART (SELLER) and OMAR PAULETTE & MAGALY PILOTO BUZNEGO (BUYER) concerning the Property described as 610 7th St 33403-3206

***Buyer's Initials*** MPB OP ***Seller's Initials*** _____ _____

## F. APPRAISAL CONTINGENCY

This Contract is contingent upon Buyer obtaining, at Buyer's expense, a written appraisal from a licensed Florida appraiser, on or before _____ (if left blank, then at least ten (10) days prior to Closing), stating that the appraised value of the Property is at least $229,000.00 (if left blank, the Purchase Price). If the appraisal states that the appraised value of the Property is less than the above value, Buyer shall deliver a copy of such appraisal to Seller within 3 days after the above date and deliver written notice to Seller, either: a) terminating this Contract in which event the Deposit paid shall be refunded to Buyer, thereby releasing Buyer and Seller from all further obligations under this Contract; or b) waiving and removing this contingency and continuing with this Contract without regard to the appraised value of the Property, except as provided in Paragraph 8(b) if it is checked.

If Buyer fails to timely obtain an appraisal, or having timely obtained such appraisal fails to timely deliver notice of Buyer's exercise of the right to terminate granted above, this contingency shall be waived and removed, and Buyer shall continue with this Contract, without waiving any of Buyer's rights in Paragraph 8(b) if it is checked.



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# Comprehensive Rider to the Residential Contract For Sale And Purchase

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**If initialed by all parties**, the clauses below will be incorporated into the Florida Realtors® /Florida Bar Residential Contract For Sale And Purchase between LEABERT STEWART (SELLER) and OMAR PAULETTE & MAGALY PILOTO BUZNEGO (BUYER) concerning the Property described as 610 7th St 33403-3206

***Buyer's Initials*** MPB OP ***Seller's Initials*** _____ _____

## P. LEAD-BASED PAINT DISCLOSURE (Pre-1978 Housing)

Lead-Based Paint Warning Statement

"Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspection in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase."

**Seller's Disclosure (INITIAL)**

_____ **(a)** Presence of lead-based paint or lead-based paint hazards (**CHECK ONE BELOW**):
- ☐ Known lead-based paint or lead-based paint hazards are present in the housing.
- ☒ Seller has no knowledge of lead-based paint or lead-based paint hazards in the housing.

_____ **(b)** Records and reports available to the Seller (**CHECK ONE BELOW**):
- ☐ Seller has provided the Buyer with all available records and reports pertaining to lead-based paint or lead-based paint hazards in the housing. List documents: _____
- ☐ Seller has no reports or records pertaining to lead-based paint or lead-based paint hazards in the housing.

**Buyer's Acknowledgement (INITIAL)**

MPB OP _____ **(c)** Buyer has received copies of all information listed above.

MPB OP _____ **(d)** Buyer has received the pamphlet *Protect Your Family* from *Lead in Your Home*.

MPB OP _____ **(e)** Buyer has (**CHECK ONE BELOW**):
- ☒ Received a 10-day opportunity (or other mutually agreed upon period) to conduct a risk assessment or inspection for the presence of lead-based paint or lead-based paint hazards; or
- ☐ Waived the opportunity to conduct a risk assessment or inspection for the presence of lead-based paint or lead-based paint hazards.

**Licensee's Acknowledgement (INITIAL)**

YEC _____ **(f)** Licensee has informed the Seller of the Seller's obligations under 42 U.S.C.4852(d) and is aware of Licensee's responsibility to ensure compliance

**Certification of Accuracy**

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

| | | | |
|---|---|---|---|
| SELLER | Date | BUYER | Date 4/24/2021 |
| SELLER | Date | BUYER | Date 4/24/2021 |
| Listing Licensee | Date | Selling Licensee | Date |

**Any person or persons who knowingly violate the provisions of the Residential Lead-Based Paint Hazard Reduction Act of 1992 may be subject to civil and criminal penalties and potential triple damages in a private civil lawsuit.**



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# AGENDA

## Special Call

**Community Redevelopment Agency Meeting**
**Wednesday, July 7, 2021, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | — | **Chair** |
| **Kimberly Glas-Castro** | — | **Vice-Chair** |
| **Erin Flaherty** | — | **Board Member** |
| **Christiane Francois** | — | **Board Member** |
| **John Linden** | — | **Board Member** |
| **Roger Michaud** | — | **Board Member** |
| **Henry K. Stark** | — | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**
**None**

**D. CONSENT AGENDA:**
**1. June 16, 2020 Community Redevelopment Agency Board Meeting Minutes Tab 1**

**E. 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.**

**F. NEW BUSINESS:**
**2. Sign the Purchase and Sales Agreement between the Community Redevelopment Agency and Leabert Stewart, Property Owner of 610 7th Street. Tab**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. BOARD MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Special Call Community Redevelopment Agency Board Meeting will be conducted on August 18, 2021.**

# Minutes
# Town of Lake Park, Florida
# Special Call
# Community Redevelopment Agency
# Board Meeting
# Wednesday, July 7, 2021, 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a Special Call Meeting on Wednesday, July 7, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members John Linden, Roger Michaud, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez. Board Members Erin Flaherty and Henry K. Stark were absent.

Agency Clerk Mendez performed the roll call and Chair O'Rourke led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**

. None

**Consent Agenda:**

**1. June 16, 2021 Community Redevelopment Agency Board Meeting Minutes.**

**Motion: Board Member Michaud moved to approve the consent agenda; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | | | Absent |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | | | Absent |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 4-0.

**NEW BUSINESS:**

**2. Sign the Purchase and Sales Agreement between the Community Redevelopment Agency and Leabert Stewart, Property Owner of 610 7th Street.**

Executive Director D'Agostino explained the item. Vice-Chair Glas-Castro expressed concerns regarding the CRA paying the closing costs, and costs exceeding the appraised

value. She questioned if paying the closing costs were a violation of the purchasing policy. Executive Director D'Agostino explained that paying the closing costs was not a violation of the purchasing policy. Agency Attorney Baird explained that the closing costs were not the same as an appraised value. He stated, "The appraised value of the land is what it's appraised at; the closing costs, are costs assessed as part of the Real Estate transaction". Discussion ensued regarding the applicability of the Town purchasing ordinance as related to the CRA purchase.

**Motion: Board Member Linden moved to approve Resolution 39-07-21; Board Member Michaud seconded the motion.**

Vice-Chair Glas-Castro questioned what was included in the closing costs. Executive Director D'Agostino explained the closing costs were included in the Draft Buyer/Seller Settlement Statement (see Exhibit "A"). Vice-Chair Glas-Castro questioned why Attorney Fees and Lien Search payment were necessary. Agency Attorney Baird explained that all previously reviewed costs by Executive Director D'Agostino were standard and typical closing costs that are paid in a Real Estate transaction.

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | | | Absent |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | | | Absent |
| Vice-Chair Kimberly Glas-Castro | | X | |
| Chair Michael O'Rourke | X | | |

Motion passed 3-1.

**EXECUTIVE DIRECTOR REPORT:**

Executive Director D'Agostino had no report.

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** was absent.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** was absent.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and by unanimous vote, the meeting adjourned at 6:46 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Agency Deputy Clerk, Shaquita Edwards, MPA, MMC

TOWN OF LAKE PARK
Town Seal
SEAL
FLORIDA

Approved on this 1 of September, 2021

Exhibit "A"

**CRA**
**Agenda Request Form**
**SPECIAL CALL MEETING**

**Meeting Date: July 7, 2021** **Agenda Item No.**

**Agenda Title: Sign the Purchase and Sales Agreement between the CRA and Leabert Stewart, Property owner of 610 7th Street**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 7-1-2021

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $ 233,746.60<br>Funding Source:<br>Acct. # 110-399.999<br>[ ] Finance | **Attachments:**<br>• As is Residential Contract for the Sale and purchase of 610 7th Street Property in the CRA Boundries.<br>• Settlement Statement (Closing Costs) |
|---|---|---|

**Summary Explanation/Background:** At the last meeting of the Board of Directors of the CRA, the Executive Director discussed the purchase of a strategic property abutting the public parking lot under construction behind the 700 block commercial property on Park Avenue. The acquisition of the property was identified under the CRA Master Plan.

The Board of Director's over the past two years have discussed the possibility of constructing a Parking Garage as business demand for such parking increases. The Board

of Director's voted to construct surface parking. The discussion and vote was the first step in a multi-step process to eventually constructed a 5 level parking garage.

The CRA vision to increase density in the PADD and to expand the PADD on 10 Street will likely happen within the next few months. Such density increase will require the construction of a parking garage as additional businesses, resturants, and mixed use structures are built along Park Avenue. Furthermore, as demand for micro-breweries and distilleries grows the vision is to create a destination location for Park Avenue which will require accomidations for access and parking in the downtown area.

The purchase of 610 7th Street was approved by the Board of Directors in the amount of $229,000. After discussions with the Real Estate Company representing the sellor, also included as a condition of sale, that the buyer (CRA) also pay closing costs. The closing costs for the sale of 610 7th Street are $4,746.60.

**Recommended Motion**: Motion to Approvel Resolution 39-07-21

**RESOLUTION 39-07-21**

**A RESOLUTION OF THE TOWN COMMISSION AND THE CRA BOARD OF DIRECTORS TO PURCHASE PROPERTY WITHIN THE CRA DISTRICT/BOUNDARIES IN COMPLIANCE WITH THE CRA MASTER PLAN. FURTHERMORE, TO AUTHORIZE THE CHAIR OF THE BOARD OF DIRECTORS TO SIGN THE PURCHASE AND SALES AGREEMENT TO THE ACQUIRE PARCEL LOTS 47 AND 48 BLOCK10 PLAT OF KELSEY CITY PLAT BOOK 8, PAGE 27 ALSO KNOWN AS 610 7TH STREET PROPERTY; PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the CRA has all of the powers and authority conferred upon it pursuant to the Florida Constitution and Chapter 163, Florida Statutes; and

**WHEREAS**, pursuant to 163.360 Community Redevelopment Plans of the CRA which has identified the site for public parking; and

**WHEREAS**, the Executive Director has recommended to the Board of Directors to purchase said property to extend additional parking and access from 7th street for the purpose of public parking for CRA businesses; and

**WHEREAS**, the Board of Director's voted to purchase said property in the amount of $229,000; and

**WHEREAS**, the CRA Board of Directors and the Executive Director agreed that to expand parking and to build a future-parking garage, the 610 7th street parcel is critical to complete and enhance future parking needs of the CRA.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS AND THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA:**

**Section 1.** The foregoing recitals are incorporated herein.

**Section 2.** The Chairman of the Board of Directors is authorized and directed to execute the purchase and sales agreement in Addendum A.

**Section 3.** This Resolution shall be effective upon execution.

**"AS IS" Residential Contract**
**For Sale And Purchase**
THIS FORM HAS BEEN APPROVED BY
THE FLORIDA REALTORS AND THE FLORIDA BAR

FloridaRealtors

**PARTIES:** *Leabert Stewart* ("Seller"), and *Lake Park Community Redevelopment Agency* ("Buyer"), agree that Seller shall sell and Buyer shall buy the following described Real Property and Personal Property (collectively "Property") pursuant to the terms and conditions of this AS IS Residential Contract For Sale And Purchase and any riders and addenda ("Contract"):

**1. PROPERTY DESCRIPTION:**

(a) Street address, city, zip: *610 7th Street, Lake Park, FL 33403*

(b) Located in: *Palm Beach* County, Florida. Property Tax ID #: *36-43-42-20-01-010-0470*

(c) Real Property: The legal description is *Lots 47 and 48, Block 10, Plat of Kelsey City (k/n/a Lake park), Plat Book 8, Page 27, Public Records of Palm Beach County, Florida*

together with all existing improvements and fixtures, including built-in appliances, built-in furnishings and attached wall-to-wall carpeting and flooring ("Real Property") unless specifically excluded in Paragraph 1(e) or by other terms of this Contract.

(d) Personal Property: Unless excluded in Paragraph 1(e) or by other terms of this Contract, the following items which are owned by Seller and existing on the Property as of the date of the initial offer are included in the purchase: range(s)/oven(s), refrigerator(s), dishwasher(s), disposal, ceiling fan(s), intercom, light fixture(s), drapery rods and draperies, blinds, window treatments, smoke detector(s), garage door opener(s), security gate and other access devices, and storm shutters/panels ("Personal Property").
Other Personal Property items included in this purchase are:

Personal Property is included in the Purchase Price, has no contributory value, and shall be left for the Buyer.

(e) The following items are excluded from the purchase: *None*

## PURCHASE PRICE AND CLOSING

**2. PURCHASE PRICE** (U.S. currency) ..... $ *229,000.00*

(a) Initial deposit to be held in escrow in the amount of **(checks subject to COLLECTION)** ..... $ *22,900.00*
The initial deposit made payable and delivered to "Escrow Agent" named below
**(CHECK ONE):** (i) ☐ accompanies offer or (ii) ☒ is to be made within *3* (if left blank, then 3) days after Effective Date. IF NEITHER BOX IS CHECKED, THEN OPTION (ii) SHALL BE DEEMED SELECTED.
Escrow Agent Information: Name: *Jones Foster P.A.*
Address: *4741 Military Trail, Suite 200, Jupiter, FL 33403*
Phone: *561-650-8241* E-mail: *cskwierc@jonesfoster.com* Fax: *561-650-5300*

(b) Additional deposit to be delivered to Escrow Agent within _____ (if left blank, then 10) days after Effective Date ..... $ _____
(All deposits paid or agreed to be paid, are collectively referred to as the "Deposit")

(c) Financing: Express as a dollar amount or percentage ("Loan Amount") see Paragraph 8 .....

(d) Other: _____ ..... $ _____

(e) Balance to close (not including Buyer's closing costs, prepaids and prorations) by wire transfer or other **COLLECTED** funds ..... $ *206,100.00*
**NOTE: For the definition of "COLLECTION" or "COLLECTED" see STANDARD S.**

**3. TIME FOR ACCEPTANCE OF OFFER AND COUNTER-OFFERS; EFFECTIVE DATE:**

(a) If not signed by Buyer and Seller, and an executed copy delivered to all parties on or before _____, this offer shall be deemed withdrawn and the Deposit, if any, shall be returned to Buyer. Unless otherwise stated, time for acceptance of any counter-offers shall be within 2 days after the day the counter-offer is delivered.

(b) The effective date of this Contract shall be the date when the last one of the Buyer and Seller has signed or initialed and delivered this offer or final counter-offer ("Effective Date").

**4. CLOSING DATE:** Unless modified by other provisions of this Contract, the closing of this transaction shall occur and the closing documents required to be furnished by each party pursuant to this Contract shall be delivered ("Closing") on *July 31, 2021* ("Closing Date"), at the time established by the Closing Agent.


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**5. EXTENSION OF CLOSING DATE:**

(a) If Paragraph 8(b) is checked and Closing funds from Buyer's lender(s) are not available on Closing Date due to Consumer Financial Protection Bureau Closing Disclosure delivery requirements ("CFPB Requirements"), then Closing Date shall be extended for such period necessary to satisfy CFPB Requirements, provided such period shall not exceed 10 days.

(b) If an event constituting "Force Majeure" causes services essential for Closing to be unavailable, including the unavailability of utilities or issuance of hazard, wind, flood or homeowners' insurance, Closing Date shall be extended as provided in STANDARD G.

**6. OCCUPANCY AND POSSESSION:**

(a) Unless the box in Paragraph 6(b) is checked, Seller shall, at Closing, deliver occupancy and possession of the Property to Buyer free of tenants, occupants and future tenancies. Also, at Closing, Seller shall have removed all personal items and trash from the Property and shall deliver all keys, garage door openers, access devices and codes, as applicable, to Buyer. If occupancy is to be delivered before Closing, Buyer assumes all risks of loss to the Property from date of occupancy, shall be responsible and liable for maintenance from that date, and shall be deemed to have accepted the Property in its existing condition as of time of taking occupancy.

(b) ☐ **CHECK IF PROPERTY IS SUBJECT TO LEASE(S) OR OCCUPANCY AFTER CLOSING.** If Property is subject to a lease(s) after Closing or is intended to be rented or occupied by third parties beyond Closing, the facts and terms thereof shall be disclosed in writing by Seller to Buyer and copies of the written lease(s) shall be delivered to Buyer, all within 5 days after Effective Date. If Buyer determines, in Buyer's sole discretion, that the lease(s) or terms of occupancy are not acceptable to Buyer, Buyer may terminate this Contract by delivery of written notice of such election to Seller within 5 days after receipt of the above items from Seller, and Buyer shall be refunded the Deposit thereby releasing Buyer and Seller from all further obligations under this Contract. Estoppel Letter(s) and Seller's affidavit shall be provided pursuant to STANDARD D. If Property is intended to be occupied by Seller after Closing, see Rider U. POST-CLOSING OCCUPANCY BY SELLER.

**7. ASSIGNABILITY: (CHECK ONE):** Buyer ☐ may assign and thereby be released from any further liability under this Contract; ☐ may assign but not be released from liability under this Contract; or ☒ may not assign this Contract.

## FINANCING

**8. FINANCING:**

☒ (a) Buyer will pay cash for the purchase of the Property at Closing. There is no financing contingency to Buyer's obligation to close. If Buyer obtains a loan for any part of the Purchase Price of the Property, Buyer acknowledges that any terms and conditions imposed by Buyer's lender(s) or by CFPB Requirements shall not affect or extend the Buyer's obligation to close or otherwise affect any terms or conditions of this Contract.

☐ (b) This Contract is contingent upon Buyer obtaining approval of a ☐ conventional ☐ FHA ☐ VA or ☐ other _____ (describe) loan within _____ (if left blank, then 30) days after Effective Date ("Loan Approval Period") for **(CHECK ONE):** ☐ fixed, ☐ adjustable, ☐ fixed or adjustable rate in the Loan Amount (See Paragraph 2(c)), at an initial interest rate not to exceed _____ % (if left blank, then prevailing rate based upon Buyer's creditworthiness), and for a term of _____(if left blank, then 30) years ("Financing").

(i) Buyer shall make mortgage loan application for the Financing within _____ (if left blank, then 5) days after Effective Date and use good faith and diligent effort to obtain approval of a loan meeting the Financing terms ("Loan Approval") and thereafter to close this Contract. Loan Approval which requires a condition related to the sale by Buyer of other property shall not be deemed Loan Approval for purposes of this subparagraph.

Buyer's failure to use diligent effort to obtain Loan Approval during the Loan Approval Period shall be considered a default under the terms of this Contract. For purposes of this provision, "diligent effort" includes, but is not limited to, timely furnishing all documents and information and paying of all fees and charges requested by Buyer's mortgage broker and lender in connection with Buyer's mortgage loan application.

(ii) Buyer shall keep Seller and Broker fully informed about the status of Buyer's mortgage loan application, Loan Approval, and loan processing and authorizes Buyer's mortgage broker, lender, and Closing Agent to disclose such status and progress, and release preliminary and finally executed closing disclosures and settlement statements, to Seller and Broker.

(iii) Upon Buyer obtaining Loan Approval, Buyer shall promptly deliver written notice of such approval to Seller.

(iv) If Buyer is unable to obtain Loan Approval after the exercise of diligent effort, then at any time prior to expiration of the Loan Approval Period, Buyer may provide written notice to Seller stating that Buyer has been unable to obtain Loan Approval and has elected to either:

(1) waive Loan Approval, in which event this Contract will continue as if Loan Approval had been obtained; or

(2) terminate this Contract.


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(v) If Buyer fails to timely deliver either notice provided in Paragraph 8(b)(iii) or (iv), above, to Seller prior to expiration of the Loan Approval Period, then Loan Approval shall be deemed waived, in which event this Contract will continue as if Loan Approval had been obtained, provided however, Seller may elect to terminate this Contract by delivering written notice to Buyer within 3 days after expiration of the Loan Approval Period.

(vi) If this Contract is timely terminated as provided by Paragraph 8(b)(iv)(2) or (v), above, and Buyer is not in default under the terms of this Contract, Buyer shall be refunded the Deposit thereby releasing Buyer and Seller from all further obligations under this Contract.

(vii) If Loan Approval has been obtained, or deemed to have been obtained, as provided above, and Buyer fails to close this Contract, then the Deposit shall be paid to Seller unless failure to close is due to: (1) Seller's default or inability to satisfy other contingencies of this Contract; (2) Property related conditions of the Loan Approval have not been met (except when such conditions are waived by other provisions of this Contract); or (3) appraisal of the Property obtained by Buyer's lender is insufficient to meet terms of the Loan Approval, in which event(s) the Buyer shall be refunded the Deposit, thereby releasing Buyer and Seller from all further obligations under this Contract.

☐ (c) Assumption of existing mortgage (see rider for terms).

☐ (d) Purchase money note and mortgage to Seller (see riders; addenda; or special clauses for terms).

## CLOSING COSTS, FEES AND CHARGES

**9. CLOSING COSTS; TITLE INSURANCE; SURVEY; HOME WARRANTY; SPECIAL ASSESSMENTS:**

(a) **COSTS TO BE PAID BY SELLER:**

- Documentary stamp taxes and surtax on deed, if any
- Owner's Policy and Charges (if Paragraph 9(c)(i) is checked)
- Title search charges (if Paragraph 9(c)(iii) is checked)
- Municipal lien search (if Paragraph 9(c)(i) or (iii) is checked)
- HOA/Condominium Association estoppel fees
- Recording and other fees needed to cure title
- Seller's attorneys' fees
- Other:_____

If, prior to Closing, Seller is unable to meet the AS IS Maintenance Requirement as required by Paragraph 11 a sum equal to 125% of estimated costs to meet the AS IS Maintenance Requirement shall be escrowed at Closing. If actual costs to meet the AS IS Maintenance Requirement exceed escrowed amount, Seller shall pay such actual costs. Any unused portion of escrowed amount(s) shall be returned to Seller.

(b) **COSTS TO BE PAID BY BUYER:**

- Taxes and recording fees on notes and mortgages
- Recording fees for deed and financing statements
- Owner's Policy and Charges (if Paragraph 9(c)(ii) is checked)
- Survey (and elevation certification, if required)
- Lender's title policy and endorsements
- HOA/Condominium Association application/transfer fees
- Municipal lien search (if Paragraph 9(c)(ii) is checked)
- Loan expenses
- Appraisal fees
- Buyer's Inspections
- Buyer's attorneys' fees
- All property related insurance
- Owner's Policy Premium (if Paragraph 9 (c)(iii) is checked.)
- Other:_____

(c) **TITLE EVIDENCE AND INSURANCE:** At least ***15*** (if left blank, then 15, or if Paragraph 8(a) is checked, then 5) days prior to Closing Date ("Title Evidence Deadline"), a title insurance commitment issued by a Florida licensed title insurer, with legible copies of instruments listed as exceptions attached thereto ("Title Commitment") and, after Closing, an owner's policy of title insurance (see STANDARD A for terms) shall be obtained and delivered to Buyer. If Seller has an owner's policy of title insurance covering the Real Property, a copy shall be furnished to Buyer and Closing Agent within 5 days after Effective Date. The owner's title policy premium, title search and closing services (collectively, "Owner's Policy and Charges") shall be paid, as set forth below. The title insurance premium charges for the owner's policy and any lender's policy will be calculated and allocated in accordance with Florida law, but may be reported differently on certain federally mandated closing disclosures and other closing documents. For purposes of this Contract "municipal lien search" means a search of records necessary for the owner's policy of title insurance to be issued without exception for unrecorded liens imposed pursuant to Chapters 159 or 170, F.S., in favor of any governmental body, authority or agency.

**(CHECK ONE):**

☐ (i) Seller shall designate Closing Agent and pay for Owner's Policy and Charges, and Buyer shall pay the premium for Buyer's lender's policy and charges for closing services related to the lender's policy, endorsements and loan closing, which amounts shall be paid by Buyer to Closing Agent or such other provider(s) as Buyer may select; or

☒ (ii) Buyer shall designate Closing Agent and pay for Owner's Policy and Charges and charges for closing services related to Buyer's lender's policy, endorsements and loan closing; or


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☐ (iii) **[MIAMI-DADE/BROWARD REGIONAL PROVISION]:** Seller shall furnish a copy of a prior owner's policy of title insurance or other evidence of title and pay fees for: (A) a continuation or update of such title evidence, which is acceptable to Buyer's title insurance underwriter for reissue of coverage; (B) tax search; and (C) municipal lien search. Buyer shall obtain and pay for post-Closing continuation and premium for Buyer's owner's policy, and if applicable, Buyer's lender's policy. Seller shall not be obligated to pay more than $_____ (if left blank, then $200.00) for abstract continuation or title search ordered or performed by Closing Agent.

(d) **SURVEY:** On or before Title Evidence Deadline, Buyer may, at Buyer's expense, have the Real Property surveyed and certified by a registered Florida surveyor ("Survey"). If Seller has a survey covering the Real Property, a copy shall be furnished to Buyer and Closing Agent within 5 days after Effective Date.

(e) **HOME WARRANTY:** At Closing, ☐ Buyer ☐ Seller ☒ N/A shall pay for a home warranty plan issued by _____ at a cost not to exceed $_____. A home warranty plan provides for repair or replacement of many of a home's mechanical systems and major built-in appliances in the event of breakdown due to normal wear and tear during the agreement's warranty period.

(f) **SPECIAL ASSESSMENTS:** At Closing, Seller shall pay: (i) the full amount of liens imposed by a public body ("public body" does not include a Condominium or Homeowner's Association) that are certified, confirmed and ratified before Closing; and (ii) the amount of the public body's most recent estimate or assessment for an improvement which is substantially complete as of Effective Date, but that has not resulted in a lien being imposed on the Property before Closing. Buyer shall pay all other assessments. If special assessments may be paid in installments **(CHECK ONE):**

☒ (a) Seller shall pay installments due prior to Closing and Buyer shall pay installments due after Closing. Installments prepaid or due for the year of Closing shall be prorated.

☐ (b) Seller shall pay the assessment(s) in full prior to or at the time of Closing.

IF NEITHER BOX IS CHECKED, THEN OPTION (a) SHALL BE DEEMED SELECTED.

This Paragraph 9(f) shall not apply to a special benefit tax lien imposed by a community development district (CDD) pursuant to Chapter 190, F.S., which lien shall be prorated pursuant to STANDARD K.

## DISCLOSURES

**10. DISCLOSURES:**

(a) **RADON GAS:** Radon is a naturally occurring radioactive gas that, when it is accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings in Florida. Additional information regarding radon and radon testing may be obtained from your county health department.

(b) **PERMITS DISCLOSURE:** Except as may have been disclosed by Seller to Buyer in a written disclosure, Seller does not know of any improvements made to the Property which were made without required permits or made pursuant to permits which have not been properly closed. If Seller identifies permits which have not been properly closed or improvements which were not permitted, then Seller shall promptly deliver to Buyer all plans, written documentation or other information in Seller's possession, knowledge, or control relating to improvements to the Property which are the subject of such open permits or unpermitted improvements.

(c) **MOLD:** Mold is naturally occurring and may cause health risks or damage to property. If Buyer is concerned or desires additional information regarding mold, Buyer should contact an appropriate professional.

(d) **FLOOD ZONE; ELEVATION CERTIFICATION:** Buyer is advised to verify by elevation certificate which flood zone the Property is in, whether flood insurance is required by Buyer's lender, and what restrictions apply to improving the Property and rebuilding in the event of casualty. If Property is in a "Special Flood Hazard Area" or "Coastal Barrier Resources Act" designated area or otherwise protected area identified by the U.S. Fish and Wildlife Service under the Coastal Barrier Resources Act and the lowest floor elevation for the building(s) and/or flood insurance rating purposes is below minimum flood elevation or is ineligible for flood insurance coverage through the National Flood Insurance Program or private flood insurance as defined in 42 U.S.C. §4012a, Buyer may terminate this Contract by delivering written notice to Seller within ***20*** (if left blank, then 20) days after Effective Date, and Buyer shall be refunded the Deposit thereby releasing Buyer and Seller from all further obligations under this Contract, failing which Buyer accepts existing elevation of buildings and flood zone designation of Property. The National Flood Insurance Program may assess additional fees or adjust premiums for pre-Flood Insurance Rate Map (pre-FIRM) non-primary structures (residential structures in which the insured or spouse does not reside for at least 50% of the year) and an elevation certificate may be required for actuarial rating.

(e) **ENERGY BROCHURE:** Buyer acknowledges receipt of Florida Energy-Efficiency Rating Information Brochure required by Section 553.996, F.S.


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(f) **LEAD-BASED PAINT:** If Property includes pre-1978 residential housing, a lead-based paint disclosure is mandatory.

(g) **HOMEOWNERS' ASSOCIATION/COMMUNITY DISCLOSURE: BUYER SHOULD NOT EXECUTE THIS CONTRACT UNTIL BUYER HAS RECEIVED AND READ THE HOMEOWNERS' ASSOCIATION/COMMUNITY DISCLOSURE, IF APPLICABLE.**

(h) **PROPERTY TAX DISCLOSURE SUMMARY:** BUYER SHOULD NOT RELY ON THE SELLER'S CURRENT PROPERTY TAXES AS THE AMOUNT OF PROPERTY TAXES THAT THE BUYER MAY BE OBLIGATED TO PAY IN THE YEAR SUBSEQUENT TO PURCHASE. A CHANGE OF OWNERSHIP OR PROPERTY IMPROVEMENTS TRIGGERS REASSESSMENTS OF THE PROPERTY THAT COULD RESULT IN HIGHER PROPERTY TAXES. IF YOU HAVE ANY QUESTIONS CONCERNING VALUATION, CONTACT THE COUNTY PROPERTY APPRAISER'S OFFICE FOR INFORMATION.

(i) **FOREIGN INVESTMENT IN REAL PROPERTY TAX ACT ("FIRPTA"):** Seller shall inform Buyer in writing if Seller is a "foreign person" as defined by the Foreign Investment in Real Property Tax Act ("FIRPTA"). Buyer and Seller shall comply with FIRPTA, which may require Seller to provide additional cash at Closing. If Seller is not a "foreign person", Seller can provide Buyer, at or prior to Closing, a certification of non-foreign status, under penalties of perjury, to inform Buyer and Closing Agent that no withholding is required. See STANDARD V for further information pertaining to FIRPTA. Buyer and Seller are advised to seek legal counsel and tax advice regarding their respective rights, obligations, reporting and withholding requirements pursuant to FIRPTA.

(j) **SELLER DISCLOSURE:** Seller knows of no facts materially affecting the value of the Real Property which are not readily observable and which have not been disclosed to Buyer. Except as provided for in the preceding sentence, Seller extends and intends no warranty and makes no representation of any type, either express or implied, as to the physical condition or history of the Property. Except as otherwise disclosed in writing Seller has received no written or verbal notice from any governmental entity or agency as to a currently uncorrected building, environmental or safety code violation.

## PROPERTY MAINTENANCE, CONDITION, INSPECTIONS AND EXAMINATIONS

**11. PROPERTY MAINTENANCE:** Except for ordinary wear and tear and Casualty Loss, Seller shall maintain the Property, including, but not limited to, lawn, shrubbery, and pool, in the condition existing as of Effective Date ("AS IS Maintenance Requirement").

**12. PROPERTY INSPECTION; RIGHT TO CANCEL:**

(a) ***PROPERTY INSPECTIONS AND RIGHT TO CANCEL: Buyer shall have 7 (if left blank, then 15) days after Effective Date ("Inspection Period") within which to have such inspections of the Property performed as Buyer shall desire during the Inspection Period. If Buyer determines, in Buyer's sole discretion, that the Property is not acceptable to Buyer, Buyer may terminate this Contract by delivering written notice of such election to Seller prior to expiration of Inspection Period. If Buyer timely terminates this Contract, the Deposit paid shall be returned to Buyer, thereupon, Buyer and Seller shall be released of all further obligations under this Contract; however, Buyer shall be responsible for prompt payment for such inspections, for repair of damage to, and restoration of, the Property resulting from such inspections, and shall provide Seller with paid receipts for all work done on the Property (the preceding provision shall survive termination of this Contract). Unless Buyer exercises the right to terminate granted herein, Buyer accepts the physical condition of the Property and any violation of governmental, building, environmental, and safety codes, restrictions, or requirements, but subject to Seller's continuing AS IS Maintenance Requirement, and Buyer shall be responsible for any and all repairs and improvements required by Buyer's lender.***

(b) **WALK-THROUGH INSPECTION/RE-INSPECTION:** On the day prior to Closing Date, or on Closing Date prior to time of Closing, as specified by Buyer, Buyer or Buyer's representative may perform a walk-through (and follow-up walk-through, if necessary) inspection of the Property solely to confirm that all items of Personal Property are on the Property and to verify that Seller has maintained the Property as required by the AS IS Maintenance Requirement and has met all other contractual obligations.

(c) **SELLER ASSISTANCE AND COOPERATION IN CLOSE-OUT OF BUILDING PERMITS:** If Buyer's inspection of the Property identifies open or needed building permits, then Seller shall promptly deliver to Buyer all plans, written documentation or other information in Seller's possession, knowledge, or control relating to improvements to the Property which are the subject of such open or needed Permits, and shall promptly cooperate in good faith with Buyer's efforts to obtain estimates of repairs or other work necessary to resolve such Permit issues. Seller's obligation to cooperate shall include Seller's execution of necessary authorizations,


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consents, or other documents necessary for Buyer to conduct inspections and have estimates of such repairs or work prepared, but in fulfilling such obligation, Seller shall not be required to expend, or become obligated to expend, any money.

(d) **ASSIGNMENT OF REPAIR AND TREATMENT CONTRACTS AND WARRANTIES:** At Buyer's option and cost, Seller will, at Closing, assign all assignable repair, treatment and maintenance contracts and warranties to Buyer.

## ESCROW AGENT AND BROKER

**13. ESCROW AGENT:** Any Closing Agent or Escrow Agent (collectively "Agent") receiving the Deposit, other funds and other items is authorized, and agrees by acceptance of them, to deposit them promptly, hold same in escrow within the State of Florida and, subject to **COLLECTION**, disburse them in accordance with terms and conditions of this Contract. Failure of funds to become **COLLECTED** shall not excuse Buyer's performance. When conflicting demands for the Deposit are received, or Agent has a good faith doubt as to entitlement to the Deposit, Agent may take such actions permitted by this Paragraph 13, as Agent deems advisable. If in doubt as to Agent's duties or liabilities under this Contract, Agent may, at Agent's option, continue to hold the subject matter of the escrow until the parties agree to its disbursement or until a final judgment of a court of competent jurisdiction shall determine the rights of the parties, or Agent may deposit same with the clerk of the circuit court having jurisdiction of the dispute. An attorney who represents a party and also acts as Agent may represent such party in such action. Upon notifying all parties concerned of such action, all liability on the part of Agent shall fully terminate, except to the extent of accounting for any items previously delivered out of escrow. If a licensed real estate broker, Agent will comply with provisions of Chapter 475, F.S., as amended and FREC rules to timely resolve escrow disputes through mediation, arbitration, interpleader or an escrow disbursement order.

In any proceeding between Buyer and Seller wherein Agent is made a party because of acting as Agent hereunder, or in any proceeding where Agent interpleads the subject matter of the escrow, Agent shall recover reasonable attorney's fees and costs incurred, to be paid pursuant to court order out of the escrowed funds or equivalent. Agent shall not be liable to any party or person for mis-delivery of any escrowed items, unless such mis-delivery is due to Agent's willful breach of this Contract or Agent's gross negligence. This Paragraph 13 shall survive Closing or termination of this Contract.

**14. PROFESSIONAL ADVICE; BROKER LIABILITY:** Broker advises Buyer and Seller to verify Property condition, square footage, and all other facts and representations made pursuant to this Contract and to consult appropriate professionals for legal, tax, environmental, and other specialized advice concerning matters affecting the Property and the transaction contemplated by this Contract. Broker represents to Buyer that Broker does not reside on the Property and that all representations (oral, written or otherwise) by Broker are based on Seller representations or public records. **BUYER AGREES TO RELY SOLELY ON SELLER, PROFESSIONAL INSPECTORS AND GOVERNMENTAL AGENCIES FOR VERIFICATION OF PROPERTY CONDITION, SQUARE FOOTAGE AND FACTS THAT MATERIALLY AFFECT PROPERTY VALUE AND NOT ON THE REPRESENTATIONS (ORAL, WRITTEN OR OTHERWISE) OF BROKER.** Buyer and Seller (individually, the "Indemnifying Party") each individually indemnifies, holds harmless, and releases Broker and Broker's officers, directors, agents and employees from all liability for loss or damage, including all costs and expenses, and reasonable attorney's fees at all levels, suffered or incurred by Broker and Broker's officers, directors, agents and employees in connection with or arising from claims, demands or causes of action instituted by Buyer or Seller based on: (i) inaccuracy of information provided by the Indemnifying Party or from public records; (ii) Indemnifying Party's misstatement(s) or failure to perform contractual obligations; (iii) Broker's performance, at Indemnifying Party's request, of any task beyond the scope of services regulated by Chapter 475, F.S., as amended, including Broker's referral, recommendation or retention of any vendor for, or on behalf of, Indemnifying Party; (iv) products or services provided by any such vendor for, or on behalf of, Indemnifying Party; and (v) expenses incurred by any such vendor. Buyer and Seller each assumes full responsibility for selecting and compensating their respective vendors and paying their other costs under this Contract whether or not this transaction closes. This Paragraph 14 will not relieve Broker of statutory obligations under Chapter 475, F.S., as amended. For purposes of this Paragraph 14, Broker will be treated as a party to this Contract. This Paragraph 14 shall survive Closing or termination of this Contract.

## DEFAULT AND DISPUTE RESOLUTION

**15. DEFAULT:**

(a) **BUYER DEFAULT:** If Buyer fails, neglects or refuses to perform Buyer's obligations under this Contract, including payment of the Deposit, within the time(s) specified, Seller may elect to recover and retain the Deposit for the account of Seller as agreed upon liquidated damages, consideration for execution of this Contract, and in full settlement of any claims, whereupon Buyer and Seller shall be relieved from all further obligations under


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this Contract, or Seller, at Seller's option, may, pursuant to Paragraph 16, proceed in equity to enforce Seller's rights under this Contract. The portion of the Deposit, if any, paid to Listing Broker upon default by Buyer, shall be split equally between Listing Broker and Cooperating Broker; provided however, Cooperating Broker's share shall not be greater than the commission amount Listing Broker had agreed to pay to Cooperating Broker.

(b) **SELLER DEFAULT:** If for any reason other than failure of Seller to make Seller's title marketable after reasonable diligent effort, Seller fails, neglects or refuses to perform Seller's obligations under this Contract, Buyer may elect to receive return of Buyer's Deposit without thereby waiving any action for damages resulting from Seller's breach, and, pursuant to Paragraph 16, may seek to recover such damages or seek specific performance.

This Paragraph 15 shall survive Closing or termination of this Contract.

**16. DISPUTE RESOLUTION:** Unresolved controversies, claims and other matters in question between Buyer and Seller arising out of, or relating to, this Contract or its breach, enforcement or interpretation ("Dispute") will be settled as follows:

(a) Buyer and Seller will have 10 days after the date conflicting demands for the Deposit are made to attempt to resolve such Dispute, failing which, Buyer and Seller shall submit such Dispute to mediation under Paragraph 16(b).

(b) Buyer and Seller shall attempt to settle Disputes in an amicable manner through mediation pursuant to Florida Rules for Certified and Court-Appointed Mediators and Chapter 44, F.S., as amended (the "Mediation Rules"). The mediator must be certified or must have experience in the real estate industry. Injunctive relief may be sought without first complying with this Paragraph 16(b). Disputes not settled pursuant to this Paragraph 16 may be resolved by instituting action in the appropriate court having jurisdiction of the matter. This Paragraph 16 shall survive Closing or termination of this Contract.

**17. ATTORNEY'S FEES; COSTS:** The parties will split equally any mediation fee incurred in any mediation permitted by this Contract, and each party will pay their own costs, expenses and fees, including attorney's fees, incurred in conducting the mediation. In any litigation permitted by this Contract, the prevailing party shall be entitled to recover from the non-prevailing party costs and fees, including reasonable attorney's fees, incurred in conducting the litigation. This Paragraph 17 shall survive Closing or termination of this Contract.

## STANDARDS FOR REAL ESTATE TRANSACTIONS ("STANDARDS")

**18. STANDARDS:**

**A. TITLE:**

(i) **TITLE EVIDENCE; RESTRICTIONS; EASEMENTS; LIMITATIONS:** Within the time period provided in Paragraph 9(c), the Title Commitment, with legible copies of instruments listed as exceptions attached thereto, shall be issued and delivered to Buyer. The Title Commitment shall set forth those matters to be discharged by Seller at or before Closing and shall provide that, upon recording of the deed to Buyer, an owner's policy of title insurance in the amount of the Purchase Price, shall be issued to Buyer insuring Buyer's marketable title to the Real Property, subject only to the following matters: (a) comprehensive land use plans, zoning, and other land use restrictions, prohibitions and requirements imposed by governmental authority; (b) restrictions and matters appearing on the Plat or otherwise common to the subdivision; (c) outstanding oil, gas and mineral rights of record without right of entry; (d) unplatted public utility easements of record (located contiguous to real property lines and not more than 10 feet in width as to rear or front lines and 7 1/2 feet in width as to side lines); (e) taxes for year of Closing and subsequent years; and (f) assumed mortgages and purchase money mortgages, if any (if additional items, attach addendum); provided, that, none prevent use of Property for **RESIDENTIAL PURPOSES**. If there exists at Closing any violation of items identified in (b) - (f) above, then the same shall be deemed a title defect. Marketable title shall be determined according to applicable Title Standards adopted by authority of The Florida Bar and in accordance with law.

(ii) **TITLE EXAMINATION:** Buyer shall have 5 days after receipt of Title Commitment to examine it and notify Seller in writing specifying defect(s), if any, that render title unmarketable. If Seller provides Title Commitment and it is delivered to Buyer less than 5 days prior to Closing Date, Buyer may extend Closing for up to 5 days after date of receipt to examine same in accordance with this STANDARD A. Seller shall have 30 days ("Cure Period") after receipt of Buyer's notice to take reasonable diligent efforts to remove defects. If Buyer fails to so notify Seller, Buyer shall be deemed to have accepted title as it then is. If Seller cures defects within Cure Period, Seller will deliver written notice to Buyer (with proof of cure acceptable to Buyer and Buyer's attorney) and the parties will close this Contract on Closing Date (or if Closing Date has passed, within 10 days after Buyer's receipt of Seller's notice). If Seller is unable to cure defects within Cure Period, then Buyer may, within 5 days after expiration of Cure Period,


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deliver written notice to Seller: (a) extending Cure Period for a specified period not to exceed 120 days within which Seller shall continue to use reasonable diligent effort to remove or cure the defects ("Extended Cure Period"); or (b) electing to accept title with existing defects and close this Contract on Closing Date (or if Closing Date has passed, within the earlier of 10 days after end of Extended Cure Period or Buyer's receipt of Seller's notice), or (c) electing to terminate this Contract and receive a refund of the Deposit, thereby releasing Buyer and Seller from all further obligations under this Contract. If after reasonable diligent effort, Seller is unable to timely cure defects, and Buyer does not waive the defects, this Contract shall terminate, and Buyer shall receive a refund of the Deposit, thereby releasing Buyer and Seller from all further obligations under this Contract.

**B. SURVEY:** If Survey discloses encroachments on the Real Property or that improvements located thereon encroach on setback lines, easements, or lands of others, or violate any restrictions, covenants, or applicable governmental regulations described in STANDARD A (i)(a), (b) or (d) above, Buyer shall deliver written notice of such matters, together with a copy of Survey, to Seller within 5 days after Buyer's receipt of Survey, but no later than Closing. If Buyer timely delivers such notice and Survey to Seller, such matters identified in the notice and Survey shall constitute a title defect, subject to cure obligations of STANDARD A above. If Seller has delivered a prior survey, Seller shall, at Buyer's request, execute an affidavit of "no change" to the Real Property since the preparation of such prior survey, to the extent the affirmations therein are true and correct.

**C. INGRESS AND EGRESS:** Seller represents that there is ingress and egress to the Real Property and title to the Real Property is insurable in accordance with STANDARD A without exception for lack of legal right of access.

**D. LEASE INFORMATION:** Seller shall, at least 10 days prior to Closing, furnish to Buyer estoppel letters from tenant(s)/occupant(s) specifying nature and duration of occupancy, rental rates, advanced rent and security deposits paid by tenant(s) or occupant(s)("Estoppel Letter(s)"). If Seller is unable to obtain such Estoppel Letter(s) the same information shall be furnished by Seller to Buyer within that time period in the form of a Seller's affidavit and Buyer may thereafter contact tenant(s) or occupant(s) to confirm such information. If Estoppel Letter(s) or Seller's affidavit, if any, differ materially from Seller's representations and lease(s) provided pursuant to Paragraph 6, or if tenant(s)/occupant(s) fail or refuse to confirm Seller's affidavit, Buyer may deliver written notice to Seller within 5 days after receipt of such information, but no later than 5 days prior to Closing Date, terminating this Contract and receive a refund of the Deposit, thereby releasing Buyer and Seller from all further obligations under this Contract. Seller shall, at Closing, deliver and assign all leases to Buyer who shall assume Seller's obligations thereunder.

**E. LIENS:** Seller shall furnish to Buyer at Closing an affidavit attesting (i) to the absence of any financing statement, claims of lien or potential lienors known to Seller and (ii) that there have been no improvements or repairs to the Real Property for 90 days immediately preceding Closing Date. If the Real Property has been improved or repaired within that time, Seller shall deliver releases or waivers of construction liens executed by all general contractors, subcontractors, suppliers and materialmen in addition to Seller's lien affidavit setting forth names of all such general contractors, subcontractors, suppliers and materialmen, further affirming that all charges for improvements or repairs which could serve as a basis for a construction lien or a claim for damages have been paid or will be paid at Closing.

**F. TIME:** Calendar days shall be used in computing time periods. **Time is of the essence in this Contract.** Other than time for acceptance and Effective Date as set forth in Paragraph 3, any time periods provided for or dates specified in this Contract, whether preprinted, handwritten, typewritten or inserted herein, which shall end or occur on a Saturday, Sunday, or a national legal holiday (see 5 U.S.C. 6103) shall extend to 5:00 p.m. (where the Property is located) of the next business day.

**G. FORCE MAJEURE:** Buyer or Seller shall not be required to perform any obligation under this Contract or be liable to each other for damages so long as performance or non-performance of the obligation, or the availability of services, insurance or required approvals essential to Closing, is disrupted, delayed, caused or prevented by Force Majeure. "Force Majeure" means: hurricanes, floods, extreme weather, earthquakes, fire, or other acts of God, unusual transportation delays, or wars, insurrections, or acts of terrorism, which, by exercise of reasonable diligent effort, the non-performing party is unable in whole or in part to prevent or overcome. All time periods, including Closing Date, will be extended a reasonable time up to 7 days after the Force Majeure no longer prevents performance under this Contract, provided, however, if such Force Majeure continues to prevent performance under this Contract more than 30 days beyond Closing Date, then either party may terminate this Contract by delivering written notice to the other and the Deposit shall be refunded to Buyer, thereby releasing Buyer and Seller from all further obligations under this Contract.

**H. CONVEYANCE:** Seller shall convey marketable title to the Real Property by statutory warranty, trustee's, personal representative's, or guardian's deed, as appropriate to the status of Seller, subject only to matters described in STANDARD A and those accepted by Buyer. Personal Property shall, at request of Buyer, be


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transferred by absolute bill of sale with warranty of title, subject only to such matters as may be provided for in this Contract.

**I. CLOSING LOCATION; DOCUMENTS; AND PROCEDURE:**

(i) **LOCATION:** Closing will be conducted by the attorney or other closing agent ("Closing Agent") designated by the party paying for the owner's policy of title insurance and will take place in the county where the Real Property is located at the office of the Closing Agent, or at such other location agreed to by the parties. If there is no title insurance, Seller will designate Closing Agent. Closing may be conducted by mail, overnight courier, or electronic means.

(ii) **CLOSING DOCUMENTS:** Seller shall at or prior to Closing, execute and deliver, as applicable, deed, bill of sale, certificate(s) of title or other documents necessary to transfer title to the Property, construction lien affidavit(s), owner's possession and no lien affidavit(s), and assignment(s) of leases. Seller shall provide Buyer with paid receipts for all work done on the Property pursuant to this Contract. Buyer shall furnish and pay for, as applicable, the survey, flood elevation certification, and documents required by Buyer's lender.

(iii) **FinCEN GTO NOTICE. If Closing Agent is required to comply with the U.S. Treasury Department's Financial Crimes Enforcement Network ("FinCEN") Geographic Targeting Orders ("GTOs"), then Buyer shall provide Closing Agent with the information related to Buyer and the transaction contemplated by this Contract that is required to complete IRS Form 8300, and Buyer consents to Closing Agent's collection and report of said information to IRS.**

(iv) **PROCEDURE:** The deed shall be recorded upon **COLLECTION** of all closing funds. If the Title Commitment provides insurance against adverse matters pursuant to Section 627.7841, F.S., as amended, the escrow closing procedure required by STANDARD J shall be waived, and Closing Agent shall, **subject to COLLECTION of all closing funds**, disburse at Closing the brokerage fees to Broker and the net sale proceeds to Seller.

**J. ESCROW CLOSING PROCEDURE:** If Title Commitment issued pursuant to Paragraph 9(c) does not provide for insurance against adverse matters as permitted under Section 627.7841, F.S., as amended, the following escrow and closing procedures shall apply: (1) all Closing proceeds shall be held in escrow by the Closing Agent for a period of not more than 10 days after Closing; (2) if Seller's title is rendered unmarketable, through no fault of Buyer, Buyer shall, within the 10 day period, notify Seller in writing of the defect and Seller shall have 30 days from date of receipt of such notification to cure the defect; (3) if Seller fails to timely cure the defect, the Deposit and all Closing funds paid by Buyer shall, within 5 days after written demand by Buyer, be refunded to Buyer and, simultaneously with such repayment, Buyer shall return the Personal Property, vacate the Real Property and re-convey the Property to Seller by special warranty deed and bill of sale; and (4) if Buyer fails to make timely demand for refund of the Deposit, Buyer shall take title as is, waiving all rights against Seller as to any intervening defect except as may be available to Buyer by virtue of warranties contained in the deed or bill of sale.

**K. PRORATIONS; CREDITS:** The following recurring items will be made current (if applicable) and prorated as of the day prior to Closing Date, or date of occupancy if occupancy occurs before Closing Date: real estate taxes (including special benefit tax assessments imposed by a CDD), interest, bonds, association fees, insurance, rents and other expenses of Property. Buyer shall have option of taking over existing policies of insurance, if assumable, in which event premiums shall be prorated. Cash at Closing shall be increased or decreased as may be required by prorations to be made through day prior to Closing. Advance rent and security deposits, if any, will be credited to Buyer. Escrow deposits held by Seller's mortgagee will be paid to Seller. Taxes shall be prorated based on current year's tax. If Closing occurs on a date when current year's millage is not fixed but current year's assessment is available, taxes will be prorated based upon such assessment and prior year's millage. If current year's assessment is not available, then taxes will be prorated on prior year's tax. If there are completed improvements on the Real Property by January 1st of year of Closing, which improvements were not in existence on January 1st of prior year, then taxes shall be prorated based upon prior year's millage and at an equitable assessment to be agreed upon between the parties, failing which, request shall be made to the County Property Appraiser for an informal assessment taking into account available exemptions. In all cases, due allowance shall be made for the maximum allowable discounts and applicable homestead and other exemptions. A tax proration based on an estimate shall, at either party's request, be readjusted upon receipt of current year's tax bill. This STANDARD K shall survive Closing.

**L. ACCESS TO PROPERTY TO CONDUCT APPRAISALS, INSPECTIONS, AND WALK-THROUGH:** Seller shall, upon reasonable notice, provide utilities service and access to Property for appraisals and inspections, including a walk-through (or follow-up walk-through if necessary) prior to Closing.

**M. RISK OF LOSS:** If, after Effective Date, but before Closing, Property is damaged by fire or other casualty ("Casualty Loss") and cost of restoration (which shall include cost of pruning or removing damaged trees) does not exceed 1.5% of Purchase Price, cost of restoration shall be an obligation of Seller and Closing shall proceed pursuant to terms of this Contract. If restoration is not completed as of Closing, a sum equal to 125% of estimated


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cost to complete restoration (not to exceed 1.5% of Purchase Price) will be escrowed at Closing. If actual cost of restoration exceeds escrowed amount, Seller shall pay such actual costs (but, not in excess of 1.5% of Purchase Price). Any unused portion of escrowed amount shall be returned to Seller. If cost of restoration exceeds 1.5% of Purchase Price, Buyer shall elect to either take Property "as is" together with the 1.5%, or receive a refund of the Deposit thereby releasing Buyer and Seller from all further obligations under this Contract. Seller's sole obligation with respect to tree damage by casualty or other natural occurrence shall be cost of pruning or removal.

**N. 1031 EXCHANGE:** If either Seller or Buyer wish to enter into a like-kind exchange (either simultaneously with Closing or deferred) under Section 1031 of the Internal Revenue Code ("Exchange"), the other party shall cooperate in all reasonable respects to effectuate the Exchange, including execution of documents; provided, however, cooperating party shall incur no liability or expense related to the Exchange, and Closing shall not be contingent upon, nor extended or delayed by, such Exchange.

**O. CONTRACT NOT RECORDABLE; PERSONS BOUND; NOTICE; DELIVERY; COPIES; CONTRACT EXECUTION:** Neither this Contract nor any notice of it shall be recorded in any public records. This Contract shall be binding on, and inure to the benefit of, the parties and their respective heirs or successors in interest. Whenever the context permits, singular shall include plural and one gender shall include all. Notice and delivery given by or to the attorney or broker (including such broker's real estate licensee) representing any party shall be as effective as if given by or to that party. All notices must be in writing and may be made by mail, personal delivery or electronic (including "pdf") media. A facsimile or electronic (including "pdf") copy of this Contract and any signatures hereon shall be considered for all purposes as an original. This Contract may be executed by use of electronic signatures, as determined by Florida's Electronic Signature Act and other applicable laws.

**P. INTEGRATION; MODIFICATION:** This Contract contains the full and complete understanding and agreement of Buyer and Seller with respect to the transaction contemplated by this Contract and no prior agreements or representations shall be binding upon Buyer or Seller unless included in this Contract. No modification to or change in this Contract shall be valid or binding upon Buyer or Seller unless in writing and executed by the parties intended to be bound by it.

**Q. WAIVER:** Failure of Buyer or Seller to insist on compliance with, or strict performance of, any provision of this Contract, or to take advantage of any right under this Contract, shall not constitute a waiver of other provisions or rights.

**R. RIDERS; ADDENDA; TYPEWRITTEN OR HANDWRITTEN PROVISIONS:** Riders, addenda, and typewritten or handwritten provisions shall control all printed provisions of this Contract in conflict with them.

**S. COLLECTION or COLLECTED: "COLLECTION" or "COLLECTED" means any checks tendered or received, including Deposits, have become actually and finally collected and deposited in the account of Escrow Agent or Closing Agent. Closing and disbursement of funds and delivery of closing documents may be delayed by Closing Agent until such amounts have been COLLECTED in Closing Agent's accounts.**

**T. RESERVED.**

**U. APPLICABLE LAW AND VENUE:** This Contract shall be construed in accordance with the laws of the State of Florida and venue for resolution of all disputes, whether by mediation, arbitration or litigation, shall lie in the county where the Real Property is located.

**V. FIRPTA TAX WITHHOLDING:** If a seller of U.S. real property is a "foreign person" as defined by FIRPTA, Section 1445 of the Internal Revenue Code ("Code") requires the buyer of the real property to withhold up to 15% of the amount realized by the seller on the transfer and remit the withheld amount to the Internal Revenue Service (IRS) unless an exemption to the required withholding applies or the seller has obtained a Withholding Certificate from the IRS authorizing a reduced amount of withholding.

(i) No withholding is required under Section 1445 of the Code if the Seller is not a "foreign person". Seller can provide proof of non-foreign status to Buyer by delivery of written certification signed under penalties of perjury, stating that Seller is not a foreign person and containing Seller's name, U.S. taxpayer identification number and home address (or office address, in the case of an entity), as provided for in 26 CFR 1.1445-2(b). Otherwise, Buyer shall withhold the applicable percentage of the amount realized by Seller on the transfer and timely remit said funds to the IRS.

(ii) If Seller is a foreign person and has received a Withholding Certificate from the IRS which provides for reduced or eliminated withholding in this transaction and provides same to Buyer by Closing, then Buyer shall withhold the reduced sum required, if any, and timely remit said funds to the IRS.

(iii) If prior to Closing Seller has submitted a completed application to the IRS for a Withholding Certificate and has provided to Buyer the notice required by 26 CFR 1.1445-1(c) (2)(i)(B) but no Withholding Certificate has been received as of Closing, Buyer shall, at Closing, withhold the applicable percentage of the amount realized by Seller on the transfer and, at Buyer's option, either (a) timely remit the withheld funds to the IRS or (b) place the funds in escrow, at Seller's expense, with an escrow agent selected by Buyer and pursuant to terms negotiated by the


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## STANDARDS FOR REAL ESTATE TRANSACTIONS ("STANDARDS") CONTINUED

parties, to be subsequently disbursed in accordance with the Withholding Certificate issued by the IRS or remitted directly to the IRS if the Seller's application is rejected or upon terms set forth in the escrow agreement.
(iv) In the event the net proceeds due Seller are not sufficient to meet the withholding requirement(s) in this transaction, Seller shall deliver to Buyer, at Closing, the additional COLLECTED funds necessary to satisfy the applicable requirement and thereafter Buyer shall timely remit said funds to the IRS or escrow the funds for disbursement in accordance with the final determination of the IRS, as applicable.
(v) Upon remitting funds to the IRS pursuant to this STANDARD, Buyer shall provide Seller copies of IRS Forms 8288 and 8288-A, as filed.

**W. RESERVED**

**X. BUYER WAIVER OF CLAIMS:** ***To the extent permitted by law, Buyer waives any claims against Seller and against any real estate licensee involved in the negotiation of this Contract for any damage or defects pertaining to the physical condition of the Property that may exist at Closing of this Contract and be subsequently discovered by the Buyer or anyone claiming*** **by, through, under or against the Buyer.** ***This provision does not relieve Seller's obligation to comply with Paragraph 10(j). This Standard X shall survive Closing.***

## ADDENDA AND ADDITIONAL TERMS

**19. ADDENDA:** The following additional terms are included in the attached addenda or riders and incorporated into this Contract (**Check if applicable**):

- ☐ A. Condominium Rider
- ☐ B. Homeowners' Assn.
- ☐ C. Seller Financing
- ☐ D. Mortgage Assumption
- ☐ E. FHA/VA Financing
- ☐ F. Appraisal Contingency
- ☐ G. Short Sale
- ☐ H. Homeowners/Flood Ins.
- ☐ I. RESERVED
- ☐ J. Interest-Bearing Acct.
- ☐ K. RESERVED
- ☐ L. RESERVED
- ☐ M. Defective Drywall
- ☐ N. Coastal Construction Control Line
- ☐ O. Insulation Disclosure
- ☐ P. Lead Paint Disclosure (Pre-1978)
- ☐ Q. Housing for Older Persons
- ☐ R. Rezoning
- ☐ S. Lease Purchase/ Lease Option
- ☐ T. Pre-Closing Occupancy
- ☐ U. Post-Closing Occupancy
- ☐ V. Sale of Buyer's Property
- ☐ W. Back-up Contract
- ☐ X. Kick-out Clause
- ☐ Y. Seller's Attorney Approval
- ☐ Z. Buyer's Attorney Approval
- ☐ AA. Licensee Property Interest
- ☐ BB. Binding Arbitration
- ☐ CC. Miami-Dade County Special Taxing District Disclosure

Other: _____

**20. ADDITIONAL TERMS:** _____

***Buyer shall pal all closing costs, including, Documentary Stamp Tax on the deed, recording fees, title search fee, municipal lien search fee, settlement fee, and owner's title policy premium, but specifically excluding all broker commission and broker transaction fees due in connection with this transaction.***

## COUNTER-OFFER/REJECTION

☐ Seller counters Buyer's offer (to accept the counter-offer, Buyer must sign or initial the counter-offered terms and deliver a copy of the acceptance to Seller).
☐ Seller rejects Buyer's offer.


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592 **THIS IS INTENDED TO BE A LEGALLY BINDING CONTRACT. IF NOT FULLY UNDERSTOOD, SEEK THE**
593 **ADVICE OF AN ATTORNEY PRIOR TO SIGNING.**

594 **THIS FORM HAS BEEN APPROVED BY THE FLORIDA REALTORS AND THE FLORIDA BAR.**

595 *Approval of this form by the Florida Realtors and The Florida Bar does not constitute an opinion that any of the*
596 *terms and conditions in this Contract should be accepted by the parties in a particular transaction. Terms and*
597 *conditions should be negotiated based upon the respective interests, objectives and bargaining positions of all*
598 *interested persons.*

599 AN ASTERISK (*) FOLLOWING A LINE NUMBER IN THE MARGIN INDICATES THE LINE CONTAINS A BLANK
600 TO BE COMPLETED.

***Lake Park Community Redevelopment Agency***

601* Buyer: _____ Date: _____

602* Buyer: _____ Date: _____

603* Seller: _____ Date: _____
***Leabert Stewart***

604* Seller: _____ Date: _____

| 605 | Buyer's address for purposes of notice | Seller's address for purposes of notice |
|---|---|---|
| 606* | ***535 Park Avenue*** | ***610 7th Street*** |
| 607* | ***Lake Park FL 33403*** | ***Lake Park, FL 33403*** |
| 608* | | |

609 **BROKER:** Listing and Cooperating Brokers, if any, named below (collectively, "Broker"), are the only Brokers
610 entitled to compensation in connection with this Contract. Instruction to Closing Agent: Seller and Buyer direct
611 Closing Agent to disburse at Closing the full amount of the brokerage fees as specified in separate brokerage
612 agreements with the parties and cooperative agreements between the Brokers, except to the extent Broker has
613 retained such fees from the escrowed funds. This Contract shall not modify any MLS or other offer of compensation
614 made by Seller or Listing Broker to Cooperating Brokers.

| | | |
|---|---|---|
| 615* | _____ | ***Ti-Anna Solomon*** |
| 616 | **Cooperating Sales Associate, if any** | **Listing Sales Associate** |
| 617* | _____ | ***Scuttina Signature Real Estate Group, LLC*** |
| 618 | **Cooperating Broker, if any** | **Listing Broker** |


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A. Settlement Statement

Buyer/Seller
Settlement Statement

B. Type of Loan

| ○ 1. FHA ○ 2. FmHA ○ 3. Conv. Unins. ○ 4. V.A. ○ 5. Conv. Ins. | 6. File Number 26508.29 | 7. Loan Number ID: | 8. Mortg. Ins. Case Num. |
|---|---|---|---|

C. NOTE: This form is furnished to give you a statement of actual settlement costs. Amounts paid to and by the settlement agent are shown. Items marked "(p.o.c.)" were paid outside the closing; they are shown here for informational purposes and are not included in the totals.

D. NAME OF BUYER: Town of Lake Park Community Redevelopment Agency
Address of Buyer: 535 Park Avenue, Lake Park, Florida 33403

E. NAME OF SELLER: Seabert Stewart, a married man
Address of Seller: 610 7th Street, Lake Park, Florida 33403 TIN:

F. NAME OF LENDER:
Address of Lender:

G. PROPERTY LOCATION: 610 7th Street, Lake Park, Florida 33403

H. SETTLEMENT AGENT: Jones Foster P.A. TIN: 59-1292586
Place of Settlement: 4741 Military Trail, Suite 200, Jupiter, Florida 33458 Phone: 561-659-3000

I. SETTLEMENT DATE: 7/30/21 DISBURSEMENT DATE: 7/30/21

DRAFT

| J. Summary of buyer's transaction | | K. Summary of seller's transaction | |
|---|---|---|---|
| **100. Gross amount due from buyer:** | | **400. Gross amount due to seller:** | |
| 101. Contract sales price | 229,000.00 | 401. Contract sales price | 229,000.00 |
| 102. Personal property | | 402. Personal property | |
| 103. Settlement charges to buyer (Line 1400) | 4,746.60 | 403. | |
| 104. | | 404. | |
| 105. | | 405. | |
| **Adjustments for items paid by seller in advance:** | | **Adjustments for items paid by seller in advance:** | |
| 106. City/town taxes | | 406. City/town taxes | |
| 107. County taxes | | 407. County taxes | |
| 108. Assessments | | 408. Assessments | |
| 109. | | 409. | |
| 110. | | 410. | |
| 111. | | 411. | |
| 112. | | 412. | |
| **120. Gross amount due from buyer:** | 233,746.60 | **420. Gross amount due to seller:** | 229,000.00 |
| **200. Amounts paid or in behalf of buyer:** | | **500. Reductions in amount due to seller:** | |
| 201. Deposit or earnest money | 22,900.00 | 501. Excess deposit (see instructions) | |
| 202. Principal amount of new loan(s) | | 502. Settlement charges to seller (line 1400) | |
| 203. Existing loan(s) taken subject to | | 503. Existing loan(s) taken subject to | |
| 204. Principal amount of second mortgage | | 504. Payoff of first mortgage loan | |
| 205. | | 505. Payoff of second mortgage loan | |
| 206. | | 506. Deposits held by seller | |
| 207. Principal amt of mortgage held by seller | | 507. Principal amt of mortgage held by seller | |
| 208. | | 508. | |
| 209. | | 509. | |
| **Adjustments for items unpaid by seller:** | | **Adjustments for items unpaid by seller:** | |
| 210. City/town taxes | | 510. City/town taxes | |
| 211. County taxes from 01/01/21 to 07/30/21 | | 511. County taxes from 01/01/21 to 07/30/21 | |
| 212. Assessments | | 512. Assessments | |
| 213. | | 513. | |
| 214. | | 514. | |
| 215. | | 515. | |
| 216. | | 516. | |
| 217. | | 517. | |
| 218. | | 518. | |
| 219. | | 519. | |
| **220. Total paid by/for buyer:** | 22,900.00 | **520. Total reductions in amount due seller:** | 0.00 |
| **300. Cash at settlement from/to buyer:** | | **600. Cash at settlement to/from seller:** | |
| 301. Gross amount due from buyer (line 120) | 233,746.60 | 601. Gross amount due to seller (line 420) | 229,000.00 |
| 302. Less amount paid by/for the buyer (line 220) | (22,900.00) | 602. Less total reductions in amount due seller (line 520) | 0.00 |
| 303. Cash ( ☑ From ☐ To ) Buyer: | 210,846.60 | 603. Cash ( ☑ To ☐ From ) Seller: | 229,000.00 |

**Substitute Form 1099 Seller Statement:** The information contained in blocks E, G, H, and I and on line 401 is important tax information and is being furnished to the IRS. If you are required to file a return, a negligence penalty or other sanction will be imposed on you if this item is required to be reported and the IRS determines that it has not been reported.

**Seller Instructions:** To determine if you have to report the sale or exchange of your main home on your tax return, see instructions for Schedule D (Form 1040 or 1040-SR). If not your main home, report the transaction on Form 4797, Form 6252, and/or Schedule D for the appropriate income tax form.

**Buyer/Seller Settlement Statement** 

| L. Settlement charges | | | | Buyer POC | Seller POC | Paid from Buyer's Funds at Settlement | Paid from Seller's Funds at Settlement |
|---|---|---|---|---|---|---|---|
| 700. Total Sales/Brokers Com. based on price | $229,000.00 @ | % = | | | | | |
| 701. | % to | | | | | | |
| 702. | % to | | | | | | |
| 703. Commission paid at settlement | | | | | | | |
| 704. | to | | | | | | |
| **800. Items payable in connection with loan:** | | | | Buyer POC | Seller POC | | |
| 801. Loan origination fee | % to | | | | | | |
| 802. Loan discount | % to | | | | | | |
| 803. Appraisal fee | to | | | | | | |
| 804. Credit report | to | | | | | | |
| 805. Lender's inspection fee | to | | | | | | |
| 806. Mortgage insurance application fee | to | | | | | | |
| 807. Assumption Fee | to | | | | | | |
| 808. | to | | | | | | |
| 809. | to | | | | | | |
| 810. | to | | | | | | |
| 811. | to | | | | | | |
| **900. Items required by lender to be paid in advance:** | | | | Buyer POC | Seller POC | | |
| 901. Interest from | to | @ | /day | | | | |
| 902. Mortgage insurance premium for | months to | | | | | | |
| 903. Hazard insurance premium for | years to | | | | | | |
| 904. Flood insurance premium for | years to | | | | | | |
| 905. | years to | | | | | | |
| **1000. Reserves deposited with lender:** | | | | Buyer POC | Seller POC | | |
| 1001. Hazard insurance | | months @ | per month | | | | |
| 1002. Mortgage insurance | | months @ | per month | | | | |
| 1003. City property taxes | | months @ | per month | | | | |
| 1004. County property taxes | | months @ | per month | | | | |
| 1005. Annual assessments | | months @ | per month | | | | |
| 1006. Flood insurance | | months @ | per month | | | | |
| 1007. | | months @ | per month | | | | |
| 1008. | | months @ | per month | | | | |
| 1009. Aggregate accounting adjustment | | | | | | | |
| **1100. Title charges:** | | | | Buyer POC | Seller POC | | |
| 1101. Settlement or closing fee | to Jones Foster P.A. | | | | | 950.00 | |
| 1102. Abstract or title search | to Attorneys' Title Fund Services, LLC/Jones Foster P.A. | | | | | 225.00 | |
| 1103. Title examination | to | | | | | | |
| 1104. Title insurance binder | to | | | | | | |
| 1105. Document preparation | to | | | | | | |
| 1106. Notary fees | to | | | | | | |
| 1107. Attorney's Fees | to Jones Foster P.A. | | | | | 575.00 | |
| (includes above item numbers: ) | | | | | | | |
| 1108. Title Insurance | to Old Republic Nat. Title/Jones, Foster | | | | | 1,220.00 | |
| (includes above item numbers: ) | | | | | | | |
| 1109. Lender's coverage (Premium): | | | | | | | |
| 1110. Owner's coverage (Premium): | $229,000.00 ($1,220.00) | | | | | | |
| 1111. Endorse: | | | | | | | |
| 1112. Municipal Lien Search (estimate) | to A-1 Title Support Services, Inc. | | | | | 150.00 | |
| 1113. | to | | | | | | |
| **1200. Government recording and transfer charges:** | | | | | | | |
| 1201. Recording fees | Deed | $23.60 Mortgage(s) | Releases | | | 23.60 | |
| 1202. City/county tax/stamps | Deed | Mortgage(s) | | | | | |
| 1203. State tax/stamps | Deed | $1,603.00 Mortgage(s) | | | | 1,603.00 | |
| 1204. | to | | | | | | |
| 1205. | to | | | | | | |
| **1300. Additional settlement charges:** | | | | Buyer POC | Seller POC | | |
| 1301. | to | | | | | | |
| 1302. | to | | | | | | |
| 1303. | to | | | | | | |
| 1304. | to | | | | | | |
| 1305. | to | | | | | | |
| 1306. | to | | | | | | |
| 1307. | to | | | | | | |
| 1308. | to | | | | | | |
| 1309. | | | | | | | |
| **1400. Total settlement charges:** | | | | | | | |
| ( Enter on lines 103, Section J and 502, Section K ) | | | | | | 4,746.60 | 0.00 |

DRAFT

# BUYER/SELLER
# SETTLEMENT STATEMENT ADDENDUM

File Number: 26508.29

**I have carefully reviewed the Settlement Statement and to the best of my knowledge and belief, it is a true and accurate statement of all receipts and disbursements made on my account or by me in this transaction. I further certify that I have received a copy of the Settlement Statement.**

## Buyer(s)

DRAFT

## Seller(s)

Seabert Stewart

## Settlement Agent

**The Settlement Statement which I have prepared is a true and accurate account of this transaction. I have caused or will cause the funds to be disbursed in accordance with this statement.**

Jones Foster P.A.

By: _____ Date: _____

**WARNING: It is a crime to knowingly make false statements to the United States on this or any other similar form. Penalties upon conviction can include a fine and imprisonment. For details see: Title 18 U.S. Code Section 1001 and Section 1010.**

# AGENDA

**Special Call**
**Community Redevelopment Agency Workshop**
**Wednesday, August 4, 2021, 6:00 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | — | **Chair** |
| **Kimberly Glas-Castro** | — | **Vice-Chair** |
| **Erin Flaherty** | — | **Board Member** |
| **John Linden** | — | **Board Member** |
| **Roger Michaud** | — | **Board Member** |
| **Henry K. Stark** | — | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATIONS AND REPORTS:**
**1. Park Avenue Downtown District Discussion on Revised Land Development Regulations (LDR's) and Comprehensive Plan Amendments.**

**D. 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.**

**E. EXECUTIVE DIRECTOR REPORT:**

**F. BOARD MEMBER COMMENTS:**

**G. ADJOURNMENT**

**The next Special Call Community Redevelopment Agency Board Meeting will be conducted on August 18, 2021.**

# Minutes
# Town of Lake Park, Florida
# Special Call
# Community Redevelopment
# Agency Workshop
# Wednesday, August 4, 2021, 6:00 P.M
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a Special Call Workshop on Wednesday, August 4, 2021 at 6:00 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, Henry Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez.

Agency Clerk Mendez performed the roll call and Chair O'Rourke led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**

**1. Park Avenue Downtown District Discussion on Revised Land Development Regulations (LDR's) and Comprehensive Plan Amendments.**

Community Development Director Nadia DiTommaso and Town Planner Anders Viane presented to the CRA Board (see Exhibit "A"). Chair O'Rourke and Board Member Linden questioned the inclusion and location of the proposed Tri-Rail Station on 10th Street. Community Development Director DiTommaso announced the proposed location was for consideration, she added that accommodations and code changes would have to been made to allow for different zoning regulations for publicly owned parcels. She announced that updates regarding the Tri-Rail plan had not been communicated to staff. Executive Director D'Agostino announced that the Treasure Coast Regional Planning Council was expected to provide an update to municipal governments regarding the Tri-Rail initiatives. Discussion ensued regarding the current zoning map and pubic parking. The CRA Board thanked Community Development Director DiTommaso and Town Planner Viane for their presentation. Community Development Director DiTommaso announced the next steps would include presenting a formal plan, comprehensive plan, and land development regulations. Executive Director D'Agostino announced the timelines as follows: comprehensive plan amendments would take place in August-October 2021; land development regulations would take place August-November 2021.

**EXECUTIVE DIRECTOR REPORT:**

Executive Director D'Agostino announced the comments within Exhibit "B".

Motion: Michaud 1st, Flaherty 2nd.

Attorney Baird announced that votes/actions could not be at Workshop Meetings.

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and by unanimous vote, the meeting adjourned at 7:04 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Agency Deputy Clerk, Shaquita Edwards, MPA, MMC

TOWN OF LAKE PARK SEAL FLORIDA

Town Seal

Approved on this 1 of September, 2021

# SPECIAL CALL
# CRA BOARD/STAKEHOLDER WORKSHOP

PARK AVENUE DOWNTOWN DISTRICT (PADD)

WEDNESDAY, AUGUST 4, 2021 – 6:00 P.M.

TOWN OF LAKE PARK

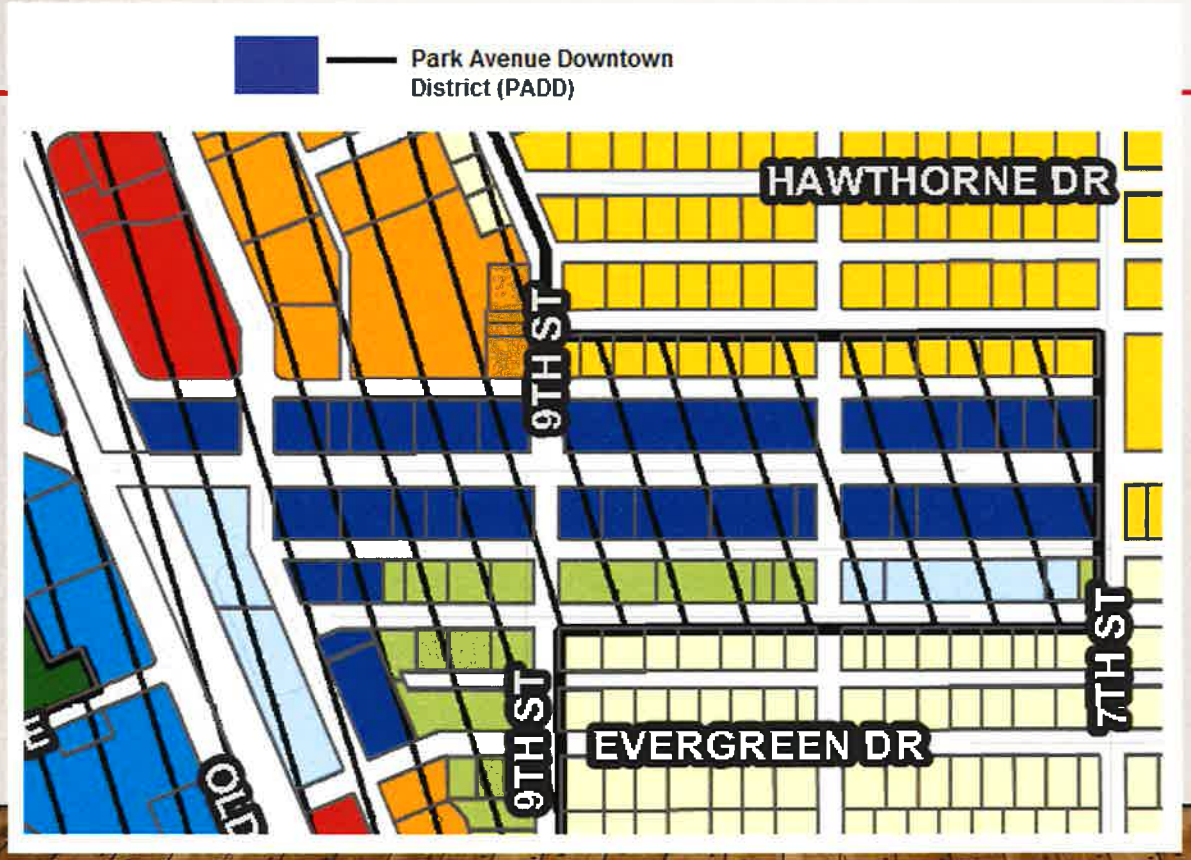
TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY

# PURPOSE

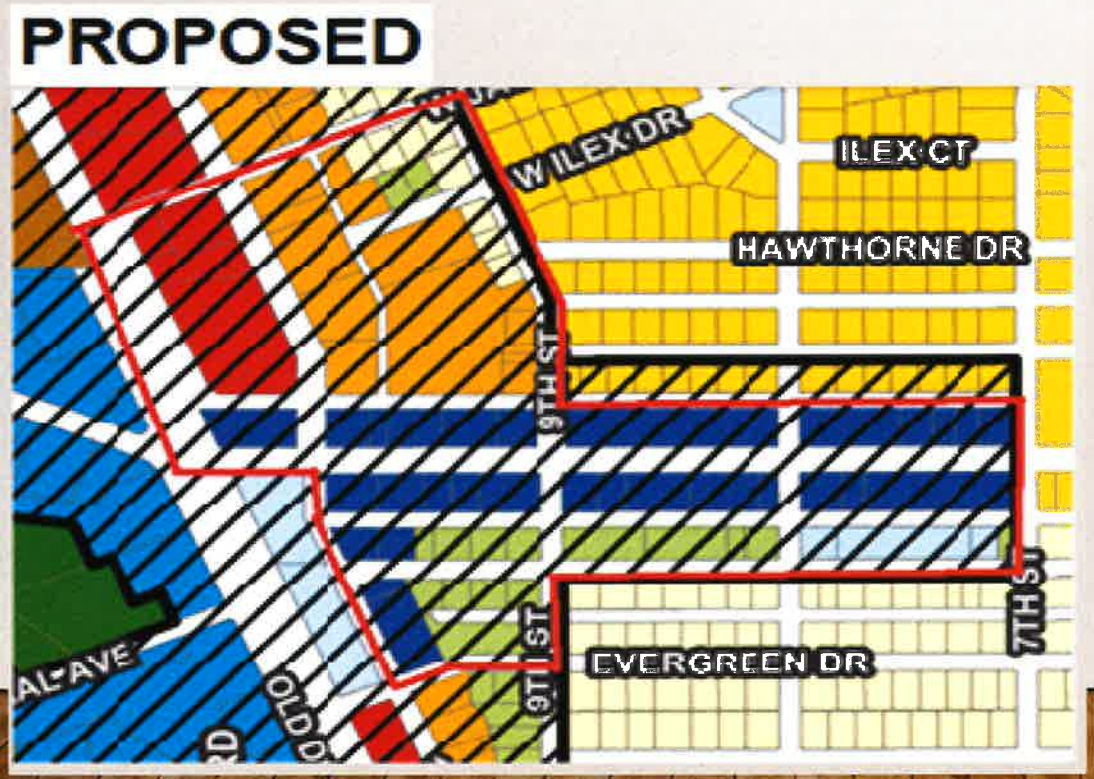
RECAP

- Discuss the Park Avenue Downtown District code regulations codified in Town Code Section 78-70 and proposed comprehensive plan amendments
- Identify opportunities to make the regulations more business friendly
- Identify opportunities to further promote redevelopment through code modifications and increased densities

# EXISTING PADD BOUNDARY



# PROPOSED PADD BOUNDARY



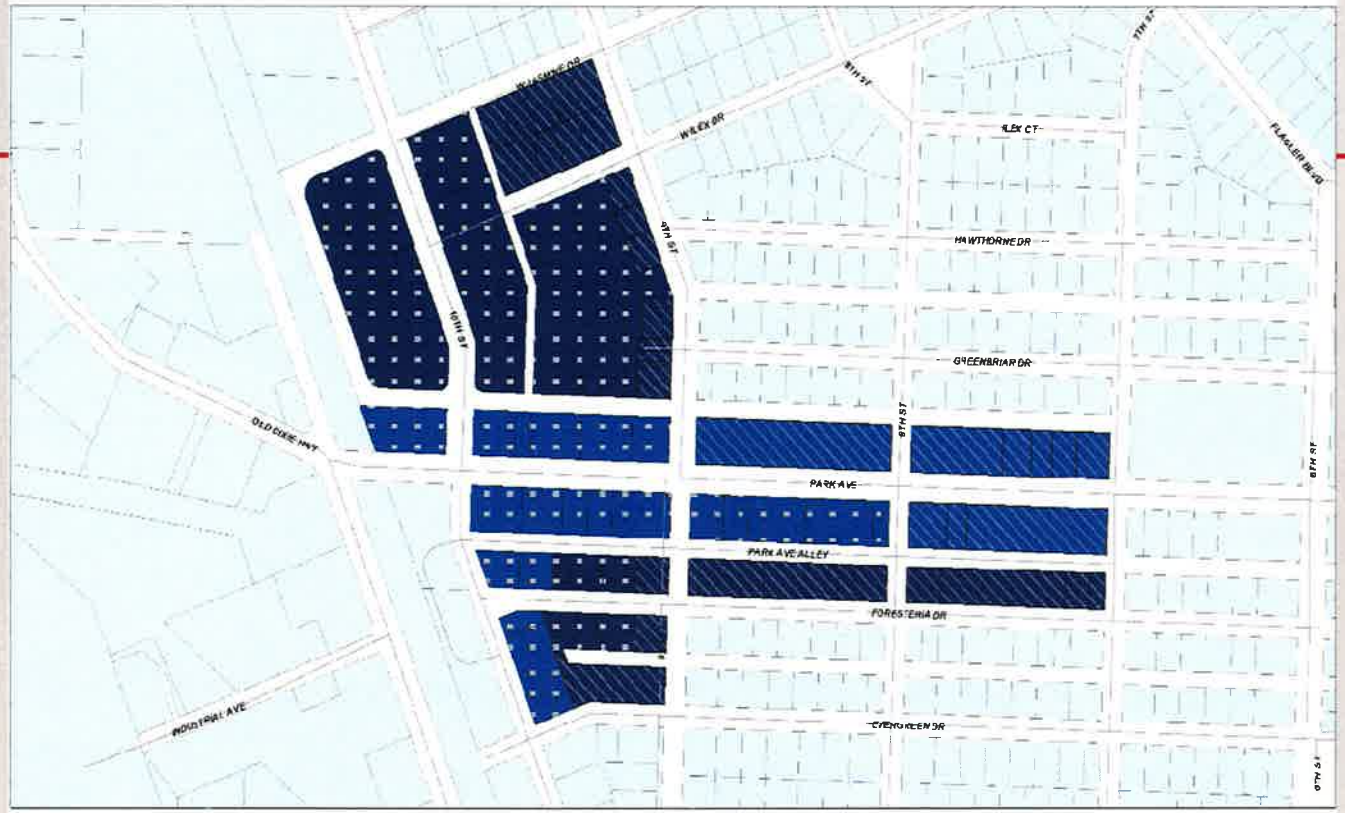
# MODIFICATIONS

- Refine Definitions to reflect Permitted and Special Exception Uses similar to other Zoning Districts in the Town Code
- Streamline Waiver process to provide flexibility and encourage development
- Consolidate/streamline signage, landscaping and architectural design Code Sections so as to refer to the Town Code Sections already in place. Provide for supplemental regulations appropriate to the expanded area as it relates to adequate buffering and pedestrian connections adjacent to single-family areas.
- Redefine the ground floor window displays/coverings by providing new display measures that promote a clean appearance while still allowing privacy
- Sidewalk Cafe/Courtyard and Parking Sections modified recently and already updated (slight modifications only)
- USES: restructuring to provide for Permitted and Special Exception Uses and possibly eliminate 'Not Permitted Uses' and "Administrative Approval Uses" – allow for new uses such as Live-work units on the ground floor (Brewery, Brewpubs and Microbreweries are newer uses that will remain); Theatres and performing arts uses will be added and Massage Parlors along with other antiquated uses will be eliminated. Fast food and takeout restaurants are still being prohibited.

# EXPANDED PADD AREA – PROPOSED REGULATING PLAN

→Providing for a Sub-District Regulating Plan that allows for a Core Area enabling more intense development and an Outer Area enabling a less intense development pattern – but still MORE intense than what it currently permitted – the CRA Board may or may not agree with the proposal (both areas also provide for Bonus Height Options with public improvement contributions)

# Expanded PADD Sub District Regulating Plan



# COMPREHENSIVE PLAN AMENDMENTS

**Downtown** – Mixed Use development with a maximum F.A.R. of 5.0. **The maximum density shall not exceed an average of 48 *(up from 27)* dwelling units per gross acre, as calculated for the entire Downtown Land Use area.**

Residential uses shall comprise no less than 20 percent, or no more than 80 percent, of the floor area of any vertical mixed-use building, and no less than 20 percent and no more than 80 percent of the buildings on a development site or block face. **Horizontal mixed use is possible and bonus units may be granted in excess of the 48 units per acre, so long as the average density for the entire contiguous Downtown Land Use area does not exceed 48 units per acre.**

# GREATER PADD – LOOKING TO THE FUTURE

# GREATER PADD – LOOKING TO THE FUTURE

Expanded PADD Sub-District Regulating Plan

# (3) NEXT STEPS

→Comprehensive Plan Amendments (August through October 2021)

→Land Development Regulations (August through November 2021)

# THANK YOU!

Contact Info:

**Community Development Department**

*Nadia Di Tommaso (561)881-3319 - nditommaso@lakeparkflorida.gov*

*Karen Golonka (561)881-3320 ext. 325 – kgolonka@lakeparkflorida.gov*

*Anders Viane (561)881-3320 ext. 320 – aviane@lakeparkflorida.gov*

**SPECIAL CALL CRA WORKSHOP**
**WEDNESDAY, AUGUST 4, 2021**

## EXECUTIVE DIRECTOR COMMENTS

## REQUEST FOR DIRECTION FROM THE CRA BOARD

Public Works Staff has identified an opportunity to increase the capacity of the new CRA Parking lot by adding approximately 22 additional parking stalls to the north side of Foresteria Dr, between 7th and 8th Streets. This additional work would follow appropriate public outreach and can be completed at no additional costs. Funding for this work would come from the Temporary Traffic Control (MOT) budget line item in the previously approved CRA Parking Lot project budget, which has been underutilized. At the Board's direction, staff can move forward with this project.

# AGENDA

**Community Redevelopment Agency**
**Meeting**
**Wednesday, September 1, 2021, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | — | **Chair** |
| **Kimberly Glas-Castro** | — | **Vice-Chair** |
| **Erin Flaherty** | — | **Board Member** |
| **John Linden** | — | **Board Member** |
| **Roger Michaud** | — | **Board Member** |
| **Henry K. Stark** | — | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**

**1. Presentation of the Fiscal Year 2021/2022 Community Redevelopment Agency Budget** **Tab 1**

**2. Request for Direction from the Community Redevelopment Agency Regarding Potential Uses for the Newly Acquired Property, Located at 610 7th Street.** **Tab 2**

**D. CONSENT AGENDA:**

**3. July 7, 2021 Community Redevelopment Agency Board Meeting Minutes** **Tab 3**

**4. August 4, 2021 Special Call Community Redevelopment Agency Board Workshop Minutes.** **Tab 4**

**E. 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.**

**F. NEW BUSINESS:**

**5. Resolution 45-08-21 Adopting the Fiscal Year 2021/2022 Community Redevelopment Agency Budget Tab 5**

**6. Request to Authorize the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from Landscape Architecture Firm JMorton for the Provision of Professional Services Associated with the Proposed Park Avenue and 10th Street Landscape and Hardscape Refresh. Tab 6**

**7. Resolution 53-09-21 Authorizing and Directing the Executive Director to Renew Property and Casualty Insurance Coverage from the Florida Municipal Insurance Trust for the Community Redevelopment Agency for Fiscal Year 2022. Tab 7**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. BOARD MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Special Call Community Redevelopment Agency Board Meeting will be conducted on October 6, 2021.**

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, September 1, 2021, 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency (CRA) Board met for a regular meeting on Wednesday, September 1, 2021 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, Roger Michaud, Henry Stark Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez. Board Member John Linden attended via Zoom.

Agency Clerk Mendez performed the roll call and Assistant Executive Director Bambi McKibbon-Turner led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**

**1. Presentation of the Fiscal Year 2021/2022 Community Redevelopment Agency Budget.**

Executive Director D'Agostino reviewed the CRA Budget. Chair O'Rourke questioned the associated landscape costs (design and improvements) for the CRA. Executive Director explained the associated costs were coupled within sidewalk improvements funds. Vice-Chair Glas-Castro asked for clarification on staff's recommendation to rent or purchase the holiday tree and menorah. Executive Director D'Agostino answered that staff would rent or purchase as desired by the CRA Board. Vice-Chair Glas-Castro asked for clarification regarding paying off the debt owed on 800 Park Avenue (Art on Park) so the bond is free and clear, allowing flexibility in use of the building. Executive Director D'Agostino explained the payoff was not provided for within the CRA Budget but in a balance carry-forward to be voted on by the Town Commission. Finance Director Lourdes Cariseo announced the pay-off for 800 Park Avenue was approximately $100,000.00. Board Member Flaherty questioned the cost benefit analysis of renting ($10,000.00) as to purchasing ($20,000.00) the holiday tree. Special Events Director Riunite Franks explained that the estimates were received from Brandano Display, Inc. Chair O'Rourke expressed concerns regarding the execution for landscape and design. He announced he was in support of paying down debt within the CRA. Board Member Linden joined the meeting via Zoom at 6:50 p.m. Discussion ensued regarding the holiday tree rental, per consensus the CRA Board agreed to rent the holiday tree as opposed to purchase. Board Member Stark suggested the Board consider various locations for future holiday tree lighting ceremonies. He announced that he had a holiday tree that he would rent to the Town for $1.00 per year for potential savings. Chair O'Rourke thanked Board Member Stark for his suggestion. Finance Director Cariseo explained that per the carry forward for 800 Park Avenue and the holiday tree rental adjustment, the CRA Revenue/Expenditure totals $1,621,738.00.

**2. Request for Direction from the Community Redevelopment Agency Regarding Potential Uses for the Newly Acquired Property, Located at 610 7th Street.**

Public Works Director Roberto Traveiso introduced Project Manager John Wille to present design options for the property located at 610 7th Street (see Exhibit "A"). Design one- parking lot expansion, design two- fenced dog park, design three- Pocket Park. Board Member Michaud announced his support for design option two; Chair O'Rourke announced his support for design options two and three. Board Member Flaherty announced his support for design option three. Board Member Linden suggested surveying Town Residents. Board Member Stark questioned if staff considered alternative design options. Project Manager Wille announced that he was open to suggestions. Board Member Stark explained that he was in support of design options two and three. Vice-Chair Glas-Castro reviewed the benefits of each design option. Project Manager Wille announced that he would explore the alternative of re-evaluating the dog park and the pocket park for additional review by the CRA Board. The CRA Board thanked Mr. Traveiso and Mr. Willie for their presentation.

**CONSENT AGENDA:**

**Motion: Board Member Flaherty moved to add agenda items six and seven to the consent agenda; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**3. July 7, 2021 Community Redevelopment Agency Board Meeting Minutes**

**4. August 4, 2021 Special Call Community Redevelopment Agency Board Workshop Minutes.**

**6. Request to Authorize the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from Landscape Architecture Firm JMorton for the Provision of Professional Services Associated with the Proposed Park Avenue and 10th Street Landscape and Hardscape Refresh.**

**7. Resolution 53-09-21 Authorizing and Directing the Executive Director to Renew Property and Casualty Insurance Coverage from the Florida Municipal Insurance Trust for the Community Redevelopment Agency for Fiscal Year 2022.**

**Motion: Board Member Michaud moved to approve the consent agenda; Board Member Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

## NEW BUSINESS

### 5. Resolution 45-08-21 Adopting the Fiscal Year 2021/2022 Community Redevelopment Agency Budget.

Executive Director D'Agostino announced that the debt pay-off for 800 Park Avenue, the Lease of the holiday tree, and phase in of the landscape design would be included in the CRA Budget as discussed earlier in the meeting.

**Motion: Vice-Chair Glas-Castro moved to approve Resolution 45-08-21 Adopting Fiscal Year 2021/2022 Community Redevelopment Budget; Board Member Flaherty seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Erin Flaherty | X | | |
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

## EXECUTIVE DIRECTOR REPORT:

Executive Director D'Agostino announced the following comments within Exhibit "B".

## BOARD MEMBERS COMMENTS:

**Board Member Flaherty** had no comments.

**Board Member Linden** suggested that the same presentation made at the Florida League of Cities Conference be made at a future CRA Board Meeting.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

## ADJOURNMENT

There being no further business to come before the CRA Board and by unanimous vote, the meeting adjourned at 7:53 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Agency Deputy Clerk, Shaquita Edwards, MPA, MMC

TOWN OF LAKE PARK SEAL Town Seal FLORIDA

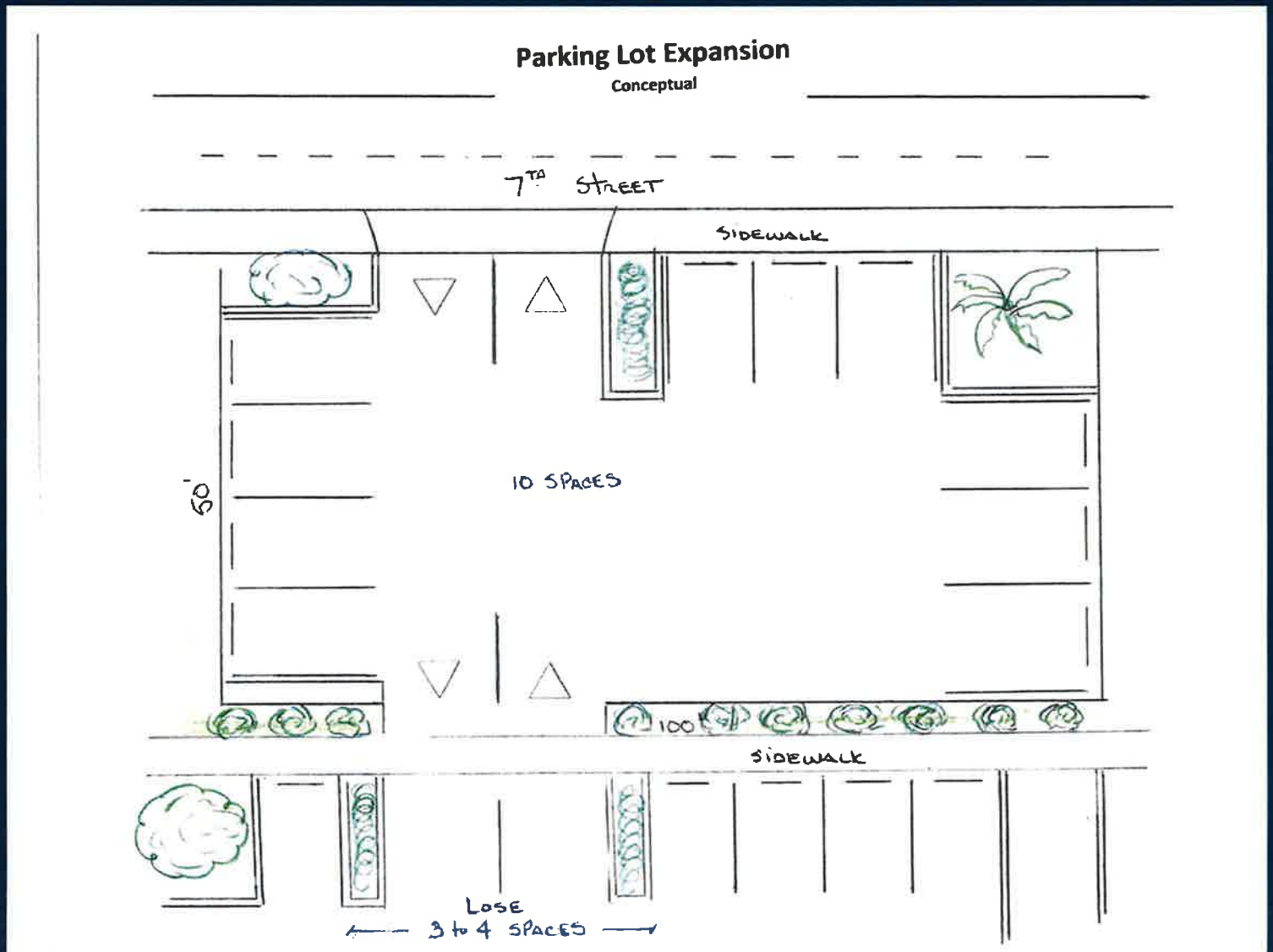
Approved on this 6 of October, 2021

# Community Redevelopment Agency

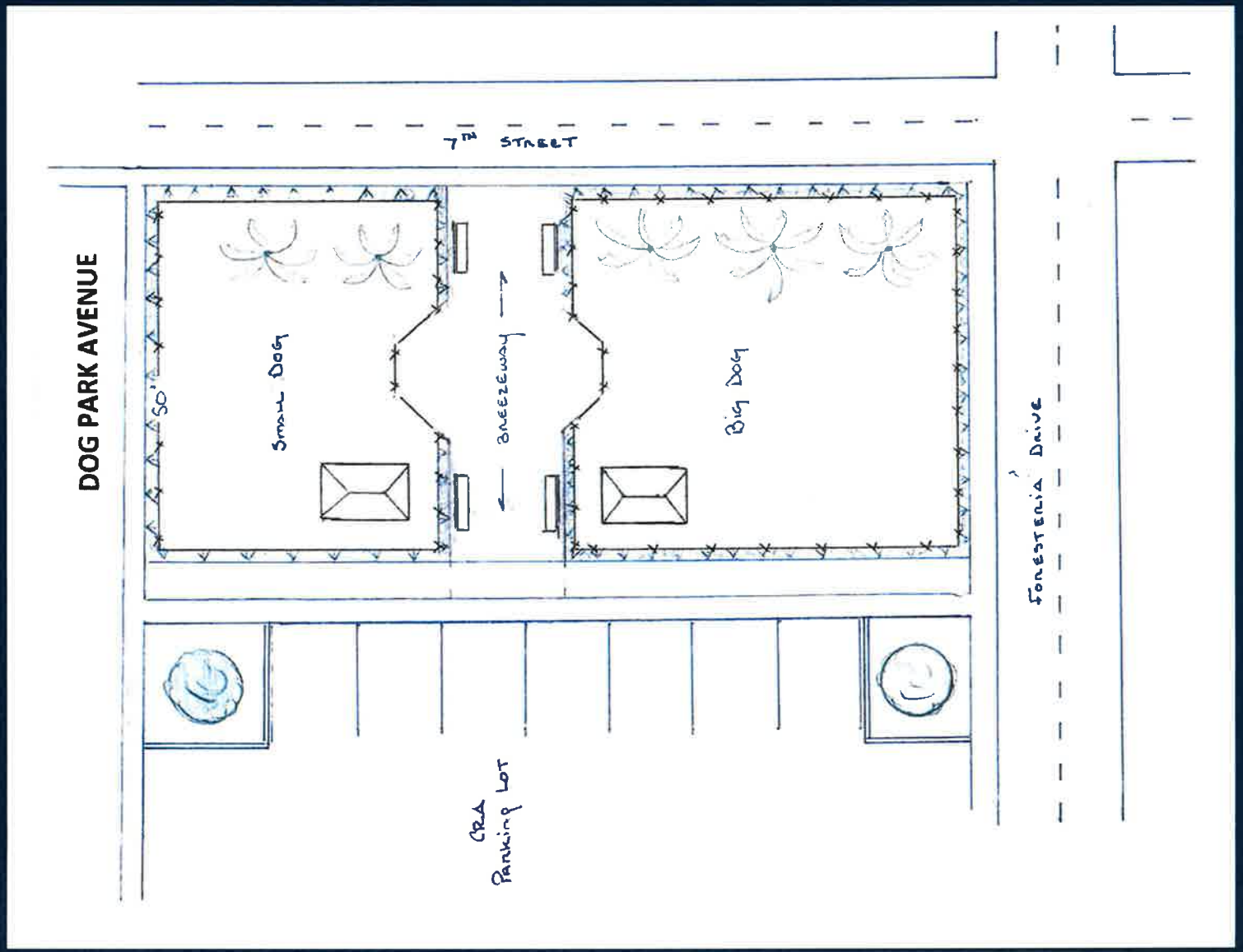
## Special Call Meeting
## September 1, 2021

**Design Proposals for Use of Property at 610 7th Street**

# Design Option 1



# Design Option 2



# Design Option 3

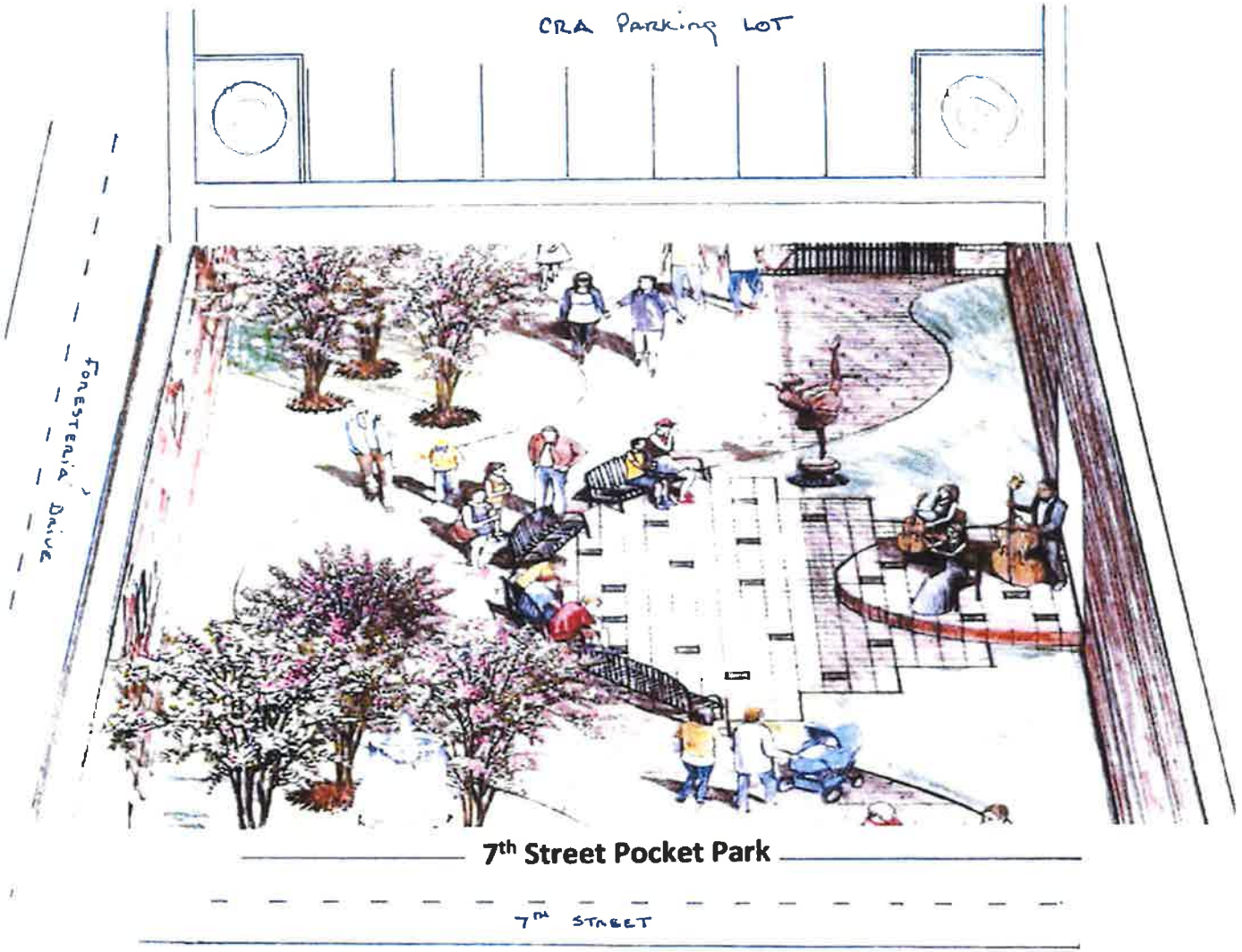


Exhibit "B"



# EXECUTIVE DIRECTOR COMMENTS
# CRA BOARD MEETING

## Wednesday, September 1, 2021

**CRA Parking Lot Ribbon Cutting Ceremony:**

The CRA Parking Lot is 100% completed. The Town will officially open the new CRA parking lot with a ribbon-cutting ceremony tomorrow, September 2, at noon. The address is 711 Foresteria Drive. Refreshments will be served.

**Community Development Department Information:**

- Brooklyn Cupcakes in the 796 10th Street plaza is moving forward. There was some unanticipated Seacoast work that is now back on track and permits should be submitted soon. It is anticipated the work will take a couple of months therefore, Brooklyn Cupcakes will likely open sometime in October at this point. A grant application for assistance with the grease trap and possibly additional work may be forthcoming.

- Cups & Cones is an ice-cream shop that has been in operation in Palm Beach Gardens. The owner lives in Lake Park and want to operate in Lake Park. Consequently, she signed a lease at a unit located at 501 10th Street. She only discovered after signing that a grease trap is needed. She is working with contractors on estimates, but will likely need assistance and submit for a CRA grant.

- Oceana Coffee (1301 10th Street – corner of Northern Drive) – is working on finalizing their renovation plans for their main roasting house/retail/food kitchen concept. The proposal will be to completely redevelop the site and it is estimated to be submitted within the next couple of months.

**Hometown District**

**Commerce District**

**Arts District**

## MEMBERS OF THE BOARD OF DIRECTORS

| | |
|---|---|
| Michael O'Rourke | Chair |
| Kimberly Glas-Castro | Vice-Chair |
| Erin T. Flaherty | Board Member |
| Christiane Francois | Board Member |
| John Linden | Board Member |
| Roger Michaud | Board Member |

## STAFF OF THE CRA

| | |
|---|---|
| John D'Agostino | Executive Director |
| Thomas J. Baird, Esq. | Agency Attorney |
| Vivian Mendez, CMC | Agency Clerk |

**TOWN OF LAKE PARK**
**COMMUNITY REDEVELOPMENT AGENCY**

Town Hall ❖ 535 Park Avenue, Lake Park, FL 33403
561-881-3304 (Phone) ❖ 561-881-3314 (Fax) ❖ www.lakeparkcra.com

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, March 2, 2022 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, March 2, 2022 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, and Henry Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez.

Agency Clerk Mendez performed the roll call and Board Member Stark led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**
**None**

**CONSENT AGENDA:**
**1. February 16, 2022 Special Call Community Redevelopment Agency Board Meeting Minutes.**

**Motion: Board Member Michaud moved to approve the consent agenda; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**PUBLIC COMMENT:**
None

**NEW BUSINESS:**

**2. Executive Director Community Redevelopment Agency (CRA) Annual Report.**

Executive Director D'Agostino presented the 2020-2021 CRA Annual Report (see Exhibit "A").

**Motion: Vice-Chair Glas-Castro moved to approve the CRA Annual Report and Transmit to the Town Commission for Approval and Filing; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**EXECUTIVE DIRECTOR REPORT:**

**Executive Director D'Agostino** had no comments.

**REQUEST FOR FUTURE AGENDA ITEMS:**

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Vice-Chair Glas-Castro and seconded by Board Member Michaud, and by unanimous vote, the meeting adjourned at 6:55 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Agency Deputy Clerk, Shaquita Edwards

TOWN OF LAKE PARK SEAL FLORIDA

Approved on this 16th of March, 2022

Exhibit "A"

**CRA**
**Agenda Request Form**

**Meeting Date: March 2, 2022** **Agenda Item No.**

**Agenda Title: Executive Director's Annual Report**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 2-16-22

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• CRA Annual Report 2020-2021 |
|---|---|---|

**Summary Explanation/Background:** Each year the CRA Board of Directors received the Annual Report of the prior Fiscal Year activities of the community Redevelopment Agency from the Executive Director. Attached is the Annual Report for Fiscal Year 2020-2021. As you will realize, this past fiscal year for the CRA completed some important projects provided incentives to a few businesses and continues to market the CRA businesses and the theme of Love, Lead, Live Lake Park CRA.

**Recommended Motion:** Motion to accept the Annual Report of the Community Development Agency for Fiscal Year 2020-2021 and to instruct the Executive Director to forward the same to the Town Commission. Furthermore, the Community Development Agency will file said report with Palm Beach County.

# ANNUAL REPORT
# FISCAL YEAR 2020/2021

TOWN OF
LAKE PARK

COMMUNITY
REDEVELOPMENT
AGENCY

# THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA

## ANNUAL REPORT FOR THE FISCAL YEAR 2020-2021

The Town of Lake Park (the Town), formerly known as Kelsey City, has a rich and diverse cultural history dating back nearly a century. The Olmstead Brothers (renowned landscape architects and creators of such noteworthy projects as the National Mall and New York's Central Park) laid out the incorporated Kelsey City in 1923. The Town is one of the earliest master-planned communities in South Florida and continues to retain its original characteristics. In 1919, founder Harry Seymour Kelsey purchased 100,000 acres approximately 17 miles between Jupiter and Riviera Beach. Kelsey chose the scrub ridge for the site of Kelsey City (later renamed Lake Park). The Town maintains much of its original charm while simultaneously embracing the present and planning for the future.

### CREATION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY:

In 1996, the Town of Lake Park Community Redevelopment Agency (CRA) was created by a vote of both the Town Commission and the Palm Beach County Board of County Commissioners. Its purpose was, and remains, to restore and maintain a sense of place and community through the revitalization of the physical and economic environment throughout designated areas. The 1996 CRA board presented a plan that served as the framework for programming redevelopment activities and implementing specific projects designed to leverage public interest and private investment required for revitalization. Redevelopment is one of the best ways to instill new life into areas adversely impacted by social, physical, environmental or economic conditions. The targeted area receives focused attention and financial investment to reverse the negative trends caused by slum and blight. The CRA creates jobs, restores a business climate, rehabilitates, and increases business and housing opportunities for low- and moderate-income residents and families. The "Business Before Breakfast" group, which meets every Tuesday morning at 8:30 at the Brewhouse Gallery, is an excellent example of active participation and investment by residents, businesses, and organizations that likely would not otherwise occur.

The figure below illustrates the current boundary of the Lake Park CRA compared to the municipal boundaries of the Town.

The Town of Lake Park CRA remains committed to fostering ongoing development and sustainable growth. The purpose of this CRA Annual Report is to provide the reader updated information regarding existing priorities and to highlight initiatives the Executive Director has pursued during Fiscal Year 2020-2021, as well as plans for future growth and development.

## RECENT GROWTH AND DEVELOPMENT:

### Dedicated IT:

In FY 2019-2020, Dedicated IT received $1.8 million in financing from Flagler Bank. The value of the 754 Park Avenue property, which will house the company when construction is complete, is close to $2.4 million. The CRA, in partnership with the Town, guaranteed the loan for 24 months. The loan guarantee provided the impetus for the redevelopment of 754 Park Avenue. Dedicated IT has experienced unprecedented growth, employing close to 100 global employees, with 30 in rented space in the 700 block of Park Avenue. When corporate offices open, we can expect upwards of 65 employees working on-site. The average starting salary is between $60,000 and $70,000 per year.

The Executive Director is concerned with the amount of time it has taken to complete the construction of the building. There have been construction delays, COVID-related delays and now material availability delays that have extended the construction schedule. The Board of Directors, at the recommendation of the Executive Director, entered into a contract with Dedicated IT and the lending institution to underwrite the first two years of the bank loan. The loan timeline expired on January 31, 2022; however, the property owner received a six-month extension to July 31, 2022. The Executive Director is working with Florida Power and Light to move the existing utility poles across the alleyway to allow

for construction to resume. The contractor needs an additional three to possibly four months to complete the work.

When completed, Dedicated IT will become an important economic partner with the CRA as the anchor to the vision of live, work and recreate in the CRA's Park Avenue Downtown District (PADD). The essential ingredient in the live and work campaign is business and housing development in the PADD. Additional residential, mixed-use units with an increase in density will bring more of the live and recreate options to the forefront of the CRA development campaign. With an increase in density, structured parking may be required in the PADD area. To allow for additional residential units, the PADD has undergone Comprehensive Plan Amendments that allow for increased density, and is currently undergoing modifications to the Land Development Regulations to allow for more intensity (i.e. higher buildings) so that the increased density is feasible, along with an expanded area for the PADD so that additional land area is available to support downtown development. The success of the PADD requires businesses such as Dedicated IT and others to provide jobs and the Town to approve Land Development Regulations that promote the increases in in heights and in density within a mixed-use environment.

The Community Development Department is working on the Land Development Regulations referenced above, for the Planning & Zoning Board and Town Commission to consider. The 2010 master plan articulates mixed-use development with a design form that promotes zero lot lines, similar to the One Park Place (801 Park Avenue) property. One Park Place has 20 residential units, and is fully occupied; the ground floor commercial space remains vacant. Since Phase 2 of One Park Place never moved forward, any future development (either new construction or a buildout of the existing commercial shell space) will require the developer to construct additional alleyway parking to accommodate the additional uses.

Contingent on market demand, micro-units in the PADD will support restaurants, cafes, shops, and specialty boutique stores in an effort to also fill vacant retail space within the PADD section of the CRA.

**Microbreweries:**

A total of two microbreweries are open and one is under construction. The two breweries that are currently open are Kelsey City Brewery (PADD) and Coastal Karma (along 10th Street, within the future PADD expansion area). Two years ago, the Town Commission passed an ordinance that facilitated various types of breweries in the PADD initially and then within the neighboring Commercial-2 (C-2) area, as well, to provide additional synergy within the CRA. The brewery currently under construction is NOBO Brewery, which is located along Park Avenue in the PADD.

The onset of COVID-19 created significant hurdles for the food and beverage industry in Lake Park and within the CRA district. In response to the COVID restrictions, the Town Commission continued outdoor seating to extend the food and beverage industry's footprint to allow outdoor seating. The Commission permitted outdoor seating for three businesses, two within the CRA and one outside the CRA. The outdoor seating arrangement provided a lifeline for these businesses to continue to operate under stringent COVID indoor seating restrictions imposed at the county level.

The buzzword in 2020 for the microbrewery industry was "pivot." Small brewers survived the worst of the pandemic by "pivoting" to more to-go and packaged sales. The Executive Director is awaiting further data to understand more fully what occurred over the past 20 months and how our two microbreweries survived the pandemic. He believes innovation paved the way for each microbrewery to attract customers inside and outside their respective establishments

Microbreweries will provide longstanding synergy pairing with existing and new food establishments along the PADD, and the development of housing units in the downtown district will provide much-needed traffic to downtown businesses.

**Millenials:**

The CRA continues to attract millennials to the downtown area. The eclectic feel of downtown businesses, the presence of unique art and retail shops in the PADD, along with a newly reopened restaurant, Locale GastroPub, will serve to attract people to the 700 block of Park Avenue. The increase in the number of microbreweries in the PADD, the need to develop micro-units along Park Avenue, open-air cafes, restaurants with unique food offerings, and Oceana Coffee's roasting house/food and beverage facility (which also incorporates a commercial kitchen for catering businesses) on 10th Street will complement the CRA's overall objective. Combining the above with what already exists in the PADD will only add to the millennial attraction. The performing arts venues will also have a positive economic impact on the PADD/CRA area.

**Coffee Roasters:**

Oceana Coffee has purchased 1301 10th Street. The parcel is located on the southeast corner of 10th Street and Northern Drive, along the CRA's northern boundary (see the enclosed CRA boundary map). The owners are scheduled to receive their building permit in March or April of 2022.

The addition of a coffee roaster in Lake Park is expected to have a significant impact on the CRA based on original research commissioned by The National Coffee Association, which identified the following information:

- Overall coffee consumption is up by 5% across the nation since 2015.
- 7 in 10 Americans drink coffee every week; 62% drink coffee every day.
- The average American coffee drinker drinks just over 3 cups per day.

***Americans drink coffee throughout the day and are looking for convenient, on-the-go options***

- ✓ Nine out of 10 older coffee drinkers consume a cup at breakfast, compared to seven out of 10 18- to 24-year-olds; however, young people are almost twice as likely to consume a coffee beverage at lunchtime as someone over 60.
- ✓ Popularity of single-cup brewing machines has soared by nearly 50% in the last five years. Americans are 24% less likely than in 2015 to prepare their coffee in a traditional drip coffee maker.
- ✓ Almost half (48%) of daily coffee drinkers who buy their coffee at a quick-service restaurant, cafe, donut shop or convenience store do so through a drive-through. One quarter of people who have ordered a coffee outside the home in the past week have used an app to do so.

***Americans are choosing premium beans and espresso-based beverages over traditional coffee***

- ✓ 60% of coffee served in the United States is "gourmet" (brewed from premium beans).
- ✓ Coffee drinkers are flocking to espresso-based beverages, with consumption of cappuccinos, lattes, and flat whites up by a staggering 50 from 2015 to 2020, driven in part by strong popularity with 25- to 39-year-olds.
- ✓ Cold brew and nitro coffees were virtually unknown in 2015, but now one in five Americans under age 40 consumes at least one every single week.
- ✓ Consumption of traditional coffee has declined by 10%, though coffee drinkers over 60 are twice as likely to consume traditional coffee as 18- to 24-year-olds.

***Coffee choices reflect Americans' regional, cultural, and generational preferences***

- ✓ Coffee consumption increases with age, but Americans under 40 increased coffee consumption 40% since 2015.
- ✓ Medium roast is, overall, America's favorite. Southerners are 25% more likely to order frozen blended coffee than Northeasterners.
- ✓ Espresso-based beverages are most popular with Hispanic-American coffee drinkers, and lattes are most popular with Asian-Americans.
- ✓ Some beverages may be trendy on social media but haven't yet reached big numbers in general consumption. Flat whites, for example, are still only a distant ninth place for Americans across the board; they are most popular with Hispanic-Americans and millennial coffee drinkers.
- ✓ More than half of coffee drinkers (53%) want to buy coffee that is certified good for the environment and good for coffee farmers and communities.

Given Oceana Coffee's presence in the CRA, and the information provided above, the company will bring a significant amount of traffic to the CRA. The challenge for the CRA is linking up the traffic generated by Oceana Coffee to the businesses located in the PADD from the north end of 10th Street down to Park Avenue.

**The Arts/Strategic Marketing:**

The arts play a significant role in the CRA's future development plans. As a result of the marketing study performed by the Treasure Coast Regional Planning Council (TCRPC), subsequent marketing strategies recommended by TCRPC to the CRA resulted in the CRA Board of Directors renewing the Strategic Marketing contract for the CRA. The Strategic Marketing campaign continues with the vibrant, engaging ***Live, Love, Lead Lake Park*** campaign, which touches on the vibrant image of the CRA. The Live Lake Park campaign highlights the role of the arts including arts culture and live entertainment.

**Black Box Theater:**

The Lake Park Black Box @ The Kelsey Theater, located in the 700 block of Park Avenue, is the second location for this company (the first is in Boca Raton). The quality of performances in Lake Park has greatly improved. The owner has extensive contacts in the entertainment world and many quality performances have taken place in Lake Park.

The Lake Park Black Box Theater plays an important role in live performance attractions to the PADD. Under the umbrella of Love Lake Park, microbreweries and restaurants will complement the live entertainment draw from the Black Box Theater.

**Brooklyn Cupcakes:**

Brooklyn Cupcakes is an all-woman minority-ownership company. The owners will maintain their signature location consisting of a 500-square-foot business in Brooklyn, New York, as well as their thriving mail-order business in partnership with Goldbelly, and are currently working with their consultants to finalize plans to open a cupcake business at 796 10th Street, near the Costal Karma Brewery location. The site needs a restaurant and eatery to complement the brewery location. It will be the first and only Brooklyn Cupcakes location south of New York.

**Future Focus:**

The 2010 CRA Master Plan will be updated in 2022. The CRA's focus is to initiate an update to the Master Plan that may include expanding the CRA boundaries. The possible future focus of the CRA may be toward the rehabilitation of existing CRA neighborhoods and the eradication of existing blighted housing conditions throughout the CRA area. The CRA Master Plan may also include other areas of the Town. While there is little interest

in developing those parcels in their existing state, with parking in the front, increasing density is one way to provide developer incentives to move properties from the rear to the front of Park Avenue. Parcel owners may be inclined to consider redevelopment under the new CRA Master Plan. Either way, density will play a role in investors creating a scenario in which they either move building properties to the front of parcels or take existing empty lots along 10th Street and create higher-density projects. Building density in the PADD corridor increases the incentive to create live-work-recreate opportunities in the CRA PADD.

Parcel acquisition is an option for the CRA Board of Directors to consider, since the CRA controls only one parcel in the CRA.

**Parcel Assembly:**

Staff continues to work with a group of owners to assemble parcels into one significant mixed-use development on the corner of Park Avenue and 10th Street. The availability of funding and the CRA's ability to borrow to acquire critical parcels along Park Avenue will facilitate investment and development in conjunction with CRA incentives. The parcels in question are Barbie's Place restaurant (935 Foresteria), the Sorota property (940 Park Avenue), the old Rosita's Meat Market (936 Park Avenue), and the Jamaican restaurant/barber shop parcel (924 Park Avenue). The Executive Director expects the properties to be assembled and sold soon, given the advancements to the increased density and the upcoming land development regulations modifications to allow more intensity.

**CRA Incentives (Awarded by the Board of Directors):**

June 16, 2021: $25,000 to 700 Park Avenue Holdings LLC for permanent exterior improvements to provide outdoor seating options to patrons.

October 21, 2021: $5,000 to D&J Laundromat for interior mechanical air conditioning installations to improve business operations.

**CRA Parking Lot:**

The CRA completed the long-awaited parking lot in the back of the 700 block of Park Avenue. Funding for the parking lot came from the one-cent sales tax. The cost of construction was $724,580, which was less than the estimated budget of $780,000. The parking lot, which was a design-build surface parking lot, was 12 years in the making and was part of the 2010 CRA Master Plan for expanded parking in the CRA.

**Joshua's Deli:**

The Lord's Place recently opened Joshua's Deli for lunch along Park Avenue. The eatery serves specialty soups and sandwiches and provides high-quality foods at a reasonable price point while providing valuable instruction in the culinary arts in order to help formerly homeless individuals develop marketable employment skills.

**Industrial Area Developments (adding the 'work' element to the CRA):**

*Clean Sweep* (810 Watertower Road) previously received development order approval for its 12,353-square-foot office/warehouse with an outdoor trucking yard. It submitted its master permit for new construction in January 2022. Construction value is $2,123,646.

*DXD Capital* (four-story, 99,990-square-foot self-storage facility on Watertower between 13th and 14th Streets) almost completed its site plan review phase and will move forward to the Planning & Zoning Board and Town Commission for development order approval.

*Dalfen Industrial*, along the north side of Watertower and within the entire brownfield site area along the west side of Old Dixie Highway, is proposing 184,758 square feet of office/warehouse and trailer parking along with a full clean-up of the site. The project is currently in site plan review.

*Coston Marine* (1400 Watertower Road), a new 6,316-square-foot office/warehouse building along Watertower Road between 14th and 15th Streets has been completed.

## Appendices

**Appendix A**
CRA BUSINESS APPLICATION COMPLETION LIST
October 1, 2020, through September 30, 2021:

**Appendix B**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA UNAUDITED FINANCIAL STATEMENT 2020-2021

**Appendix C**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA OPERATING BUDGET FOR FY 2020-2021

**Appendix D**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA BOARD OF AGENCY MEETING AGENDAS AND MINUTES FROM OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021.

- Note: The first meeting of the fiscal year for the CRA Board of Directors occurred on October 21, 2020.

# APPENDICES

## A - D

# APPENDIX A

## CRA BUSINESS COMPLETION LIST: October 1, 2020 through September 30, 2021

| Business Name and Location (if different from mailing address) | Business Owner Contact Info & Mailing Address | Type of Business | Reason for BTR | Email Address | # of New Employees |
|---|---|---|---|---|---|
| **Abundant Living Chiropractic** | **Dr. Stacy-Ann Smith 561-233-3340 705 Park Avenue Suite B** | **Chiropractor** | **New Business** | **abundantchiropractic@gmail.com** | **2** |
| **Appliances 4 Less** | **Wei Cao 561-366-7698 1263 10th Street** | **Retail Appliance Store** | **New Business** | **A5617297238@gmail.com** | **3** |
| **Aspen Behavioral Health 525 10th Street STEs 501, 503, and 507** | **Ari Lind 717-826-4924 525 10th Street** | **Substance Abuse Treatment Facility** | **Ownership Transfer** | **ari@aspenbehavioralhealth.com** | **10** |
| **Aspen Behavioral Health 359 10th Street** | **Ari Lind 717-826-4924 525 10th Street** | **Professional Office** | **Ownership Transfer** | **ari@aspenbehavioralhealth.com** | **0** |
| **ESS Productions LLC** | **Eugene Stachunski 404-844-6939 1200 Old Dixie Highway Unit 7** | **Sound Consultant** | **New Business** | **genoallthetime@gmail.com** | **1** |
| **Exzakt Performance 801 15th Street Unit 3** | **Robert Knowles 800-428-0518 9727 Gardenia Drive, Palm Beach Gardens FL 33410** | **Auto Restoration** | **New Business** | **Knowles1@msn.com** | **2** |
| **Flight Bungee Fitness Palm Beach LLC 501 10th Street Ste. 521-523** | **Tanya Franklin 561-324-9772 1601 West 32nd Street Riviera Beach, FL, 33404** | **Fitness/Dance Studio** | **New Business** | **info@flightbungeepb.com** | **2** |
| **Florida Auto and Boat Works LLC** | **John Riedel 561-255-5684 116 Miller Way, Unit 8** | **Mobile Boat Repair** | **New Business** | **Flautoandboats@gmail.com** | **1** |

## CRA BUSINESS COMPLETION LIST: October 1, 2020 through September 30, 2021

| | | | | | |
|---|---|---|---|---|---|
| French Financial Services | Steve and Scott French<br>561-845-6100<br>1125 Old Dixie Highway STE 2 | Financial Insurance Office | New Business | FrenchFinancialServices@gmail.com | 2 |
| Heart of God Missions International | Charmaine Pitter<br>561-512-6998<br>910 10th Street #10 | Non-Profit Thrift Store | Location Transfer | charmainejff@yahoo.com | 2 |
| Heart of God Missions Thrift and Charity | Charmaine Pitter<br>561-512-6998<br>910 10th Street Unit D | Non-profit | Location Transfer | charmainejff@yahoo.com | 0 |
| Helping Others Move Easy | Rita Gonzalez<br>786-231-8722<br>905 Laurel Drive | Moving Company | New Home Business | rita@homemd.org | 2 |
| Joe Hanley's Tree Trimming<br>825 13th Street | Fleming J. Hanley III<br>561-842-4189<br>637 Flotilla Lane, North Palm Beach, FL 33408 | Landscaping Service | Location Transfer | Jhtree1@att.net | 3 |
| Lake Park Auto + Fleet Repair | Bruce T. Jacobs + Robert Jicha<br>561-840-9918<br>1101 Old Dixie Highway | Auto Repair | New Business | LakeParkRepair@gmail.com | 5 |
| Lake Park Podiatry | Henry Stark<br>561-371-1234<br>701 Park Avenue | Podiatrist | New Business | lakeparkpodiatry@gmail.com | 5 |
| Lanati LLC | Gado G Dutreuil<br>561-229-7295<br>941 Park Avenue | Screen Printing | New Business | lanaticollection@gmail.com | 2 |
| Leading Plumbing Services, LLC | Nerric Jolteus<br>561-506-6159<br>816 Greenbriar Drive | Plumber | Name Change | nerricjol@yahoo.com | 1 |
| Mark Anthony Construction | Mark Murdocco<br>561 429 4218<br>1194 Old Dixie Highway STE 201 | Construction Company | New Business | sade@markanthonyconstfl.com | 7 |

## CRA BUSINESS COMPLETION LIST: October 1, 2020 through September 30, 2021

| | | | | | |
|---|---|---|---|---|---|
| Martindale Sofa and Fine Furniture Inc | Vilma Montano and Jaime Martinez 561-845-7085 836 Park Avenue | Upholstery Service | Location Transfer | JR1871456@gmail.com | 1 |
| New Car Trade Ins LLC | James Geiger 561-662-9595 1194 Old Dixie Highway STE 17 | New Car Trade-Ins | New Business | JIMGEIGER@PDIUSVI.COM | 1 |
| NMF Medical Corp. 511 10th Street | Edward W. Pearson, MD 888-561-4325 8551 SE Driftwood St, Hobe Sound, FL 33455. | Medical Office | New Business | support@newmedicinefoundation.org | 6 |
| Palm Beach Regency 850 Old Dixie Highway, Lake Park FL. 33403. | Korine Belock 646-942-8676 320 Dyer Road, West Palm Beach, FL. 33405 | Vintage Furniture Sales | New Business | kkb@palmbeachregency.com | 2 |
| PDR 360 Paintless Dent Repair | Juan Bacchetta 561-701-3318 802 Old Dixie Highway | Dent Repair and Detailing | New Business | 360PDR@gmail.com | 2 |
| Signarama North Palm Beach | Triumph Marketing INC 561-845-7339 802 Old Dixie Highway STE 3 | Sign Vendor | Location Transfer | lisa@sar-npb.com | 1 |
| Wolverine Roofing | Cheryl Wikel 561-719-2653 1300 Old Dixie Highway Suite 101/102 | Roofing Contractor | New Business | dave@wolverineroofers.com | 10 |
| | | | | Total | 73 |

**APPENDIX B**

# TOWN OF LAKE PARK
# COMMUNITY REDEVELOPMENT AGENCY

Balance Sheet*
As of September 30, 2021

| | | |
|---|---|---|
| **Assets** | | |
| Cash & Equivalents | $ | 884,328 |
| Accounts Receivable | $ | - |
| Notes Receivable | $ | - |
| Prepaid Expense | $ | - |
| Due from other funds | | - |
| Total Assets | $ | 884,328 |
| **Liabilities** | | |
| Accounts Payable | $ | 45,066 |
| Accrued Payroll | | - |
| Due to other funds | | (121,332) |
| Total Liabilities | $ | (76,266) |
| **Fund Balance** | | |
| Restricted | $ | 48,090 |
| Unrestricted | | 912,504 |
| Total Fund Balance | $ | 960,594 |
| Total Liabilities & Fund Balance | $ | 884,328 |

*** Unaudited**

Statement of Revenues, Expenditures
and changes in Fund Balance*
For the Year Ending September 30, 2021

| | | |
|---|---|---|
| **Revenue** | | |
| Taxes | $ | 476,859 |
| Intergovernmental | | 878,598 |
| Investment Earnings | | |
| Other | | - |
| Total Revenue | $ | 1,355,457 |
| **Expenses** | | |
| Personnel Services | $ | - |
| Operating Expenses | | 750,621 |
| Grants | | 81,062 |
| Capital Expenses | | 232,891 |
| Debt Service | | 168,866 |
| Total Expenses | $ | 1,233,440 |
| **Net change in Fund Balance** | $ | 122,017 |
| Fund Balance, beginning | $ | 480,327 |
| **Fund Balance, ending** | $ | 602,344 |

Note
Fund Balance improved by: $ 122,017

**Town of Lake Park**

**Community Redevelopment Agncy**
**Budget Vs Actual**
**100.00 % Yr Complete For Fiscal Year: 2021 / 9**

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| REVENUES | | | | | | | | |
| Ad Valorem Taxes - County | 110-311.115 | 473,069 | 0 | 473,069 | 476,859.00 | 0.00 | 101% | 3,790.00- |
| Transfer from General Fund | 110-381.001 | 871,192 | 0 | 871,192 | 878,598.00 | 0.00 | 101% | 7,406.00- |
| TOTAL OF C.R.A. REVENUES | | 1,344,261 | 0 | 1,344,261 | 1,355,457.00 | 0.00 | 101% | 11,196.00- |
| EXPENSES | | | | | | | | |
| Total Personal Services | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Professional Services | 110-55-552-520-31000 | 50,000 | 0 | 50,000 | 47,997.61 | 26,125.00 | 148% | 24,122.61- |
| Professional Svc - Town Attor | 110-55-552-520-31100 | 3,500 | 0 | 3,500 | 5,800.00 | 0.00 | 166% | 2,300.00- |
| Contractual Services | 110-55-552-520-34000 | 102,850 | 0 | 102,850 | 97,163.05 | 990.00 | 95% | 4,696.95 |
| Contract PBC Sheriff | 110-55-552-520-34010 | 133,680 | 0 | 133,680 | 131,175.00 | 0.00 | 98% | 2,505.00 |
| Travel & Training | 110-55-552-520-40000 | 8,250 | 0 | 8,250 | 1,092.18 | 0.00 | 13% | 7,157.82 |
| Postage & Shipping | 110-55-552-520-41200 | 182 | 0 | 182 | 727.26 | 0.00 | 400% | 545.26- |
| Utilities | 110-55-552-520-43000 | 12,000 | 0 | 12,000 | 17,639.00 | 0.00 | 147% | 5,639.00- |
| Equipment Rentals | 110-55-552-520-44100 | 1,500 | 0 | 1,500 | 1,178.05 | 0.00 | 79% | 321.95 |
| Insurance | 110-55-552-520-45000 | 10,000 | 0 | 10,000 | 5,568.00 | 0.00 | 56% | 4,432.00 |
| Repair and Maintenance | 110-55-552-520-46000 | 4,000 | 0 | 4,000 | 1,489.30 | 0.00 | 37% | 2,510.70 |
| Printing | 110-55-552-520-47000 | 100 | 0 | 100 | 0.00 | 0.00 | 0% | 100.00 |
| Advertising | 110-55-552-520-48100 | 2,000 | 0 | 2,000 | 0.00 | 0.00 | 0% | 2,000.00 |
| Office Supplies | 110-55-552-520-48101 | 250 | 0 | 250 | 0.00 | 0.00 | 0% | 250.00 |
| OPERATING EXPENSES | 110-55-552-520-48102 | 0 | 0 | 0 | 475.00 | 0.00 | 0% | 475.00- |
| Operating Expenses | 110-55-552-520-52000 | 3,000 | 6,712 | 9,712 | 9,844.30 | 0.00 | 101% | 132.30- |
| Memberships, Dues, & Subscrip | 110-55-552-520-54200 | 1,045 | 0 | 1,045 | 1,134.52 | 0.00 | 109% | 89.52- |
| Total Operating | | 332,357 | 6,712 | 339,069 | 321,283.27 | 27,115.00 | 103% | 9,329.27- |
| Total Depreciation | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |

## Community Redevelopment Agncy
## Budget Vs Actual
## 100.00 % Yr Complete For Fiscal Year: 2021 / 9

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| Buildings | 110-55-552-520-62900 | 0 | 0 | 0 | 232,891.40 | 0.00 | 0% | 232,891.40- |
| Total Capital Outlay | | 0 | 0 | 0 | 232,891.40 | 0.00 | 0% | 232,891.40- |
| Total Debt Service | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Grant - Business Development | 110-55-552-520-82111 | 125,000 | 6,712- | 118,288 | 59,062.86 | 0.00 | 50% | 59,225.14 |
| Grants and Incentives | 110-55-552-520-82118 | 62,500 | 0 | 62,500 | 22,000.00 | 0.00 | 35% | 40,500.00 |
| Revolving Loan Program | 110-55-552-520-82200 | 134,881 | 0 | 134,881 | 0.00 | 0.00 | 0% | 134,881.00 |
| Total Grants & Aids | | 322,381 | 6,712- | 315,669 | 81,062.86 | 0.00 | 26% | 234,606.14 |
| Transfer to Gen Fund - ILA 20 | 110-55-552-520-91010 | 168,866 | 0 | 168,866 | 168,866.04 | 0.00 | 100% | 0.04- |
| Transfer to Gen Fund - ILA 20 | 110-55-552-520-91030 | 91,320 | 0 | 91,320 | 0.00 | 0.00 | 0% | 91,320.00 |
| Indirect Cost Allocation | 110-55-552-520-99110 | 429,337 | 0 | 429,337 | 429,336.96 | 0.00 | 100% | 0.04 |
| Total Other | | 689,523 | 0 | 689,523 | 598,203.00 | 0.00 | 87% | 91,320.00 |
| Total Co-op Operating Exp | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Total Co-op Cap Outlay | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Total Co-op Debt Service | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Total Other | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |

**Town of Lake Park**

**Community Redevelopment Agncy**
**Budget Vs Actual**
**100.00 % Yr Complete For Fiscal Year: 2021 / 9**

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| TOTAL OF C.R.A. EXPENSES | | 1,344,261 | 0 | 1,344,261 | 1,233,440.53 | 27,115.00 | 94% | 83,705.47 |

# AGENDA

**Community Redevelopment Agency**
**Meeting**
**Wednesday, March 2, 2022, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | — | **Chair** |
| **Kimberly Glas-Castro** | — | **Vice-Chair** |
| **Erin Flaherty** | — | **Board Member** |
| **John Linden** | — | **Board Member** |
| **Roger Michaud** | — | **Board Member** |
| **Henry K. Stark** | — | **Board 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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**
**None**

**D. CONSENT AGENDA:**
**1. February 16, 2022 Special Call Community Redevelopment Agency Board Meeting Minutes. Tab 1**

**E. 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.**

**F. NEW BUSINESS:**
**2. Executive Director Community Redevelopment Agency (CRA) Annual Report Tab 2**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. BOARD MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Special Call Community Redevelopment Agency Meeting will be conducted on March 16, 2022.**

# AGENDA

**Special Call**
**Community Redevelopment Agency**
**Wednesday, March 16, 2022, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | **—** | **Chair** |
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **Erin Flaherty** | **—** | **Agency Member** |
| **John Linden** | **—** | **Agency Member** |
| **Roger Michaud** | **—** | **Agency Member** |
| **Henry K. Stark** | **—** | **Agency Member** |
| **John O. D'Agostino** | **—** | **Executive Director** |
| **Thomas J. Baird, Esq.** | **—** | **Agency Attorney** |
| **Vivian Mendez, MMC** | **—** | **Agency Clerk** |

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**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**

**1. Update from Business Flare on their 'CRA Draft Plan Concept Overview'. Tab 1**

**D. 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.**

**E. CONSENT AGENDA:**

**2. March 2, 2022 Special Call Community Redevelopment Agency Meeting Minutes. Tab 2**

**F. NEW BUSINESS:**

**3. Request for Authorization for the Community Redevelopment Agency Executive Director to Encumber and Disburse Payment to Florida Power & Light for Services Associated with the Relocation of Overhead Feeder Cables at 754 Park**

**Avenue.** **Tab 3**

**4. Resolution 13-03-22 Update on the Proposed Streetscape Improvements for Park Avenue and 10th Street (the Project) and Request for Authorization for the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from Landscape Architecture Firm JMorton to Develop and Design Plans for the Project. Tab 4**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. AGENCY MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Meeting will be conducted on June 1, 2022.**

# Special Presentations /Reports

# TAB 1

# *Special Call* CRA
## Agenda Request Form

**Meeting Date:** **March 16, 2022** **Agenda Item No.**

**Agenda Title: Updates from Business Flare on their 'CRA Draft Plan Concept Overview'.**

[ ] SPECIAL PRESENTATION/REPORT [ ] CONSENT AGENDA
[ ] OLD BUSINESS **[ X ] NEW BUSINESS**
[ ] DISCUSSION FOR FUTURE ACTION [ ] OTHER: General Business

**Approved by Executive Director:** _____ **Date:** 3-9-22

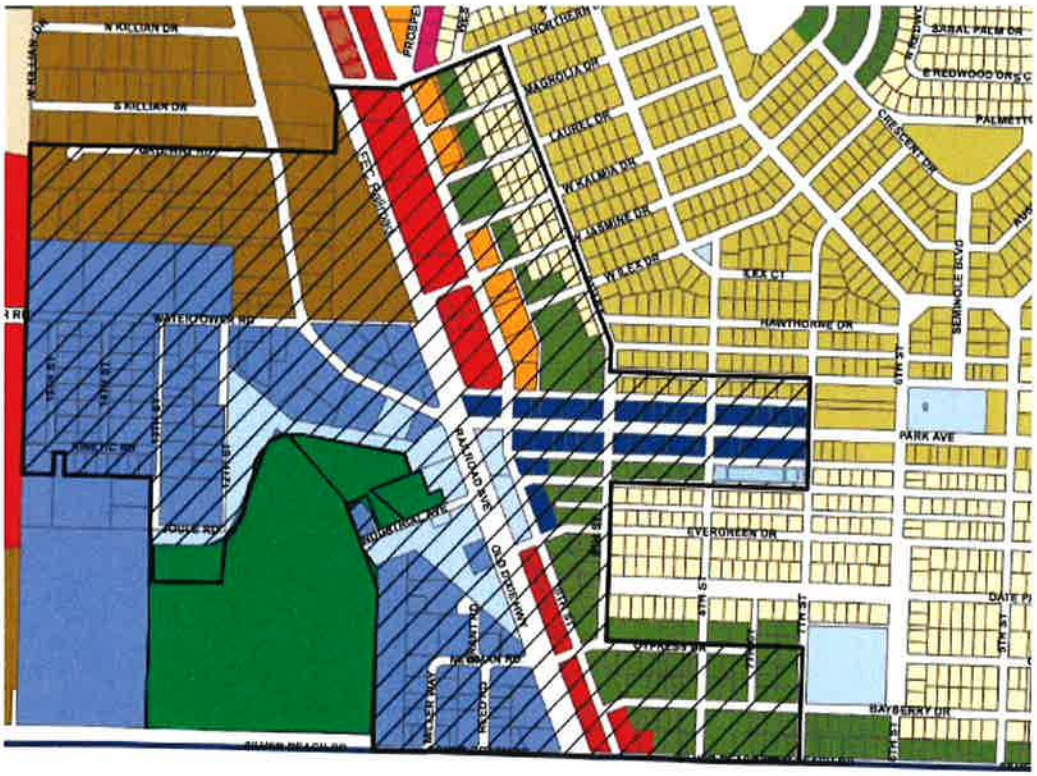
*John D'Agostino | CRA Executive Director*

Nadia Di Tommaso / Community Development Director

| **Originating Department:** | Costs: $ **85,000 / Legal Review**<br>Funding Source: **CRA / Legal**<br>Acct. **#110-520-34000 / #108**<br>[ ] Finance Lourdes Cariseo | **Attachments:**<br>**Powerpoint Presentation**<br>***Business Flare will provide additional details at the actual meeting*** |
|---|---|---|
| **Community Development** ***(with input from Business Flare)*** | | |

**Summary Explanation/Background:**

The Town's existing Community Redevelopment Area (CRA) is identified in the map with the black boundary →



Business Flare is working on updating the CRA Master Plan for the Town pursuant to their contract approved by Resolution 74-12-21. Meetings with Department Heads to gather input and feedback have been held. A public workshop series was also held on January 29, 2022. On February 16, 2022, Business Flare also provided an update to the CRA Board. This agenda item is being provided as an opportunity for Business Flare to review their 'concept' draft plan with the Board based on all the feedback they received. Business Flare will provide the Board with their recommendations for discussion. This will facilitate the draft plan that will then be presented pursuant to the following schedule of next steps:

**Wednesday, March 16, 2022** (regular TC meeting night) – Special Call CRA Workshop to commence at 6pm (for review of draft 'concept' that includes input from public workshop series and workshop of Feb. 16)

**Monday, April 4, 2022** (regular P&Z) – Courtesy presentation for input on draft plan

***ADDED MEETING*** (*due to the final draft plan not being ready for March 16*): CRA Meeting to review Draft Master Plan

**Wednesday, April 20, 2022** (regular TC meeting night) – Final Revised CRA Master Plan for adoption

**Recommended Motion: For discussion.**

Town of Lake Park, FL

# CRA Plan Concept Overview

*March 16, 2022*

# CRA Plan Concept

1. Executive Summary
2. Authority to Undertake Redevelopment
3. Background
4. Existing Conditions
5. Summary of Public Input
6. Redevelopment Goals
7. Redevelopment Program Initiatives
8. Redevelopment Projects
9. CRA Expansion
10. Conclusion

# Executive Summary

1. Plan Overview
2. Financial Summary
3. Plan Organization
4. Boundary Map
    1. Original Boundary
    2. Proposed Expansions

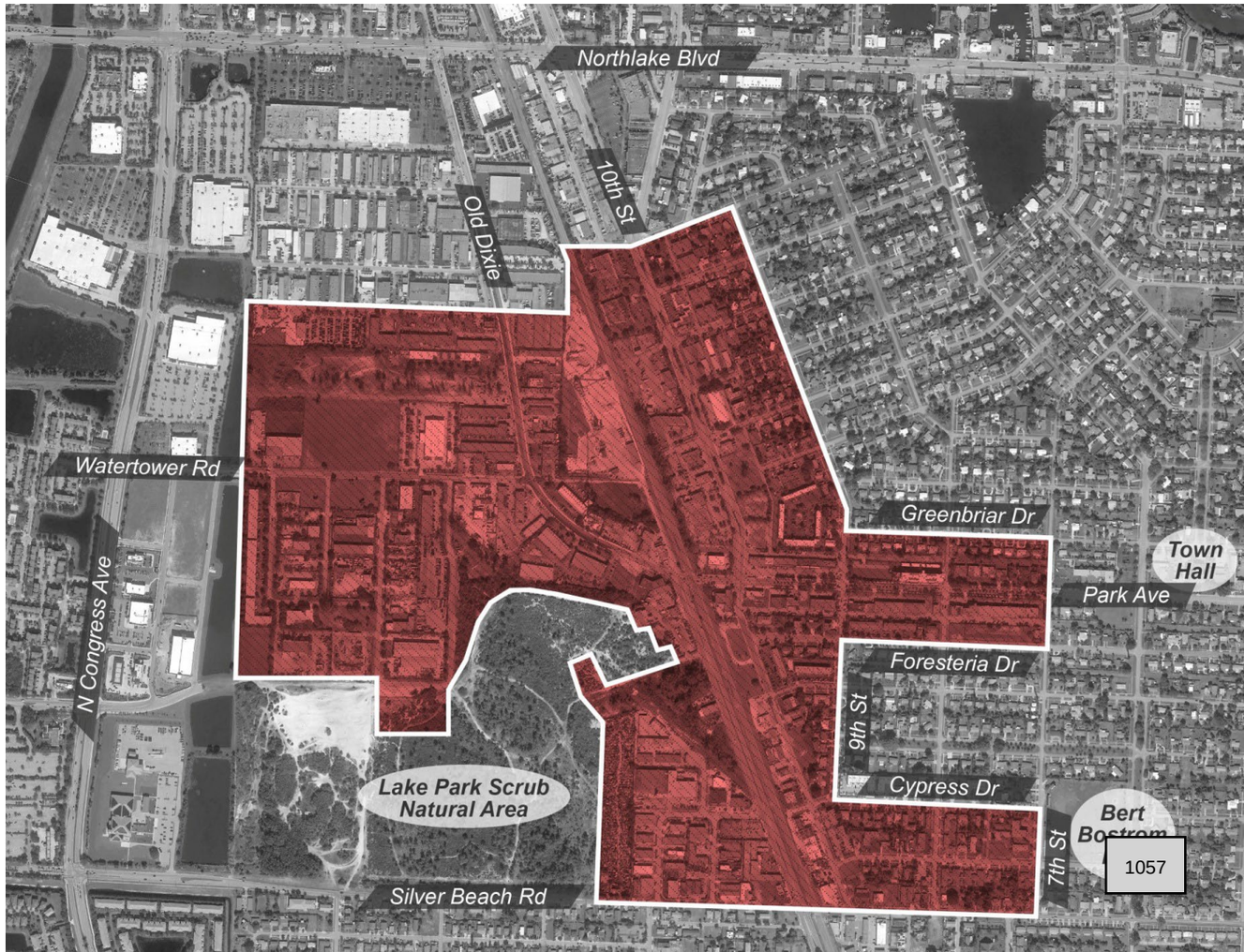
**The plan is realistic and actionable, and encour**

- Compatible development that respects community character and the Town's rich history.
- Supports entrepreneurship and provides CRA support for entrepreneurs and small businesses to succeed, including strategies that attract additional customers to the commercial areas; that attract investment and development that enhances existing space and provides new space for businesses; and that assist with aesthetic improvements to local businesses.
- Provides much needed infrastructure and capital investments on aesthetics, connectivity, and projects that build on the Town's successful clean and safe initiatives.
- Enhancements to existing residential property and supports development of new residential projects that are consistent with community character and which provide a "healthy housing mix."

# Authority to Undertake Redevelopment

## Chapter 163 Requirements and Checklist

- Legal Description
- Maps and Diagrams
- Neighborhood Impact Element
- Identify Capital Projects
- Governance
- Land Protections
- Relocation
- Residential Use Element
- Financial Projections
- Estimated Timeline



# Background

1. Town History
2. CRA History and Description
3. 2010 CRA Plan Summary

# Existing Conditions

Presented in February

- Limited land availability
- Land control
- High demand
- Entrepreneurship
- Market access

# Summary of Public Input

## Common Themes

- Aesthetics
- Gateways
- Quality of life
- Community pride
- More shopping
- Parking

# Summary of Public Input

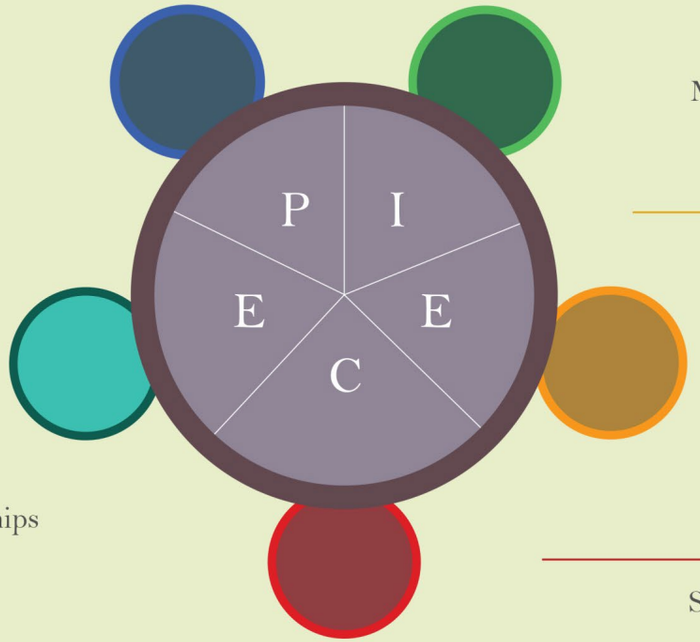
## PIECE ANALYSIS™ OF LAKE PARK CRA

### PRESERVE

Historical Charm
Historic Grid Pattern/ Layout
Landscape
Legacy Businesses
Railroad Connection

### INVEST

Creating a Destination
Public Events/ Farmer's Market
Main Street Programming
Commercial Facades
Marketing & Promotion of Town




### EXPOSE

Historic Downtown
Vibrant, Active, and Walkable
Planning History
Frederick Law Olmsted
Industrial Opportunity
Pleasant Place to Live

### ENHANCE

Downtown Feel & Identity
A Reason to Come Here
The Experience
Park Ave by Night
Smaller Retail Spaces
Local Businesses Network/ Partnerships
Residential Offerings

### CAPITALIZE

Small Town Charm
Industrial Space
Accessibility

BUSINESS FLARE®

# Summary of Public Input

## Best Assets

Small Parks
business Proximity Marina park beach Close Location

## Why I stay here, why I came here

years water community family Love everything Proximity
location neighbors house neighborhood home beaches
good safety Small town feel

## What we need

cleaning crime good taxes buildings improve business town
Park streets Park Ave area attract make

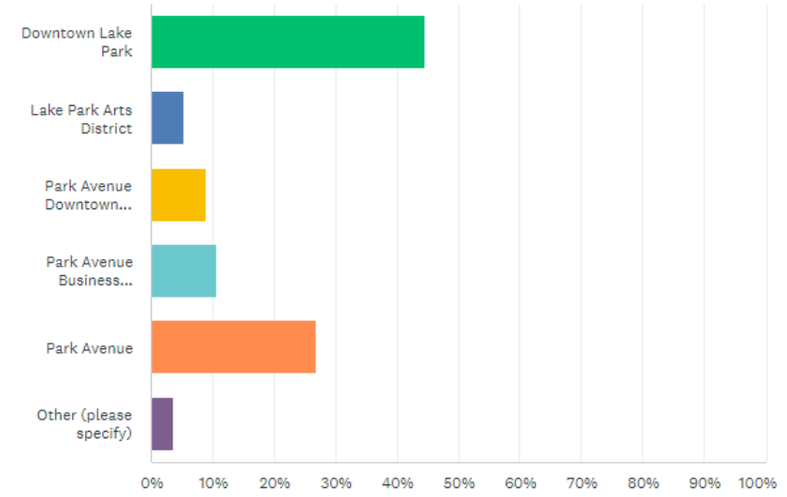
## Why I leave

park everything Dog park beach Restaurants area walking
Coffee shops

# Summary of Public Input

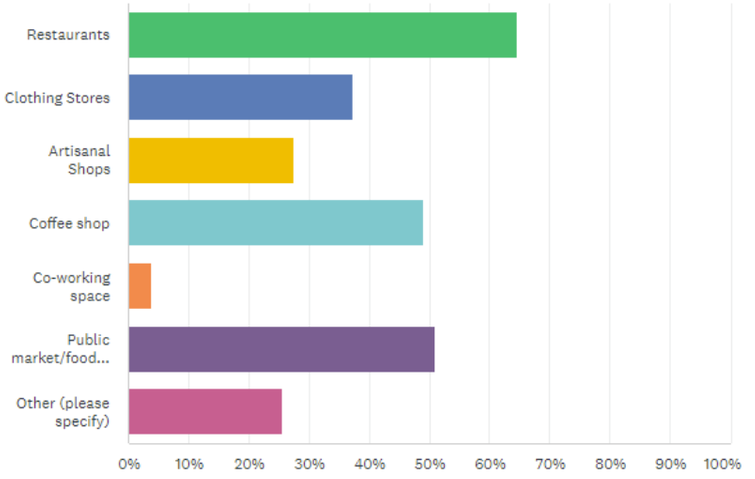
How do you usually refer to the business district along Park Avenue in Lake Park?

Answered: 56 Skipped: 1

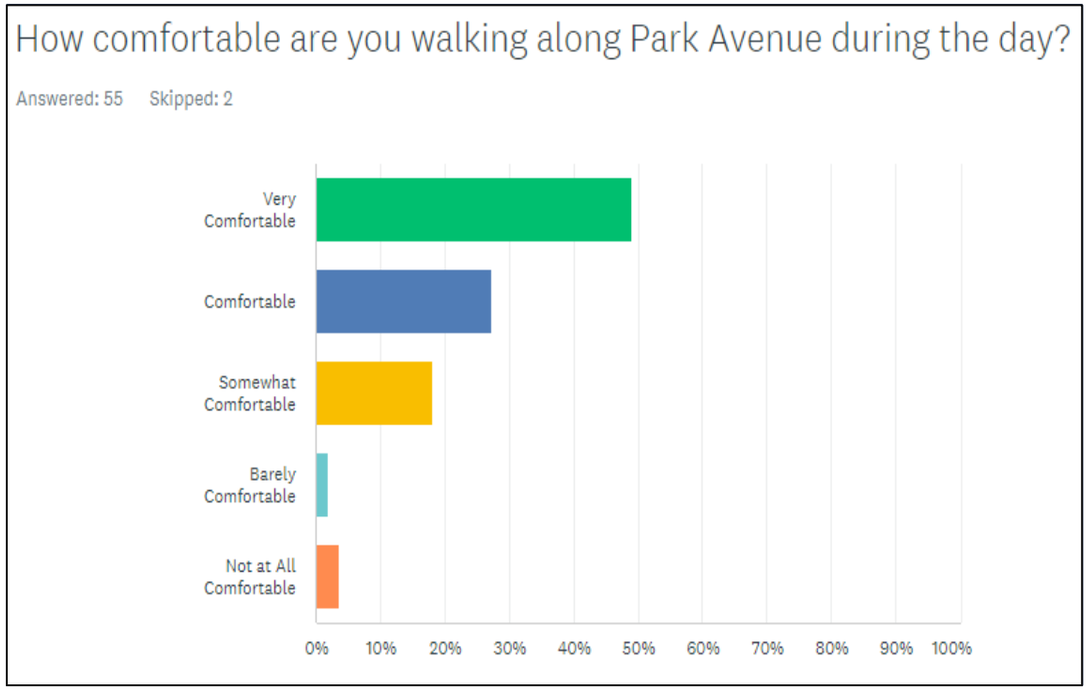


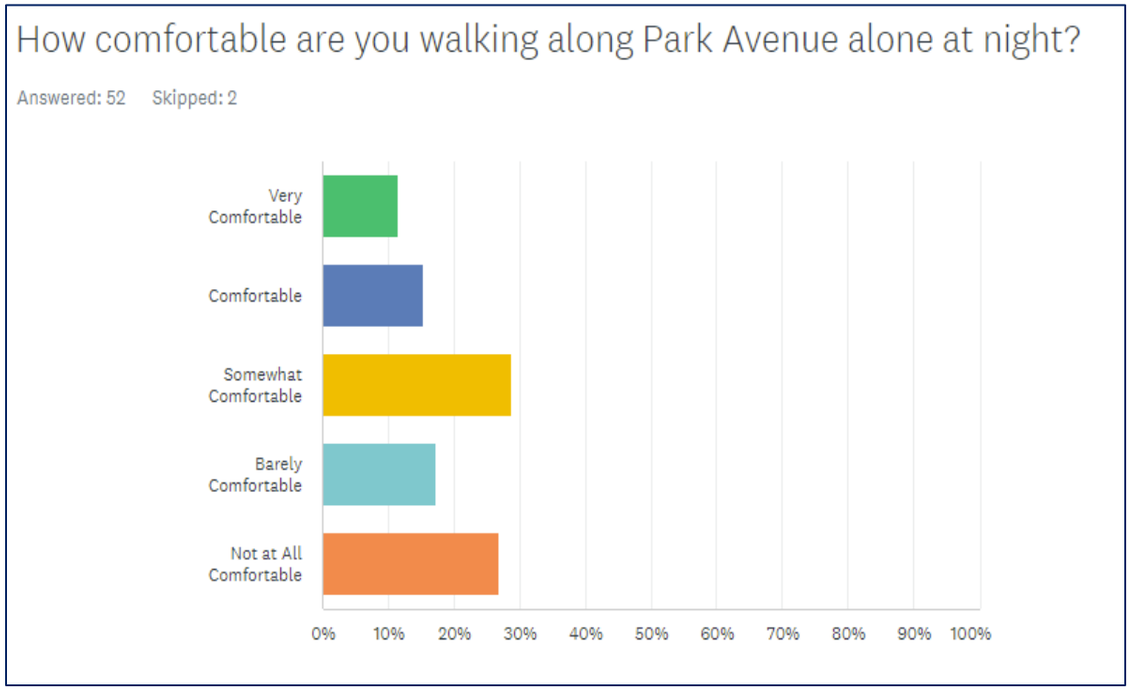

What type of businesses are missing in Downtown Lake Park? That you currently have to travel elsewhere for? (select all that apply)

Answered: 51 Skipped: 3



# Summary of Public Input



# Redevelopment Goals

1. Economic Development
2. Capital Improvements and Infrastructure
3. Residential and Quality of Life
4. Transit, Transportation and Parking
5. Redevelopment Support
6. Redevelopment Administration
7. Potential Sources of Funding
8. Neighborhood Impact

# Redevelopment Program Initiatives

## Economic Development

- Identity
  - Establish a unifying and authentic identity that preserves Lake Park's 'look and feel'
  - Create photo-worthy spaces
  - Utilize code enforcement and community policing
- Retain and expand targeted industries
  - Creators
  - Craft Breweries
  - Local Flavor Restaurants
  - Fitness
  - Marine
  - Entrepreneurial Endeavors
- Continue supporting small businesses, entrepreneurs and non-profits
- Expand marketing and promotion efforts
  - Grow a network of champions and partners
  - CRA owned property
  - Art and Culture
  - Signature events

# Redevelopment Program Initiatives

## Public Improvements and Infrastructure

- Gateways
- Wayfinding
- Enhanced Lighting
- Streetscapes and Aesthetics
  - Gateway corridors
  - 10th Street
  - Silver Beach Road
  - Parking Lots
- Utilities and Underground Infrastructure
  - Septic to Sewer

# Redevelopment Program Initiatives

## Housing and Residential Life

- Establish a healthy and sustainable housing mix
  - Multifamily rehabilitation
  - Single family rehabilitation
  - Residential aesthetic improvements along corridors
  - Multifamily workforce housing development along the opportunity corridors
- Improve quality of life within the CRA
  - Alleys as linear parks
  - Introduce open space where possible in partnership with new development
  - Smart cities initiatives
  - Clean and safe initiatives
  - Enhance lighting and walkability

# Redevelopment Program Initiatives

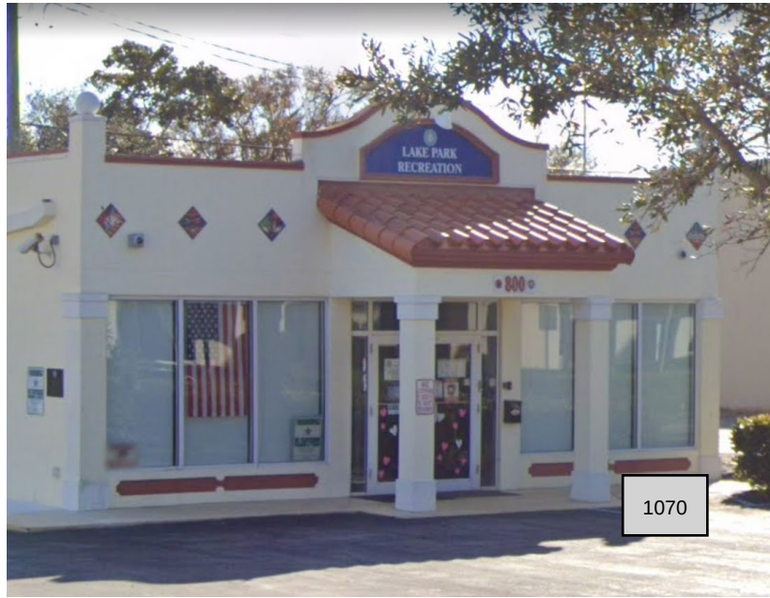
## Transit, Transportation and Parking

- Transit
  - Pursue development of a Transit Oriented Development (TOD) / Mobility Hub on 10th Street.
  - Expand transit options to service growth near and within the CRA.
    - Micro mobility
    - Last mile solutions
    - Local, interior circulator
- Transportation
  - Alley connections
  - Lake Park Legacy Loop
  - Park Avenue Extension Project
- Parking
  - Downtown Parking Management Plan
  - Create additional parking within the CRA

# Redevelopment Program Initiatives

## Redevelopment Support and Administration

- Land Development Regulations
  - Increase residential entitlements
    - 10th Street Opportunity Corridor
    - Downtown
    - Vacate right of way for enhanced downtown entitlements
    - Adopt design standards and statement architecture, especially at gateways
    - Adopt open space requirements for major developments
  - Land Acquisition and Disposition
    - Utilize CRA owned property to stimulate revitalization and activity
    - Assemble available properties at targeted gateway locations
  - Financing
    - Adopt TIF incentives for targeted development types
    - Identify debt capacity and potential projects for bond issues
  - Redevelopment Administration, Resources and Staffing

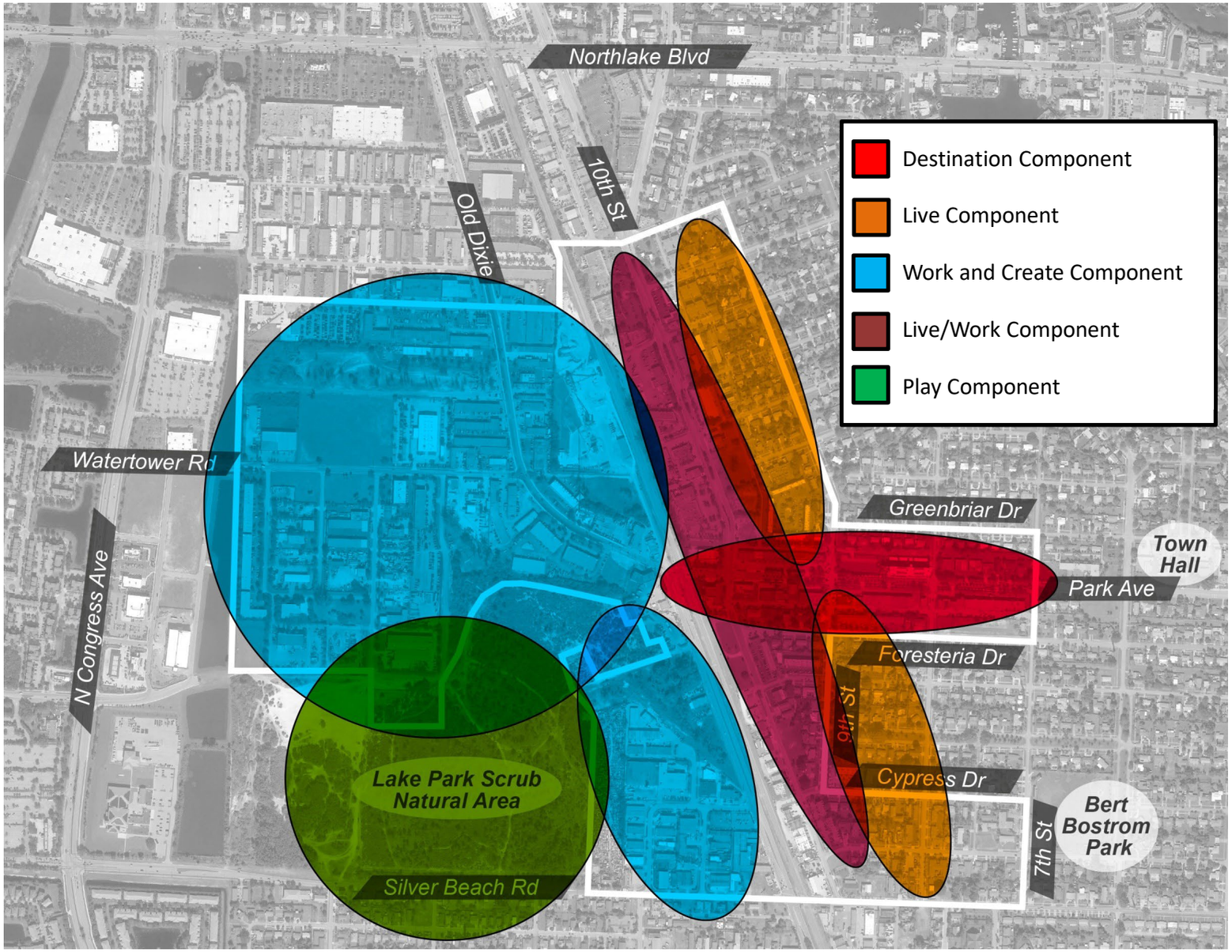


# Redevelopment Projects

## Key Redevelopment Projects

- **Railside Site** – Pursue the development of a mixed-use TOD.
- Adopt a **TIF Recapture** Program for targeted mixed-use development.
- **Marketing** and promotion of the CRA for business retention and attraction.
  - Economic development
  - Signature event(s)
  - Adaptive Reuse Area (10th Court)
- **CRA Expansion** (10th Court and Silver Beach Road).
- Work with Town on **Regulatory Enhancements** (entitlements and design standards).
  - Downtown
  - 10th Street
- **Capital Improvements** to Park Avenue crossover of Old Dixie Highway and the FEC rail tracks.
- **Septic to Sewer** projects and connections.
- Park Avenue and 10th Street **Gateway** Intersection Improvements.
- Implement the **Park Avenue Extension**.
- Continue to implement **Lighting Enhancements**.
- Design and install **Gateway** structures.
- Work with property owners on **Parking Lot Enhancement**s.
- Assist residential and commercial properties with **Rehabilitation Incentives**.
- Improve **Connectivity and Walkability** between the CRA's subareas and nearby neighborhoods.

# Redevelopment Concept



# Additional Analysis for Plan

1. Opportunity Sites
2. TIF Projection Scenarios
3. Expansion Area Finding of Necessity

# CRA Expansion

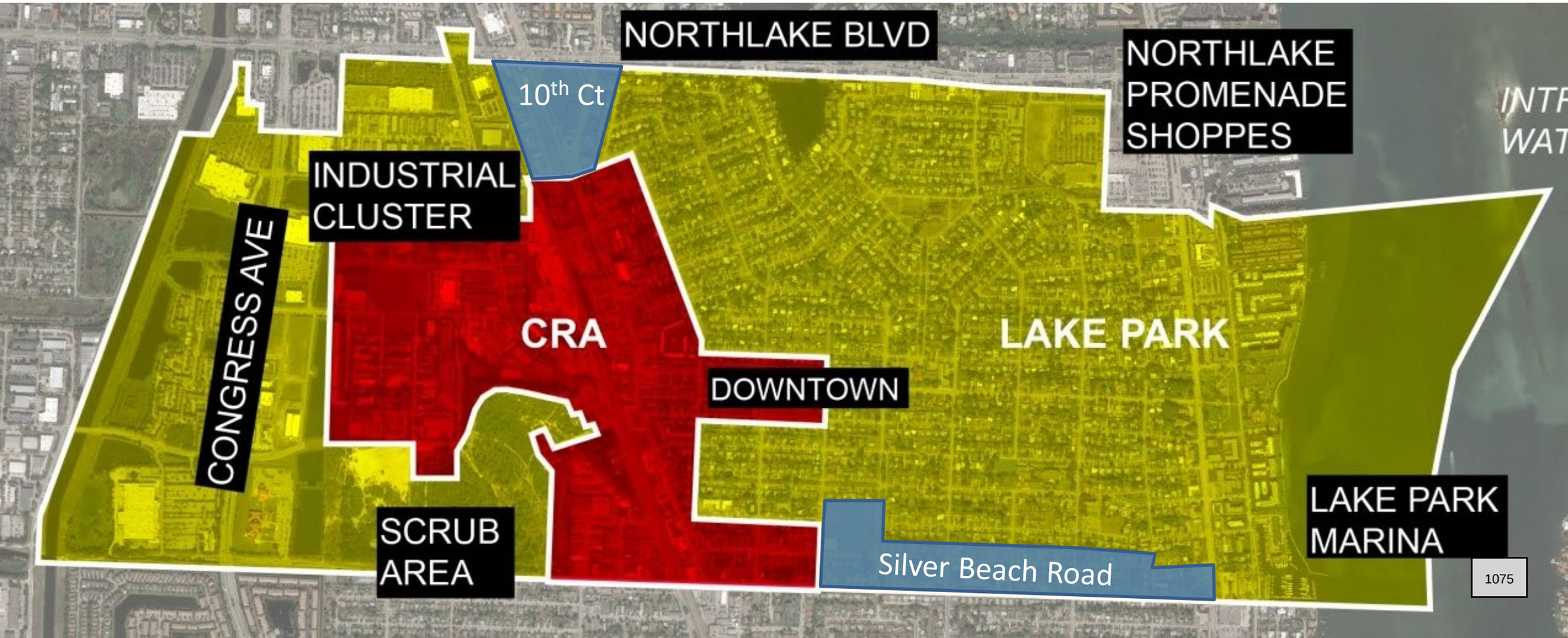
## Assessment of Need

Chapter 163, Florida Statutes defines “blight” as the existence of 2 of 15 criteria. The presence of blight )or slum) conditions is necessary for the creation of a CRA or the expansion of a CRA into new areas.

- Inadequate street layout/parking
- Property values not increasing
- Faulty lot layout
- Unsanitary/unsafe conditions
- Site deterioration
- Inadequate density patterns
- Falling lease rates
- Tax delinquency
- High vacancy rates
- High crime
- High emergency calls
- Building code violations
- Ownership challenges
- Contaminated property
- Sinkhole activity

# CRA Expansion

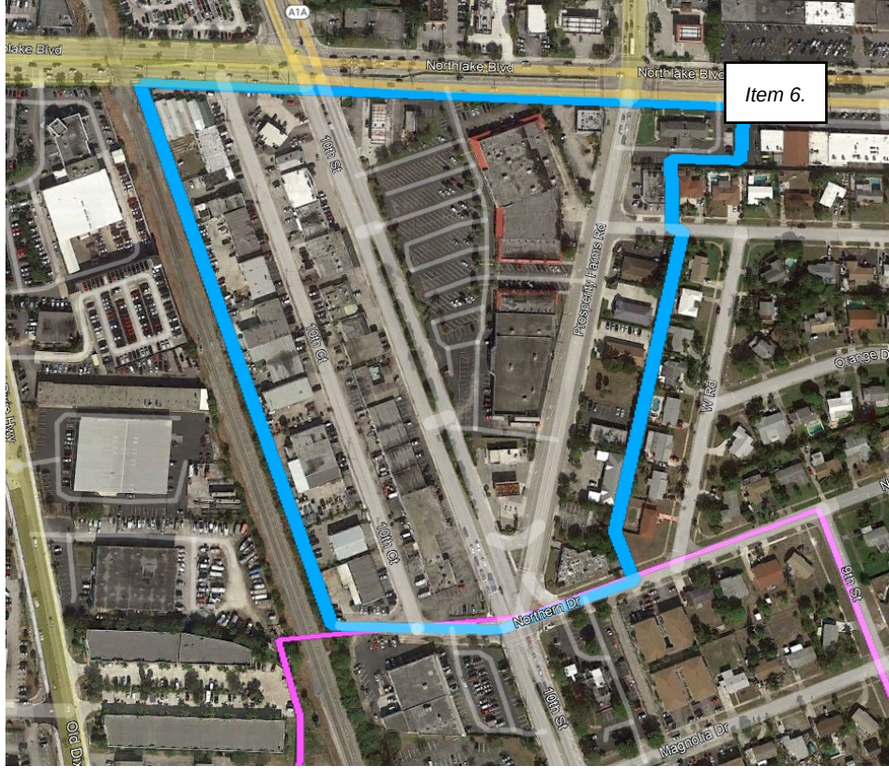
**CRA Expansion** (areas in blue)

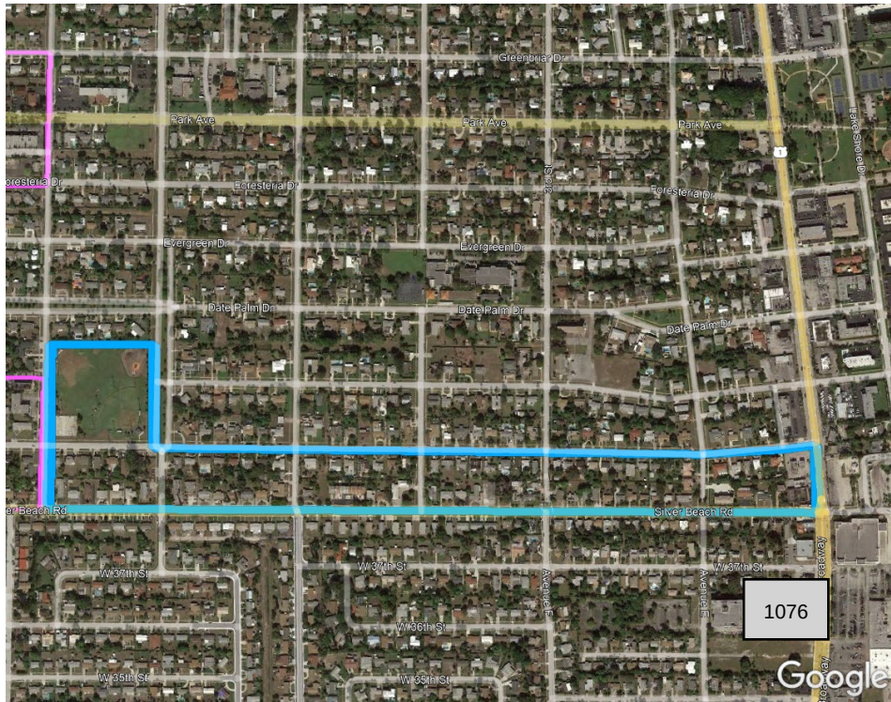


# CRA Expansion

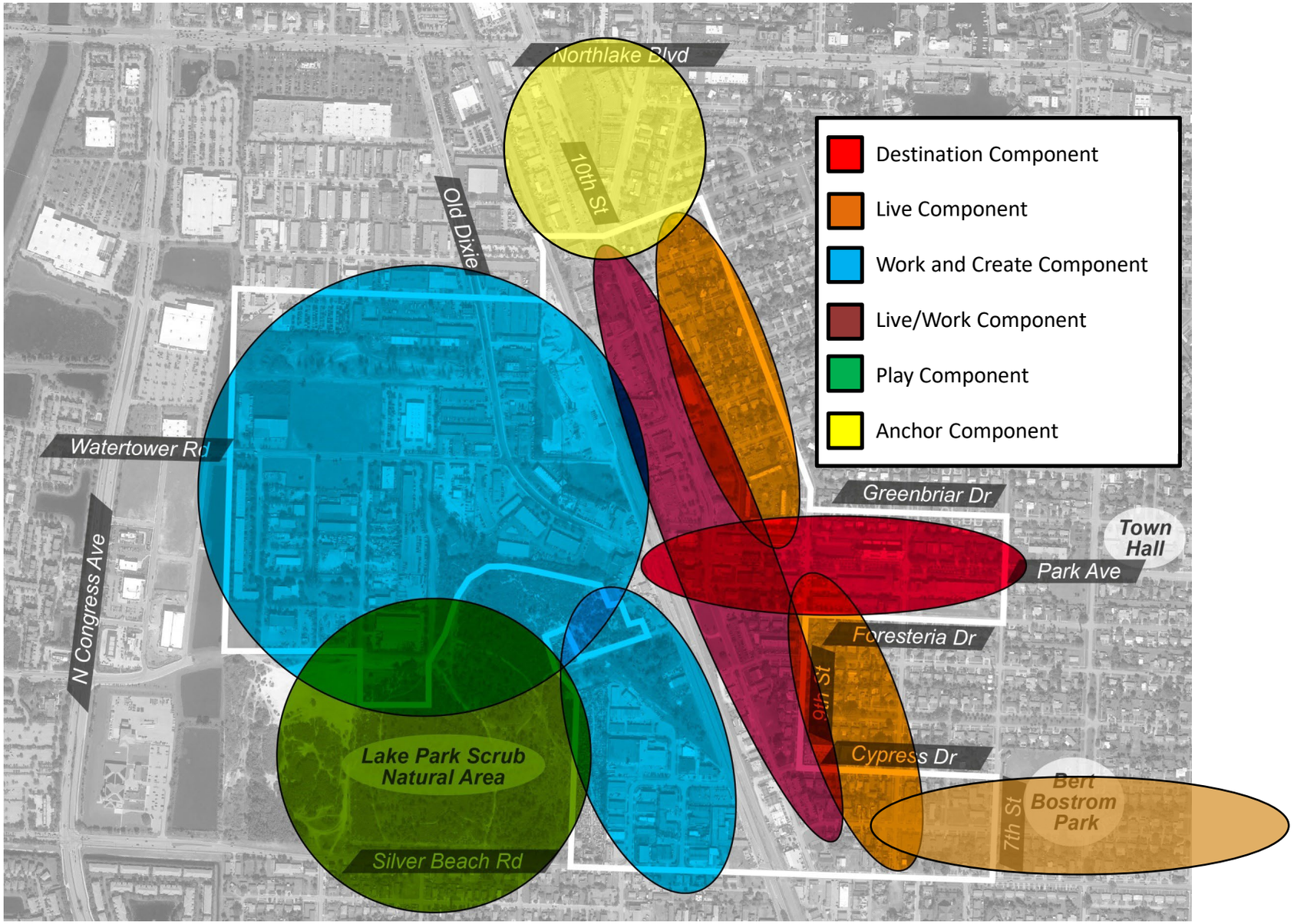
## CRA Expansions

- 10th Court
  - Area is clearly blighted and needs redevelopment.
  - Includes a mixed-use opportunity site.
  - Creates an northern anchor and a CRA gateway directly at Northlake Blvd.
  - Provides a placemaking opportunity for an adaptive reuse destination for creators.
- Silver Lake Road
  - Area is clearly blighted and needs revitalization.
  - Expands the amount of open space in the CRA.
  - Opportunity to assist residential properties with renovation to retain attainable workforce housing.
  - Enhances the aesthetics of a key CRA gateway corridor.
  - Can improve residential property values.



# Redevelopment Concept



# 2010 Plan vs. 2022

## 2022 Plan

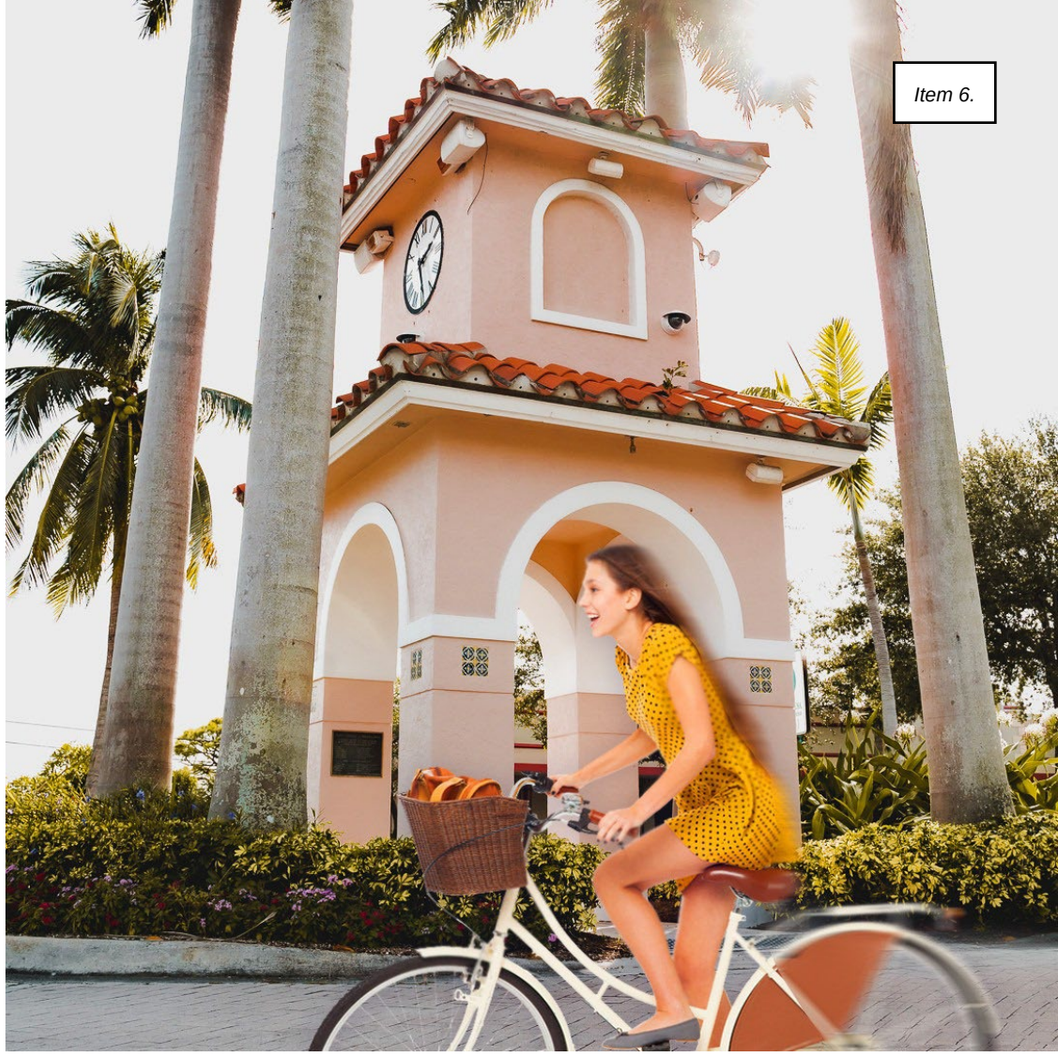
- Sub-Areas
  - Sub-areas are identified based on development patterns and market conditions rather than artificial boundaries such as roads.
  - Encourages a unifying identity between the sub-areas as complementary to each other.
  - Enhances connectivity and expands the CRA boundaries to improve internal CRA cohesion.
- Redevelopment Program
  - Is more inclusive and responsive to the CRA's actual mix of businesses and entrepreneurs.
  - Authorized continuation of successful programs while allowing flexibility to address changing market conditions and annual workplan priorities.
  - Establishes a new focus on opportunities with a project specific plan that remains adaptable.
  - Is responsive to the changing environment in which economic development is more driven by talent and workforce issues and quality of life through a heightened focus on aesthetics, social offerings and placemaking.

# Next Steps

- Finalize Plan Draft and Distribute (March 25)
- Review Plan Draft with Board Members (March 25-April 4)
- Present Plan to P&Z Board (April 4)
- Distribute Final Plan to CRA Board (April 6)
- Adoption of Final Plan by Town Commission (April 20)
- Transmit to Palm Beach County (April 21)

Thank You

Q&A



# Consent Agenda

# TAB 2

# Community Redevelopment Agency
## Agenda Request Form

**Meeting Date: March 16, 2022** **Agenda Item No.**

**Agenda Title: March 2, 2022 Community Redevelopment Agency Meeting Minutes.**

[ ] SPECIAL PRESENTATION/REPORT **[X] CONSENT AGENDA**
[ ] OLD BUSINESS [ ] NEW BUSINESS
[ ] OTHER:

**Approved by Executive Director:** _____ **Date:** 3-4-22

*Vivian Mendez, Agency Clerk, M.M.C*
Name/Title

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Agency Clerk** | Costs: $ **0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>**Meeting Minutes**<br>**Exhibit A** |
| | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case ___<br>**Please initial one.** |

**Recommended Motion: I move to approve the March 2, 2022 Community Redevelopment Agency Meeting Minutes.**

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, March 2, 2022 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, March 2, 2022 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, John Linden, Roger Michaud, and Henry Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez.

Agency Clerk Mendez performed the roll call and Board Member Stark led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**
**None**

**CONSENT AGENDA:**
**1. February 16, 2022 Special Call Community Redevelopment Agency Board Meeting Minutes.**

**Motion: Board Member Michaud moved to approve the consent agenda; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**PUBLIC COMMENT:**
None

**NEW BUSINESS:**

**2. Executive Director Community Redevelopment Agency (CRA) Annual Report.**

Executive Director D'Agostino presented the 2020-2021 CRA Annual Report (see Exhibit "A").

**Motion: Vice-Chair Glas-Castro moved to approve the CRA Annual Report and Transmit to the Town Commission for Approval and Filing; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | X | | |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 6-0.

**EXECUTIVE DIRECTOR REPORT:**

**Executive Director D'Agostino** had no comments.

**REQUEST FOR FUTURE AGENDA ITEMS:**

**BOARD MEMBERS COMMENTS:**

**Board Member Flaherty** had no comments.

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Vice-Chair Glas-Castro and seconded by Board Member Michaud, and by unanimous vote, the meeting adjourned at 6:55 p.m.

_____
Chair, Michael O'Rourke

_____
Agency Clerk, Vivian Mendez, MMC

_____
Agency Deputy Clerk, Shaquita Edwards

Town Seal

Approved on this _____ of _____, 2022

Exhibit "A"

**CRA**
**Agenda Request Form**

**Meeting Date: March 2, 2022** **Agenda Item No.**

**Agenda Title: Executive Director's Annual Report**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 2-16-22

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• CRA Annual Report 2020-2021 |
|---|---|---|

**Summary Explanation/Background:** Each year the CRA Board of Directors received the Annual Report of the prior Fiscal Year activities of the community Redevelopment Agency from the Executive Director. Attached is the Annual Report for Fiscal Year 2020-2021. As you will realize, this past fiscal year for the CRA completed some important projects provided incentives to a few businesses and continues to market the CRA businesses and the theme of Love, Lead, Live Lake Park CRA.

**Recommended Motion:** Motion to accept the Annual Report of the Community Development Agency for Fiscal Year 2020-2021 and to instruct the Executive Director to forward the same to the Town Commission. Furthermore, the Community Development Agency will file said report with Palm Beach County.

# ANNUAL REPORT
# FISCAL YEAR 2020/2021

TOWN OF
LAKE PARK

COMMUNITY
REDEVELOPMENT
AGENCY

# THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA

## ANNUAL REPORT FOR THE FISCAL YEAR 2020-2021

The Town of Lake Park (the Town), formerly known as Kelsey City, has a rich and diverse cultural history dating back nearly a century. The Olmstead Brothers (renowned landscape architects and creators of such noteworthy projects as the National Mall and New York's Central Park) laid out the incorporated Kelsey City in 1923. The Town is one of the earliest master-planned communities in South Florida and continues to retain its original characteristics. In 1919, founder Harry Seymour Kelsey purchased 100,000 acres approximately 17 miles between Jupiter and Riviera Beach. Kelsey chose the scrub ridge for the site of Kelsey City (later renamed Lake Park). The Town maintains much of its original charm while simultaneously embracing the present and planning for the future.

### CREATION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY:

In 1996, the Town of Lake Park Community Redevelopment Agency (CRA) was created by a vote of both the Town Commission and the Palm Beach County Board of County Commissioners. Its purpose was, and remains, to restore and maintain a sense of place and community through the revitalization of the physical and economic environment throughout designated areas. The 1996 CRA board presented a plan that served as the framework for programming redevelopment activities and implementing specific projects designed to leverage public interest and private investment required for revitalization. Redevelopment is one of the best ways to instill new life into areas adversely impacted by social, physical, environmental or economic conditions. The targeted area receives focused attention and financial investment to reverse the negative trends caused by slum and blight. The CRA creates jobs, restores a business climate, rehabilitates, and increases business and housing opportunities for low- and moderate-income residents and families. The "Business Before Breakfast" group, which meets every Tuesday morning at 8:30 at the Brewhouse Gallery, is an excellent example of active participation and investment by residents, businesses, and organizations that likely would not otherwise occur.

The figure below illustrates the current boundary of the Lake Park CRA compared to the municipal boundaries of the Town.

The Town of Lake Park CRA remains committed to fostering ongoing development and sustainable growth. The purpose of this CRA Annual Report is to provide the reader updated information regarding existing priorities and to highlight initiatives the Executive Director has pursued during Fiscal Year 2020-2021, as well as plans for future growth and development.

## RECENT GROWTH AND DEVELOPMENT:

### Dedicated IT:

In FY 2019-2020, Dedicated IT received $1.8 million in financing from Flagler Bank. The value of the 754 Park Avenue property, which will house the company when construction is complete, is close to $2.4 million. The CRA, in partnership with the Town, guaranteed the loan for 24 months. The loan guarantee provided the impetus for the redevelopment of 754 Park Avenue. Dedicated IT has experienced unprecedented growth, employing close to 100 global employees, with 30 in rented space in the 700 block of Park Avenue. When corporate offices open, we can expect upwards of 65 employees working on-site. The average starting salary is between $60,000 and $70,000 per year.

The Executive Director is concerned with the amount of time it has taken to complete the construction of the building. There have been construction delays, COVID-related delays and now material availability delays that have extended the construction schedule. The Board of Directors, at the recommendation of the Executive Director, entered into a contract with Dedicated IT and the lending institution to underwrite the first two years of the bank loan. The loan timeline expired on January 31, 2022; however, the property owner received a six-month extension to July 31, 2022. The Executive Director is working with Florida Power and Light to move the existing utility poles across the alleyway to allow

for construction to resume. The contractor needs an additional three to possibly four months to complete the work.

When completed, Dedicated IT will become an important economic partner with the CRA as the anchor to the vision of live, work and recreate in the CRA's Park Avenue Downtown District (PADD). The essential ingredient in the live and work campaign is business and housing development in the PADD. Additional residential, mixed-use units with an increase in density will bring more of the live and recreate options to the forefront of the CRA development campaign. With an increase in density, structured parking may be required in the PADD area. To allow for additional residential units, the PADD has undergone Comprehensive Plan Amendments that allow for increased density, and is currently undergoing modifications to the Land Development Regulations to allow for more intensity (i.e. higher buildings) so that the increased density is feasible, along with an expanded area for the PADD so that additional land area is available to support downtown development. The success of the PADD requires businesses such as Dedicated IT and others to provide jobs and the Town to approve Land Development Regulations that promote the increases in in heights and in density within a mixed-use environment.

The Community Development Department is working on the Land Development Regulations referenced above, for the Planning & Zoning Board and Town Commission to consider. The 2010 master plan articulates mixed-use development with a design form that promotes zero lot lines, similar to the One Park Place (801 Park Avenue) property. One Park Place has 20 residential units, and is fully occupied; the ground floor commercial space remains vacant. Since Phase 2 of One Park Place never moved forward, any future development (either new construction or a buildout of the existing commercial shell space) will require the developer to construct additional alleyway parking to accommodate the additional uses.

Contingent on market demand, micro-units in the PADD will support restaurants, cafes, shops, and specialty boutique stores in an effort to also fill vacant retail space within the PADD section of the CRA.

**Microbreweries:**

A total of two microbreweries are open and one is under construction. The two breweries that are currently open are Kelsey City Brewery (PADD) and Coastal Karma (along 10th Street, within the future PADD expansion area). Two years ago, the Town Commission passed an ordinance that facilitated various types of breweries in the PADD initially and then within the neighboring Commercial-2 (C-2) area, as well, to provide additional synergy within the CRA. The brewery currently under construction is NOBO Brewery, which is located along Park Avenue in the PADD.

The onset of COVID-19 created significant hurdles for the food and beverage industry in Lake Park and within the CRA district. In response to the COVID restrictions, the Town Commission continued outdoor seating to extend the food and beverage industry's footprint to allow outdoor seating. The Commission permitted outdoor seating for three businesses, two within the CRA and one outside the CRA. The outdoor seating arrangement provided a lifeline for these businesses to continue to operate under stringent COVID indoor seating restrictions imposed at the county level.

The buzzword in 2020 for the microbrewery industry was "pivot." Small brewers survived the worst of the pandemic by "pivoting" to more to-go and packaged sales. The Executive Director is awaiting further data to understand more fully what occurred over the past 20 months and how our two microbreweries survived the pandemic. He believes innovation paved the way for each microbrewery to attract customers inside and outside their respective establishments

Microbreweries will provide longstanding synergy pairing with existing and new food establishments along the PADD, and the development of housing units in the downtown district will provide much-needed traffic to downtown businesses.

**Millenials:**

The CRA continues to attract millennials to the downtown area. The eclectic feel of downtown businesses, the presence of unique art and retail shops in the PADD, along with a newly reopened restaurant, Locale GastroPub, will serve to attract people to the 700 block of Park Avenue. The increase in the number of microbreweries in the PADD, the need to develop micro-units along Park Avenue, open-air cafes, restaurants with unique food offerings, and Oceana Coffee's roasting house/food and beverage facility (which also incorporates a commercial kitchen for catering businesses) on 10th Street will complement the CRA's overall objective. Combining the above with what already exists in the PADD will only add to the millennial attraction. The performing arts venues will also have a positive economic impact on the PADD/CRA area.

**Coffee Roasters:**

Oceana Coffee has purchased 1301 10th Street. The parcel is located on the southeast corner of 10th Street and Northern Drive, along the CRA's northern boundary (see the enclosed CRA boundary map). The owners are scheduled to receive their building permit in March or April of 2022.

The addition of a coffee roaster in Lake Park is expected to have a significant impact on the CRA based on original research commissioned by The National Coffee Association, which identified the following information:

- Overall coffee consumption is up by 5% across the nation since 2015.
- 7 in 10 Americans drink coffee every week; 62% drink coffee every day.
- The average American coffee drinker drinks just over 3 cups per day.

***Americans drink coffee throughout the day and are looking for convenient, on-the-go options***

- ✓ Nine out of 10 older coffee drinkers consume a cup at breakfast, compared to seven out of 10 18- to 24-year-olds; however, young people are almost twice as likely to consume a coffee beverage at lunchtime as someone over 60.
- ✓ Popularity of single-cup brewing machines has soared by nearly 50% in the last five years. Americans are 24% less likely than in 2015 to prepare their coffee in a traditional drip coffee maker.
- ✓ Almost half (48%) of daily coffee drinkers who buy their coffee at a quick-service restaurant, cafe, donut shop or convenience store do so through a drive-through. One quarter of people who have ordered a coffee outside the home in the past week have used an app to do so.

***Americans are choosing premium beans and espresso-based beverages over traditional coffee***

- ✓ 60% of coffee served in the United States is "gourmet" (brewed from premium beans).
- ✓ Coffee drinkers are flocking to espresso-based beverages, with consumption of cappuccinos, lattes, and flat whites up by a staggering 50 from 2015 to 2020, driven in part by strong popularity with 25- to 39-year-olds.
- ✓ Cold brew and nitro coffees were virtually unknown in 2015, but now one in five Americans under age 40 consumes at least one every single week.
- ✓ Consumption of traditional coffee has declined by 10%, though coffee drinkers over 60 are twice as likely to consume traditional coffee as 18- to 24-year-olds.

***Coffee choices reflect Americans' regional, cultural, and generational preferences***

- ✓ Coffee consumption increases with age, but Americans under 40 increased coffee consumption 40% since 2015.
- ✓ Medium roast is, overall, America's favorite. Southerners are 25% more likely to order frozen blended coffee than Northeasterners.
- ✓ Espresso-based beverages are most popular with Hispanic-American coffee drinkers, and lattes are most popular with Asian-Americans.
- ✓ Some beverages may be trendy on social media but haven't yet reached big numbers in general consumption. Flat whites, for example, are still only a distant ninth place for Americans across the board; they are most popular with Hispanic-Americans and millennial coffee drinkers.
- ✓ More than half of coffee drinkers (53%) want to buy coffee that is certified good for the environment and good for coffee farmers and communities.

Given Oceana Coffee's presence in the CRA, and the information provided above, the company will bring a significant amount of traffic to the CRA. The challenge for the CRA is linking up the traffic generated by Oceana Coffee to the businesses located in the PADD from the north end of 10th Street down to Park Avenue.

**The Arts/Strategic Marketing:**

The arts play a significant role in the CRA's future development plans. As a result of the marketing study performed by the Treasure Coast Regional Planning Council (TCRPC), subsequent marketing strategies recommended by TCRPC to the CRA resulted in the CRA Board of Directors renewing the Strategic Marketing contract for the CRA. The Strategic Marketing campaign continues with the vibrant, engaging ***Live, Love, Lead Lake Park*** campaign, which touches on the vibrant image of the CRA. The Live Lake Park campaign highlights the role of the arts including arts culture and live entertainment.

**Black Box Theater:**

The Lake Park Black Box @ The Kelsey Theater, located in the 700 block of Park Avenue, is the second location for this company (the first is in Boca Raton). The quality of performances in Lake Park has greatly improved. The owner has extensive contacts in the entertainment world and many quality performances have taken place in Lake Park.

The Lake Park Black Box Theater plays an important role in live performance attractions to the PADD. Under the umbrella of Love Lake Park, microbreweries and restaurants will complement the live entertainment draw from the Black Box Theater.

**Brooklyn Cupcakes:**

Brooklyn Cupcakes is an all-woman minority-ownership company. The owners will maintain their signature location consisting of a 500-square-foot business in Brooklyn, New York, as well as their thriving mail-order business in partnership with Goldbelly, and are currently working with their consultants to finalize plans to open a cupcake business at 796 10th Street, near the Costal Karma Brewery location. The site needs a restaurant and eatery to complement the brewery location. It will be the first and only Brooklyn Cupcakes location south of New York.

**Future Focus:**

The 2010 CRA Master Plan will be updated in 2022. The CRA's focus is to initiate an update to the Master Plan that may include expanding the CRA boundaries. The possible future focus of the CRA may be toward the rehabilitation of existing CRA neighborhoods and the eradication of existing blighted housing conditions throughout the CRA area. The CRA Master Plan may also include other areas of the Town. While there is little interest

in developing those parcels in their existing state, with parking in the front, increasing density is one way to provide developer incentives to move properties from the rear to the front of Park Avenue. Parcel owners may be inclined to consider redevelopment under the new CRA Master Plan. Either way, density will play a role in investors creating a scenario in which they either move building properties to the front of parcels or take existing empty lots along 10th Street and create higher-density projects. Building density in the PADD corridor increases the incentive to create live-work-recreate opportunities in the CRA PADD.

Parcel acquisition is an option for the CRA Board of Directors to consider, since the CRA controls only one parcel in the CRA.

**Parcel Assembly:**

Staff continues to work with a group of owners to assemble parcels into one significant mixed-use development on the corner of Park Avenue and 10th Street. The availability of funding and the CRA's ability to borrow to acquire critical parcels along Park Avenue will facilitate investment and development in conjunction with CRA incentives. The parcels in question are Barbie's Place restaurant (935 Foresteria), the Sorota property (940 Park Avenue), the old Rosita's Meat Market (936 Park Avenue), and the Jamaican restaurant/barber shop parcel (924 Park Avenue). The Executive Director expects the properties to be assembled and sold soon, given the advancements to the increased density and the upcoming land development regulations modifications to allow more intensity.

**CRA Incentives (Awarded by the Board of Directors):**

June 16, 2021: $25,000 to 700 Park Avenue Holdings LLC for permanent exterior improvements to provide outdoor seating options to patrons.

October 21, 2021: $5,000 to D&J Laundromat for interior mechanical air conditioning installations to improve business operations.

**CRA Parking Lot:**

The CRA completed the long-awaited parking lot in the back of the 700 block of Park Avenue. Funding for the parking lot came from the one-cent sales tax. The cost of construction was $724,580, which was less than the estimated budget of $780,000. The parking lot, which was a design-build surface parking lot, was 12 years in the making and was part of the 2010 CRA Master Plan for expanded parking in the CRA.

**Joshua's Deli:**

The Lord's Place recently opened Joshua's Deli for lunch along Park Avenue. The eatery serves specialty soups and sandwiches and provides high-quality foods at a reasonable price point while providing valuable instruction in the culinary arts in order to help formerly homeless individuals develop marketable employment skills.

**Industrial Area Developments (adding the 'work' element to the CRA):**

*Clean Sweep* (810 Watertower Road) previously received development order approval for its 12,353-square-foot office/warehouse with an outdoor trucking yard. It submitted its master permit for new construction in January 2022. Construction value is $2,123,646.

*DXD Capital* (four-story, 99,990-square-foot self-storage facility on Watertower between 13th and 14th Streets) almost completed its site plan review phase and will move forward to the Planning & Zoning Board and Town Commission for development order approval.

*Dalfen Industrial*, along the north side of Watertower and within the entire brownfield site area along the west side of Old Dixie Highway, is proposing 184,758 square feet of office/warehouse and trailer parking along with a full clean-up of the site. The project is currently in site plan review.

*Coston Marine* (1400 Watertower Road), a new 6,316-square-foot office/warehouse building along Watertower Road between 14th and 15th Streets has been completed.

## Appendices

**Appendix A**
CRA BUSINESS APPLICATION COMPLETION LIST
October 1, 2020, through September 30, 2021:

**Appendix B**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA UNAUDITED FINANCIAL STATEMENT 2020-2021

**Appendix C**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA OPERATING BUDGET FOR FY 2020-2021

**Appendix D**
THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK FLORIDA BOARD OF AGENCY MEETING AGENDAS AND MINUTES FROM OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021.

- Note: The first meeting of the fiscal year for the CRA Board of Directors occurred on October 21, 2020.

# APPENDICES

## A - D

# APPENDIX A

## CRA BUSINESS COMPLETION LIST: October 1, 2020 through September 30, 2021

| Business Name and Location (if different from mailing address) | Business Owner Contact Info & Mailing Address | Type of Business | Reason for BTR | Email Address | # of New Employees |
|---|---|---|---|---|---|
| **Abundant Living Chiropractic** | **Dr. Stacy-Ann Smith 561-233-3340 705 Park Avenue Suite B** | **Chiropractor** | **New Business** | **abundantchiropractic@gmail.com** | **2** |
| **Appliances 4 Less** | **Wei Cao 561-366-7698 1263 10th Street** | **Retail Appliance Store** | **New Business** | **A5617297238@gmail.com** | **3** |
| **Aspen Behavioral Health 525 10th Street STEs 501, 503, and 507** | **Ari Lind 717-826-4924 525 10th Street** | **Substance Abuse Treatment Facility** | **Ownership Transfer** | **ari@aspenbehavioralhealth.com** | **10** |
| **Aspen Behavioral Health 359 10th Street** | **Ari Lind 717-826-4924 525 10th Street** | **Professional Office** | **Ownership Transfer** | **ari@aspenbehavioralhealth.com** | **0** |
| **ESS Productions LLC** | **Eugene Stachunski 404-844-6939 1200 Old Dixie Highway Unit 7** | **Sound Consultant** | **New Business** | **genoallthetime@gmail.com** | **1** |
| **Exzakt Performance 801 15th Street Unit 3** | **Robert Knowles 800-428-0518 9727 Gardenia Drive, Palm Beach Gardens FL 33410** | **Auto Restoration** | **New Business** | **Knowles1@msn.com** | **2** |
| **Flight Bungee Fitness Palm Beach LLC 501 10th Street Ste. 521-523** | **Tanya Franklin 561-324-9772 1601 West 32nd Street Riviera Beach, FL, 33404** | **Fitness/Dance Studio** | **New Business** | **info@flightbungeepb.com** | **2** |
| **Florida Auto and Boat Works LLC** | **John Riedel 561-255-5684 116 Miller Way, Unit 8** | **Mobile Boat Repair** | **New Business** | **Flautoandboats@gmail.com** | **1** |

## CRA BUSINESS COMPLETION LIST: October 1, 2020 through September 30, 2021

| | | | | | |
|---|---|---|---|---|---|
| French Financial Services | Steve and Scott French<br>561-845-6100<br>1125 Old Dixie Highway STE 2 | Financial Insurance Office | New Business | FrenchFinancialServices@gmail.com | 2 |
| Heart of God Missions International | Charmaine Pitter<br>561-512-6998<br>910 10th Street #10 | Non-Profit Thrift Store | Location Transfer | charmainejff@yahoo.com | 2 |
| Heart of God Missions Thrift and Charity | Charmaine Pitter<br>561-512-6998<br>910 10th Street Unit D | Non-profit | Location Transfer | charmainejff@yahoo.com | 0 |
| Helping Others Move Easy | Rita Gonzalez<br>786-231-8722<br>905 Laurel Drive | Moving Company | New Home Business | rita@homemd.org | 2 |
| Joe Hanley's Tree Trimming<br>825 13th Street | Fleming J. Hanley III<br>561-842-4189<br>637 Flotilla Lane, North Palm Beach, FL 33408 | Landscaping Service | Location Transfer | Jhtree1@att.net | 3 |
| Lake Park Auto + Fleet Repair | Bruce T. Jacobs + Robert Jicha<br>561-840-9918<br>1101 Old Dixie Highway | Auto Repair | New Business | LakeParkRepair@gmail.com | 5 |
| Lake Park Podiatry | Henry Stark<br>561-371-1234<br>701 Park Avenue | Podiatrist | New Business | lakeparkpodiatry@gmail.com | 5 |
| Lanati LLC | Gado G Dutreuil<br>561-229-7295<br>941 Park Avenue | Screen Printing | New Business | lanaticollection@gmail.com | 2 |
| Leading Plumbing Services, LLC | Nerric Jolteus<br>561-506-6159<br>816 Greenbriar Drive | Plumber | Name Change | nerricjol@yahoo.com | 1 |
| Mark Anthony Construction | Mark Murdocco<br>561 429 4218<br>1194 Old Dixie Highway STE 201 | Construction Company | New Business | sade@markanthonyconstfl.com | 7 |

## CRA BUSINESS COMPLETION LIST: October 1, 2020 through September 30, 2021

| | | | | | |
|---|---|---|---|---|---|
| Martindale Sofa and Fine Furniture Inc | Vilma Montano and Jaime Martinez 561-845-7085 836 Park Avenue | Upholstery Service | Location Transfer | JR1871456@gmail.com | 1 |
| New Car Trade Ins LLC | James Geiger 561-662-9595 1194 Old Dixie Highway STE 17 | New Car Trade-Ins | New Business | JIMGEIGER@PDIUSVI.COM | 1 |
| NMF Medical Corp. 511 10th Street | Edward W. Pearson, MD 888-561-4325 8551 SE Driftwood St, Hobe Sound, FL 33455. | Medical Office | New Business | support@newmedicinefoundation.org | 6 |
| Palm Beach Regency 850 Old Dixie Highway, Lake Park FL. 33403. | Korine Belock 646-942-8676 320 Dyer Road, West Palm Beach, FL. 33405 | Vintage Furniture Sales | New Business | kkb@palmbeachregency.com | 2 |
| PDR 360 Paintless Dent Repair | Juan Bacchetta 561-701-3318 802 Old Dixie Highway | Dent Repair and Detailing | New Business | 360PDR@gmail.com | 2 |
| Signarama North Palm Beach | Triumph Marketing INC 561-845-7339 802 Old Dixie Highway STE 3 | Sign Vendor | Location Transfer | lisa@sar-npb.com | 1 |
| Wolverine Roofing | Cheryl Wikel 561-719-2653 1300 Old Dixie Highway Suite 101/102 | Roofing Contractor | New Business | dave@wolverineroofers.com | 10 |
| | | | | Total | 73 |

**APPENDIX B**

# TOWN OF LAKE PARK
# COMMUNITY REDEVELOPMENT AGENCY

Balance Sheet*
As of September 30, 2021

| | | |
|---|---|---|
| **Assets** | | |
| Cash & Equivalents | $ | 884,328 |
| Accounts Receivable | $ | - |
| Notes Receivable | $ | - |
| Prepaid Expense | $ | - |
| Due from other funds | | - |
| Total Assets | $ | 884,328 |
| **Liabilities** | | |
| Accounts Payable | $ | 45,066 |
| Accrued Payroll | | - |
| Due to other funds | | (121,332) |
| Total Liabilities | $ | (76,266) |
| **Fund Balance** | | |
| Restricted | $ | 48,090 |
| Unrestricted | | 912,504 |
| Total Fund Balance | $ | 960,594 |
| Total Liabilities & Fund Balance | $ | 884,328 |

*** Unaudited**

Statement of Revenues, Expenditures
and changes in Fund Balance*
For the Year Ending September 30, 2021

| | | |
|---|---|---|
| **Revenue** | | |
| Taxes | $ | 476,859 |
| Intergovernmental | | 878,598 |
| Investment Earnings | | |
| Other | | - |
| Total Revenue | $ | 1,355,457 |
| **Expenses** | | |
| Personnel Services | $ | - |
| Operating Expenses | | 750,621 |
| Grants | | 81,062 |
| Capital Expenses | | 232,891 |
| Debt Service | | 168,866 |
| Total Expenses | $ | 1,233,440 |
| **Net change in Fund Balance** | $ | 122,017 |
| Fund Balance, beginning | $ | 480,327 |
| **Fund Balance, ending** | $ | 602,344 |

Note

Fund Balance improved by: $ 122,017

Town of Lake Park

Community Redevelopment Agncy
Budget Vs Actual
100.00 % Yr Complete For Fiscal Year: 2021 / 9

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| REVENUES | | | | | | | | |
| Ad Valorem Taxes - County | 110-311.115 | 473,069 | 0 | 473,069 | 476,859.00 | 0.00 | 101% | 3,790.00- |
| Transfer from General Fund | 110-381.001 | 871,192 | 0 | 871,192 | 878,598.00 | 0.00 | 101% | 7,406.00- |
| TOTAL OF C.R.A. REVENUES | | 1,344,261 | 0 | 1,344,261 | 1,355,457.00 | 0.00 | 101% | 11,196.00- |
| EXPENSES | | | | | | | | |
| Total Personal Services | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Professional Services | 110-55-552-520-31000 | 50,000 | 0 | 50,000 | 47,997.61 | 26,125.00 | 148% | 24,122.61- |
| Professional Svc - Town Attor | 110-55-552-520-31100 | 3,500 | 0 | 3,500 | 5,800.00 | 0.00 | 166% | 2,300.00- |
| Contractual Services | 110-55-552-520-34000 | 102,850 | 0 | 102,850 | 97,163.05 | 990.00 | 95% | 4,696.95 |
| Contract PBC Sheriff | 110-55-552-520-34010 | 133,680 | 0 | 133,680 | 131,175.00 | 0.00 | 98% | 2,505.00 |
| Travel & Training | 110-55-552-520-40000 | 8,250 | 0 | 8,250 | 1,092.18 | 0.00 | 13% | 7,157.82 |
| Postage & Shipping | 110-55-552-520-41200 | 182 | 0 | 182 | 727.26 | 0.00 | 400% | 545.26- |
| Utilities | 110-55-552-520-43000 | 12,000 | 0 | 12,000 | 17,639.00 | 0.00 | 147% | 5,639.00- |
| Equipment Rentals | 110-55-552-520-44100 | 1,500 | 0 | 1,500 | 1,178.05 | 0.00 | 79% | 321.95 |
| Insurance | 110-55-552-520-45000 | 10,000 | 0 | 10,000 | 5,568.00 | 0.00 | 56% | 4,432.00 |
| Repair and Maintenance | 110-55-552-520-46000 | 4,000 | 0 | 4,000 | 1,489.30 | 0.00 | 37% | 2,510.70 |
| Printing | 110-55-552-520-47000 | 100 | 0 | 100 | 0.00 | 0.00 | 0% | 100.00 |
| Advertising | 110-55-552-520-48100 | 2,000 | 0 | 2,000 | 0.00 | 0.00 | 0% | 2,000.00 |
| Office Supplies | 110-55-552-520-48101 | 250 | 0 | 250 | 0.00 | 0.00 | 0% | 250.00 |
| OPERATING EXPENSES | 110-55-552-520-48102 | 0 | 0 | 0 | 475.00 | 0.00 | 0% | 475.00- |
| Operating Expenses | 110-55-552-520-52000 | 3,000 | 6,712 | 9,712 | 9,844.30 | 0.00 | 101% | 132.30- |
| Memberships, Dues, & Subscrip | 110-55-552-520-54200 | 1,045 | 0 | 1,045 | 1,134.52 | 0.00 | 109% | 89.52- |
| Total Operating | | 332,357 | 6,712 | 339,069 | 321,283.27 | 27,115.00 | 103% | 9,329.27- |
| Total Depreciation | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |

**Town of Lake Park**

**Community Redevelopment Agncy**
**Budget Vs Actual**
**100.00 % Yr Complete For Fiscal Year: 2021 / 9**

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| Buildings | 110-55-552-520-62900 | 0 | 0 | 0 | 232,891.40 | 0.00 | 0% | 232,891.40- |
| Total Capital Outlay | | 0 | 0 | 0 | 232,891.40 | 0.00 | 0% | 232,891.40- |
| Total Debt Service | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Grant - Business Development | 110-55-552-520-82111 | 125,000 | 6,712- | 118,288 | 59,062.86 | 0.00 | 50% | 59,225.14 |
| Grants and Incentives | 110-55-552-520-82118 | 62,500 | 0 | 62,500 | 22,000.00 | 0.00 | 35% | 40,500.00 |
| Revolving Loan Program | 110-55-552-520-82200 | 134,881 | 0 | 134,881 | 0.00 | 0.00 | 0% | 134,881.00 |
| Total Grants & Aids | | 322,381 | 6,712- | 315,669 | 81,062.86 | 0.00 | 26% | 234,606.14 |
| Transfer to Gen Fund - ILA 20 | 110-55-552-520-91010 | 168,866 | 0 | 168,866 | 168,866.04 | 0.00 | 100% | 0.04- |
| Transfer to Gen Fund - ILA 20 | 110-55-552-520-91030 | 91,320 | 0 | 91,320 | 0.00 | 0.00 | 0% | 91,320.00 |
| Indirect Cost Allocation | 110-55-552-520-99110 | 429,337 | 0 | 429,337 | 429,336.96 | 0.00 | 100% | 0.04 |
| Total Other | | 689,523 | 0 | 689,523 | 598,203.00 | 0.00 | 87% | 91,320.00 |
| Total Co-op Operating Exp | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Total Co-op Cap Outlay | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Total Co-op Debt Service | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |
| Total Other | | 0 | 0 | 0 | 0.00 | 0.00 | 0% | 0.00 |

Town of Lake Park

**Community Redevelopment Agncy**
**Budget Vs Actual**
**100.00 % Yr Complete For Fiscal Year: 2021 / 9**

| Description | G/L Acct Number | ADOPTED BUDGET | BUDGET ADJUSTMENT | REVISED BUDGET | Actual To Date | Outstand. Encumbr. | % | NET AVAILABLE |
|---|---|---|---|---|---|---|---|---|
| TOTAL OF C.R.A. EXPENSES | | 1,344,261 | 0 | 1,344,261 | 1,233,440.53 | 27,115.00 | 94% | 83,705.47 |

# New Business

# TAB 3

# Town of Lake Park Town CRA Meeting

## Agenda Request Form

**Meeting Date: March 16, 2022 Agenda Item No. _____**

**Agenda Title: Request for Authorization for the Community Redevelopment Agency (CRA) Executive Director to Encumber and Disburse Payment to Florida Power & Light (FPL) for Services Associated with the Relocation of Overhead Feeder Cables at 754 Park Avenue.**

[ ] SPECIAL PRESENTATION/REPORTS [ ] CONSENT AGENDA
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON _____ READING
**[X] NEW BUSINESS**
[ ] OTHER: _____

**Approved by Executive Director** _____ **Date:** 3-9-22

Roberto F. Travieso/Public Works Director
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br>**Public Works** | **Design Costs: $47,920.00**<br>Funding Source:<br>Utilities<br>**110-55-552-520-43000**<br>[X] Finance | **Attachment 1:**<br>- Project Drawing for FPL Work Order 11217027.<br>**Attachment 2:**<br>- FPL Invoice |
| **Advertised:**<br>Date: _____<br>Paper: _____<br>**[X] Not Required** | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes, I have notified everyone_____<br>or<br>Not applicable in this case_____<br>**Please initial one.** |

**Background:**

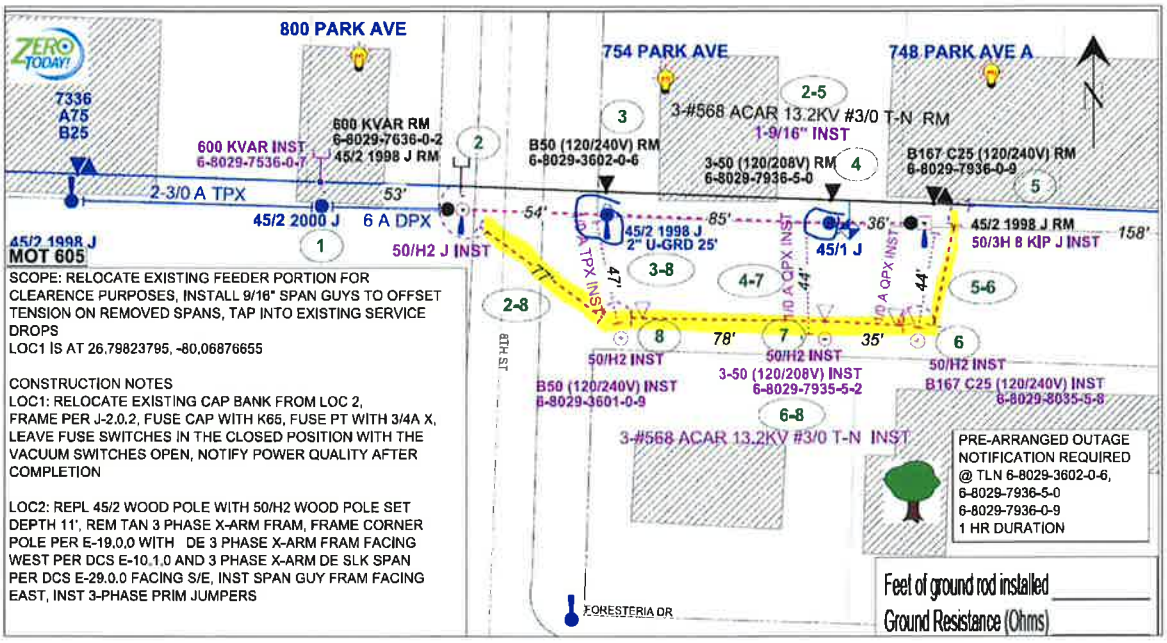
The Community Redevelopment Agency (herein CRA, the Agency) is committed to

fostering a robust and resilient business environment in its Downtown District.

Additionally, the Agency previously determined the need to relocate high voltage overhead feeder cables in order to provide proper clearance for a business development, located at 754 Park Avenue (*Figure 1* and Attachment 1).

Furthermore, Florida Power & Light (FPL), the electrical utility provider for the Town of Lake Park, has provided the Agency with a proposal in the amount of $47,920.00 to complete the project (Attachment 2).

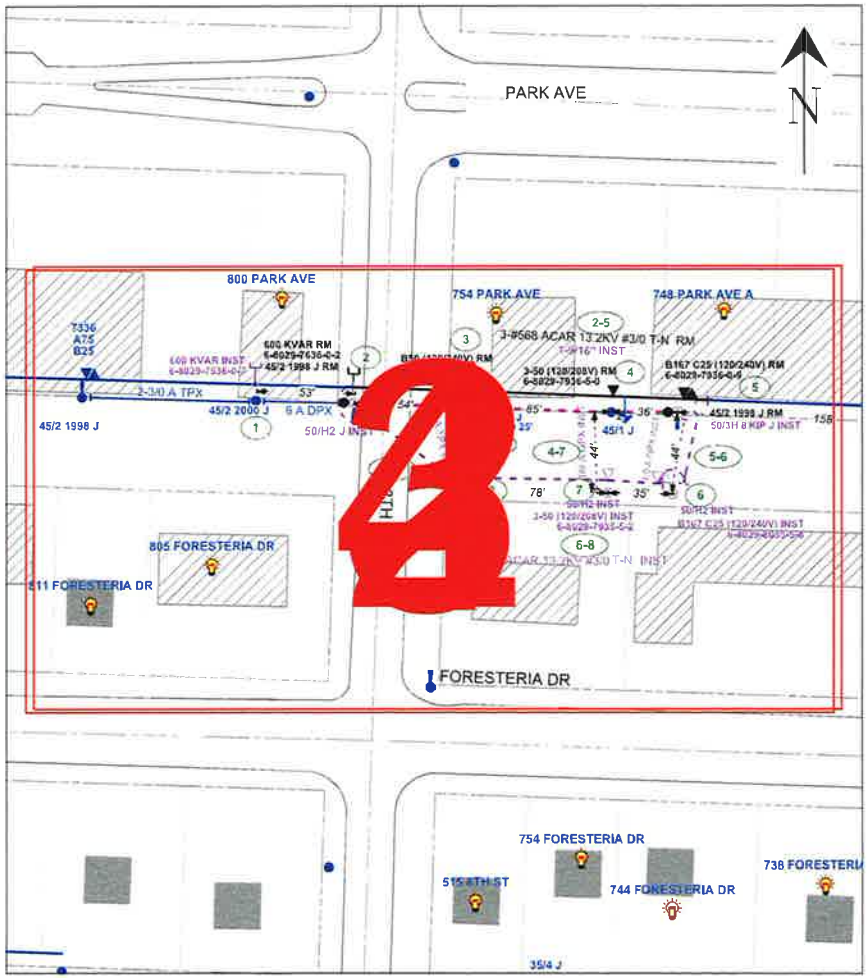
*Figure 1*




**Recommended Motion:** I move to authorize the Executive Director to encumber and disburse payment to Florida Power & Light to complete relocation of the overhead feeder cables at 754 Park Avenue.

# Cover Sheet: WR#11217027

Page 1 of 4 | [ ] INACCESSIBLE | [X] 13KV | [ ] FUTURE 23KV | [ ] 23KV | [ ] SALT SPRAY | [ ] ROCK




## GENERAL NOTES

- NOTIFY CUSTOMERS OF TEMPORARY POWER AND TRAFFIC INTERRUPTIONS.
- PROVIDE WARNING SIGNALS FOR PEDESTRIANS AND TRAFFIC SIGNALS FOR MOTORISTS.
- SERVICE TO TRAFFIC SIGNAL, SCHOOL FLASHING SIGNAL, AND LIFT STATIONS MUST REMAIN ENERGIZED AT ALL TIMES.

**STAKING NOTES:-INTERMEDIATE POLES:** STAKE POLES IN-LINE AT STATED DISTANCES.
-POLE REPLACEMENT: STAKE POLES IN-LINE AND WITHIN 2' OF EITHER SIDE OF EXISTING POLE UNLESS OTHERWISE NOTED.
-ALL POLES STAKED WITH FIELD SIDE FACE AT R/W LINE UNLESS OTHERWISE NOTED.
-SEE BELOW FOR ADDITIONAL DETAILED STAKING NOTES.

**GENERAL GROUNDING, GUYING, AND U-GUARD NOTES**
BOND WIRE (DCS D-2.0.0, FIG. 1 - 3 AND D-7.0.0, DETAIL A AND B)
- ATTACH BOND WIRE TO THE GUY WIRE AND DO NOT ATTACH TO PREFORMED GRIP.
STREET LIGHT BRACKETS (DCS H-11.0.0, FIG. 1- 4 AND DCS H-11.1.0, FIG. 1 – 5)
- GROUND ALL STREET LIGHT BRACKETS (I.E. TO POLE BOND IF GROUND RODS ARE REQUIRED OR TO SYSTEM NEUTRAL IF NO GROUND RODS ARE REQUIRED.
U-GUARDS (DCS UH-14.0.0 AND UH-14.0.2)
- WOOD POLES: USE TAPCON FASTENERS IN ALL BASE SECTION HOLES AND EVERY OTHER HOLE OF TOP SECTIONS.
- CONCRETE POLES: USE AT LEAST 10 TAPCON FASTENERS PER 10 FOOT U-GUARD SECTION AND AT LEAST 6 TAPCON FASTENERS FOR SHORTER SECTIONS.
BACK PLATE (DCS UH-14.0.1)
- REQUIRED ON FIRST 10 FOOT SECTION ABOVE GROUND (WOOD AND CONCRETE POLES).
GUYING (DCS D-2.0.0)
- GUYS SHALL HAVE A GUY MARKER (GUY GUARD) INSTALLED AT ALL LOCATIONS.
RISER (DCS G-10.1.0 AND G-10.2.0)
- BOND ALL METAL RISER CONDUITS ON POLES.
GROUND RODS (DCS G-3.0.1)
- TOP MUST BE A MINIMUM OF 6 INCHES BELOW GRADE.

CALL SUNSHINE #811
48 HOURS BEFORE YOU DIG
LOCATE MARKINGS COLOR CODE

| | | | |
|---|---|---|---|
| RED | ELECTRIC | BLUE | WATER |
| YELLOW | GAS, OIL, STEAM | GREEN | SEWER |
| PINK | TEMP. SURVEY MARKINGS | ORANGE | CABLE TV |
| WHITE | PROPOSED EXCAVATION | | |

PLEASE BE ADVISED THAT RECEIPT OF THIS DRAWING AND/OR SURVEY, WHICH IS AN APPROXIMATION, DOES NOT RELIEVE YOU OF ANY STATUTORY OBLIGATIONS, INCLUDING THE PROVISIONS CONTAINED IN SECTION 556, FLORIDA STATUTES, CALL 811 (Sunshine811) PRIOR TO ANY EXCAVATION ACTIVITIES

## CONSTRUCTION NOTES:

- FRAMING IS BASED ON THE POWER SYSTEMS DISTRIBUTION CONSTRUCTION STANDARDS (DCS MANUAL).
- ALL POLES TO BE SET PER DCS D-3.0.0 UNLESS NOTED OTHERWISE.
- SET POLES WITH BRANDING FACING THE STREET WHENEVER POSSIBLE.
- INSTALL TLM TAGS AS INDICATED ON DRAWING.
- TAG FUSE SIZE ON POLE AS INDICATED ON DRAWING.
- CHECK VOLTAGE ROTATION AND CONTINUITY AT EACH TRANSFORMER AND RISER LOCATION.

**American Disabilities Act**
If pole placement location does not meet the minimum single point distance of 32" from edge of curb or back of sidewalk, contact your Production Lead, for further instructions.

ZERO TODAY!

| | | | | |
|---|---|---|---|---|
| Easement? [ ] | Tree Work? [ ] | Tree Access? [ ] | Tree Staking Req'd? [ ] | |
| Designer/Stake? [ ] | CT/Special Mtr? [ ] | Work with SMC? [ ] | Survey/Stake? [ ] | |
| POLE LINE FT: | POLE LINE FT. ON TRANSM. POLES: | TRENCH FT: | DUCT BANK FT: | |
| PERMIT REQ'D | CITY [ ] | COUNTY RD [ ] | COUNTY AIR [ ] | STATE RD [ ] |
| | WMD [ ] | RR XING [ ] | DR. DIST. [ ] | TRANSM. [ ] |
| Requested Tel. Co. Set Poles? [ ] | Requested Tel. Co. Transfer? [ ] | Request CATV Transfer? [ ] | | |

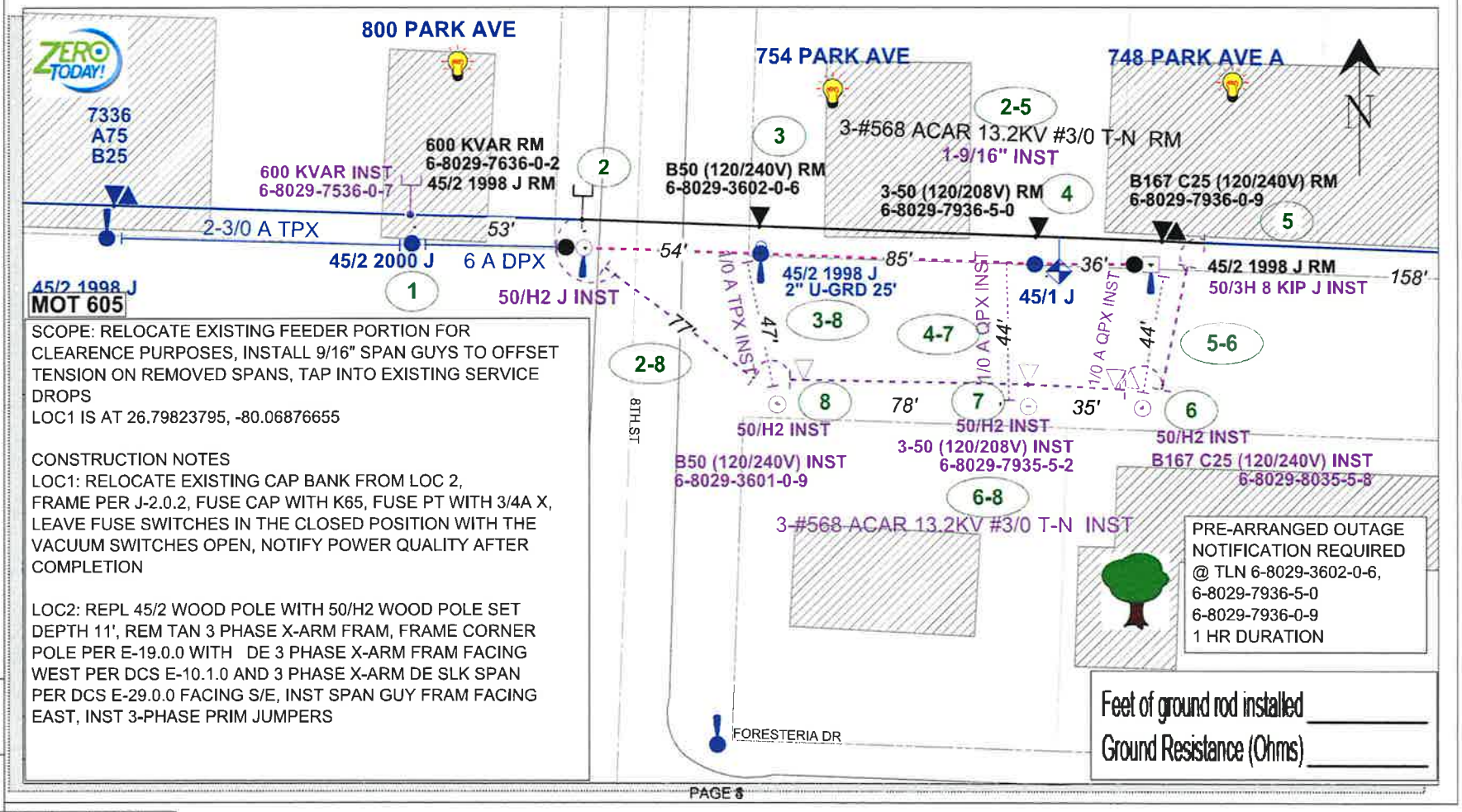
FPL

| | | | |
|---|---|---|---|
| Job Owner: | Vaughn Moncrieffe | M/A: WB | Township: 42 Range: 43 Section 20 |
| Designer: | Nicolas Palmeiro | Relocate oh feeder cable and tx to the south side. NESC & Osha Violation | |
| Date: | 02/17/2022 | | |
| Scale: 1" = 64' | | 754 PARK AVE, LAKE PARK, 33403 | |
| 0' 64' 127' | | Dwg No. 11217027_11x17 OH.xml | Map No. O0457 |
| | | WR: 11217027 | Page 1 of 4 |

PLOT DATE/TIME: 02/17/2022 15:02:31 PRINTED BY: nxp0xir Size: 11 x 17

| IPC | DATE | REVISION |
|---|---|---|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |

FEEDERS: LAKE PARK 03932 [ ] INACCESSIBLE [X] 13KV [ ] FUTURE 23KV [ ] 23KV [ ] SALT SPRAY [ ] ROCK




SCOPE: RELOCATE EXISTING FEEDER PORTION FOR CLEARENCE PURPOSES, INSTALL 9/16" SPAN GUYS TO OFFSET TENSION ON REMOVED SPANS, TAP INTO EXISTING SERVICE DROPS
LOC1 IS AT 26.79823795, -80.06876655

CONSTRUCTION NOTES
LOC1: RELOCATE EXISTING CAP BANK FROM LOC 2, FRAME PER J-2.0.2, FUSE CAP WITH K65, FUSE PT WITH 3/4A X, LEAVE FUSE SWITCHES IN THE CLOSED POSITION WITH THE VACUUM SWITCHES OPEN, NOTIFY POWER QUALITY AFTER COMPLETION

LOC2: REPL 45/2 WOOD POLE WITH 50/H2 WOOD POLE SET DEPTH 11', REM TAN 3 PHASE X-ARM FRAM, FRAME CORNER POLE PER E-19.0.0 WITH DE 3 PHASE X-ARM FRAM FACING WEST PER DCS E-10.1.0 AND 3 PHASE X-ARM DE SLK SPAN PER DCS E-29.0.0 FACING S/E, INST SPAN GUY FRAM FACING EAST, INST 3-PHASE PRIM JUMPERS

PRE-ARRANGED OUTAGE NOTIFICATION REQUIRED
@ TLN 6-8029-3602-0-6,
6-8029-7936-5-0
6-8029-7936-0-9
1 HR DURATION

Feet of ground rod installed _____
Ground Resistance (Ohms) _____

PAGE 8

REVISION | DATE | IPC 1 2 3 4
Size: 11 x 17
PRINTED BY: nxp0xir
PLOT DATE/TIME: 02/17/2022 15:02:34

AS-BUILT CREW PRINT: Foreman's Signature ____ Date ____
AS-BUILT COPY: Initials ____ Cert. Date ____

Job CERTIFIED COMPLETED as shown on the AS-BUILT print. Material changes shown on ROS.
Supervisor's Signature ____ Date ____

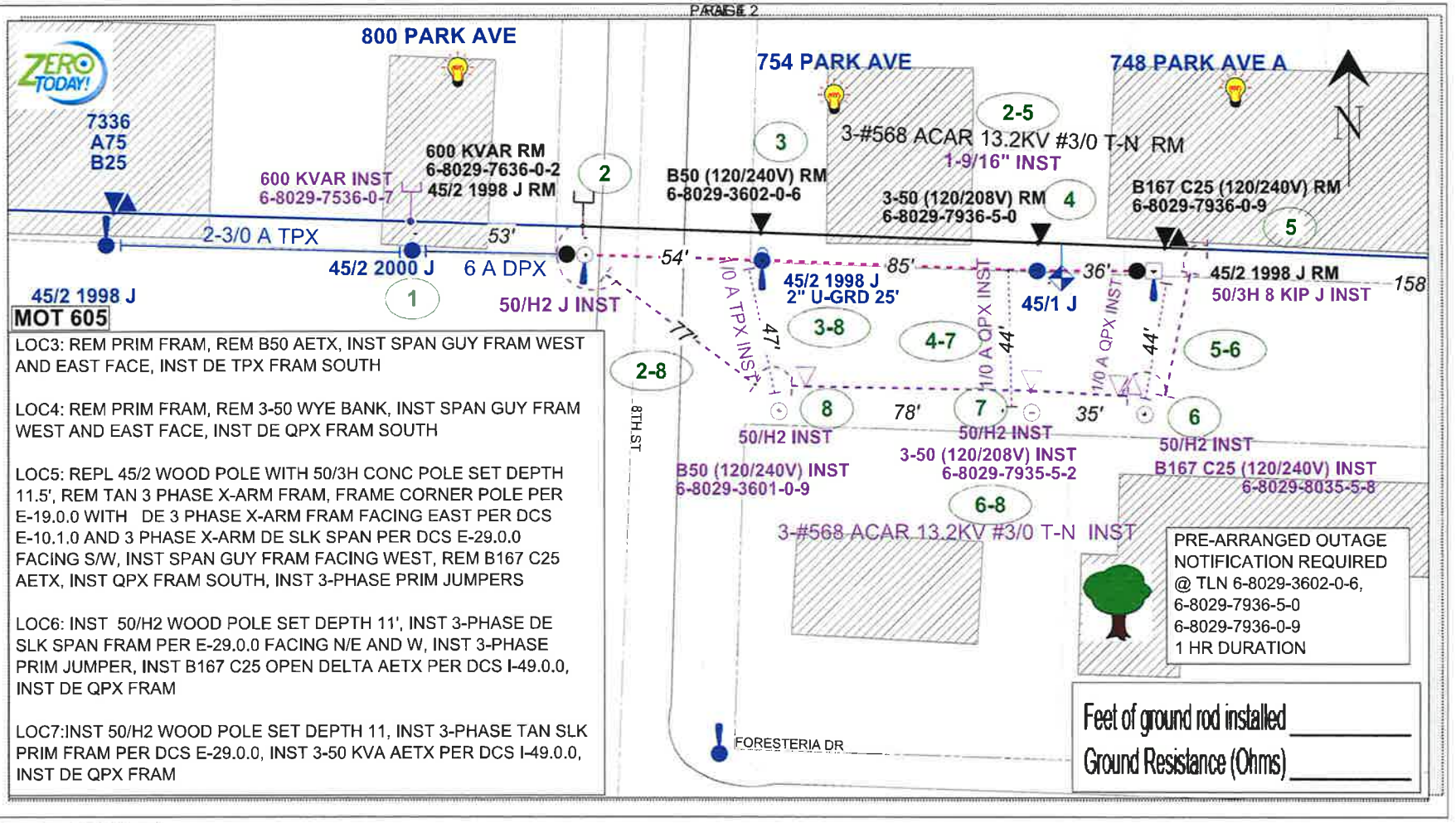
All required ground rods have been driven & verified to be within FPL standards. Values are shown at all locations.
Foreman's Signature ____ Date ____

| | | | | | |
|---|---|---|---|---|---|
| Easement? [ ] | | Tree Work? [ ] | | Tree Access? [ ] | Tree Staking Req'd? [ ] |
| Designer/Stake? [ ] | | CT/Special Mtr? [ ] | | Work with SMO? [ ] | Survey/Staks? [ ] |
| POLE LINE FT: | POLE LINE FT. ON TRANSM. POLES: | | | TRENCH FT: | DUCT BANK FT: |
| PERMIT REQ'D | CITY [ ] | COUNTY RD [ ] | COUNTY AIR [ ] | STATE RD [ ] | FAA [ ] |
| | WMD [ ] | RR XING [ ] | DR. DIST. [ ] | TRANSM. [ ] | |
| Requested Tel. Co. Set Poles? [ ] | | Requested Tel. Co. Transfer? [ ] | | Request CATV Transfer? [ ] | |

FPL

| | | | |
|---|---|---|---|
| Job Owner: | Vaughn Moncrieffe | M/A: WB | Township: 42 Range: 43 Section 20 |
| Designer: | Nicolas Palmeiro | Relocate oh feeder cable and tx to the south side. NESC & Osha Violation | |
| Date: | 02/17/2022 | | |
| Scale: 1" = 30' | | 754 PARK AVE, LAKE PARK, 33403 | |
| 0' 30' 60' | | Dwg No. 11217027_11x17 OH.xml | Map No. O0457 |
| | | WR: 11217027 | Page 2 of 4 |

FEEDERS: LAKE PARK 03932 | [ ] INACCESSIBLE | [X] 13KV | [ ] FUTURE 23KV | [ ] 23KV | [ ] SALT SPRAY | [ ] ROCK




LOC3: REM PRIM FRAM, REM B50 AETX, INST SPAN GUY FRAM WEST AND EAST FACE, INST DE TPX FRAM SOUTH

LOC4: REM PRIM FRAM, REM 3-50 WYE BANK, INST SPAN GUY FRAM WEST AND EAST FACE, INST DE QPX FRAM SOUTH

LOC5: REPL 45/2 WOOD POLE WITH 50/3H CONC POLE SET DEPTH 11.5', REM TAN 3 PHASE X-ARM FRAM, FRAME CORNER POLE PER E-19.0.0 WITH DE 3 PHASE X-ARM FRAM FACING EAST PER DCS E-10.1.0 AND 3 PHASE X-ARM DE SLK SPAN PER DCS E-29.0.0 FACING S/W, INST SPAN GUY FRAM FACING WEST, REM B167 C25 AETX, INST QPX FRAM SOUTH, INST 3-PHASE PRIM JUMPERS

LOC6: INST 50/H2 WOOD POLE SET DEPTH 11', INST 3-PHASE DE SLK SPAN FRAM PER E-29.0.0 FACING N/E AND W, INST 3-PHASE PRIM JUMPER, INST B167 C25 OPEN DELTA AETX PER DCS I-49.0.0, INST DE QPX FRAM

LOC7:INST 50/H2 WOOD POLE SET DEPTH 11, INST 3-PHASE TAN SLK PRIM FRAM PER DCS E-29.0.0, INST 3-50 KVA AETX PER DCS I-49.0.0, INST DE QPX FRAM

PRE-ARRANGED OUTAGE NOTIFICATION REQUIRED @ TLN 6-8029-3602-0-6, 6-8029-7936-5-0 6-8029-7936-0-9 1 HR DURATION

Feet of ground rod installed _____

Ground Resistance (Ohms) _____

REVISION | DATE | IPC 1 2 3 4

Size: 11 x 17

PRINTED BY: nxp0xir

PLOT DATE/TIME: 02/17/2022 15:02:38

| AS-BUILT CREW PRINT | | AS-BUILT COPY | |
|---|---|---|---|
| Foreman's Signature | Date | Initials | Cert. Date |

Job CERTIFIED COMPLETED as shown on this AS-BUILT print. Material changes shown on ROS.

Supervisor's Signature _____ Date _____

All required ground rods have been driven & verified to be within FPL standards. Values are shown at all locations.

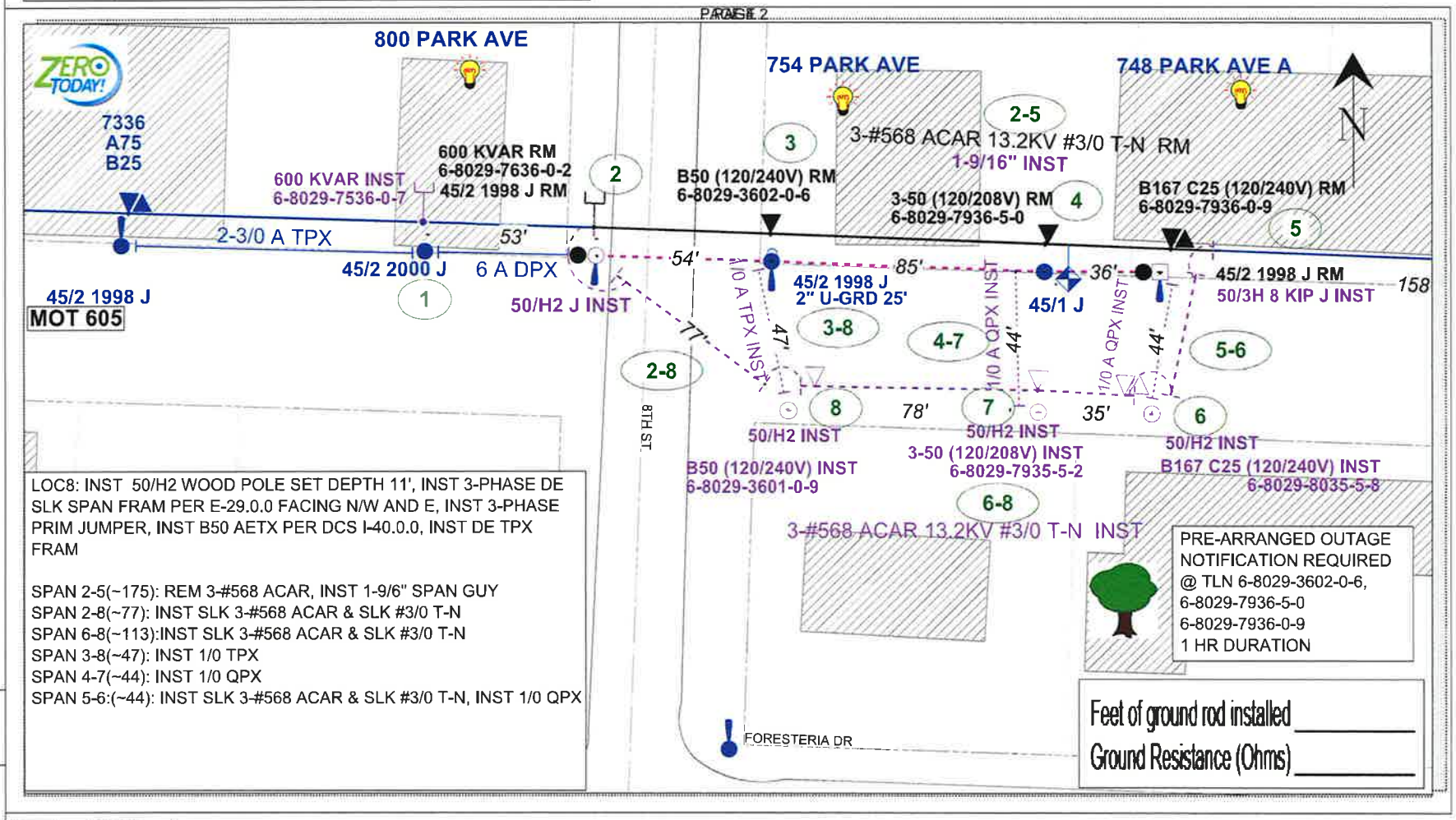
Foreman's Signature _____ Date _____

| | | | | | |
|---|---|---|---|---|---|
| Easement? [ ] | | Tree Work? [ ] | | Tree Access? [ ] | Tree Staking Req'd? [ ] |
| Designer/Stake? [ ] | | CT/Special Mtr? [ ] | | Work with SMO? [ ] | Survey/Stake? [ ] |
| POLE LINE FT: | POLE LINE FT. ON TRANSM. POLES: | | | TRENCH FT: | DUCT BANK FT: |
| PERMIT REQ'D | CITY [ ] | COUNTY RD [ ] | COUNTY AIR [ ] | STATE RD [ ] | FAA [ ] |
| | WMD [ ] | RR XING [ ] | DR. DIST. [ ] | TRANSM. [ ] | |
| Requested Tel. Co. Set Poles? [ ] | | Requested Tel. Co. Transfer? [ ] | | Request CATV Transfer? [ ] | |

FPL

| | | | |
|---|---|---|---|
| Job Owner: | Vaughn Moncrieffe | M/A: WB | Township: 42 Range: 43 Section 20 |
| Designer: | Nicolas Palmeiro | Relocate oh feeder cable and lx to the south side. NESC & Osha Violation | |
| Date: | 02/17/2022 | | |
| Scale: 1" = 30' | | 754 PARK AVE, LAKE PARK, 33403 | |
| 0' 30' 60' | | Dwg No. 11217027_11x17 OH.xml | Map No. O0457 |
| | | WR: 11217027 | Page 3 of 4 |

FEEDERS: LAKE PARK 03932 | [ ] INACCESSIBLE | [X] 13KV | [ ] FUTURE 23KV | [ ] 23KV | [ ] SALT SPRAY | [ ] ROCK




LOC8: INST 50/H2 WOOD POLE SET DEPTH 11', INST 3-PHASE DE SLK SPAN FRAM PER E-29.0.0 FACING N/W AND E, INST 3-PHASE PRIM JUMPER, INST B50 AETX PER DCS I-40.0.0, INST DE TPX FRAM

SPAN 2-5(~175): REM 3-#568 ACAR, INST 1-9/16" SPAN GUY
SPAN 2-8(~77): INST SLK 3-#568 ACAR & SLK #3/0 T-N
SPAN 6-8(~113):INST SLK 3-#568 ACAR & SLK #3/0 T-N
SPAN 3-8(~47): INST 1/0 TPX
SPAN 4-7(~44): INST 1/0 QPX
SPAN 5-6:(~44): INST SLK 3-#568 ACAR & SLK #3/0 T-N, INST 1/0 QPX

PRE-ARRANGED OUTAGE NOTIFICATION REQUIRED @ TLN 6-8029-3602-0-6, 6-8029-7936-5-0 6-8029-7936-0-9 1 HR DURATION

Feet of ground rod installed _____
Ground Resistance (Ohms) _____

REVISION | DATE | IPC 1 2 3 4

AS-BUILT CREW PRINT: Foreman's Signature / Date
AS-BUILT COPY: Initials / Cert. Date

Job CERTIFIED COMPLETED as shown on this AS-BUILT print. Material changes shown on ROS.
Supervisor's Signature / Date

All required ground rods have been driven & verified to be within FPL standards. Values are shown at all locations.
Foreman's Signature / Date

| | | | | | |
|---|---|---|---|---|---|
| Easement? [ ] | Tree Work? [ ] | Tree Access? [ ] | Tree Staking Req'd? [ ] | | |
| Designer/Stake? [ ] | CT/Special Mtr? [ ] | Work with SMO? [ ] | Survey/Stake? [ ] | | |
| POLE LINE FT: | POLE LINE FT. ON TRANSM. POLES: | TRENCH FT: | DUCT BANK FT: | | |
| PERMIT REQ'D | CITY [ ] | COUNTY RD [ ] | COUNTY AIR [ ] | STATE RD [ ] | FAA [ ] |
| | WMD [ ] | RR XING [ ] | DR. DIST. [ ] | TRANSM. [ ] | |
| Requested Tel. Co. Set Poles? [ ] | Requested Tel. Co. Transfer? [ ] | Request CATV Transfer? [ ] | | | |

FPL

| | | | |
|---|---|---|---|
| Job Owner: | Vaughn Moncrieffe | M/A: WB | Township: 42 Range: 43 Section 20 |
| Designer: | Nicolas Palmeiro | Relocate oh feeder cable and tx to the south side. NESC & Osha Violation | |
| Date: | 02/17/2022 | | |
| Scale: 1" = 30' | | 754 PARK AVE, LAKE PARK, 33403 | |
| 0' 30' 60' | | Dwg No. 11217027_11x17 OH.xml | Map No. O0457 |
| | | WR: 11217027 | Page 4 of 4 |

PRINTED BY: nxp0xir | Size: 11 x 17 | PLOT DATE/TIME: 02/17/2022 15:02:43

## PAYMENT COUPON

/41150064003568000910921800271765700004792000

TOWN OF LAKE PARK CRA
754 PARK AVE
LAKE PARK FL 33403

| Cust. No.:**6800091092** | Bill No.:**1800271765** |
|---|---|
| Payment Due Upon Receipt | Amount Due This Bill $ 47,920.00 |
| Reference# D00011217027 | |

Your payment may be eligible to be paid online. Visit www.fpl.com/construction to learn more. You can also mail a check payable to FPL in USD to the FPL address listed below right. Please mail the top portion of the coupon with your check.

FPL
General Mail Facility
Miami FL 33188-0001

Please retain this portion for your records.

Florida Power & Light Company
Federal Tax Id.#: 59-0247775
Customer Name and Address

TOWN OF LAKE PARK CRA
754 PARK AVE
LAKE PARK FL 33403

**Customer Number:** **6800091092**
**Reference Number:** **D00011217027**
**Bill Number:** **1800271765**
**Bill Date:** **02/24/2022**

CURRENT CHARGES AND CREDITS
Customer No: 6800091092 Bill No: 1800271765

| Description | Amount |
|---|---|
| RELOCATE OH FEEDER CABLE AND TX<br>Reference# D00011217027 | 47,920.00 |

| | |
|---|---|
| **For Inquiries Contact:**<br>VAUGHN MONCRIEFFE 561-575-6335 | **Total Amount Due** **$47,920.00**<br>Payment Due Upon Receipt |

# TAB 4

# Town of Lake Park Town CRA Meeting

## Agenda Request Form

**Meeting Date: March 16, 2022 Agenda Item No. _____**

**Agenda Title: Update on the Proposed Streetscape Improvements for Park Avenue and 10th Street (the Project) and Request for Authorization for the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from Landscape Architecture Firm JMorton to Develop and Design Plans for the Project.**

[ ] SPECIAL PRESENTATION/REPORTS [ ] CONSENT AGENDA
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON _____ READING
**[X] NEW BUSINESS**
[ ] OTHER: _____

**Approved by Executive Director** _____ **Date:** 3-9-22

Roberto F. Travieso/Public Works Director
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Public Works** | **Design Costs: $42,875.00**<br>Funding Source:<br>Design Sidewalks & Landscape<br>**110-55-552-520-31000**<br><br>[X] Finance | **Attachment 1:**<br>- Resolution No. 12-03-22<br>**Attachment 2:**<br>- Presentation slides on project design alternatives and public input for implementation of the project.<br>**Attachments 3:**<br>- Estimated construction costs and suggested implementation timeline.<br>**Attachment 4:**<br>- Proposal from Landscape Architecture Firm, JMorton, for development of design plans for the project. |
| **Advertised:**<br>Date: _____<br>Paper: _____ | All parties that have an interest in this agenda item must be notified of meeting date and | Yes, I have notified everyone_____<br>or<br>Not applicable in this case |

| [X] Not Required | time. The following box must be filled out to be on agenda. | Please initial one. |
|---|---|---|

## Background:

The Community Redevelopment Agency's (CRA) is committed to presenting an exceptional and inviting look and feel in its Downtown District.

It is with that understanding that the CRA Executive Director previously requested Town staff to work in conjunction with landscape architectural firm JMorton to develop preliminary conceptual designs for proposed hardscape and landscape improvements (the project) to Park Avenue, west of 7th Street to 10th Street, and 10th Street, north of Park Avenue to Northern Drive, (the project area).

The Park Avenue portion of the project's area is within the CRA's Park Avenue Downtown District and the remaining scope of the proposed hardscape and landscape (streetscape) improvements are located within the CRA area (*Figure 1*).

*Figure 1*

Town and JMorton staff previously presented conceptual designs of the proposed streetscape improvements to the Board and received the following direction:

- Design project to be implementable in phases for maximum fiscal flexibility
- Develop and present estimated implementation costs
- Incorporate public input/preferences through design and implementation

Subsequently, Town and JMorton staff coordinated and held a public workshop on January 24, 2022, to present the conceptual design alternatives to the public and collect feedback from stakeholders.

This CRA agenda item seeks to accomplish the following:

1. Update the Board on public preferences/comments regarding the project.
2. Propose a strategy for moving the design work forward.
3. Provide the Board with estimated project construction costs and potential implementation timeline.

**Update on the Public Workshop**

The Town conducted a Public Workshop on January 24, 2022, aimed at including town residents, business owners, and interested stakeholders in the design development process and to solicit feedback on proposed streetscape enhancement elements. The public workshop provided specific and useful feedback that will be incorporated into the streetscape design, as it is further refined.

A summary of the public's design preference and comments for the various streetscape elements proposed at the work shop is available for review on Attachment 2 (slides No. 1 through No. 9). Overall, all of the proposed streetscape improvements were positively received by participating stakeholders.

**Next Steps:**

At the request of the Executive Director, Town staff developed an estimate of cost and a timeline for a potential implementation of the proposed streetscape design (Attachment 3) and requested a proposal from JMorton to develop one-hundred percent (100%) construction-ready streetscape plans and specifications for the project.

The proposal submitted by JMorton has total cost of **$42,875.00**, including a $13,000.00 contingency for unforeseen conditions and provides for the inclusion of comments and feedback from previous and future public outreach activities into the design plans (Attachment 4). The contingency allowance would be returned to the Agency, if not used.

Proceeding with the full proposal would be the desirable approach given its thoroughness and thoughtful alignment with the Agency's desires.

JMorton Planning & Landscape Architecture is a sub-consultant to Engenuity Group, with whom the Town currently has an active five (5) year continuing services agreement under approved Resolution No. 76-11-18.

**Recommended Motion:** I move to authorize the Executive Director to proceed with accepting the proposal from landscape architectural firm JMorton to develop design plans for the project.

**RESOLUTION 13-03-22**

**A RESOLUTION OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY (CRA) AUTHORIZING AND DIRECTING THE EXECUTIVE DIRECTOR TO EXECUTE A WORK AUTHORIZATION WITH JMORTON PLANNING AND LANDSCAPE ARCHITECTURE FOR CONSULTING SERVICES ASSOCIATED WITH DEVELOPING AND DESIGNING PLANS FOR STREETSCAPE IMPROVEMENTS AT PARK AVENUE AND 10TH STREET; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the Town of Lake Park's Community Redevelopment Agency (CRA) is a dependent special district of the Town of Lake Park (Town) with such power and authority as has been conferred upon it by Chapter 163, Part III, Florida Statutes; and

**WHEREAS**, the CRA is empowered to enter into contractual arrangements with other public agencies, private corporations or persons; and

**WHEREAS**, the CRA has committed to funding certain hardscape, and landscape improvements to improve the aesthetics of businesses and properties within the CRA and provide residents and visitors to the Town with an exceptional and visually engaging experience; and

**WHEREAS,** the Town has previously solicited professional engineering services pursuant to the Consultants Competitive Negotiation Act (CCNA) for a continuing services contract; and

**WHEREAS,** on November 7, 2018, the Town Commission voted to enter into a five-year continuing services contract for professional engineering services with Engenuity Group, Inc.; and

**WHEREAS**, JMorton Planning and Landscape Architecture (JMorton) is an approved sub-consultant listed in said contract; and

**WHEREAS**, JMorton has provided the CRA with a proposal in the amount of $42,875.00 to develop and design plans to implement hardscape and landscape improvements on Park Avenue and 10th Street (the project); and

**WHEREAS,** the CRA's Executive Director is recommending that the Board of Commissioners of the CRA accept the proposal submitted by JMorton to develop and design plans for the project.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK:**

**Section 1.** The whereas clauses are hereby incorporated herein.

**Section 2.** The Executive Director is hereby authorized and directed to execute the work authorization submitted by JMorton Planning and Landscape Architecture to the CRA, a copy of which is attached hereto and incorporated herein by reference as **"Exhibit A".**

**Section 3.** This Resolution shall take effect immediately upon its adoption.

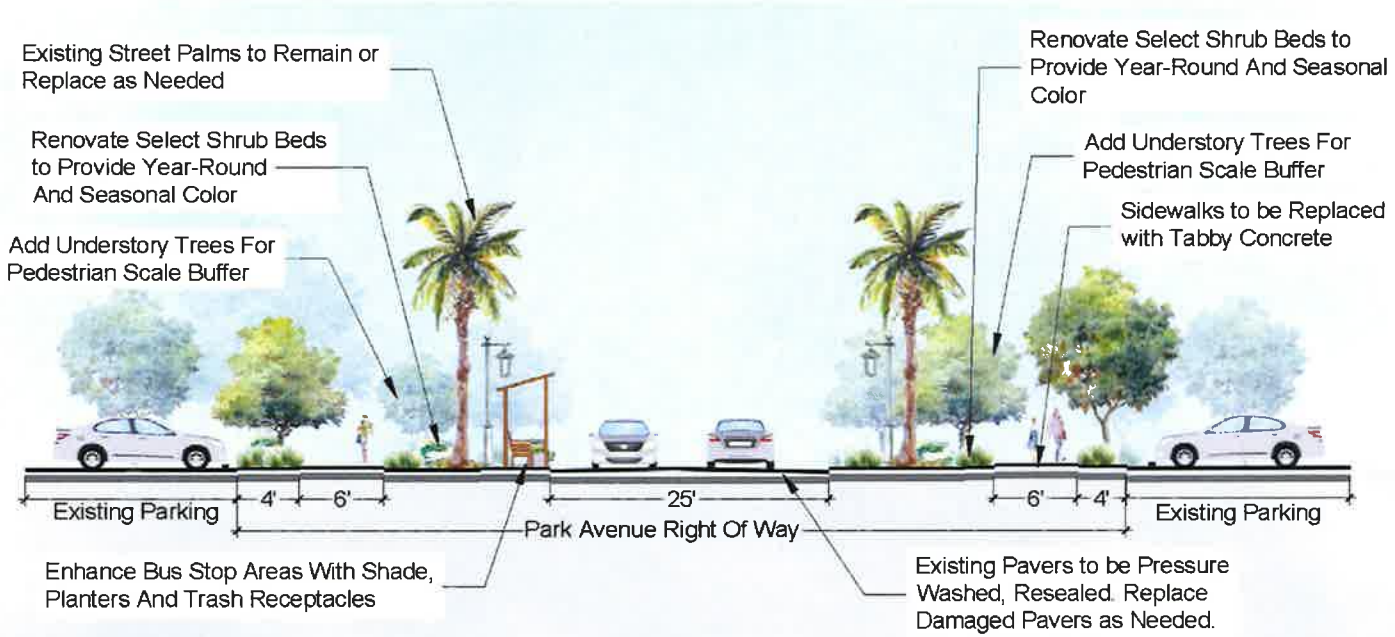
# Update on Park Avenue and 10th Street Hardscape and Landscape Improvements

Department of Public Works

# Review of Streetscape Design Alternatives

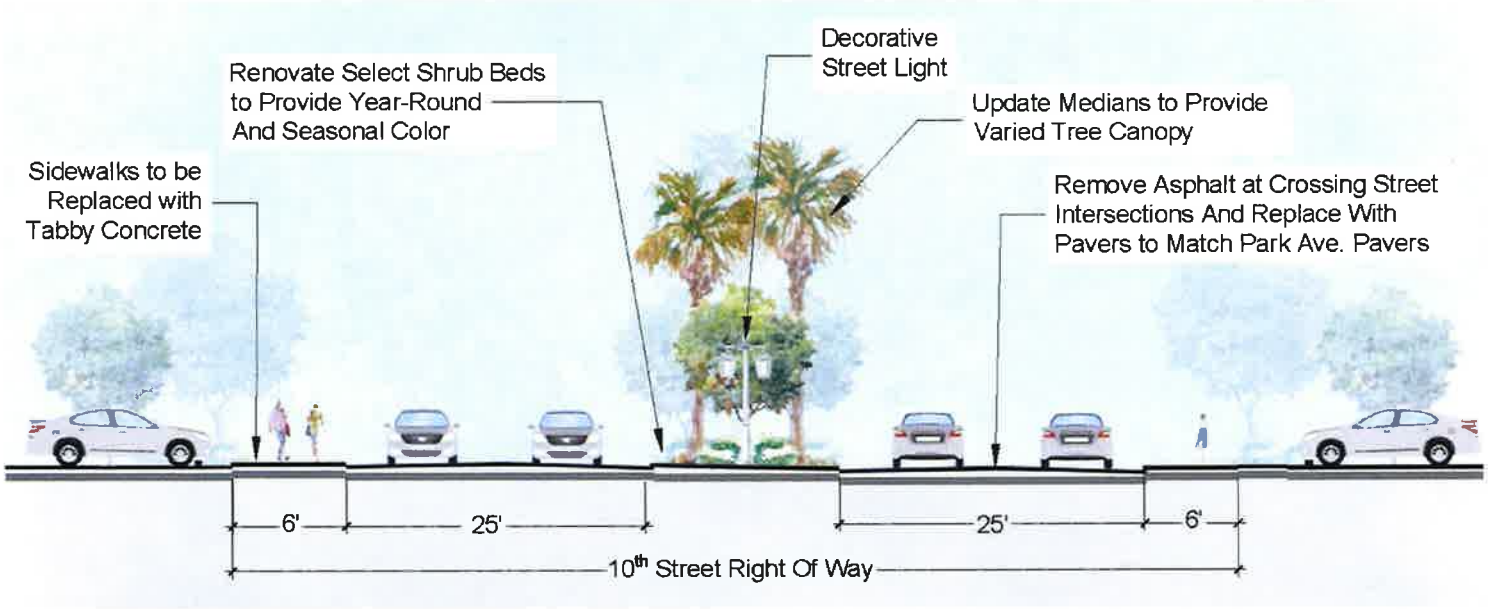
HAYS HENDERSON, PLA, JMORTON

# Conceptual Streetscape Typical Section




PARK AVENUE TYPICAL SECTION
PLAN NTS

# Conceptual Streetscape Typical Section

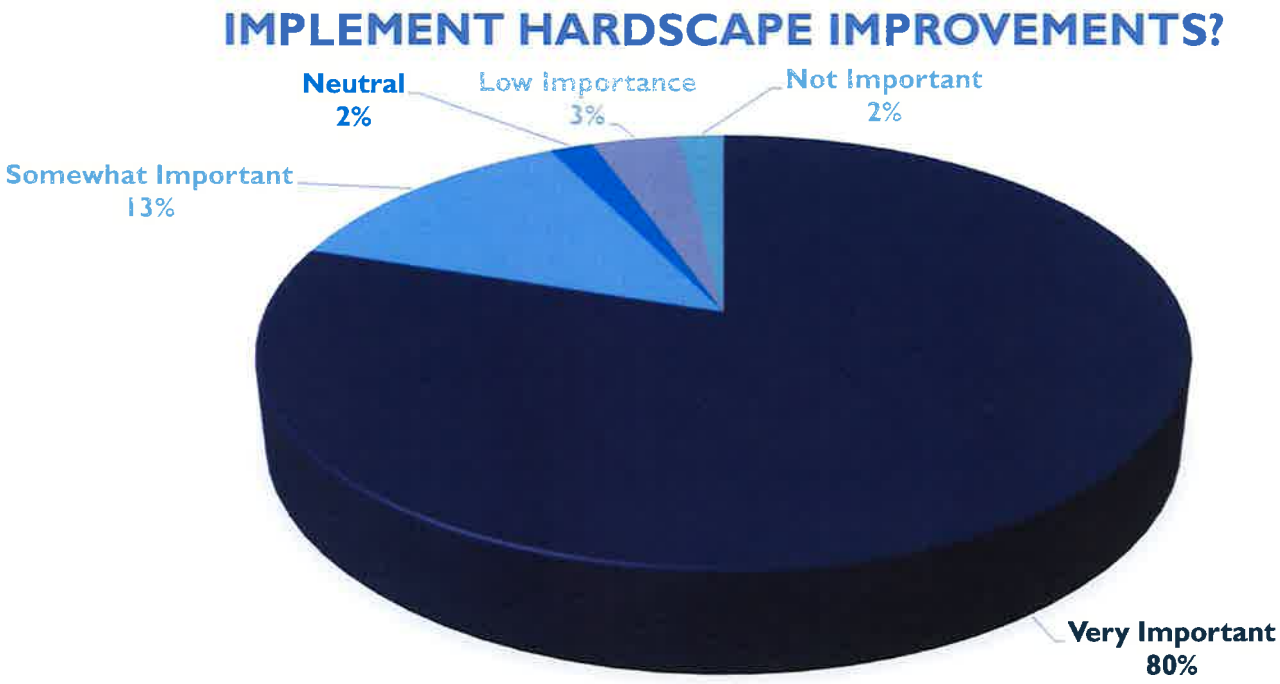



10TH STREET TYPICAL SECTION
PLAN NTS

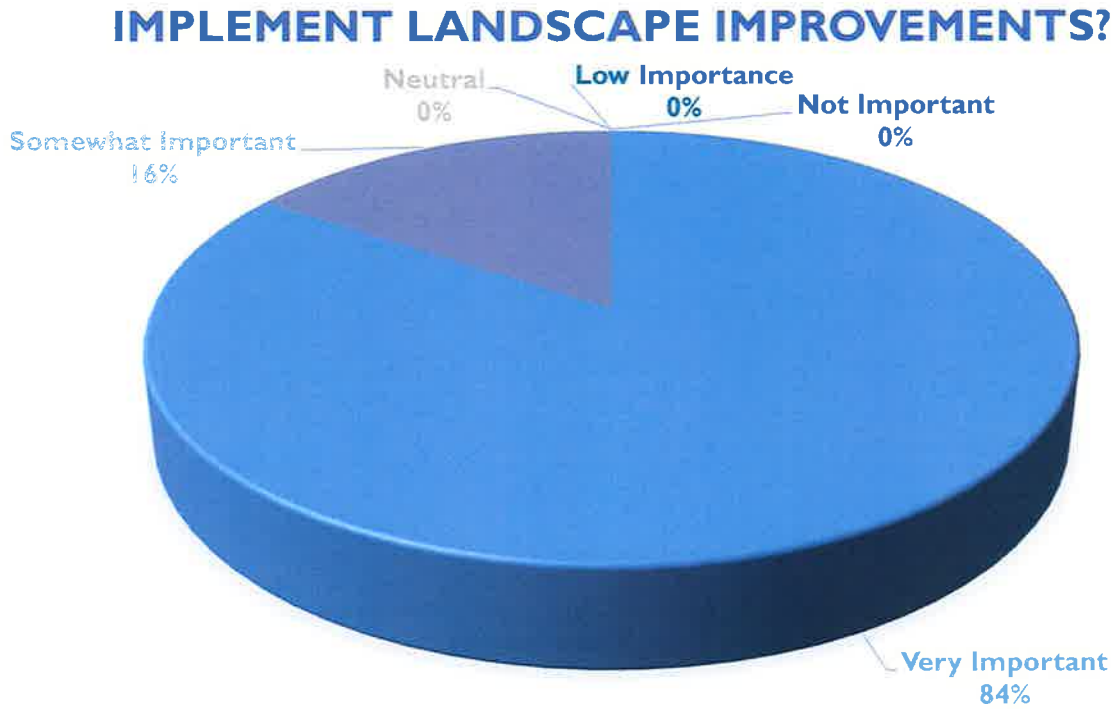
# Update on the Public Workshop

ROBERTO TRAVIESO, DIRECTOR OF PUBLIC WORKS

# Park Avenue & 10th Street Hardscape Improvements



# Park Avenue & 10th Street Landscape Improvements



# Public Comments

- Bus stops and benches may attract predatory characters
- Paver sidewalks create a big expense
- The intersection of Park Ave and 10th Street needs special attention
- Prefer native plants in common areas
- Use sponsorship from businesses/residences for trees
- Include sustainable plantings
- Will there be any public art?
- Make sure people do not vandalize or live in the pergolas

# Public Comments

- Paver sidewalks create a big expense
- The intersection of Park Ave and 10th Street needs special attention
- Prefer native plants in common areas
- Use sponsorship from businesses/residences for trees
- Include sustainable plantings
- Will there be any public art?
- Trees are preferred over palms, art
- Add cycling markings or bike lanes
- Landscape should include art and sculptures
- Concerned with the length of project; implement quickly

# Construction Cost Estimates and Suggested Implementation Timeline

JOHN WILLE, CAPITAL PROJECTS MANAGER

# Design Proposal for Streetscape Design

HAYS HENDERSON, PLA, JMORTON

# Discussion/Questions

# PARK AVENUE STREETSCAPE / HARDSCAPE ENHANCEMENTS

## Cost for Typical One (1) Block Section

**SCOPE OF WORK**

**General Improvements:**

- Pressure wash and seal existing pavers in roadway *(Primarily Intersections and crosswalks)*
- Up-grade Bus Stop areas with new Trash Receptacles, Plant Pottery *(and possible Pergola)*

**Landscape Improvements:**

- Prune and shape existing palms along street *(where necessary)*
- Add Flowering Plant ground cover
- Add Flowering Plant Leaf Color Plant ground cover at parking planter areas
- Add Accent Plant and Colorful Plant ground cover at street landscape islands
- Add Orchids Plant Color to selected street-side canopy trees

**Hardscape Improvements:**

- Concrete sidewalk improvements

---

**ESTIMATED CONSTRUCTION COSTS:** *(Based on approximately 500 lnft from block to block)*

| | |
|---|---|
| **General Conditions** | **$ 20,000.00** |
| Supervision | |
| Trash dumpsters / Cleanup | |
| MOT | |
| Permit Fees | **$ 5,000.00** |
| **Demolition** | **$ 65,000.00** |
| Remove existing concrete sidewalk in preparation for new precast pavers | |
| **Pressure Cleaning** | **$ 4,000.00** |
| Pressure clean all existing precast pavers (street crosswalks / inter-section tables / etc.) | |
| **Landscape and Irrigation** | **$ 45,000.00** |
| Prune existing palms and shrubs | |
| Remove existing plant as per new landscape design | |
| Add Flowering Plant and Color Leaf Ground Cover | |
| Add Accent Plant ground cover at street landscape islands | |
| Add Orchids at selected street side canopy trees | |
| Modifications to existing irrigation | |
| Mulching | |
| **Paver Sidewalks** *(Approx. 500' x 8' x 2 sides = 8,000 sf / block)* | **$ 96,000.00** |
| Remove existing concrete sidewalk | |
| Grade & Compact in preparation for new precast pavers | |
| Furnish and install new precast pavers | |
| **Streetscape Amenities** | **$ 10,000.00** |
| Trash receptacles / Decorative pottery / Pergolas / Benches | |
| **Subtotal Cost for One (1) block of Improvements** | **$ 245,000.00** |
| **Contractor OH&P** @ 15% | **36,000.00** |
| **Total Budget Amount:** | **$ 281,000.00 / Block** |

# 10th STREET SAFETY IMPROVEMENTS / HARDSCAPE ENHANCEMENTS

## Cost for Typical One (1) Block Section

### SCOPE OF WORK

**General Improvements:**

- Up-grade Bus Stop areas with new Trash Receptacles, Plant Pottery *(and possible Pergola)*

**Landscape Improvements:**

- Prune and shape or remove existing palms along street *(where necessary)*
- Add Flowering Plant ground cover
- Add Flowering Plant Leaf Color Plant ground cover at parking planter areas
- Add Accent Plant and Colorful Plant ground cover at street landscape islands

**Hardscape Improvements:**

- Precast Paver sidewalk improvements
- Precast Pavers accents at street intersections and street crosswalks

---

**ESTIMATED CONSTRUCTION COSTS:** *(Based on approximately "varies"lnft from block to block)*

| | |
|---|---|
| **General Conditions** | **$ 25,000.00** |
| Supervision | |
| Trash dumpsters / Cleanup | |
| MOT | |
| Permit Fees | **$ 5,000.00** |
| **Demolition** | **$ 85,000.00** |
| Sidewalk/Street demolition in preparation for new precast pavers | |
| **Pressure Cleaning** | **$ 1,500.00** |
| Pressure clean existing areas as needed | |
| **Landscape and Irrigation** | **$ 25,000.00** |
| Prune existing palms and shrubs | |
| Remove existing plant as per new landscape design | |
| Add Flowering Plant and Color Leaf Ground Cover | |
| Add Accent Plant ground cover at street landscape islands | |
| Add Orchids at selected street side canopy trees | |
| Modifications to existing irrigation | |
| Mulching | |
| **Paver Sidewalks / Street Intersection Accents / Street Crosswalks** | **$ 140,000.00** |
| Remove existing concrete sidewalk | |
| Cut / remove existing asphalt pavement as required for new paver work | |
| Grade & Compact in preparation for new precast pavers | |
| Furnish and install new precast pavers | |
| **Streetscape Amenities** | **$ 5,000.00** |
| Trash receptacles / Decorative pottery / Pergolas / Benches | |
| **Subtotal Cost for One (1) block of Improvements** | **$ 286,500.00** |
| **Contractor OH&P** @ 15% | **43,000.00** |
| **Total Budget Amount:** | **$ 329,500.00 / Block** |

Morton
PLANNING | LANDSCAPE ARCHITECTURE

February 17, 2022

Mr. John Wille, Capital Improvements
Mr. Roberto F. Travieso, MPA, Director of Public Works
Mr. Dwayne Bell, Sr., Operations Manager
Town of Lake Park
640 Old Dixie Hwy.
Lake Park, FL 33403

*VIA ELECTRONIC MAIL ONLY* – jwille@lakeparkflorida.gov; rtravieso@lakeparkflorida.gov; dbell@lakeparkflorida.gov

**RE: Landscape Architecture Services for the Park Avenue and 10th Street Streetscape Landscape Contract Documents**

Dear Mr. Wille, Mr.Travieso and Mr. Bell:

We appreciate the opportunity to submit the following proposal for the Park Avenue and 10th Street Streetscape Renovation. This proposal outlines the services necessary for the preparation and representation of landscape architecture services for the renovation to the Park Avenue Streetscape in the Town of Lake Park.

We understand your desire to create an exceptional look and feel to showcase the Park Avenue and 10th Street streetscape experience through the design of the landscape architectural treatments. JMorton Planning and Landscape Architecture will provide construction documents which work to implement the Client's vision for the Park Avenue and 10th Street Streetscape Renovation.

The following proposal is divided into tasks and materials under a Preparation or Representation group. Generally, **Preparation** entails the preparation of documents and/or materials for review. Likewise, **Representation** entails such things as coordination, correspondence and attendance at meetings and/or conference calls. Once the submittal has been made to the Town of Lake Park, all preparation, coordination and plan document revisions will be billed hourly under the Representation portion of the contract.

Should you have any questions regarding this proposal, please contact our office. We look forward to working with you on this project and future developments.

Sincerely,
**JMorton Planning & Landscape Architecture, Inc.**

Jennifer L. Morton

Jennifer L. Morton, PLA, LEED AP
LA 0001666

3910 RCA Blvd. Suite 1015 | Palm Beach Gardens, FL 33410 | 561.500.5060 | office@jmortonla.com

**PROPOSAL FOR**
**Park Avenue and 10th Street Streetscape Renovation**

## Section I: Approval Overview and Schedule

### Landscape Design Services

**1. PREPARATION OF LANDSCAPE PLAN** **$15,750**

- Preparation of base maps from the existing site and landscape plans as provided by the client, supplemented with notes or sketches from site visits performed by our office.
- Refinement of the design theme and landscape concept developed previously by our office which will be used to integrate the existing landscape features selected to remain for each block area with proposed tree and shrub elements to supplement and enhance the Park Avenue streetscape planting starting at 7th Street and ending at 10th Street. These plans will depict species, size and relationships of plant materials.
- Refinement of the design theme and landscape concept developed previously by our office which will be used to integrate the existing landscape features selected to remain for each block area with proposed tree and shrub elements to supplement and enhance the median landscape of the 10th Street streetscape planting starting at Park Avenue and ending at Northern Drive. These plans will depict species, size and relationships of plant materials.
- Preparation of an illustrative typical block concept plan sketch for the Park Avenue and 10th Street streetscapes. This concept will be used to guide the site specific landscape plan for the street blocks.
- Preparation of final working drawings refining the planting plans for the Park Avenue streetscape planting incorporating the existing walkways and open space areas including exterior landscape strips, accent areas and planters.
- Preparation of final working drawings refining the planting plans for the 10th Street median streetscape planting.
- Preparation of final plant schedule identifying the plant species, common name, botanical name, size, quantity, and specialized plant characteristics.
- Plant installation specifications, planting details and special requirements.

### Hardscape Design Services

**2. PREPARATION OF PEDESTRIAN SIDEWALK PLANS** **$8,325**

- Preparation of base maps from the existing site and landscape plans as provided by the client, supplemented with notes or sketches from site visits performed by our office.
- Refinement of the design theme and hardscape concept developed previously by our office which will be used to integrate the existing site and landscape features for a sidewalk with decorative pavement or unit pavers, and banding treatment to replace the existing

- concrete sidewalk located within the public right of way for Park Avenue starting at 7th Street and ending at 10th Street. Replace the existing concrete sidewalk located within the public right of way for 10th Street starting at Park Avenue and ending at Northern Drive.
- Refine concept with attention to finishes, detailing and select materials to fix the character of the pedestrian station.
- Preparation of final hardscape plans showing location, layout and material reference of elements.

**3. Representation of All Plans** **$5,800**

- Attendance at three (3) design progress meetings with design team and/or government representatives to discuss information pertinent to project (includes all project coordination discussions).
- Attendance at a community outreach meeting to review the features and benefits of the final landscape plan.
- Attendance at the Town of Lake Park City Commission meeting to present the landscape design contract document proposal.
- Attendance at the Town of Lake Park City Commission meeting to present the final landscape design plans.
- Total Project Manager Hourly not to exceed 29 hours. (29 X $200 = $5,800)

**4. Unforeseen Design Considerations** **$13,000**

- Provide design services for added unforeseen landscape, hardscape or site furnishing program elements that may be required as the project program is finalized.
- Attendance at additional meetings beyond those described above up to the contract allowance amount.
- Program elements that require technical support such as civil or structural engineering, professional survey documentation or irrigation system design are not included.

**PROPOSAL TOTAL** **$42,875**

*Please note: Preparation of materials and submittals outside of this Scope are considered hourly work and will be billed under the Representation portion of the contract.*

## Retainer

A retainer in the amount of **$6,500** is required by our office along with the signed proposal prior to commencement of any work on this project. This sum will be retained until the completion of the project to assure payment.

**Fees**

This fee estimate is valid for ninety (90) days from the date of this proposal.

The above fees do not include the fees of other professionals or regular reimbursable expenses such as prints, sepias, mylars, travel expenses including mileage, photographic work, etc. Such expenses shall be billed at the rate of cost plus an additional 15%.

Fees billed shall become due and payable upon client receiving said invoice. Unpaid bills shall bear interest at a rate of eighteen percent (18%) per annum, commencing thirty (30) days after the invoice date until date paid. In the event legal action is required to collect past due fees, JMorton Planning & Landscape Architecture shall be entitled to recover all reasonable attorney fees and costs including appeal.

**Payment**
JMorton Planning & Landscape Architecture requires payment for all services rendered within thirty (30) days of the invoice date as specified above. If payment for services rendered is not received within thirty (30) days, a Stop Work Order will be issued for your project and no professional services or representation will be conducted by our firm until your account is paid in full.

**Marketing**
JMorton Planning & Landscape Architecture retains the right to post a marketing/information sign on the subject property.

**Additional Work**
The Scope of Services which is identified under this proposal as being included with the fee schedule cannot contemplate certain elements which are not controlled by our firm. The changes created by our clients, by governmental agencies, or yet a third entity which is beyond control of our firm, are not included in this proposal and are considered additional work. The following are some examples of items which are included in the proposal and those that are not:

Items included in this proposal are as follows:
- Documents and drawings for a complete application to a listed governmental agency if noted under Scope of Services.
- Attendance and representation at the number and types of meetings described under Scope of Services.

Items **not** considered as part of this proposal are as follows:
- Additional revisions to drawings above the number listed in this proposal.
- Preparation of revisions to documents after governmental submittal or changes requested by client, governmental agencies or third entities that are not listed as code requirement.
- Revisions to documents based on Conditions of Approval placed on a project.
- Attendance at additional meetings, site observation, public hearings, or other events, which are not specified in this proposal.
- Preparation of additional documents, drawings or coordination with other professionals is not considered part of this proposal.

- Preparation of revisions to drawings based on incomplete information being provided by client or other consultant, or changes in the project program.

**Hourly Rates**

At the request of the client, or as identified in the Scope of Services, JMorton Planning & Landscape Architecture shall provide additional work on an hourly basis based on our current hourly rates:

| PLANNING SERVICES | |
|---|---|
| Principal Planner | $325.00 |
| Senior Project Manager | $250.00 |
| Project Manager | $200.00 |
| Planner | $125.00 |
| **LANDSCAPE ARCHITECTURE SERVICES** | |
| Principal Landscape Architect | $325.00 |
| Senior Project Manager | $250.00 |
| Project Manager | $200.00 |
| Senior Designer | $200.00 |
| Designer | $125.00 |

| OTHER PROFESSIONAL SERVICES | |
|---|---|
| Expert Witness | $500.00 |
| Administrative Assistant | $105.00 |

| DIRECT EXPENSE | |
|---|---|
| Copies, Black & White | $0.40 |
| Copies, Color | $1.50 ea. |
| All Third Party Expenses | Cost + 15% |
| | |
| | |

If the terms of this proposal are acceptable, please sign below and return to our office as soon as possible.

Signature / Title

Date

Company

Mailing Address

Email for Billing

Email for Correspondence

Jennifer L. Morton

Jennifer L. Morton, JMorton Planning & Landscape Architecture

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, March 16, 2022 6:35 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency met for a regular meeting on Wednesday, March 16, 2022 at 6:35 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Agency Members Erin Flaherty, John Linden, Roger Michaud, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Shaquita Edwards. Agency Member Henry Stark was absent.

Agency Clerk Edwards performed the roll call and Chair O'Rourke led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**

**1. Update from Business Flare on their 'CRA Draft Plan Concept Overview'.**

Executive Director D'Agostino welcomed Kevin Crowder of Business Flare to present to the CRA members (see Exhibit "A").

Chair O'Rourke questioned the suggested timeline for expansion of the CRA. Mr. Crowder explained that a request to update the CRA Plan would need to be forwarded to Palm Beach County. The request should entail the elements of the CRA Plan relevant to the expansion areas. Agency Member Linden questioned if Silver Beach to US Highway 1 would be Business or Residential as related to workforce housing. Mr. Crowder suggested residential retention and improving aesthetics of the area. Agency Member Michaud questioned why Bert Bostrom Park was included in the expansion. Mr. Crowder explained that Bert Bostrom Park was included to increase the amount of greenspace in the CRA. Chair O'Rourke questioned if Tax Incremental Funds (TIF) money could be used to create a Community Center. Mr. Crowder explained that TIF money could be utilized for a Community Center. Vice-Chair Glas-Castro announced that the "Next Steps" as presented did not adhere to statutory regulations and the timeline should be revisited. Discussion ensued regarding the use of TIF money as related to CRA Expansion. The CRA members thanked Mr. Crowder for his presentation.

**CONSENT AGENDA:**

**2. March 2, 2022 Special Call Community Redevelopment Agency Meeting Minutes.**

**Motion: Agency Member Michaud moved to approve the consent agenda; Agency Member Linden seconded the motion.**

Vote on Motion:

| Agency Member | Aye | Nay | Other |
|---|---|---|---|
| Agency Member Flaherty | X | | |
| Agency Member Linden | X | | |
| Agency Member Michaud | X | | |
| Agency Member Stark | | | Absent |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**PUBLIC COMMENT:**

None

**NEW BUSINESS:**

**3. Request for Authorization for the Community Redevelopment Agency Executive Director to Encumber and Disburse Payment to Florida Power & Light for Services Associated with the Relocation of Overhead Feeder Cables at 754 Park Avenue.**

Executive Director D'Agostino provided a brief summary of the item and announced that construction would conclude on June 30, 2022.

**Motion: Agency Member Michaud moved to authorize the Executive Director to encumber and disburse payment to Florida Power & Light to complete relocation of the overhead feeder cables at 754 Park Avenue; Agency Member Linden seconded the motion.**

Vote on Motion:

| Agency Member | Aye | Nay | Other |
|---|---|---|---|
| Agency Member Flaherty | X | | |
| Agency Member Linden | X | | |
| Agency Member Michaud | X | | |
| Agency Member Stark | | | Absent |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**4. Resolution 13-03-22 Update on the Proposed Streetscape Improvements for Park Avenue and 10th Street (the Project) and Request for Authorization for the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from Landscape Architecture Firm JMorton to Develop and Design Plans for the Project.**

Executive Director D'Agostino provided a brief summary of the item and welcomed Public Works Director Roberto Travieso and Project Manager John Willie to present to

the CRA members (see Exhibit "B"). Discussion ensued regarding the approach to the project; simultaneous construction along 10th Street and along Park Avenue. Project Manager Willie explained that the construction schedule was flexible. Mr. James Henderson of JMorton addressed the Board and explained that he and his associates were eager to assist the Town of Lake Park with the Streetscape Improvements.

**Motion: Vice-Chair Glas-Castro moved to approve Resolution 13-03-22 with the understanding that designs would be revised to address Board Concerns with costs before plans move to one hundred percent completion; Agency Member Linden seconded the motion.**

Vote on Motion:

| Agency Member | Aye | Nay | Other |
|---|---|---|---|
| Agency Member Flaherty | X | | |
| Agency Member Linden | X | | |
| Agency Member Michaud | X | | |
| Agency Member Stark | | | Absent |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**EXECUTIVE DIRECTOR REPORT:**

Executive Director D'Agostino announced that there was a considerate amount of developers with financial interests in the Town of Lake Park. He announced that he would have an update of CRA Projects in two months.

**REQUEST FOR FUTURE AGENDA ITEMS:**

None

**AGENCY MEMBER COMMENTS:**

**Agency Member Flaherty** had no comments.

**Agency Member Linden** had no comments.

**Agency Member Michaud** had no comments.

**Agency Member Stark** was absent.

**Vice-Chair Glas-Castro** asked Executive Director D'Agostino about prospective Candidates for the CRA member vacancy. Executive Director D'Agostino explained that the position had been advertised; he suggested current Agency Members could notify staff of prospective candidates.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA members and after a motion to adjourn by Vice-Chair Glas-Castro and seconded by Agency Member Linden, and by unanimous vote, the meeting adjourned at 8:15 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Agency Clerk, S. Edwards, MPA, MMC

TOWN OF LAKE PARK SEAL FLORIDA

Town Seal

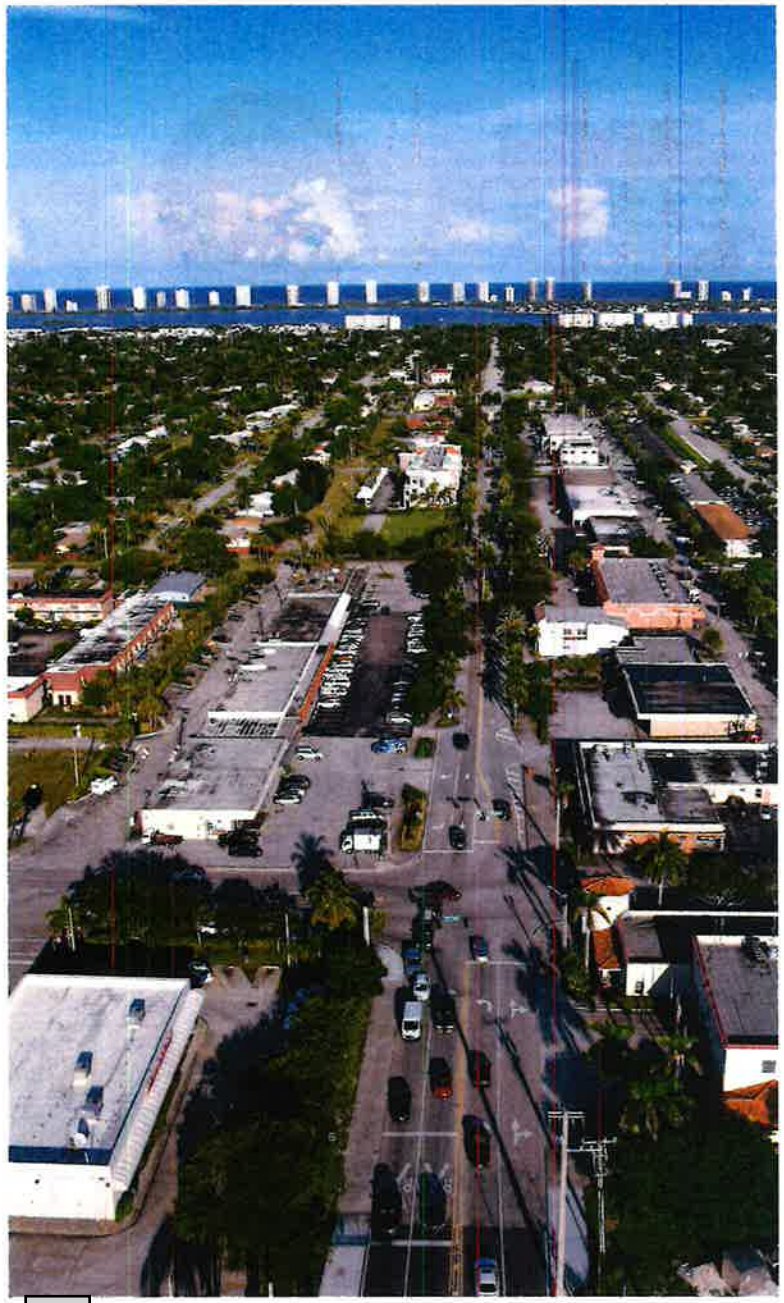
Approved on this 4th of May, 2022

Exhibit "A"

Town of Lake Park, FL

# CRA Plan Concept Overview

*March 16, 2022*



# CRA Plan Concept

1. Executive Summary
2. Authority to Undertake Redevelopment
3. Background
4. Existing Conditions
5. Summary of Public Input
6. Redevelopment Goals
7. Redevelopment Program Initiatives
8. Redevelopment Projects
9. CRA Expansion
10. Conclusion

# Executive Summary

1. Plan Overview
2. Financial Summary
3. Plan Organization
4. Boundary Map
    1. Original Boundary
    2. Proposed Expansions

**The plan is realistic and actionable, and encourages:**

- Compatible development that respects community character and the Town's rich history.
- Supports entrepreneurship and provides CRA support for entrepreneurs and small businesses to succeed, including strategies that attract additional customers to the commercial areas; that attract investment and development that enhances existing space and provides new space for businesses; and that assist with aesthetic improvements to local businesses.
- Provides much needed infrastructure and capital investments on aesthetics, connectivity, and projects that build on the Town's successful clean and safe initiatives.
- Enhancements to existing residential property and supports development of new residential projects that are consistent with community character and which provide a "healthy housing mix."

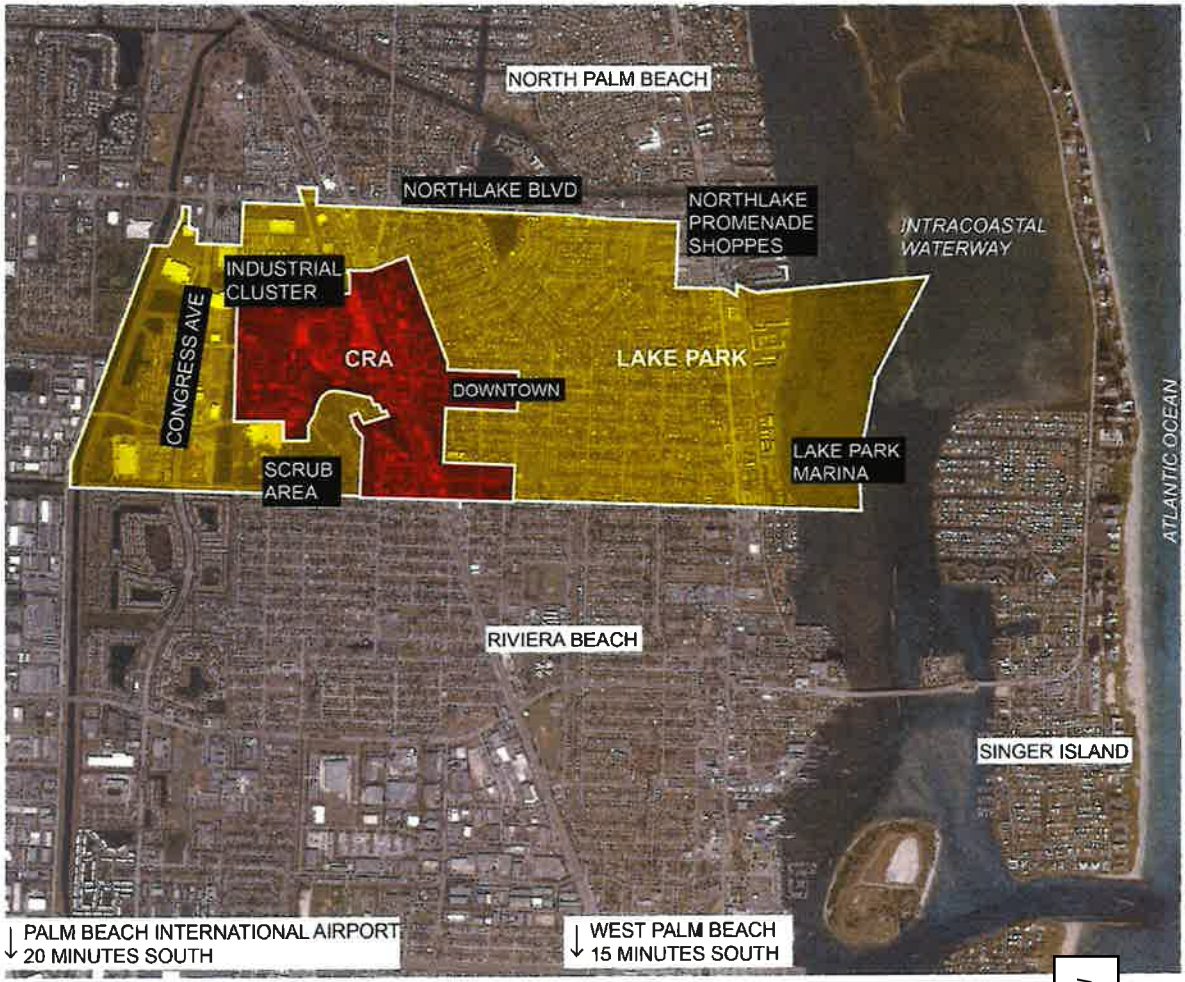
# Authority to Undertake Redevelopment

Chapter 163 Requirements and Checklist

- Legal Description
- Maps and Diagrams
- Neighborhood Impact Element
- Identify Capital Projects
- Governance
- Land Protections
- Relocation
- Residential Use Element
- Financial Projections
- Estimated Timeline

# Background

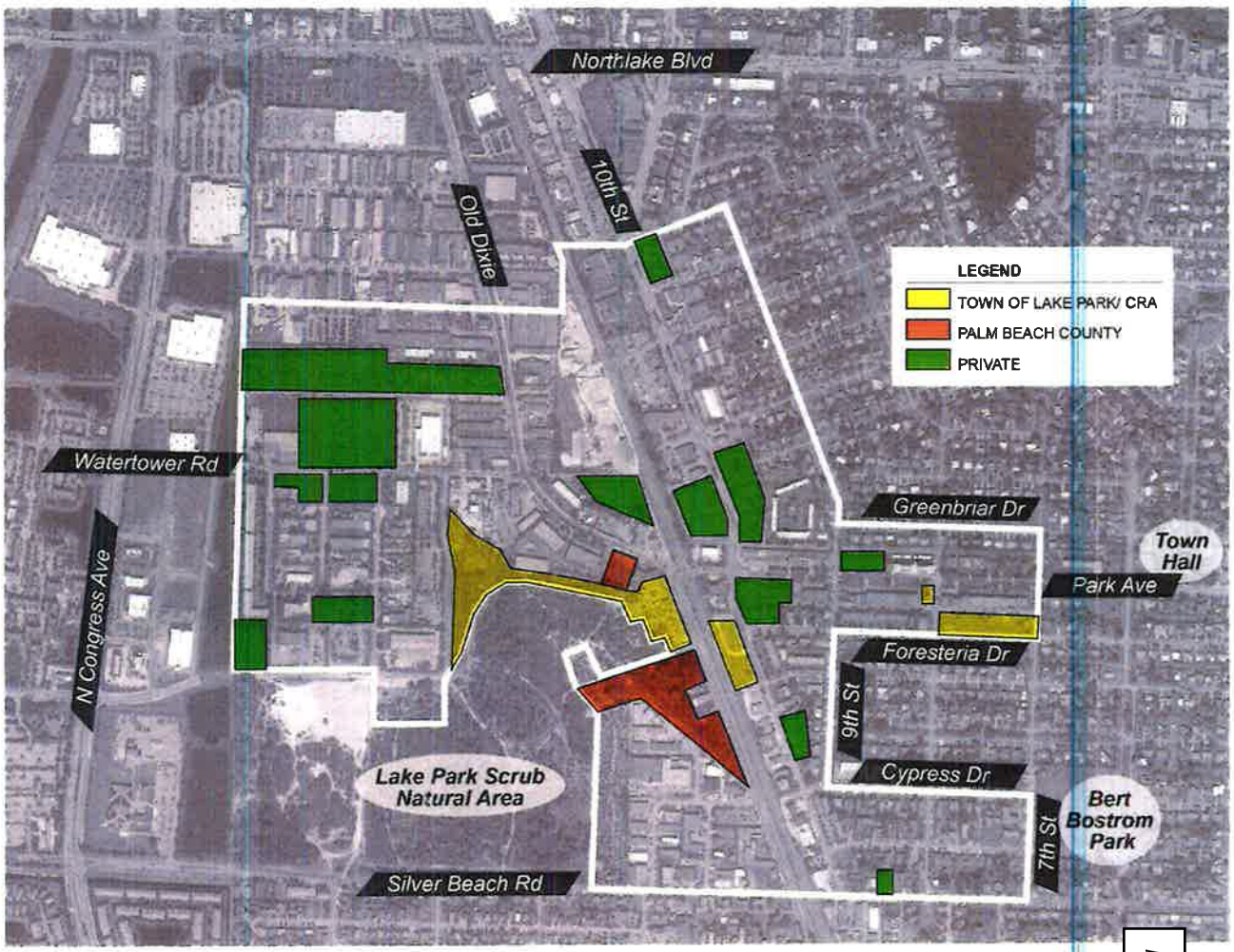
1. Town History
2. CRA History and Description
3. 2010 CRA Plan Summary



# Existing Conditions

Presented in February

- Limited land availability
- Land control
- High demand
- Entrepreneurship
- Market access



# Summary of Public Input

## Common Themes

- Aesthetics
- Gateways
- Quality of life
- Community pride
- More shopping
- Parking

# Summary of Public Input

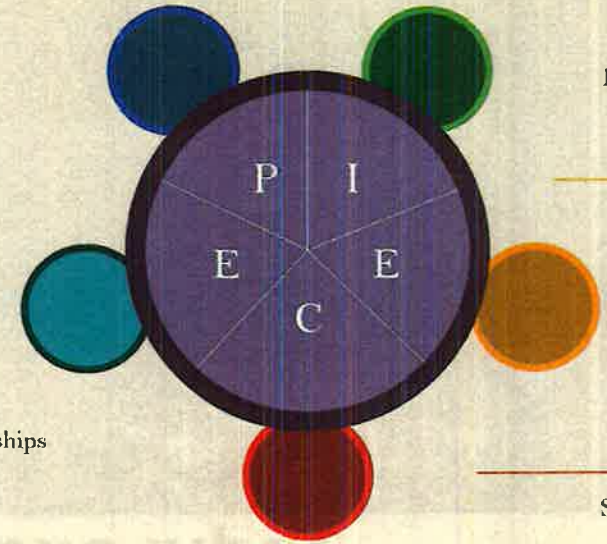
## PIECE ANALYSIS™ OF LAKE PARK CRA

### PRESERVE

Historical Charm
Historic Grid Pattern/ Layout
Landscape
Legacy Businesses
Railroad Connection

### INVEST

Creating a Destination
Public Events/ Farmer's Market
Main Street Programming
Commercial Facades
Marketing & Promotion of Town




### EXPOSE

Historic Downtown
Vibrant, Active, and Walkable
Planning History
Frederick Law Olmsted
Industrial Opportunity
Pleasant Place to Live

### ENHANCE

Downtown Feel & Identity
A Reason to Come Here
The Experience
Park Ave by Night
Smaller Retail Spaces
Local Businesses Network/ Partnerships
Residential Offerings

### CAPITALIZE

Small Town Charm
Industrial Space
Accessibility

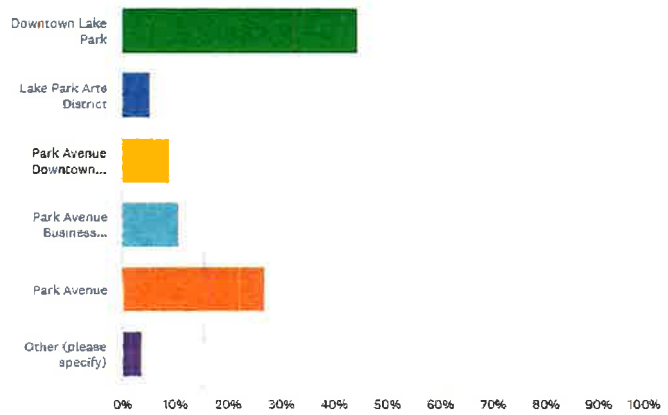
BUSINESS FLARE®

# Summary of Public Input

# Summary of Public Input

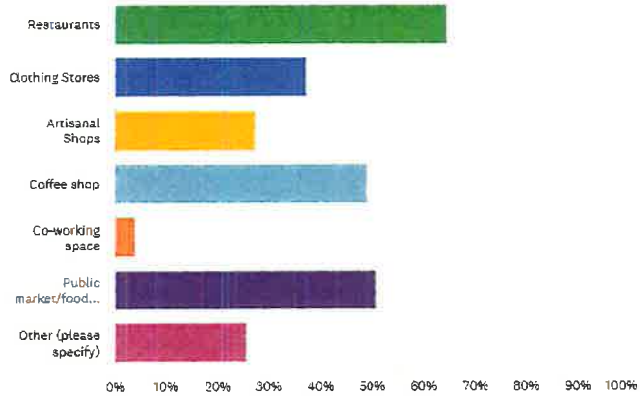
How do you usually refer to the business district along Park Avenue in Lake Park?

Answered: 56 Skipped: 1

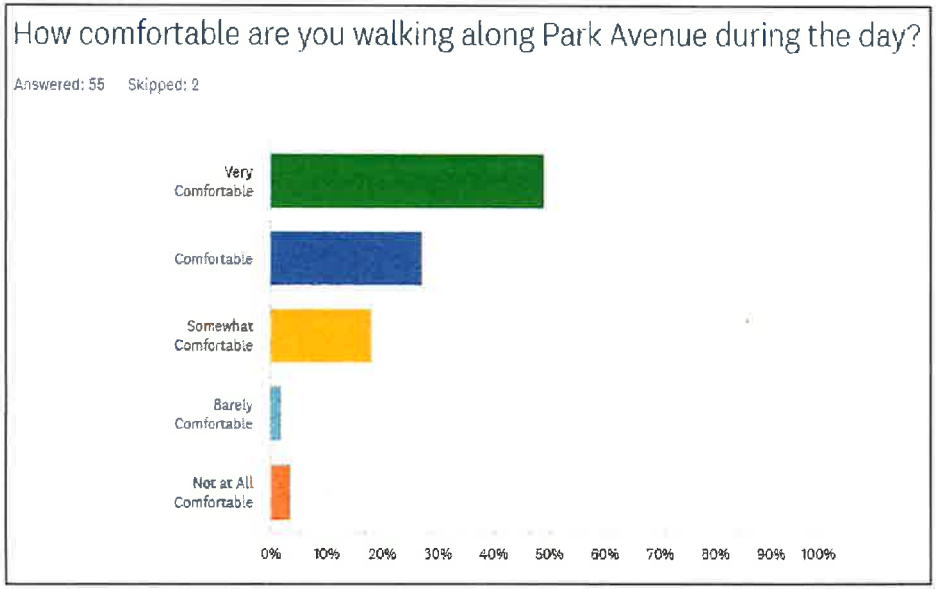


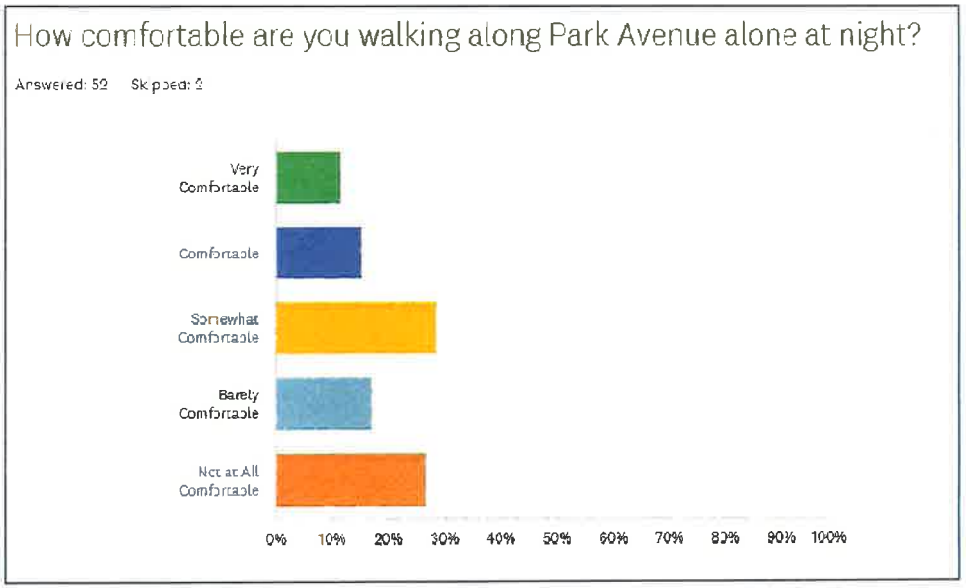

What type of businesses are missing in Downtown Lake Park? That you currently have to travel elsewhere for? (select all that apply)

Answered: 51 Skipped: 3



# Summary of Public Input



# Redevelopment Goals

1. Economic Development
2. Capital Improvements and Infrastructure
3. Residential and Quality of Life
4. Transit, Transportation and Parking
5. Redevelopment Support
6. Redevelopment Administration
7. Potential Sources of Funding
8. Neighborhood Impact

# Redevelopment Program Initiatives

## Economic Development

- Identity
  - Establish a unifying and authentic identity that preserves Lake Park's 'look and feel'
  - Create photo-worthy spaces
  - Utilize code enforcement and community policing
- Retain and expand targeted industries
  - Creators
  - Craft Breweries
  - Local Flavor Restaurants
  - Fitness
  - Marine
  - Entrepreneurial Endeavors
- Continue supporting small businesses, entrepreneurs and non-profits
- Expand marketing and promotion efforts
  - Grow a network of champions and partners
  - CRA owned property
  - Art and Culture
  - Signature events

# Redevelopment Program Initiatives

## Public Improvements and Infrastructure

- Gateways
- Wayfinding
- Enhanced Lighting
- Streetscapes and Aesthetics
  - Gateway corridors
  - 10th Street
  - Silver Beach Road
  - Parking Lots
- Utilities and Underground Infrastructure
  - Septic to Sewer

# Redevelopment Program Initiatives

## Housing and Residential Life

- Establish a healthy and sustainable housing mix
  - Multifamily rehabilitation
  - Single family rehabilitation
  - Residential aesthetic improvements along corridors
  - Multifamily workforce housing development along the opportunity corridors
- Improve quality of life within the CRA
  - Alleys as linear parks
  - Introduce open space where possible in partnership with new development
  - Smart cities initiatives
  - Clean and safe initiatives
  - Enhance lighting and walkability

# Redevelopment Program Initiatives

## Transit, Transportation and Parking

- Transit
  - Pursue development of a Transit Oriented Development (TOD) / Mobility Hub on 10th Street.
  - Expand transit options to service growth near and within the CRA.
    - Micro mobility
    - Last mile solutions
    - Local, interior circulator
- Transportation
  - Alley connections
  - Lake Park Legacy Loop
  - Park Avenue Extension Project
- Parking
  - Downtown Parking Management Plan
  - Create additional parking within the CRA

# Redevelopment Program Initiatives

## Transit, Transportation and Parking

# Redevelopment Program Initiatives

## Transit, Transportation and Parking

# Redevelopment Program Initiatives

## Transit, Transportation and Parking

# Redevelopment Program Initiatives

## Redevelopment Support and Administration

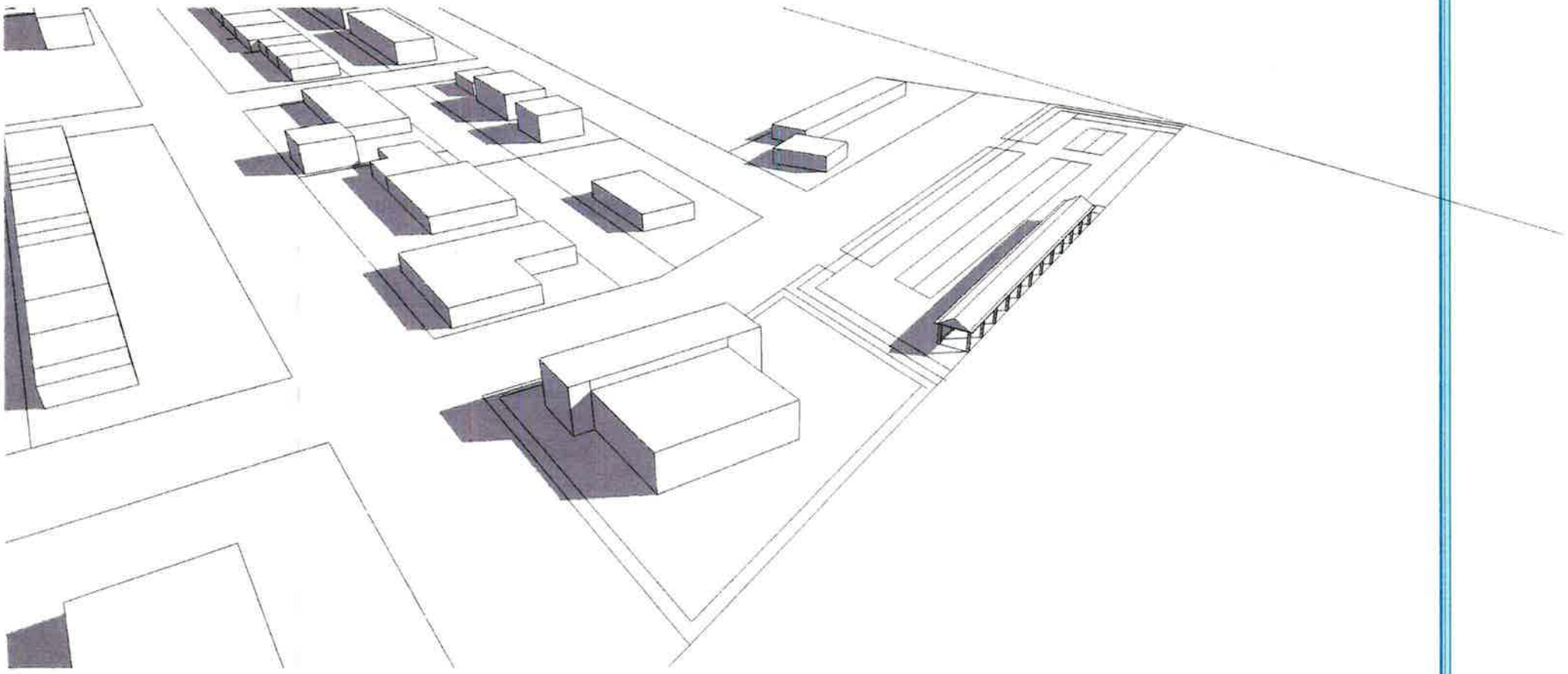
- Land Development Regulations
  - Increase residential entitlements
    - 10th Street Opportunity Corridor
    - Downtown
    - Vacate right of way for enhanced downtown entitlements
    - Adopt design standards and statement architecture, especially at gateways
    - Adopt open space requirements for major developments
  - Land Acquisition and Disposition
    - Utilize CRA owned property to stimulate revitalization and activity
    - Assemble available properties at targeted gateway locations
  - Financing
    - Adopt TIF incentives for targeted development types
    - Identify debt capacity and potential projects for bond issues
  - Redevelopment Administration, Resources and Staffing

# Redevelopment Projects

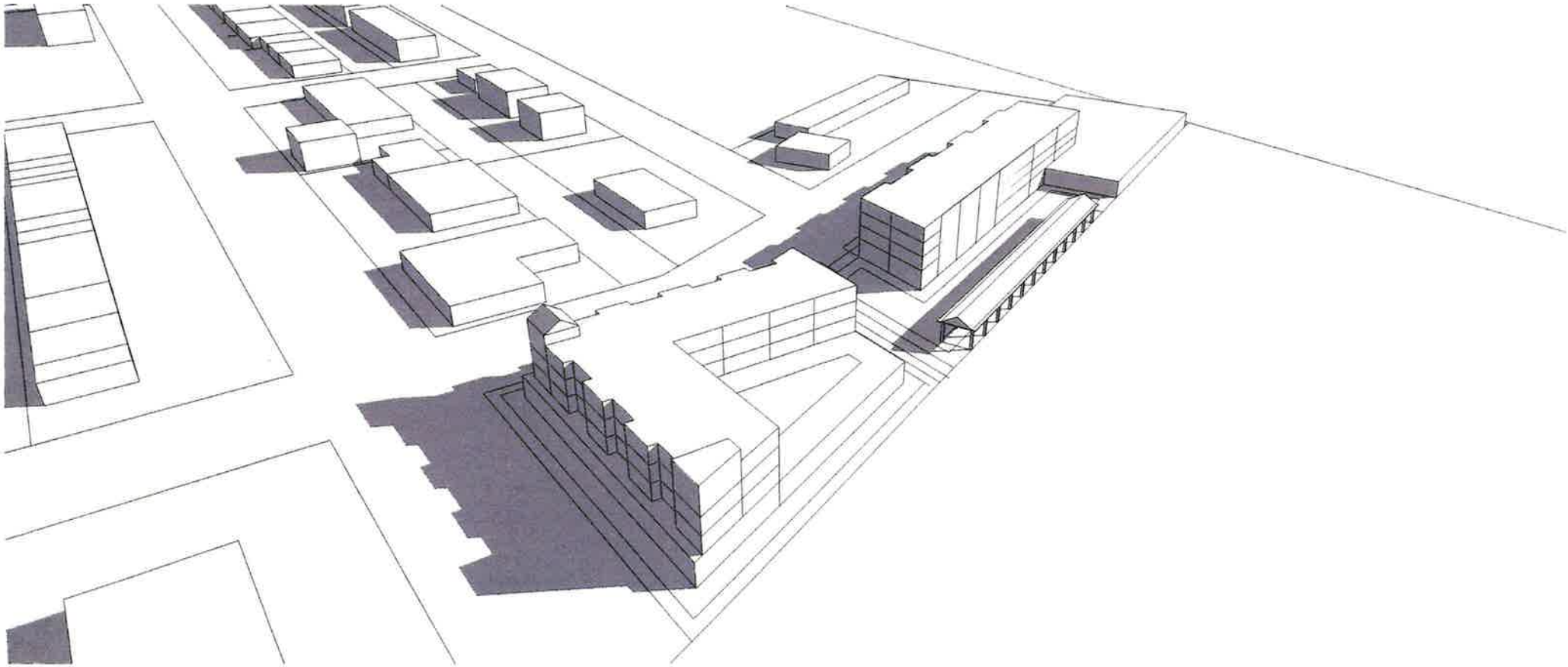
## Key Redevelopment Projects

- **Railside Site** – Pursue the development of a mixed-use TOD.
- Adopt a **TIF Recapture** Program for targeted mixed-use development.
- **Marketing** and promotion of the CRA for business retention and attraction.
    - Economic development
    - Signature event(s)
    - Adaptive Reuse Area (10th Court)
- **CRA Expansion** (10th Court and Silver Beach Road).
- Work with Town on **Regulatory Enhancements** (entitlements and design standards).
    - Downtown
    - 10th Street
- **Capital Improvements** to Park Avenue crossover of Old Dixie Highway and the FEC rail tracks.
- **Septic to Sewer** projects and connections.
- Park Avenue and 10th Street **Gateway** Intersection Improvements.
- Design and install **Gateway** structures.
- Implement the **Park Avenue Extension**.
- Improve **Connectivity and Walkability** between the CRA's subareas and nearby neighborhoods.
- Continue to implement **Lighting Enhancements**.
- Work with property owners on **Parking Lot Enhancements**.
- Assist residential and commercial properties with **Rehabilitation Incentives**.

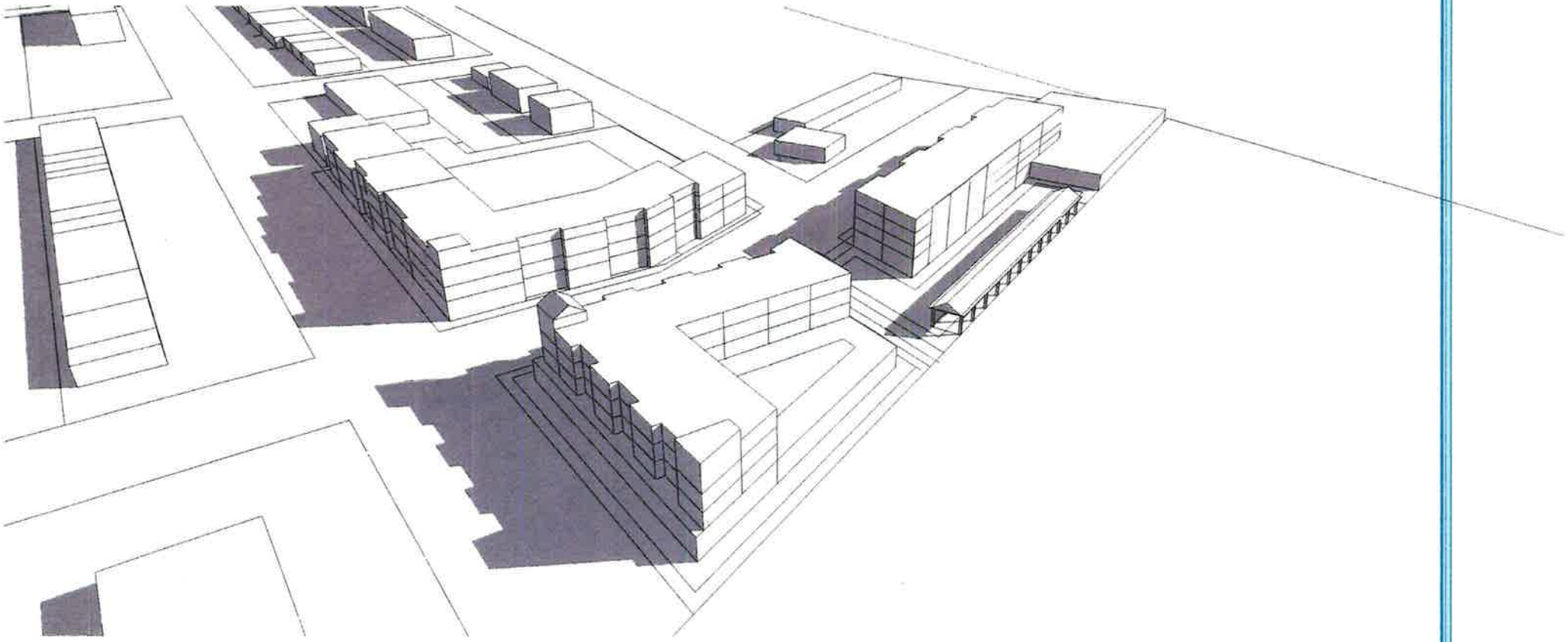
# Redevelopment Projects



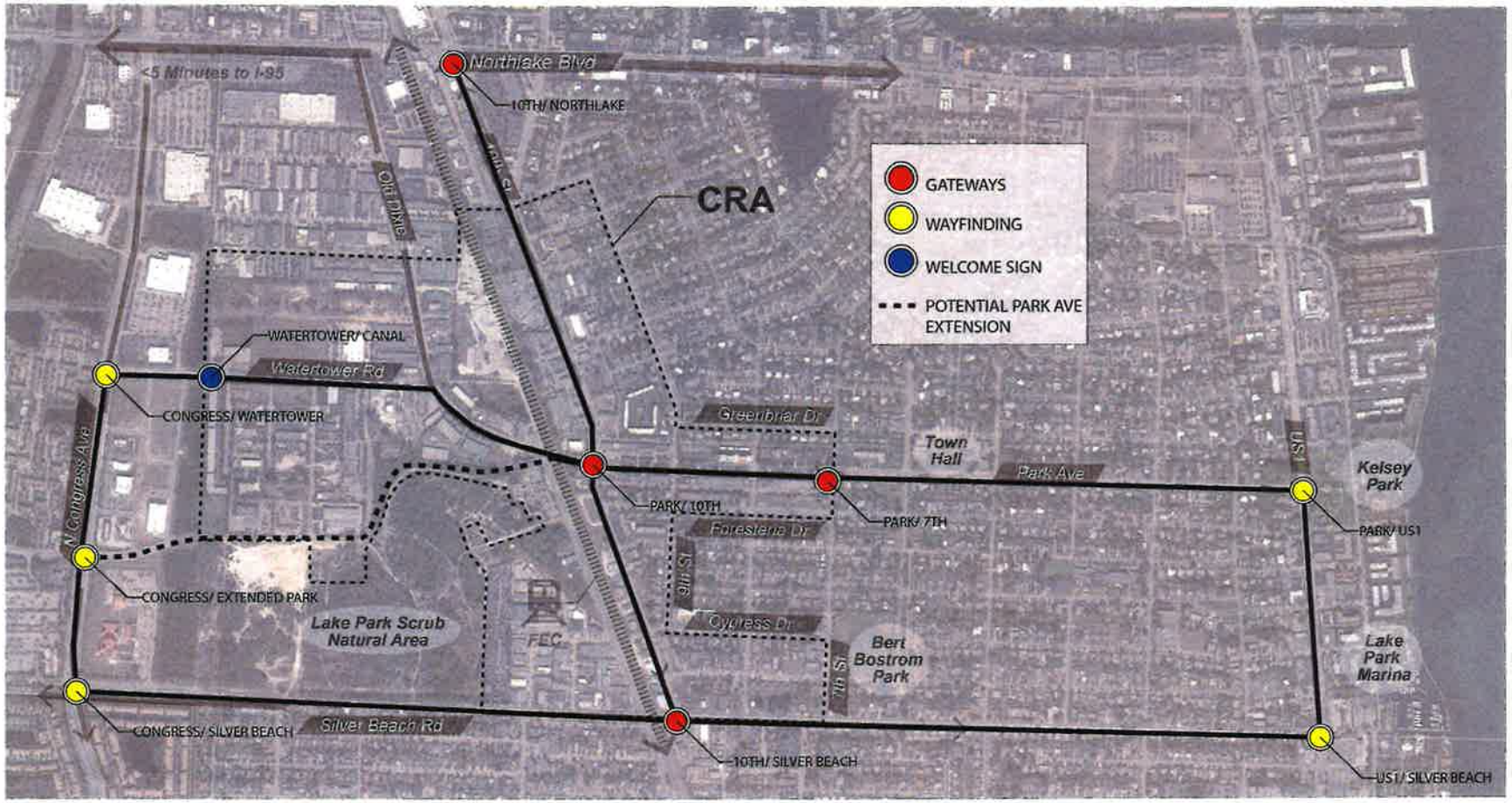
# Redevelopment Projects



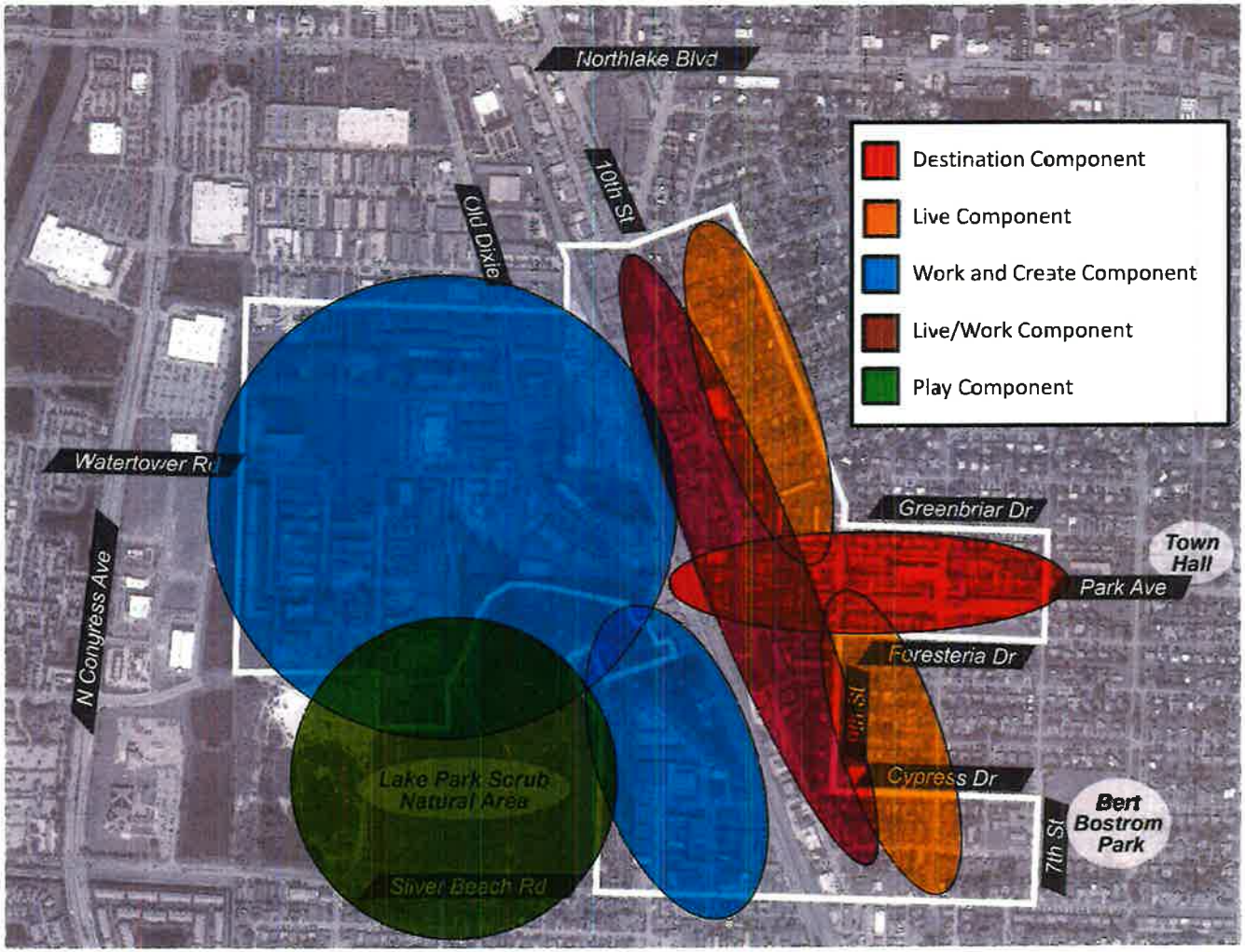
# Redevelopment Projects



# Redevelopment Projects



# Redevelopment Concept



# Additional Analysis for Plan

1. Opportunity Sites
2. TIF Projection Scenarios
3. Expansion Area Finding of Necessity

# CRA Expansion

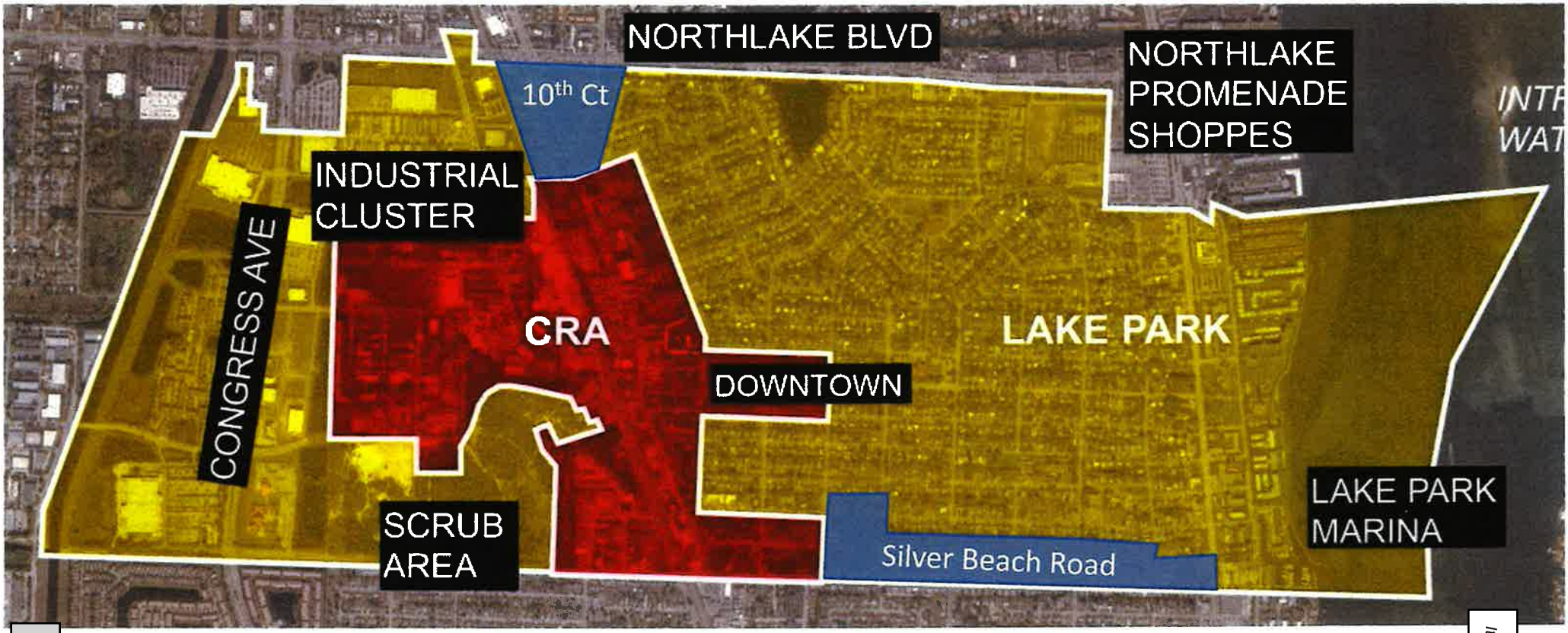
## Assessment of Need

Chapter 163, Florida Statutes defines "blight" as the existence of 2 of 15 criteria. The presence of blight )or slum) conditions is necessary for the creation of a CRA or the expansion of a CRA into new areas.

- Inadequate street layout/parking
- Property values not increasing
- Faulty lot layout
- Unsanitary/unsafe conditions
- Site deterioration
- Inadequate density patterns
- Falling lease rates
- Tax delinquency
- High vacancy rates
- High crime
- High emergency calls
- Building code violations
- Ownership challenges
- Contaminated property
- Sinkhole activity

# CRA Expansion

**CRA Expansion** (areas in blue)



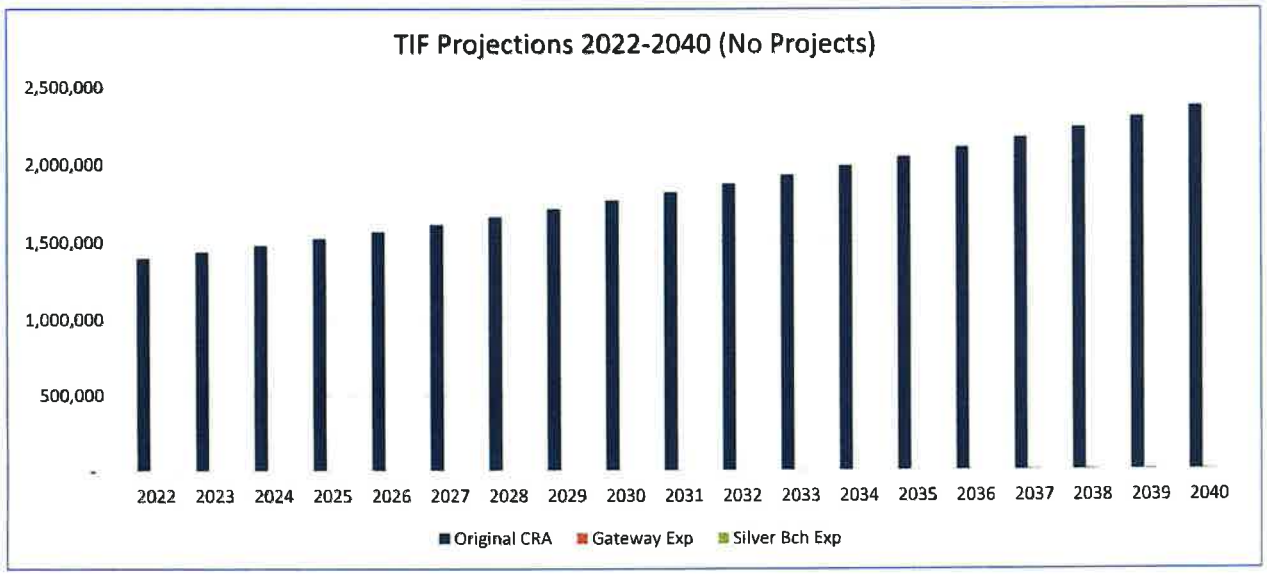
# CRA Expansion

## CRA Expansions

- 10th Court
  - Area is clearly blighted and needs redevelopment.
  - Includes a mixed-use opportunity site.
  - Creates a northern anchor and a CRA gateway directly at Northlake Blvd.
  - Provides a placemaking opportunity for an adaptive reuse destination for creators.
- Silver Lake Road
  - Area is clearly blighted and needs revitalization.
  - Expands the amount of open space in the CRA.
  - Opportunity to assist residential properties with renovation to retain attainable workforce housing.
  - Enhances the aesthetics of a key CRA gateway corridor.
  - Can improve residential property values.

# Financial Projections

| | Base Value | 2022/23 Proj. | Increment |
|---|---|---|---|
| Original CRA | $6,070,754 | $181,235,112 | $175,164,358 |
| Gateway Expansion | $21,230,527 | $21,867,443 | $636,916 |
| Silver Beach Expansion | $14,400,000 | $14,832,000 | $432,000 |



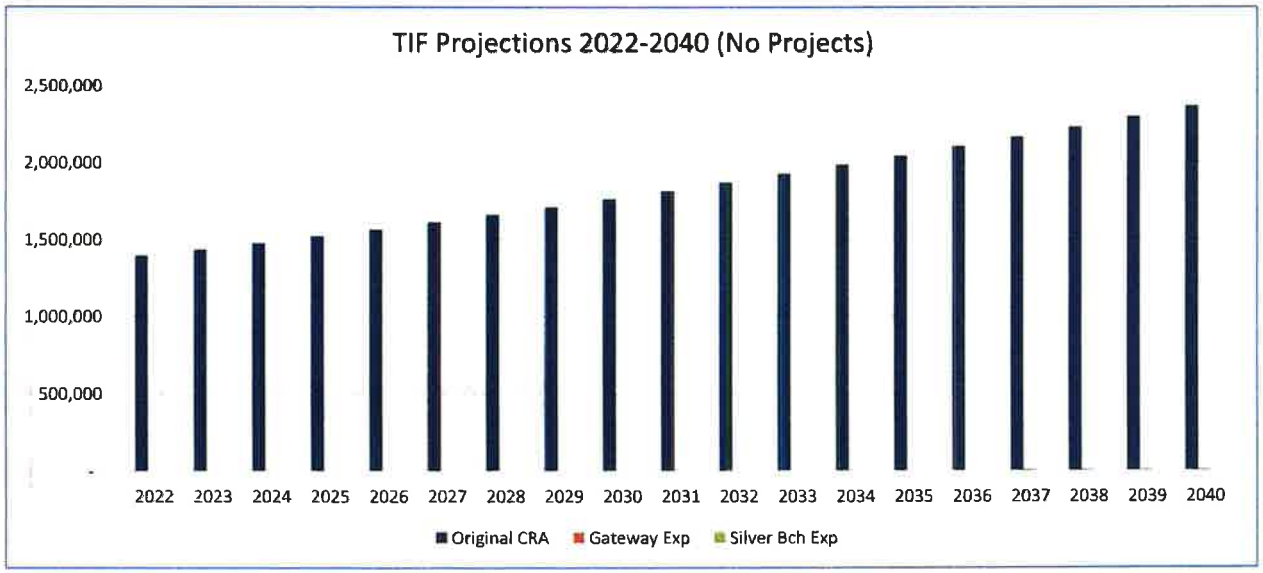
# Financial Projections

## Residential

| Units per Acre | Potential TIF |
|---|---|
| 16 | 23,975 |
| 35 | 53,177 |
| 50 | 75,967 |
| 75 | 113,950 |

## Industrial

$40-65,000 Potential TIF per Acre

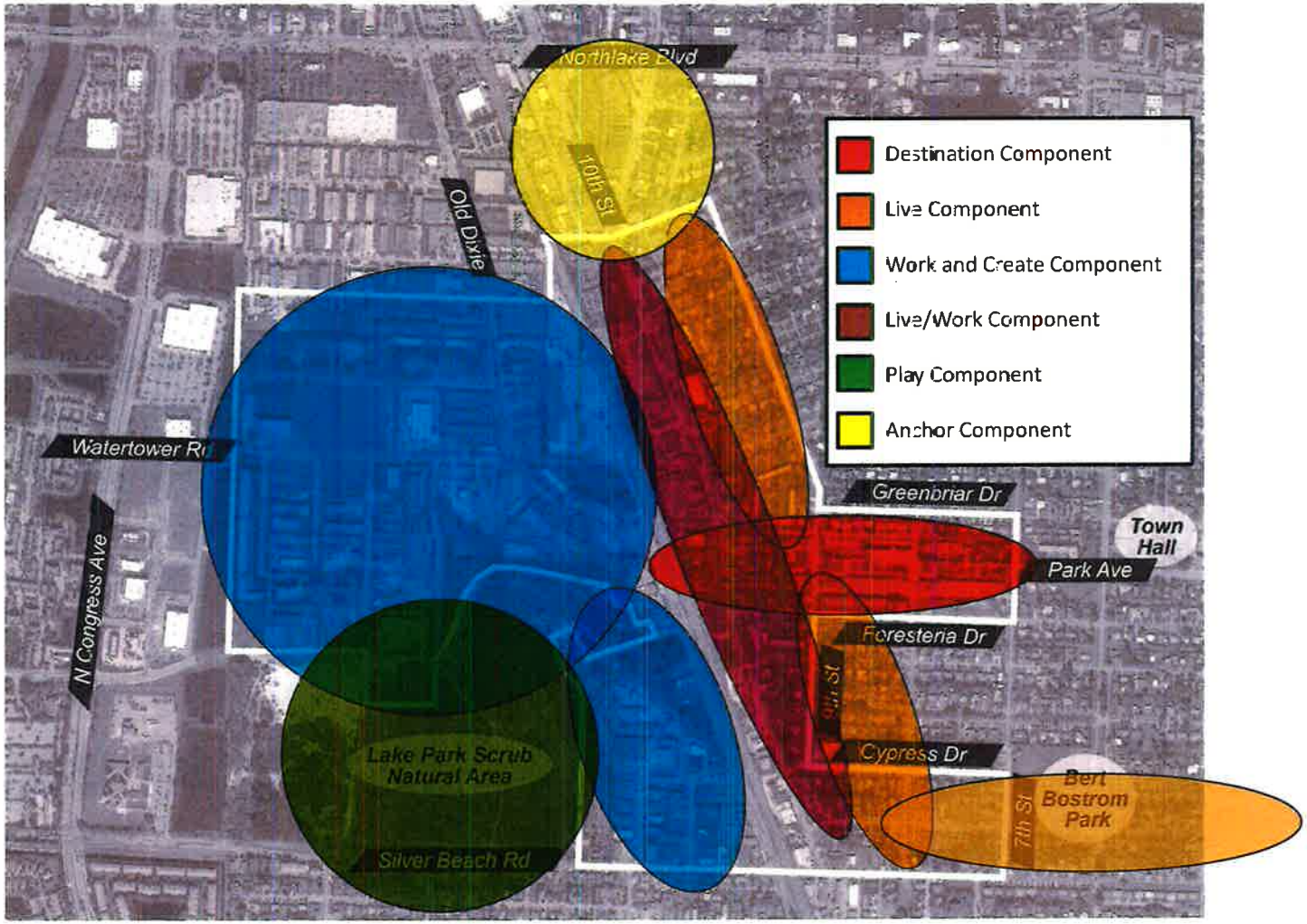


# 2010 Plan vs. 2022

## 2022 Plan

- Sub-Areas
  - Sub-areas are identified based on development patterns and market conditions rather than artificial boundaries such as roads.
  - Encourages a unifying identity between the sub-areas as complementary to each other.
  - Enhances connectivity and expands the CRA boundaries to improve internal CRA cohesion.
- Redevelopment Program
  - Is more inclusive and responsive to the CRA's actual mix of businesses and entrepreneurs.
  - Authorized continuation of successful programs while allowing flexibility to address changing market conditions and annual workplan priorities.
  - Establishes a new focus on opportunities with a project specific plan that remains adaptable.
  - Is responsive to the changing environment in which economic development is more driven by talent and workforce issues and quality of life through a heightened focus on aesthetics, social offerings and placemaking.

# Redevelopment Concept



# Next Steps

- Finalize Plan Draft and Distribute (March 25)
- Review Plan Draft with Board Members (March 25-April 4)
- Present Plan to P&Z Board (April 4)
- Final Draft Plan to CRA Board (April 6)
- Adoption of Final Plan by Town Commission (April 20)
- Transmit to Palm Beach County (April 21)

Thank You

Q&A

Exhibit "B"

# Update on Park Avenue and 10th Street Hardscape and Landscape Improvements

Department of Public Works

TOWN OF LAKE PARK • COMMUNITY REDEVELOPMENT AGENCY •

# Review of Streetscape Design Alternatives

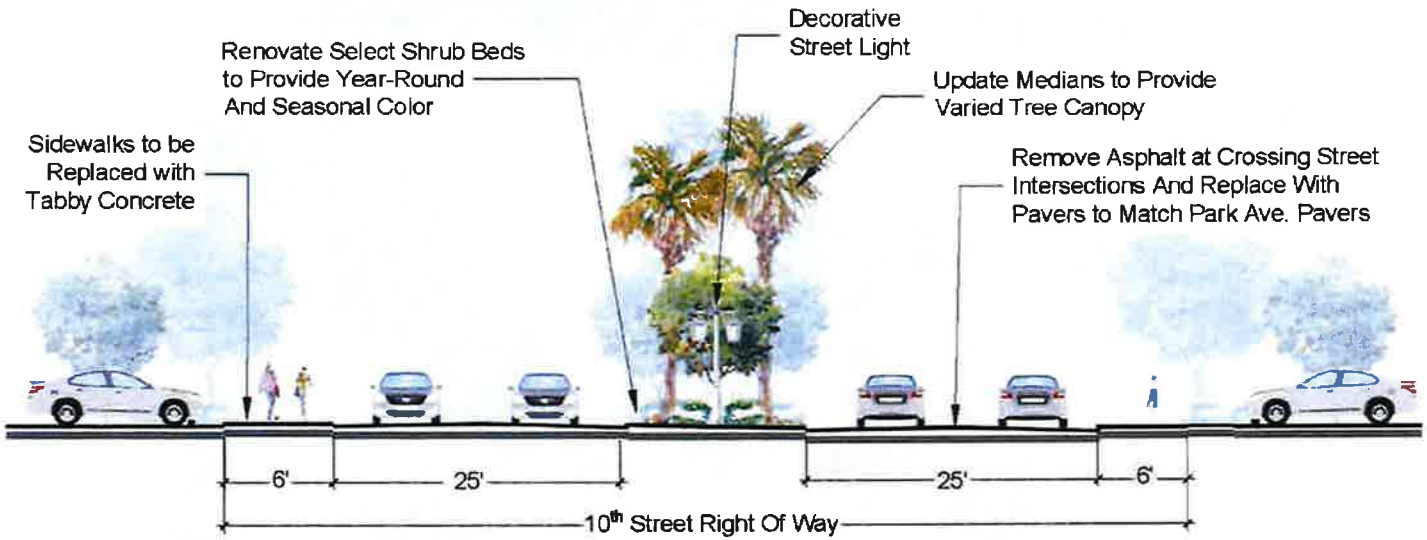
HAYS HENDERSON, PLA, JMORTON

# Conceptual Streetscape Typical Section

PARK AVENUE TYPICAL SECTION
PLAN NTS

Morton

# Conceptual Streetscape Typical Section

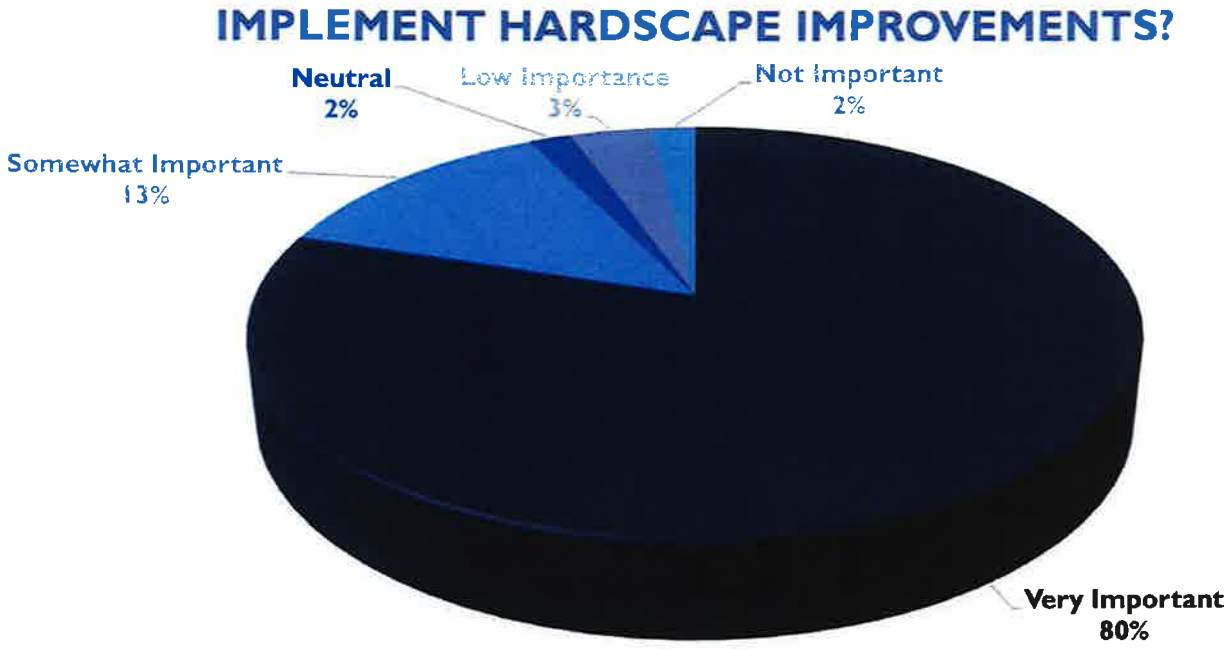



10TH STREET TYPICAL SECTION
PLAN NTS

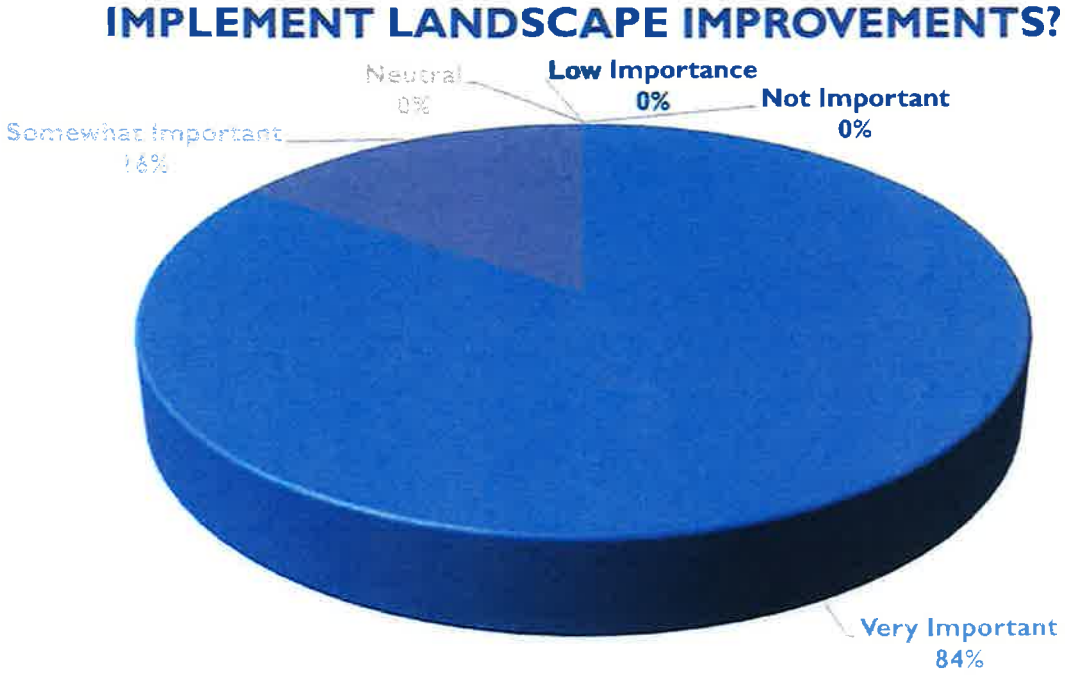
# Update on the Public Workshop

ROBERTO TRAVIESO, DIRECTOR OF PUBLIC WORKS

# Park Avenue & 10th Street Hardscape Improvements



# Park Avenue & 10th Street Landscape Improvements



# Public Comments

- Bus stops and benches may attract predatory characters
- Paver sidewalks create a big expense
- The intersection of Park Ave and 10th Street needs special attention
- Prefer native plants in common areas
- Use sponsorship from businesses/residences for trees
- Include sustainable plantings
- Will there be any public art?
- Make sure people do not vandalize or live in the pergolas

# Public Comments

- Paver sidewalks create a big expense
- The intersection of Park Ave and 10th Street needs special attention
- Prefer native plants in common areas
- Use sponsorship from businesses/residences for trees
- Include sustainable plantings
- Will there be any public art?
- Trees are preferred over palms, art
- Add cycling markings or bike lanes
- Landscape should include art and sculptures
- Concerned with the length of project; implement quickly

# Construction Cost Estimates and Suggested Implementation Timeline

JOHN WILLE, CAPITAL PROJECTS MANAGER

# Design Proposal for Streetscape Design

HAYS HENDERSON, PLA, JMORTON

# Discussion/Questions

# AGENDA

**Special Call**
**Community Redevelopment Agency**
**Wednesday, May 4, 2022, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | **—** | **Chair** |
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **John Linden** | **—** | **Agency Member** |
| **Roger Michaud** | **—** | **Agency Member** |
| **Henry K. Stark** | **—** | **Agency Member** |
| **Mary Beth Taylor** | **—** | **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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**
**None**

**D. 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.**

**E. CONSENT AGENDA:**
**1. March 16, 2022 Special Call Community Redevelopment Agency Meeting Minutes.** **Tab 1**

**F. NEW BUSINESS:**
**2. Final CRA Master Plan prepared by Business Flare.** **Tab 2**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. AGENCY MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Meeting will be conducted on June 1, 2022.**

# Consent Agenda

# TAB 1

# Community Redevelopment Agency
## Agenda Request Form

**Meeting Date: May 4, 2022** **Agenda Item No.**

**Agenda Title: March 16, 2022 Community Redevelopment Agency Meeting Minutes.**

---

[ ] SPECIAL PRESENTATION/REPORT **[X] CONSENT AGENDA**
[ ] OLD BUSINESS [ ] NEW BUSINESS
[ ] OTHER:

**Approved by Executive Director:** Action is [signature] **Date:** 3/31/2022

*Vivian Mendez, Agency Clerk, MMC*

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Agency Clerk** | Costs: $ **0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>**Meeting Minutes**<br>**Exhibits "A-B"** |
| | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case **V.M.**<br>**Please initial one.** |

**Recommended Motion: I move to approve the March 16, 2022 Community Redevelopment Agency Meeting Minutes.**

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, March 16, 2022 6:35 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency met for a regular meeting on Wednesday, March 16, 2022 at 6:35 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Agency Members Erin Flaherty, John Linden, Roger Michaud, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Shaquita Edwards. Agency Member Henry Stark was absent.

Agency Clerk Edwards performed the roll call and Chair O'Rourke led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**

**1. Update from Business Flare on their 'CRA Draft Plan Concept Overview'.**

Executive Director D'Agostino welcomed Kevin Crowder of Business Flare to present to the CRA members (see Exhibit "A").

Chair O'Rourke questioned the suggested timeline for expansion of the CRA. Mr. Crowder explained that a request to update the CRA Plan would need to be forwarded to Palm Beach County. The request should entail the elements of the CRA Plan relevant to the expansion areas. Agency Member Linden questioned if Silver Beach to US Highway 1 would be Business or Residential as related to workforce housing. Mr. Crowder suggested residential retention and improving aesthetics of the area. Agency Member Michaud questioned why Bert Bostrom Park was included in the expansion. Mr. Crowder explained that Bert Bostrom Park was included to increase the amount of greenspace in the CRA. Chair O'Rourke questioned if Tax Incremental Funds (TIF) money could be used to create a Community Center. Mr. Crowder explained that TIF money could be utilized for a Community Center. Vice-Chair Glas-Castro announced that the "Next Steps" as presented did not adhere to statutory regulations and the timeline should be revisited. Discussion ensued regarding the use of TIF money as related to CRA Expansion. The CRA members thanked Mr. Crowder for his presentation.

**CONSENT AGENDA:**

**2. March 2, 2022 Special Call Community Redevelopment Agency Meeting Minutes.**

**Motion: Agency Member Michaud moved to approve the consent agenda; Agency Member Linden seconded the motion.**

Vote on Motion:

| Agency Member | Aye | Nay | Other |
|---|---|---|---|
| Agency Member Flaherty | X | | |
| Agency Member Linden | X | | |
| Agency Member Michaud | X | | |
| Agency Member Stark | | | Absent |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**PUBLIC COMMENT:**
None

**NEW BUSINESS:**
**3. Request for Authorization for the Community Redevelopment Agency Executive Director to Encumber and Disburse Payment to Florida Power & Light for Services Associated with the Relocation of Overhead Feeder Cables at 754 Park Avenue.**

Executive Director D'Agostino provided a brief summary of the item and announced that construction would conclude on June 30, 2022.

**Motion: Agency Member Michaud moved to authorize the Executive Director to encumber and disburse payment to Florida Power & Light to complete relocation of the overhead feeder cables at 754 Park Avenue; Agency Member Linden seconded the motion.**

Vote on Motion:

| Agency Member | Aye | Nay | Other |
|---|---|---|---|
| Agency Member Flaherty | X | | |
| Agency Member Linden | X | | |
| Agency Member Michaud | X | | |
| Agency Member Stark | | | Absent |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**4. Resolution 13-03-22 Update on the Proposed Streetscape Improvements for Park Avenue and 10th Street (the Project) and Request for Authorization for the Community Redevelopment Agency (CRA) Executive Director to Accept a Proposal from Landscape Architecture Firm JMorton to Develop and Design Plans for the Project.**

Executive Director D'Agostino provided a brief summary of the item and welcomed Public Works Director Roberto Travieso and Project Manager John Willie to present to

the CRA members (see Exhibit "B"). Discussion ensued regarding the approach to the project; simultaneous construction along 10th Street and along Park Avenue. Project Manager Willie explained that the construction schedule was flexible. Mr. James Henderson of JMorton addressed the Board and explained that he and his associates were eager to assist the Town of Lake Park with the Streetscape Improvements.

**Motion: Vice-Chair Glas-Castro moved to approve Resolution 13-03-22 with the understanding that designs would be revised to address Board Concerns with costs before plans move to one hundred percent completion; Agency Member Linden seconded the motion.**

Vote on Motion:

| Agency Member | Aye | Nay | Other |
|---|---|---|---|
| Agency Member Flaherty | X | | |
| Agency Member Linden | X | | |
| Agency Member Michaud | X | | |
| Agency Member Stark | | | Absent |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**EXECUTIVE DIRECTOR REPORT:**

Executive Director D'Agostino announced that there was a considerate amount of developers with financial interests in the Town of Lake Park. He announced that he would have an update of CRA Projects in two months.

**REQUEST FOR FUTURE AGENDA ITEMS:**

None

**AGENCY MEMBER COMMENTS:**

**Agency Member Flaherty** had no comments.

**Agency Member Linden** had no comments.

**Agency Member Michaud** had no comments.

**Agency Member Stark** was absent.

**Vice-Chair Glas-Castro** asked Executive Director D'Agostino about prospective Candidates for the CRA member vacancy. Executive Director D'Agostino explained that the position had been advertised; he suggested current Agency Members could notify staff of prospective candidates.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA members and after a motion to adjourn by Vice-Chair Glas-Castro and seconded by Agency Member Linden, and by unanimous vote, the meeting adjourned at 8:15 p.m.

_____
Chair, Michael O'Rourke

_____
Agency Clerk, Vivian Mendez, MMC

_____
Agency Clerk, S. Edwards, MPA, MMC

Town Seal

Approved on this _____of _____, 2022

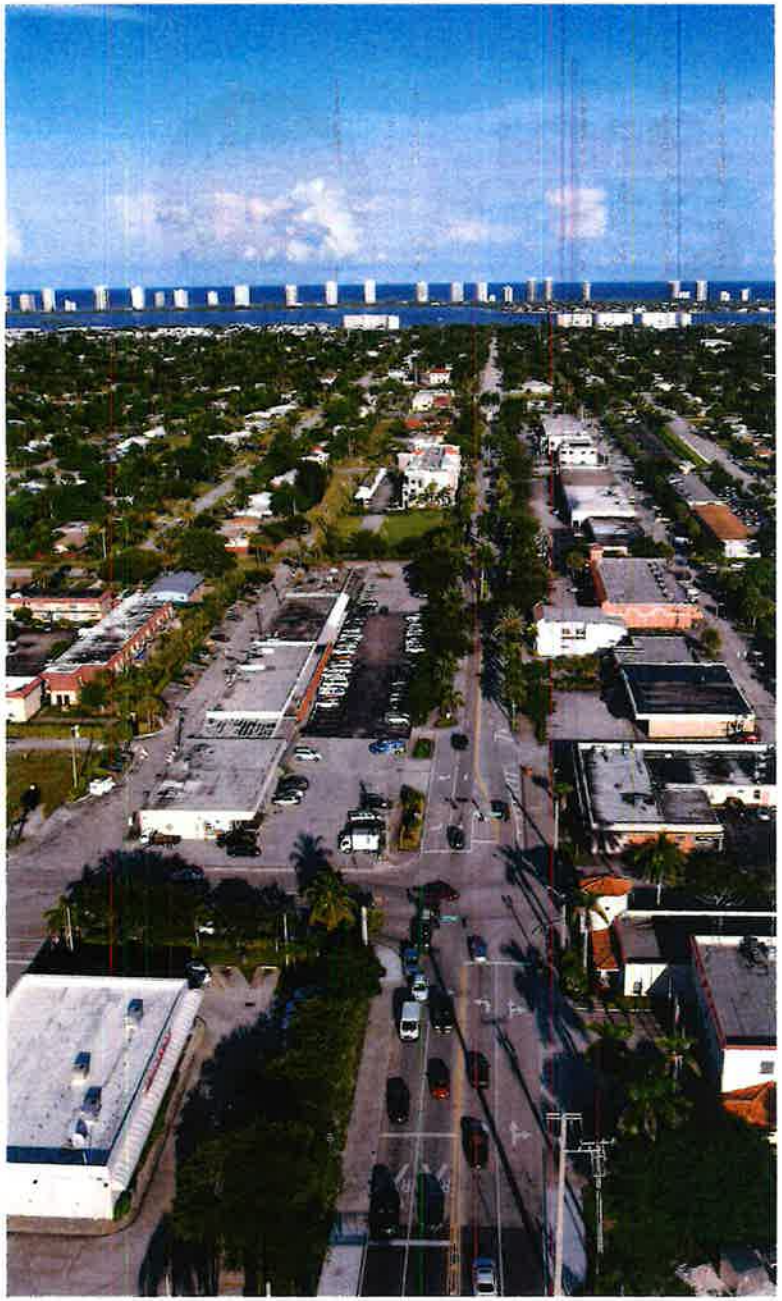
Exhibit "A"



Town of Lake Park, FL

# CRA Plan Concept Overview

*March 16, 2022*



# CRA Plan Concept

1. Executive Summary
2. Authority to Undertake Redevelopment
3. Background
4. Existing Conditions
5. Summary of Public Input
6. Redevelopment Goals
7. Redevelopment Program Initiatives
8. Redevelopment Projects
9. CRA Expansion
10. Conclusion

# Executive Summary

1. Plan Overview
2. Financial Summary
3. Plan Organization
4. Boundary Map
    1. Original Boundary
    2. Proposed Expansions

**The plan is realistic and actionable, and encourages:**

- Compatible development that respects community character and the Town's rich history.
- Supports entrepreneurship and provides CRA support for entrepreneurs and small businesses to succeed, including strategies that attract additional customers to the commercial areas; that attract investment and development that enhances existing space and provides new space for businesses; and that assist with aesthetic improvements to local businesses.
- Provides much needed infrastructure and capital investments on aesthetics, connectivity, and projects that build on the Town's successful clean and safe initiatives.
- Enhancements to existing residential property and supports development of new residential projects that are consistent with community character and which provide a "healthy housing mix."

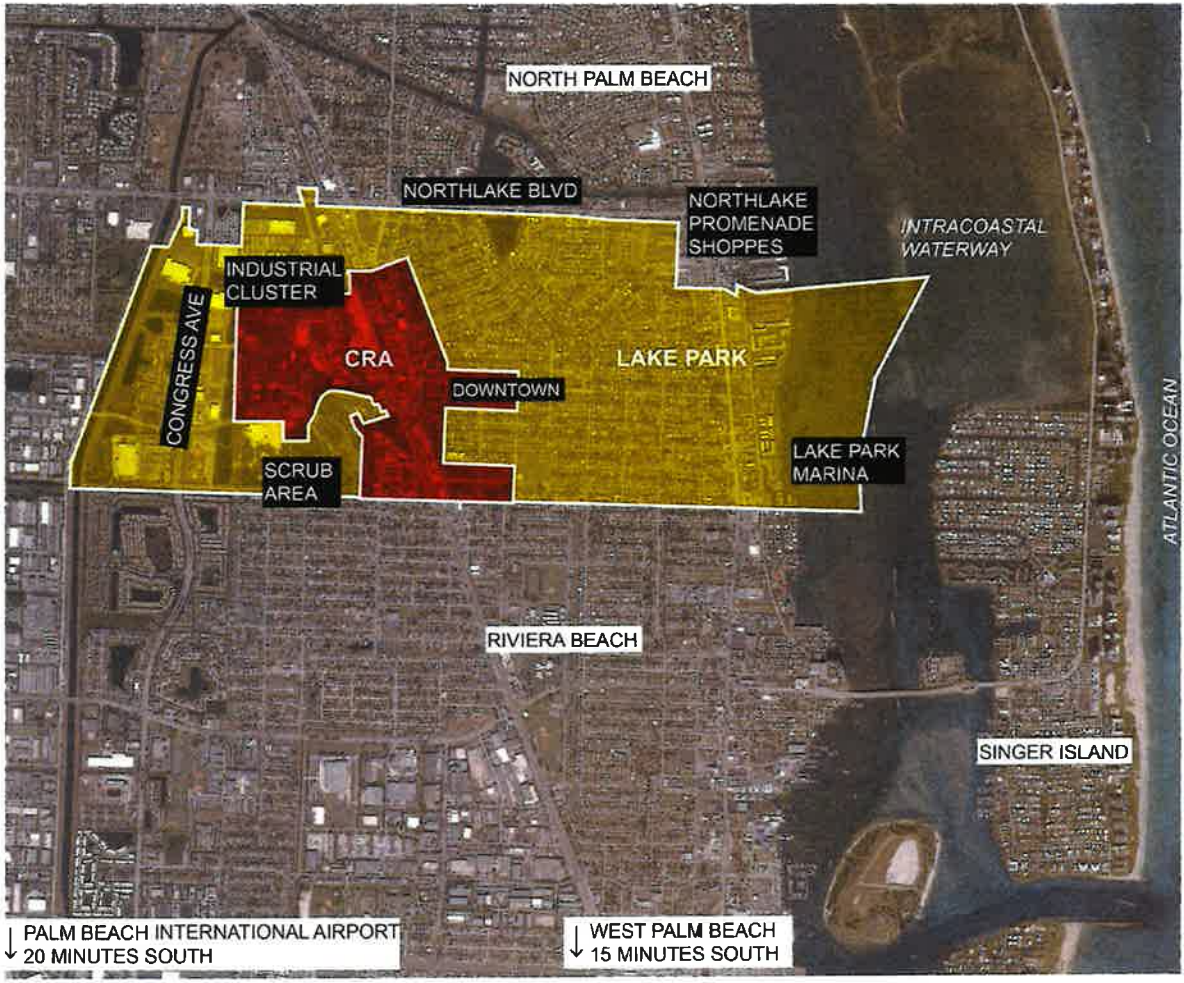
# Authority to Undertake Redevelopment

Chapter 163 Requirements and Checklist

- Legal Description
- Maps and Diagrams
- Neighborhood Impact Element
- Identify Capital Projects
- Governance
- Land Protections
- Relocation
- Residential Use Element
- Financial Projections
- Estimated Timeline

# Background

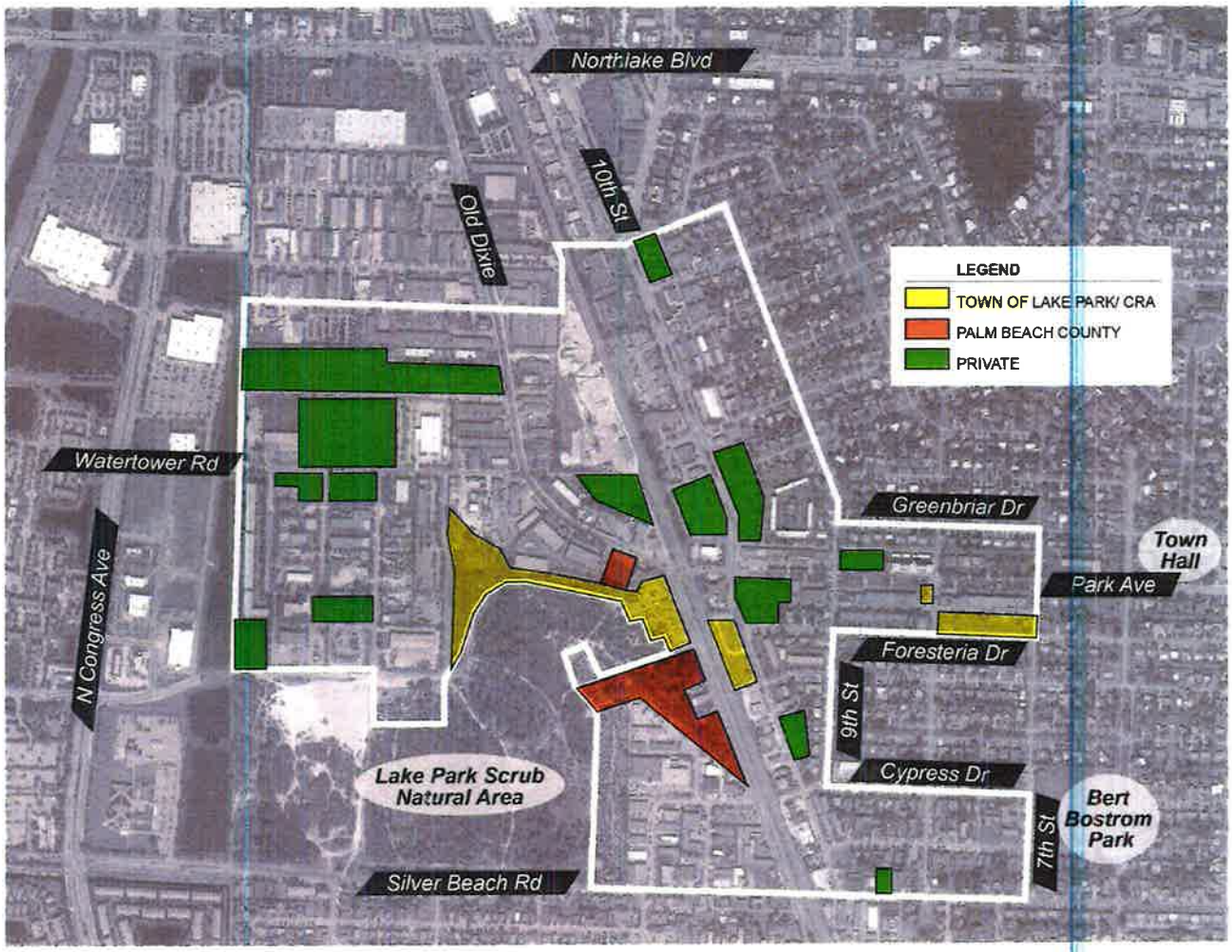
1. Town History
2. CRA History and Description
3. 2010 CRA Plan Summary



# Existing Conditions

Presented in February

- Limited land availability
- Land control
- High demand
- Entrepreneurship
- Market access



# Summary of Public Input

## Common Themes

- Aesthetics
- Gateways
- Quality of life
- Community pride
- More shopping
- Parking

# Summary of Public Input

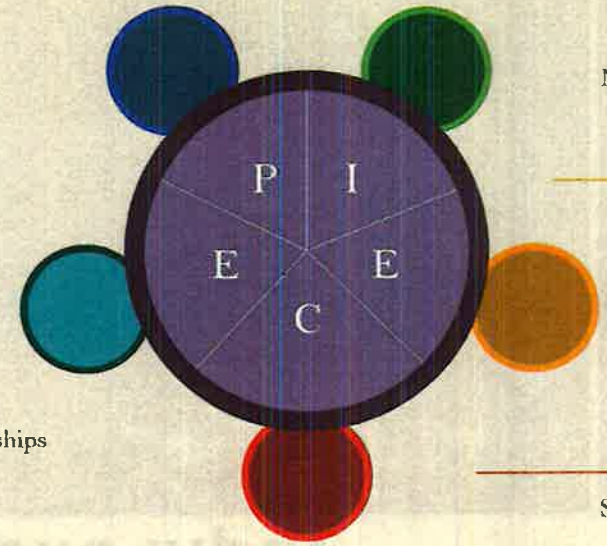
## PIECE ANALYSIS™ OF LAKE PARK CRA

### PRESERVE

Historical Charm
Historic Grid Pattern/ Layout
Landscape
Legacy Businesses
Railroad Connection

### INVEST

Creating a Destination
Public Events/ Farmer's Market
Main Street Programming
Commercial Facades
Marketing & Promotion of Town




### EXPOSE

Historic Downtown
Vibrant, Active, and Walkable
Planning History
Frederick Law Olmsted
Industrial Opportunity
Pleasant Place to Live

### ENHANCE

Downtown Feel & Identity
A Reason to Come Here
The Experience
Park Ave by Night
Smaller Retail Spaces
Local Businesses Network/ Partnerships
Residential Offerings

### CAPITALIZE

Small Town Charm
Industrial Space
Accessibility

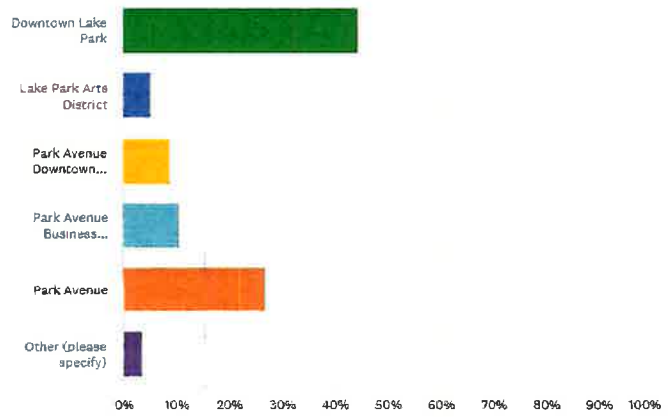
BUSINESS FLARE®

# Summary of Public Input

# Summary of Public Input

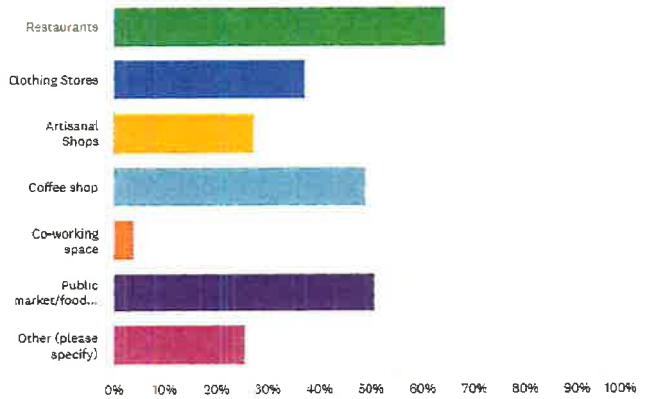
How do you usually refer to the business district along Park Avenue in Lake Park?

Answered: 56 Skipped: 1

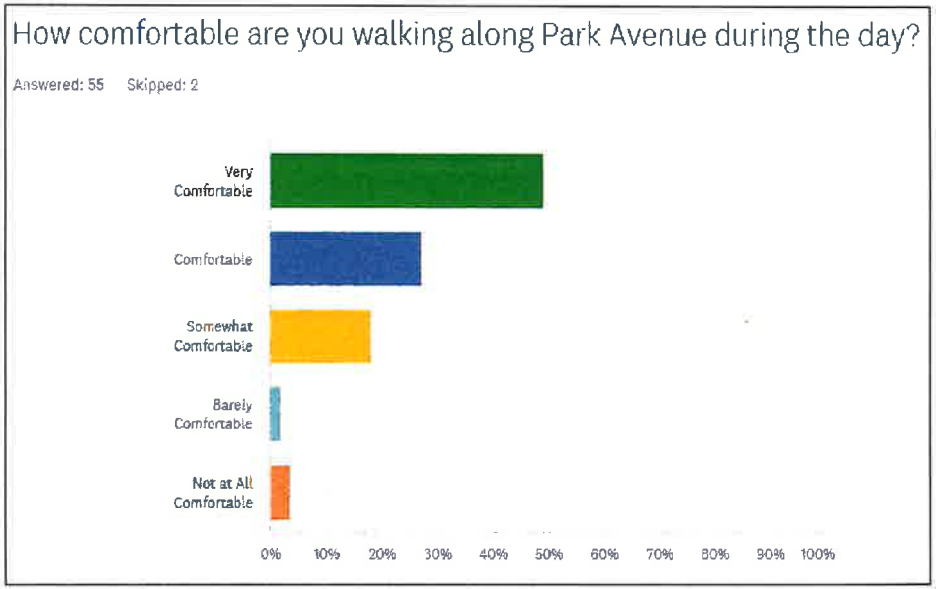


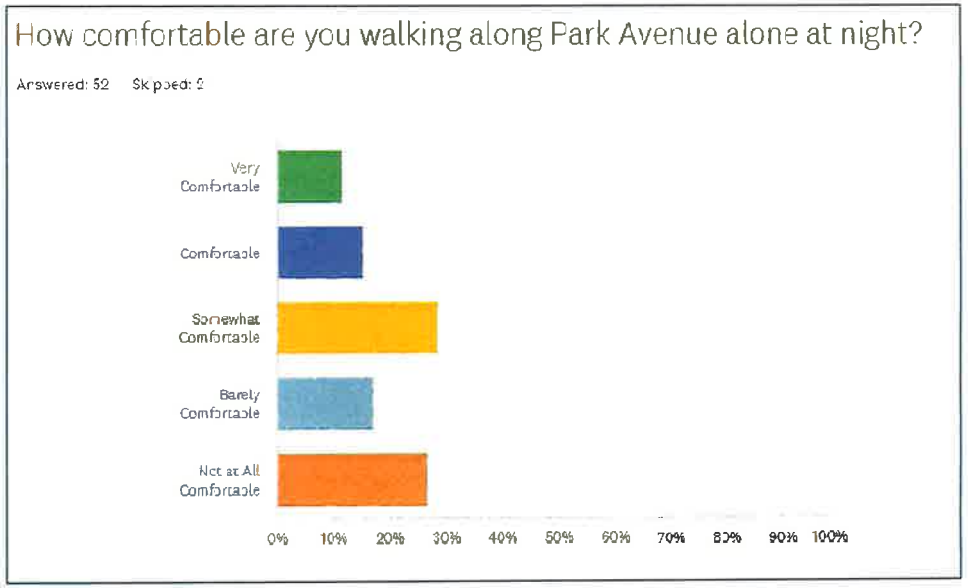

What type of businesses are missing in Downtown Lake Park? That you currently have to travel elsewhere for? (select all that apply)

Answered: 51 Skipped: 3



# Summary of Public Input



# Redevelopment Goals

1. Economic Development
2. Capital Improvements and Infrastructure
3. Residential and Quality of Life
4. Transit, Transportation and Parking
5. Redevelopment Support
6. Redevelopment Administration
7. Potential Sources of Funding
8. Neighborhood Impact

# Redevelopment Program Initiatives

## Economic Development

- Identity
  - Establish a unifying and authentic identity that preserves Lake Park's 'look and feel'
  - Create photo-worthy spaces
  - Utilize code enforcement and community policing
- Retain and expand targeted industries
  - Creators
  - Craft Breweries
  - Local Flavor Restaurants
  - Fitness
  - Marine
  - Entrepreneurial Endeavors
- Continue supporting small businesses, entrepreneurs and non-profits
- Expand marketing and promotion efforts
  - Grow a network of champions and partners
  - CRA owned property
  - Art and Culture
  - Signature events

# Redevelopment Program Initiatives

## Public Improvements and Infrastructure

- Gateways
- Wayfinding
- Enhanced Lighting
- Streetscapes and Aesthetics
  - Gateway corridors
  - 10th Street
  - Silver Beach Road
  - Parking Lots
- Utilities and Underground Infrastructure
  - Septic to Sewer

# Redevelopment Program Initiatives

## Housing and Residential Life

- Establish a healthy and sustainable housing mix
  - Multifamily rehabilitation
  - Single family rehabilitation
  - Residential aesthetic improvements along corridors
  - Multifamily workforce housing development along the opportunity corridors
- Improve quality of life within the CRA
  - Alleys as linear parks
  - Introduce open space where possible in partnership with new development
  - Smart cities initiatives
  - Clean and safe initiatives
  - Enhance lighting and walkability

# Redevelopment Program Initiatives

## Transit, Transportation and Parking

- Transit
  - Pursue development of a Transit Oriented Development (TOD) / Mobility Hub on 10th Street.
  - Expand transit options to service growth near and within the CRA.
    - Micro mobility
    - Last mile solutions
    - Local, interior circulator
- Transportation
  - Alley connections
  - Lake Park Legacy Loop
  - Park Avenue Extension Project
- Parking
  - Downtown Parking Management Plan
  - Create additional parking within the CRA

# Redevelopment Program Initiatives

## Transit, Transportation and Parking

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## Transit, Transportation and Parking

# Redevelopment Program Initiatives

## Redevelopment Support and Administration

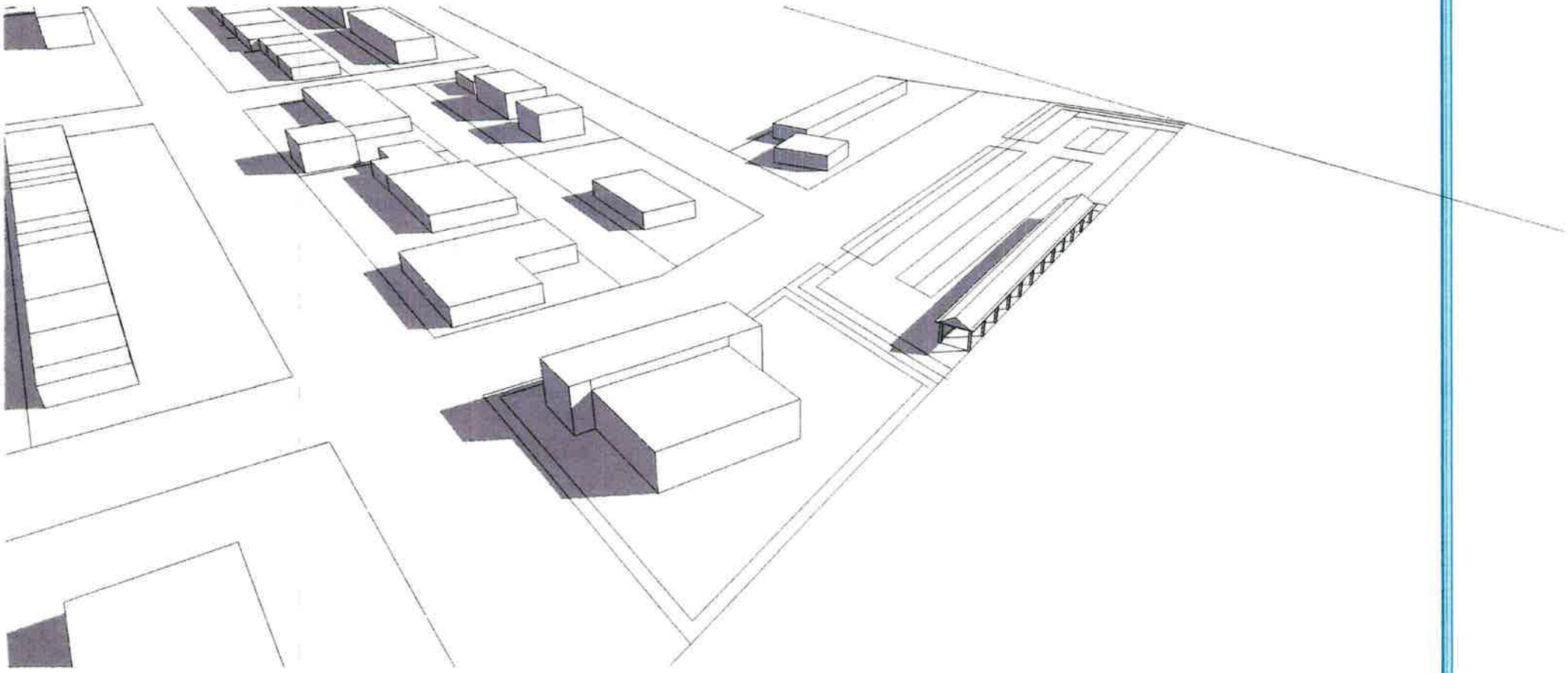
- Land Development Regulations
  - Increase residential entitlements
    - 10th Street Opportunity Corridor
    - Downtown
    - Vacate right of way for enhanced downtown entitlements
    - Adopt design standards and statement architecture, especially at gateways
    - Adopt open space requirements for major developments
  - Land Acquisition and Disposition
    - Utilize CRA owned property to stimulate revitalization and activity
    - Assemble available properties at targeted gateway locations
  - Financing
    - Adopt TIF incentives for targeted development types
    - Identify debt capacity and potential projects for bond issues
  - Redevelopment Administration, Resources and Staffing

# Redevelopment Projects

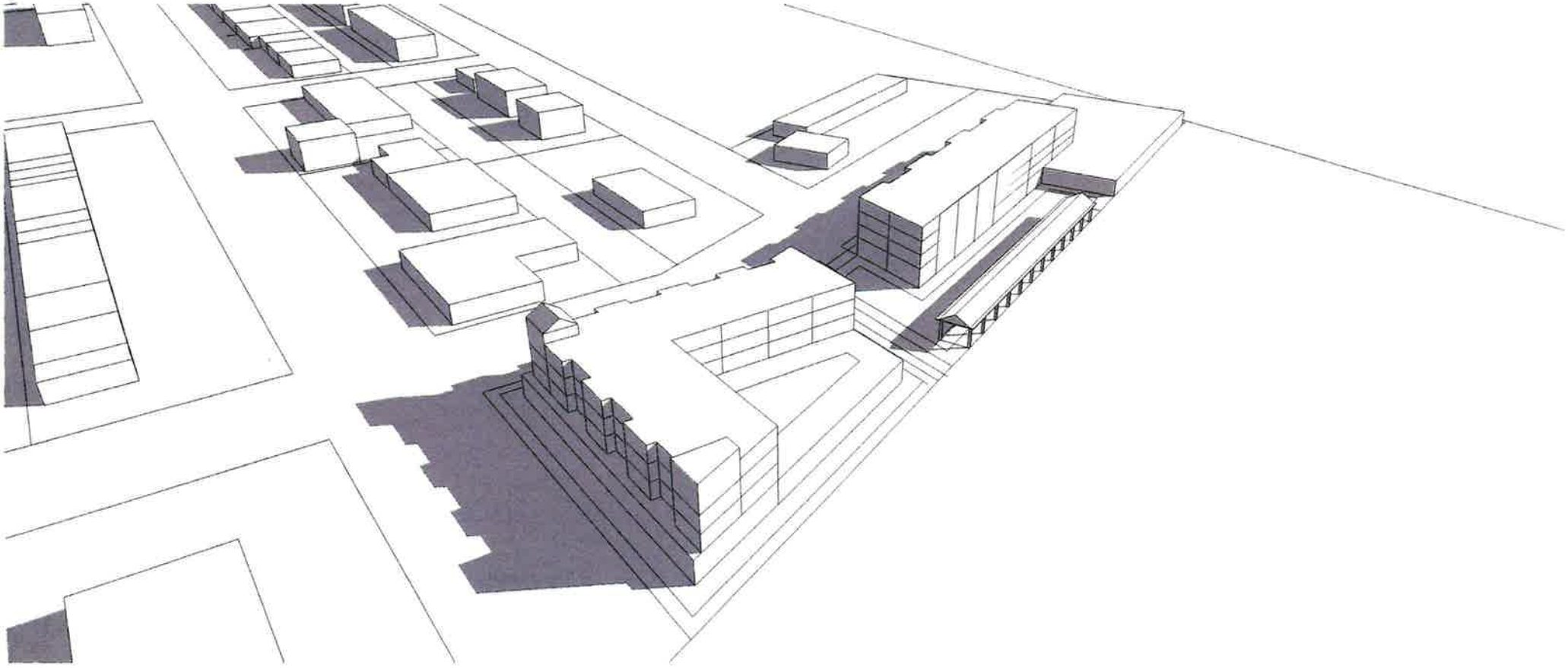
## Key Redevelopment Projects

- **Railside Site** – Pursue the development of a mixed-use TOD.
- Adopt a **TIF Recapture** Program for targeted mixed-use development.
- **Marketing** and promotion of the CRA for business retention and attraction.
  - Economic development
  - Signature event(s)
  - Adaptive Reuse Area (10th Court)
- **CRA Expansion** (10th Court and Silver Beach Road).
- Work with Town on **Regulatory Enhancements** (entitlements and design standards).
  - Downtown
  - 10th Street
- **Capital Improvements** to Park Avenue crossover of Old Dixie Highway and the FEC rail tracks.
- **Septic to Sewer** projects and connections.
- Park Avenue and 10th Street **Gateway** Intersection Improvements.
- Design and install **Gateway** structures.
- Implement the **Park Avenue Extension**.
- Improve **Connectivity and Walkability** between the CRA's subareas and nearby neighborhoods.
- Continue to implement **Lighting Enhancements**.
- Work with property owners on **Parking Lot Enhancements**.
- Assist residential and commercial properties with **Rehabilitation Incentives**.

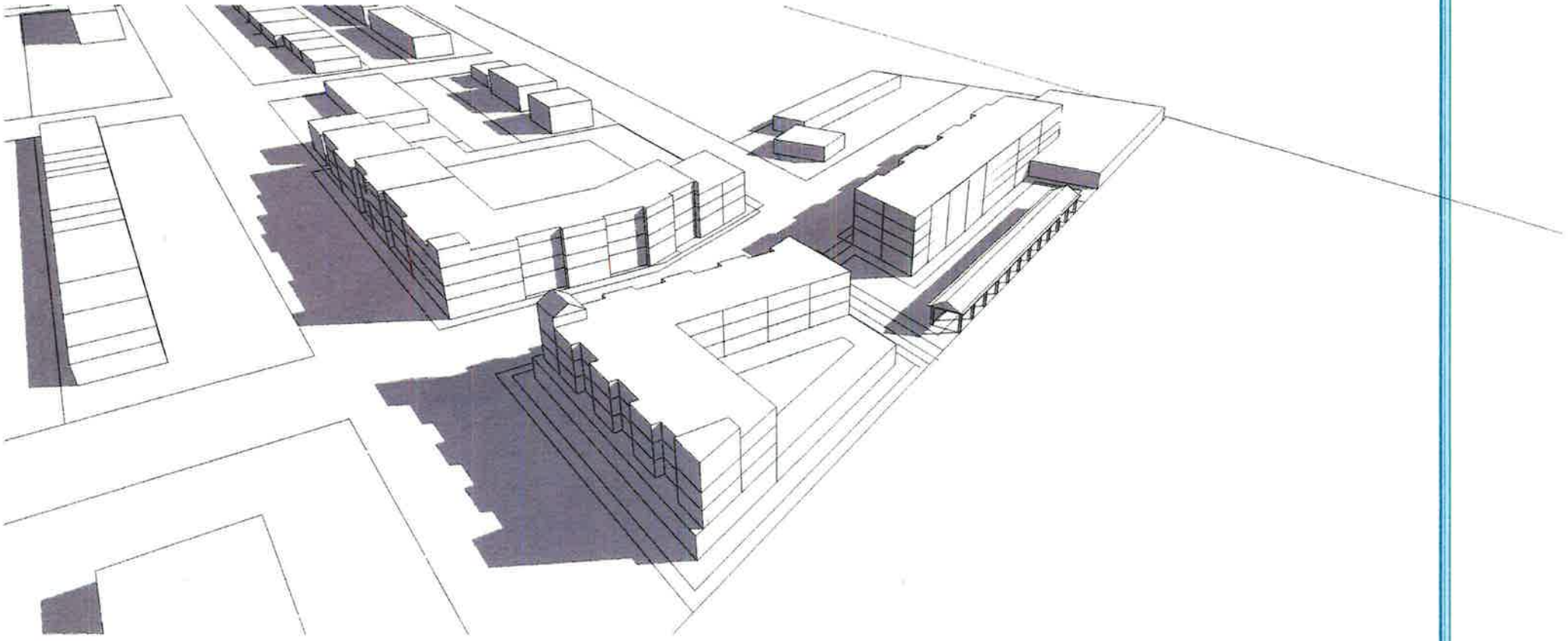
# Redevelopment Projects



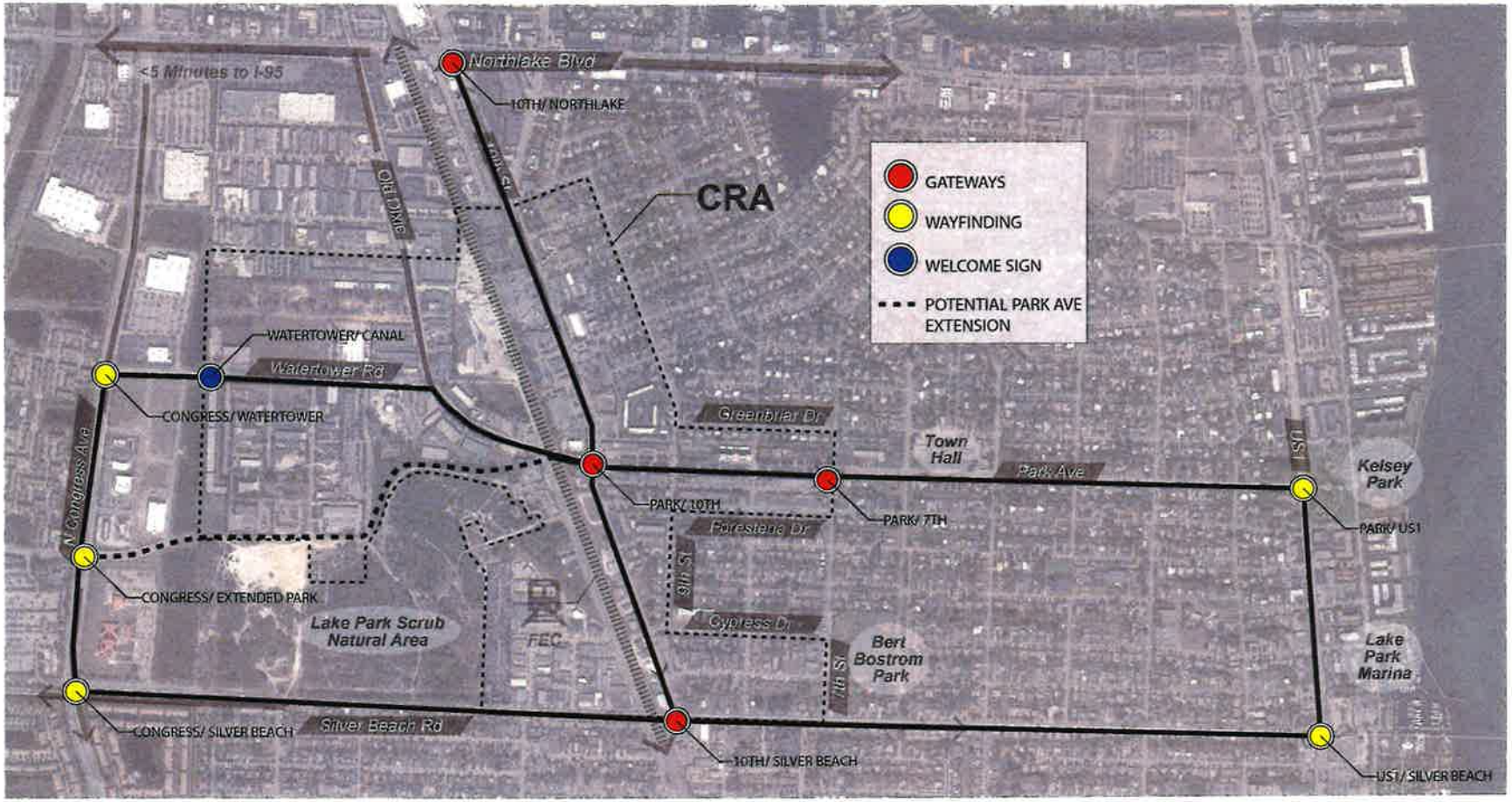
# Redevelopment Projects



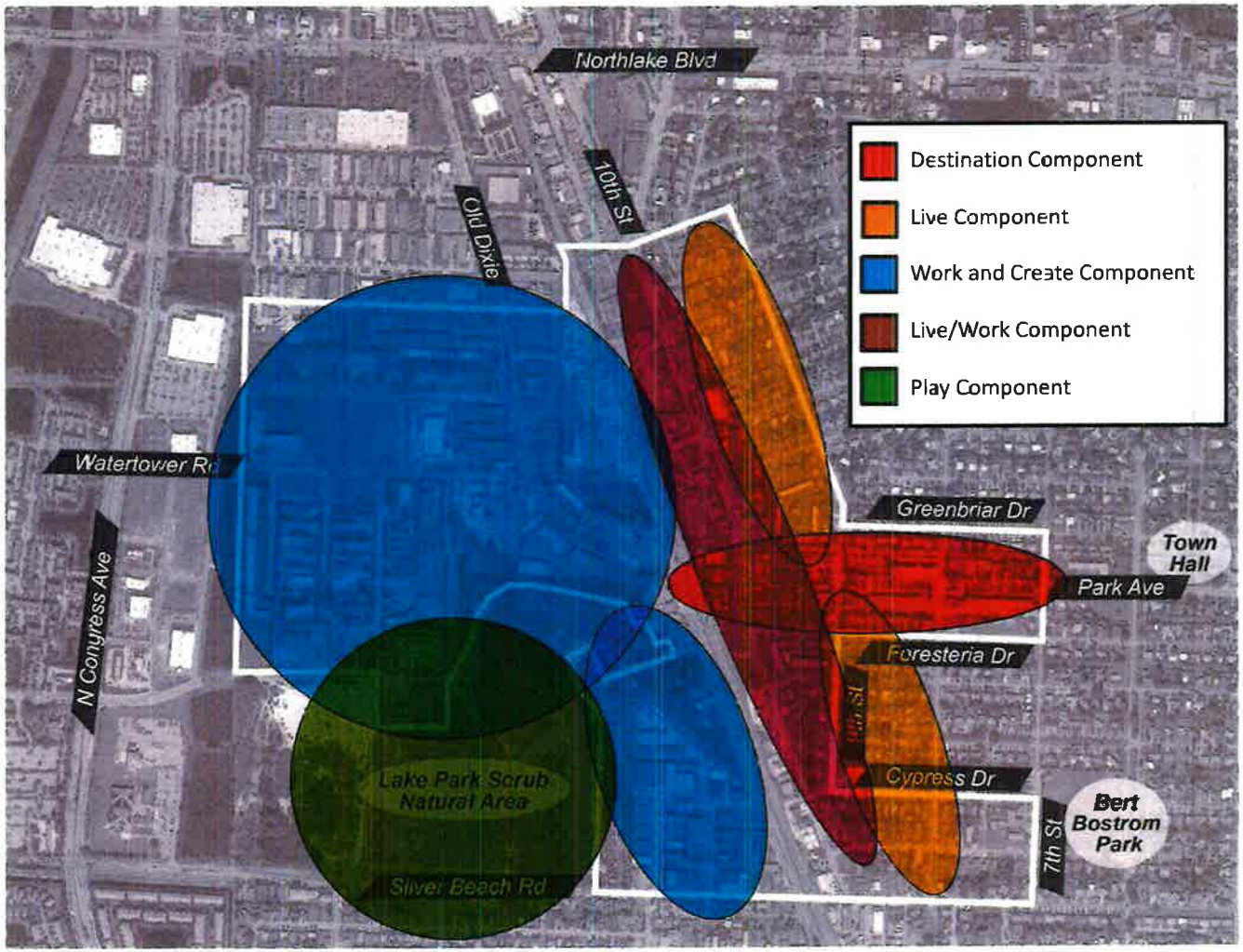
# Redevelopment Projects



# Redevelopment Projects



# Redevelopment Concept



# Additional Analysis for Plan

1. Opportunity Sites
2. TIF Projection Scenarios
3. Expansion Area Finding of Necessity

# CRA Expansion

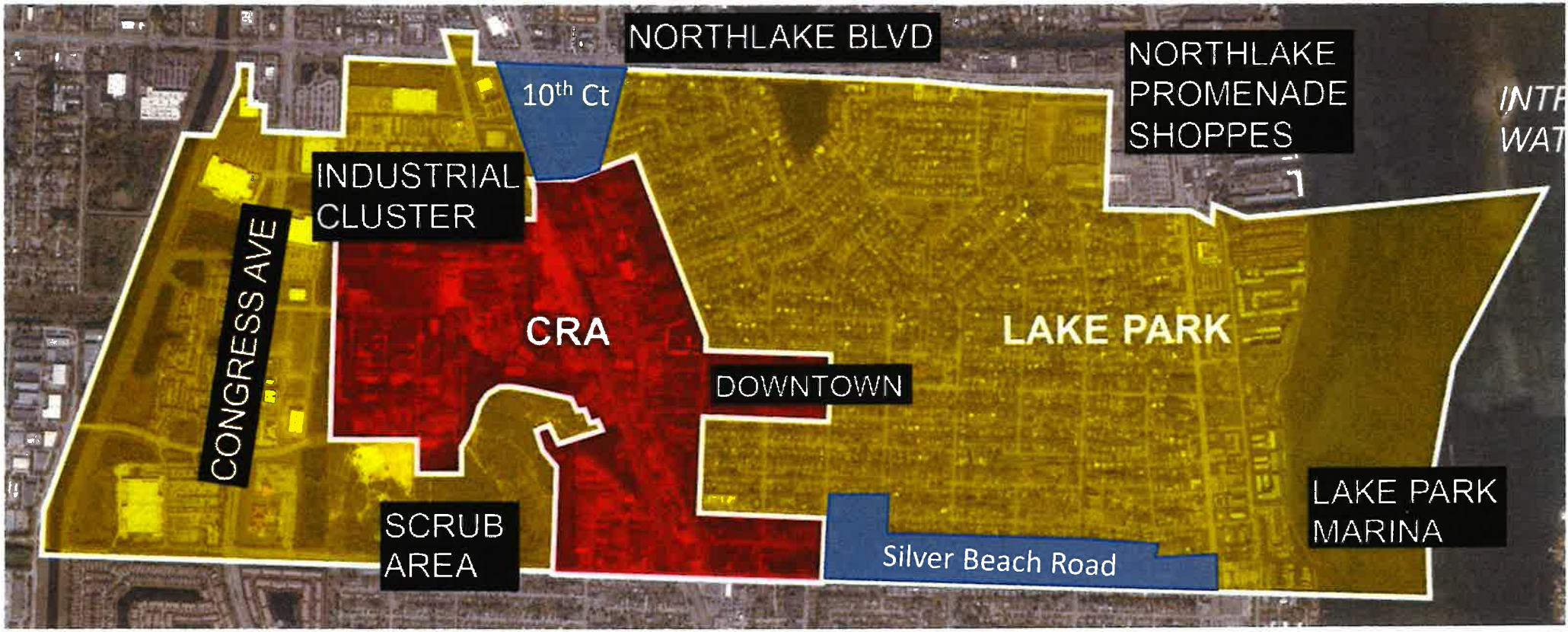
## Assessment of Need

Chapter 163, Florida Statutes defines "blight" as the existence of 2 of 15 criteria. The presence of blight )or slum) conditions is necessary for the creation of a CRA or the expansion of a CRA into new areas.

- Inadequate street layout/parking
- Property values not increasing
- Faulty lot layout
- Unsanitary/unsafe conditions
- Site deterioration
- Inadequate density patterns
- Falling lease rates
- Tax delinquency
- High vacancy rates
- High crime
- High emergency calls
- Building code violations
- Ownership challenges
- Contaminated property
- Sinkhole activity

# CRA Expansion

**CRA Expansion** (areas in blue)



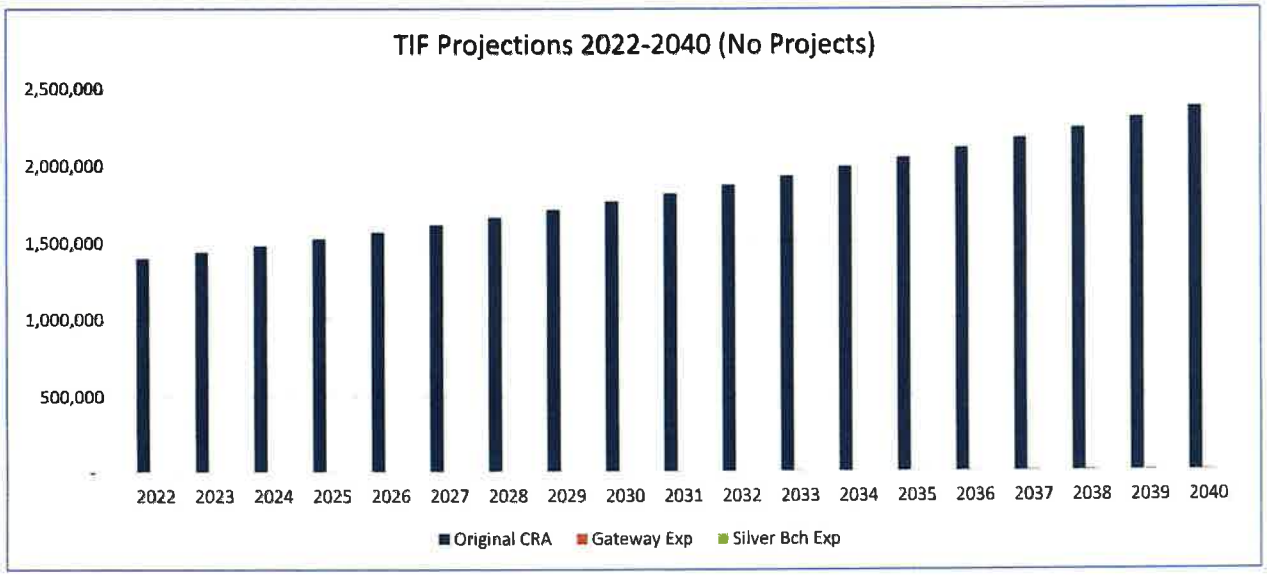
# CRA Expansion

## CRA Expansions

- 10th Court
  - Area is clearly blighted and needs redevelopment.
  - Includes a mixed-use opportunity site.
  - Creates a northern anchor and a CRA gateway directly at Northlake Blvd.
  - Provides a placemaking opportunity for an adaptive reuse destination for creators.
- Silver Lake Road
  - Area is clearly blighted and needs revitalization.
  - Expands the amount of open space in the CRA.
  - Opportunity to assist residential properties with renovation to retain attainable workforce housing.
  - Enhances the aesthetics of a key CRA gateway corridor.
  - Can improve residential property values.

# Financial Projections

| | Base Value | 2022/23 Proj. | Increment |
|---|---|---|---|
| Original CRA | $6,070,754 | $181,235,112 | $175,164,358 |
| Gateway Expansion | $21,230,527 | $21,867,443 | $636,916 |
| Silver Beach Expansion | $14,400,000 | $14,832,000 | $432,000 |



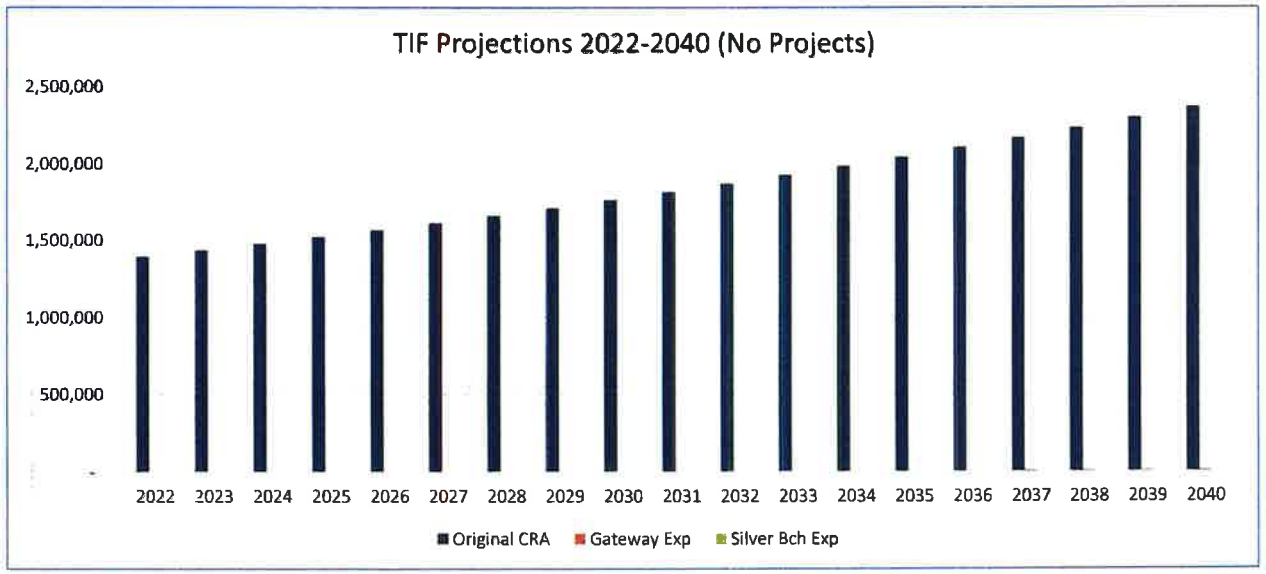
# Financial Projections

## Residential

| Units per Acre | Potential TIF |
|---|---|
| 16 | 23,975 |
| 35 | 53,177 |
| 50 | 75,967 |
| 75 | 113,950 |

## Industrial

$40-65,000 Potential TIF per Acre

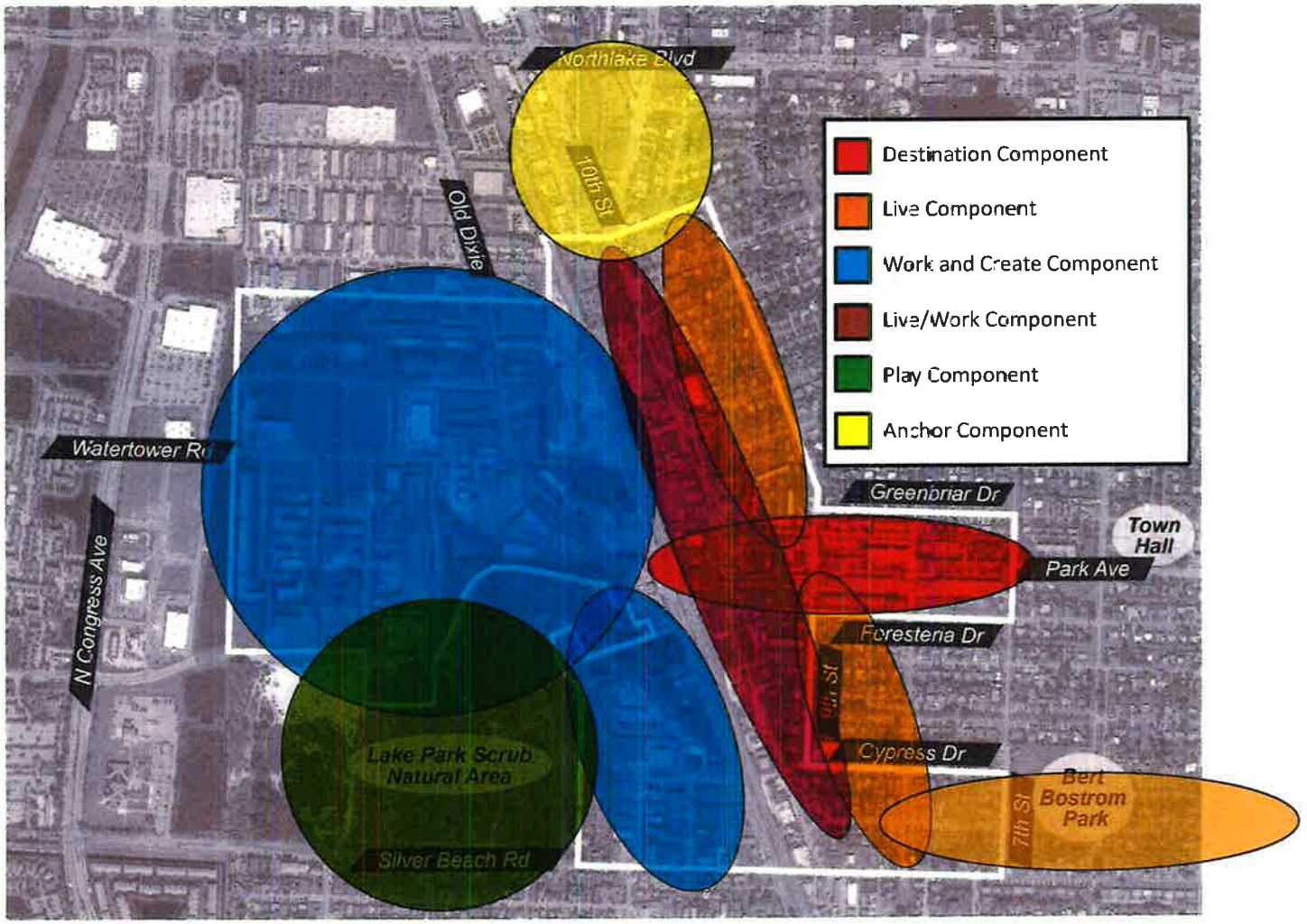


# 2010 Plan vs. 2022

## 2022 Plan

- Sub-Areas
  - Sub-areas are identified based on development patterns and market conditions rather than artificial boundaries such as roads.
  - Encourages a unifying identity between the sub-areas as complementary to each other.
  - Enhances connectivity and expands the CRA boundaries to improve internal CRA cohesion.
- Redevelopment Program
  - Is more inclusive and responsive to the CRA's actual mix of businesses and entrepreneurs.
  - Authorized continuation of successful programs while allowing flexibility to address changing market conditions and annual workplan priorities.
  - Establishes a new focus on opportunities with a project specific plan that remains adaptable.
  - Is responsive to the changing environment in which economic development is more driven by talent and workforce issues and quality of life through a heightened focus on aesthetics, social offerings and placemaking.

# Redevelopment Concept



# Next Steps

- Finalize Plan Draft and Distribute (March 25)
- Review Plan Draft with Board Members (March 25-April 4)
- Present Plan to P&Z Board (April 4)
- Final Draft Plan to CRA Board (April 6)
- Adoption of Final Plan by Town Commission (April 20)
- Transmit to Palm Beach County (April 21)

Thank You

Q&A

Exhibit "B"

# Update on Park Avenue and 10th Street Hardscape and Landscape Improvements

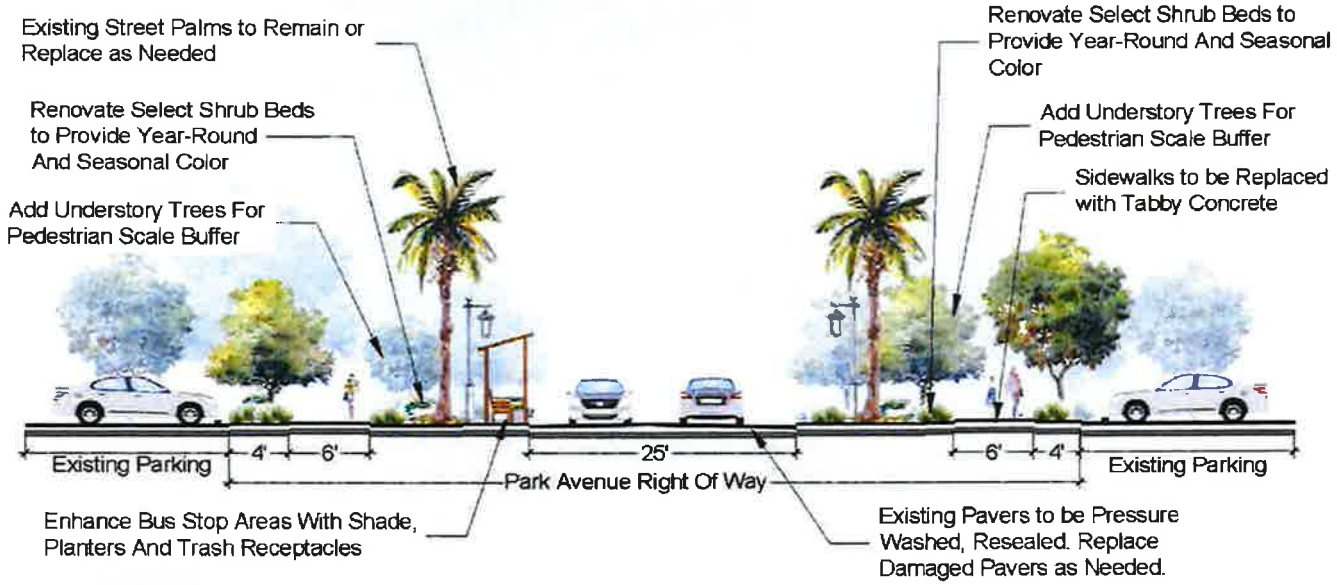
Department of Public Works

TOWN OF LAKE PARK ◆ COMMUNITY REDEVELOPMENT AGENCY ◆

# Review of Streetscape Design Alternatives

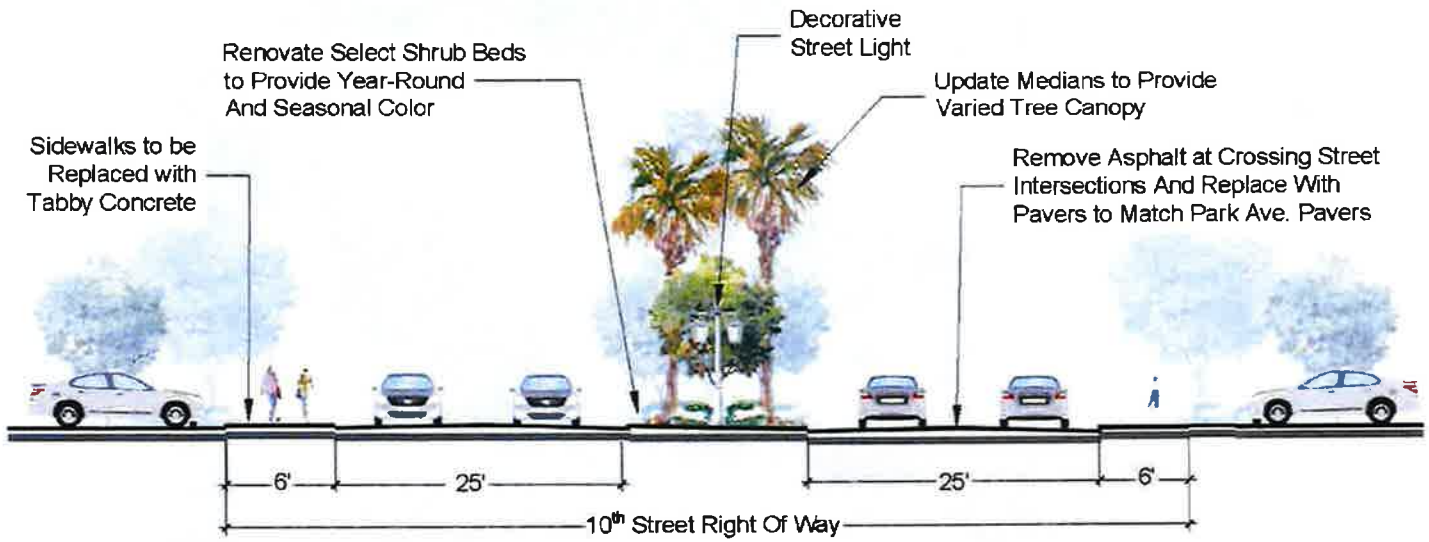
HAYS HENDERSON, PLA, JMORTON

# Conceptual Streetscape Typical Section




PARK AVENUE TYPICAL SECTION
PLAN NTS

# Conceptual Streetscape Typical Section

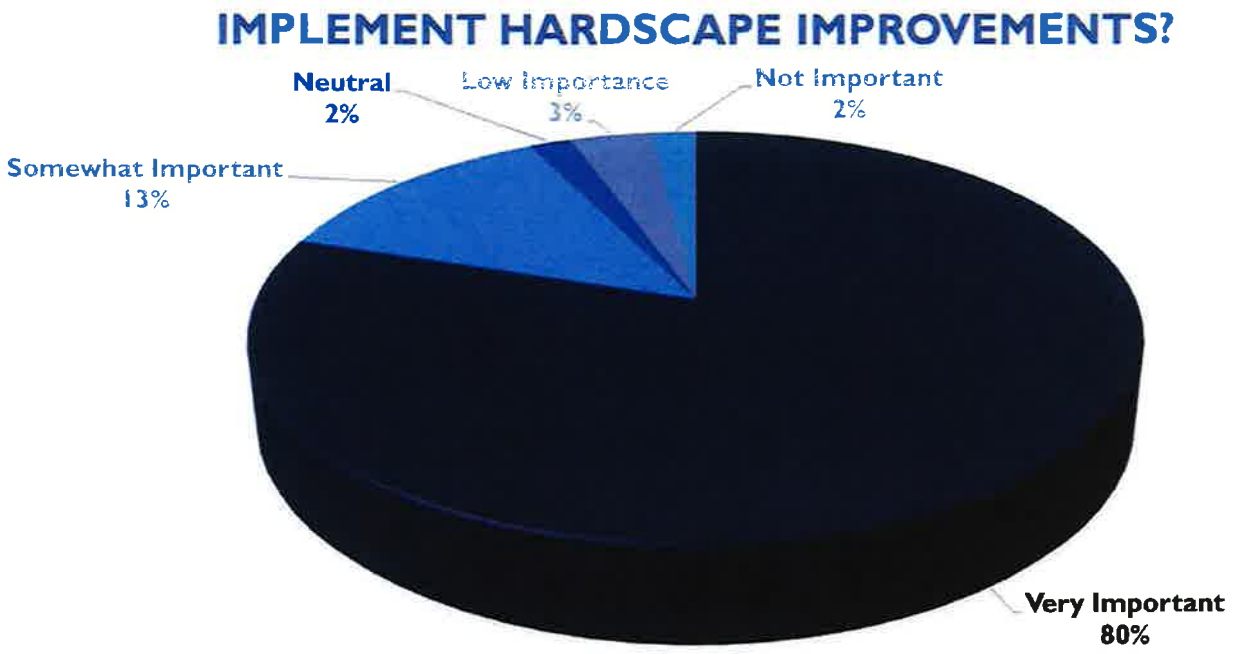



10TH STREET TYPICAL SECTION
PLAN NTS

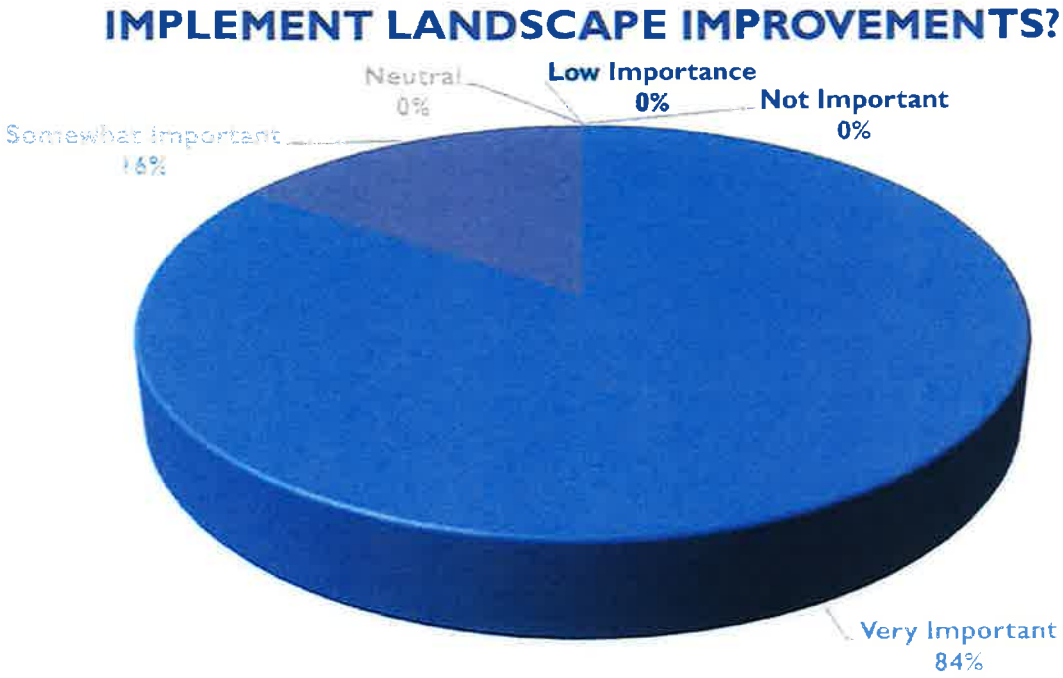
# Update on the Public Workshop

ROBERTO TRAVIESO, DIRECTOR OF PUBLIC WORKS

# Park Avenue & 10th Street Hardscape Improvements



# Park Avenue & 10th Street Landscape Improvements



# Public Comments

- Bus stops and benches may attract predatory characters
- Paver sidewalks create a big expense
- The intersection of Park Ave and 10th Street needs special attention
- Prefer native plants in common areas
- Use sponsorship from businesses/residences for trees
- Include sustainable plantings
- Will there be any public art?
- Make sure people do not vandalize or live in the pergolas

# Public Comments

- Paver sidewalks create a big expense
- The intersection of Park Ave and 10th Street needs special attention
- Prefer native plants in common areas
- Use sponsorship from businesses/residences for trees
- Include sustainable plantings
- Will there be any public art?
- Trees are preferred over palms, art
- Add cycling markings or bike lanes
- Landscape should include art and sculptures
- Concerned with the length of project; implement quickly

# Construction Cost Estimates and Suggested Implementation Timeline

JOHN WILLE, CAPITAL PROJECTS MANAGER

# Design Proposal for Streetscape Design

HAYS HENDERSON, PLA, JMORTON

# Discussion/Questions

# New Business

# TAB 2

# CRA
## Agenda Request Form

**Meeting Date:** **May 4, 2022** **Agenda Item No.**

**Agenda Title: Final CRA Master Plan prepared by Business Flare.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | **[ X ]** | **NEW BUSINESS** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: General Business |

**Approved by Executive Director:** _____ **Date:** 4.26.22

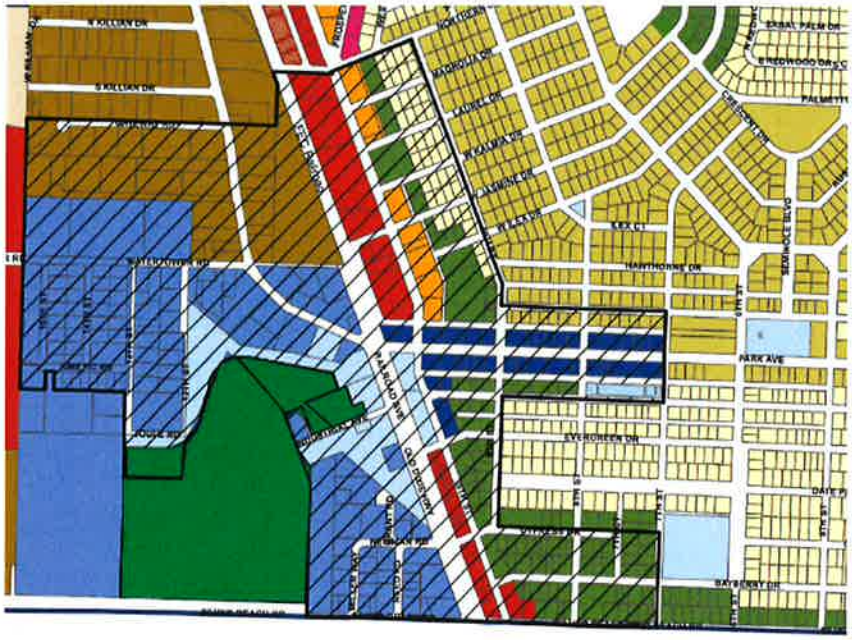
*John D'Agostino / CRA Executive Director*

Nadia Di Tommaso / Community Development Director

| **Originating Department:** | Costs: **$ 85,000 / Legal Review**<br>Funding Source: **CRA / Legal**<br>Acct. **#110-520-34000 / #108**<br>[ ] Finance _____ | **Attachments:**<br>**Powerpoint Presentation (will be provided at the actual meeting)**<br>**CRA Master Plan (previously distributed to the Board on April 14)** |
|---|---|---|
| **Community Development** | | |

## Summary Explanation/Background:

The Town's existing Community Redevelopment Area (CRA) is identified in the map with the black boundary →



Business Flare was engaged to update the CRA Master Plan. Several meetings were held and Business Flare also presented progress reports to the Board in the last few months. The Plan is also being presented to the Planning & Zoning Board on May 2 as a courtesy presentation (postponed from April 4 due to lack of a quorum). The Plan was also distributed internally for comments to several Departments, including the Town Manager and the Town Attorney. The final Plan addresses comments received.

Business Flare will present the updated CRA Master Plan to the Board. A copy of the Plan was distributed to the Board on April 14 for advance review. Following the CRA Board's acceptance of the Plan, an approval by the Town Commission by Resolution will be required at the May 18, 2022 meeting prior to the Plan being presented to Palm Beach County for approval.

**Recommended Motion: I move to recommend APPROVAL of the CRA Master Plan to the Town Commission.**

Draft

# Lake Park Community Redevelopment Master Plan 2022

**This plan was created by**

CRA Board:
Michael O'Rourke, Chair
Kimberly Glas-Castro, Vice-Chair
John Linden, Board Member
Roger Michaud, Board Member
Mary Beth Taylor, Board Member
Dr. Henry Stark, Board Member

Executive Director:
John O. D'Agostino

Community Development Director:
Nadia DiTommaso

Planners:
Anders R. Viane
Karen J. Golonka

*Special thanks;*
*The Lake Park stakeholders and residents who provided their support and contributed to the development of this redevelopment plan.*

Consultant Team:

BusinessFlare®
Kevin Crowder
Farrell Tiller
Camilo Lopez
Alicia Alleyne
Charita Allen

Ken Stapleton & Associates
Ken Stapleton

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The graphics and layout were provided by BusinessFlare® Design

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Economic Conditions
Summary of Public Input

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Housing and Residential Life
Public Improvements and Infrastructure
Transportation, Transit, and Parking
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# Roadmap to the Lake Park CRA

The creation and adoption of the Community Redevelopment Plan is a critical step to improve the economic conditions and quality of life of its residents, business owners, and stakeholders, as the Plan is a guiding document that provides a toolkit for implementation.

## INTRODUCTION

The Lake Park Community Redevelopment Plan will help Town leaders, the business community, non-profit organizations, and residents, ensure that change in Lake Park redevelopment area diversifies the neighborhood's economy,
increases employment opportunities, improves the health of residents, improves homeownership and housing conditions, and upgrades the quality of life.

## THE REDEVELOPMENT PLAN CONCEPT

The Redevelopment Plan is designed to identify the main strategies, goals, program initiatives, and key catalytic projects recommended to be implemented within the Lake Park Community Redevelopment Area. We must emphasize that the purpose of this area's redevelopment plan is to strengthen the Lake Park community and its residents, add vitality to its commercial corridors, reinvigorate its aging structures, and personify the strong sense of pride in this historic community. The outlined implementation projects and programs are not intended to promote gentrification or wholesale removal of existing elements of the area.

## FINANCIAL SUMMARY

It is vital that in implementing projects and programs, the CRA should continue to review the area's conditions, the needs of its residents and property owners regularly to create and establish effective, positive, and cost-efficient projects and programs.

## REDEVELOPMENT GOALS

Economic Development
Housing and Residential Life
Public Improvements and Infrastructure
Transportation, Transit, and Parking
Redevelopment Support

## REDEVELOPMENT PROGRAM INITIATIVES & PROJECTS

Railside Site – TOD / P3 / Mixed-Use Development
Old Dixie/FEC Crossover
Industrial Septic to Sewer
Park Avenue and 10th Street
Watertower and Old Dixie Industrial Opportunity Sites
Park Avenue Extension
Downtown Residential
Parking Management
Potential CRA Expansion

## HOW TO READ THIS DOCUMENT

**Executive Summary**
This section provides a summary of the plan concept, financial summary, plan organization, and boundary map.

**Authority to Undertake Redevelopment**
This section provides a checklist of the Chapter 163 Part III of the Florida Statues with statutory requirements of the Community Redevelopment Act

**Background**
This section provides a summary of the existing conditions (physical assessment), economic market conditions, and recent public and stakeholder input.

**Redevelopment Goals**
This section introduces redevelopment goals and provides an assessment of residential neighborhood impact.

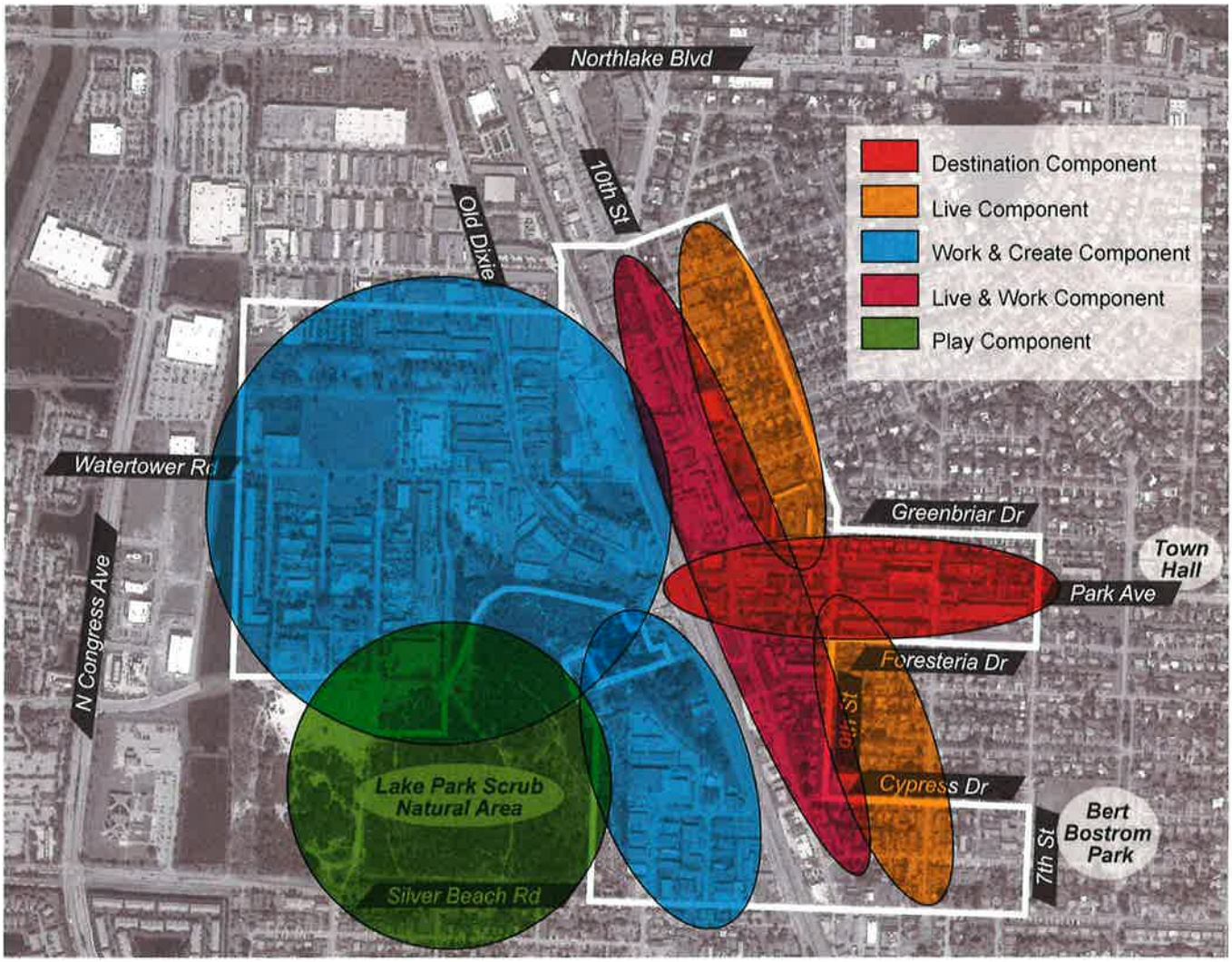
**Redevelopment Goals**
This section itemizes future Lake Park CRA redevelopment initiatives and potential redevelopment projects. This section gives the Agency the legislative authority to carry out programs.

**Financial Projections**
This section contains financial projections, plan cost, and implementation timeline.

## CRA BOUNDARY MAP

## REDEVELOPMENT CONCEPT DIAGRAM

The redevelopment concept diagram for Lake Park CRA is based off a circular economy model which involves the creation of zones guided by lifestyle components that keep dollars within the community. These components and/or type of places include, live, work, create, and play.



# Chapter 163 Checklist

FLORIDA STATUTES

In accordance with 163.362 Florida Statutes, the Community Redevelopment Plan must include the elements described below. The following section includes language from the statute shown in italic type, with a brief response to each element in normal type

☑ 1) Contain a legal description of the boundaries of the community redevelopment area and the reasons for establishing such boundaries shown in the plan.

A legal description of the boundaries of the Lake Park CRA is included as an exhibit to the Plan.

☑ 2) Show by diagram and in general terms: (a) The approximate amount of open space to be provided and the street layout. (b) Limitations on the type, size, height, number, and proposed use of buildings. (c) The approximate number of dwelling units. (d) Such property as is intended for use as public parks, recreation areas, streets, public utilities, and public improvements of any nature.

Maps of the Lake Park CRA and a general description of the existing physical and regulatory conditions are included in the Existing Conditions and Market Assessment. The area within the Lake Park CRA remains subject to the Town's Comprehensive Plan and zoning regulations, which stipulate limits on locations, sizes, height, etc. of dwelling units, streets, and park and recreation areas, among other things.

☑ 3) If the redevelopment area contains low or moderate income housing, contain a neighborhood impact element which describes in detail the impact of the redevelopment upon the residents of the redevelopment area and the surrounding areas in terms of relocation, traffic circulation, environmental quality, availability of community facilities and services, effect on school population, and other matters affecting the physical and social quality of the neighborhood.

☑ 4) Identify specifically any publicly funded capital projects to be undertaken within the community redevelopment area.

The Project section includes recommended capital projects for collaboration. The Financial Projections section includes revenue and expense projections. Specific public capital projects are identified in these projections. Publicly funded projects will be evaluated on an ongoing basis.

☑ 5) Contain adequate safeguards that the work of redevelopment will be carried out pursuant to the plan. Specific programs and expenditures must be enumerated in the Plan in order for the CRA to have the authority to undertake them. CRA activities are overseen by a Board of Commissioners that meets periodically in public session to review and monitor all CRA activities.

Refer to Redevelopment Initiatives and Financial Projections for a description of both general and specific programs.

☑ 6) Provide for the retention of controls and the establishment of any restrictions or covenants running with land sold or leased for private use for such periods of time and under such conditions as the governing body deems necessary to effectuate the purposes of this part.

Regulatory and zoning authority within the CRA is governed by the Town. Any recommendations regarding regulatory amendments and design guidelines to assist with redevelopment efforts must be implemented by Town Staff and Commission

☑ 7) Provide assurances that there will be replacement housing for the relocation of persons temporarily or permanently displaced from housing facilities within the community redevelopment area.

The Redevelopment Goals and Neighborhood Impact section includes a discussion of neighborhood impacts of redevelopment and includes a recommendation that the CRA adopt a relocation policy to provide adequate protections and assistance for any persons displaced by redevelopment activities.

☑ 8) Provide an element of residential use in the redevelopment area if such use exists in the area prior to the adoption of the plan or if the plan is intended to remedy a shortage of housing affordable to residents of low or moderate income, including the elderly, or if the plan is not intended to remedy such shortage, the reasons therefore.

The Introduction section; Economic Conditions; and the Redevelopment Goals, Initiatives and Neighborhood Impact sections highlight residential redevelopment.

☑ 9) Contain a statement of the projected costs of the redevelopment, including the amount to be expended on publicly funded capital projects in the community redevelopment area and any indebtedness of the community redevelopment agency, the county, or the municipality proposed to be incurred for such redevelopment if such indebtedness is to be repaid with increment revenues.

Financial projections are provided in the Financial Projections section. These financial projections will be reviewed and updated at least annually so that the CRA is always able to look ahead and plan for adequate financial resources to undertake its activities.

☑ 10) Provide a time certain for completing all redevelopment financed by increment revenues. Such time certain shall occur no later than 30 years after the fiscal year in which the plan is approved, adopted, or amended pursuant to s. 163.361(1). However, for any agency created after July 1, 2002, the time certain for completing all redevelopment financed by increment revenues must occur within 40 years after the fiscal year in which the plan is approved or adopted.

This Plan for the Lake Park CRA provides for completion of redevelopment activities within the proposed sunset date.

# One of Florida's first master-planned communities.

Lake Park, formerly Kelsey City, was one of Florida's first master-planned communities. The Town was founded by Harry Kelsey who dreamed of creating a resort mecca and winter playground. Kelsey sought help from the Olmstead Brothers, sons of Frederick Law Olmstead, to design the Town.

In the early 1900s, Kelsey City attracted nationwide attention as a revolutionary town experiencing exceptional growth, and in 1923 the Town was officially incorporated.

The Florida land boom started to slow in 1925, and a devastating hurricane in 1928 coupled with the stock market crash in 1929 devastated the local economy, forcing many businesses and residents to leave the state. In 1939, Kelsey City was renamed Lake Park in an effort to revitalize the community.

Lake Park experienced a resurgence in the 1950s as after World War 2 many military personnel and their families began to locate to the Town. Multi-millionaire John D. MacArthur began investing large sums of money in Lake Park and aircraft manufacturer Pratt & Whitney opened a plant nearby.

The 1980s brought another period of decline to Lake Park. Most of the land had been built out with an aging housing stock. The Town had a tough time remaining competitive with the newer communities in the region, and the introduction of regional shopping centers hurt the Town's Downtown. In 1996, the Town created the Community Redevelopment Agency to address the area's blight and to revitalize the Town's core along Park Avenue, 10th Street, and Old Dixie Highway.

The 2010 CRA Plan update came on the heels of the Great Recession, which greatly impacted the Town of Lake Park. Despite the recession's challenges, much progress has been made, particularly along Park Avenue. The re-emergence of Kelsey Theater along with new destination breweries and restaurants are paving the way for Lake Park to evolve as one of South Florida's next hip destinations. One of the keys to this revitalization is that much of the original Kelsey City character has been preserved, adding to Lake Park's charm and authenticity.

## EXISTING CONDITIONS

This entire length of the study area may be characterized simply as typical suburban industrial and commercial development, apart from Park Avenue which has the potential of becoming a lively pedestrian-oriented traditional "main street" environment.

Many structures are older, and some parcels are underutilized and lack adequate landscaping. The typical configuration of these parcels void the potential walkability of the place by having the building setback and large parking lots in the front adjacent to the public right-of-way/ sidewalk.

(3) MAIN CORRIDORS/ PLACE TYPE

### PARK AVENUE

Park Avenue runs east-west between the FEC train track and 7th Street is considered the downtown main street. This street is lined with a beautiful promenade of native landscape and palm trees making it a real appeal to the pedestrian. However, most of the commercial establishments are old and, in many instances, has unattractive signage. Better regulation of signage is important to enhance and preserve an identity that will differentiate your town from others. In addition to wayfinding and street furnishing that will tie the whole identity.

### 10TH STREET CORRIDOR

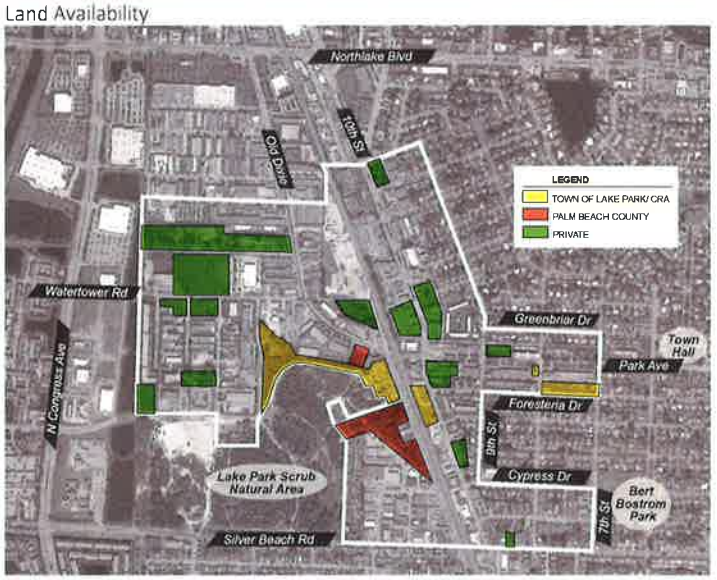
10th Street runs north-south between Northlake Boulevard and Silver Beach Road is a typical suburban commercial development characterized by shopping plazas. This street is wide with 4-travel lanes two in each direction, narrow sidewalk space, buildings are pushed back with parking lots in the front, and lack of street trees making it not pedestrian friendly.

### OLD DIXIE HIGHWAY

Old Dixie Highway runs north-south between the Northlake Boulevard and Silver Beach Road and is considered an industrial and commercial cluster within Lake Park. This area is the typical warehouse-like development with large one- or two-story bays and parking lots. This area is home to a large cement plant, auto related businesses, junkyard, boat repair shops, air conditioner contractors, antique furniture store, grill store, auto repair shops, lawn irrigation equipment supplier, distributions centers, wine wholesaler, and garage door supplier among many more similar uses.

Major Corridors/ Walkability

Land Availability




Zoning/ Land Use

## ECONOMIC CONDITIONS

The Economic Conditions Assessment evaluates economic, financial and market conditions that influence the Lake Park CRA. The information presented has been analyzed to best understand investment and redevelopment potential. An important element of the data collection and background review process are interviews with key stakeholders such as CRA board members and staff, local residents, businesses, real estate professionals. A full market analysis with data and figures will be included as an appendix to this report.

This analysis is structured in line with the six drivers of economic development:

### LAND

As strong market conditions continue to drive South Florida land prices higher, Lake Park remains attainable as one of the best residential real estate values in South Florida. Walkability and small town scale are increasingly unique and desirable in the growing South Florida metropolis and are key quality of life drivers for attracting investment. Strong redevelopment momentum is already occurring in the Downtown and Industrial areas.

Retail space is generally leased up (except for One Park Place) which limits the ability to attract new businesses. This is partially due to the fact that a number of the ground floor retail spaces within the Town are occupied by office or other non-retail uses. Additionally, landscaping and parking lots in front of buildings limit visibility for businesses that already lack exposure, since Park Avenue is not a main thoroughfare.

Current market conditions are rapidly raising real estate values and construction costs in South Florida. As these costs are passed on to the property owners, higher building height and density as well as workforce housing initiatives may be necessary to maintain affordability and should be considered within the Town's character.

Industrial real estate in Lake Park and the CRA is highly desirable, evidenced by recent transactions and developments. While the office market in Lake Park is limited, Palm Beach County is experiencing a surge and there may be an opportunity to introduce a limited, boutique office market in Lake Park for entrepreneurs and remote workers that desire part time, shared office space.

The walkable main street character of Park Avenue makes Lake Park attractive to companies such as Dedicated IT, that feature a mainly millennial workforce to whom an area's character is important.

Though not located in the CRA, New developments along the US1 corridor, such as Nautilus 220 and Northlake Promenade Apartments will support long-term CRA objectives. Additionally, the Town of Lake Park and the Lake Park CRA currently own key properties in the CRA that could be leveraged as part of large, public/private partnership redevelopment scenarios.

### LABOR

Lake Park and the Lake Park CRA are strong employment centers. Proximity to Palm Beach International Airport, Interstate 95, the Florida Turnpike, Tri-Rail, Brightline, and the Port of Palm Beach is an asset in terms of business and workforce attraction, retention, and expansion. The COVID-19-Pandemic has caused a decline in employment in the Retail, Food, Beverage, and Other Service sectors while office-related industries such as Finance and Insurance, Professional, Scientific and Technical Services, and Healthcare have grown within the 33403 zip code.

Lake Park's unemployment rate amongst residents ages 16-24 and 65+ is significantly higher than the Palm Beach County averages. This is concerning as research shows that workers who are unemployed as young adults generally earn lower wages for many years following their period of unemployment due to forgone work experience and missed opportunities to develop skills.

Over 96% of Lake Park's residents leave the town to commute to work. Retaining more of the resident workforce in local jobs will be an important metric as Lake Park establishes itself as a live/work/play community.

## CAPITAL

The Lake Park CRA has historically received limited tax increment financing (TIF) funds. The current CRA budget has allowed the CRA to remain successful but has limited opportunities for game-changing projects. However, recent projects and property value growth should provide a boost in revenues to the CRA in coming years, which should be carefully allocated to drive tax base growth. Expenditures should also be evaluated on an annual basis according to the year's workplan to ensure that the CRA's resources match expectations and initiatives.

Lake Park CRA's incentive scheme can seem ambiguous and confusing; a more particular and adaptable incentive program tailored to market conditions will increase the area's redevelopment potential. There will be a boost to the CRA and town's ability to implement economic development initiatives with new federal funding options like the CARES Act and the American Recovery and Reinvestment Act.

Lake Park has a diverse and eclectic business mix; however many businesses brand themselves as West Palm Beach rather than as Lake Park. Much of the current infrastructure in Lake Park is approaching 100 years of age and in need of repair. The CRA is currently preparing to implement a septic to sewer conversion in the industrial area West of Old Dixie Highway. Since Lake Park is a smaller, built-out community, little opportunities exist for tax-base enhancing projects without creating incentives such as TIF rebates, density and height increases, infrastructure improvements, and other initiatives that improve market conditions.

## MARKETS

Lake Park's population has remained low as the town is largely built-out with limited opportunities for new residential development. Lake Park is a young community, the median age (37.9 years) is significantly lower than the County (45.9). Limited population (1,230) live within the CRA, representing a limited customer market businesses can tap into.

Though not in the CRA, the redevelopment of Nautilus 220, Northlake Promenade Commons, and additional mixed-use redevelopment along US1 will introduce an influx of new residents to the area. Lake Park also has a significant Caribbean population, particularly Haitian, Jamaican and West Indian. Consumer household spending levels are lower in Lake Park compared to Palm Beach County as a whole, representing less buying power that businesses can tap into. Despite this, the large concentration of big-box retailers on the west side of town has positioned Lake Park to attract significant levels of customer traffic from outside the town, although this spending does not make its way into Downtown businesses in a meaningful way. Median income levels in Lake Park are also lower compared to Palm Beach Countywide, though Lake Park's median income levels have increased dramatically since 2015.

There is only one traditional main-street area in northern Palm Beach County, and that is Park Avenue. The district has great potential, but still experiences many challenges such as limited vehicle traffic, inadequate lighting, blighted entrance ways along 10th Street and Dixie Highway, and negative safety perceptions. As Downtown grows more vibrant, so does the opportunity to introduce micro-mobility options such as bike and scooter sharing and improvements to the public realm and visitor experience.

## QUALITY OF LIFE

The COVID-19 Pandemic has strengthened humans' desires to enjoy the outdoors and is increasingly becoming an important factor in choosing where to live, work, and open a business. Parks, recreation, and open spaces have been an important piece of Lake Park's brand and history. The Lake Park CRA is bookended by Kelsey Park to the East and the Lake Park Scrub area to the West, located just outside of the CRA. Additional open spaces in the CRA include the Town Green just West of One Park Place, as well as 610 7th Street, a property that is currently being contemplated as a pocket park/dog park. While Lake Park is home to wonderful park spaces, Park Avenue lacks a true central gathering place, which is typically a key attribute in high-functioning downtown areas.

As open space improvements are made, connectivity between open spaces, businesses and residents should become a focal point. The Town of Lake Park has created preliminary plans for the creation of "Lake Park Legacy Loop" bike trail connecting recreation areas and points of interest in Lake Park.

While not in the CRA, the Lake Park Marina is a major asset, home to notable businesses such as fishing, diving, and boat cruise charters that draw outside customers to Lake Park. The development of Nautilus 220 will ultimately grow more awareness and contribute to the attractiveness of Lake Park Marina. The Town and CRA should explore ways to connect the Lake Park Marina with its Downtown through wayfinding and business promotion.

Kelsey Park is a gem for Lake Park residents and visitors, the Park is currently undergoing major renovations. The Lake Park Scrub Area is an additional recreational asset, but parking and access are difficult. If the park could be curated with walking trails and activities, it would become a major asset to the Downtown while improving walkability in Lake Park.

Wayfinding signage to and from Downtown Lake Park is limited and difficult for motorists to recognize. Currently, the only wayfinding signs to Downtown Lake Park are located Northbound on Federal Highway near Kelsey Park and Northbound Old Dixie Highway near Park Avenue. There is no wayfinding signage on Northlake Boulevard or Congress Avenue (heavily traveled corridors). The Clock Tower is an attractive and inviting Gateway feature, similar landmarks are needed at US1 and Park Avenue as well as Dixie Highway and Park Avenue to enhance aesthetics of the area and draw more customers from busy roadways into Downtown. Additionally, public art features such as murals, sculptures, street paintings etc., can improve wayfinding and overall awareness of an area by creating noticeable landmarks that residents and guests can connect and share their experiences via social media.

The Lake Park CRA currently has a mural program for property owners who wish to participate, but no incentives are available.

The Pandemic has intensified the need for quality schools and childcare in communities. Lake Park Elementary and Lake Park Baptist are highly regarded schools. While there are no hotels in Lake Park, a cottage Bed and Breakfast industry is currently growing. Historic Old-Florida homes and a blossoming arts district, coupled with the proximity to waterfront, beaches, and countless other amenities make Lake Park attractive to tourists.

## REGULATIONS

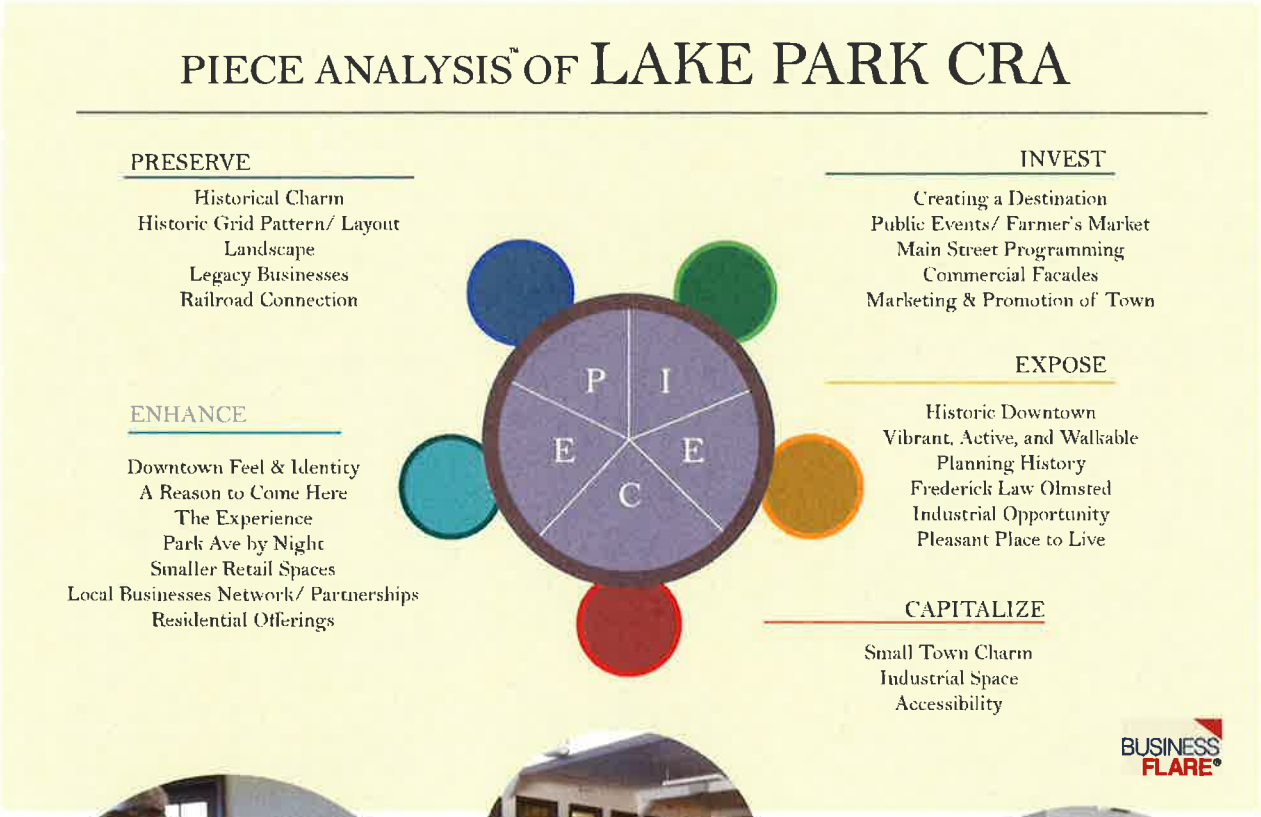
To understand the regulatory challenges facing the Lake Park CRA, the following documents/plans have been reviewed: 2010 CRA Master Plan, 2009 University of Miami Design Approach Manual, CRA Annual Reports, CRA Marketing Plan 2019, Twin City Mall Market Analysis, Lake Park Comprehensive Plan, and the Palm Beach County Chamber North Strategic Plan.

Lake Park has what many cities in Florida lack, an authentic Main Street/downtown. Preservation of Lake Park's old town charm is key to maintaining its uniqueness and enhancing its identity. While Park Avenue has the structure to become a vibrant district, physical layout challenges exist, such parking lots and building setbacks along Park Avenue that are more suburban in nature. The combined streetscape and landscape along Park Avenue is a positive attribute, but needs to be extended down 10th Street in a cohesive manner. Additional efforts must be made to improve gateways along 10th Avenue and Dixie Highway, as well as connectivity across Dixie Highway. The Park Avenue Downtown District zoning designation provides a solid framework for redevelopment, though changes in height and density as well as incentives for mixed-use development could facilitate game-changing projects that are market responsive.

## SUMMARY OF PUBLIC INPUT

As part of the public engagement process the BusinessFlare® team conducted multiple site tours, visited local businesses, interviewed business owners and stakeholder, met with elected officials and town staff, interviewed the police chief, and facilitated a well attended public workhsop meeting on January 29, 2022 at the Town Hall Commission Chambers.

The following diagram highlights the main themes identified by stakeholders during the PIECE analysis of the public input process.



# Lake Park Redevelopment Goals!

GOAL

PROGRAM INITIATIVE

## #1
### Economic Development

1.A - Establish one clear identity in which visitors and businesses connect with.
1.B - Retain and expand targeted anchor industries.
1.C - Continue supporting small businesses and establish Lake Park as a hub for entrepreneurship
1.D - Expand marketing and promotion efforts to grow awareness of Lake Park

## #2
### Housing and Residential Life

2.A - Establish a healthy and sustainable housing mix
2.B - Improve the quality of life within the Lake Park CRA.

## #3
### Public Improvements and Infrastructure

3.A - Enhance CRA visibility through gateways and wayfinding
3.B - Improve walkability and safety perceptions through targeted lighting enhancements.
3.C - Improve aesthetics throughout the CRA.
3.D - Improve infrastructure for commercial and industrial areas.
3.E - Enhance the relationship between the businesses along Park Avenue and the roadway through creative partnerships to address parking lot aesthetics.

## #4
### Transportation, Transit, and Parking

4.A - Encourage safe, convenient, efficient, and effective motorized and alternative-means transportation and transit systems
4.B - As the Lake Park Creator's District continues to grow, seek opportunities to expand transit options.
4.C - Create safe, efficient, and attractive parking to support retail, restaurant, cultural, office, and light industrial facilities within the redevelopment area.

## #5
### Redevelopment Support

5.A - Encourage and support sound, redevelopment-friendly, Land Use Regulations.
5.B - Use Powers of Borrowing, Land Acquisition & Disposition to further CRA goals and initiatives
5.C - Provide Economic Incentives and other support to projects that further CRA Redevelopment Goals and Initiatives
5.D - Provide sufficient CRA resources and talent

# Redevelopment Program Initiatives

## ECONOMIC DEVELOPMENT PROJECTS

GOAL #1 - Economic Development

1.A - Establish one clear identity in which visitors and businesses connect with.

- [ ] 1. Lake Park Creators District- Establish the Lake Park CRA as the "Lake Park Creators District," a place that celebrates entrepreneurs and creators. Targeted to millennials, start-up businesses, non-profits, and those seeking satellite office space.
- [ ] 2. Create a thriving Main Street through public private partnerships to encourage a quality retail, restaurant, cultural, and business environment serving Homestead residents and visitors.
- [ ] 3. Create photo worthy places where millenni als and other generations can share their experiences in Lake Park via social media.
- [ ] 4. Use Hanging Lights to reduce dark spaces and enhance vibrancy
- [ ] 5. Utilize Code Enforcement and Community Policing to reduce signs of disorder within the CRA.

1.B - Retain and expand targeted anchor industries.

- [ ] 1. Work with the Business Development Board, Palm Beach County, and the Palm Beach County North Chamber of Commerce to retain and expand targeted, anchor industries:
  - Creators
  - Craft Breweries
  - Locally owned restaurants
  - Fitness
  - Marine
  - Entrepreneurial endeavors

1.C - Work with and support not-for-profit organizations to implement strategies that support CRA Plan goals.

- [ ] Continue supporting non-profits

1.D - Continue supporting small businesses and establish Lake Park as a hub for entrepreneurship

- [ ] 1. Establish business assistance programs such as small business lending, shared marketing, entrepreneurship training, trade expansion programs, data and research sharing.
- [ ] 2. Establish an Ombudsman to act as a liaison between the CRA and business community, understanding opportunities, challenges and how to best position the CRA for positive growth.
- [ ] 3. Create aesthetic improvement grants such as paint, plant and pave program to eliminate blight.
- [ ] 4. Create Job training and apprenticeship programs, particularly for targeted industries
- [ ] 5. Provide more downtown parking, in a way that strategically enhances the brand image of Downtown Lake Park. Providing for increased walkability, businesses visibility, and safety.
- [ ] 6. Authorize programs to recruit a mix of supportive businesses that aligns with the plan's goals.

1.E - Expand marketing and promotion efforts to grow awareness of Lake Park.

- [ ] 1. Incorporate the arts and culture as a critical part of economic development. Celebrate Lake Park/Kelsey City's rich history.
- [ ] 2. Incorporate public art wherever possible, such as new development/redevelopment projects and public spaces.
- [ ] 3. Prioritize public art that pays homage to Lake Park's founding fathers and early settlers, while also tying in the future of the Town as a vibrant, creative, mixed-use district
- [ ] 4. Establish a more business-friendly mural program. Create a goal to improve three properties annually through mural or façade improvements. Consider providing matching grants or other incentives for mural creation.

- [ ] 5. Partner with a local property owner and local artist to create a "Lake Park" Centennial mural, which celebrates 100 years of Lake Park. (*Examples- Vero Beach, Titusville)
- [ ] 6. Use CRA owned property along 10th Street and FEC railway to leverage a larger redevelopment scenario. Consider issuing an RFP that prioritizes projects that include an assemblage of properties that furthers the goals of the LPCRA.
- [ ] 7. Create signature events that encourage residents and visitors shop, live, work, and play in Lake Park.
- [ ] 8. Create a Taste of Lake Park event that samples the unique eateries and drinking places.
- [ ] 9. Create a Military Appreciation that connects with the U.S. Army reserve base in Lake Park.
- [ ] 10. Create a Lake Park Centennial Celebration that celebrates 100 years in Lake Park. Provide funding and support for programs and activities that further the marketing and branding of Lake Park and the CRA.

## HOUSING AND RESIDENTIAL LIFE PROJECTS

GOAL #2 - Housing and Residential Life
2.A - Establish a healthy and sustainable housing mix.

- [ ] 1. Multifamily rehab- Implement funding programs for rehabilitation and beautification of multifamily buildings.
- [ ] 2. Single family rehab- Implement funding programs for rehabilitation and beautification of single family buildings.
- [ ] 3. Encourage the private sector to create Mixed-Use, Affordable, Workforce, Market Rate, Luxury, and Mixed-Income Housing within the CRA.
- [ ] 4. Explore opportunities for to introduce residential spaces with smaller footprints to introduce more density and improve housing attainability.
- [ ] 5. Amend zoning to allow densities to align with infill housing models such as the "Missing Middle" concept.
- [ ] 6. Incentivize projects with Increment Revenue, if necessary, when appropriate and possible.
- [ ] 7. Target infill residential and mixed-use development in the CRA, especially in the Southwest Area.
- [ ] 8. Acquire problem properties, rehabilitate and resell to homebuyers or to builders.
- [ ] 9. Support neighborhood improvement initiatives to improve aesthetics and reduce slum and blight conditions in residential neighborhoods.
- [ ] 10. Create a Multifamily Workforce Housing Development Program.
- [ ] 11. Utilize CRA powers to acquire and dispose of property, borrow funds, and support redevelopment-friendly land development regulations to expand the inventory of workforce housing.
- [ ] 12. Create a process for for-profit property owners to apply and receive affordable housing incentives in the form of TIF rebates.
- [ ] 13. Establish Rental to Homeowner program partnership with the Palm Beach County to implement existing Rental to Homeownership programs.

2.B - Improve the quality of life within the Lake Park CRA.

- [ ] 1. Establish alleyways as linear parks to improve aesthetics and connectivity.
- [ ] 2. Open Space- Create and support Open Space and Community Enhancement Projects, including neighborhood improvements and park improvements in the residential areas of the CRA.
- [ ] 3. Establish a community center in the CRA or CRA expansion area.
- [ ] 4. Introduce Smart Cities Initiatives and technology to support better planning, decision making, and efficiency, such as:
    - Smart government
    - Mobility/Wifi
    - Smart buildings
    - Smart transportation

## PUBLIC IMPROVEMENTS AND INFRASTRUCTURE PROJECTS

GOAL #3 - Public Improvements and Infrastructure
3.A - Enhance CRA visibility through gateways and wayfinding.

- [ ] 1. Enhance CRA gateways to create an appealing and inviting environment.
- [ ] 2. Consider adding public art, recreating the famous Kelsey City archway, or other enhancements that pay tribute to Lake Park's rich history.
- [ ] 3. Provide funding and support for gateway and wayfinding signage to improve visibility for the Lake Park Creators District. Connect points of interest that are outside of the CRA boundaries, such as the Lake Park marina and Nautilus 220, Congress and Northlake shopping areas

3.B - Improve walkability and safety perceptions through targeted lighting enhancements.

- [ ] 1. Provide lighting enhancements to dark areas, particularly Park Avenue and 10th Street.
- [ ] 2. Consider adding hanging lights along Park Avenue and in parking lots.

3.C - Improve aesthetics throughout the CRA.

- [ ] 1. Consider providing incentive for businesses to stay open later, or at least keep lights on to reduce dark spaces.
- [ ] 2. Provide funding and support for improvement to signage, sidewalks, and swale areas within the CRA, especially along 10th Street.
- [ ] 3. Require street furniture, such as trash and recycle receptacles, bike racks, and benches in commercial areas.
- [ ] 4. Create a street trees program to provide adequate tree canopy throughout the CRA, between Park Avenue and the adjoining areas.

3.D - Improve infrastructure for commercial and industrial areas.

- [ ] 1. Septic to Sewer- Continue with implementation of septic to sewer conversion program. Leverage recently awarded grant funds to improve infrastructure to facilitate redevelopment in the CRA.

3.E - Enhance the relationship between the businesses along Park Avenue and the roadway through creative partnerships to address parking lot aesthetics.

- [ ] 1. Parking Lot Grants- Consider issuing grants for parking lot improvements, prioritizing projects that emphasize activation and vibrancy of the Lake Park Creators District.

## TRANSPORTATION, TRANSIT, AND PARKING PROJECTS

GOAL #4 - Transportation, Transit, and Parking
4.A - Encourage safe, convenient, efficient, and effective motorized and alternative-means transportation and transit systems.

- [ ] 1. Alley connections- Enhance alleyways North and South of Park Avenue to improve Pedestri an Connectivity. (Specifically the potential extension of Greenbriar Drive)
- [ ] 2. Lake Park Legacy Loop- Continue to pursue the creation of the Lake Park Legacy Loop, a pedestrian/bike route that connects points of interest in Lake Park.
- [ ] 3. Park Avenue Extension- Extend Park Avenue West bound at Dixie Highway to connect with Park Avenue West.
- [ ] 4. Encourage awnings and canopies over public sidewalks to provide shade and rain protection for pedestrians.
- [ ] 5. Create a bicycle master plan within the CRA that provides connectivity to nearby areas and potential customers.
- [ ] 6. Encourage the City to adopt a Safe Routes to School Program

4.B - As the Lake Park Creator's District continues to grow, seek opportunities to expand transit options.

- [ ] 1. Micro Mobility- Explore opportunities to establish Lake Park as a model for sustainability and connectivity by introducing micro-mobility options such bicycles, e-bikes, electric scooters, electric skateboards, shared bicycles, and electric pedal assisted bicycles.
- [ ] 2. Last mile solutions – Explore the potential for a "Last Mile" local circulator between the potential train station to points of interest in
- [ ] 3. Lake Park to enhance connectivity within and to areas outside of the redevelopment area.

4.C - Create safe, efficient, and attractive parking to support retail, restaurant, cultural, office, and light industrial facilities within the redevelopment area.

- [ ] 1. Create a Downtown Parking Management Plan to best utilize parking supply while also allowing for business visibility, events, outdoor dining, etc.
- [ ] 2. Increase downtown parking supply, consider introducing structured parking as part of a larger public private partnership redevelopment effort.
- [ ] 3. Amend land use regulations to allow excess, underutilized parking or other spaces to be used for alternative activities such as outdoor dining, farmer's market, pop-up retail, and similar events.
- [ ] 4. Encourage on-street parking, off-site, public parking lot and shared parking arrangements.
- [ ] 5. Reduce off-street parking requirements within the CRA.
- [ ] 6. Encourage tactical urbanism and placemaking strategies, such as protected bike lanes, pop-up retail, pop-up parks, pop-up cafes, pavement to plazas, PARK(ing) Day, Open Streets, Guerilla Gardening, Depaving, De-fencing, and chair bombing.

## REDEVELOPMENT SUPPORT PROJECTS

GOAL #5 - Redevelopment Support
5.A - Encourage and support sound, redevelopment-friendly, Land Use Regulations.

- [ ] 1. Encourage and support sound, redevelopment-friendly, Land Use Regulations.
- [ ] 2. Increase residential entitlements
  - Upzone
  - Basket
  - TDR
- [ ] 3. Consider vacating right-of-way in alleyways North and South of Park Avenue to enhance downtown entitlements
- [ ] 4. Use the Design Approach Manual for architectural reference for developers.
- [ ] 5. Enahance and update the Design Approach Manual as needed to reflect contemporary trends and the impact of the pandemic on behavior trends. Also, to enhance focus on gateway architecture for key locations.
- [ ] 6. Create open space requirements as part of new developments.

5.B - Use Powers of Borrowing, Land Acquisition & Disposition to further CRA goals and initiatives.

- [ ] 1. Utilize CRA owned property at 800 Park Avenue in a way that creates a high return on investment and improves Lake Park's brand image.
- [ ] 2. Consider issuing an RFP to seek operators that are creative in nature, fit within Lake Park's targeted industries, and further the goals of the Lake Park CRA.
- [ ] 3. Consider providing incentives such as reduced rent, marketing, etc.
- [ ] 4. Explore options for the redevelopment of the car park site located at 1306 Silver Beach Road.
- [ ] 5. Consider redevelopment options for the current Lake Park Public Works Site. As Park Avenue is eventually extended West to Park Avenue West, the gateway to Downtown Lake Park at Park Avenue and Old Dixie Highway can be completely reimagined to create a vibrant and attractive entryway.

5.C - Provide Economic Incentives and other support to projects that further CRA Redevelopment Goals and Initiatives.

- [ ] 1. TIF incentives for residential development
- [ ] 2. Debt capacity

5.D - Provide sufficient CRA resources and talent for plan implementation.

- [ ] 1. Introduce smart data programs such as;
  - A real estate inventory that prioritizes key redevelopment sites and tracks metrics such as vacancy, capitalization rates, rents, etc.
- [ ] 2. Smart Data for investors and business recruitment, utilizing the baseline data provided in the market analysis done for this plan and update annually.
- [ ] 3. Hire a redevelopment professional within the next 1-2 years. Duties should include CRA ombudsman, business development, maintain smart databases, CRA administration, redevelopment marketing.
- [ ] 4. Provide funding and support for programs and activities that encourage safety through Crime Prevention through Environmental Design (CPTED).

## POTENTIAL REDEVELOPMENT CATALYST PROJECTS

Implement Potential Redevelopment Catalyst Projects

### 6.A - Railside Site – TOD / P3 / Mixed-Use Development

The preferred redevelopment program for this site includes a transit station (future train stop), parking, ocket park/ plaza, ground floor commercial, and multi-family residential units. Position the site for redevelopment, and conduct any necessary environmental, survey, and any other pre-development assessment to have a development-ready site. Pursue redevelopment of the property by leveraging Town ownership with private investment.

### 6.B - Old Dixie/FEC Crossover

Encourage crossing improvements for pedestrians and bicyclists. This may include wider sidewalks, buffers, bike lanes, signage, and markings. Work with the City on opportunities to install a gateway monument, and to enhance design guidelines for development projects at this important gateway and crossroads.

### 6.C - Industrial Septic to Sewer

Provide support as is feasible to transition industrial areas from Septic to Sewer conversion as a catalyst for job growth, investment and new development.

### 6.D - Park Avenue and 10th Street

Encourage walkability and safety improvements for pedestrians and bicyclists. The CRA should seek ways to promote and assist in the redevelopment of the SE corner property as a gateway development and mixed-use catalyst project.

### 6.E - Watertower and Old Dixie Industrial Opportunity Sites

Work with the property owners and prospective users to align any potential development project(s) with Lake Park CRA vision for this area.

### 6.F - Park Avenue Extension

Conduct a feasibility analysis for the potential extension of Park Avenue connecting Downtown Lake Park (FEC crossover) to Congress Avenue and begin the planning and construction process if feasible.

### 6.G - Downtown Residential

Promote and facilitate the development of One Park Place Phase II (a mixed-use development).

### 6.H - Parking Management

Facilitate and encourage aesthetic improvements to public and private parking facilities and lots through parking management efforts to satisfy parking needs while improving sense of place.

### 6.I - Potential CRA Expansion

Evaluate and explore potential limited expansion of the CRA to connect to the 10th Street gateway and adaptive reuse opportunity at Northlake Boulevard and to retain workforce housing and improve the conditions of the residential community along the north side of Silver Beach Road.

## POTENTIAL REDEVELOPMENT CATALYST PROJECTS MAP

Implement Potential Redevelopment Catalyst Projects
6.A - Railside Site – TOD / P3 / Mixed-Use Development
6.B - Old Dixie/FEC Crossover
6.C - Industrial Septic to Sewer
6.D - Park Avenue and 10th Street
6.E - Watertower and Old Dixie Industrial Opportunity Sites
6.F - Park Avenue Extension
6.G - Downtown Residential
6.H - Parking Management
6.I - Potential CRA Expansion

# Financial Projections

## TIF Projections

| Year | County Contribution ($) | Town Contribution ($) | Total ($) |
|---|---|---|---|
| 2022 | 521,178 | 959,790 | 1,482,990 |
| 2023 | 536,813 | 988,584 | 1,527,420 |
| 2024 | 552,918 | 1,018,241 | 1,573,183 |
| 2025 | 569,505 | 1,048,788 | 1,620,319 |
| 2026 | 586,590 | 1,080,252 | 1,668,869 |
| 2027 | 604,188 | 1,112,660 | 1,718,875 |
| 2028 | 622,314 | 1,146,039 | 1,770,381 |
| 2029 | 640,983 | 1,180,421 | 1,823,433 |
| 2030 | 660,213 | 1,215,833 | 1,878,076 |
| 2031 | 680,019 | 1,252,308 | 1,934,358 |
| 2032 | 700,420 | 1,289,878 | 1,992,329 |
| 2033 | 721,432 | 1,328,574 | 2,052,039 |
| 2034 | 743,075 | 1,368,431 | 2,113,540 |
| 2035 | 765,367 | 1,409,484 | 2,176,886 |
| 2036 | 788,328 | 1,451,768 | 2,242,133 |
| 2037 | 811,978 | 1,495,322 | 2,309,337 |
| 2038 | 836,338 | 1,540,181 | 2,378,557 |
| 2039 | 861,428 | 1,586,387 | 2,449,853 |

## Current TIF allocation

| 2022 | ($) |
|---|---|
| **Projected Revenue** | **1,510,968** |
| | |
| Sheriff | 133,680 |
| Operating | 261,389 |
| Capital Outlay | 252,343 |
| Grants | 135,000 |
| Transfers and Cost Allocation | 748,556 |
| **Total Expense** | **1,530,968** |

## Redevelopment Implementation Cost Example

| | 2023-2027 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|
| | ($) | | | | | |
| **Revenue Forecast** | **8,262,592** | **1,556,297** | **1,602,986** | **1,651,076** | **1,700,608** | **1,751,626** |
| | | | | | | |
| Economic Development | | | | | | |
| Identity, Marketing, Branding | 275,000 | 50,000 | 75,000 | 75,000 | 50,000 | 25,000 |
| Business Grants and Support | 500,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Capital Projects | | | | | | |
| Gateways | 250,000 | - | 250,000 | - | - | - |
| Lighting (String) | 20,000 | 10,000 | 2,500 | 2,500 | 2,500 | 2,500 |
| Streetscapes | 1,000,000 | 100,000 | 150,000 | 500,000 | 250,000 | - |
| Infrastructure- Septic to Sewer | 1,000,000 | 500,000 | 250,000 | 250,000 | - | - |
| Housing & Residential | | | | | | |
| Rehabilitation | 500,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Development Incentives | | - | | | | |
| Green Space | 200,000 | 50,000 | 50,000 | 50,000 | 25,000 | 25,000 |
| Clean and safe | 500,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Transportation & Parking | | | | | | |
| Park Avenue Extension | 1,500,000 | 46,297 | 50,486 | 123,576 | 723,108 | 556,533 |
| Parking Management | 400,000 | 150,000 | 100,000 | 50,000 | 50,000 | 50,000 |
| Redevelopment Support | | | | | | |
| LDR Enhancements | 125,000 | 50,000 | 75,000 | - | - | - |
| Land Acquisition | 500,000 | - | - | - | - | 500,000 |
| Staffing and Administration | 1,492,592 | 300,000 | 300,000 | 300,000 | 300,000 | 292,592 |
| | | | | | | |
| **Expense Projection** | **8,262,592** | **1,556,297** | **1,602,986** | **1,651,076** | **1,700,608** | **1,751,625** |

# Case study

Image: Plaza 98 Miami Shores Village (Source: Safe Streets Summit)

# Plaza 98

## Plaza 98 Tactical Urbanism

### Destinations & Activations

The Village of Miami Shores, originally a Pineapple Plantation, is predominantly a residential community located north of the City of Miami. Created more than 85 years ago, the community was designed for automobiles and has been a gateway community through which travelers pass on the way to somewhere else. As a result, historically there has been no clearly defined downtown area. No natural gathering space indicating, "You're arrived, comejoin us".

As a result of a downtown district analysis and in collaboration with multiple partners Miami Shores created a low-cost, pedestrian-friendly destination gathering place by enhancing , existing road infrastructure. The finished Plaza 98 project allows for local neighborhood programming and destination activities for outsiders. The project was nominated for The People's Choice Award by the Safe Streets Summit as an example of a project that has created safer, more equitable, more livable streets.

The project implementation details included:

+ Project management: Street Plans, an urban design firm, spearheaded the project.
+ Parties involved (including City Departments): Plaza 98 was a collaboration between Miami Shores Village, the Greater Miami Shores Chamber of Commerce, Miami REALTORS, Miami Dade Department of Transportation, and Street Plans.

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https://www.safestreetssummit.org/peoples-choice-awards

# Case study

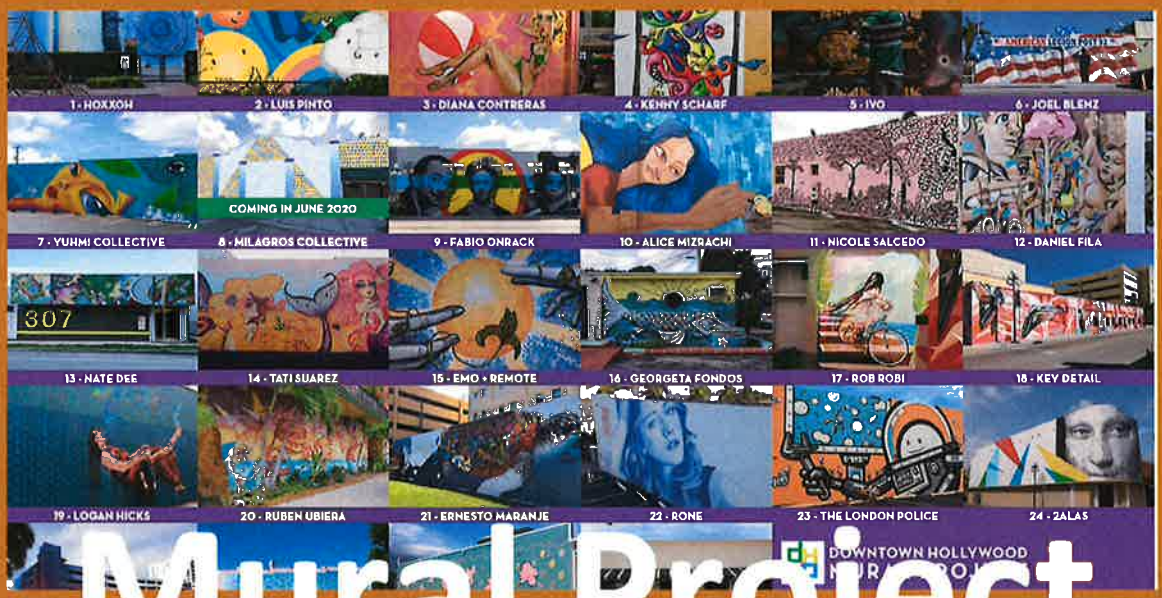


Image: Downtown Hollywood Mural Project Map. (Source: Safe Streets Summit)

# Mural Project

## Mural Project and Mural Only Program Grant

### Cultural Arts & Entertainment

The City of Hollywood, Florida CRA's Mural Project goal is to curate contemporary outdoor murals at key locations in Downtown Hollywood in an effort to enhance and enrich the existing cultural fabric of our community, thereby attracting more art related activities, businesses and events. Incentives include a Mural Only Program (MOP), a reimbursement grant program that uses tax increment funds to leverage private investment for on-site property improvements. The MOP utilizes an application process and offers a 50% reimbursement grant up to a maximum reimbursement amount of $10,000 per property for costs associated with the creation and installation of a painted or mosaic mural, including design, labor, materials and equipment, on the exterior surface of buildings and structures located within the CRA Districts.

The Mural Only Program and a similar Paint Only Program providing matching funds for the use of licensed paint contractors for exterior cleaning, patching and painting, serve to beautify and reduce slum and blight in the core business district. In return, the applicable structures and murals become destination attractions for local and tourists.

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http://hollywoodcra.org/188/Downtown-Hollywood-Mural-Project

# Case study

# Home Repair

## Choice Neighborhoods Exterior Owner-Occupied Rehab Program

Image: Before, during, and after images for a home repair. (Source: Go Humans News)

## Maintenance & Rehabilitation

This owner-occupied program helps lower-income residents remain in their home by offering deferred forgivable loans up to $70,000 to make improvements to their homes for exterior, health and safety repairs. Priority is given to residents 55 or older, veterans, disabled head of households and those that have lived in their homes for at least 15 years. Funds will be provided in the form of a forgivable loan at a 0% interest rate with payments deferred and forgiven until the earlier of loan maturity, sale, transfer of ownership, or failure to maintain the property as the primary residence during the loan term. The maximum loan amount per home is $70,000, inclusive of all construction related costs and closing costs. Loan term will be determined.

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https://www.investatlanta.com/homebuyers/owneroccupied-rehab

# Case study

Image: Marketing Project: NoMi, North Miami, Florida. (Source: North Miami CRA)

## North Miami Branding & Marketing

### Business Attraction & Retention

The North Miami Community Redevelopment Agency (NMCRA) was established in 2005 and is charged with the responsibility of eliminating conditions of blight that exist within the City and helping improve the quality of life by revitalizing the City's physical, economic, educational and social resources. The designated area includes 3,250 acres, approximately 60% of the City. The NMCRA is an example of a successful revitalization process that utilizes marketing and branding tools at its core. Some of the initiatives include:

+ The Downtown Revitalization project which seeks to attract investment by a shared vision for North Miami's urban core as a vibrant area where people live, shop, work, and play.
+ The MOCA Plaza and Courtyard Renovation project serves as a business attraction technique by sending a message that the City invested in this central public space to bring the community together.
+ Downtown NOMI Strategic Marketing Plan project.

All of these projects are examples that marketing and business attraction is a public investment that creates a flare that attracts millions of dollars in private investment, improves quality of life, creates jobs, attracts businesses and real estate development, creates affordable housing, and leverage public infrastructure costs. Find out what makes you authentic and your physical assets.

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https://www.northmiamicra.org

# Case study

Image: Fence Repairs and Replacement
(Source: Budget Fence & Gate Systems West Palm Beach)

# Paint Plant & Pave

## Paint Plant and Pave Program

### Housing Rehabilitation (Fence Repairs and Replacement)

This incentive is created to provide curb appeal to single-family and multi-family properties in disrepair in Pleasant City. The proposed improvements may include pressure cleaning, painting, minor facade repairs, landscaping, awnings, driveways and/or parking lot sealing, irrigation systems, exterior lighting and fence repair or removal. The CRA will provide 100% of the project cost on owner occupied singlefamily structures and 80% of the project cost on non-owner occupied single-family or multifamily structures up to $20,000 per property for exterior improvements.

The West Palm Beach CRA limits this program to a particular neighborhood; it is not available throughout the entire CRA district. In addition, it is available to both single family and multifamily properties. While there are no design specifications related to fencing, non-chain link fencing is preferred.

An inventory of code violations and properties noted in the Finding of Necessity provides a starting point in creating a fence repair and replacement program. The fence repair program will be an initiative that beautifies the physical environment, reduces blight conditions, increases value, and most importantly it gives the community a sense of pride for their place. When the community is empowered they will give back and the return on investment will be manifested in the revitalization process.

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https://www.wpb.org/government/community-redevelopment-agency/incentives

# Case study

Image: Hallandale City Center Rendering, Photo: CPM Architects

# P3 Development

## Hallandale City Center

### Public Private Partnership

Hallandale City Center, a proposed 2-acre, mixed-use project of 89 rental apartments with 14 of those set aside for affordable housing, is a great example of housing diversity development with potential for rental to homeownership incentives within a CRA-owned land. The project consists of rental apartments, affordable units, commercial/retail spaces, and parking spaces with a set aside number of parking spaces as public parking for the City. The project estimated cost is approximately $17 million; and, it is expected to create temporary and permanent jobs, as well as continuing tax revenues.

The 89 apartments would be two-bedroom, two bathroom units; most would have the rent set at $1,375, according to Glendon Hall, the CRA's economic development manager. Fourteen apartments would be set aside for affordable housing, with rents at about $1,100, Hall said.

Since 2012, the Hallandale Beach CRA has spent $6 million in acquiring the land — made up of 13 parcels

As part of this development, the developer and City seek that Hallandale City Center LLC provide a leading worldwide approach to affordable housing production commonly known as the 'Vienna Model. Unlike traditional affordable housing development models, where construction costs are the main priority, the Vienna Model has four equally essential pillars: Architectural Quality, Environmental Considerations, Social Sustainability, and Economic Costs. This has resulted in beautiful, yet affordable housing projects that are assets to the public realm.

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https://cohbcra.org/folio/hallandale-city-center/

# Case study

Image: Redevelopment Support/ Economic Incentives: Tax Increment Recapture, Infrastructure Grant & Community Benefits Agreements North Miami, Florida (Source: North Miami CRA)

## Tax Increment Recapture, Infrastructure Grant & Community Benefits Agreements

### Economic Incentives

The North Miami Community Redevelopment Agency (NMCRA) will use tax increment revenues to encourage economic development in the Community Redevelopment Area. The NMCRA is proposing to provide a Tax Increment Recapture to the owner of a qualifying project. A qualifying project is one that is anticipated to create at least $2 million in Net New taxable value in the first full year following completion.

Any new commercial and residential developments to be constructed within the Redevelopment Area in an amount of $200,000 shall enter into a community benefits agreement with the Agency. To the extent allowed by law, a community benefits agreement shall include provisions for hiring the labor workforce for the project financed by the grant or agreement from residents of the Redevelopment Area that are unemployed or underemployed.

The amount of the Base Tax Increment Recapture shall be 25% to 50% of the Net New Tax Increment Revenue generated by the project. If the taxable assessed value of the Property (as determined by the Miami-Dade County Property Appraiser, taking into consideration any allowable adjustments by the Value Adjustment Board) in any year during the Recapture Period exceeds the Base Year Value, the Tax Increment Recapture shall be no more than 50% percentage of the project's Net New Tax Increment Revenue. In any fiscal year, the Tax Increment Recapture shall be subordinate in all respects to all CRA Debt. At no time will the Tax Increment Recapture exceed 50%.

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https://www.northmiamicra.org/sites/default/files/tif_incentives_program_052017.pdf
https://www.northmiamifl.gov/DocumentCenter/View/8324/Agreement-CRA-and-West-Bank-Investment-02-05-2020-PDF

# thank you.

## Town of Lake Park Community

**We Provide Economic Development Solutions.**

Kevin Crowder, CEcD
kevin@businessflare.net
305.281.2279

Rachel Bach, AICP
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954.520.3727

Alicia Alleyne, MBA
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954.696.4106

BUSINESS FLARE®

# Minutes
# Town of Lake Park, Florida
# Special Call
# Community Redevelopment Agency
# Wednesday, May 4, 2022 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a Special Call meeting on Wednesday, May 4, 2022 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Agency Members John Linden, Mary Beth Taylor and Henry Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Shaquita Edwards. Agency Member Roger Michaud was absent.

Agency Clerk Edwards performed the roll call and Chair O'Rourke led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**
None

**CONSENT AGENDA:**
**1. March 16, 2022 Special Call Community Redevelopment Agency Meeting Minutes.**

**Motion: Board Member Linden moved to approve the consent agenda; Vice-Chair Glas-Castro seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | | | Absent |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**PUBLIC COMMENT:**
None

**NEW BUSINESS:**

**2. Final CRA Master Plan prepared by Business Flare.**

Kevin Crowder of Business Flare presented to the CRA Members (see Exhibit "A"). Chair O'Rourke thanked Mr. Crowder for his presentation and asked for clarification of the previous use of sub-districts as related to the Downtown District. Mr. Crowder explained that the intent was to encourage connectivity of the sub-districts. Chair O'Rourke asked for clarification of density and growth within the CRA. Mr. Crowder explained that the CRA Master Plan was not a regulatory document but encouraged the CRA Board and the Commission to work towards redevelopment friendly land development regulations. Vice-Chair Glas-Castro thanked Mr. Crowder; she announced that the use of public funds for the CRA had to be budgeted and included in the Master Plan. She commented that she did not see enhanced Code Enforcement and Community Policing within the CRA Master Plan. She referred to the use of Tax Increment Financing (TIF) Funds for enhanced Code Enforcement and Community Policing. Mr. Crowder explained that the CRA Master Plan could be updated to clarify the use of TIF Funds. Agency Member Taylor asked for clarification of a specific capital improvement project. Chair O'Rourke and Mr. Crowder explained that the objective of the CRA Master Plan was to identify capital projects but not the specific implementation of the projects. Agency Member Stark asked Mr. Crowder to identify specific types of businesses that he believed would benefit the Town of Lake Park residents. Mr. Crowder identified family-friendly restaurants, and neighborhood super markets as businesses that he believed would benefit the Town of Lake Park residents. Mr. Crowder explained the concepts of Market Maximization and Strategic Leasing.

**Motion: Vice-Chair Glas-Castro moved to recommend the approval of the CRA Master Plan to the Town Commission with the inclusion of Code Enforcement and Community Policing; Agency Member Taylor seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | | | Absent |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**EXECUTIVE DIRECTOR REPORT:**

Executive Director D'Agostino announced that Town staff had met with developers whom disclosed an interest in the CRA.

**REQUEST FOR FUTURE AGENDA ITEMS:**

None

**AGENCY MEMBERS COMMENTS:**

**Agency Member Linden** had no comments.

**Board Member Michaud** was absent.

**Board Member Stark** asked for a timeline for the potential developments within the CRA. Executive Director D'Agostino explained that the communications between staff and the developers were preliminary and that he would provide an update at a future CRA Board Meeting.

**Board Member Taylor** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA and by unanimous vote, the meeting adjourned at 7:13 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Agency Clerk, Shaquita Edwards, MPA, MMC

Town Seal

Approved on this 3 of August, 2022

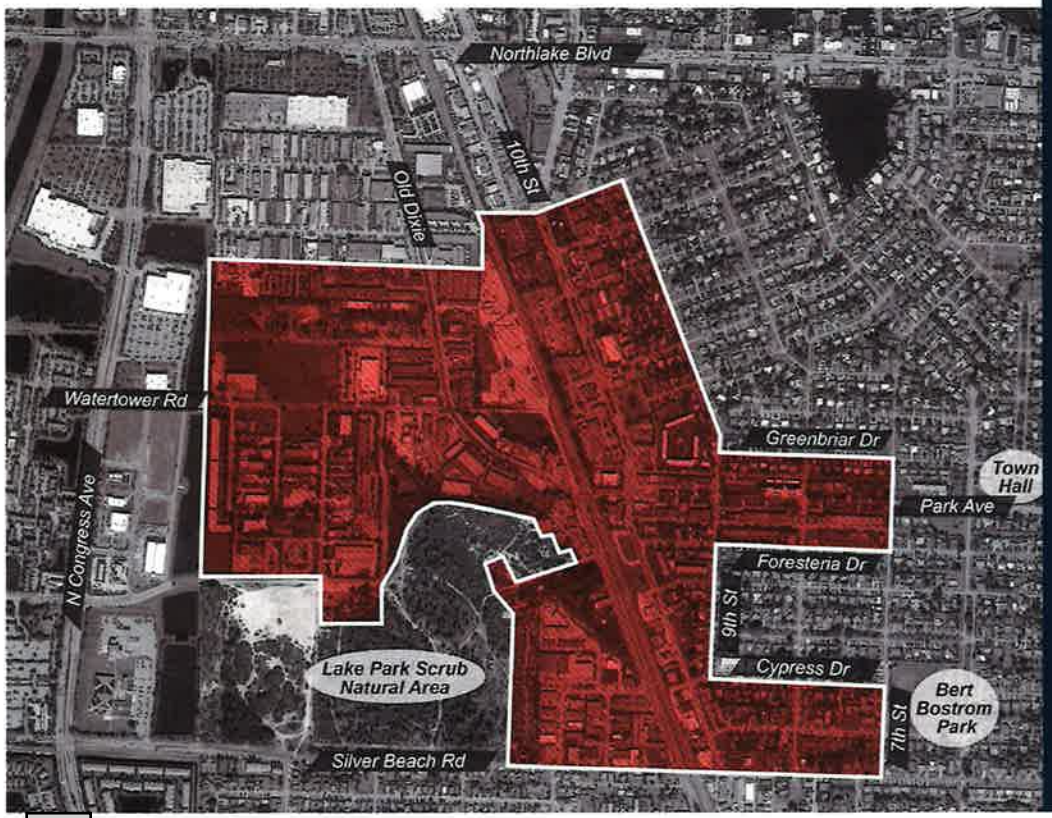
Exhibit "A"

Town of Lake Park, FL

# CRA Plan Concept Overview

*May 4, 2022*

# Plan Concept

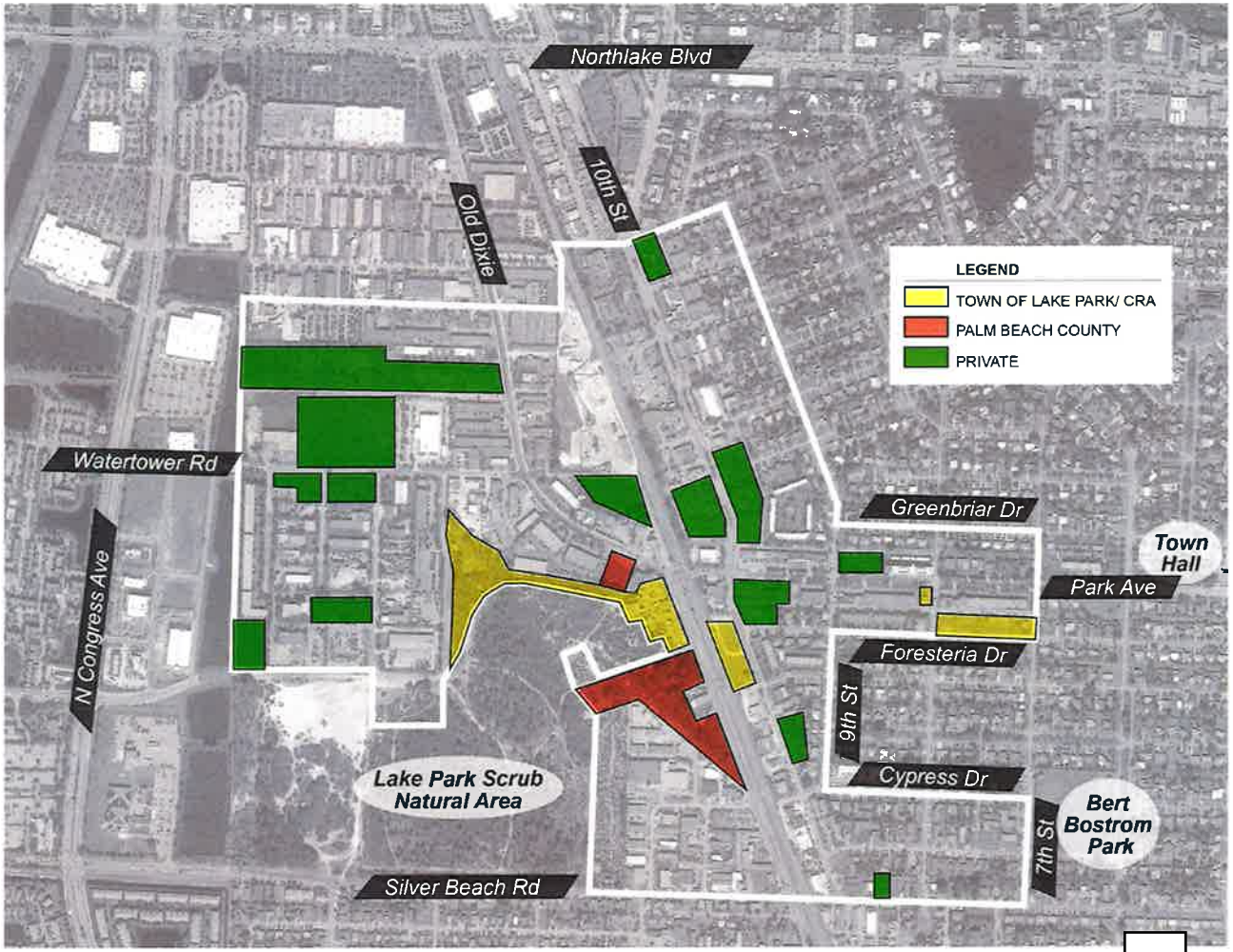



**The plan is realistic and actionable, and encourages:**

- Compatible development that respects community character and the Town's rich history.
- Supports entrepreneurship and provides CRA support for entrepreneurs and small businesses to succeed, including strategies that attract additional customers to the commercial areas; that attract investment and development that enhances existing space and provides new space for businesses; and that assist with aesthetic improvements to local businesses.
- Provides much needed infrastructure and capital investments on aesthetics, connectivity, and projects that build on the Town's successful clean and safe initiatives.
- Enhancements to existing residential property and supports development of new residential projects that are consistent with community character and which provide a "healthy housing mix."

# Existing Conditions

- Limited land availability
- Land control
- High demand
- Entrepreneurship
- Market access



# Summary of Public Input

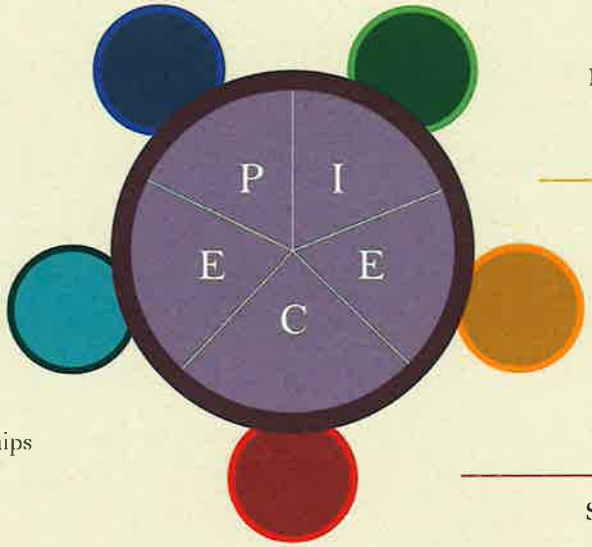
## PIECE ANALYSIS™ OF LAKE PARK CRA

### PRESERVE

Historical Charm
Historic Grid Pattern/ Layout
Landscape
Legacy Businesses
Railroad Connection

### INVEST

Creating a Destination
Public Events/ Farmer's Market
Main Street Programming
Commercial Facades
Marketing & Promotion of Town




### EXPOSE

Historic Downtown
Vibrant, Active, and Walkable
Planning History
Frederick Law Olmsted
Industrial Opportunity
Pleasant Place to Live

### ENHANCE

Downtown Feel & Identity
A Reason to Come Here
The Experience
Park Ave by Night
Smaller Retail Spaces
Local Businesses Network/ Partnerships
Residential Offerings

### CAPITALIZE

Small Town Charm
Industrial Space
Accessibility

BUSINESS FLARE®

# Redevelopment Program Initiatives

## Economic Development

Retain and expand targeted industries

Enhance place "identity"

Continue supporting small businesses, entrepreneurs and non-profits

Expand marketing and promotion efforts

## Public Improvements and Infrastructure

Gateways

Wayfinding

Enhanced Lighting

Streetscapes and Aesthetics

Utilities and Underground Infrastructure

# Redevelopment Program Initiatives

## Housing and Residential Life

Housing rehabilitation

Residential aesthetic improvements along corridors

Multifamily workforce housing development along the opportunity corridors

Improve quality of life within the CRA through open space enhancements

Clean and Safe Initiatives

## Transit, Transportation and Parking

Transit Oriented Development

Transit connectivity enhancements within and near the CRA

Transportation enhancements

Parking management

# Redevelopment Program Initiatives

## Redevelopment Support

Land Development Regulations

Land Acquisition and Disposition

Financing and Funding

Redevelopment Administration, Resources and Staffing

## Key Redevelopment Projects

Mixed use TOD at the Railside Site

Adopt a targeted TIF Recapture Program

Marketing and promotion of the CRA

Regulatory Enhancements

Capital Improvements to Park Avenue crossover

Septic to Sewer

Gateway Intersection Improvements

Gateway structures

Park Avenue Extension

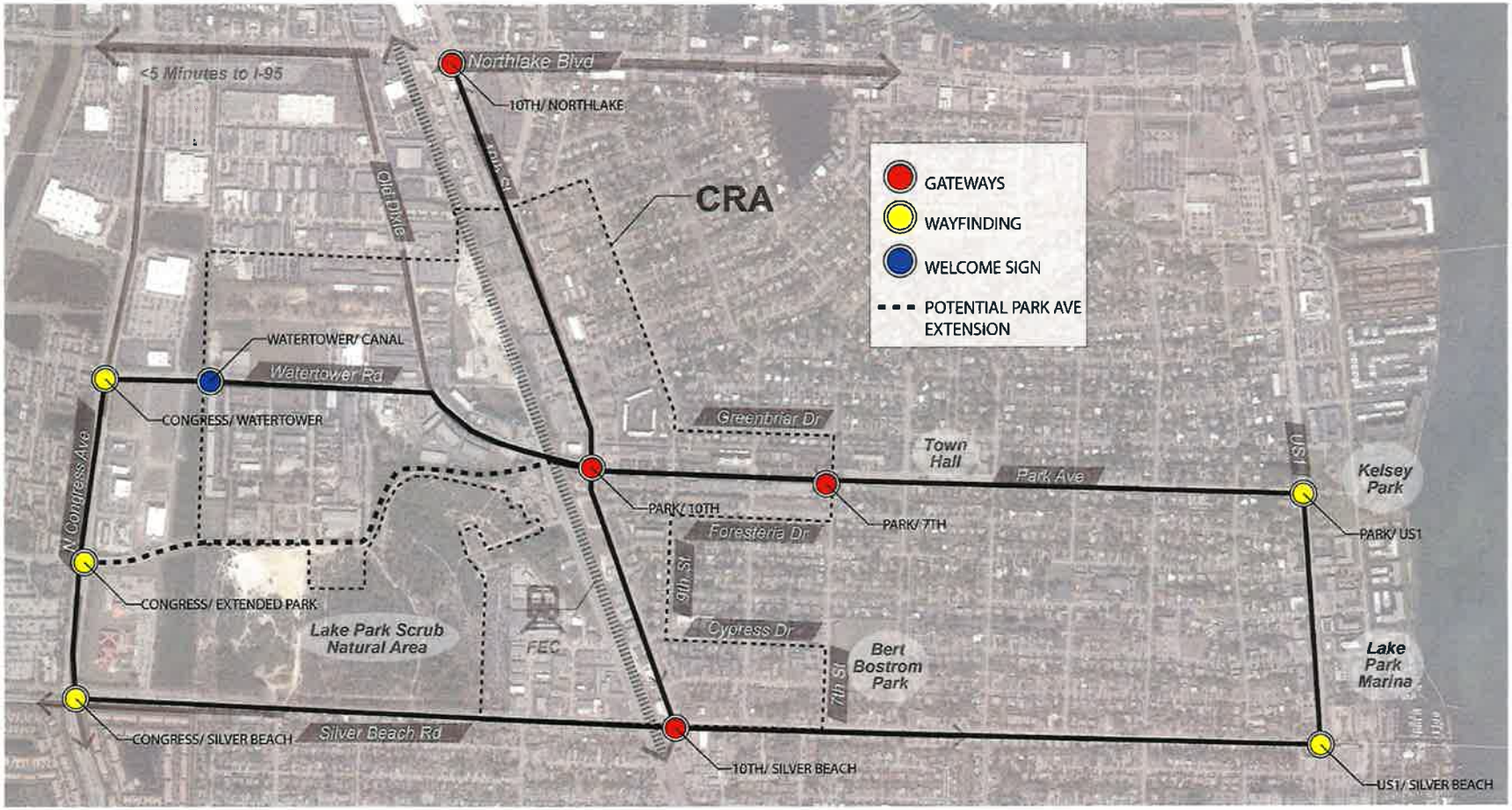
Connectivity and Walkability

Lighting Enhancements

Parking Lot Enhancements

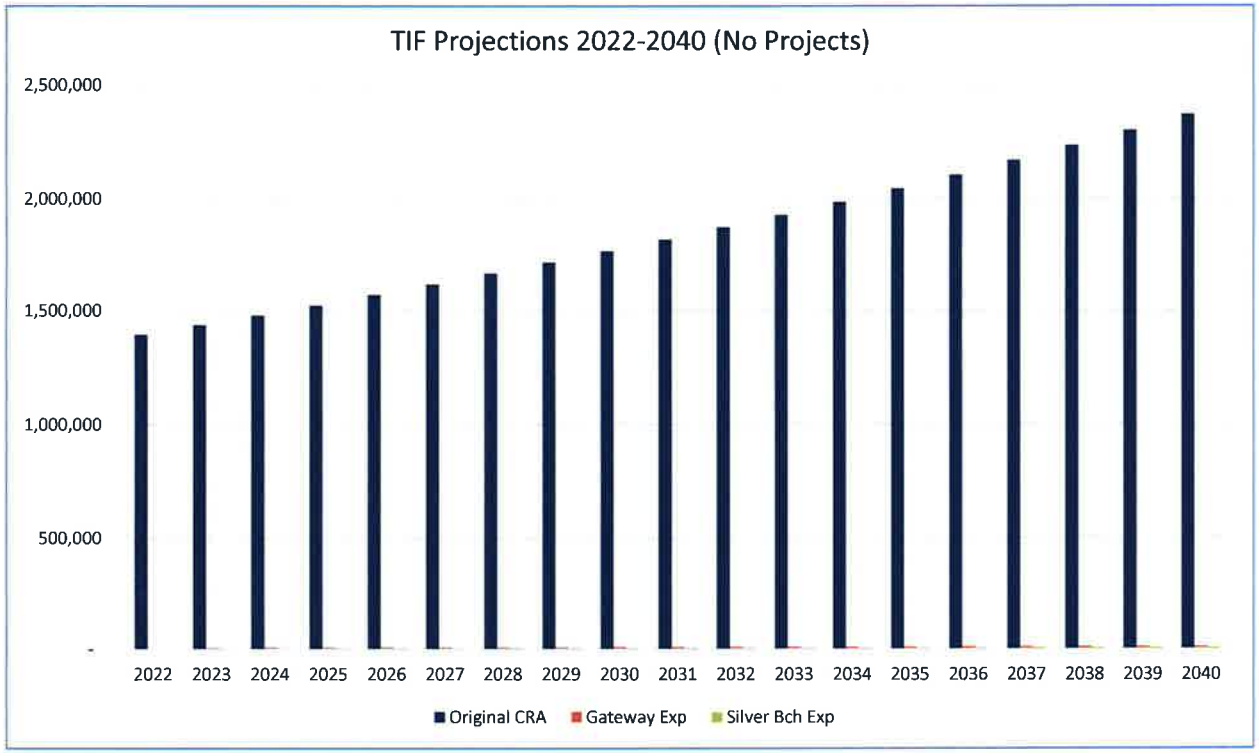
Rehabilitation Incentives

# Redevelopment Projects

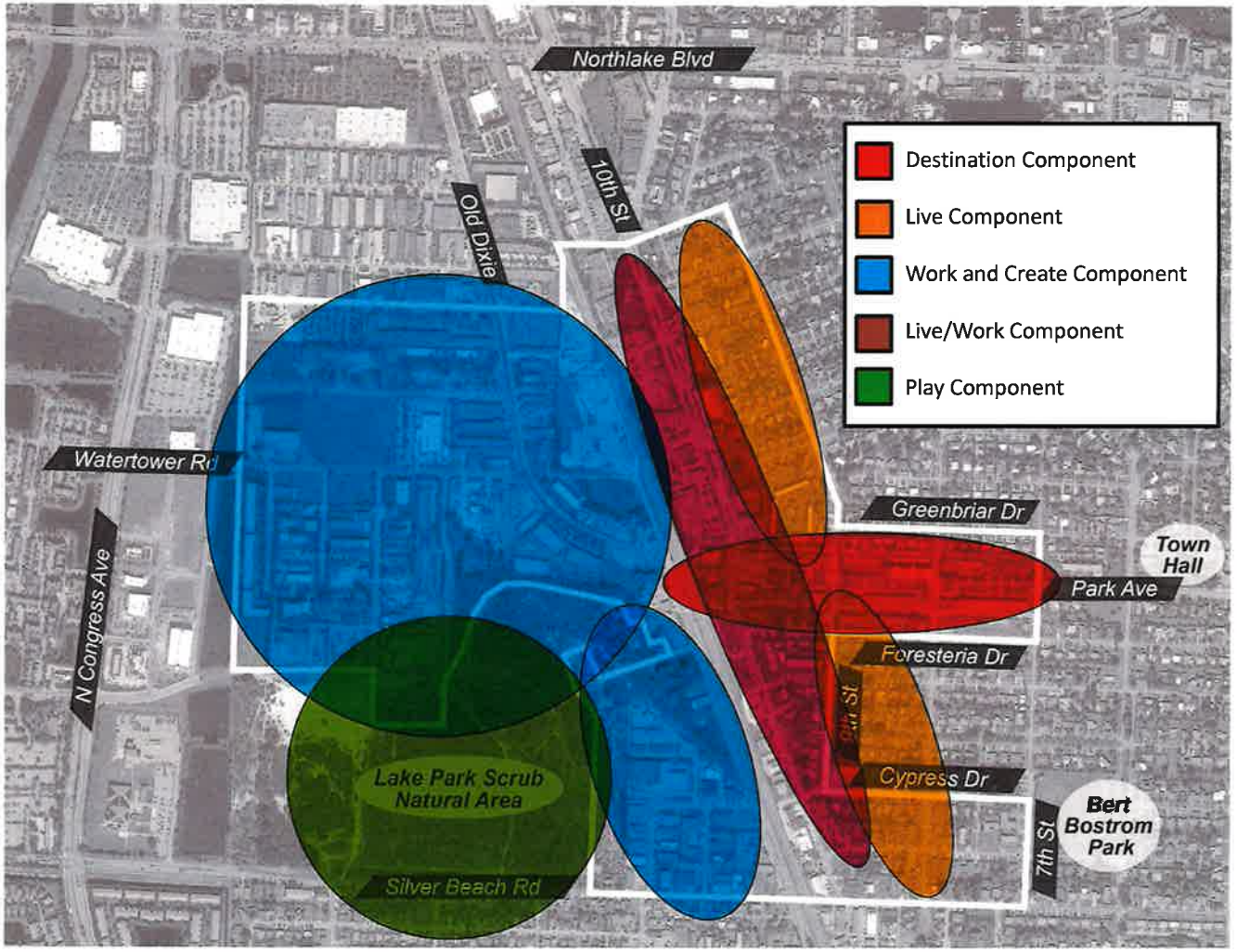


# Financial Projections

| Base Value | 2022/23 Projection | Increment |
|---|---|---|
| $6,070,754 | $181,235,112 | $175,164,358 |



# Redevelopment Concept



# AGENDA

**Special Call**
**Community Redevelopment Agency**
**Wednesday, August 3, 2022, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | **—** | **Chair** |
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **John Linden** | **—** | **Agency Member** |
| **Roger Michaud** | **—** | **Agency Member** |
| **Mary Beth Taylor** | **—** | **Agency Member** |
| **Henry K. Stark** | **—** | **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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**
**None**

**D. 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.**

**E. CONSENT AGENDA:**
**1. May 4, 2022 Special Call Community Redevelopment Agency Meeting Minutes.** **Tab 1**

**F. NEW BUSINESS:**
**2. Resolution 41-08-22 Authorizing and Directing the Chair to Sign a Grant Agreement with Bilingual Education Services.** **Tab 2**

**3. Resolution 42-08-22 Authorizing and Directing the Chair to Sign a Grant Agreement with Brooklyn Cupcakes.** **Tab 3**

**4. Update on the Proposed Pocket Park as Best Use Alternatives for the Community Redevelopment Agency (CRA) Property Located at 610 7th Street and Request for Authorization for the CRA Executive Director to Accept a Proposal from J. Morton Landscape Architecture for the Preparation of Construction-Ready Plans for the Park.** **Tab 4**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. AGENCY MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Meeting will be conducted on September 7, 2022.**

# Consent Agenda

# TAB 1

## Community Redevelopment Agency

**Agenda Request Form**

**Meeting Date: August 3, 2022** **Agenda Item No.**

**Agenda Title: May 4, 2022 Special Call Community Redevelopment Agency Board Meeting Minutes.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | **[X]** | **CONSENT AGENDA** |
| [ ] | OLD BUSINESS | [ ] | NEW BUSINESS: Resolution |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: General Business |

**Approved by Executive Director:** Date: 7/19/2022

*Shaquita Edwards, Deputy Clerk*
Name, Title

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Agency Clerk** | Costs: $ **0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>-Minutes<br>-Exhibit "A" |

**Recommended Motion: I move to approve the May 4, 2022 Special Call Community Redevelopment Agency Board Meeting Minutes.**

# Minutes
# Town of Lake Park, Florida
# Special Call
# Community Redevelopment Agency
# Wednesday, May 4, 2022 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a Special Call meeting on Wednesday, May 4, 2022 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Agency Members John Linden, Mary Beth Taylor and Henry Stark, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Shaquita Edwards. Agency Member Roger Michaud was absent.

Agency Clerk Edwards performed the roll call and Chair O'Rourke led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**
None

**CONSENT AGENDA:**
**1. March 16, 2022 Special Call Community Redevelopment Agency Meeting Minutes.**

**Motion: Board Member Linden moved to approve the consent agenda; Vice-Chair Glas-Castro seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | | | Absent |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**PUBLIC COMMENT:**
None

**NEW BUSINESS:**

**2. Final CRA Master Plan prepared by Business Flare.**

Kevin Crowder of Business Flare presented to the CRA Members (see Exhibit "A"). Chair O'Rourke thanked Mr. Crowder for his presentation and asked for clarification of the previous use of sub-districts as related to the Downtown District. Mr. Crowder explained that the intent was to encourage connectivity of the sub-districts. Chair O'Rourke asked for clarification of density and growth within the CRA. Mr. Crowder explained that the CRA Master Plan was not a regulatory document but encouraged the CRA Board and the Commission to work towards redevelopment friendly land development regulations. Vice-Chair Glas-Castro thanked Mr. Crowder; she announced that the use of public funds for the CRA had to be budgeted and included in the Master Plan. She commented that she did not see enhanced Code Enforcement and Community Policing within the CRA Master Plan. She referred to the use of Tax Increment Financing (TIF) Funds for enhanced Code Enforcement and Community Policing. Mr. Crowder explained that the CRA Master Plan could be updated to clarify the use of TIF Funds. Agency Member Taylor asked for clarification of a specific capital improvement project. Chair O'Rourke and Mr. Crowder explained that the objective of the CRA Master Plan was to identify capital projects but not the specific implementation of the projects. Agency Member Stark asked Mr. Crowder to identify specific types of businesses that he believed would benefit the Town of Lake Park residents. Mr. Crowder identified family-friendly restaurants, and neighborhood super markets as businesses that he believed would benefit the Town of Lake Park residents. Mr. Crowder explained the concepts of Market Maximization and Strategic Leasing.

**Motion: Vice-Chair Glas-Castro moved to recommend the approval of the CRA Master Plan to the Town Commission with the inclusion of Code Enforcement and Community Policing; Agency Member Taylor seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member Flaherty | X | | |
| Board Member Linden | X | | |
| Board Member Michaud | | | Absent |
| Board Member Stark | X | | |
| Vice-Chair Glas-Castro | X | | |
| Chair O'Rourke | X | | |

Motion passed 5-0.

**EXECUTIVE DIRECTOR REPORT:**

Executive Director D'Agostino announced that Town staff had met with developers whom disclosed an interest in the CRA.

**REQUEST FOR FUTURE AGENDA ITEMS:**

None

**AGENCY MEMBERS COMMENTS:**

**Agency Member Linden** had no comments.

**Board Member Michaud** was absent.

**Board Member Stark** asked for a timeline for the potential developments within the CRA. Executive Director D'Agostino explained that the communications between staff and the developers were preliminary and that he would provide an update at a future CRA Board Meeting.

**Board Member Taylor** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA and by unanimous vote, the meeting adjourned at 7:13 p.m.

_____
Chair, Michael O'Rourke

_____
Agency Clerk, Vivian Mendez, MMC

_____
Agency Clerk, Shaquita Edwards, MPA, MMC

Town Seal

Approved on this _____of _____, 2022

Exhibit "A"

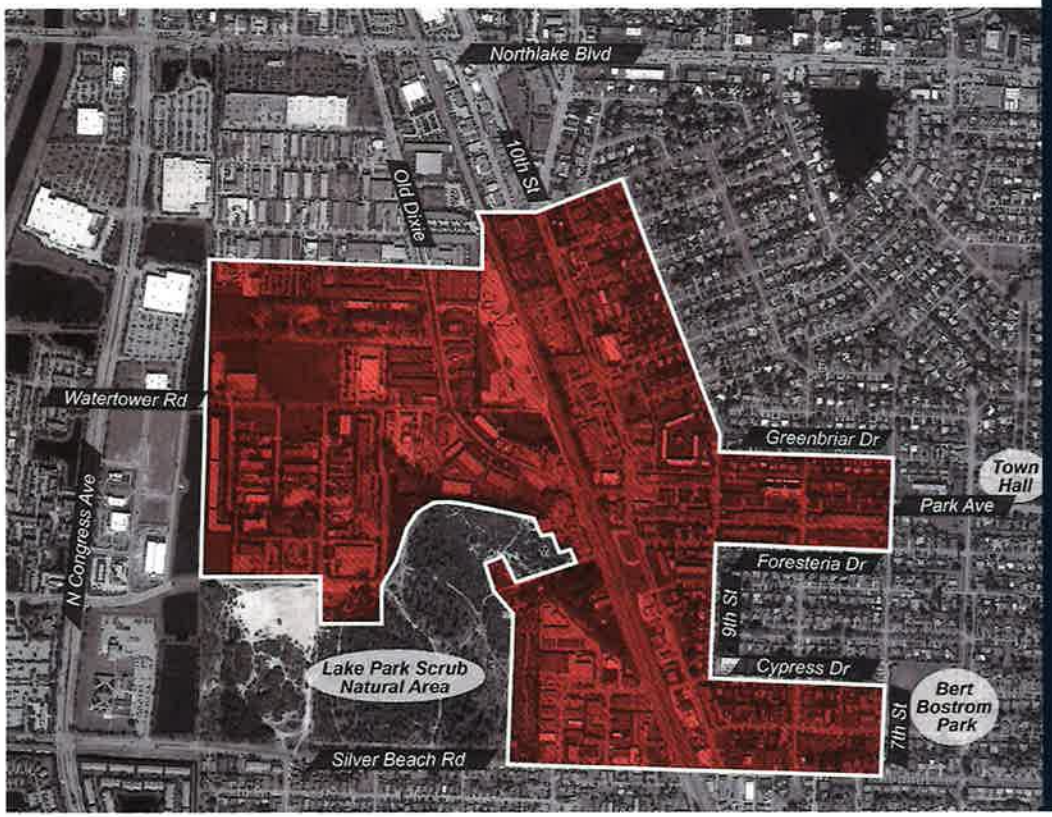


Town of Lake Park, FL

# CRA Plan Concept Overview

*May 4, 2022*

# Plan Concept

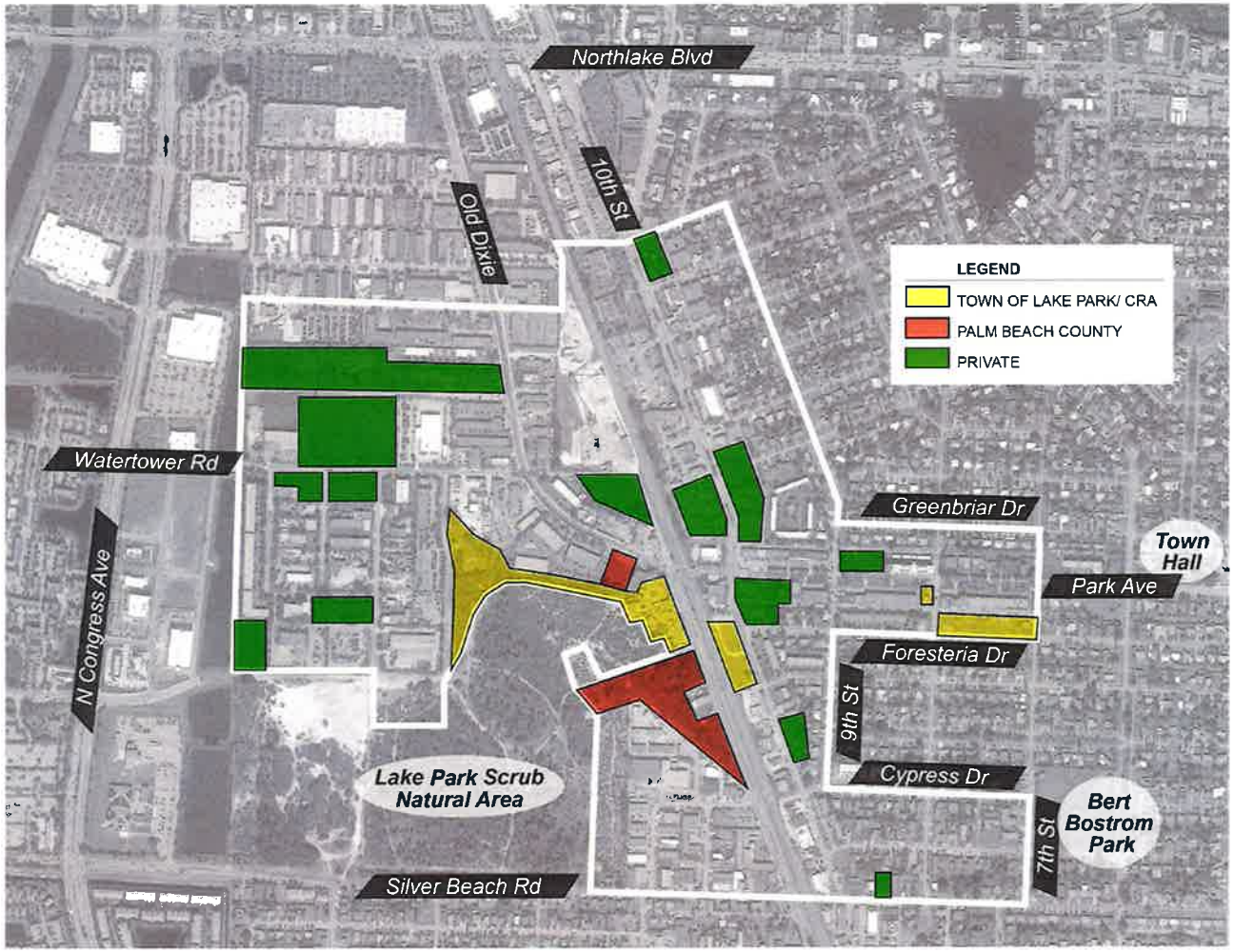



**The plan is realistic and actionable, and encourages:**

- Compatible development that respects community character and the Town's rich history.
- Supports entrepreneurship and provides CRA support for entrepreneurs and small businesses to succeed, including strategies that attract additional customers to the commercial areas; that attract investment and development that enhances existing space and provides new space for businesses; and that assist with aesthetic improvements to local businesses.
- Provides much needed infrastructure and capital investments on aesthetics, connectivity, and projects that build on the Town's successful clean and safe initiatives.
- Enhancements to existing residential property and supports development of new residential projects that are consistent with community character and which provide a "healthy housing mix."

# Existing Conditions

- Limited land availability
- Land control
- High demand
- Entrepreneurship
- Market access



# Summary of Public Input

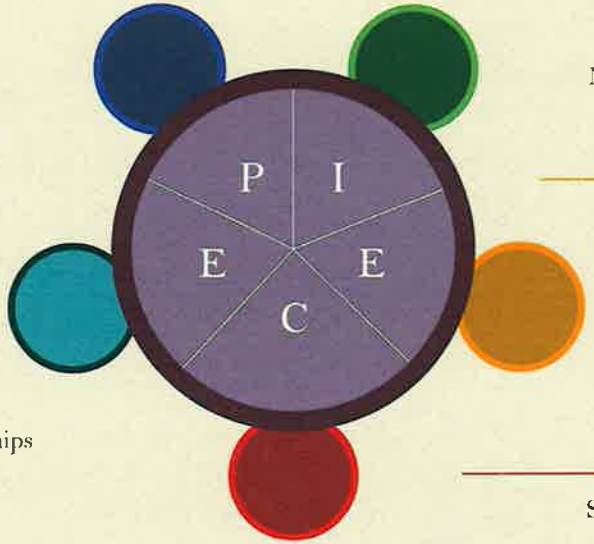
## PIECE ANALYSIS™ OF LAKE PARK CRA

### PRESERVE

Historical Charm
Historic Grid Pattern/ Layout
Landscape
Legacy Businesses
Railroad Connection

### INVEST

Creating a Destination
Public Events/ Farmer's Market
Main Street Programming
Commercial Facades
Marketing & Promotion of Town




### EXPOSE

Historic Downtown
Vibrant, Active, and Walkable
Planning History
Frederick Law Olmsted
Industrial Opportunity
Pleasant Place to Live

### ENHANCE

Downtown Feel & Identity
A Reason to Come Here
The Experience
Park Ave by Night
Smaller Retail Spaces
Local Businesses Network/ Partnerships
Residential Offerings

### CAPITALIZE

Small Town Charm
Industrial Space
Accessibility

BUSINESS FLARE®

# Redevelopment Program Initiatives

## Economic Development

Retain and expand targeted industries

Enhance place "identity"

Continue supporting small businesses, entrepreneurs and non-profits

Expand marketing and promotion efforts

## Public Improvements and Infrastructure

Gateways

Wayfinding

Enhanced Lighting

Streetscapes and Aesthetics

Utilities and Underground Infrastructure

# Redevelopment Program Initiatives

## Housing and Residential Life

Housing rehabilitation

Residential aesthetic improvements along corridors

Multifamily workforce housing development along the opportunity corridors

Improve quality of life within the CRA through open space enhancements

Clean and Safe Initiatives

## Transit, Transportation and Parking

Transit Oriented Development

Transit connectivity enhancements within and near the CRA

Transportation enhancements

Parking management

# Redevelopment Program Initiatives

## Redevelopment Support

Land Development Regulations

Land Acquisition and Disposition

Financing and Funding

Redevelopment Administration, Resources and Staffing

## Key Redevelopment Projects

Mixed use TOD at the Railside Site

Adopt a targeted TIF Recapture Program

Marketing and promotion of the CRA

Regulatory Enhancements

Capital Improvements to Park Avenue crossover

Septic to Sewer

Gateway Intersection Improvements

Gateway structures

Park Avenue Extension

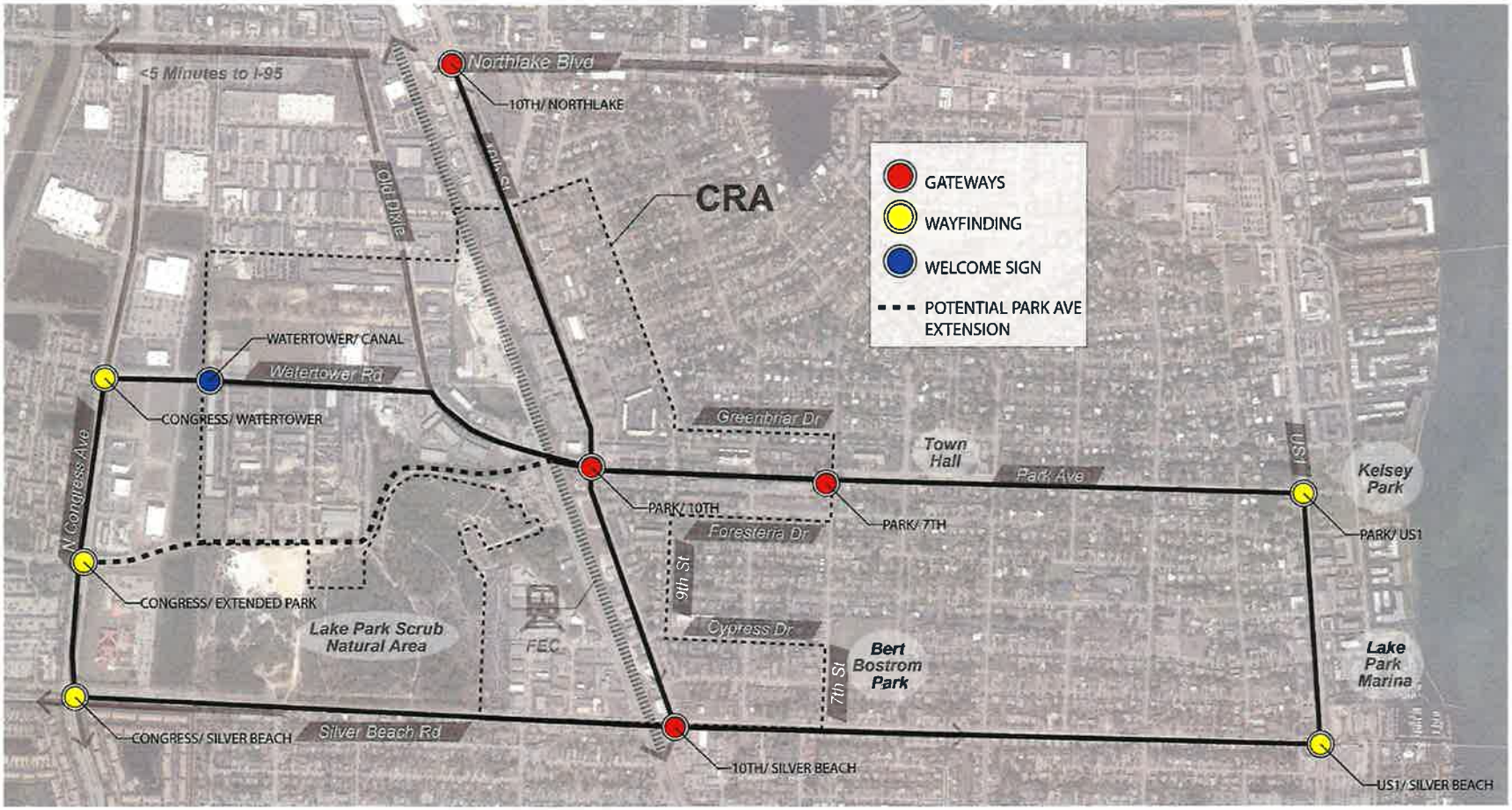
Connectivity and Walkability

Lighting Enhancements

Parking Lot Enhancements

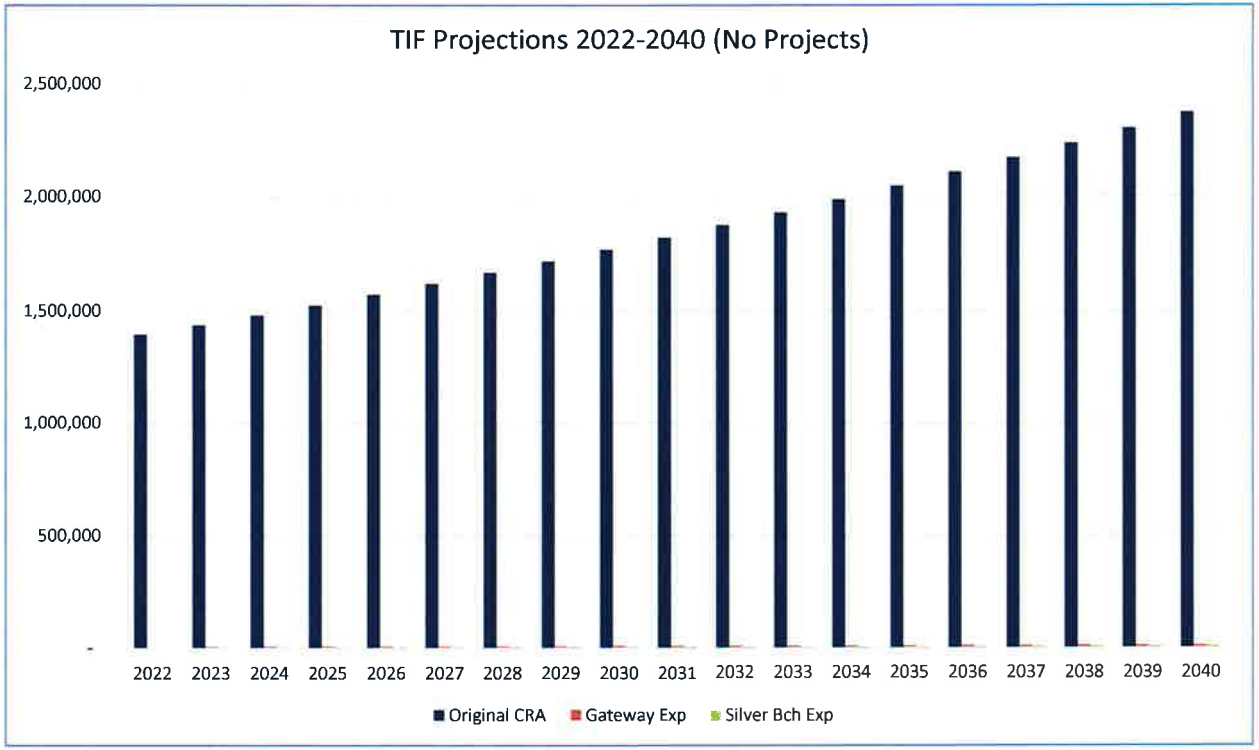
Rehabilitation Incentives

# Redevelopment Projects

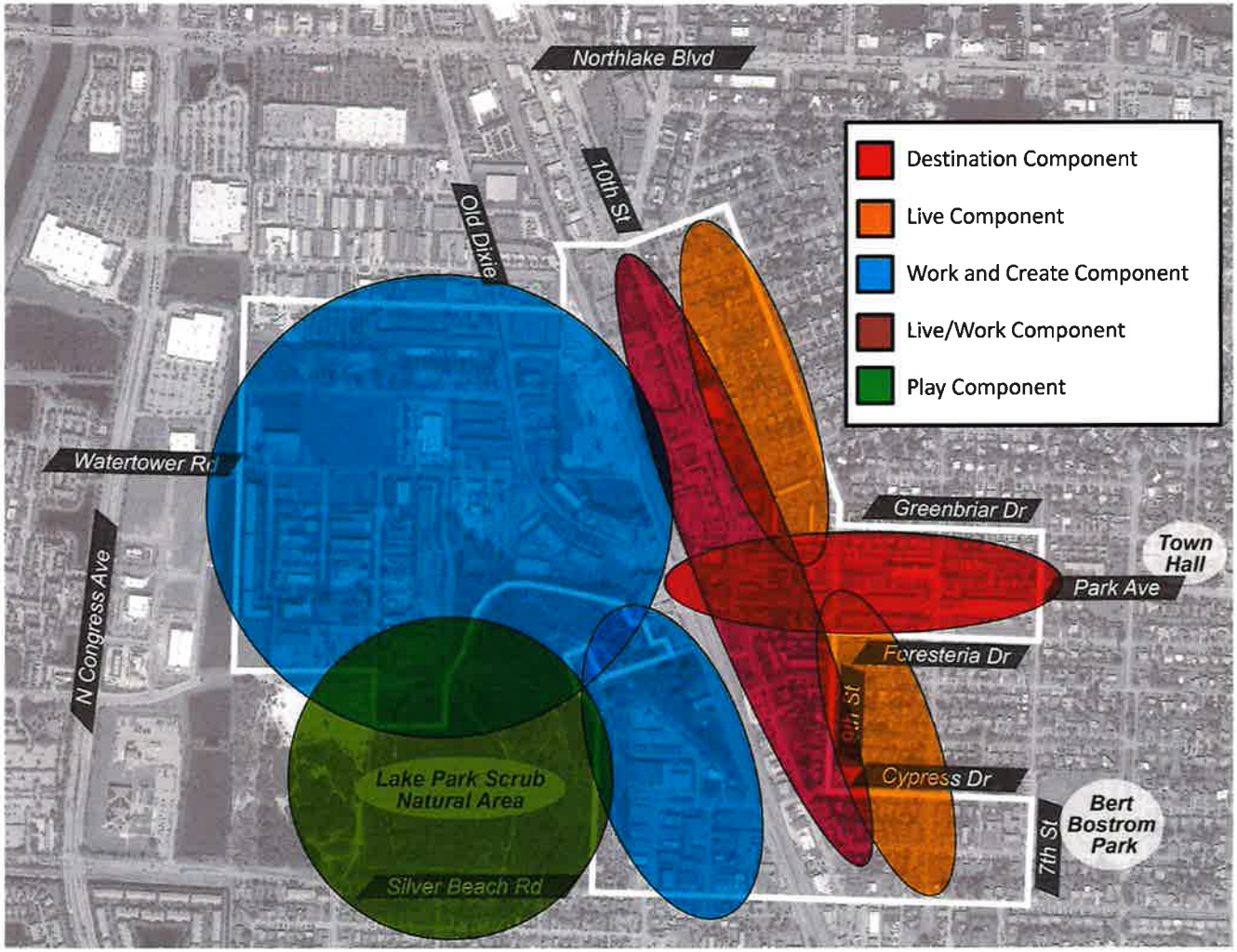


# Financial Projections

| Base Value | 2022/23 Projection | Increment |
|---|---|---|
| $6,070,754 | $181,235,112 | $175,164,358 |



# Redevelopment Concept



# New Business

# TAB 2

**CRA**
**Agenda Request Form**

**Meeting Date: August 3, 2022** **Agenda Item No.**

**Agenda Title: A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE CHAIRMAN TO SIGN A GRANT AGREEMENT WITH BILINGUAL EDUCATION SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE**

---

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | **[ X ]** | **NEW BUSINESS: Resolution** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: General Business |

**Approved by Executive Director:** Acting Date: 7/21/2022

Kimberly Rowley for ND
*Nadia Di Tommaso, Community Development Director*

| **Originating Department:** | Costs: **$ 51,000 & Legal Review** | **Attachments:** |
|---|---|---|
| **Town Manager/Community Development** | Funding Source: **CRA-Grants-Business Development / Legal #108** Acct. # **110-55-552-520-82111** [ ] Finance | **-Resolution 41-08-22** **-Redevelopment Grant Agreement** **-Bilingual Education Services Presentation and 501(c)(3) designation** |

## Background and Summary

Bilingual Education Services (BES) is seeking a redevelopment grant from the CRA in the amount of $51,000 (the Grant) to be used toward its 6-month start-up costs associated with the BES, whose office is located at 501 10th Street, Lake Park, Florida (the Property).

The CRA, through the current CRA Master Plan, has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to not-for-profit organizations to implement strategies and provide services that benefit the community and economic well-being of the Town's community redevelopment area. BES has agreed to use the Grant to provide bilingual education and tutoring services to the Haitian community in the community redevelopment area, a community they have a longstanding relationship with and have served in various capacities in the past. This would be the first location in Lake Park and their proposed operation is detailed in their enclosed presentation. While their ongoing sustainability plan relies on enrollment fees and grants (primarily), staff does think this is a needed service in the community. Long term sustainability is difficult to predict however, a grant will ensure they can get started. The agreement also includes provisions requiring their ongoing operation for 5 years in order to retain the full amount of their grant.

**Recommended Motion: I move to APPROVE Resolution 41-08-22.**

**RESOLUTION NO. : 41-08-22**

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE CHAIRMAN TO SIGN A GRANT AGREEMENT WITH BILINGUAL EDUCATION SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Town of Lake Park's Community Redevelopment Agency (the CRA) has such powers and authority as have been conferred upon it by the Florida Constitution and Chapter 163, Part III, Florida Statutes; and

**WHEREAS,** Bilingual Education Services (BES) is seeking a redevelopment grant from the CRA in the amount of $51,000 (the Grant) to be used toward its 6-month start-up costs associated with the BES, whose office is located at 501 10th Street, Lake Park, Florida (the Property); and

**WHEREAS,** the CRA has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to not-for-profit organizations to implement strategies and provide services that benefit the community and economic well-being of the Town's community redevelopment area; and

**WHEREAS**, the CRA's Executive Director recommends that the CRA's Board of Commissioners (the Commission) provide the Grant to BES to assist it with its "start-up costs"; and

**WHEREAS**, BES has agreed to use the Grant to provide bilingual education and tutoring services to the Haitian community in the community redevelopment area; and

**WHEREAS,** the Commission is willing to make the Grant available to BES on the terms set forth in the Agreement which is attached hereto and incorporated herein.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY:**

**Section 1.** The foregoing recitals are incorporated herein.

**Section 2.** The Commission hereby directs and authorizes the Commission Chairman to execute an agreement with Bilingual Education Services, a copy of which is attached hereto and incorporated herein.

**Section 3.** This Resolution shall become effective upon its execution.

# REDEVELOPMENT GRANT AGREEMENT

**THIS REDEVELOPMENT GRANT AGREEMENT** ("Agreement") is made this ____ day of _____, 2022, by and between The Town of Lake Park's Community Redevelopment Agency ("CRA"), having an address at 535 Park Avenue, Lake Park, Florida 33403, and Bilingual Education Services, ("BES") having an address at 501 10th Street, Lake Park, FL 33403 (the Property).

## RECITALS

**WHEREAS**, the Town of Lake Park's Community Redevelopment Agency (the CRA) has such powers and authority as have been conferred upon it by the Florida Constitution and Chapter 163, Part III, Florida Statutes; and

**WHEREAS,** Bilingual Education Services (BES) is seeking a redevelopment grant from the CRA in the amount of $51,000 (the Grant) to be used toward its 6-month start-up costs; and

**WHEREAS**, BES is a 501(c)(3) not for profit corporation, located at 501 10th Street, Lake Park, Florida (the Property); and

**WHEREAS,** the CRA has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to not-for-profit organizations to implement strategies and provide services that benefit the community and economic well-being of the Town's community redevelopment area; and

**WHEREAS**, the CRA's Executive Director recommends that the CRA's Board of Commissioners (the Commission) provide the Grant to BES to assist it with its "start-up costs" which BES has agreed to use to facilitate the ongoing provision of non-profit services to the community redevelopment area; and

**WHEREAS**, the services provide by BES include bilingual education services and tutoring services to the Haitian community in Lake Park; and

**WHEREAS,** the Commission agrees to make the Grant available to BES based upon the terms set forth in this Agreement.

**NOW THEREFORE**, in consideration of the above recitals and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto, intending to be legally bound, hereby agree as follows:

1. **Recitals.** The recitals are incorporated herein.

2. **CRA Grant.** The Town's Community Redevelopment Agency (CRA) agrees to provide BES with a one-time Grant in the amount of $51,000. The Grant shall be [amortized over the five years of the Term. Each year BES remains in business during the Term, its obligation to repay the entire grant] in the event it does not remain in business for the entire term shall be reduced by $10,200.

3. **Use of Funds**. Payments shall be made to BES upon the Town's receipt and verification of the invoices for each of the above items. The use of the funds is restricted to the expenses listed in the table below:

| **Expenses for 6 months** | | | |
|---|---|---|---|
| **Start up Expenses** | | **Per/month** | **Total for 6 mths** |
| **Rent & Facilities** | 6 months | 1065 | $6,390.00 |
| **Internet services** | 6 months | 149 | $894.00 |
| **Advertising** | 6 months | 500 | $3,000.00 |
| **Utilities** | 6 months | 65 | $390.00 |
| **Instructor (AM & PM)** | 6 months | 3000 | $18,000.00 |
| **Total** | | | **$28,674.00** |
| **Office Supplies (for 6 months)** | | | |
| Copy paper | **Qty** | **Price/unit** | |
| Pens | 3 | $76.99 | $230.97 |
| Pencils | 3 | $60.89 | $182.67 |
| Markers | 3 | 40.39 | $121.17 |
| Highlighters | 3 | $15.79 | $47.37 |
| Stapler | 1 | $34.49 | $34.49 |
| Staples | 1 | $101.49 | $101.49 |
| Manila folder | 2 | $9.29 | $18.58 |
| Hanging folders | 2 | $20.29 | $41 |
| Post-it sticky notes | 2 | $12.59 | $25 |
| USB drive | 1 | $7.99 | $15.98 |
| Post-it sticky Easel pad | 1 | $124.49 | $124.49 |
| Brochures and flyers (printing) | | | $500.00 |
| **Total** | | | **$1,442.97** |
| **Classroom Equipment-One time purchase** | | | |
| Laptops | 10 | $749.00 | $7,490.00 |
| Student desk | 10 | $499.99 | $4,999.90 |
| Filing cabinet | 1 | $248.99 | $248.99 |
| Shredder | 1 | $187.19 | $187.19 |
| Projector | 1 | $499.99 | $499.99 |
| Copier | 1 | $749.00 | $749.00 |
| Sound bar system | 1 | $149.99 | $149.99 |
| Repairs ad Building costs | | | $5,000.00 |
| **Total** | | | **$19,325.06** |
| **Fundraising expenses** | | | |
| Leasing | | | $2,000.00 |

| | | | |
|---|---|---|---|
| Artists | | | $1,000.00 |
| **Total** | | | **$3,000.00** |
| **Custodial supplies** | QTY | price/unit | |
| Prof. Surface Disinfectant | 3 | 34.19 | $102.57 |
| Lysol cleaning wipes | 6 | 10.99 | $65.94 |
| Clorox disinfectant wipes | 2 | 68.29 | $136.58 |
| Toilet paper | 2 | 101.89 | $203.78 |
| Paper Towel | 2 | 135.79 | $271.58 |
| Purell Hand Sanitizer | 3 | 107.99 | $323.97 |
| Purell Hand soap | 1 | 69.99 | $69.99 |
| Trash bags | 2 | 50.69 | $101.38 |
| Miscellanous | | 200 | $200.00 |
| Total | | | **$1,475.79** |

**GRAND TOTAL: $50,917.82**

**4. Term**. [BES shall remain in business at the Property] for five years from the date of execution of the Agreement.

**5. Repayment**. Should BES close or relocate its business, it agrees to return the Grant funds it has received from the CRA the amount of the funds which the CRA has paid to it up until it ceases operations on the Property.

**6. Assignment.** This Agreement shall not be assigned without the CRA's written prior written consent.

**7. Amendment.** This Agreement shall not be revised, changed or amended except by a written amendment executed by both parties.

**8. Governing Law/Venue.** This Agreement shall be construed in accordance with and governed by the laws of the state of Florida, without giving effect to choice of law rules. Venue shall be in the federal or state courts located in Palm Beach County, Florida.

**9. Counterparts.** This Agreement may be executed in duplicate counterparts which when construed together shall constitute a single instrument.

**10. Severability.** Any provision of this Agreement which is deemed by a court of competent jurisdiction shall, as to such jurisdiction, be ineffective only to the extent of such prohibition or unenforceability without invalidating the remainder of such provision or the remaining provisions hereof or affecting the validity or enforceability of such provision in any other jurisdiction.

**11. Indemnification.** BES agrees to indemnify and save harmless the Town its elected or appointed officers, employees, agents, and consultants from and against any and all liability, expense, or damage of any kind or nature and from any suits or claims, including reasonable legal fees and expenses, on account of any matter, whether in suit or not, arising out of this Agreement.

**12. Attorney Fees.** In the event either party is required to enforce this Agreement, the prevailing party shall be entitled to the reimbursement of its attorney fees and court costs.

The parties hereto have duly executed this Agreement on the day and year first above written.

**TOWN OF LAKE PARK CRA**

By: _____
Michael O'Rourke, Chairman

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**

By: _____
Thomas J. Baird, General Counsel

**BILINGUAL EDUCATION SERVICES**

By: _____

Its: _____

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## Bilingual Education Center for Education And Training

***"A Haitian Community Center for Integration and Orientation "***

**Our Mission Statement**

To preserve and strengthen the Palm Beach County Haitian immigrant community center by providing programs and services that are rooted in and promote Haitian values, ethics and traditions and that meet the social, cultural, recreational and educational needs of Palm Beach County Haitian Immigrant community

**Our Core Values**

We hold and cherish our intrinsic values that identify us as Haitians including cultural, recreational, educational and social activities among us in Florida.

We seek to build and maintain partnerships with other Palm Beach County institutions such as health care district, school district, palm train and others to provide more services.

We are committed to inclusiveness by reaching out through our services and programs to all Haitian population groups including interfaith families.

We actively adapt to the continually evolving needs of the Haitian community to serve them more effectively.

We provide programs and services to a broad range of needs and interests for different category of individuals including seniors.

We strive to create a welcome, friendly, and kind environment for our participants to help them feel a sense of belonging as we offer them the highest quality of experiences and professional services.

We welcome and promote volunteerism by creating opportunities for volunteer involvement.

## Our Programs

**Adults Literacy**- Provide English language and literacy instruction for adult English language learner and who are non-literate or semi-literate in their home language.

**Senior Activities**- The Senior Adult Program at the Haitian Community Center is geared for people in their late 60s,70s, 80s and 90s who want to be stimulated intellectually and socially.

**Youth mentoring**- We promote youth mentoring because it has several positive impacts on young people including the enhancement of their cognitive, physical and social development.

**Students Education reinforcement** - Tutoring for kids Grade K – 6), Homework assistance

**Adults Education training**- Adults are exposed to an array of short –term vocational programs that can help them get the personal skills they need to get into a new career and enter the workplace as quick as possible

**Careers Development**- We assist our participants to identify their talents through career assessment, develop them through education and deploy them through job placement

**Clothing and furniture's bank, Food Bank**- We believe that food is an essential basic need that people need.

## Bilingual Education Services Training Center BUDGET 2022-2023

| Classroom Equipment-One time purchase | | | |
|---|---|---|---|
| Laptops | 10 | $749.00 | $7,490.00 |
| Student desk | 10 | $499.99 | $4,999.90 |
| Filing cabinet | 1 | $248.99 | $248.99 |
| Shredder | 1 | $187.19 | $187.19 |
| Projector | 1 | $499.99 | $499.99 |
| Copier | 1 | $749.00 | $749.00 |
| Sound bar system | 1 | $149.99 | $149.99 |
| Repairs ad Building costs | | | $5,000.00 |
| **Total** | | | **$19,325.06** |
| **Fundraising expenses** | | | |
| Leasing | | | $2,000.00 |
| Artists | | | $1,000.00 |
| **Total** | | | **$3,000.00** |
| **Custodial supplies** | QTY | price/unit | |
| Prof. Surface Disinfectant | 3 | $34.19 | $102.57 |
| Lysol cleaning wipes | 6 | $10.99 | $65.94 |
| Clorox disinfectant wipes | 2 | $68.29 | $136.58 |
| Toilet paper | 2 | $101.89 | $203.78 |
| Paper Towel | 2 | $135.79 | $271.58 |
| Purell Hand Sanitizer | 3 | $107.99 | $323.97 |
| Purell Hand soap | 1 | $69.99 | $69.99 |
| Trash bags | 2 | $50.69 | $101.38 |
| Miscellanous | | $200.00 | $200.00 |
| Total | | | **$1,475.79** |

| Expenses for 6 months | | | |
|---|---|---|---|
| **Start up Expenses** | | Per/month | Total for 6 mths |
| **Rent & Facilities** | 6 months | 1065 | $6,390.00 |
| **Internet services** | 6 months | 149 | $894.00 |
| **Advertising** | 6 months | 500 | $3,000.00 |
| **Utilities** | 6 months | 65 | $390.00 |
| **Instructor (AM & PM)** | 6 months | 3000 | $18,000.00 |
| Total | | | **$28,674.00** |
| **Office Supplies (for 6 months)** | | | |
| Copy paper | Qty | Price/unit | |
| Pens | 3 | $76.99 | $230.97 |
| Pencils | 3 | $60.89 | $182.67 |
| Markers | 3 | 40.39 | $121.17 |
| Highlighters | 3 | $15.79 | $47.37 |
| Stapler | 1 | $34.49 | $34.49 |
| Staples | 1 | $101.49 | $101.49 |
| Manila folder | 2 | $9.29 | $18.58 |
| Hanging folders | 2 | $20.29 | $41 |
| Post-it sticky notes | 2 | $12.59 | $25 |
| USB drive | 1 | $7.99 | $15.98 |
| Post-it sticky Easel pad | 1 | $124.49 | $124.49 |
| Brochures and flyers (printing) | | | $500.00 |
| **Total** | | | **$1,442.97** |

## Fee Schedule

Working with a tutor can dramatically improve a student's skill level. In today's fast pace of education, a tutor could be the perfect opportunity for an achiever to get ahead in their studies. Our programs are designed to reach out and help individual with their educational needs. The students will be charged based on the following fee schedule:

| | |
|---|---|
| $20/hr. of instruction | $20 |
| 3 times per week | $60 |
| 20 students/ week | $1200 |
| 4 sessions month | $4800 |
| 6 months | $28,000 |

## GRANTS

**To financially support our next project or undertaking we are leveraging our resources by seeking donations in the form of grants.**

**1. Free money**

**Grants can help organizations create new or expanded offerings. Grants provide your organization with an opportunity to create a new funding stream that does not need to be repaid.**

**2. Create new or expanded programs**

**3. Collaboration = bigger impact**

**4. Success breeds more $ Success breeds success in grant funding too. Securing grant funding can result in a domino effect with more organizations seeing the value in our goals and mission**

- FLORIDA DEPARTMENT OF EDUCATION
- Request for Application (RFA Entitlement)
- Bureau / Office
- Division of Career and Adult Education

- Program Name
- Adult Education and Family Literacy – State Leadership, Florida Adult and Family Literacy Resource Center, Florida Literacy Coalition, Non-Competitive
- http://www.floridaliteracy.org/index.html

## GRANTS that have been applied for by BEST

COSTCO WHOLESALE

Wawa

NONPROFIT RESOURCE CENTER
Crummer Rollins
EDYTH BUSH INSTITUTE

Walmart

Chick-fil-A

THE AWESOME FOUNDATION

WALT DISNEY FOUNDATION

THE HOME DEPOT FOUNDATION

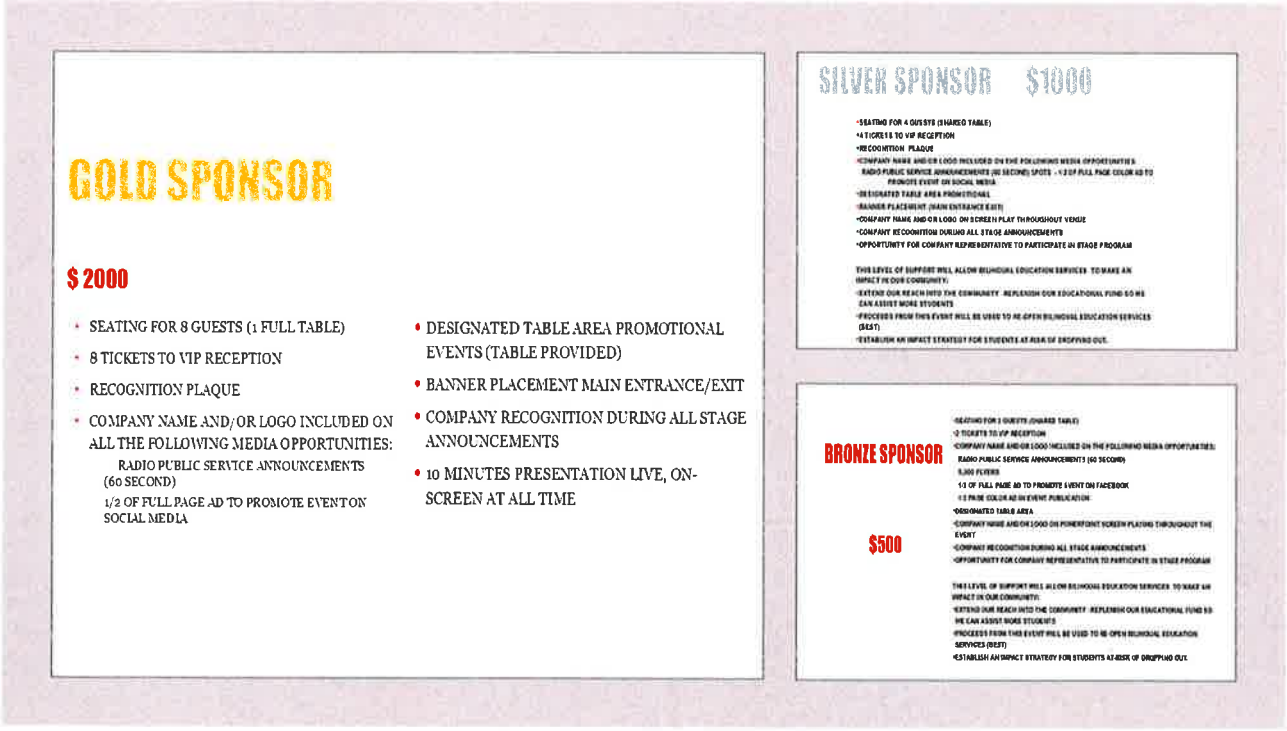
COMCAST FOUNDATION

Fundraising Gala's

Three fundraising events per year with the goal of raising $10,000 per event.

# WELLNESS AND HEALTH GALA 2020

**BILINGUAL EDUCATION CENTER AND TRAINING SERVICES**



## GOLD SPONSOR

**$ 2000**

- SEATING FOR 8 GUESTS (1 FULL TABLE)
- 8 TICKETS TO VIP RECEPTION
- RECOGNITION PLAQUE
- COMPANY NAME AND/OR LOGO INCLUDED ON ALL THE FOLLOWING MEDIA OPPORTUNITIES:
  - RADIO PUBLIC SERVICE ANNOUNCEMENTS (60 SECOND)
  - 1/2 OF FULL PAGE AD TO PROMOTE EVENT ON SOCIAL MEDIA
- DESIGNATED TABLE AREA PROMOTIONAL EVENTS (TABLE PROVIDED)
- BANNER PLACEMENT MAIN ENTRANCE/EXIT
- COMPANY RECOGNITION DURING ALL STAGE ANNOUNCEMENTS
- 10 MINUTES PRESENTATION LIVE, ON-SCREEN AT ALL TIME

## SILVER SPONSOR $1000

- SEATING FOR 4 GUESTS (SHARED TABLE)
- 4 TICKETS TO VIP RECEPTION
- RECOGNITION PLAQUE
- COMPANY NAME AND/OR LOGO INCLUDED ON THE FOLLOWING MEDIA OPPORTUNITIES:
  - RADIO PUBLIC SERVICE ANNOUNCEMENTS (60 SECOND) SPOTS
  - 1/2 OF FULL PAGE COLOR AD TO PROMOTE EVENT ON SOCIAL MEDIA
- DESIGNATED TABLE AREA PROMOTIONAL
- BANNER PLACEMENT (MAIN ENTRANCE/EXIT)
- COMPANY NAME AND/OR LOGO ON SCREEN PLAY THROUGHOUT VENUE
- COMPANY RECOGNITION DURING ALL STAGE ANNOUNCEMENTS
- OPPORTUNITY FOR COMPANY REPRESENTATIVE TO PARTICIPATE IN STAGE PROGRAM

THIS LEVEL OF SUPPORT WILL ALLOW BILINGUAL EDUCATION SERVICES TO MAKE AN IMPACT IN OUR COMMUNITY:

- EXTEND OUR REACH INTO THE COMMUNITY REPLENISH OUR EDUCATIONAL FUND SO WE CAN ASSIST MORE STUDENTS
- PROCEEDS FROM THIS EVENT WILL BE USED TO RE-OPEN BILINGUAL EDUCATION SERVICES (BEST)
- ESTABLISH AN IMPACT STRATEGY FOR STUDENTS AT RISK OF DROPPING OUT.

## BRONZE SPONSOR

**$500**

- SEATING FOR 2 GUESTS (SHARED TABLE)
- 2 TICKETS TO VIP RECEPTION
- COMPANY NAME AND/OR LOGO INCLUDED ON THE FOLLOWING MEDIA OPPORTUNITIES:
  - RADIO PUBLIC SERVICE ANNOUNCEMENTS (60 SECOND)
  - 5,000 FLYERS
  - 1/4 OF FULL PAGE AD TO PROMOTE EVENT ON FACEBOOK
  - 1/2 PAGE COLOR AD IN EVENT PUBLICATION
- DESIGNATED TABLE AREA
- COMPANY NAME AND/OR LOGO ON POWERPOINT SCREEN PLAYING THROUGHOUT THE EVENT
- COMPANY RECOGNITION DURING ALL STAGE ANNOUNCEMENTS
- OPPORTUNITY FOR COMPANY REPRESENTATIVE TO PARTICIPATE IN STAGE PROGRAM

THIS LEVEL OF SUPPORT WILL ALLOW BILINGUAL EDUCATION SERVICES TO MAKE AN IMPACT IN OUR COMMUNITY:

- EXTEND OUR REACH INTO THE COMMUNITY REPLENISH OUR EDUCATIONAL FUND SO WE CAN ASSIST MORE STUDENTS
- PROCEEDS FROM THIS EVENT WILL BE USED TO RE-OPEN BILINGUAL EDUCATION SERVICES (BEST)
- ESTABLISH AN IMPACT STRATEGY FOR STUDENTS AT-RISK OF DROPPING OUT.

# OUR SPONSORS

| Sponsors List | |
|---|---|
| 1 | The American Public Adjuster |
| 2 | Team Prosperity |
| 3 | Av. Mentor |
| 4 | Av. Byrnes Guillaume |
| 5 | Global Services |
| 6 | Creative Beauty Salon |
| 7 | Toyota |
| 8 | Sunshine Wellness |
| 11 | Nissan West Palm Beach |
| 12 | Holy Church of Grace |
| 13 | Life Insurance Agent |
| 14 | Bless Medical Center |
| 15 | Caring Hearts Medical Center |
| 16 | Reddish Bull |
| 17 | Diri Ayiti Cheri |
| 23 | FSB Group |

Atlas
VIRTUAL PARALEGAL

Atlas Virtual Paralegal
324 Datura St., Suite 150
West Palm Beach, FL 33401
Office: 561-509-1387

Mission Statement

The mission of Atlas Virtual Paralegal is to provide all law firms with innovative, client-centered, and competitively priced legal services. Furthermore, it is our mission to assist them with their legal needs in a fast and reliable manner.

# rele **BYRNES** -561-201-8350

Law Offices of **Byrnes Guillaume,**
Attorney at law, *PLLC*

2101 Vista Parkway Suite 288

West Palm Beach, FL 33411

**Education**

- BS degree in Marketing Florida State University
- Juris Doctorate Western New England College School of Law
- MBA Howard University.

**Licenses**

- State of Florida Courts
- United States District Court Southern District of Florida
- Supreme Court of the United States of America

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RELE KEITH - 561 -475-2282

# REDDISH BULL FINANCE

We're Bullish About Financing American Real Estate

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 14 2020

BILINGUAL EDUCATIONAL SERVICES &amp ; TRAINING CENTER
C/O LEON GAITHER
6299 PINESTEAD DRIVE
LAKE WORTH, FL 33463-0000

Employer Identification Number:
85-1681601
DLN:
26053584001310
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
June 30, 2020
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

# TAB 3

**CRA**
**Agenda Request Form**

**Meeting Date: August 3, 2022** **Agenda Item No.**

**Agenda Title: A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE CHAIRMAN TO SIGN A GRANT AGREEMENT WITH BROOKLYN CUPCAKE; AND PROVIDING FOR AN EFFECTIVE DATE**

---

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | **[ X ]** | **NEW BUSINESS: Resolution** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: General Business |

**Approved by Executive Director:** ACTING Date: 7/21/2022

Kimberly Rowley for ND
*Nadia Di Tommaso, Community Development Director*

| **Originating Department:** | Costs: **$ 130,000 & Legal Review**<br>Funding Source:<br>**CRA-Grants-Business Development / Legal #108**<br>Acct. # **110-55-552-520-82111**<br>[ ] Finance | **Attachments:**<br>**-Resolution 42-08-22**<br>**-Redevelopment Grant Agreement**<br>**-History** |
|---|---|---|
| **Town Manager/Community Development** | | |

## Background and Summary

Brooklyn Cupcake (BC) is an established business in Brooklyn, New York who is seeking a redevelopment grant from the CRA in the amount of $130,000 (the Grant) to be used for the redevelopment of its property located at 798 10th Street, Lake Park, Florida (the Property). The Property will be leased by Brooklyn Cupcake and will be their first in Florida. Brooklyn Cupcake has experienced significant delays with their design professionals, but is now working closely with Seacoast and the Town to complete their

buildout at the Property. Due to the delays, their temporary location costs increased and the material costs have increased dramatically for their permanent buildout. Consequently, Brooklyn Cupcake is requesting $130,000 to assist with the grease trap costs and additional buildout costs. This is the minimum amount needed in order to keep them moving forward and get them open. The CRA, through the current CRA Plan, has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to small business owners proposing to re-develop properties within the Town's community redevelopment area.

Brooklyn Cupcake has provided the following out-of-pocket costs and explains they will incur additional costs beyond these expenditures (related to the ongoing operation of their business once opened):

| ***Brooklyn Cupcake Expense Items*** | | | |
|---|---|---|---|
| **Mobilization** | $12,000.00 | | |
| **Architect** | $1,500.00 | | |
| **Demolition** | $7,700.00 | | |
| **Electrical** | $12,750.00 | | |
| **HVAC** | $4,500.00 | | |
| New duct work coming off of mains in proposed kitchen area | | | |
| new defusers and returns | | | |
| Heat calculations | | | |
| Clean existing unit after construction to remove any dust and debris | | | |
| **Flooring** | $18,000.00 | | |
| **Ventilation** | ? | | |
| **Paint** | $7,107.50 | | |
| **RFP Sheets** | $4,000.00 | | |
| **Cabinets & Counters** | $5,500.00 | | |
| **Alarm and Cameras** | $1,000.00 | | |
| **Lighting** | $2,500.00 | | |
| **Seating/Tables** | $3,700.00 | | |
| **Bathroom Fixtures** | $1,500.00 | | |
| **Signage** | $4,500.00 | | |
| **Overhead & Profit** | $18,000.00 | **B'klyn Cupcake Total** | $90,757.50 |

Consequently, they are requesting assistance to cover the following additional expenses related to their buildout and grease trap (which, if approved, will hopefully get them open by approximately November 2022):

| *Lake Park Grant Items* | | | |
|---|---|---|---|
| **Sea Coast Utility** | | | |
| Administrative Fee | $1,140.00 | | |
| Connection Fee | $8,267.00 | | |
| **Survey** | $4,700.00 | | |
| **Engineer** | $2,500.00 | | |
| **DeeVan** | | | |
| *SANITARY SEWER* | $25,100.00 | | |
| 82' - 6" SDR-26 PVC | | | |
| 3 - 6" clean-out assemblies | | | |
| 1 - 6"x6" cut in wye | | | |
| 1 LS - Sawcut and remove existing asphalt | | | |
| 625 SF - Asphalt restoration | | | |
| *GREASE TRAP* | $12,500.00 | | |
| 1 - 750 gallon grease trap with ring and covers set to grade | | | |
| * Bid assume existing pipehas enough cover to set the pipe | | | |
| **Dual RPZ** backflow valve & installation | $10,000.00 | | |
| **Plumbing** (permits and work) | $32,000.00 | | |
| Floor and foundation wall cut and restoration | | | |
| 15' - 6" PVC | | | |
| 3 compartment sink plumbing and installation | | | |
| Floor drain installation | | | |
| Camera existing drains | | | |
| 2 ADA bathroom installations (toilet,hand sink) | | | |
| **Framing, Boarding, Taping, & Drop Ceiling** | $33,793.00 | **Lake Park Total** | $130,000.00 |

**Recommended Motion:** I move to APPROVE Resolution 42-08-22.

**RESOLUTION NO. : 42-08-22**

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE CHAIRMAN TO SIGN A GRANT AGREEMENT WITH BROOKLYN CUPCAKE; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Town of Lake Park's Community Redevelopment Agency (the CRA) has such powers and authority as have been conferred upon it by the Florida Constitution and Chapter 163, Part III, Florida Statutes; and

**WHEREAS,** Brooklyn Cupcake (BC) is seeking a redevelopment grant from the CRA in the amount of $130,000 (the Grant) to be used for the redevelopment of its property located at 798 10th Street, Lake Park, Florida (the Property); and

**WHEREAS,** the CRA has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to small business owners proposing to re-develop properties within the Town's community redevelopment area; and

**WHEREAS**, the CRA's Executive Director recommends that the CRA's Board of Commissioners (the Commission) provide the Grant to BC to assist it with build-out and grease trap/infrastructure costs; and

**WHEREAS,** the Commission is willing to make the Grant available to BC on the terms set forth in an agreement between the CRA and BC.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AGENCY:**

**Section 1.** The foregoing recitals are incorporated herein.

**Section 2.** The Commission hereby directs and authorizes the Board Chairman to execute the Grant Agreement with Brooklyn Cupcake, a copy of which is attached hereto and incorporated herein.

**Section 3.** This Resolution shall become effective upon its execution.

# REDEVELOPMENT GRANT AGREEMENT

**THIS REDEVELOPMENT GRANT AGREEMENT** ("Agreement") is made this ____ day of _____, 2022, by and between The Town of Lake Park's Community Redevelopment Agency ("CRA"), having an address at 535 Park Avenue, Lake Park, Florida 33403, and Brooklyn Cupcake, ("BC") having an address at 798 10th Street, Lake Park, FL 33403 (the Property).

## RECITALS

**WHEREAS**, the Town of Lake Park's Community Redevelopment Agency (the CRA) has such powers and authority as have been conferred upon it by the Florida Constitution and Chapter 163, Part III, Florida Statutes; and

**WHEREAS,** Brooklyn Cupcake (BC) is seeking a redevelopment grant from the CRA in the amount of $130,000 (the Grant) to be used for the redevelopment of its property located at 798 10th Street, Lake Park, Florida (the Property); and

**WHEREAS,** the CRA has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to small business owners proposing to develop their properties within the Town's community redevelopment area; and

**WHEREAS**, the CRA's Executive Director recommends that the CRA's Board of Commissioners (the Commission) provide the Grant to BC which is to be used to assist it with the build-out of the Property and grease trap/infrastructure costs; and

**WHEREAS,** the Commission agrees to make the Grant available to BC on the terms set forth in this Agreement.

**NOW THEREFORE**, in consideration of the above recitals and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto, intending to be legally bound, hereby agree as follows:

1. **Recitals.** The recitals are incorporated herein.

2. **CRA Grant.** The Town's Community Redevelopment Agency (CRA) agrees to provide BC with the Grant in the amount of $130,000. [The Grant shall be amortized over the five years of the Term. Each year BES remains in business during the Term, its obligation to repay the entire grant in the event it does not remain in business for the entire term shall be reduced by $26,000.

3. **Use of Funds**. [Payments shall be made to BC upon the Town's receipt and verification of the invoices for the grease trap and build-out. The funds shall be used by BC as follows:

| | | | |
|---|---|---|---|
| **Sea Coast Utility** | | | |
| Administrative Fee | $1,140.00 | | |
| Connection Fee | $8,267.00 | | |
| **Survey** | $4,700.00 | | |
| **Engineer** | $2,500.00 | | |
| **DeeVan** | | | |
| *SANITARY SEWER* | $25,100.00 | | |
| 82' - 6" SDR-26 PVC | | | |
| 3 - 6" clean-out assemblies | | | |
| 1 - 6"x6" cut in wye | | | |
| 1 LS - Sawcut and remove existing asphalt | | | |
| 625 SF - Asphalt restoration | | | |
| *GREASE TRAP* | $12,500.00 | | |
| 1 - 750 gallon grease trap with ring and covers set to grade | | | |
| * Bid assume existing pipehas enough cover to set the pipe | | | |
| **Dual RPZ** backflow valve & installation | $10,000.00 | | |
| **Plumbing** (permits and work) | $32,000.00 | | |
| Floor and foundation wall cut and restoration | | | |
| 15' - 6" PVC | | | |
| 3 compartment sink plumbing and installation | | | |
| Floor drain installation | | | |
| Camera existing drains | | | |
| 2 ADA bathroom installations (toilet,hand sink) | | | |
| **Framing, Boarding, Taping, & Drop Ceiling** | $33,793.00 | **Lake Park Total** | $130,000.00 |

**4.** **Term**. BC shall remain in business at the Property for five years from the date of execution of the Agreement.

**5.** **Repayment**. Should BC elect to close or relocate its business, it agrees to pay back to the CRA the amount of the funds which the CRA has paid to it up until it ceases operations on the Property.

**6.** **Assignment.** This Agreement shall not be assigned without the CRA's written prior written consent.

**7.** **Amendment.** This Agreement shall not be revised, changed or amended except by a written amendment executed by both parties.

**8.** **Governing Law/Venue.** This Agreement shall be construed in accordance with and governed by the laws of the State of Florida, without giving effect to choice of law rules. Venue shall be in the federal or state courts located in Palm Beach County, Florida.

**9.** **Counterparts.** This Agreement may be executed in duplicate counterparts which when construed together shall constitute a single instrument.

**10.** **Severability.** Any provision of this Agreement which is deemed by a court of competent jurisdiction shall, as to such jurisdiction, be ineffective only to the extent of such prohibition or

unenforceability without invalidating the remainder of such provision or the remaining provisions hereof or affecting the validity or enforceability of such provision in any other jurisdiction.

**11. Indemnification.** BC agrees to indemnify and save harmless the Town its elected or appointed officers, employees, agents, and consultants from and against any and all liability, expense, or damage of any kind or nature and from any suits or claims, including reasonable legal fees and expenses, on account of any matter, whether in suit or not, arising out of this Agreement.

**12. Attorney Fees.** In the event either party is required to enforce this Agreement, the prevailing party shall be entitled to the reimbursement of its attorney fees and court costs.

**TOWN OF LAKE PARK CRA**

By: _____
Michael O'Rourke, Chairman

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**

By: _____
Thomas J. Baird, General Counsel

**BROOKLYN CUPCAKE**

By: _____

Its: _____

P:\DOCS\26508\00003\DOC\2668733.DOC

718.576.3600 info@brooklyncupcake.com

BrooklynCupcake

Founded by sisters Carmen Rodriguez and Gina Madera, Brooklyn Cupcake is a story of unconditional belief and unrelenting commitment. Founded in 2010, Brooklyn Cupcake was born out of challenge and has grown to represent hope for a community that help lift it to becoming the Best of New York. When owner Carmen Rodriguez found herself at a career crossroads, she recruited her sister Gina Madera and cousin Michelle Caballero to help her create something special in their hometown of Brooklyn. Building this cupcake shop would require family and friends to join together and commit to making Carmen's vision a reality. It wasn't long before the little neighborhood spot would start to get big attention. What began as simply weekend cupcakes for the family children has become NYC's celebrated new cupcake shop. Taking advantage of their mixed cultural background and Brooklyn upbringing, with the help of their cousin, Michele Caballero, the sisters created a menu of Puerto Rican and Italian inspired cupcakes. The flavors included favorites like Flan, Dulce de Leche, Tres Leche, Tiramisu, Rainbow Cookie and Coquito. Today Brooklyn Cupcake is The Best of New York as per the NY Daily News readers. The shop is listed in the Zagat NY Dining Guide and enjoys an incredible following throughout the Tri-State area and beyond.

## Sunny Anderson visits Brooklyn Cupcake

Experience the Flavor of Brooklyn

## Brooklyn Made Gold Certified

Managed by the Brooklyn Chamber of Commerce, Brooklyn-Made is a certification program for locally-made goods.

Check Us Out

Designed by **Elegant Themes** | Powered by **WordPress**

# TAB 4

# Town of Lake Park Town CRA Meeting

## Agenda Request Form

**Meeting Date: August 03, 2022 | Agenda Item No._____**

**Agenda Title: Update on the Proposed Pocket Park (the Park) as a Best Use Alternative for the Community Redevelopment Agency (CRA) Property, located at 610 7th Street and Request for Authorization for the CRA Executive Director to Accept a Proposal from J. Morton Landscape Architecture for the Preparation of Construction-Ready Plans for the Park.**

[ ] SPECIAL PRESENTATION/REPORTS [ ] CONSENT AGENDA
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON _____ READING
**[X] NEW BUSINESS**
[ ] OTHER: _____

ACTION

**Approved by Executive Director** _____ **Date:** 7/27/2022

Roberto F. Travieso/Public Works Director
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Public Works** | **Costs: $20,230.00**<br>Acct No.: CRA<br>Professional Services:<br>110-31000<br>[X] Finance | **Attachments:**<br><br>1. PowerPoint of original and updated design concept for the proposed pocket pack at the CRA property located at 610 7th street.<br><br>**2.** Architecture Design Services proposal from JMorton Landscape Architecture |
| **Advertised:**<br>Date: _____<br>Paper: _____<br>**[X] Not Required** | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes, I have notified everyone_____<br>or<br>Not applicable in this case<br><br>**Please initial one.** |

**Summary Explanation/Background:**

At the July 7, 2021 Special Call Meeting of the Community Redevelopment Agency (CRA), the Board approved the purchase of a property abutting the CRA's public parking lot, which has a street address of 610 7th Street. After the purchase and at the direction of the CRA Executive Director, Agency Staff investigated several options for potential uses of this strategically located property.

During the September 1, 2021 meeting of the CRA, the Board was presented with three (3) proposed uses for said property: 1. Parking Lot Expansion, 2. Dog Park, and 3. Pocket Park.

During this meeting, the Board discussed these and other use options and narrowed their preference to Options 2 and 3 (Dog Park and Pocket Park, respectively). Additionally, Agency Staff offered to further refine design elements for the preferred property uses and return to the Board with additional information for further discussion.

At a follow-up CRA meeting on October 6, 2021, Agency Staff presented the refined use options and the Board determined that the property was too small for an adequate dog park and that a Pocket Park was the best use for the property; however, at that time the CRA was focusing on Agency debt reduction and the 610 7th Street property improvement project was tabled.

On December 1, 202, the CRA Board approved the demolition of the one-story single-family house located at 610 7th Street. The property currently sits vacant land.

This agenda items seeks to:

1. Obtain approval from the CRA Board to dedicate the property located at 610 7th Street for a (pocket) park use.

2. Obtain feedback from the Board regarding the proposed design concept for the Park **(Attachment 1)**.

3. Request authorization for the CRA Executive Director to Accept a Proposal from J. Morton Landscape Architecture for the preparation of construction-ready plans for the park.

Finally, the estimated construction cost of the Park, including design **(Attachment 2)** is as follows:

# 610 7th Street Pocket Park

| | |
|---|---|
| Architectural Design | $ 20,230.00 |
| Permitting | $ 2,000.00 |
| Construction | $ 100,000.00 |
| | **$ 122,232.00** |

The Executive Director recommends approval of the proposed conceptual design and JMorton's proposal to develop construction-ready plans for the Park.

**Recommended Motion: I move to dedicate the CRA property, located at 610 7th Street, for a (pocket) park use and authorize the CRA Executive Director to accept a proposal from JMorton Landscape Architecture for the preparation of construction-ready plans for the Park.**

# Conceptual Design for Lake Park Pocket Park

Department of Public Works

**John Wille**
Capital Projects Manager, Town of Lake Park

**Hays Henderson, PLA**
Project Manager

Morton
PLANNING | LANDSCAPE ARCHITECTURE

# 7th Street Pocket Park Original Concept

Morton

# 7th Street Pocket Park Alternative Concept

GAZEBO WITH BENCH SEATING

EXISTING SIDEWALK

LANDSCAPE AREA

BENCH SEATING

ART PEDESTAL WITH 4' DIAMETER PLANTER

TURF

ART PEDESTALS

Morton

# Landscape Design Services Proposal

- Landscape Design:
  - Preparation of Landscape Plan
  - Landscape Construction Observation
  - Representation of Landscape Plan
- Hardscape Design:
  - Preparation of Hardscape Plans
  - Hardscape Construction Observation
  - Representation of Hardscape Plans
- Irrigation Design:
  - Preparation of Irrigation Plan
  - Irrigation Construction Observation

Morton
PLANNING | LANDSCAPE ARCHITECTURE

July 20, 2022
*Revised July 22, 2022*

Mr. John Wille, Capital Improvements
Mr. Roberto F. Travieso, MPA, Director of Public Works
Mr. Dwayne Bell, Sr., Operations Manager
Town of Lake Park
640 Old Dixie Highway
Lake Park, FL 33403

*VIA ELECTRONIC MAIL ONLY* – jwille@lakeparkflorida.gov; rtravieso@lakeparkflorida.gov; dbell@lakeparkflorida.gov

RE: Proposal for Professional Services for Town of Lake Park 7th Street Pocket Park Concept Plan

Dear Mr. Wille, Mr.Travieso and Mr. Bell:

We appreciate the opportunity to submit the following proposal for the 7th Street Pocket Park concept plan. This proposal outlines the services necessary for the preparation and representation of landscape architecture services in preparation of the 7th Street Pocket Park landscape and hardscape construction plans in the Town of Lake Park.

We understand your desire to provide a community space suitable for the town residents and adjacent commercial users. JMorton Planning and Landscape Architecture will provide plan documents which work to implement the Client's vision for the pocket park.

The following proposal is divided into tasks and materials under a Preparation or Representation group. Generally, **Preparation** entails the preparation of documents and/or materials for review. Likewise, **Representation** entails such things as coordination, correspondence and attendance at meetings and/or conference calls. Once the submittal has been made to the Town of Lake Park, all preparation, coordination and plan document revisions will be billed hourly under the Representation portion of the contract.

Should you have any questions regarding this proposal, please contact our office. We look forward to working with you on this project and future developments.

**JMorton Planning & Landscape Architecture, Inc.**

Jennifer L. Morton

Jennifer L. Morton, PLA, LEED AP
LA 0001666

Morton
PLANNING | LANDSCAPE ARCHITECTURE

# PROPOSAL FOR PROFESSIONAL SERVICES

for

## 7th Street Pocket Park

**Landscape Design Services**

1. **Preparation of Landscape Plan** **$4,860**
   - Preparation of base maps from architects and engineer's construction drawings.
   - Refinement of the concept plan previously prepared by our office integrating the landscape and feature elements.
   - Preparation of conceptual planting plans for all planting areas. These plans will depict species, size and relationships of plant materials.
   - Preparation of landscape drawings for use with the permit submittal and representation of drawings before the Town of Lake Park, if necessary.
   - Preparation of final working drawings for landscaped areas including exterior landscape strips, accent areas and planters.
   - Green walls, hanging planters or other custom design items are not included in the proposal.
   - Preparation of final plant schedule identifying the plant species, common name, botanical name, size, quantity, specifications and special requirements.
   - Project permit submittals or submittal fees are not included in the landscape plan design fees.

2. **Landscape Construction Observation** **$950**
   - Provide site observation as requested to review the landscape installation.
   - Report to Client and Contractor the results of the site inspection as it pertains to the completeness, accuracy and quality of the related installations.
   - Proposal includes on site meeting; (1) final acceptance site review and Letter of Compliance.

3. **Representation of Landscape Plan** **$750**
   - One (1) design team or presentation meetings, phone conversation or email correspondence with government official, architect, client, engineer or other professional concerning the landscape plan.

4. **Preparation of Hardscape Plans** **$5,670**
   - Preparation of base maps from architects and engineer's construction drawings.
   - Refinement of the hardscape concept plan previously prepared by our office integrating the landscape and hardscape program feature elements.
   - Preparation of dimensional layout plans for hardscape areas.
   - Preparation of civil, structural, electrical or other engineering services if required is not included and to be prepared by others. Project permit submittals or submittal fees are not included in the hardscape plan design fees.

**5. Hardscape Construction Observation** **$1,500**

- Provide site observation as requested to review the hardscape installation.
- Report to Client and Contractor the results of the site inspection as it pertains to the completeness, accuracy and quality of the related installations.
- Proposal includes on site meetings; (1) final acceptance site review and Letter of Compliance.

**6. Representation of Hardscape Plans** **$500**

- Phone conversation or email correspondence with government official, architect, client, engineer or other professional concerning the hardscape/signage plan.

**7. Preparation of Irrigation Plan** **$4,500**

- Preparation of base maps from final engineer, surveyor and landscape drawings.
- Preparation of irrigation design and construction drawings based on municipal code, Florida Building Code 7th Ed. (2020) Appendix 'F', and per manufacturers installation recommendations.
- Complete layout of ground level irrigation components in common areas including mainline, irrigation service taps, controller location, pump station location, irrigation valves, sleeves and sprinkler heads.
- Project water source is expected to be on site well and pump station, potable or reuse if available. Size, type, and pressure T.B.D. Water meter and backflow device provided by others.
- Green walls, hanging planters or other custom design items are not included in the proposal
- Project water use application and/or permit for WMD and water modeling if required, is not included. Fee is available upon request.
- Project permit submittals or submittal fees are not included in the irrigation plan preparation fees.

**8. Irrigation Construction Observation** **$1,500**

- Provide site observation as requested to review the irrigation installation.
- Report to Client and Contractor the results of the site inspection as it pertains to the completeness, accuracy and quality of the related installations.
- Preparation if necessary of Change Orders, addendum, or plan changes and assistance in approval of contractor's requisition for payment are to be invoiced on an hourly basis.
- Proposal includes on site meetings; (1) final acceptance site review and Letter of Compliance.

**PROPOSAL TOTAL** **$20,230**

*Please note: Preparation of materials and submittals outside of this Scope are considered hourly work and will be billed under the Representation portion of the contract.*

**Fees**
This fee estimate is valid for ninety (90) days from the date of this proposal.

The above fees do not include the fees of other professionals or regular reimbursable expenses such as prints, sepias, mylars, travel expenses including mileage, photographic work, etc. Such expenses shall be billed at the rate of cost plus an additional 15%.

Fees billed shall become due and payable upon client receiving said invoice. Unpaid bills shall bear interest at a rate of eighteen percent (18%) per annum, commencing thirty (30) days after the invoice date until date paid. In the event legal action is required to collect past due fees, JMorton Planning & Landscape Architecture shall be entitled to recover all reasonable attorney fees and costs including appeal.

**Payment**
JMorton Planning & Landscape Architecture requires payment for all services rendered within thirty (30) days of the invoice date as specified above. If payment for services rendered is not received within thirty (30) days, a Stop Work Order will be issued for your project and no professional services or representation will be conducted by our firm until your account is paid in full.

**Marketing**
JMorton Planning & Landscape Architecture retains the right to post a marketing/information sign on the subject property.

**Additional Work**
The Scope of Services which is identified under this proposal as being included with the fee schedule cannot contemplate certain elements which are not controlled by our firm. The changes created by our clients, by governmental agencies, or yet a third entity which is beyond control of our firm, are not included in this proposal and are considered additional work. The following are some examples of items which are included in the proposal and those that are not:

Items included in this proposal are as follows:
- Documents and drawings for a complete application to a listed governmental agency if noted under Scope of Services.
- Attendance and representation at the number and types of meetings described under Scope of Services.

Items **not** considered as part of this proposal are as follows:

- Additional revisions to drawings above the number listed in this proposal.
- Preparation of revisions to documents after governmental submittal or changes requested by client, governmental agencies or third entities that are not listed as code requirement.
- Revisions to documents based on Conditions of Approval placed on a project.
- Attendance at additional meetings, site observation, public hearings, or other events, which are not specified in this proposal.
- Preparation of additional documents, drawings or coordination with other professionals is not considered part of this proposal.
- Preparation of revisions to drawings based on incomplete information being provided by client or other consultant, or changes in the project program.

**Hourly Rates**

At the request of the client, or as identified in the Scope of Services, JMorton Planning & Landscape Architecture shall provide additional work on an hourly basis based on our current hourly rates. Hourly rate schedules are updated each year to reflect current market conditions and as such the client will be billed at the current rate in effect at the time of billing. Clients will be notified in advance of any rate increases.

| PLANNING SERVICES | |
|---|---|
| Principal Planner | $325.00 |
| Senior Project Manager | $250.00 |
| Project Manager | $200.00 |
| Planner | $150.00 |
| **LANDSCAPE ARCHITECTURE SERVICES** | |
| Principal Landscape Architect | $325.00 |
| Senior Project Manager | $250.00 |
| Project Manager | $200.00 |
| Senior Designer | $200.00 |
| Designer | $150.00 |

| OTHER PROFESSIONAL SERVICES | |
|---|---|
| Expert Witness | $500.00 |
| Administrative Assistant | $105.00 |

| DIRECT EXPENSE | |
|---|---|
| Copies, Black & White | $0.40 |
| Copies, Color | $1.50 ea. |
| All Third Party Expenses | Cost + 15% |
| | |
| | |

If the terms of this proposal are acceptable, please sign below and return to our office as soon as possible.

| | |
|---|---|
| Signature / Title | Date |
| Company | Mailing Address |
| Email for Billing | Email for Correspondence |

Jennifer L. Morton

Jennifer L. Morton, PLA, LEED AP
Jennifer L. Morton, JMorton Planning & Landscape Architecture
LA 0001666

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment
# Agency Board Meeting
# Wednesday, August 3, 2022 6:45 p.m.
# Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, August 3, 2022 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members John Linden, Roger Michaud, Henry Stark and Mary Beth Taylor. Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez.

Agency Clerk Mendez performed the roll call and Chair O'Rourke led the pledge of allegiance.

**Special Presentation/Report:**
**None**

**Consent Agenda:**
**1. May 4, 2022 Special Call Community Redevelopment Agency Meeting Minutes.**

**Motion: Board Member Michaud moved to approve the consent agenda; Board Member Stark seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Board Member Mary Beth Taylor | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**Public Comment:**
None

**NEW BUSINESS:**

**2. Resolution 41-08-22 Authorizing and Directing the Chair to Sign a Grant Agreement with Bilingual Education Services.**

Executive Director D'Agostino explained that Bilingual Education Services (BES) sought a redevelopment grant from the CRA in the amount of $51,000.00. The grant would be used toward its 6-month start-up costs associated with BES, located at 501 10th Street, Lake Park, Florida (the Property). He welcomed Ms. Marilyn Raymond, of BES to address the CRA Board. Ms. Raymond introduced herself, provided a brief summary of her career as an educator and elaborated on the services provided by BES.

Board Member Michaud questioned if the Creole language would be exclusively taught. Ms. Raymond announced that Creole and Spanish would be offered. Board Member Michaud questioned how BES would advertise their services. Ms. Raymond announced that BES had visited churches, schools, and gone door to door in the Town of Lake Park. Board Member Michaud questioned if BES could collaborate with the Town of Lake Park Library in the future. Executive Director D'Agostino answered "Yes". Chair O'Rourke announced that the collaboration would be great but the services would need to be provided within the CRA. Vice-Chair Glas-Castro questioned how the CRA would recoup fees if BES should relocate or dissolve. Executive Director D'Agostino announced that liens could be issued. Brief discussion ensued regarding the proposed benefits of BES to the students at Lake Park Elementary. Board Member Stark commended Ms. Raymond for her service to the Town of Lake Park. He questioned if the services of BES would be available to adults. Ms. Raymond answered "Yes". Board Member Linden questioned the term of the lease for 501 10th Street. Ms. Raymond announced that her current lease was for five years. Board Member Linden questioned if services would be available for teenagers. Ms. Raymond announced that services for teenagers would be incorporated in the future. Board Member Linden questioned when BES planned to open. Ms. Raymond announced that BES would begin the fall semester on August 15, 2022.

**Motion: Board Member Michaud moved to approve Resolution 41-08-22 with the amendments of having a goal setting plan in place for achievements per year; Board Member Taylor seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Board Member Mary Beth Taylor | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**3. Resolution 42-08-22 Authorizing and Directing the Chair to Sign a Grant Agreement with Brooklyn Cupcakes.**

Executive Director D'Agostino explained the item. He provided a brief summary of the history of Brooklyn Cupcake, and welcomed Carmen Rodriguez to address the CRA Board. Ms. Rodriguez presented to the CRA Board, she announced that Brooklyn Cupcake sought a redevelopment grant in the amount of $130,000.00 to be utilized for the redevelopment of the property located at 798 10th Street, Lake Park, Florida. She announced that Brooklyn Cupcake would utilize the $130,000.00 to assist with the grease-trap costs and additional buildouts (see Exhibit "A"). Ms. Rodriguez announced that the lease at 798 10th Street is for five years with the option for two renewals. She announced that they anticipated opening in November 2022.

**Motion: Board Member Stark moved to approve Resolution 42-08-22; Board Member Taylor seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Board Member Mary Beth Taylor | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**4. Update on the Proposed Pocket Park as Best Use Alternatives for the Community Redevelopment Agency (CRA) Property Located at 610 7th Street and Request for Authorization for the CRA Executive Director to Accept a Proposal from J. Morton Landscape Architecture for the Preparation of Construction-Ready Plans for the Park.**

Public Works Director Roberto Travieso welcomed Town of Lake Park Capital Projects Manager John Willie and Hays Henderson of J. Morton to present to the CRA Board (see Exhibit "B").

**Motion: Board Member Linden moved to dedicate the CRA Property located at 610 7th Street for a Pocket Park use and authorize the CRA Executive Director to accept a proposal from JMorton Landscape Architecture for the preparation of construction-ready plans for the park; Board Member Taylor seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |

| | | | |
|---|---|---|---|
| Board Member Henry Stark | X | | |
| Board Member Mary Beth Taylor | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**Public Comment:**
None

**EXECUTIVE DIRECTOR REPORT:**

Executive Director D'Agostino had no report.

**BOARD MEMBERS COMMENTS:**

**Board Member Linden** announced the following non-profit organizations celebrated Christmas in July, Operation Hope and Nelson Ministries.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Board Member Taylor** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

Exhibit "A"

**CRA**
**Agenda Request Form**

**Meeting Date: August 3, 2022** **Agenda Item No.**

**Agenda Title: A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE CHAIRMAN TO SIGN A GRANT AGREEMENT WITH BROOKLYN CUPCAKE; AND PROVIDING FOR AN EFFECTIVE DATE**

---

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [ X ] | **NEW BUSINESS: Resolution** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: General Business |

ACTING

**Approved by Executive Director:** _____ **Date:** 7/21/2022

Kimberly Rowley for ND

*Nadia Di Tommaso, Community Development Director*

| **Originating Department:** | Costs: **$ 130,000 & Legal Review** | **Attachments:** |
|---|---|---|
| **Town Manager/Community Development** | Funding Source: **CRA-Grants-Business Development / Legal #108** | **-Resolution 46-08-22** |
| | Acct. # **110-55-552-520-82111** | **-Redevelopment Grant Agreement** |
| | [ ] Finance | **-History** |

## Background and Summary

Brooklyn Cupcake (BC) is an established business in Brooklyn, New York who is seeking a redevelopment grant from the CRA in the amount of $130,000 (the Grant) to be used for the redevelopment of its property located at 798 10th Street, Lake Park, Florida (the Property). The Property will be leased by Brooklyn Cupcake and will be their first in Florida. Brooklyn Cupcake has experienced significant delays with their design professionals, but is now working closely with Seacoast and the Town to complete their

buildout at the Property. Due to the delays, their temporary location costs increased and the material costs have increased dramatically for their permanent buildout. Consequently, Brooklyn Cupcake is requesting $130,000 to assist with the grease trap costs and additional buildout costs. This is the minimum amount needed in order to keep them moving forward and get them open. The CRA, through the current CRA Plan, has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to small business owners proposing to re-develop properties within the Town's community redevelopment area.

Brooklyn Cupcake has provided the following out-of-pocket costs and explains they will incur additional costs beyond these expenditures (related to the ongoing operation of their business once opened):

| ***Brooklyn Cupcake Expense Items*** | | | |
|---|---|---|---|
| **Mobilization** | $12,000.00 | | |
| **Architect** | $1,500.00 | | |
| **Demolition** | $7,700.00 | | |
| **Electrical** | $12,750.00 | | |
| **HVAC** | $4,500.00 | | |
| New duct work coming off of mains in proposed kitchen area | | | |
| new defusers and returns | | | |
| Heat calculations | | | |
| Clean existing unit after construction to remove any dust and debris | | | |
| **Flooring** | $18,000.00 | | |
| **Ventilation** | ? | | |
| **Paint** | $7,107.50 | | |
| **RFP Sheets** | $4,000.00 | | |
| **Cabinets & Counters** | $5,500.00 | | |
| **Alarm and Cameras** | $1,000.00 | | |
| **Lighting** | $2,500.00 | | |
| **Seating/Tables** | $3,700.00 | | |
| **Bathroom Fixtures** | $1,500.00 | | |
| **Signage** | $4,500.00 | | |
| **Overhead & Profit** | $18,000.00 | **B'klyn Cupcake Total** | $90,757.50 |

Consequently, they are requesting assistance to cover the following additional expenses related to their buildout and grease trap (which, if approved, will hopefully get them open by approximately November 2022):

| *Lake Park Grant Items* | | | |
|---|---|---|---|
| **Sea Coast Utility** | | | |
| Administrative Fee | $1,140.00 | | |
| Connection Fee | $8,267.00 | | |
| **Survey** | $4,700.00 | | |
| **Engineer** | $2,500.00 | | |
| **DeeVan** | | | |
| *SANITARY SEWER* | $25,100.00 | | |
| 82' - 6" SDR-26 PVC | | | |
| 3 - 6" clean-out assemblies | | | |
| 1 - 6"x6" cut in wye | | | |
| 1 LS - Sawcut and remove existing asphalt | | | |
| 625 SF - Asphalt restoration | | | |
| *GREASE TRAP* | $12,500.00 | | |
| 1 - 750 gallon grease trap with ring and covers set to grade | | | |
| * Bid assume existing pipehas enough cover to set the pipe | | | |
| **Dual RPZ** backflow valve & installation | $10,000.00 | | |
| **Plumbing** (permits and work) | $32,000.00 | | |
| Floor and foundation wall cut and restoration | | | |
| 15' - 6" PVC | | | |
| 3 compartment sink plumbing and installation | | | |
| Floor drain installation | | | |
| Camera existing drains | | | |
| 2 ADA bathroom installations (toilet,hand sink) | | | |
| **Framing, Boarding, Taping, & Drop Ceiling** | $33,793.00 | **Lake Park Total** | **$130,000.00** |

**Recommended Motion:** I move to APPROVE Resolution 42-08-22.

Exhibit "B"

# Conceptual Design for Lake Park Pocket Park

## Department of Public Works


**John Wille**
Capital Projects Manager, Town of Lake Park

**Hays Henderson, PLA**
Project Manager

Morton
PLANNING | LANDSCAPE ARCHITECTURE

# 7th Street Pocket Park Original Concept

# 7th Street Pocket Park Alternative Concept

GAZEBO WITH BENCH SEATING

EXISTING SIDEWALK

LANDSCAPE AREA

BENCH SEATING

ART PEDESTAL WITH 4' DIAMETER PLANTER

TURF

ART PEDESTALS

NTS

Morton PLANNING | LANDSCAPE ARCHITECTURE

# Landscape Design Services Proposal

- Landscape Design:
  - Preparation of Landscape Plan
  - Landscape Construction Observation
  - Representation of Landscape Plan
- Hardscape Design:
  - Preparation of Hardscape Plans
  - Hardscape Construction Observation
  - Representation of Hardscape Plans
- Irrigation Design:
  - Preparation of Irrigation Plan
  - Irrigation Construction Observation

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Stark and seconded by Board Member Michaud , and by unanimous vote, the meeting adjourned at 7:54 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez

Agency Deputy Clerk, Shaquita Edwards

TOWN OF LAKE PARK
Town Seal
SEAL
FLORIDA

Approved on this 7 of September, 2022

# AGENDA

**Community Redevelopment Agency**
**Wednesday, September 7, 2022, 6:30 P.M.**
**Commission Chamber, Town Hall**
**535 Park Avenue, Lake Park, 33403**

| | | |
|---|---|---|
| **Michael O'Rourke** | **—** | **Chair** |
| **Kimberly Glas-Castro** | **—** | **Vice-Chair** |
| **John Linden** | **—** | **Agency Member** |
| **Roger Michaud** | **—** | **Agency Member** |
| **Mary Beth Taylor** | **—** | **Agency Member** |
| **Henry K. Stark** | **—** | **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.***

**A. CALL TO ORDER/ ROLL CALL:**

**B. PLEDGE OF ALLEGIANCE:**

**C. SPECIAL PRESENTATION/REPORT:**
**None**

**D. 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.**

**E. CONSENT AGENDA:**
**1. August 3, 2022 Special Call Community Redevelopment Agency Meeting Minutes. Tab 1**

**F. NEW BUSINESS:**
**2. Discussion of the Fiscal Year 2022/2023 Budget and Approval of the Resolution 52-09-22 to Adopt the Community Redevelopment Agency Budget. Tab 2**

**3. Resolution 53-09-22 Palm Beach Sheriff's Office Service Contract for the Lake Park Community Redevelopment Agency for Community Policing Services. Tab 3**

**4. Resolution 54-09-22 Authorizing and Directing the Executive Director to Renew Property and Casualty Insurance Coverage from the Florida Municipal Insurance Trust for the Community Redevelopment Agency for Fiscal Year 2023. Tab 4**

**G. EXECUTIVE DIRECTOR REPORT:**

**H. AGENCY MEMBER COMMENTS**

**I. REQUEST FOR FUTURE AGENDA ITEMS:**

**J. ADJOURNMENT**

**The next scheduled Community Redevelopment Agency Meeting will be conducted on December 2, 2022.**

# Consent Agenda

# TAB 1

## Community Redevelopment Agency

**Agenda Request Form**

**Meeting Date: September 7, 2022** **Agenda Item No.**

**Agenda Title: August 3, 2022 Community Redevelopment Agency Board Meeting Minutes.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | **[X]** | **CONSENT AGENDA** |
| [ ] | OLD BUSINESS | [ ] | NEW BUSINESS: Resolution |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: General Business |

**Approved by Executive Director:** _____ **Date:** 8-31-22

*Shaquita Edwards, Deputy Clerk*
Name, Title

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Agency Clerk** | Costs: $ **0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>-Minutes<br>-Exhibits "A-B" |

**Recommended Motion: I move to approve the August 3, 2022 Community Redevelopment Agency Board Meeting Minutes.**

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment
# Agency Board Meeting
# Wednesday, August 3, 2022 6:45 p.m.
# Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, August 3, 2022 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members John Linden, Roger Michaud, Henry Stark and Mary Beth Taylor. Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez.

Agency Clerk Mendez performed the roll call and Chair O'Rourke led the pledge of allegiance.

**Special Presentation/Report:**
**None**

**Consent Agenda:**
**1. May 4, 2022 Special Call Community Redevelopment Agency Meeting Minutes.**

**Motion: Board Member Michaud moved to approve the consent agenda; Board Member Stark seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Board Member Mary Beth Taylor | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**Public Comment:**
None

**NEW BUSINESS:**

**2. Resolution 41-08-22 Authorizing and Directing the Chair to Sign a Grant Agreement with Bilingual Education Services.**

Executive Director D'Agostino explained that Bilingual Education Services (BES) sought a redevelopment grant from the CRA in the amount of $51,000.00. The grant would be used toward its 6-month start-up costs associated with BES, located at 501 10th Street, Lake Park, Florida (the Property). He welcomed Ms. Marilyn Raymond, of BES to address the CRA Board. Ms. Raymond introduced herself, provided a brief summary of her career as an educator and elaborated on the services provided by BES.

Board Member Michaud questioned if the Creole language would be exclusively taught. Ms. Raymond announced that Creole and Spanish would be offered. Board Member Michaud questioned how BES would advertise their services. Ms. Raymond announced that BES had visited churches, schools, and gone door to door in the Town of Lake Park. Board Member Michaud questioned if BES could collaborate with the Town of Lake Park Library in the future. Executive Director D'Agostino answered "Yes". Chair O'Rourke announced that the collaboration would be great but the services would need to be provided within the CRA. Vice-Chair Glas-Castro questioned how the CRA would recoup fees if BES should relocate or dissolve. Executive Director D'Agostino announced that liens could be issued. Brief discussion ensued regarding the proposed benefits of BES to the students at Lake Park Elementary. Board Member Stark commended Ms. Raymond for her service to the Town of Lake Park. He questioned if the services of BES would be available to adults. Ms. Raymond answered "Yes". Board Member Linden questioned the term of the lease for 501 10th Street. Ms. Raymond announced that her current lease was for five years. Board Member Linden questioned if services would be available for teenagers. Ms. Raymond announced that services for teenagers would be incorporated in the future. Board Member Linden questioned when BES planned to open. Ms. Raymond announced that BES would begin the fall semester on August 15, 2022.

**Motion: Board Member Michaud moved to approve Resolution 41-08-22 with the amendments of having a goal setting plan in place for achievements per year; Board Member Taylor seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Board Member Mary Beth Taylor | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**3. Resolution 42-08-22 Authorizing and Directing the Chair to Sign a Grant Agreement with Brooklyn Cupcakes.**

Executive Director D'Agostino explained the item. He provided a brief summary of the history of Brooklyn Cupcake, and welcomed Carmen Rodriguez to address the CRA Board. Ms. Rodriguez presented to the CRA Board, she announced that Brooklyn Cupcake sought a redevelopment grant in the amount of $130,000.00 to be utilized for the redevelopment of the property located at 798 10th Street, Lake Park, Florida. She announced that Brooklyn Cupcake would utilize the $130,000.00 to assist with the grease-trap costs and additional buildouts (see Exhibit "A"). Ms. Rodriguez announced that the lease at 798 10th Street is for five years with the option for two renewals. She announced that they anticipated opening in November 2022.

**Motion: Board Member Stark moved to approve Resolution 42-08-22; Board Member Taylor seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | X | | |
| Board Member Mary Beth Taylor | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**4. Update on the Proposed Pocket Park as Best Use Alternatives for the Community Redevelopment Agency (CRA) Property Located at 610 7th Street and Request for Authorization for the CRA Executive Director to Accept a Proposal from J. Morton Landscape Architecture for the Preparation of Construction-Ready Plans for the Park.**

Public Works Director Roberto Travieso welcomed Town of Lake Park Capital Projects Manager John Willie and Hays Henderson of J. Morton to present to the CRA Board (see Exhibit "B").

**Motion: Board Member Linden moved to dedicate the CRA Property located at 610 7th Street for a Pocket Park use and authorize the CRA Executive Director to accept a proposal from JMorton Landscape Architecture for the preparation of construction-ready plans for the park; Board Member Taylor seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |

| | | | |
|---|---|---|---|
| Board Member Henry Stark | X | | |
| Board Member Mary Beth Taylor | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 6-0.

**Public Comment:**
None

**EXECUTIVE DIRECTOR REPORT:**

Executive Director D'Agostino had no report.

**BOARD MEMBERS COMMENTS:**

**Board Member Linden** announced the following non-profit organizations celebrated Christmas in July, Operation Hope and Nelson Ministries.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Board Member Taylor** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Stark and seconded by Board Member Michaud , and by unanimous vote, the meeting adjourned at 7:54 p.m.

_____
Chair, Michael O'Rourke

_____
Agency Clerk, Vivian Mendez

_____
Agency Deputy Clerk, Shaquita Edwards

Town Seal

Approved on this _____ of _____, 2022

Exhibit "A"

**CRA**
**Agenda Request Form**

**Meeting Date: August 3, 2022** **Agenda Item No.**

**Agenda Title: A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE CHAIRMAN TO SIGN A GRANT AGREEMENT WITH BROOKLYN CUPCAKE; AND PROVIDING FOR AN EFFECTIVE DATE**

---

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [ X ] | **NEW BUSINESS: Resolution** |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER: General Business |

ACTING
**Approved by Executive Director:** _____ **Date:** 7/21/2022

Kimberly Rowley for
*Nadia Di Tommaso, Community Development Director*

| **Originating Department:** | Costs: **$ 130,000 & Legal Review**<br>Funding Source:<br>**CRA-Grants-Business Development / Legal #108**<br>Acct. # **110-55-552-520-82111**<br>[ ] Finance | **Attachments:**<br>**-Resolution 42-08-22**<br>**-Redevelopment Grant Agreement**<br>**-History** |
|---|---|---|
| **Town Manager/Community Development** | | |

## Background and Summary

Brooklyn Cupcake (BC) is an established business in Brooklyn, New York who is seeking a redevelopment grant from the CRA in the amount of $130,000 (the Grant) to be used for the redevelopment of its property located at 798 10th Street, Lake Park, Florida (the Property). The Property will be leased by Brooklyn Cupcake and will be their first in Florida. Brooklyn Cupcake has experienced significant delays with their design professionals, but is now working closely with Seacoast and the Town to complete their

buildout at the Property. Due to the delays, their temporary location costs increased and the material costs have increased dramatically for their permanent buildout. Consequently, Brooklyn Cupcake is requesting $130,000 to assist with the grease trap costs and additional buildout costs. This is the minimum amount needed in order to keep them moving forward and get them open. The CRA, through the current CRA Plan, has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to small business owners proposing to re-develop properties within the Town's community redevelopment area.

Brooklyn Cupcake has provided the following out-of-pocket costs and explains they will incur additional costs beyond these expenditures (related to the ongoing operation of their business once opened):

| ***Brooklyn Cupcake Expense Items*** | | | |
|---|---|---|---|
| **Mobilization** | $12,000.00 | | |
| **Architect** | $1,500.00 | | |
| **Demolition** | $7,700.00 | | |
| **Electrical** | $12,750.00 | | |
| **HVAC** | $4,500.00 | | |
| New duct work coming off of mains in proposed kitchen area | | | |
| new defusers and returns | | | |
| Heat calculations | | | |
| Clean existing unit after construction to remove any dust and debris | | | |
| **Flooring** | $18,000.00 | | |
| **Ventilation** | ? | | |
| **Paint** | $7,107.50 | | |
| **RFP Sheets** | $4,000.00 | | |
| **Cabinets & Counters** | $5,500.00 | | |
| **Alarm and Cameras** | $1,000.00 | | |
| **Lighting** | $2,500.00 | | |
| **Seating/Tables** | $3,700.00 | | |
| **Bathroom Fixtures** | $1,500.00 | | |
| **Signage** | $4,500.00 | | |
| **Overhead & Profit** | $18,000.00 | **B'klyn Cupcake Total** | $90,757.50 |

Consequently, they are requesting assistance to cover the following additional expenses related to their buildout and grease trap (which, if approved, will hopefully get them open by approximately November 2022):

| *Lake Park Grant Items* | | | |
|---|---|---|---|
| **Sea Coast Utility** | | | |
| Administrative Fee | $1,140.00 | | |
| Connection Fee | $8,267.00 | | |
| **Survey** | $4,700.00 | | |
| **Engineer** | $2,500.00 | | |
| **DeeVan** | | | |
| *SANITARY SEWER* | $25,100.00 | | |
| 82' - 6" SDR-26 PVC | | | |
| 3 - 6" clean-out assemblies | | | |
| 1 - 6"x6" cut in wye | | | |
| 1 LS - Sawcut and remove existing asphalt | | | |
| 625 SF - Asphalt restoration | | | |
| *GREASE TRAP* | $12,500.00 | | |
| 1 - 750 gallon grease trap with ring and covers set to grade | | | |
| * Bid assume existing pipehas enough cover to set the pipe | | | |
| **Dual RPZ** backflow valve & installation | $10,000.00 | | |
| **Plumbing** (permits and work) | $32,000.00 | | |
| Floor and foundation wall cut and restoration | | | |
| 15' - 6" PVC | | | |
| 3 compartment sink plumbing and installation | | | |
| Floor drain installation | | | |
| Camera existing drains | | | |
| 2 ADA bathroom installations (toilet,hand sink) | | | |
| **Framing, Boarding, Taping, & Drop Ceiling** | $33,793.00 | **Lake Park Total** | $130,000.00 |

**Recommended Motion:** I move to APPROVE Resolution 42-08-22.

Exhibit "B"

# Conceptual Design for Lake Park Pocket Park

## Department of Public Works

**John Wille**
Capital Projects Manager, Town of Lake Park

**Hays Henderson, PLA**
Project Manager

Morton
PLANNING | LANDSCAPE ARCHITECTURE

# 7th Street Pocket Park Original Concept

# 7th Street Pocket Park Alternative Concept

GAZEBO WITH BENCH SEATING

EXISTING SIDEWALK

LANDSCAPE AREA

BENCH SEATING

ART PEDESTAL WITH 4' DIAMETER PLANTER

TURF

ART PEDESTALS

N

NTS

Morton PLANNING | LANDSCAPE ARCHITECTURE

# Landscape Design Services Proposal

- Landscape Design:
  - Preparation of Landscape Plan
  - Landscape Construction Observation
  - Representation of Landscape Plan
- Hardscape Design:
  - Preparation of Hardscape Plans
  - Hardscape Construction Observation
  - Representation of Hardscape Plans
- Irrigation Design:
  - Preparation of Irrigation Plan
  - Irrigation Construction Observation

# New Business

# TAB 2

# CRA
## Agenda Request Form

**Meeting Date: September 7, 2022** **Agenda Item No.**

**Agenda Title:** **DISCUSSION OF THE FISCAL YEAR 2022/2023 BUDGET AND APPROVAL OF THE RESOLUTION TO ADOPT THE CRA BUDGET.**

[ ] Consent Agenda
[ ] Presentation
[ ] Other
[ ] Discussion/Possible Action
[X] Resolution

**Approved by Executive Director:** _____ **Date:** 9-1-22

John D'Agostino, Executive Director
Name/Title

| | | |
|---|---|---|
| **Originating Department:**<br>**Executive Director** | Costs: N/A<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>**RESOLUTION**<br>**Proposed Budget** |

**Summary Explanation/Background:**

The Community Redevelopment Agency (CRA) is a dependent special district of the Town of Lake Park and is required to adopt a budget by resolution prior to September 30th of each year. This Resolution will formally adopt the proposed budget for the CRA for Fiscal Year 2022/2023.

**Recommended Motion:**

I move to approve Resolution 52-09-22

**RESOLUTION 52 -09-22**

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, ADOPTING THE 2022-2023 FISCAL YEAR BUDGET.**

**WHEREAS,** the Town of Lake Park ("Town") has previously created a Community Redevelopment Agency (CRA), pursuant to Section 163.356, *Florida Statutes*; and

**WHEREAS**, the Lake Park CRA has all of the statutory powers conferred upon it by Section 263.370, *Florida Statutes*; and

**WHEREAS**, the staff of the Lake Park CRA has prepared a budget governing operating and capital expenditures for Fiscal Year 2022-2023.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA:**

**Section 1:** The Fiscal Year 2022-2023 budget prepared for the Lake Park Community Redevelopment Agency is hereby approved, a copy of which is attached and incorporated herein.

**Section 2.** This resolution shall take effect immediately upon adoption.

# TOWN OF LAKE PARK

# PROPOSED BUDGET

## COMMUNITY REDEVELOPMENT FUND

**FISCAL YEAR**
**October 1, 2022 through September 30, 2023**

**Rept:124 - Itemized Budget For Year 2023 Version 2**
**9-1-22 BALANCED BUDGET**

| G/L Account | Description | 2021 Actual | 2022 Budget | 2022 YTD+Enc | 2023 Budget | Notes |
|---|---|---|---|---|---|---|
| | REVENUES | | | | | |
| 110-311.115 | Ad Valorem Taxes - County | 476,859.00 | 521,178.00 | 517,894.00 | 631,382.00 | |
| 110-381.001 | Transfer from General Fund | 878,598.00 | 959,790.00 | 959,790.00 | 1,162,739.00 | |
| 110-399.999 | Balance Brought Forward | 0.00 | 154,678.00 | 0.00 | 0.00 | |
| | TOTAL REVENUE | 1,355,457.00 | 1,635,646.00 | 1,477,684.00 | 1,794,121.00 | |
| | EXPENDITURES | | | | | |
| | TOTAL PERSONNEL EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | |
| 110-55-552-520-31000 | Professional Services | 47,997.61 | 107,019.00 | 129,692.48 | 50,000.00 | |
| | 1 Strategic Marketing | | | | 50,000.00 | |
| 110-55-552-520-31100 | Professional Svc - Town Attorney | 5,800.00 | 3,500.00 | 4,100.00 | 6,000.00 | |
| 110-55-552-520-34000 | Contractual Services | 97,163.05 | 105,640.00 | 171,253.20 | 114,870.00 | |
| | 1 Landscape Services | | | | 90,800.00 | |
| | 2 Landscape Services Contingency Tree Trimming | | | | 10,700.00 | |
| | 3 Johnson Controls | | | | 1,930.00 | |
| | 4 Decorative Displays | | | | 8,000.00 | |
| | 5 Code Enforcement | | | | 0.00 | |
| | 6 Custodial Services | | | | 3,440.00 | |
| 110-55-552-520-34010 | Contract PBC Sheriff | 131,175.00 | 133,680.00 | 93,600.00 | 138,000.00 | |
| 110-55-552-520-40000 | Travel & Training | 1,092.18 | 8,250.00 | 2,459.57 | 2,500.00 | |
| 110-55-552-520-41200 | Postage & Shipping | 727.26 | 500.00 | 1.16 | 2,500.00 | |

Rept:124 - Itemized Budget For Year 2023 Version 2
9-1-22 BALANCED BUDGET

| G/L Account | | Description | 2021 Actual | 2022 Budget | 2022 YTD+Enc | 2023 Budget | Notes |
|---|---|---|---|---|---|---|---|
| 110-55-552-520-43000 | | Utilities | 17,639.00 | 13,950.00 | 15,360.54 | 15,000.00 | |
| 110-55-552-520-44100 | | Equipment Rentals | 1,178.05 | 8,500.00 | 8,677.00 | 0.00 | |
| 110-55-552-520-45000 | | Insurance | 5,568.00 | 12,000.00 | 5,783.00 | 6,566.00 | |
| 110-55-552-520-46000 | | Repair and Maintenance | 1,489.30 | 3,000.00 | 5,352.07 | 4,000.00 | |
| 110-55-552-520-47000 | | Printing | 0.00 | 100.00 | 0.00 | 1,000.00 | |
| 110-55-552-520-48005 | | Tree Lighting | 0.00 | 3,000.00 | 3,607.63 | 6,700.00 | |
| | 1 | Banners | | | | 1,000.00 | |
| | 2 | Decorations | | | | 500.00 | |
| | 3 | DJ/Sound System | | | | 800.00 | |
| | 4 | Marketing | | | | 300.00 | |
| | 5 | Photography/Videography | | | | 300.00 | |
| | 6 | Portable Light Towers | | | | 1,000.00 | |
| | 7 | Portable Restrooms | | | | 500.00 | |
| | 8 | Stage | | | | 500.00 | |
| | 9 | Santa Suite Rental | | | | 300.00 | |
| | 10 | Tents | | | | 1,500.00 | |
| 110-55-552-520-48100 | | Advertising | 0.00 | 2,500.00 | 151.41 | 2,500.00 | |
| 110-55-552-520-48101 | | Office Supplies | 0.00 | 500.00 | 0.00 | 100.00 | |
| 110-55-552-520-48102 | | SEASONAL RENTALS | 475.00 | 7,500.00 | 2,537.00 | 26,000.00 | |
| | 1 | Rental of Menorah and Kinara | | | | 6,000.00 | |
| | 2 | Rental of Holiday Tree | | | | 20,000.00 | |
| 110-55-552-520-52000 | | Operating Expenses | 9,844.30 | 3,000.00 | 13,788.99 | 7,500.00 | |
| 110-55-552-520-54200 | | Memberships, Dues, & Subscriptions | 1,134.52 | 1,045.00 | 1,045.00 | 1,045.00 | |
| | 1 | Florida Redevelopment Association | | | | 870.00 | |
| | 2 | Annual State Fees | | | | 175.00 | |
| | | TOTAL OPERATING EXPENSES | 321,283.27- | 413,684.00- | 457,409.05- | 384,281.00- | |
| 110-55-552-520-62900 | | Buildings | 232,891.40 | 0.00 | 0.00 | 0.00 | |
| 110-55-552-520-63000 | | Improvement Other Than Bldg | 0.00 | 13,908.00 | 14,058.00 | 329,500.00 | |
| | 1 | Start Scope for Landscape Upgrades | | | | 329,500.00 | |
| 110-55-552-520-63050 | | Improvements - Sidewalks | 0.00 | 252,343.00 | 0.00 | 0.00 | |

Rept:124 - Itemized Budget For Year 2023 Version 2
9-1-22 BALANCED BUDGET

| G/L Account | Description | 2021 Actual | 2022 Budget | 2022 YTD+Enc | 2023 Budget | Notes |
|---|---|---|---|---|---|---|
| | TOTAL CAPITAL OUTLAY | 232,891.40- | 266,251.00- | 14,058.00- | 329,500.00- | |
| | TOTAL DEBT SERVICE | 0.00 | 0.00 | 0.00 | 0.00 | |
| 110-55-552-520-82111 | Grant - Business Development | 59,062.86 | 50,000.00 | 81,804.00 | 380,492.00 | |
| | 1 Oceana | | | | 200,000.00 | |
| | 2 Other | | | | 180,492.00 | |
| 110-55-552-520-82118 | Grants and Incentives | 22,000.00 | 85,000.00 | 0.00 | 0.00 | |
| 110-55-552-520-91001 | Transfer to General Fund | 0.00 | 99,270.00 | 99,270.00 | 0.00 | |
| 110-55-552-520-91010 | Transfer to Gen Fund - ILA 2008 | 168,866.04 | 168,780.00 | 168,780.00 | 168,690.00 | |
| 110-55-552-520-91030 | Transfer to Gen Fund - ILA 2009 | 16,504.67 | 91,321.00 | 54,791.88 | 54,793.00 | |
| 110-55-552-520-99110 | Indirect Cost Allocation | 429,336.96 | 488,455.00 | 539,207.52 | 476,365.00 | |
| | TOTAL OTHER EXPENSES | 695,770.53- | 982,826.00- | 943,853.40- | 1,080,340.00- | |
| | TOTAL CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00 | |

Rept:124 - Itemized Budget For Year 2023 Version 2
9-1-22 BALANCED BUDGET

| G/L Account | Description | 2021 Actual | 2022 Budget | 2022 YTD+Enc | 2023 Budget | Notes |
|---|---|---|---|---|---|---|
| | TOTAL DEBT SERVICE | 0.00 | 0.00 | 0.00 | 0.00 | |
| | TOTAL OTHER EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | |
| | TOTAL DEPT EXPENDITURES | 1,249,945.20- | 1,662,761.00- | 1,415,320.45- | 1,794,121.00- | |
| | NET INCOME | 105,511.80 | 27,115.00- | 62,363.55 | 0.00 | |

# TAB 3

# CRA
## Agenda Request Form

**Meeting Date: September 7, 2022** **Agenda Item No.**

**Agenda Title: PBSO Service Contract for the Lake Park Community Redevelopment Agency for Community Policing Services.**

| | | | |
|---|---|---|---|
| [ ] | SPECIAL PRESENTATION/REPORT | [ ] | CONSENT AGENDA |
| [ ] | OLD BUSINESS | [X] | NEW BUSINESS: |
| [ ] | DISCUSSION FOR FUTURE ACTION | [ ] | OTHER |

**Approved by Executive Director:** _____ **Date:** 8-31-22

John O. D'Agostino, Executive Director
Name/Title

| **Originating Department:** | Costs: $<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br>• **PBSO1st Addendum**<br>• **Resolution** 53-09-22 |
|---|---|---|

**Summary Explanation/Background**: The CRA proposes increasing the number of hours for Community Policing Services within the CRA Boundaries of the Town. Palm Beach County Sheriff's Office District 10 will only provide police services for the CRA. Such patrols will consist of walking patrols and the use of a Golf Cart and or a patrol vehicle. The District 10 Captian will determine the method of patrolling.

**Recommended Motion**: Move to approve Resolution 53-09-22.

**RESOLUTION 53-09-22**

**A RESOLUTION OF THE TOWN COMMISSION OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE CHAIR OF THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AUTHORITY TO EXECUTE THE 1ST AMENDMENT TO THE PBSO CONTRACT BETWEEN THE PALM BEACH COUNTY SHERIFF'S OFFICE DISTRICT 10 AND THE TOWN OF LAKE PARK COMMUNITY REDEVELOPMENT AUTHORITY TO PROVIDE COMMUNITY POLICE SERVICES TO CRA DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE.**

**Whereas** the Town of Lake Park, Florida (hereinafter "Town") is a municipal corporation of the state of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

**Whereas** Part I of Chapter 163, Florida Statutes, permits public agencies as defined therein to enter into Inter-local Agreements with each other to jointly exercise any power, privilege, or authority which such agencies share in common and which each might exercise separately; and

**Whereas** the 1st Amendment to the Sheriff's contract provides for the resources of the Palm Beach County Sheriff's Office in providing police services to the Town of Lake Park Community Redevelopment Agency, and

**Whereas** the 1st Amendment includes additional Community Policing Hours to the CRA District totaling 1,380 hours, and

**Whereas** the Town of Lake Park Community Redevelopment Authority Board of Directors has determined it is in the best interests of the CRA to enter into the contractual arrangement with Palm Beach County Sheriff's Office; and

**NOW, THEREFORE, BE IT *RESOLVED*, THAT THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AS FOLLOWS:**

**Section 1.** The whereas clauses are true and correct and are incorporated herein.

**Section 2.** The Town Commission authorizes and directs the Mayor to execute the Interlocal Agreement between the Resource Center of Palm Beach County and the Town of Lake Park, Florida.

**Section 3.** This Resolution shall become effective immediately upon execution.

**FIRST ADDENDUM TO THE LAW ENFORCEMENT SERVICE AGREEMENT**
SHERIFF RIC L. BRADSHAW AND LAKE PARK COMMUNITY REDEVELOPMENT AGENCY

This First Addendum to the Law Enforcement Service Agreement is made by and between Lake Park Community Redevelopment Agency (hereinafter referred to as "Lake Park CRA"), a public body corporate and politic, duly created and operated pursuant to Chapter 163, Part III, Florida Statutes, located in Palm Beach County, and Ric L. Bradshaw, Sheriff of Palm Beach County, Florida (hereinafter referred to as "Sheriff"). Lake Park CRA and the Sheriff shall hereinafter be referred to as the "Parties."

**WHEREAS**, the Parties executed a Law Enforcement Service Agreement effective October 1, 2021, (the "Agreement"), by which the Sheriff agreed to perform law enforcement services; and

**WHEREAS**, the Parties wish to renew said Agreement for an additional twelve (12) months, effective October 01, 2022.

**NOW, THEREFORE,** in consideration of the mutual covenants herein contained the receipt and sufficiency of which are hereby acknowledged, it is agreed upon as follows:

1. In accordance with Section 5 of the Law Enforcement Service Agreement, the Parties have agreed to renew the Agreement for an additional twelve (12) month term. The term of this renewal is October 01, 2022 through September 30, 2023.

2. Section 5 regarding the per hour rate is amended and shall now read as follows:

   For services provided, the Sheriff shall be compensated for each deputy at the rate of $100.00 per hour, not to exceed 1,380 total service hours or $138,000 in total cost, unless previously approved by the Lake Park CRA Executive Director and agreed to by the Sheriff. The Sheriff shall invoice the Lake Park CRA on a monthly basis. Payment by the Lake Park CRA shall be made within ten (10) days of the invoice date.

3. In all other respects and unless otherwise stated, the terms and conditions of the Agreement, shall continue unchanged and in full force and effect.

**IN WITNESS WHEREOF**, the Parties hereto have executed this Addendum to the Agreement as of the last date all signatures below are affixed.

**PALM BEACH COUNTY SHERIFF'S OFFICE**

BY: _____
Ric L. Bradshaw

Title: Sheriff

Witness: _____
Ronald Mattino, Major

DATE: _____

**LAKE PARK COMMUNITY REDEVELOPMENT AGENCY**

BY: _____
Michael O'Rourke

Title: MAYOR

Witness: _____
Vivian Mendez, Town Clerk

DATE: _____

Approved as to legal
form and sufficiency

_____
Town Attorney

# TAB 4

# CRA
## Agenda Request Form

**Meeting Date: September 7, 2022** **Agenda Item No.**

**Agenda Title:** **Resolution Authorizing and Directing the Executive Director to Renew Property and Casualty Insurance Coverage from the Florida Municipal Insurance Trust for the Community Redevelopment Agency for Fiscal Year 2023**

[ ] Consent Agenda [ ] Discussion/Possible Action
[ ] Presentation [ ] Resolution
**[x] Other – New Business**

**Approved by Executive Director:** _____ **Date:** 8-23-22

Name/Title Assistant Town Mgr/Human Resources Dir.

| **Originating Department:** | **Costs: $6,566** | **Attachments:** |
|---|---|---|
| **Human Resources** | Funding Source: Acct. # **110-55-552-520-45000** [ ] Finance | **Resolution and Copy of the Gehring Group Fiscal Year 2022/2023 Community Redevelopment Agency Property and Casualty Insurance Evaluation (Exhibit A)** |

**Summary Explanation/Background:**

Fiscal Year 2022 is the 11th full year for which the Community Redevelopment Agency (CRA) has had in place property and casualty liability insurance coverage. The carrier for such insurance for Fiscal Year 2022 is the Florida Municipal Insurance Trust (FMIT) and such coverage is due to expire on September 30, 2022.

At the request of staff, Gehring Group released a request for proposals to the insurance marketplace for renewal of such coverages for Fiscal Year 2023. As a result, the following carrier submitted a proposal:

- Florida Municipal Insurance Trust, which submitted a quote which represents a 13.5 percent, $782.00, increase over the expiring coverage

Such rate is set forth on the attached Exhibit A.

Based upon staff's review of the evaluation provided by Gehring Group, it is recommended that property and casualty insurance for the CRA for Fiscal Year 2023 (commencing October 1, 2022) be renewed through the Florida Municipal Insurance Trust.

**Recommended Motion: I move to adopt Resolution** 54-09-22 .

**RESOLUTION NO.** 54-09-22

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK AUTHORIZING AND DIRECTING THE EXECUTIVE DIRECTOR TO RENEW FOR FISCAL YEAR 2023 PROPERTY AND CASUALTY INSURANCE COVERAGE THROUGH THE FLORIDA MUNICIPAL INSURANCE TRUST; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS,** the Town Commission of the Town of Lake Park has previously created a Community Redevelopment Agency (CRA) pursuant to Section 163.356, Florida Statutes; and

**WHEREAS,** the Lake Park CRA has all of the statutory powers conferred upon it by Section 163.370, Florida Statutes; and

**WHEREAS,** the Lake Park CRA has determined that it is in the best interest of the CRA to provide for property and casualty insurance coverage for the CRA for Fiscal Year 2023; and

**WHEREAS**, the Lake Park CRA has reviewed the Gehring Group 2022/2023 Property and Casualty Insurance Evaluation, a copy of which is attached hereto and incorporated herein as Exhibit "A", for the provision of property and casualty insurance; and

**WHEREAS,** the Lake Park CRA has determined that it is in the best interest of the CRA to obtain property and casualty insurance coverage through the Florida Municipal Insurance Trust for Fiscal Year 2022/2023; and

**WHEREAS,** the Lake Park CRA has directed that adequate funds be allocated for such coverage in Fiscal Year 2023.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA AS FOLLOWS:**

**Section 1.** The whereas clauses are incorporated herein as true and correct and are hereby made a specific part of this Resolution.

**Section 2.** The Lake Park CRA hereby authorizes and directs the Executive Director to renew for Fiscal Year 2023 property and casualty insurance coverage through the Florida Municipal Insurance Trust for the Lake Park CRA as outlined in the attached **Exhibit A**.

**Section 3.** This Resolution shall become effective immediately upon adoption.

Exhibit A

**Town of Lake Park - CRA**
**Property & Casualty Insurance**
**2022-2023 Renewal Evaluation**

GEHRING GROUP
A RISK STRATEGIES COMPANY

| | CURRENT | | | RENEWAL | | |
|---|---|---|---|---|---|---|
| | Florida Municipal Insurance Trust 2021-2022 | | | Florida Municipal Insurance Trust 2022-2023 | | |
| **Coverage Type** | **Deductible** | **Liability Limits** | **Premium** | **Deductible** | **Liability Limits** | **Premium** |
| **Property** | $2,500 AOP; 5% Named Storm | $ 304,500 | **$ 1,726** | $2,500 AOP; 5% Named Storm | $ 304,500 | **$ 1,873** |
| **Flood** | $2,500 per occ. / $500,000 A or V | $ 5,000,000 | Included in Property | $2,500 per occ. / $500,000 A or V | $ 5,000,000 | Included in Property |
| **Earth Movement** | $ 2,500 | $ 5,000,000 | Included in Property | $ 2,500 | $ 5,000,000 | Included in Property |
| **Equipment Breakdown** | $ 2,500 | $ 304,500 | Included in Property | $ 2,500 | $ 304,500 | Included in Property |
| **General Liability** | $ - | $ 5,000,000 | **$ 4,058** | $ - | $ 5,000,000 | **$ 4,287** |
| **Public Officials Liability** | $ - | $ 5,000,000 | Included in Gen. Liab. | $ - | $ 5,000,000 | Inlcuded in Gen. Liab. |
| **Cyber Liability** | $ - | $ 1,000,000 | Included in Gen. Liab. | $ - | $ 1,000,000 | **$ 406** |
| **Total Annual Premium:** | | | **$ 5,784** | | | **$ 6,566** |
| **$ Increase/Decrease** | | | **N/A** | | | **$ 782** |
| **% Increase/Decrease** | | | **N/A** | | | **13.5%** |

# Minutes
# Town of Lake Park, Florida
# Community Redevelopment Agency
# Wednesday, September 7, 2022 6:30 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, September 7, 2022 at 6:40 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members John Linden, Roger Michaud, and Mary Beth Taylor, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez. Board Member Henry Stark was absent.

Agency Clerk Mendez performed the roll call and Board Member Taylor led the pledge of allegiance.

**SPECIAL PRESENTATION/REPORT:**
None

**CONSENT AGENDA:**
**1. August 3, 2022 Special Call Community Redevelopment Agency Meeting Minutes.**

**Motion: Board Member Michaud moved to approve the consent agenda; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | | | Absent |
| Board Member Mary Beth Taylor | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 5-0.

**PUBLIC COMMENT:**
None

**NEW BUSINESS:**

**2. Discussion of the Fiscal Year 2022/2023 Budget and Approval of the Resolution 52-09-22 to Adopt the Community Redevelopment Agency Budget.**

Executive Director D'Agostino and Finance Director Jeffrey Duvall explained the item (see Exhibit "A"). Brief discussion ensued regarding management of the reserve account and possible capital improvement plan. Executive Director D'Agostino explained that $200k of earmarked funds were available for Oceana Coffee, and $187k available to businesses. Vice-Mayor Glas-Castro expressed concern with specifically earmarking business development funds for Oceana Coffee because the CRA Board had not made a policy decision. She announced the possibility of an increase or decrease of the available grant funds. Executive Director D'Agostino explained that he would update the budget to reflect the "Grant- Business Development" as a lump sum account and not specify an amount for Oceana Coffee.

**Motion: Vice-Chair Glas-Castro moved to approve Resolution 52-09-22 the CRA Budget, transmitting to the Town Commission, and recommending that the Business Development Grant account be reflected as a lump sum account. ; Board Member Michaud seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | | | Absent |
| Board Member Mary Beth Taylor | | X | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 4-1.

**3. Resolution 53-09-22 Palm Beach Sheriff's Office Service Contract for the Lake Park Community Redevelopment Agency for Community Policing Services.**

Executive Director D'Agostino and Captain Thomas Gendreau explained the item.

**Motion: Board Member Michaud moved to approve 53-09-22; Board Member Linden seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | | | Absent |
| Board Member Mary Beth Taylor | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |

| | | | |
|---|---|---|---|
| Chair Michael O'Rourke | X | | |

Motion passed 5-0.

**4. Resolution 54-09-22 Authorizing and Directing the Executive Director to Renew Property and Casualty Insurance Coverage from the Florida Municipal Insurance Trust for the Community Redevelopment Agency for Fiscal Year 2023.**

Executive Director D'Agostino explained the item.

**Motion: Board Member Michaud moved to approve Resolution 54-09-22; Board Member Taylor seconded the motion.**

Vote on Motion:

| Board Member | Aye | Nay | Other |
|---|---|---|---|
| Board Member John Linden | X | | |
| Board Member Roger Michaud | X | | |
| Board Member Henry Stark | | | X |
| Board Member Mary Beth Taylor | X | | |
| Vice-Chair Kimberly Glas-Castro | X | | |
| Chair Michael O'Rourke | X | | |

Motion passed 5-0.

**EXECUTIVE DIRECTOR REPORT:**

None

**REQUEST FOR FUTURE AGENDA ITEMS:**

None

**BOARD MEMBERS COMMENTS:**

**Board Member Linden** had no comments.

**Board Member Michaud** had no comments.

**Board Member Stark** had no comments.

**Board Member Taylor** had no comments.

**Vice-Chair Glas-Castro** had no comments.

**Chair O'Rourke** had no comments.

**ADJOURNMENT**

There being no further business to come before the CRA Board and after a motion to adjourn and by unanimous vote, the meeting adjourned at 7:21 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, MMC

Agency Deputy Clerk, S. Edwards, MPA, MMC

TOWN OF LAKE PARK
Town Seal
SEAL
FLORIDA

Approved on this 5 of October, 2022

Exhibit "A"

# TOWN OF LAKE PARK
# PROPOSED BUDGET

## COMMUNITY REDEVELOPMENT FUND

**FISCAL YEAR**
**October 1, 2022 through September 30, 2023**

Rept:124 - Itemized Budget For Year 2023 Version 2
9-1-22 BALANCED BUDGET

| G/L Account | Description | 2021 Actual | 2022 Budget | 2022 YTD+Enc | 2023 Budget | Notes |
|---|---|---|---|---|---|---|
| | REVENUES | | | | | |
| 110-311.115 | Ad Valorem Taxes - County | 676,858.00 | 821,179.00 | 817,934.00 | 831,382.00 | |
| 110-381.001 | Transfer from General Fund | 678,598.00 | 659,792.00 | 959,750.00 | 1,162,739.00 | |
| 110-399.999 | Balance Brought Forward | 0.00 | 154,675.00 | 0.00 | 0.00 | |
| | TOTAL REVENUE | 1,355,457.00 | 1,635,646.00 | 1,777,684.00 | 1,994,121.00 | |
| | EXPENDITURES | | | | | |
| | TOTAL PERSONNEL EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | |
| 110-55-552-520-31105 | Professional Services | 47,967.81 | 107,[illegible]13.00 | 128,693.48 | [illegible] | |
| | Strategic Marketing | | | | 50,000.00 | |
| 110-55-552-520-31100 | Professional Svc - Town Attorney | 5,800.00 | 3,[illegible]0.00 | 4,200.00 | 6,000.00 | |
| 110-55-552-520-34000 | Contractual Services | 97,163.25 | 105,640.00 | [illegible]1,283.20 | 118,870.00 | |
| | Landscape Services | | | | 90,800.00 | |
| | Landscape Services Contingency Tree Trim | | | | 10,700.00 | |
| | Johnson Controls | | | | 1,930.00 | |
| | Decorative Displays | | | | 8,000.00 | |
| | Code Enforcement | | | | 0.00 | |
| | Custodial Services | | | | 7,440.00 | |
| 110-55-554-520-34010 | Contract PBC Sheriff | 2,[illegible]175.00 | 133,680.00 | 95,630.00 | 138,000.00 | |
| 110-55-552-520-40000 | Travel & Training | [illegible] | 8,750.00 | 2,459.57 | 7,500.00 | |
| 110-55-552-520-41200 | Postage & Shipping | 727.[illegible] | 800.00 | 1.16 | 2,500.00 | |

Rept:124 - Itemized Budget For Year 2023 Version 2
9-1-22 BALANCED BUDGET

| G/L Account | Description | 2021 Actual | 2022 Budget | 2022 YTD+Enc | 2023 Budget | Notes |
|---|---|---|---|---|---|---|
| 110-55-552-520-43000 | Utilities | 7,629.00 | 13,950.00 | 15,360.54 | 15,000.00 | |
| 110-55-552-520-44100 | Equipment Rentals | 1,179.05 | 8,500.00 | 8,617.20 | 0.00 | |
| 110-55-552-520-45000 | Insurance | 5,566.00 | 12,000.00 | 5,781.30 | 6,566.00 | |
| 110-55-552-520-46001 | Repair and Maintenance | 1,499.80 | 3,000.00 | 5,352.07 | 4,000.00 | |
| 110-55-552-520-47000 | Printing | 0.00 | 100.00 | 0.00 | 1,000.00 | |
| 110-55-552-520-48005 | Tree Lighting | 0.00 | 3,000.00 | 3,607.63 | 5,700.00 | |
| | 1 Banners | | | | 1,000.00 | |
| | 1 Decorations | | | | 500.00 | |
| | 1 DJ/Sound System | | | | 800.00 | |
| | 1 Marketing | | | | 500.00 | |
| | 1 Photography/Videography | | | | 300.00 | |
| | 1 Portable Light Towers | | | | 1,000.00 | |
| | 1 Portable Restrooms | | | | 500.00 | |
| | 1 Stage | | | | 500.00 | |
| | 1 Santa Suits Rental | | | | 300.00 | |
| | 1 Tents | | | | 1,500.00 | |
| 110-55-552-520-48100 | Advertising | 0.00 | 2,500.00 | 55.45 | 2,500.00 | |
| 110-55-552-520-49101 | Office Supplies | 0.00 | 500.00 | 0.00 | 100.00 | |
| 110-55-552-520-49102 | SEASONAL RENTALS | 675.00 | 7,500.00 | 12,587.00 | 26,000.00 | |
| | 1 Rental of Menorah and Kinara | | | | 6,000.00 | |
| | 1 Rental of Holiday Tree | | | | 20,000.00 | |
| 110-55-552-520-52000 | Operating Expenses | 3,848.30 | 5,000.00 | 13,768.53 | 7,500.00 | |
| 110-55-552-520-54200 | Memberships, Dues, & Subscriptions | 1,154.52 | 1,045.00 | 1,745.00 | 1,045.00 | |
| | 1 Florida Redevelopment Association | | | | 870.00 | |
| | 1 Annual State Fees | | | | 175.00 | |
| | TOTAL OPERATING EXPENSES | 321,283.27- | 413,584.00- | 407,400.14 | 344,761.00- | |
| 110-55-552-520-62400 | Buildings | 250,891.40 | 0.00 | 0.00 | 0.00 | |
| 110-55-552-520-63000 | Improvements Other Than Bldg | 0.00 | 13,308.00 | 13,058.00 | 329,500.00 | |
| | 1 Event Stage and Landscape Upgrades | | | | 329,500.00 | |
| 110-55-552-520-63150 | Improvements - Sidewalk | 0.00 | 250,319.00 | 0.00 | 0.00 | |

Rept:124 - Itemized Budget For Year 2023 Version 2
9-1-22 BALANCED BUDGET

| G/L Account | Description | 2021 Actual | 2022 Budget | 2022 YTD+Enc | 2023 Budget | Notes |
|---|---|---|---|---|---|---|
| | TOTAL CAPITAL OUTLAY | 237,831.40- | 266,251.00- | 14,958.00- | 329,500.00- | |
| | TOTAL DEBT SERVICE | 0.00 | 0.00 | 0.00 | 0.00 | |
| 110-55-552-520-82111 | [illegible] | 53,062.80 | 50,000.00 | 81,804.00 | 380,492.00 | |
| | 1 Oceana | | | | 200,000.00 | |
| | 2 Other | | | | 180,492.00 | |
| 110-55-552-520-82118 | Grants and Incentives | 22,000.00 | 84,000.00 | 0.00 | 0.00 | |
| 110-55-552-520-91001 | Transfer to Gene: 1 Fund | 0.00 | 99,270.00 | 99,270.00 | 0.00 | |
| 110-55-552-520-91010 | Transfer to Gen Fund - LTA 2008 | 168,966.04 | 168,780.00 | 168,780.00 | 168,690.00 | |
| 110-55-552-520-91030 | Transfer to Gen Fund - LTA 2007 | 16,504.67 | 91,321.00 | 54,791.89 | 54,793.00 | |
| 110-55-552-520-99110 | Internal Cost Allocation | 429,336.96 | 488,455.00 | 539,207.52 | 476,365.00 | |
| | TOTAL OTHER AGENCIES | 695,770.63- | 981,806.00 | 943,853.40- | 1,080,340.00- | |
| | TOTAL CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00 | |

Rept:124 - Itemized Budget For Year 2023 Version 2
9-1-22 BALANCED BUDGET

| G/L Account | Description | 2021 Actual | 2022 Budget | 2022 YTD+Enc | 2023 Budget | Notes |
|---|---|---|---|---|---|---|
| | TOTAL DEBT SERVICE | 0.00 | 0.00 | 0.00 | 0.00 | |
| | TOTAL OTHER EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | |
| | TOTAL DEPT EXPENDITURES | 1,243,945.20- | 1,662,761.00- | 1,415,320.15- | 1,794,121.00- | |
| | NET INCOME | 105,511.80 | 27,115.00- | 62,363.55 | 0.00 | |

# Lake Park Community Redevelopment Master Plan 2022

**This plan was created by**

CRA Board:
Michael O'Rourke, Chair
Kimberly Glas-Castro, Vice-Chair
John Linden, Board Member
Roger Michaud, Board Member
Mary Beth Taylor, Board Member
Dr. Henry Stark, Board Member

Executive Director:
John O. D'Agostino

Community Development Director:
Nadia DiTommaso

Planners:
Anders R. Viane
Karen J. Golonka

*Special thanks;*
*The Lake Park stakeholders and residents who provided their support and contributed to the development of this redevelopment plan.*

Consultant Team:

BusinessFlare®
Kevin Crowder
Farrell Tiller
Camilo Lopez
Alicia Alleyne
Charita Allen

Ken Stapleton & Associates
Ken Stapleton

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The graphics and layout were provided by BusinessFlare® Design

BUSINESS FLARE®

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# Roadmap to the Lake Park CRA

The creation and adoption of the Community Redevelopment Plan is a critical step to improve the economic conditions and quality of life of its residents, business owners, and stakeholders, as the Plan is a guiding document that provides a toolkit for implementation.

## INTRODUCTION

The Lake Park Community Redevelopment Plan will help Town leaders, the business community, non-profit organizations, and residents, ensure that change in Lake Park redevelopment area diversifies the neighborhood's economy, increases employment opportunities, improves the health of residents, improves homeownership and housing conditions, and upgrades the quality of life.

## THE REDEVELOPMENT PLAN CONCEPT

The Redevelopment Plan is designed to identify the main strategies, goals, program initiatives, and key catalytic projects recommended to be implemented within the Lake Park Community Redevelopment Area. We must emphasize that the purpose of this area's redevelopment plan is to strengthen the Lake Park community and its residents, add vitality to its commercial corridors, reinvigorate its aging structures, and personify the strong sense of pride in this historic community. The outlined implementation projects and programs are not intended to promote gentrification or wholesale removal of existing elements of the area.

## FINANCIAL SUMMARY

It is vital that in implementing projects and programs, the CRA should continue to review the area's conditions, the needs of its residents and property owners regularly to create and establish effective, positive, and cost-efficient projects and programs.

## REDEVELOPMENT GOALS

+ Economic Development
+ Housing and Residential Life
+ Public Improvements and Infrastructure
+ Transportation, Transit, and Parking
+ Redevelopment Support

## REDEVELOPMENT PROGRAM INITIATIVES & PROJECTS

Railside Site – TOD / P3 / Mixed-Use Development
Old Dixie/FEC Crossover
Industrial Septic to Sewer
Park Avenue and 10th Street
Watertower and Old Dixie Industrial Opportunity Sites
Park Avenue Extension
Downtown Residential
Parking Management
Potential CRA Expansion

## HOW TO READ THIS DOCUMENT

**Executive Summary**
This section provides a summary of the plan concept, financial summary, plan organization, and boundary map.

**Authority to Undertake Redevelopment**
This section provides a checklist of the Chapter 163 Part III of the Florida Statues with statutory requirements of the Community Redevelopment Act

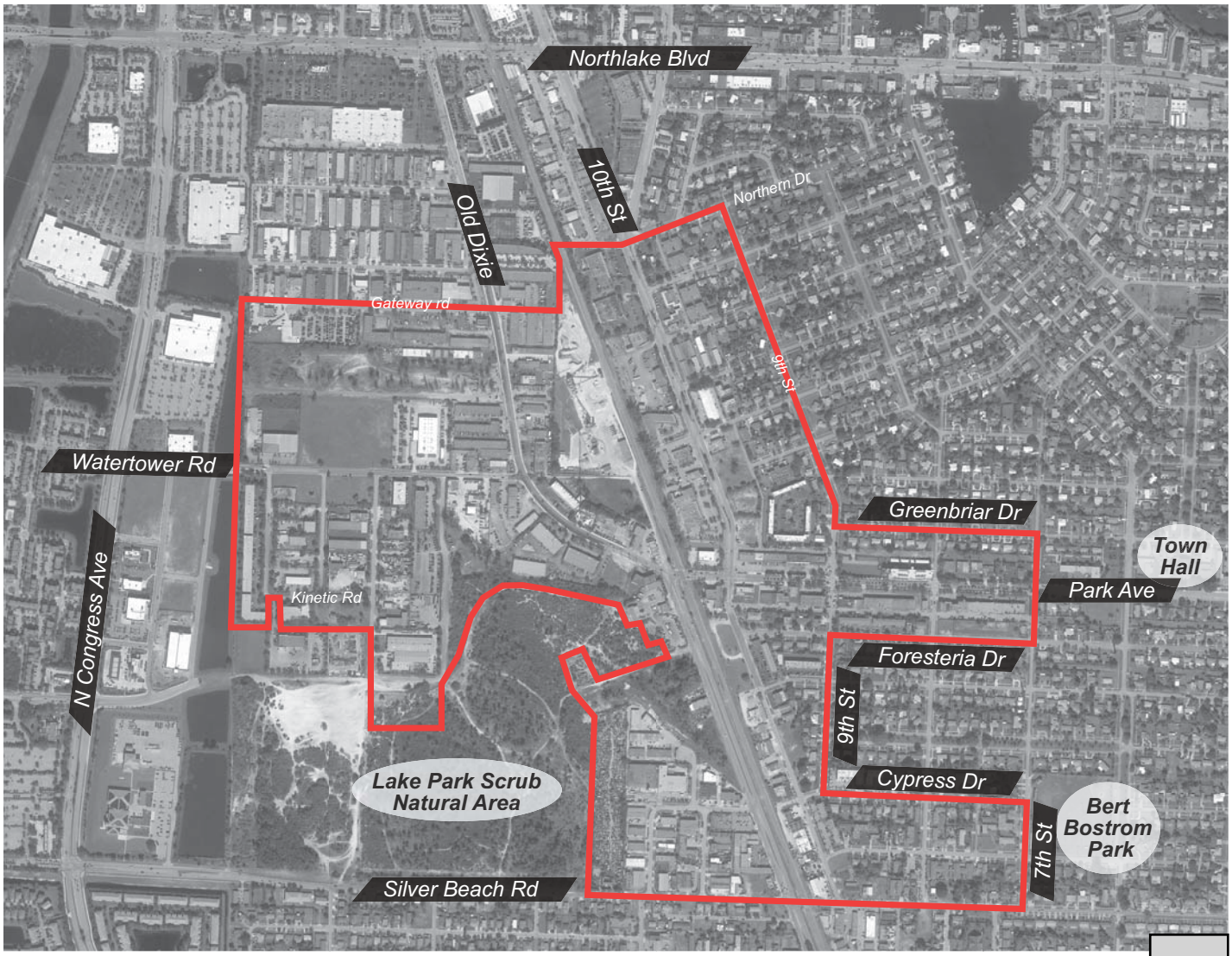
**Background**
This section provides a summary of the existing conditions (physical assessment), economic market conditions, and recent public and stakeholder input.

**Redevelopment Goals**
This section introduces redevelopment goals and provides an assessment of residential neighborhood impact.

**Redevelopment Goals**
This section itemizes future Lake Park CRA redevelopment initiatives and potential redevelopment projects. This section gives the Agency the legislative authority to carry out programs.

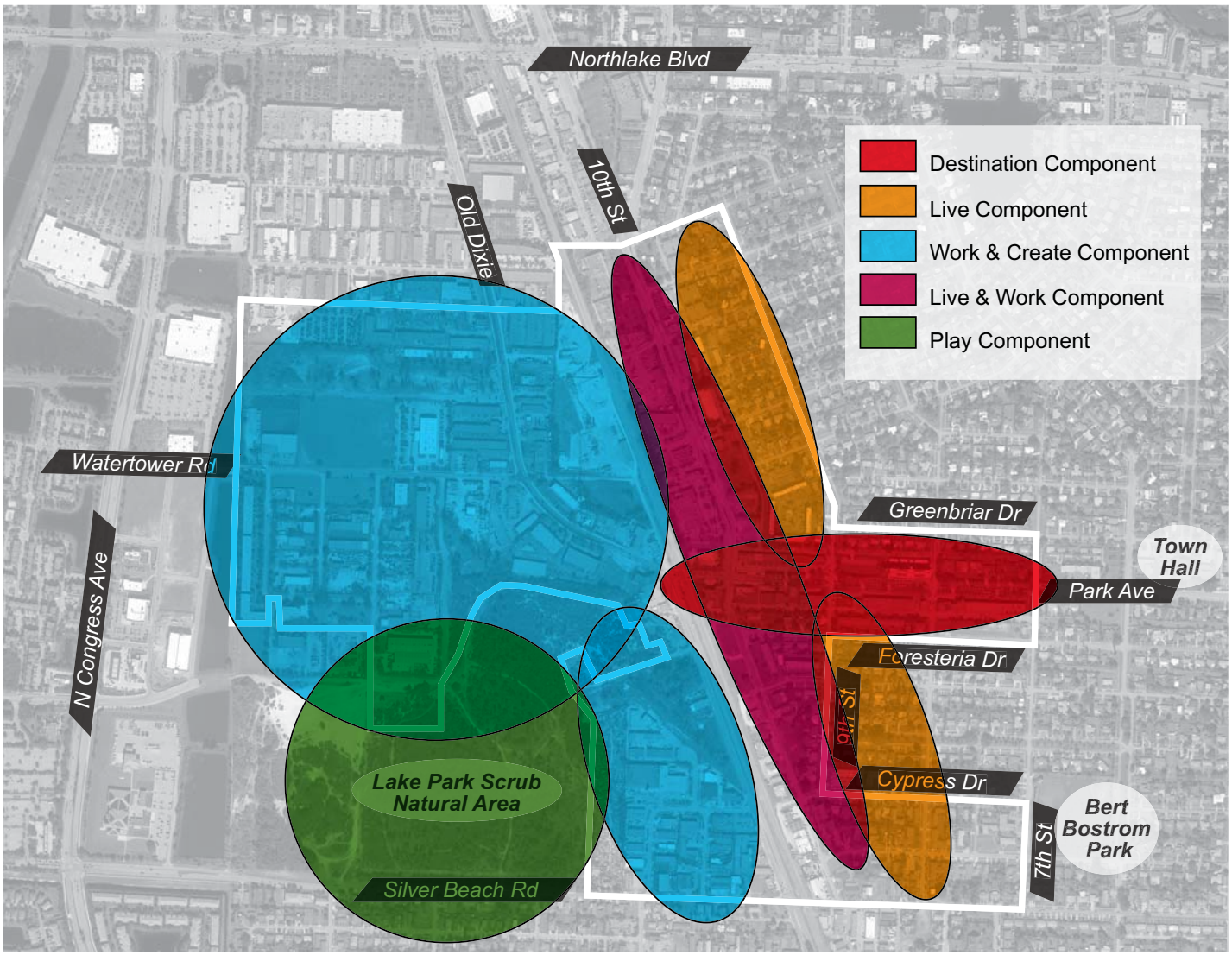
**Financial Projections**
This section contains financial projections, plan cost, and implementation timeline.

## CRA BOUNDARY MAP



## REDEVELOPMENT CONCEPT DIAGRAM

The redevelopment concept diagram for Lake Park CRA is based off a circular economy model which involves the creation of zones guided by lifestyle components that keep dollars within the community. These components and/or type of places include, live, work, create, and play.



# Chapter 163 Checklist

## FLORIDA STATUTES

In accordance with 163.362 Florida Statutes, the Community Redevelopment Plan must include the elements described below. The following section includes language from the statute shown in italic type, with a brief response to each element in normal type

☑ 1) *Contain a legal description of the boundaries of the community redevelopment area and the reasons for establishing such boundaries shown in the plan.*

A legal description of the boundaries of the Lake Park CRA is included as an exhibit to the Plan.

☑ 2) *Show by diagram and in general terms: (a) The approximate amount of open space to be provided and the street layout. (b) Limitations on the type, size, height, number, and proposed use of buildings. (c) The approximate number of dwelling units. (d) Such property as is intended for use as public parks, recreation areas, streets, public utilities, and public improvements of any nature.*

Maps of the Lake Park CRA and a general description of the existing physical and regulatory conditions are included in the Existing Conditions and Market Assessment. The area within the Lake Park CRA remains subject to the Town's Comprehensive Plan and zoning regulations, which stipulate limits on locations, sizes, height, etc. of dwelling units, streets, and park and recreation areas, among other things.

☑ 3) *If the redevelopment area contains low or moderate income housing, contain a neighborhood impact element which describes in detail the impact of the redevelopment upon the residents of the redevelopment area and the surrounding areas in terms of relocation, traffic circulation, environmental quality, availability of community facilities and services, effect on school population, and other matters affecting the physical and social quality of the neighborhood.*

☑ 4) *Identify specifically any publicly funded capital projects to be undertaken within the community redevelopment area.*

The Project section includes recommended capital projects for collaboration. The Financial Projections section includes revenue and expense projections. Specific public capital projects are identified in these projections. Publicly funded projects will be evaluated on an ongoing basis.

☑ 5) *Contain adequate safeguards that the work of redevelopment will be carried out pursuant to the plan. Specific programs and expenditures must be enumerated in the Plan in order for the CRA to have the authority to undertake them. CRA activities are overseen by a Board of Commissioners that meets periodically in public session to review and monitor all CRA activities.*

Refer to Redevelopment Initiatives and Financial Projections for a description of both general and specific programs.

☑ 6) *Provide for the retention of controls and the establishment of any restrictions or covenants running with land sold or leased for private use for such periods of time and under such conditions as the governing body deems necessary to effectuate the purposes of this part.*

Regulatory and zoning authority within the CRA is governed by the Town. Any recommendations regarding regulatory amendments and design guidelines to assist with redevelopment efforts must be implemented by Town Staff and Commission

☑ 7) *Provide assurances that there will be replacement housing for the relocation of persons temporarily or permanently displaced from housing facilities within the community redevelopment area.*

The Redevelopment Goals and Neighborhood Impact section includes a discussion of neighborhood impacts of redevelopment and includes a recommendation that the CRA adopt a relocation policy to provide adequate protections and assistance for any persons displaced by redevelopment activities.

☑ 8) *Provide an element of residential use in the redevelopment area if such use exists in the area prior to the adoption of the plan or if the plan is intended to remedy a shortage of housing affordable to residents of low or moderate income, including the elderly, or if the plan is not intended to remedy such shortage, the reasons therefore.*

The Introduction section; Economic Conditions; and the Redevelopment Goals, Initiatives and Neighborhood Impact sections highlight residential redevelopment.

☑ 9) *Contain a statement of the projected costs of the redevelopment, including the amount to be expended on publicly funded capital projects in the community redevelopment area and any indebtedness of the community redevelopment agency, the county, or the municipality proposed to be incurred for such redevelopment if such indebtedness is to be repaid with increment revenues.*

Financial projections are provided in the Financial Projections section. These financial projections will be reviewed and updated at least annually so that the CRA is always able to look ahead and plan for adequate financial resources to undertake its activities.

☑ 10) *Provide a time certain for completing all redevelopment financed by increment revenues. Such time certain shall occur no later than 30 years after the fiscal year in which the plan is approved, adopted, or amended pursuant to s. 163.361(1). However, for any agency created after July 1, 2002, the time certain for completing all redevelopment financed by increment revenues must occur within 40 years after the fiscal year in which the plan is approved or adopted.*

This Plan for the Lake Park CRA provides for completion of redevelopment activities within the proposed sunset date.

# One of Florida's first master-planned communities.

Lake Park, formerly Kelsey City, was one of Florida's first master-planned communities. The Town was founded by Harry Kelsey who dreamed of creating a resort mecca and winter playground. Kelsey sought help from the Olmsted Brothers, sons of Frederick Law Olmsted, to design the Town.

In the early 1900s, Kelsey City attracted nationwide attention as a revolutionary town experiencing exceptional growth, and in 1923 the Town was officially incorporated.

The Florida land boom started to slow in 1925, and a devastating hurricane in 1928 coupled with the stock market crash in 1929 devastated the local economy, forcing many businesses and residents to leave the state. In 1939, Kelsey City was renamed Lake Park in an effort to revitalize the community.

Lake Park experienced a resurgence in the 1950s as after World War 2 many military personnel and their families began to locate to the Town. Multi-millionaire John D. MacArthur began investing large sums of money in Lake Park and aircraft manufacturer Pratt & Whitney opened a plant nearby.

The 1980s brought another period of decline to Lake Park. Most of the land had been built out with an aging housing stock. The Town had a tough time remaining competitive with the newer communities in the region, and the introduction of regional shopping centers hurt the Town's Downtown. In 1996, the Town created the Community Redevelopment Agency to address the area's blight and to revitalize the Town's core along Park Avenue, 10th Street, and Old Dixie Highway.

The 2010 CRA Plan update came on the heels of the Great Recession, which greatly impacted the Town of Lake Park. Despite the recession's challenges, much progress has been made, particularly along Park Avenue. The re-emergence of Kelsey Theater along with new destination breweries and restaurants are paving the way for Lake Park to evolve as one of South Florida's next hip destinations. One of the keys to this revitalization is that much of the original Kelsey City character has been preserved, adding to Lake Park's charm and authenticity.

## EXISTING CONDITIONS

This entire length of the study area may be characterized simply as typical suburban industrial and commercial development, apart from Park Avenue which has the potential of becoming a lively pedestrian-oriented traditional "main street" environment.

Many structures are older, and some parcels are underutilized and lack adequate landscaping. The typical configuration of these parcels void the potential walkability of the place by having the building setback and large parking lots in the front adjacent to the public right-of-way/ sidewalk.

### PARK AVENUE

Park Avenue runs east-west between the FEC train track and 7th Street is considered the downtown main street. This street is lined with a beautiful promenade of native landscape and palm trees making it a real appeal to the pedestrian. However, most of the commercial establishments are old and, in many instances, has unattractive signage. Better regulation of signage is important to enhance and preserve an identity that will differentiate your town from others. In addition to wayfinding and street furnishing that will tie the whole identity.

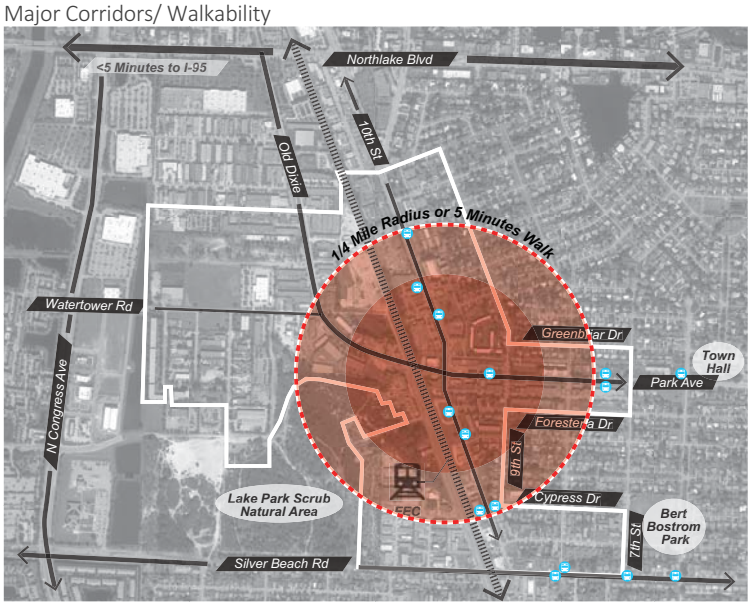
### 10TH STREET CORRIDOR

10th Street runs north-south between Northlake Boulevard and Silver Beach Road is a typical suburban commercial development characterized by shopping plazas. This street is wide with 4-travel lanes two in each direction, narrow sidewalk space, buildings are pushed back with parking lots in the front, and lack of street trees making it not pedestrian friendly.

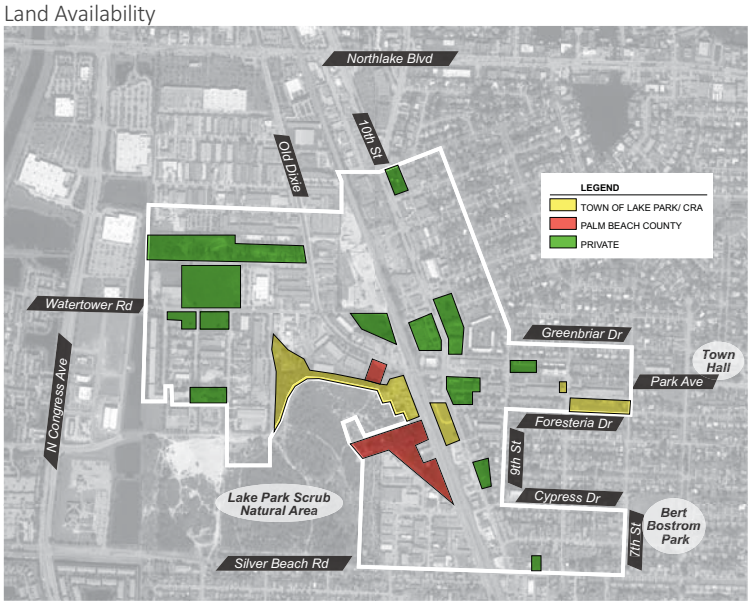
### OLD DIXIE HIGHWAY

Old Dixie Highway runs north-south between the Northlake Boulevard and Silver Beach Road and is considered an industrial and commercial cluster within Lake Park. This area is the typical warehouse-like development with large one- or two-story bays and parking lots. This area is home to a large cement plant, auto related businesses, junkyard, boat repair shops, air conditioner contractors, antique furniture store, grill store, auto repair shops, lawn irrigation equipment supplier, distributions centers, wine wholesaler, and garage door supplier among many more similar uses.

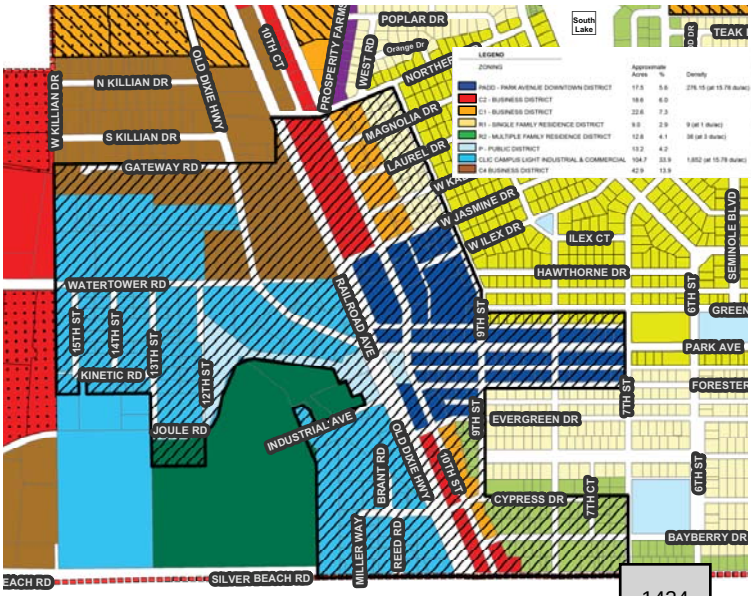
Major Corridors/ Walkability




Land Availability




Zoning/ Land Use



## ECONOMIC CONDITIONS

The Economic Conditions Assessment evaluates economic, financial and market conditions that influence the Lake Park CRA. The information presented has been analyzed to best understand investment and redevelopment potential. An important element of the data collection and background review process are interviews with key stakeholders such as CRA board members and staff, local residents, businesses, real estate professionals.

This analysis is structured in line with the six drivers of economic development:

### LAND

As strong market conditions continue to drive South Florida land prices higher, Lake Park remains attainable as one of the best residential real estate values in South Florida. Walkability and small town scale are increasingly unique and desirable in the growing South Florida metropolis and are key quality of life drivers for attracting investment. Strong redevelopment momentum is already occurring in the Downtown and Industrial areas.

Retail space is generally leased up (except for One Park Place) which limits the ability to attract new businesses. This is partially due to the fact that a number of the ground floor retail spaces within the Town are occupied by office or other non-retail uses. Additionally, landscaping and parking lots in front of buildings limit visibility for businesses that already lack exposure, since Park Avenue is not a main thoroughfare.

Current market conditions are rapidly raising real estate values and construction costs in South Florida. As these costs are passed on to the property owners, higher building height and density as well as workforce housing initiatives may be necessary to maintain affordability and should be considered within the Town's character.

Industrial real estate in Lake Park and the CRA is highly desirable, evidenced by recent transactions and developments. While the office market in Lake Park is limited, Palm Beach County is experiencing a surge and there may be an opportunity to introduce a limited, boutique office market in Lake Park for entrepreneurs and remote workers that desire part time, shared office space.

The walkable main street character of Park Avenue makes Lake Park attractive to companies such as Dedicated IT, that feature a mainly millennial workforce to whom an area's character is important.

Though not located in the CRA, New developments along the US1 corridor, such as Nautilus 220 and Northlake Promenade Apartments will support long-term CRA objectives. Additionally, the Town of Lake Park and the Lake Park CRA currently own key properties in the CRA that could be leveraged as part of large, public/private partnership redevelopment scenarios.

### LABOR

Lake Park and the Lake Park CRA are strong employment centers. Proximity to Palm Beach International Airport, Interstate 95, the Florida Turnpike, Tri-Rail, Brightline, and the Port of Palm Beach is an asset in terms of business and workforce attraction, retention, and expansion. The COVID-19-Pandemic has caused a decline in employment in the Retail, Food, Beverage, and Other Service sectors while office-related industries such as Finance and Insurance, Professional, Scientific and Technical Services, and Healthcare have grown within the 33403 zip code.

Lake Park's unemployment rate amongst residents ages 16-24 and 65+ is significantly higher than the Palm Beach County averages. This is concerning as research shows that workers who are unemployed as young adults generally earn lower wages for many years following their period of unemployment due to forgone work experience and missed opportunities to develop skills.

Over 96% of Lake Park's residents leave the town to commute to work. Retaining more of the resident workforce in local jobs will be an important metric as Lake Park establishes itself as a live/work/play community.

**CAPITAL**

The Lake Park CRA has historically received limited tax increment financing (TIF) funds. The current CRA budget has allowed the CRA to remain successful but has limited opportunities for game-changing projects. However, recent projects and property value growth should provide a boost in revenues to the CRA in coming years, which should be carefully allocated to drive tax base growth. Expenditures should also be evaluated on an annual basis according to the year's workplan to ensure that the CRA's resources match expectations and initiatives.

Lake Park CRA's incentive scheme can seem ambiguous and confusing; a more particular and adaptable incentive program tailored to market conditions will increase the area's redevelopment potential. There will be a boost to the CRA and town's ability to implement economic development initiatives with new federal funding options like the CARES Act and the American Recovery and Reinvestment Act.

Lake Park has a diverse and eclectic business mix; however many businesses brand themselves as West Palm Beach rather than as Lake Park. Much of the current infrastructure in Lake Park is approaching 100 years of age and in need of repair. The CRA is currently preparing to implement a septic to sewer conversion in the industrial area West of Old Dixie Highway. Since Lake Park is a smaller, built-out community, little opportunities exist for tax-base enhancing projects without creating incentives such as TIF rebates, density and height increases, infrastructure improvements, and other initiatives that improve market conditions.

**MARKETS**

Lake Park's population has remained low as the town is largely built-out with limited opportunities for new residential development. Lake Park is a young community, the median age (37.9 years) is significantly lower than the County (45.9). Limited population (1,230) live within the CRA, representing a limited customer market businesses can tap into.

Though not in the CRA, the redevelopment of Nautilus 220, Northlake Promenade Commons, and additional mixed-use redevelopment along US1 will introduce an influx of new residents to the area. Lake Park also has a significant Caribbean population, particularly Haitian, Jamaican and West Indian. Consumer household spending levels are lower in Lake Park compared to Palm Beach County as a whole, representing less buying power that businesses can tap into. Despite this, the large concentration of big-box retailers on the west side of town has positioned Lake Park to attract significant levels of customer traffic from outside the town, although this spending does not make its way into Downtown businesses in a meaningful way. Median income levels in Lake Park are also lower compared to Palm Beach Countywide, though Lake Park's median income levels have increased dramatically since 2015.

There is only one traditional main-street area in northern Palm Beach County, and that is Park Avenue. The district has great potential, but still experiences many challenges such as limited vehicle traffic, inadequate lighting, blighted entrance ways along 10th Street and Dixie Highway, and negative safety perceptions. As Downtown grows more vibrant, so does the opportunity to introduce micro-mobility options such as bike and scooter sharing and improvements to the public realm and visitor experience.

**QUALITY OF LIFE**

The COVID-19 Pandemic has strengthened humans' desires to enjoy the outdoors and is increasingly becoming an important factor in choosing where to live, work, and open a business. Parks, recreation, and open spaces have been an important piece of Lake Park's brand and history. The Lake Park CRA is bookended by Kelsey Park to the East and the Lake Park Scrub area to the West, located just outside of the CRA. Additional open spaces in the CRA include the Town Green just West of One Park Place, as well as 610 7th Street, a property that is currently being contemplated as a pocket park/dog park. While Lake Park is home to wonderful park spaces, Park Avenue lacks a true central gathering place, which is typically a key attribute in high-functioning downtown areas.

As open space improvements are made, connectivity between open spaces, businesses and residents should become a focal point. The Town of Lake Park has created preliminary plans for the creation of "Lake Park Legacy Loop" bike trail connecting recreation areas and points of interest in Lake Park.

While not in the CRA, the Lake Park Marina is a major asset, home to notable businesses such as fishing, diving, and boat cruise charters that draw outside customers to Lake Park. The development of Nautilus 220 will ultimately grow more awareness and contribute to the attractiveness of Lake Park Marina. The Town and CRA should explore ways to connect the Lake Park Marina with its Downtown through wayfinding and business promotion.

Kelsey Park is a gem for Lake Park residents and visitors, the Park is currently undergoing major renovations. The Lake Park Scrub Area is an additional recreational asset, but parking and access are difficult. If the park could be curated with walking trails and activities, it would become a major asset to the Downtown while improving walkability in Lake Park.

Wayfinding signage to and from Downtown Lake Park is limited and difficult for motorists to recognize. Currently, the only wayfinding signs to Downtown Lake Park are located Northbound on Federal Highway near Kelsey Park and Northbound Old Dixie Highway near Park Avenue. There is no wayfinding signage on Northlake Boulevard or Congress Avenue (heavily traveled corridors). The Clock Tower is an attractive and inviting Gateway feature, similar landmarks are needed at US1 and Park Avenue as well as Dixie Highway and Park Avenue to enhance aesthetics of the area and draw more customers from busy roadways into Downtown. Additionally, public art features such as murals, sculptures, street paintings etc., can improve wayfinding and overall awareness of an area by creating noticeable landmarks that residents and guests can connect and share their experiences via social media.

The Lake Park CRA currently has a mural program for property owners who wish to participate, but no incentives are available.

The Pandemic has intensified the need for quality schools and childcare in communities. Lake Park Elementary and Lake Park Baptist are highly regarded schools. While there are no hotels in Lake Park, a cottage Bed and Breakfast industry is currently growing. Historic Old-Florida homes and a blossoming arts district, coupled with the proximity to waterfront, beaches, and countless other amenities make Lake Park attractive to tourists.

**REGULATIONS**

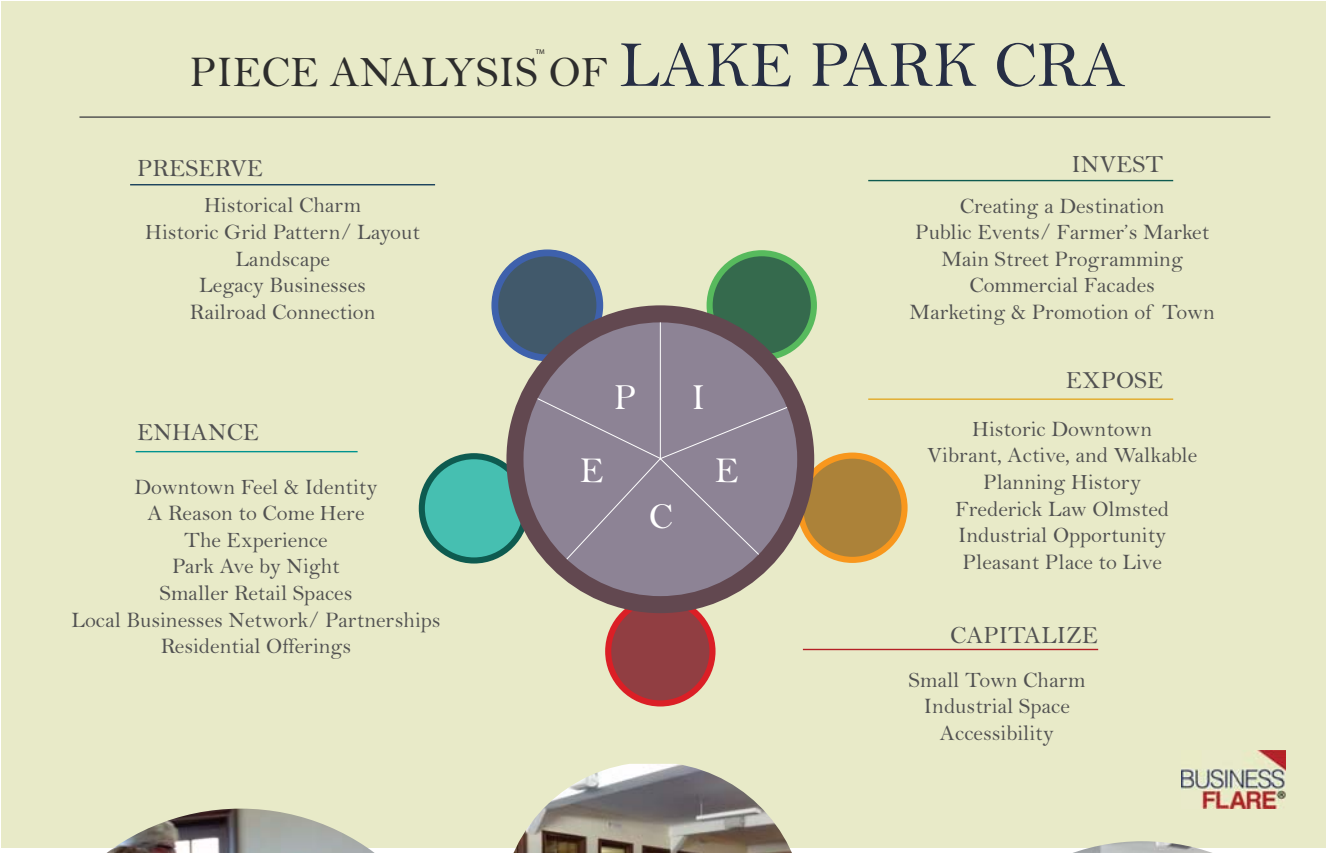
To understand the regulatory challenges facing the Lake Park CRA, the following documents/plans have been reviewed: 2010 CRA Master Plan, 2009 University of Miami Design Approach Manual, CRA Annual Reports, CRA Marketing Plan 2019, Twin City Mall Market Analysis, Lake Park Comprehensive Plan, and the Palm Beach County Chamber North Strategic Plan.

Lake Park has what many cities in Florida lack, an authentic Main Street/downtown. Preservation of Lake Park's old town charm is key to maintaining its uniqueness and enhancing its identity. While Park Avenue has the structure to become a vibrant district, physical layout challenges exist, such parking lots and building setbacks along Park Avenue that are more suburban in nature. The combined streetscape and landscape along Park Avenue is a positive attribute, but needs to be extended down 10th Street in a cohesive manner. Additional efforts must be made to improve gateways along 10th Avenue and Dixie Highway, as well as connectivity across Dixie Highway. The Park Avenue Downtown District zoning designation provides a solid framework for redevelopment, though changes in height and density as well as incentives for mixed-use development could facilitate game-changing projects that are market responsive.

## SUMMARY OF PUBLIC INPUT

As part of the public engagement process the BusinessFlare® team conducted multiple site tours, visited local businesses, interviewed business owners and stakeholder, met with elected officials and town staff, interviewed the police chief, and facilitated a well attended public workhsop meeting on January 29, 2022 at the Town Hall Commission Chambers.

The following diagram highlights the main themes identified by stakeholders during the PIECE analysis of the public input process.



# Lake Park Redevelopment Goals!

GOAL

PROGRAM INITIATIVE

## #1
### Economic Development

1.A - Establish one clear identity in which visitors and businesses connect with.
1.B - Retain and expand targeted anchor industries.
1.C - Work with and support not-for-profit organizations to implement strategies that support CRA Plan goals.
1.D - Utilize Code Enforcement and Community Policing to reduce signs of disorder and continue to address real and perceived safety issues within the CRA.
1.E - Continue supporting small businesses and establish Lake Park as a hub for entrepreneurship
1.F - Expand marketing and promotion efforts to grow awareness of Lake Park.

## #2
### Housing and Residential Life

2.A - Establish a healthy and sustainable housing mix
2.B - Improve the quality of life within the Lake Park CRA.

## #3
### Public Improvements and Infrastructure

3.A - Enhance CRA visibility through gateways and wayfinding
3.B - Improve walkability and safety perceptions through targeted lighting enhancements.
3.C - Improve aesthetics throughout the CRA.
3.D - Improve infrastructure for commercial and industrial areas.
3.E - Enhance the relationship between the businesses along Park Avenue and the roadway through creative partnerships to address parking lot aesthetics.

## #4
### Transportation, Transit, and Parking

4.A - Encourage safe, convenient, efficient, and effective motorized and alternative-means transportation and transit systems
4.B - As the Lake Park Creator's District continues to grow, seek opportunities to expand transit options.
4.C - Create safe, efficient, and attractive parking to support retail, restaurant, cultural, office, and light industrial facilities within the redevelopment area.

## #5
### Redevelopment Support

5.A - Encourage and support sound, redevelopment-friendly, Land Use Regulations.
5.B - Use Powers of Borrowing, Land Acquisition & Disposition to further CRA goals and initiatives
5.C - Provide Economic Incentives and other support to projects that further CRA Redevelopment Goals and Initiatives
5.D - Provide sufficient CRA resources and talent

# Redevelopment Program Initiatives

## ECONOMIC DEVELOPMENT PROJECTS

GOAL #1 - Economic Development

1.A - Establish one clear identity in which visitors and businesses connect with.

- [ ] 1. Lake Park Creators District- Establish the Lake Park CRA as the "Lake Park Creators District," a place that celebrates entrepreneurs and creators. Targeted to millennials, start-up businesses, non-profits, and those seeking satellite office space.
- [ ] 2. Create a thriving Main Street through public private partnerships to encourage a quality retail, restaurant, cultural, and business environment serving Lake Park residents and visitors.
- [ ] 3. Create photo worthy places where millenni als and other generations can share their experiences in Lake Park via social media.
- [ ] 4. Use Hanging Lights to reduce dark spaces and enhance vibrancy

1.B - Retain and expand targeted anchor industries.

- [ ] 1. Work with the Business Development Board, Palm Beach County, and the Palm Beach County North Chamber of Commerce to retain and expand targeted, anchor industries:
  - Creators
  - Craft Breweries
  - Locally owned restaurants
  - Fitness
  - Marine
  - Entrepreneurial endeavors

1.C - Work with and support not-for-profit organizations to implement strategies that support CRA Plan goals.

- [ ] Continue supporting non-profits

1.D - Utilize Code Enforcement and Community Policing to reduce signs of disorder and continue to address real and perceived safety issues within the CRA.

- [ ] Continue supporting code enforcement and police

1.E - Continue supporting small businesses and establish Lake Park as a hub for entrepreneurship

- [ ] 1. Establish business assistance programs such as small business lending, shared marketing, entrepreneurship training, trade expansion programs, data and research sharing.
- [ ] 2. Establish an Ombudsman to act as a liaison between the CRA and business community, understanding opportunities, challenges and how to best position the CRA for positive growth.
- [ ] 3. Create aesthetic improvement grants such as paint, plant and pave program to eliminate blight.
- [ ] 4. Create Job training and apprenticeship programs, particularly for targeted industries
- [ ] 5. Provide more downtown parking, in a way that strategically enhances the brand image of Downtown Lake Park. Providing for increased walkability, businesses visibility, and safety.
- [ ] 6. Authorize programs to recruit a mix of supportive businesses that aligns with the plan's goals.

1.F - Expand marketing and promotion efforts to grow awareness of Lake Park.

- [ ] 1. Incorporate the arts and culture as a critical part of economic development. Celebrate Lake Park/Kelsey City's rich history.
- [ ] 2. Incorporate public art wherever possible, such as new development/redevelopment projects and public spaces.
- [ ] 3. Prioritize public art that pays homage to Lake Park's founding fathers and early settlers, while also tying in the future of the Town as a vibrant, creative, mixed-use district
- [ ] 4. Establish a more business-friendly mural program. Create a goal to improve three properties annually through mural or façade improvements. Consider providing matching grants or other incentives for mural creation.

- [ ] 5. Partner with a local property owner and local artist to create a “Lake Park” Centennial mural, which celebrates 100 years of Lake Park. (*Examples- Vero Beach, Titusville)
- [ ] 6. Use CRA owned property along 10th Street and FEC railway to leverage a larger redevelopment scenario. Consider issuing an RFP that prioritizes projects that include an assemblage of properties that furthers the goals of the LPCRA.
- [ ] 7. Create signature events that encourage residents and visitors shop, live, work, and play in Lake Park.
- [ ] 8. Create a Taste of Lake Park event that samples the unique eateries and drinking places.
- [ ] 9. Create a Military Appreciation that connects with the U.S. Army reserve base in Lake Park.
- [ ] 10. Create a Lake Park Centennial Celebration that celebrates 100 years in Lake Park. Provide funding and support for programs and activities that further the marketing and branding of Lake Park and the CRA.

## HOUSING AND RESIDENTIAL LIFE PROJECTS

GOAL #2 - Housing and Residential Life
2.A - Establish a healthy and sustainable housing mix.

- [ ] 1. Multifamily rehab- Implement funding programs for rehabilitation and beautification of multifamily buildings.
- [ ] 2. Single family rehab- Implement funding programs for rehabilitation and beautification of single family buildings.
- [ ] 3. Encourage the private sector to create Mixed-Use, Affordable, Workforce, Market Rate, Luxury, and Mixed-Income Housing within the CRA.
- [ ] 4. Explore opportunities for to introduce residential spaces with smaller footprints to introduce more density and improve housing attainability.
- [ ] 5. Amend zoning to allow densities to align with infill housing models such as the "Missing Middle" concept.
- [ ] 6. Incentivize projects with Increment Revenue, if necessary, when appropriate and possible.
- [ ] 7. Target infill residential and mixed-use development in the CRA, especially in the Southwest Area.
- [ ] 8. Acquire problem properties, rehabilitate and resell to homebuyers or to builders.
- [ ] 9. Support neighborhood improvement initiatives to improve aesthetics and reduce slum and blight conditions in residential neighborhoods.
- [ ] 10. Create a Multifamily Workforce Housing Development Program.
- [ ] 11. Utilize CRA powers to acquire and dispose of property, borrow funds, and support redevelopment-friendly land development regulations to expand the inventory of workforce housing.
- [ ] 12. Create a process for for-profit property owners to apply and receive affordable housing incentives in the form of TIF rebates.
- [ ] 13. Establish Rental to Homeowner program partnership with the Palm Beach County to implement existing Rental to Homeownership programs.

2.B - Improve the quality of life within the Lake Park CRA.

- [ ] 1. Establish alleyways as linear parks to improve aesthetics and connectivity.
- [ ] 2. Open Space- Create and support Open Space and Community Enhancement Projects, including neighborhood improvements and park improvements in the residential areas of the CRA.
- [ ] 3. Establish a community center in the CRA or CRA expansion area.
- [ ] 4. Introduce Smart Cities Initiatives and technology to support better planning, decision making, and efficiency, such as:
    - Smart government
    - Mobility/Wifi
    - Smart buildings
    - Smart transportation

## PUBLIC IMPROVEMENTS AND INFRASTRUCTURE PROJECTS

GOAL #3 - Public Improvements and Infrastructure
3.A - Enhance CRA visibility through gateways and wayfinding.

- [ ] 1. Enhance CRA gateways to create an appealing and inviting environment.
- [ ] 2. Consider adding public art, recreating the famous Kelsey City archway, or other enhancements that pay tribute to Lake Park's rich history.
- [ ] 3. Provide funding and support for gateway and wayfinding signage to improve visibility for the Lake Park Creators District. Connect points of interest that are outside of the CRA boundaries, such as the Lake Park marina and Nautilus 220, Congress and Northlake shopping areas

3.B - Improve walkability and safety perceptions through targeted lighting enhancements.

- [ ] 1. Provide lighting enhancements to dark areas, particularly Park Avenue and 10th Street.
- [ ] 2. Consider adding hanging lights along Park Avenue and in parking lots.

3.C - Improve aesthetics throughout the CRA.

- [ ] 1. Consider providing incentive for businesses to stay open later, or at least keep lights on to reduce dark spaces.
- [ ] 2. Provide funding and support for improvement to signage, sidewalks, and swale areas within the CRA, especially along 10th Street.
- [ ] 3. Require street furniture, such as trash and recycle receptacles, bike racks, and benches in commercial areas.
- [ ] 4. Create a street trees program to provide adequate tree canopy throughout the CRA, between Park Avenue and the adjoining areas.

3.D - Improve infrastructure for commercial and industrial areas.

- [ ] 1. Septic to Sewer- Continue with implementation of septic to sewer conversion program. Leverage recently awarded grant funds to improve infrastructure to facilitate redevelopment in the CRA.

3.E - Enhance the relationship between the businesses along Park Avenue and the roadway through creative partnerships to address parking lot aesthetics.

- [ ] 1. Parking Lot Grants- Consider issuing grants for parking lot improvements, prioritizing projects that emphasize activation and vibrancy of the Lake Park Creators District.

## TRANSPORTATION, TRANSIT, AND PARKING PROJECTS

GOAL #4 - Transportation, Transit, and Parking
4.A - Encourage safe, convenient, efficient, and effective motorized and alternative-means transportation and transit systems.

- [ ] 1. Alley connections- Enhance alleyways North and South of Park Avenue to improve Pedestri an Connectivity. (Specifically the potential extension of Greenbriar Drive)
- [ ] 2. Lake Park Legacy Loop- Continue to pursue the creation of the Lake Park Legacy Loop, a pedestrian/bike route that connects points of interest in Lake Park.
- [ ] 3. Park Avenue Extension- Extend Park Avenue West bound at Dixie Highway to connect with Park Avenue West.
- [ ] 4. Encourage awnings and canopies over public sidewalks to provide shade and rain protection for pedestrians.
- [ ] 5. Create a bicycle master plan within the CRA that provides connectivity to nearby areas and potential customers.
- [ ] 6. Encourage the City to adopt a Safe Routes to School Program

4.B - As the Lake Park Creator's District continues to grow, seek opportunities to expand transit options.

- [ ] 1. Micro Mobility- Explore opportunities to establish Lake Park as a model for sustainability and connectivity by introducing micro-mobility options such bicycles, e-bikes, electric scooters, electric skateboards, shared bicycles, and electric pedal assisted bicycles.
- [ ] 2. Last mile solutions – Explore the potential for a "Last Mile" local circulator between the potential train station to points of interest in
- [ ] 3. Lake Park to enhance connectivity within and to areas outside of the redevelopment area

4.C - Create safe, efficient, and attractive parking to support retail, restaurant, cultural, office, and light industrial facilities within the redevelopment area.

- [ ] 1. Create a Downtown Parking Management Plan to best utilize parking supply while also allowing for business visibility, events, outdoor dining, etc.
- [ ] 2. Increase downtown parking supply, consider introducing structured parking as part of a larger public private partnership redevelopment effort.
- [ ] 3. Amend land use regulations to allow excess, underutilized parking or other spaces to be used for alternative activities such as outdoor dining, farmer's market, pop-up retail, and similar events.
- [ ] 4. Encourage on-street parking, off-site, public parking lot and shared parking arrangements.
- [ ] 5. Reduce off-street parking requirements within the CRA.
- [ ] 6. Encourage tactical urbanism and placemaking strategies, such as protected bike lanes, pop-up retail, pop-up parks, pop-up cafes, pavement to plazas, PARK(ing) Day, Open Streets, Guerilla Gardening, Depaving, De-fencing, and chair bombing.

## REDEVELOPMENT SUPPORT PROJECTS

GOAL #5 - Redevelopment Support
5.A - Encourage and support sound, redevelopment-friendly, Land Use Regulations.

- [ ] 1. Encourage and support sound, redevelopment-friendly, Land Use Regulations.
- [ ] 2. Increase residential entitlements
  - Upzone
  - Basket
  - TDR
- [ ] 3. Consider vacating right-of-way in alleyways North and South of Park Avenue to enhance downtown entitlements
- [ ] 4. Use the Design Approach Manual for architectural reference for developers.
- [ ] 5. Enahance and update the Design Approach Manual as needed to reflect contemporary trends and the impact of the pandemic on behavior trends. Also, to enhance focus on gateway architecture for key locations.
- [ ] 6. Create open space requirements as part of new developments.

5.B - Use Powers of Borrowing, Land Acquisition & Disposition to further CRA goals and initiatives.

- [ ] 1. Utilize CRA owned property at 800 Park Avenue in a way that creates a high return on investment and improves Lake Park's brand image.
- [ ] 2. Consider issuing an RFP to seek operators that are creative in nature, fit within Lake Park's targeted industries, and further the goals of the Lake Park CRA.
- [ ] 3. Consider providing incentives such as reduced rent, marketing, etc.
- [ ] 4. Explore options for the redevelopment of the car park site located at 1306 Silver Beach Road.
- [ ] 5. Consider redevelopment options for the current Lake Park Public Works Site. As Park Avenue is eventually extended West to Park Avenue West, the gateway to Downtown Lake Park at Park Avenue and Old Dixie Highway can be completely reimagined to create a vibrant and attractive entryway.

5.C - Provide Economic Incentives and other support to projects that further CRA Redevelopment Goals and Initiatives.

- [ ] 1. TIF incentives for residential development
- [ ] 2. Debt capacity

5.D - Provide sufficient CRA resources and talent for plan implementation.

- [ ] 1. Introduce smart data programs such as;
  - A real estate inventory that prioritizes key redevelopment sites and tracks metrics such as vacancy, capitalization rates, rents, etc.
- [ ] 2. Smart Data for investors and business recruitment, utilizing the baseline data provided in the market analysis done for this plan and update annually.
- [ ] 3. Hire a redevelopment professional within the next 1-2 years. Duties should include CRA ombudsman, business development, maintain smart databases, CRA administration, redevelopment marketing.
- [ ] 4. Provide funding and support for programs and activities that encourage safety through Crime Prevention through Environmental Design (CPTED).

## POTENTIAL REDEVELOPMENT CATALYST PROJECTS

Implement Potential Redevelopment Catalyst Projects

### 6.A - Railside Site – TOD / P3 / Mixed-Use Development

The preferred redevelopment program for this site includes a transit station (future train stop), parking, ocket park/ plaza, ground floor commercial, and multi-family residential units. Position the site for redevelopment, and conduct any necessary environmental, survey, and any other pre-development assessment to have a development-ready site. Pursue redevelopment of the property by leveraging Town ownership with private investment.

### 6.B - Old Dixie/FEC Crossover

Encourage crossing improvements for pedestrians and bicyclists. This may include wider sidewalks, buffers, bike lanes, signage, and markings. Work with the City on opportunities to install a gateway monument, and to enhance design guidelines for development projects at this important gateway and crossroads.

### 6.C - Industrial Septic to Sewer

Provide support as is feasible to transition industrial areas from Septic to Sewer conversion as a catalyst for job growth, investment and new development.

### 6.D - Park Avenue and 10th Street

Encourage walkability and safety improvements for pedestrians and bicyclists. The CRA should seek ways to promote and assist in the redevelopment of the SE corner property as a gateway development and mixed-use catalyst project.

### 6.E - Watertower and Old Dixie Industrial Opportunity Sites

Work with the property owners and prospective users to align any potential development project(s) with Lake Park CRA vision for this area.

### 6.F - Park Avenue Extension

Conduct a feasibility analysis for the potential extension of Park Avenue connecting Downtown Lake Park (FEC crossover) to Congress Avenue and begin the planning and construction process if feasible.

### 6.G - Downtown Residential

Promote and facilitate the development of One Park Place Phase II (a mixed-use development).

### 6.H - Parking Management

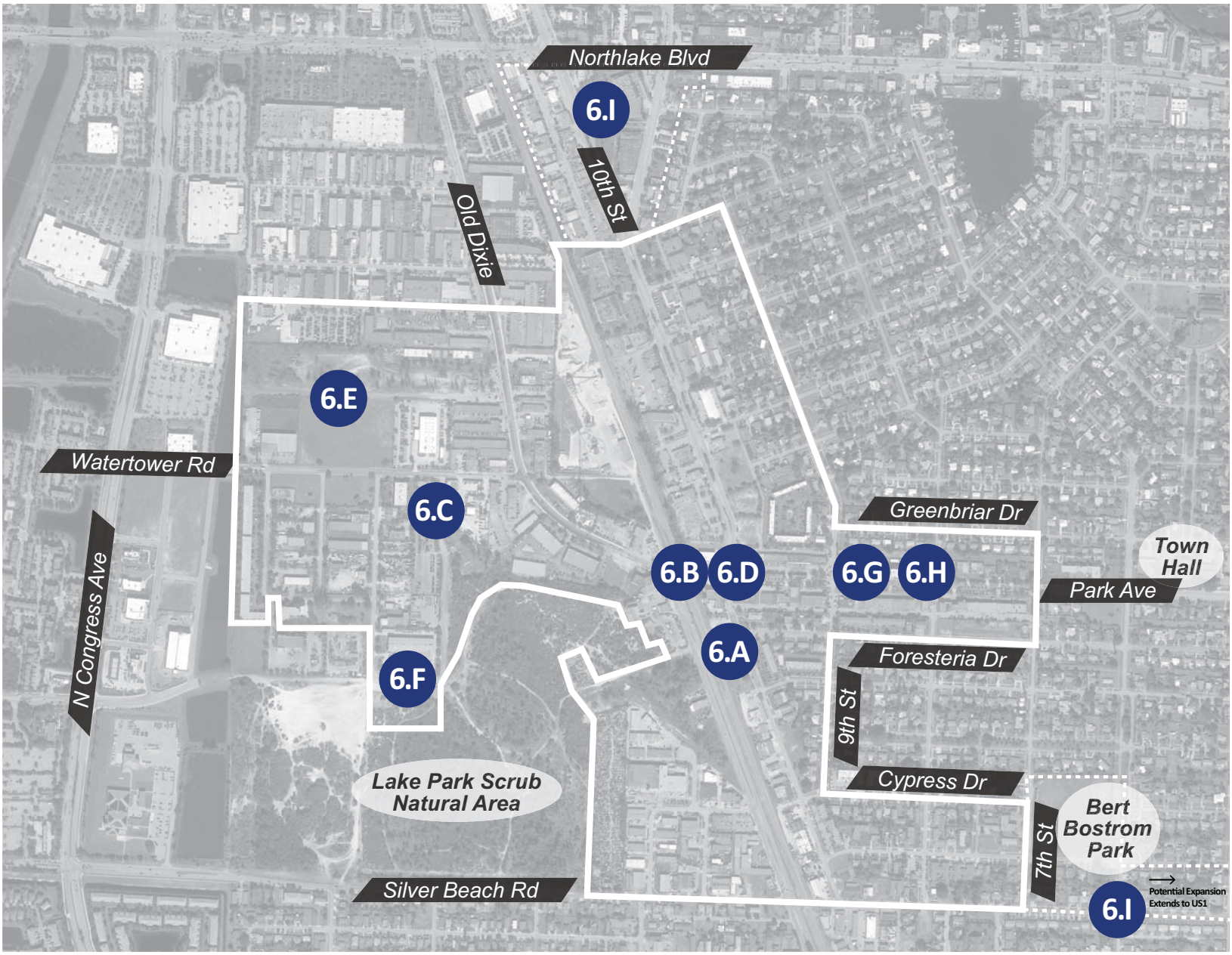
Facilitate and encourage aesthetic improvements to public and private parking facilities and lots through parking management efforts to satisfy parking needs while improving sense of place.

### 6.I - Potential CRA Expansion

Evaluate and explore potential limited expansion of the CRA to connect to the 10th Street gateway and adaptive reuse opportunity at Northlake Boulevard and to retain workforce housing and improve the conditions of the residential community along the north side of Silver Beach Road.

## POTENTIAL REDEVELOPMENT CATALYST PROJECTS MAP

Implement Potential Redevelopment Catalyst Projects
6.A - Railside Site – TOD / P3 / Mixed-Use Development
6.B - Old Dixie/FEC Crossover
6.C - Industrial Septic to Sewer
6.D - Park Avenue and 10th Street
6.E - Watertower and Old Dixie Industrial Opportunity Sites
6.F - Park Avenue Extension
6.G - Downtown Residential
6.H - Parking Management
6.I - Potential CRA Expansion



# Financial Projections

## TIF Projections

| Year | County Contribution ($) | Town Contribution ($) | Total ($) |
|---|---|---|---|
| 2022 | 521,178 | 959,790 | 1,482,990 |
| 2023 | 536,813 | 988,584 | 1,527,420 |
| 2024 | 552,918 | 1,018,241 | 1,573,183 |
| 2025 | 569,505 | 1,048,788 | 1,620,319 |
| 2026 | 586,590 | 1,080,252 | 1,668,869 |
| 2027 | 604,188 | 1,112,660 | 1,718,875 |
| 2028 | 622,314 | 1,146,039 | 1,770,381 |
| 2029 | 640,983 | 1,180,421 | 1,823,433 |
| 2030 | 660,213 | 1,215,833 | 1,878,076 |
| 2031 | 680,019 | 1,252,308 | 1,934,358 |
| 2032 | 700,420 | 1,289,878 | 1,992,329 |
| 2033 | 721,432 | 1,328,574 | 2,052,039 |
| 2034 | 743,075 | 1,368,431 | 2,113,540 |
| 2035 | 765,367 | 1,409,484 | 2,176,886 |
| 2036 | 788,328 | 1,451,768 | 2,242,133 |
| 2037 | 811,978 | 1,495,322 | 2,309,337 |
| 2038 | 836,338 | 1,540,181 | 2,378,557 |
| 2039 | 861,428 | 1,586,387 | 2,449,853 |

## Current TIF allocation

| 2022 | ($) |
|---|---|
| **Projected Revenue** | **1,510,968** |
| | |
| Sheriff | 133,680 |
| Operating | 261,389 |
| Capital Outlay | 252,343 |
| Grants | 135,000 |
| Transfers and Cost Allocation | 748,556 |
| **Total Expense** | **1,530,968** |

## Redevelopment Implementation Cost Example

| | 2023-2027 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---|---|---|---|---|---|---|
| | ($) | | | | | |
| **Revenue Forecast** | **8,262,592** | **1,556,297** | **1,602,986** | **1,651,076** | **1,700,608** | **1,751,626** |
| | | | | | | |
| Economic Development | | | | | | |
| Identity, Marketing, Branding | 275,000 | 50,000 | 75,000 | 75,000 | 50,000 | 25,000 |
| Business Grants and Support | 500,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Capital Projects | | | | | | |
| Gateways | 250,000 | - | 250,000 | - | - | - |
| Lighting (String) | 20,000 | 10,000 | 2,500 | 2,500 | 2,500 | 2,500 |
| Streetscapes | 1,000,000 | 100,000 | 150,000 | 500,000 | 250,000 | - |
| Infrastructure- Septic to Sewer | 1,000,000 | 500,000 | 250,000 | 250,000 | - | - |
| Housing & Residential | | | | | | |
| Rehabilitation | 500,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Development Incentives | | - | | | | |
| Green Space | 200,000 | 50,000 | 50,000 | 50,000 | 25,000 | 25,000 |
| Clean and safe | 500,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Transportation & Parking | | | | | | |
| Park Avenue Extension | 1,500,000 | 46,297 | 50,486 | 123,576 | 723,108 | 556,533 |
| Parking Management | 400,000 | 150,000 | 100,000 | 50,000 | 50,000 | 50,000 |
| Redevelopment Support | | | | | | |
| LDR Enhancements | 125,000 | 50,000 | 75,000 | - | - | - |
| Land Acquisition | 500,000 | - | - | - | - | 500,000 |
| Staffing and Administration | 1,492,592 | 300,000 | 300,000 | 300,000 | 300,000 | 292,592 |
| | | | | | | |
| **Expense Projection** | **8,262,592** | **1,556,297** | **1,602,986** | **1,651,076** | **1,700,608** | **1,751,625** |

# Case study

Image: Plaza 98 Miami Shores Village. (Source: Safe Streets Summit)

# Plaza 98

## Plaza 98 Tactical Urbanism

### Destinations & Activations

The Village of Miami Shores, originally a Pineapple Plantation, is predominantly a residential community located north of the City of Miami. Created more than 85 years ago, the community was designed for automobiles and has been a gateway community through which travelers pass on the way to somewhere else. As a result, historically there has been no clearly defined downtown area. No natural gathering space indicating, “You’re arrived, comejoin us”.

As a result of a downtown district analysis and in collaboration with multiple partners Miami Shores created a low-cost, pedestrian-friendly destination gathering place by enhancing , existing road infrastructure. The finished Plaza 98 project allows for local neighborhood programming and destination activities for outsiders. The project was nominated for The People’s Choice Award by the Safe Streets Summit as an example of a project that has created safer, more equitable, more livable streets.

The project implementation details included:

+ Project management: Street Plans, an urban design firm, spearheaded the project.
+ Parties involved (including City Departments): Plaza 98 was a collaboration between Miami Shores Village, the Greater Miami Shores Chamber of Commerce, Miami REALTORS, Miami Dade Department of Transportation, and Street Plans.

--
https://www.safestreetssummit.org/peoples-choice-awards

# Case study

Image: Downtown Hollywood Mural Project Map. (Source: Safe Streets Su mmit)

# Mural Project

## Mural Project and Mural Only Program Grant

### Cultural Arts & Entertainment

The City of Hollywood, Florida CRA's Mural Project goal is to curate contemporary outdoor murals at key locations in Downtown Hollywood in an effort to enhance and enrich the existing cultural fabric of our community, thereby attracting more art related activities, businesses and events. Incentives include a Mural Only Program (MOP), a reimbursement grant program that uses tax increment funds to leverage private investment for on-site property improvements. The MOP utilizes an application process and offers a 50% reimbursement grant up to a maximum reimbursement amount of $10,000 per property for costs associated with the creation and installation of a painted or mosaic mural, including design, labor, materials and equipment, on the exterior surface of buildings and structures located within the CRA Districts.

The Mural Only Program and a similar Paint Only Program providing matching funds for the use of licensed paint contractors for exterior cleaning, patching and painting, serve to beautify and reduce slum and blight in the core business district. In return, the applicable structures and murals become destination attractions for local and tourists.

--
http://hollywoodcra.org/188/Downtown-Hollywood-Mural-Project

# Case study

# Home Repair

## Choice Neighborhoods Exterior Owner-Occupied Rehab Program

Image: Before, during, and after images for a home repair. (Source: Go Humans News)

## Maintenance & Rehabilitation

This owner-occupied program helps lower-income residents remain in their home by offering deferred forgivable loans up to $70,000 to make improvements to their homes for exterior, health and safety repairs. Priority is given to residents 55 or older, veterans, disabled head of households and those that have lived in their homes for at least 15 years. Funds will be provided in the form of a forgivable loan at a 0% interest rate with payments deferred and forgiven until the earlier of loan maturity, sale, transfer of ownership, or failure to maintain the property as the primary residence during the loan term. The maximum loan amount per home is $70,000, inclusive of all construction related costs and closing costs. Loan term will be determined.

--
https://www.investatlanta.com/homebuyers/owneroccupied-rehab

# Case study

Image: Marketing Project: NoMi, North Miami, Florida. (Source: North Miami CRA)

## North Miami Branding & Marketing

### Business Attraction & Retention

The North Miami Community Redevelopment Agency (NMCRA) was established in 2005 and is charged with the responsibility of eliminating conditions of blight that exist within the City and helping improve the quality of life by revitalizing the City's physical, economic, educational and social resources. The designated area includes 3,250 acres, approximately 60% of the City. The NMCRA is an example of a successful revitalization process that utilizes marketing and branding tools at its core. Some of the initiatives include:

+ The Downtown Revitalization project which seeks to attract investment by a shared vision for North Miami's urban core as a vibrant area where people live, shop, work, and play.
+ The MOCA Plaza and Courtyard Renovation project serves as a business attraction technique by sending a message that the City invested in this central public space to bring the community together.
+ Downtown NOMI Strategic Marketing Plan project.

All of these projects are examples that marketing and business attraction is a public investment that creates a flare that attracts millions of dollars in private investment, improves quality of life, creates jobs, attracts businesses and real estate development, creates affordable housing, and leverage public infrastructure costs. Find out what makes you authentic and your physical assets.

--
https://www.northmiamicra.org

# Case study

Image: Fence Repairs and Replacement.
(Source: Budget Fence & Gate Sy stems West Palm Beach)

# Paint Plant & Pave

## Paint Plant and Pave Program

### Housing Rehabilitation (Fence Repairs and Replacement)

This incentive is created to provide curb appeal to single-family and multi-family properties in disrepair in Pleasant City. The proposed improvements may include pressure cleaning, painting, minor facade repairs, landscaping, awnings, driveways and/or parking lot sealing, irrigation systems, exterior lighting and fence repair or removal. The CRA will provide 100% of the project cost on owner occupied singlefamily structures and 80% of the project cost on non-owner occupied single-family or multifamily structures up to $20,000 per property for exterior improvements.

The West Palm Beach CRA limits this program to a particular neighborhood; it is not available throughout the entire CRA district. In addition, it is available to both single family and multifamily properties. While there are no design specifications related to fencing, non-chain link fencing is preferred.

An inventory of code violations and properties noted in the Finding of Necessity provides a starting point in creating a fence repair and replacement program. The fence repair program will be an initiative that beautifies the physical environment, reduces blight conditions, increases value, and most importantly it gives the community a sense of pride for their place. When the community is empowered they will give back and the return on investment will be manifested in the revitalization process.

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https://www.wpb.org/government/community-redevelopment-agency/incentives

# Case study

Image: Hallandale City Center Rendering, Photo: CFM Architects

# P3 Development

## Hallandale City Center

### Public Private Partnership

Hallandale City Center, a proposed 2-acre, mixed-use project of 89 rental apartments with 14 of those set aside for affordable housing, is a great example of housing diversity development with potential for rental to homeownership incentives within a CRA-owned land. The project consists of rental apartments, affordable units, commercial/retail spaces, and parking spaces with a set aside number of parking spaces as public parking for the City. The project estimated cost is approximately $17 million; and, it is expected to create temporary and permanent jobs, as well as continuing tax revenues.

The 89 apartments would be two-bedroom, two bathroom units; most would have the rent set at $1,375, according to Glendon Hall, the CRA's economic development manager. Fourteen apartments would be set aside for affordable housing, with rents at about $1,100, Hall said.

Since 2012, the Hallandale Beach CRA has spent $6 million in acquiring the land — made up of 13 parcels

As part of this development, the developer and City seek that Hallandale City Center LLC provide a leading worldwide approach to affordable housing production commonly known as the 'Vienna Model. Unlike traditional affordable housing development models, where construction costs are the main priority, the Vienna Model has four equally essential pillars: Architectural Quality, Environmental Considerations, Social Sustainability, and Economic Costs. This has resulted in beautiful, yet affordable housing projects that are assets to the public realm.

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https://cohbcra.org/folio/hallandale-city-center/

# Case study

Image: Redevelopment Support/ Economic Incentives: Tax Increment Recapture, Infrastructure Grant & Community Benefits Agreements, North Miami, Florida. (Source: North Miami CRA)

# Infrastructure

## Tax Increment Recapture, Infrastructure Grant & Community Benefits Agreements

### Economic Incentives

The North Miami Community Redevelopment Agency (NMCRA) will use tax increment revenues to encourage economic development in the Community Redevelopment Area. The NMCRA is proposing to provide a Tax Increment Recapture to the owner of a qualifying project. A qualifying project is one that is anticipated to create at least $2 million in Net New taxable value in the first full year following completion.

Any new commercial and residential developments to be constructed within the Redevelopment Area in an amount of $200,000 shall enter into a community benefits agreement with the Agency. To the extent allowed by law, a community benefits agreement shall include provisions for hiring the labor workforce for the project financed by the grant or agreement from residents of the Redevelopment Area that are unemployed or underemployed.

The amount of the Base Tax Increment Recapture shall be 25% to 50% of the Net New Tax Increment Revenue generated by the project. If the taxable assessed value of the Property (as determined by the Miami-Dade County Property Appraiser, taking into consideration any allowable adjustments by the Value Adjustment Board) in any year during the Recapture Period exceeds the Base Year Value, the Tax Increment Recapture shall be no more than 50% percentage of the project's Net New Tax Increment Revenue. In any fiscal year, the Tax Increment Recapture shall be subordinate in all respects to all CRA Debt. At no time will the Tax Increment Recapture exceed 50%.

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https://www.northmiamicra.org/sites/default/files/tif_incentives_program_062017.pdf
https://www.northmiamifl.gov/DocumentCenter/View/8324/Agreement-CRA-and-West-Bank-Investment-02-05-2020-PDF

# thank you.

## Town of Lake Park Community

**We Provide Economic Development Solutions.**

Kevin Crowder, CEcD
kevin@businessflare.net
305.281.2279
--
Rachel Bach, AICP
rachel@businessflare.net
954.520.3727
--
Alicia Alleyne, MBA
alicia@businessflare.net
786.247.2762
--
Farrell Tiller, MBA
farrell@businessflare.net
561.281.8777
--
Camilo Lopez, Planning
camilo@businessflare.net
954.696.4106

BUSINESS FLARE®

Hometown District

Commerce District

Arts District

## MEMBERS OF THE BOARD OF DIRECTORS

| | |
|---|---|
| Roger Michaud | Chair |
| Kimberly Glas-Castro | Vice-Chair |
| John Linden | Board Member |
| Henry Stark | Board Member |
| Mary Beth Taylor | Board Member |
| Vacant | Board Member |

## STAFF OF THE CRA

| | |
|---|---|
| John D'Agostino | Executive Director |
| Thomas J. Baird, Esq. | Agency Attorney |
| Vivian Mendez, CMC | Agency Clerk |

TOWN OF LAKE PARK
COMMUNITY REDEVELOPMENT AGENCY

**TOWN OF LAKE PARK**
**COMMUNITY REDEVELOPMENT AGENCY**

Town Hall - 535 Park Avenue, Lake Park, FL 33403
561-881-3304 (Phone) 561-881-3314 (Fax) www.lakeparkflorida.gov

# Town of Lake Park
# Community Redevelopment Agency (CRA)

## Agenda Request Form

| | |
|---|---|
| **Meeting Date:** | **March 1, 2023** |
| **Originating Department:** | Public Works |
| **Agenda Title:** | **REQUEST TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENCUMBER AND EXPEND FUNDING AND TO APPROVE A PROPOSAL FROM ENGENUITY GROUP FOR THE DEVELOPMENT OF 100% CONSTRUCTION-READY ENGINEERING DESIGN PLANS ASSOCIATED WITH THE PROPOSED OVAL-A-BOUT AT THE ROADWAY INTERSECTION OF 10TH STREET, PROSPERITY FARMS AND NORTHERN DRIVE.** |

**Approved by Town Manager:** John D'Agostino Digitally signed by John D'Agostino DN: cn=John D'Agostino, o=Town of Lake Park, ou=Town Manager, email=jdagostino@lakeparkflorida.gov, c=US Date: 2023.02.21 12:37:06 -05'00' **Date:**

| | | | |
|---|---|---|---|
| **Cost of Item:** | **$41,610.36** | **Funding Source:** | Professional Services |
| **Account Number:** | 110-31000 | **Finance Signature:** | Jeffrey P. Duvall Digitally signed by Jeffrey P. Duvall DN: cn=Jeffrey P. Duvall, o, ou, email=jduvall@lakeparkflorida.gov, c=US Date: 2023.02.17 12:55:57 -05'00' |
| **Advertised:** | N/A | | |
| **Date:** | N/A | **Newspaper:** | N/A |

**Attachments:**

1. Agenda Request Form (ARF)
2. Cost Proposal from Engenuity Group
3. PowerPoint Presentation
4. Minutes from Stakeholder's Meeting of November 11, 2022
5. Resolution 320522, as approved by the Town Commission

**Please initial one:**

Yes, I have notified everyone

MT Not applicable in this case

**Background\Summary Explanation:**

In recent years, the Town has experienced operational and safety concerns at the roadway intersection of 10th Street, Prosperity Farms Road and Northern Drive which led the Town to initiate measures to address those concerns.

The Agency retained O'Rourke Engineering & Planning to identify alternatives and ultimately recommend solution options. The alternatives that were identified were 1) Implement up-grades to the signalization of the intersection, 2) Remove the signal and replacement by the standard roundabout and 3) Remove the signal and replacement of the oval-a-bout.

O'Rourke Engineering & Planning produced a final report that was extensively analyzed and reviewed by Agency Staff, by the CRA Board of Directors, by the Town Commission and by Palm Beach County, and subsequently the oval-a-bout option was selected for further design and analysis.

In October of 2021, the Town of Lake Park had further discussions with Palm Beach County about the conceptual design, the estimated construction costs and the overall viability of the Oval-a-bout. During that meeting, Palm Beach County expressed continued interest in working with the Town to move the Oval-a-bout project forward and indicated that funding sources may be available. Palm Beach County also asked for the Town to further investigate, through engineering analysis, whether the Oval-a-about could be constructed within the available public right-of-way area.

The Town then contracted with Engenuity Group to provide a conceptual engineering analysis and scaled plan representing the Oval-a-about and to provide recommendations should right-of-way modifications be necessary.

Upon completion of the conceptual plan, the Town held a stakeholders meeting on November 11, 2023, to present the proposed Oval-a-Bout concept and layout to Town residents and impacted business owners. The event was well attended and included participation from the Town Commission and Town Staff. Subsequent discussions between Town and Palm Beach County Staff led to a recommendation to complete 100% design of the project in order to facilitate an application for permitting and a funding request from the Town to the County.

Finally, at the direction of the Agency's Executive Director, Agency Staff solicited a proposal from Engenuity Group to develop 100% permit-ready plans associated with the construction of an Oval-About at the intersection of 10th Street, Prosperity Farms Road and Northern Drive.

The proposal submitted by the Engenuity Group ("Engenuity") carries a total cost of **$126,092.00** and includes a performance period of 4 to 5 months, from issuance of Notice to Proceed. Engenuity is an approved engineering services consultant pursuant to CCNA (Resolution 76-11-18).

Because this project is located on both Town-owned and CRA-owned properties, the cost of the proposal will be funded proportionally, as follows:

**Engineering, Surveying and Design Work**

| **Municipality/Agency** | |
|---|---|
| Town of Lake Park: | **$84,481.64** |
| Town of Lake Park<br>Community Redevelopment Agency: | **$41,610.36** |
| **Total:** | ***$126,092.00*** |

A similar agenda item for the Town-funded portion of the project is scheduled for consideration by the Town Commission during its Regular Meeting of March 1, 2023.

The Agency's Executive Director recommends approval.

**Recommended Motion:**

**I MOVE TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENCUMBER AND EXPEND FUNDING AND TO APPROVE A PROPOSAL FROM ENGENUITY GROUP FOR THE DEVELOPMENT OF 100% CONSTRUCTION-READY ENGINEERING DESIGN PLANS ASSOCIATED WITH THE PROPOSED OVAL-A-BOUT.**

A Higher Standard of Excellence
engenuity group inc.
ENGINEERS SURVEYORS GIS MAPPERS

C. ANDRE RAYMA
KEITH B. JACKSON, P.E.
LISA A. TROPEPE, P.E.
ADAM SWANEY, P.E., LEED AP
JENNIFER MALIN, P.S.M.

December 08, 2022
(Revised 1/6/23)

John Wille
Capital Improvements
Town of Lake Park
640 Old Dixie Highway
Lake Park, FL 33403
*(Via email: jwille@lakeparkflorida.gov)*

**Re: Professional Civil Engineering Services**
**10th Street Oval-About- Intersection Improvements**
**Final Design and Construction Plans**
**Lake Park, Florida**
**Engenuity Group Project No. 18187.46.02**

Dear Mr. Wille:

We are pleased to offer this proposal to render professional civil engineering and surveying services in connection with intersection improvements for an Oval-About located on 10th Street and Prosperity Farms Rd, Lake Park, FL (hereinafter called the "Project"). Our construction plans will be based on the approved conceptual plan previously presented to Lake Park.

## Survey Services

Engenuity Group, Inc. will prepare a Topographic and Tree Survey pursuant to Chapter 5J-17.050, Florida Administrative Code, of the intersection of Northern Dive, 10th Street and Prosperity Farms Road site as shown on the attached graphic in **red** and to extend approximately 200 feet northerly along 10th Street and Prosperity Farms Road as noted on the graphic which was provided by our office.

See the attached **Designated Scope of Services** for a list of items to be included on the Survey.

The final deliverable will be an electronically signed and sealed copy of the Topographic and Tree Survey which can be provided within thirty (30) business days of receiving authorization to proceed. In the event of rain delaying our field work, the delivery time will be pushed back the same number of days.

**Survey Fee: $5,658.00**

## SUE Services

Engenuity Group, Inc. will research existing utility as-builts and use ground penetrating radar (GPR) and electromagnetic locating to determine where the underground utilities are within the area shown in **red** and show them on survey.

**SUE Services Fee: $4,284.00**
**Total Survey and SUE Fee: $9,942.00**



1280 NORTH CONGRESS AVENUE, SUITE 101 WEST PALM BEACH, FL 33409 T 561.655.1151 F 561.832.9390 WWW.ENGENUITYGROUP.COM

Printed on recycled paper

**Engineering Services**

Engineering services will consist of attendance at Town meetings (1) Public Workshop and (1) Town Council), Final Construction Documents, Permit Application submittals, Contractor Bid Coordination, Construction Observations, and Construction Phases Services, all as set forth in Exhibit "A" which is attached to this letter.

Our services as set forth in Exhibit "A" will be provided for a lump sum of **$ 116,150.00** based on the following distribution of compensation:

| | |
|---|---|
| **A. Public Workshop, Town Council and P&Z meetings (3 total)** | **$ 1,800.00** |
| **B. Construction Documents** | **$61,500.00** |
| **C. Permitting** | **$12,000.00** |
| **D. Bid Coordination** | **$3,500.00** |
| **E. Construction Phases Services** | **$18,000.00** |
| **F. Geotechnical and Maintenance of Traffic (See Pacifica proposal attached)** | **$7,575.00** |
| **G. Traffic Analysis Update (See O' Rourke Engineering proposal attached)** | **$11,775.00** |
| **Sub-Total Engineering Services** | **$116,150.00** |
| **Grand Total Surveying, SUE, Engineering and Geotechnical** | **$126,092.00** |

**Permit Fees, Reproduction Charges and Reimbursable Expenses**

The Total Contract Price **does not** include the payment of any governmental agency submittal or processing fees. The cost of these fees and any costs incurred by the office for printing, reproduction and other reimbursable expenses such as postage, travel, and document copy charges will be billed to the client monthly.

**Invoicing and Payment**

Work will be invoiced on a monthly basis for work completed to date. Invoice shall be paid in full by the Client within thirty (30) days of the invoice date, unless within such thirty (30) day period, Client notifies Engenuity Group, Inc. in writing of its objection to the amount of said invoice. Such notice shall be accompanied by payment of any undisputed portion of said invoice. If written objection is not received within thirty (30) days it shall constitute approval of invoice by Client. If the payment is not received within fifteen (15) days of billing date, a late charge will be added to the invoice in the amount of 1½ percent per month on the outstanding balance. If payment is not received within sixty (60) days of the

invoice date, work may be suspended on the project until the outstanding invoice(s) are paid in full.

This proposal represents the entire understanding between you and us with respect to the Project. If this satisfactorily sets forth your understanding of our agreement, please execute the attached Authorization and return it to us. If you have any questions, please do not hesitate to contact us.

**PURSUANT TO SECTION 558.0035 FLORIDA STATUTES, THE CONSULTANT IS THE RESPONSIBLE PARTY FOR THE PROFESSIONAL SERVICES IT AGREES TO PROVIDE UNDER THIS CONTRACT. NO INDIVIDUAL PROFESSIONAL EMPLOYEE, AGENT, DIRECTOR, OFFICER OR PRINCIPAL MAY BE INDIVIDUALLY LIABLE FOR NEGLIGENCE ARISING OUT OF THIS CONTRACT, AS LONG AS THE CONSULTANT MAINTAINS THE PROFESSIONAL LIABILITY INSURANCE REQUIRED UNDER THIS CONTRACT AND AS LONG AS ANY DAMAGES ARE SOLELY ECONOMIC IN NATURE AND THE DAMAGES DO NOT EXTEND TO PERSONAL INJURIES OR PROPERTY NOT SUBJECT TO THIS CONTRACT.**

Sincerely,

Adam C. Swaney, P.E.
Director of Engineering

Approved by:

Keith B. Jackson, P.E.
Vice President

**Authorization:** **Professional Civil Engineering Services**
**10th Street Oval-About- Intersection Improvements**
**Final Design and Construction Plans**
**Lake Park, Florida**
**Engenuity Group Project No. 18187.46.02**

**By:** _____ **Date:** _____
**(Name & Title)**

**For:** _____
**(Name of Company)**

**Contract Amount:** **$126,092.00**

**I am ____ I am not ____ The Owner of the Property**

**The Property Owner Is:** _____

**Address:** _____

_____

**Telephone:** _____

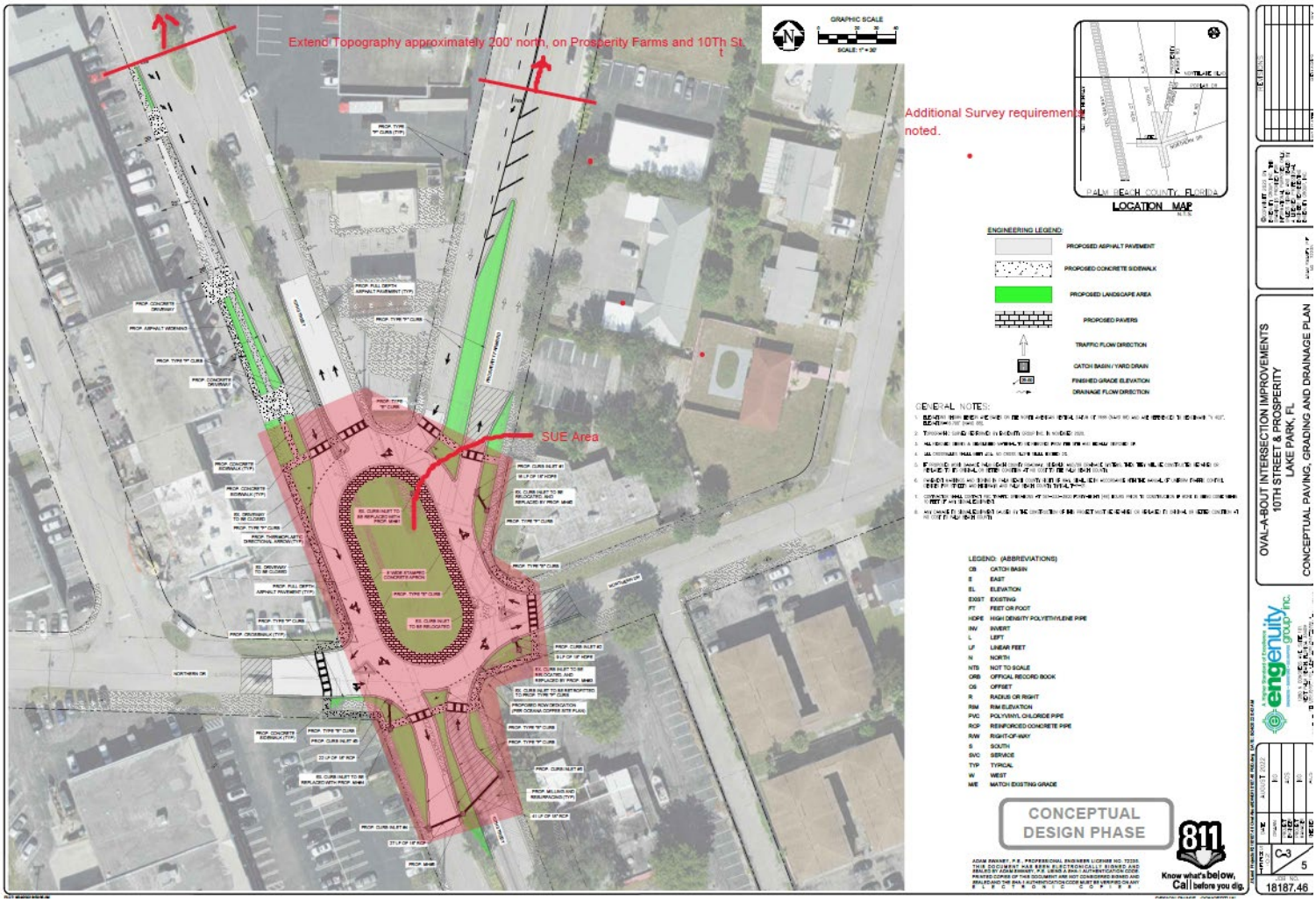
**Fax:** _____

**Email:** _____

## DESIGNATED SCOPE OF SERVICES: TOPOGRAPHIC/TREE SURVEY
## NAME: 10th STREET OVAL ABOUT- INTERSECTION IMPROVEMENTS
## ENGENUITY PROJECT NO. 18187.46 DATE: 1/3/2023

| TASK:<br><br>Topographical Survey | Included in Contract (Yes/No) |
|---|---|
| Minimum of two permanent benchmarks per every 500' on site; description and elevation to nearest .01'. | **Yes** |
| Contours at 1-foot intervals; error shall not exceed one half contour interval. | **No** |
| Spot elevation at each intersection of a 25-foot square grid covering the property. | **Yes** |
| Spot elevations at street intersection and at 100 feet on center curb, sidewalk and edge of paving including far side of paving. | **Yes** |
| Topographic data will be obtained at 50-foot intervals of the road from right-of-way to right-of-way. | **Yes** |
| Plotted location of structures, man-made (e.g., paved areas) and natural features. | **Yes** |
| Location of water mains, and other utilities including, but not limited to, buried tanks and septic fields serving, or on, the property based on as-built information supplied by utility companies. | **Yes** |
| Location of fire hydrants available to the property. | **Yes** |
| Location and characteristics of power and communications systems above grade. | **Yes** |
| Location, size, depth and direction of flow of sanitary sewers, storm drains and culverts serving, or on, the property; location of catch basins and manholes, and inverts of pipe at each. | **Yes** |
| Name of the operating authority of each utility. | **No** |
| Elevation of water in any excavation, well or nearby body of water. | **No** |
| Extent of watershed onto the property. | **No** |
| Trees of 6" and over (caliper 3' above ground); locate within 1' tolerance and give species in English or botanical terms. | **Yes** |
| Specimen trees flagged by the Owner or the Architect (___ in number); locate to the center within 1' tolerance; give species in English or botanical terms, give caliper and ground elevation on upper slope side. | **No** |
| Perimeter outline only of thickly wooded areas unless otherwise directed. | **Yes** |
| Confirm soil boring location(s). | **No** |
| SUE Services included in the scope | **Yes** |
| Scale of drawing is typically 1"=20' but will be determined by Engenuity Group, Inc. unless the client specifies a scale they would like the drawing at. | |
| Other (specify):<br>1. **Datum will be National American Vertical Datum 1988 (NAVD 88)**<br>2. **SUE Services are included in the services within the area shown in red** | |

# Graphic


Extend Topography approximately 200' north, on Prosperity Farms and 10Th St.
Additional Survey requirements noted.
SUE Area
GRAPHIC SCALE
LOCATION MAP
PALM BEACH COUNTY, FLORIDA
ENGINEERING LEGEND:
PROPOSED ASPHALT PAVEMENT
PROPOSED CONCRETE SIDEWALK
PROPOSED LANDSCAPE AREA
PROPOSED PAVERS
TRAFFIC FLOW DIRECTION
CATCH BASIN / YARD DRAIN
FINISHED GRADE ELEVATION
DRAINAGE FLOW DIRECTION
GENERAL NOTES:
LEGEND: (ABBREVIATIONS)
CB CATCH BASIN
E EAST
EL ELEVATION
EXIST EXISTING
FT FEET OR FOOT
HDPE HIGH DENSITY POLYETHYLENE PIPE
INV INVERT
L LEFT
LF LINEAR FEET
N NORTH
NTS NOT TO SCALE
ORB OFFICAL RECORD BOOK
OS OFFSET
R RADIUS OR RIGHT
RIM RIM ELEVATION
PVC POLYVINYL CHLORIDE PIPE
RCP REINFORCED CONCRETE PIPE
R/W RIGHT-OF-WAY
S SOUTH
SVC SERVICE
TYP TYPICAL
W WEST
M/E MATCH EXISTING GRADE
CONCEPTUAL DESIGN PHASE
811
Know what's below. Call before you dig.
OVAL-A-BOUT INTERSECTION IMPROVEMENTS
10TH STREET & PROSPERITY
LAKE PARK, FL
CONCEPTUAL PAVING, GRADING AND DRAINAGE PLAN
engenuity group inc.
18187.46

# EXHIBIT "A"

**10TH STREET OVAL-ABOUT INTERSECTION IMPROVEMENTS**
**FINAL DESIGN AND CONSTRUCTION PLANS**
**LAKE PARK, FL**
**Engenuity Group Project No. 18187.46.02**

## ENGINEER'S SERVICES:

### A1.01 Meetings

A. Attendance at Public Workshop Meeting (1), Town Council Meeting (1), and P&Z Meeting (1).

### A1.02 Construction Documents

A. Prepare drainage calculations.

B. Prepare final drawings indicating the scope, extent, and character of the paving, grading, drainage work to be performed and furnished by the CONTRACTOR.

C. Prepare project manual with specifications and contract documents for bidding. The project manual will be for review and approval by CLIENT, its legal counsel and other advisors using contract agreement forms, general conditions, supplementary conditions, bid forms, invitations to bid, and instructions to bidders provided by CLIENT in electronic form.

D. Prepare a Pollution Prevention Plan.

E. Prepare a Demolition Plan.

F. Prepare Engineer's Opinion of Cost for the overall civil site improvements.

### A1.03 Permitting Phase Services

A. Provide technical criteria, written descriptions, and design data for filing applications for permits from the following governmental authorities having jurisdiction to review or approve the design of the Project:

1. South Florida Water Management District – On-site ERP drainage and dewatering permits.
2. Town of Lake Park – Roadway and Drainage Permit

3. Palm Beach County Engineering Department - On-Site paving and drainage and driveway connection permits.
4. NPDES Permit Application (NOI).

Normal and customary permitting activities are included in ENGINEER'S services. Responding to application review comments that require ENGINEER'S services that are not normal and customary are additional services that can be performed on an hourly basis upon authorization.

**A1.04 Items to be furnished by OWNER:**

A. Soil borings and analysis. Percolation test results. See attached proposal.

B. A conceptual Oval-About plan that has been approved by the Town of Lake Park and Palm Beach County. All dimensions on site plan must be verified and to scale. Submit site plan to Engenuity Group, Inc. in AutoCAD 2015 format.

**A1.05 This proposal does *not* include the following:**

A. Reproduction of drawings and specifications for CONTRACTOR'S use during construction.

B. Survey including platting and construction layout or Record Drawings.

C. Design of landscaping, irrigation, and lighting.

D. Coordination of new or relocated electrical, gas, telephone, and TV services.

E. Environmental Analysis or design including wetlands, uplands, or contamination.

**A1.06 Bid Coordination**

A. Assist ARCHITECT/ OWNER in obtaining and reviewing bids for the Work.

B. Attend pre-bid conference and issue minutes.

C. Issue Addenda as appropriate to clarify, correct, or change the Bidding Documents.

D. Attend the Bid opening, prepare Bid tabulation sheets, evaluate Bids and make a recommendation for award.

**A1.07 Construction Phase Services**

A. *Preconstruction Conference*. Attend a Preconstruction Conference prior to commencement of Work at the Site.

B. *Visits to Site and Observation of Construction*. In connection with observations of CONTRACTOR'S work in progress while it is in progress:

1. Make no more than eighteen (18) visits to the site at intervals appropriate to the various stages of construction, as ENGINEER deems necessary, in order to observe as an experienced and qualified design professional the progress and quality of the Work. Such visits and observations by ENGINEER, are not intended to be exhaustive or to extend to every aspect of CONTRACTOR'S work in progress or to involve detailed inspections of CONTRACTOR'S work in progress beyond the responsibilities specifically assigned to ENGINEER in the Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on ENGINEER'S exercise of professional judgment. Based on information obtained during such visits and such observations, ENGINEER will determine in general if CONTRACTOR'S work is proceeding in accordance with the Contract documents, and ENGINEER shall keep OWNER informed of the progress of Work.

2. ENGINEER will not, during such visits or as a result of such observations of CONTRACTOR'S work in progress, supervise, direct, or have control over CONTRACTOR'S work nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by CONTRACTOR, for safety precautions and programs incident to regulations applicable to CONTRACTOR'S furnishing and performing the Work. Accordingly, ENGINEER neither guarantees the performance of any CONTRACTOR nor assumes responsibility for any CONTRACTOR'S failure to furnish and perform its work in accordance with the Contract Documents.

C. *Clarifications and Interpretations; Field Orders*. Issue necessary clarifications and interpretations of the Contract Documents as appropriate to the orderly completion of CONTRACTOR'S work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents. ENGINEER may issue Field Orders

authorizing minor variations from the requirements of the Contract Documents.

D. *Shop Drawings and Samples*. Review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which CONTRACTOR is required to submit, but only for conformance with the information given in the Contract Documents and compatibility with the design concept of the completed Project as a functioning whole as indicated in the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques, sequences or procedures of construction or to safety precautions and programs incident thereto. ENGINEER has an obligation to meet the CONTRACTOR'S submittal schedule that has earlier been acceptable to ENGINEER.

E. *Applications for Payment*. Based on ENGINEER'S on-site observations as an experienced and qualified design professional, ENGINEER will review pay applications and advise OWNER to either recommend payment or return the pay application to the CONTRACTOR for correction.

F. *Inspections and Tests*. Require such special inspections or tests of CONTRACTOR'S work as deemed reasonably necessary, and receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Contract Documents. ENGINEER'S review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Contract Documents. ENGINEER shall be entitled to rely on the results of such tests. Field testing of materials is not included in ENGINEER'S scope of services.

G. *Record Drawings*. Review Record Drawings prepared and certified by the CONTRACTOR'S Florida licensed surveyor and the CONTRACTOR.

H. *Completion of Construction Certifications.* Prepare construction completion certifications and submit to the following agencies:

1. South Florida Water Management District
2. Town of Lake Park
3. Palm Beach County Engineering Department
4. NPDES Notice of Completion

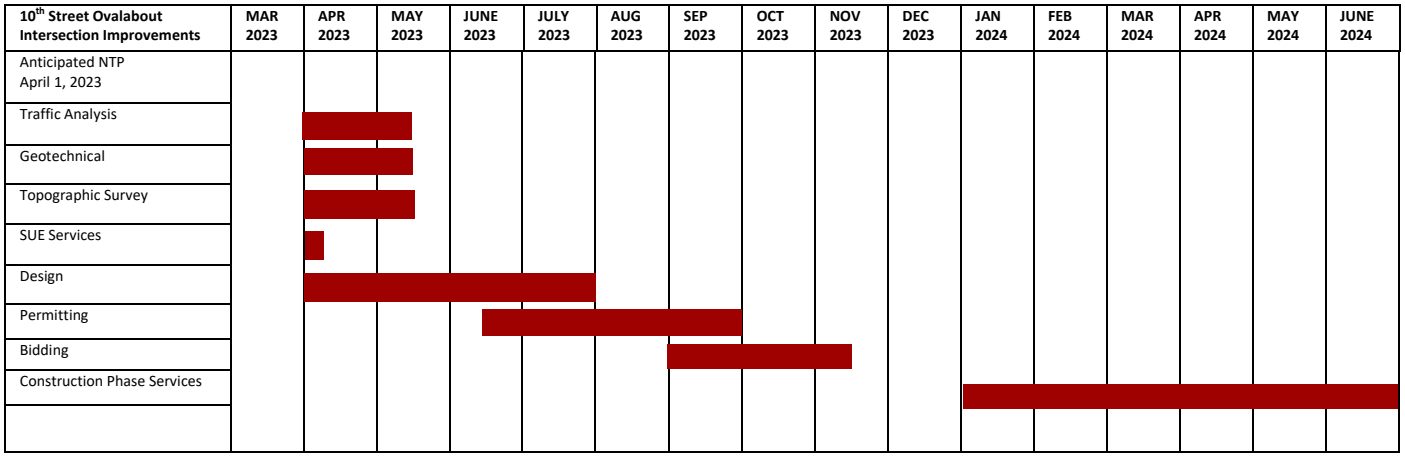
I. *Substantial Completion*. Promptly after notice from CONTRACTOR that CONTRACTOR considers the entire Work ready for its intended use, in

company with OWNER and CONTRACTOR, conduct a review of the work to determine if it is Substantially Complete.

J. *Final Notice of Acceptability of the Work*. Conduct a final review to determine if the completed Work of CONTRACTOR is acceptable.

K. *Contract Time*. ENGINEER'S services during construction are dependent upon the timely performance of CONTRACTOR'S work. ENGINEER'S services are based on a construction Contract Time of one hundred and eighty (180) calendar days for final completion of the work. If the CONTRACTOR exceeds such period of time, ENGINEER'S compensation shall be subject to an equitable adjustment.

# Appendix B - Project Schedule




*Contract and project schedule may need to be adjusted if there are unforeseen delays outside of Engenuity's control.*

# Proposal to Develop Engineering Plans to Construct the 10th Street Ovalabout

A Higher Standard of Excellence
engenuity group inc.
ENGINEERS • SURVEYORS • GIS MAPPERS

Department of Public Works

# Project Background

ROBERTO TRAVIESO, DIRECTOR OF PUBLIC WORKS

PROJECT LOCATION
Prosperity Farms Rd
10th St
10th Ct
10th Ct
Northern Dr
Northern Dr
Northern Dr
W Rd
Orange Dr
9th St
9th St
Magnolia Dr
3D
1464

# Project Background

- History of frequent and severe traffic accidents in project area
- Conducted Traffic Study in **2020** (O'Rourke Engineering & Planning)
  - Report available on Town's website
- Developed three (3) option:
  - Implement signalization improvements
  - Construct round-about (rotary) traffic element
  - Construct oval-about traffic element

# Project Background

- Partnered with Palm Beach County (PBC) to design and construct the project

- Contracted with Engenuity Group to perform Feasibility Study and develop opinion of costs

# What is an Ovalabout?

- A type of oval-shaped intersection or junction in which road traffic is permitted to flow in one direction (counterclockwise) around a oval-shaped island
- Widely consider a mobility and traffic safety-enhancement
- Traffic Calming benefits

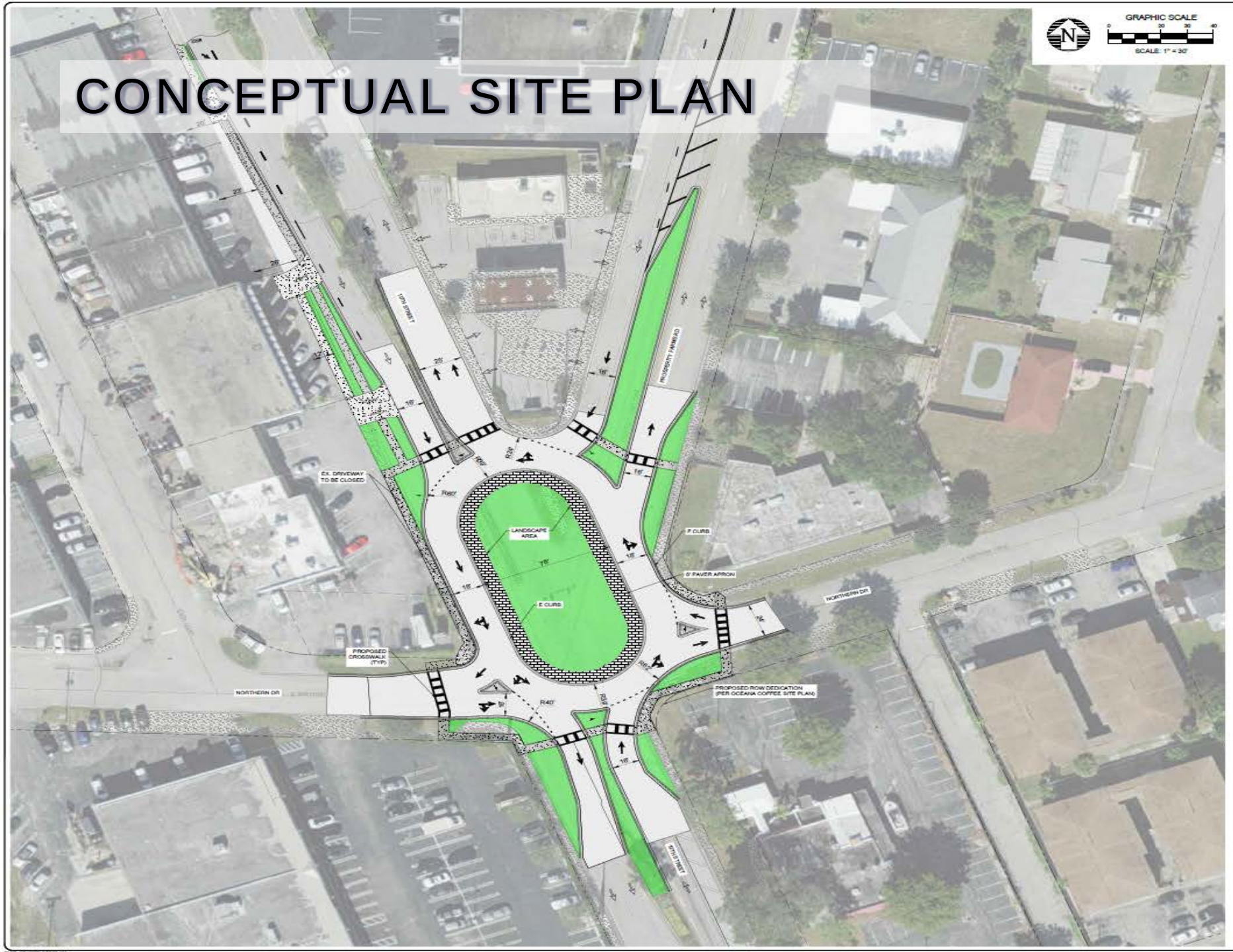
# How Would an Ovalabout Help?

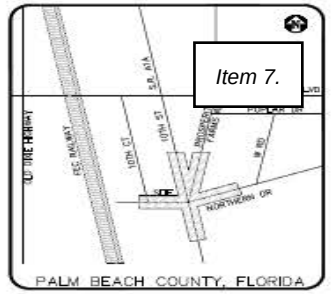
- Increased level of service
- Increased traffic safety, reduced travel speeds
- Increased mobility (I.e. protected crosswalks
- Landscape enhancements (plantings, art pedestal, etc.)

# Conceptual Plans

ADAM SWANEY, PE

# CONCEPTUAL SITE PLAN




LOCATION MAP
N.T.S.

ENGINEERING LEGEND:

- PROPOSED ASPHALT PAVEMENT
- PROPOSED CONCRETE SIDEWALK
- PROPOSED LANDSCAPE AREA
- PROPOSED PAVERS
- TRAFFIC FLOW DIRECTION
- CATCH BASIN / YARD DRAIN
- 25.00 FINISHED GRADE ELEVATION
- DRAINAGE FLOW DIRECTION

GENERAL NOTES:

1. ELEVATIONS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88) AND ARE REFERENCED TO BENCHMARK "V 402", ELEVATION= 16.706' (NAVD 88).
2. TOPOGRAPHIC SURVEY PERFORMED BY ENGENUITY GROUP INC. IN NOVEMBER 2020.
3. ALL REMOVED DEBRIS & DEMOLISHED MATERIAL TO BE REMOVED FROM THE SITE AND LEGALLY DISPOSED OF.
4. ALL CROSSWALKS SHALL MEET ADA. NO CROSS SLOPE SHALL EXCEED 2%
5. IF PROPOSED WORK DAMAGE PALM BEACH COUNTY ROADWAY, SIDEWALK AND/OR DRAINAGE SYSTEMS, THEN THEY WILL BE CONSTRUCTED REPAIRED OR REPLACED TO ITS ORIGINAL OR BETTER CONDITION AT NO COST TO THE PALM BEACH COUNTY.
6. PAVEMENT MARKINGS AND SIGNING IN PALM BEACH COUNTY RIGHT OF WAY, SHALL BE IN ACCORDANCE WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS AND PALM BEACH COUNTY TYPICAL T-1-21.
7. CONTRACTOR SHALL CONTACT PBC TRAFFIC OPERATIONS AT 561-233-3900 FORTY-EIGHT (48) HOURS PRIOR TO CONSTRUCTION IF WORK IS BEING DONE WITHIN 10 FEET OF ANY SIGNAL EQUIPMENT.
8. ANY DAMAGE TO SIGNAL EQUIPMENT CAUSED BY THE CONSTRUCTION OF THIS PROJECT MUST BE REPAIRED OR REPLACED TO ORIGINAL OR BETTER CONDITION AT NO COST TO PALM BEACH COUNTY.

LEGEND: (ABBREVIATIONS)

| | |
|---|---|
| CB | CATCH BASIN |
| E | EAST |
| EL | ELEVATION |
| EXIST | EXISTING |
| FT | FEET OR FOOT |
| HDPE | HIGH DENSITY POLYETHYLENE PIPE |
| INV | INVERT |
| L | LEFT |
| LF | LINEAR FEET |
| N | NORTH |
| NTS | NOT TO SCALE |
| ORB | OFFICAL RECORD BOOK |
| OS | OFFSET |
| R | RADIUS OR RIGHT |
| RIM | RIM ELEVATION |
| PVC | POLYVINYL CHLORIDE PIPE |
| RCP | REINFORCED CONCRETE PIPE |
| R/W | RIGHT-OF-WAY |
| S | SOUTH |
| SVC | SERVICE |
| TYP | TYPICAL |
| W | WEST |
| M/E | MATCH EXISTING GRADE |

CONCEPTUAL DESIGN PHASE

1470

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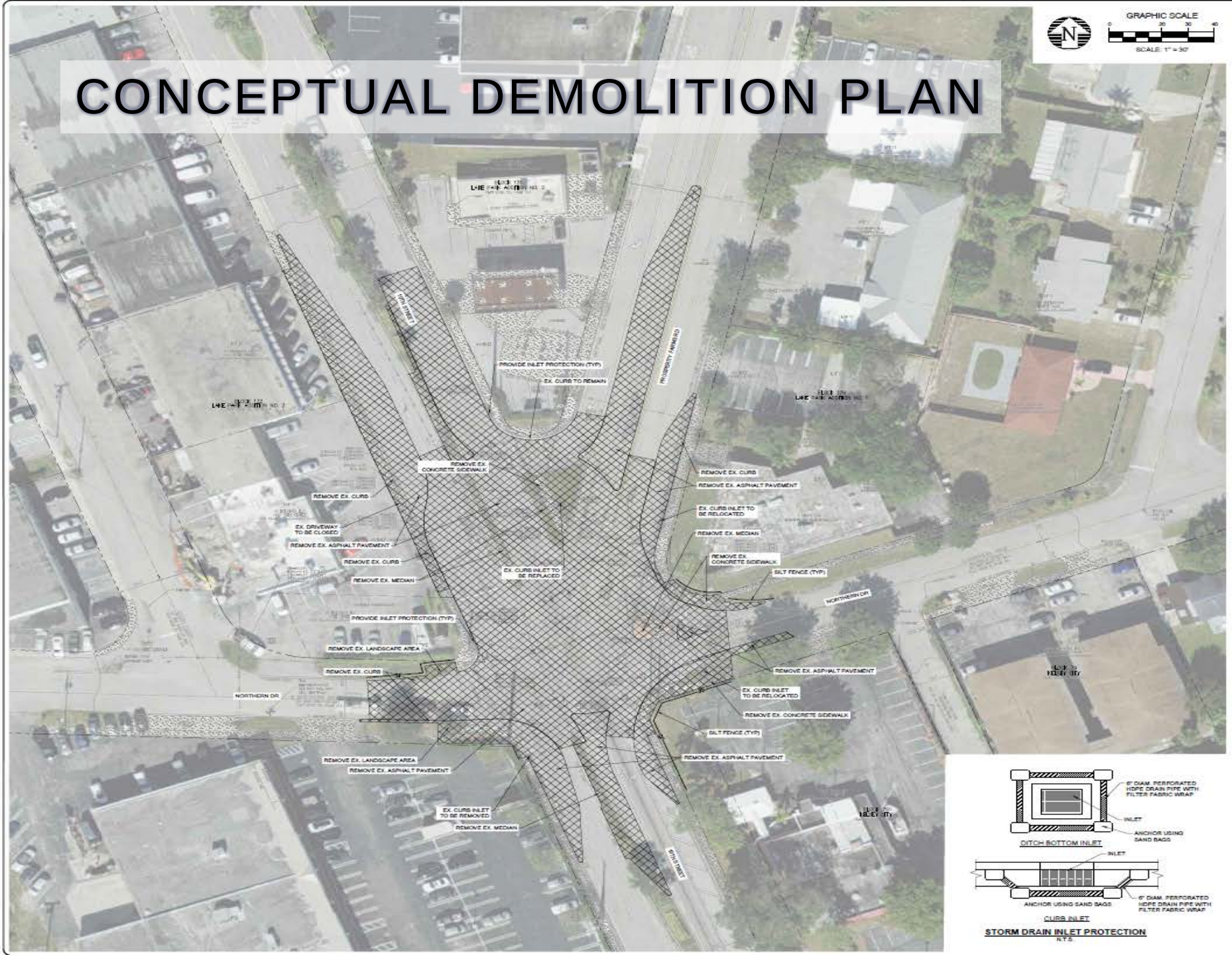
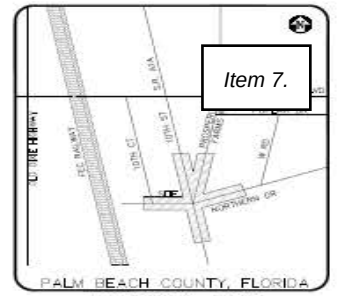
# CONCEPTUAL DEMOLITION PLAN





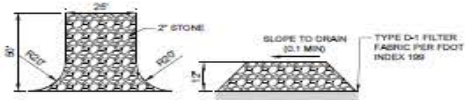


STORM DRAIN INLET PROTECTION
N.T.S.




LOCATION MAP
N.T.S.

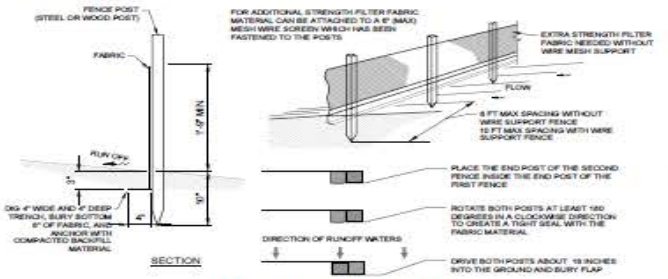
| LEGEND: | |
|---|---|
| | DEMOLITION |




TEMPORARY GRAVEL ENTRANCE
N.T.S.

**SILT FENCE NOTES:**

1. THE HEIGHT OF A SILT FENCE SHALL NOT EXCEED 36 INCHES (90 CM).
2. THE FILTER FABRIC SHALL BE PURCHASED IN A CONTINUOUS ROLL CUT TO THE LENGTH OF THE BARRIER TO AVOID THE USE OF JOINTS.
3. POSTS SHALL BE SPACED A MAXIMUM OF 10 FEET (3 M) APART AT THE BARRIER LOCATION AND DRIVEN SECURELY INTO THE GROUND A MINIMUM OF 12 INCHES (30 CM). WHEN EXTRA STRENGTH FABRIC IS USED WITHOUT THE WIRE SUPPORT FENCE, POST SPACING SHALL NOT EXCEED 6 FEET (1.8 M).
4. A TRENCH SHALL BE EXCAVATED APPROXIMATELY 4 INCHES (10 CM) WIDE AND 4 INCHES (10 CM) DEEP ALONG THE LINE OF POSTS AND UP SLOPE FROM THE BARRIER.
5. WHEN STANDARD STRENGTH FILTER FABRIC IS USED, A WIRE MESH SUPPORT FENCE SHALL BE FASTENED SECURELY TO THE UP SLOPE SIDE OF THE POSTS USING HEAVY DUTY WIRE STAPLES AT LEAST 1 INCH (25 MM) LONG, TIE WIRES, OR HOG RINGS. THE WIRE SHALL EXTEND INTO THE TRENCH A MINIMUM OF 2 INCHES (5 CM) AND SHALL NOT EXTEND MORE THAN 36 INCHES (90 CM) ABOVE THE ORIGINAL GROUND SURFACE.
6. THE STANDARD STRENGTH FILTER FABRIC SHALL BE STAPLED OR WIRED TO THE FENCE, AND 8 INCHES (20 CM) OF THE FABRIC SHALL BE EXTENDED INTO THE TRENCH. THE FABRIC SHALL NOT EXTEND MORE THAN 36 INCHES (90 CM) ABOVE THE ORIGINAL GROUND SURFACE.
7. FILTER CLOTH TO BE FASTENED SECURELY TO POSTS WITH TIES SPACED EVERY 24 INCHES AT TOP AND MID- SECTION. WHEN TWO SECTIONS OF FILTER CLOTH ADJOIN EACH OTHER, THEY SHALL BE OVERLAPPED BY SIX INCHES AND FOLDED.
8. MAINTENANCE SHALL BE PERFORMED AS NEEDED AND MATERIAL REMOVED WHEN "BULGES" DEVELOP IN THE SILT FENCE OR DEPTH OF ACCUMULATED SEDIMENT REACHES 6 INCHES.
9. SILT FENCE SHALL BE INSTALLED PER MANUFACTURES SPECIFICATIONS PRIOR TO THE START OF CONSTRUCTION AND SHALL NOT BE REMOVED UNTIL CONSTRUCTION IS COMPLETE.
10. THE CONTRACTOR SHALL INSPECT AND REPAIR THE SILT FENCE AFTER EACH RAIN EVENT AND REMOVE SEDIMENT WHEN NECESSARY.
11. REMOVED SEDIMENT SHALL BE DEPOSITED IN AN AREA THAT WILL NOT CONTRIBUTE SEDIMENT OFFSITE AND CAN BE PERMANENTLY STABILIZED.
12. THE SILT FENCE SHALL BE PLACED ON SLOPE CONTOUR TO MAXIMIZE ITS PONDING EFFICIENCY.
13. IF DITCH LEVEL IS DEEPER THAN 30", THEN A FLOATING SILT SCREEN SHALL BE USED.
14. THE TRENCH SHALL BE BACKFILLED AND THE SOIL COMPACTED OVER THE FILTER FABRIC.
15. ALL PROJECTS REQUIRE SUBMITTAL OF POLLUTION PREVENTION PLAN.
16. ALL PROJECTS ≥ 1 AC. OR MORE MUST SUBMIT NOTICE OF INTENT (NOI) TO FDEP.




SILT FENCE INSTALLATION DETAIL
N.T.S.

CONCEPTUAL DESIGN PHASE

1471

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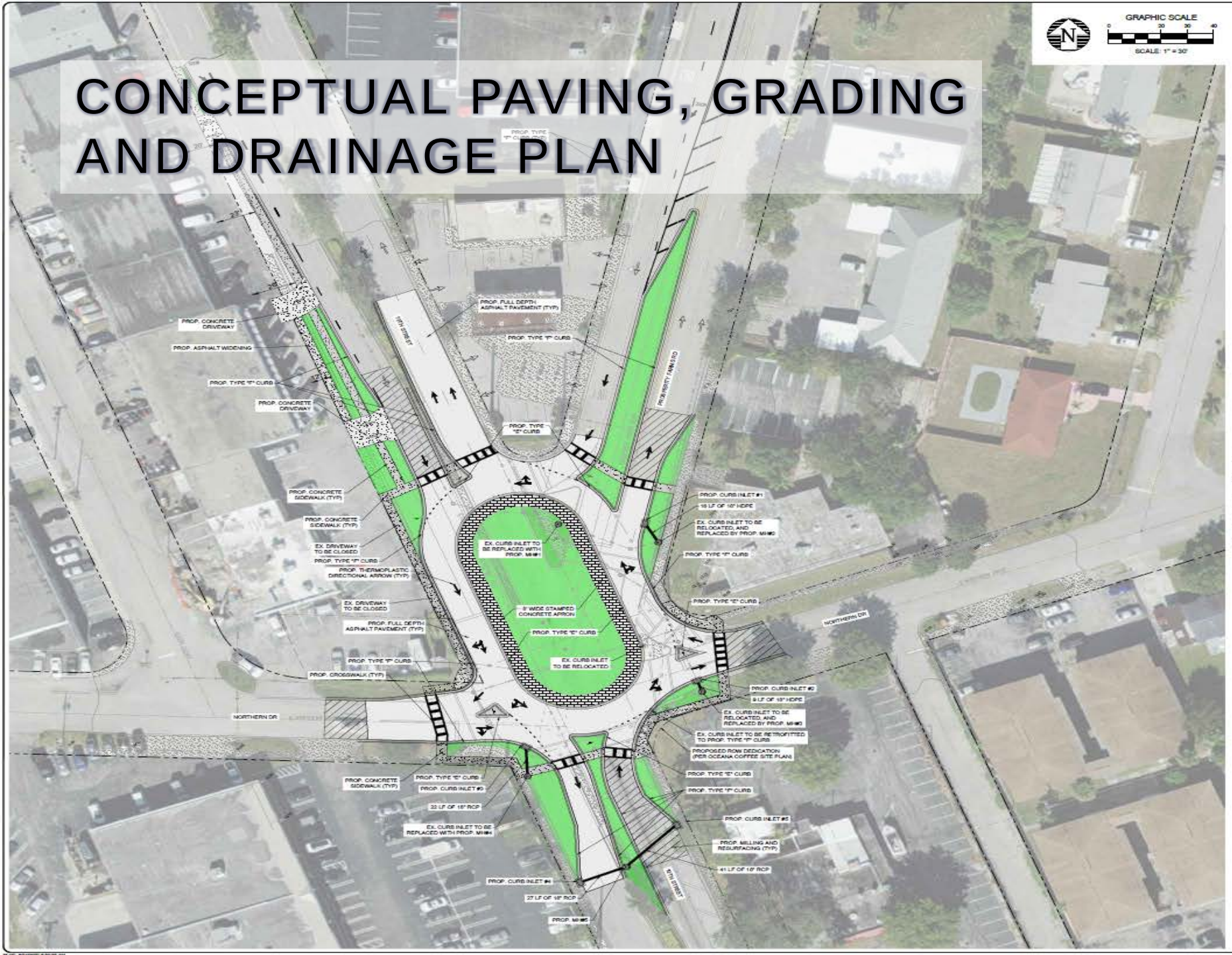
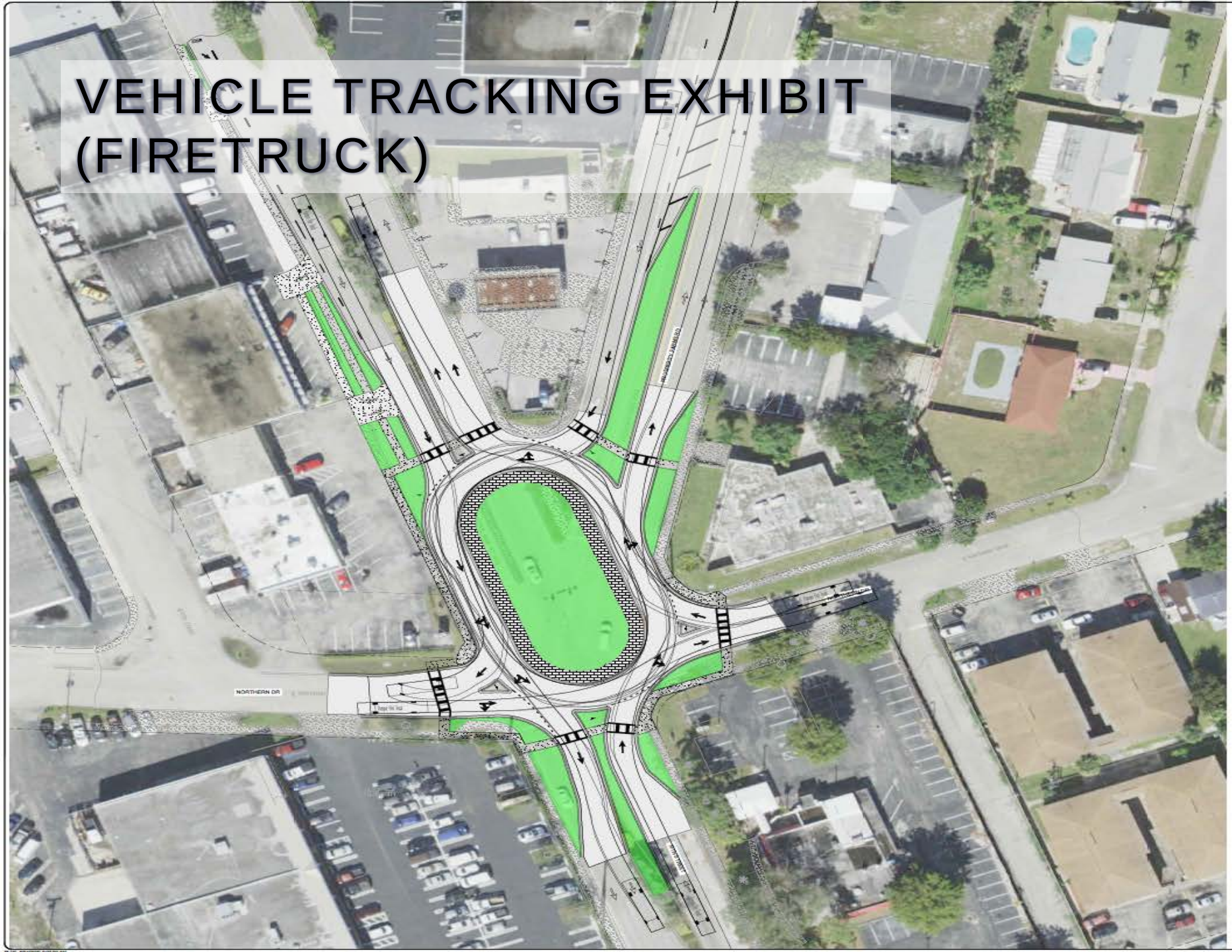
# CONCEPTUAL PAVING, GRADING AND DRAINAGE PLAN


GRAPHIC SCALE
0 20 30 40
SCALE: 1" = 30'
PROP. TYPE "E" CURB
PROP. FULL DEPTH ASPHALT PAVEMENT (TYP)
PROP. TYPE "E" CURB
PROP. CONCRETE DRIVEWAY
PROP. ASPHALT WIDENING
PROP. TYPE "E" CURB
PROP. CONCRETE DRIVEWAY
10TH STREET
PROP. TYPE "E" CURB
PROP. CONCRETE SIDEWALK (TYP)
PROP. CONCRETE SIDEWALK (TYP)
EX. DRIVEWAY TO BE CLOSED
PROP. TYPE "E" CURB
PROP. THERMOPLASTIC DIRECTIONAL ARROW (TYP)
EX. DRIVEWAY TO BE CLOSED
PROP. FULL DEPTH ASPHALT PAVEMENT (TYP)
PROP. TYPE "E" CURB
PROP. CROSSWALK (TYP)
NORTHERN DR
PROP. CONCRETE SIDEWALK (TYP)
PROP. TYPE "E" CURB
PROP. CURB INLET #3
22 LF OF 18" RCP
EX. CURB INLET TO BE REPLACED WITH PROP. MH#4
PROP. CURB INLET #4
27 LF OF 18" RCP
PROP. MH#5
PROP. CURB INLET #1
18 LF OF 18" HDPE
EX. CURB INLET TO BE RELOCATED, AND REPLACED BY PROP. MH#2
EX. CURB INLET TO BE REPLACED WITH PROP. MH#1
PROP. TYPE "E" CURB
PROP. TYPE "E" CURB
8' WIDE STAMPED CONCRETE APRON
PROP. TYPE "E" CURB
EX. CURB INLET TO BE RELOCATED
PROP. CURB INLET #2
9 LF OF 18" HDPE
EX. CURB INLET TO BE RELOCATED, AND REPLACED BY PROP. MH#3
EX. CURB INLET TO BE RETROFITTED TO PROP. TYPE "F" CURB
PROPOSED ROW DEDICATION (PER OCEANA COFFEE SITE PLAN)
PROP. TYPE "E" CURB
PROP. TYPE "F" CURB
PROP. CURB INLET #5
PROP. MILLING AND RESURFACING (TYP)
41 LF OF 18" RCP
9TH STREET
PROP. TYPE "E" CURB
PROP. TYPE "E" CURB
PROP. TYPE "E" CURB

# VEHICLE TRACKING EXHIBIT (FIRETRUCK)






GRAPHIC SCALE
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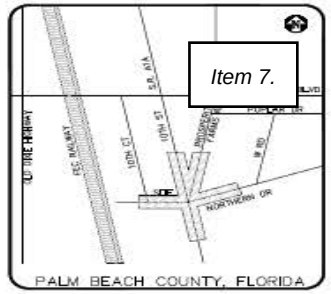
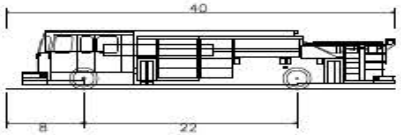
SCALE: 1" = 30'




LOCATION MAP
N.T.S.

| LEGEND: | |
|---|---|
| | PROPOSED LANDSCAPE AREA |
| | TRAFFIC FLOW DIRECTION |
| | PROPOSED CONCRETE SIDEWALK |
| | PAVERS |




| Pumper Fire Truck | |
|---|---|
| Overall Length | 40.000ft |
| Overall Width | 8.167ft |
| Overall Body Height | 7.745ft |
| Min Body Ground Clearance | 0.656ft |
| Track Width | 8.167ft |
| Lock-to-lock time | 5.00s |
| Max Wheel Angle | 45.00° |

CONCEPTUAL ENGINEERING PLAN

1473

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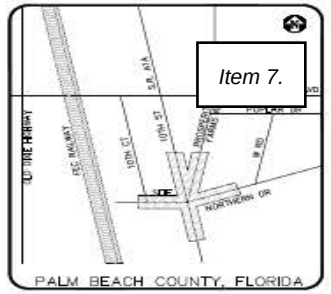
# VEHICLE TRACKING EXHIBIT (SEMI-TRAILER)

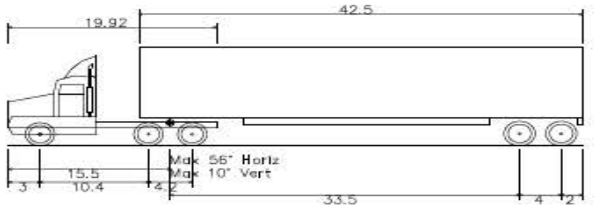


GRAPHIC SCALE
0 20 30 40
SCALE: 1" = 30'




LOCATION MAP
N.T.S.

| LEGEND: | |
|---|---|
| | PROPOSED LANDSCAPE AREA |
| | TRAFFIC FLOW DIRECTION |
| | PROPOSED CONCRETE SIDEWALK |
| | PAVERS |




| WB—50 — Intermediate Semi—Trailer | |
|---|---|
| Overall Length | 55.000ft |
| Overall Width | 8.500ft |
| Overall Body Height | 12.052ft |
| Min Body Ground Clearance | 1.334ft |
| Max Track Width | 8.500ft |
| Lock—to—lock time | 6.00s |
| Max Steering Angle (Virtual) | 17.90° |

CONCEPTUAL ENGINEERING PLAN

1474

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# Conceptual Cost Estimate

ADAM SWANEY, PE

# Conceptual Cost Estimates

| Description | Estimated Cost |
|---|---|
| SITE PREPARATION | $122,000 |
| ROADWAY CONSTRUCTION | $308,941 |
| SIDEWALK & ROAD CONSTRUCTION | $43,310 |
| DRAINAGE CONSTRUCTION | $81,625 |
| LIGHTING, LANDSCAPE/IRRIGATION & OVERHEAD SIGNAL REMOVAL | $275,000 |
| MOBILIZATION & OTHER COSTS | $556,687 |
| **TOTAL:** | **$1,387,563** |

# Design Cost Estimate and Next Steps

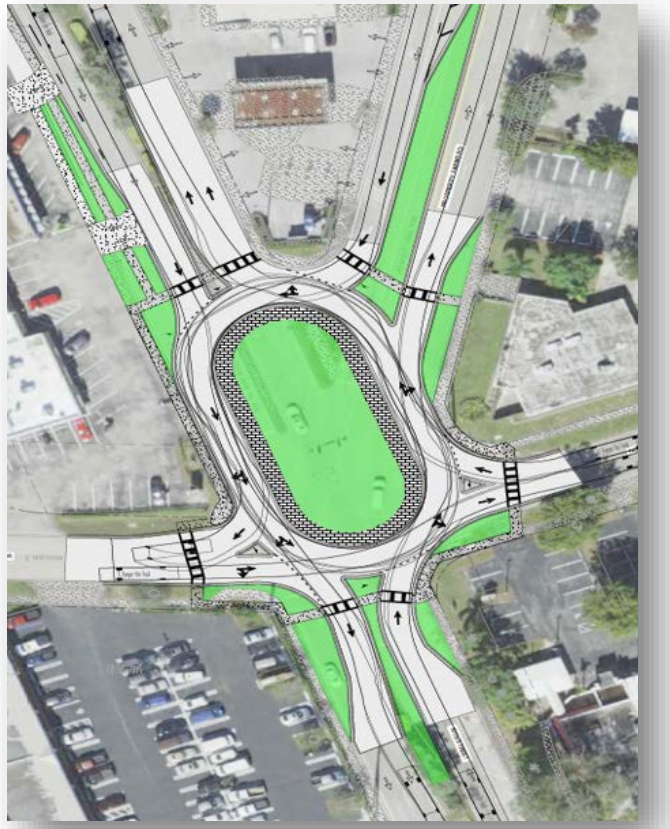
ROBERTO TRAVIESO, DIRECTOR OF PUBLIC WORKS

# Design Cost Proposal

| Description | Services Cost |
|---|---|
| TRAFFIC ANALYSIS UPDATE | $11,775.00 |
| CONSTRUCTION DOCUMENTS | $61,500.00 |
| PERMITTING | $12,000.00 |
| CONSTRUCTION PHASE SERVICES | $18,000.00 |
| GEOTECHNICAL & MAINTENANCE OF TRAFFIC | $7,575.00 |
| BID COORDINATION / PUBLIC MEETINGS | $5,300.00 |
| **TOTAL:** | **$126,092.00** |

# Implementation Timeline & Next Steps

- Perform traffic study to confirm Ovalabout service level supports projected increases to densities in the project area
- Develop Design Plans: **April 2023-June 2024**
- Continue to engage with Stakeholders regarding project design and implementation



# Questions & Comments

## Town of Lake Park Town Commission

## Agenda Request Form

**Meeting Date:** **January 4, 2023** **Agenda Item No.**

**Agenda Title: November 14, 2022 Stakeholders' 10th Street Ovalabout Initiative Meeting.**

[ ] SPECIAL PRESENTATION/REPORTS **[X]** **CONSENT AGENDA**
[ ] BOARD APPOINTMENT [ ] OLD BUSINESS
[ ] PUBLIC HEARING ORDINANCE ON _____ READING
[ ] NEW BUSINESS
[ ] OTHER: _____

**Approved by Town Manager** _____ **Date:** 12-12-22

TOWN MANAGER

*Vivian Mendez, Town Clerk, MMC*
**Name/Title**

| | | |
|---|---|---|
| **Originating Department:**<br><br>**Town Clerk** | Costs: **$ 0.00**<br>Funding Source:<br>Acct. #<br>[ ] Finance _____ | **Attachments:**<br><br>**Minutes**<br>**Exhibit A** |
| **Advertised:**<br>Date: _____<br>Paper: _____<br>**[X] Not Required** | All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. | Yes I have notified everyone_____<br>or<br>Not applicable in this case S.E.<br><br>**Please initial one**. |

**Recommended Motion:** I move to approve the November 14, 2022 Stakeholders' 10th Street Ovalabout Initiative.

# Minutes
# Town of Lake Park, Florida
# Stakeholders' Meeting on the
# 10th Street Ovalabout Initiative
# Monday November 14, 2022 6:00 P.M.
# Town Hall Commission Chamber,
# 535 Park Avenue, Lake Park, Florida 33403

The Stakeholder's Meeting on the 10th Street Ovalabout Initiative was conducted on Monday, November 14, 2022 at 6:00 P.M.

Public Works Director Roberto Travieso welcomed everyone and introduced the elected officials, members of staff, representatives with Palm Beach County and the Town's consultants working on this project. He and Mr. Adam Swaney representing Ingenuity Group presented to the audience (see Exhibit "A").

Town Manager John D'Agostino asked if the crosswalks would be lite. Mr. Swaney explained that the crosswalks could have the ability to be lite. Town Manager D'Agostino asked if the street would have lighting such as Lake Shore Drive. Mr. Swaney explained that they could work with Palm Beach County to meet their standards.

Commissioner Linden asked if bicycle lanes are included in the design. Mr. Swaney explained that there would not be enough right-of-way to include bicycle lanes. He explained that they might install a larger sidewalk to accommodate both. They have right-of-way limitations.

Commissioner Taylor asked how the pedestrians would be kept safe. Mr. Swaney explained that there would be signage and, as suggested, additional lighting and directional signs to bring attention to the intersection.

Patricia Leduc asked how trucks would be able to navigate the intersection. Mr. Swaney explained that only large trucks might have difficulty with the intersection. He stated that they would analyze further, how trucks could navigate the intersection.

Mayor O'Rourke asked if the area could be broaden to accommodate trucks. Mr. Swaney agreed that more right-of-way would accommodate more flexibility to the area to add more safety features.

A member of the audience commented and expressed concern regarding the hazards of the intersection and the proposal of reducing the street to one lane in each direction. Mr. Swaney explained the removals of the traffic light and a merge lane to move traffic.

A member of the audience asked how long before this project begins. Public Works Director Travieso stated that they would discuss that later in the session.

The meeting recessed into groups to discuss the plans and design elements.

The meeting reconvened and Capital Projects Manager John Wille recapped the purpose of this meeting. He stated that the next steps are to work with Palm Beach County to get on their 5-year work plan. He stated that the Town looks to do this in 2024, with the hope that the Town could begin this project in the next two to three years. He explained that the construction timeframe was less than one-year. It was not known how much of the project Palm Beach County would do.

Public Works Director Travieso explained that the traffic study would be updated due to the Town's growth since the first traffic study was done in 2020. The Town would look at the different funding options.

Town Manager D'Agostino thanked everyone for attending and providing their input. He discussed the Town would apply for green infrastructure funding.

## ADJOURNMENT

There being no further business, the meeting adjourned at 7:06 p.m.

_____
Mayor Michael O'Rourke

_____
Town Clerk, Vivian Mendez, MMC

Town Seal

Approved on this _____ of _____, 2022

# 1st Stakeholders Meeting on the 10th Street Ovalabout Initiative

A Higher Standard of Excellence
engenuity group inc.
ENGINEERS • SURVEYORS • GIS MAPPERS

Department of Public Works

TOWN OF LAKE PARK, FLORIDA
1923

# Project Team

- **John D'Agostino** – Town Manager
- **Roberto Travieso** – Public Works Director
- **Nadia DiTommaso**– Community Development Director
- **Adam Swaney, P.E.** – Civil Engineer
- **John Wille** – Capital Projects Manager

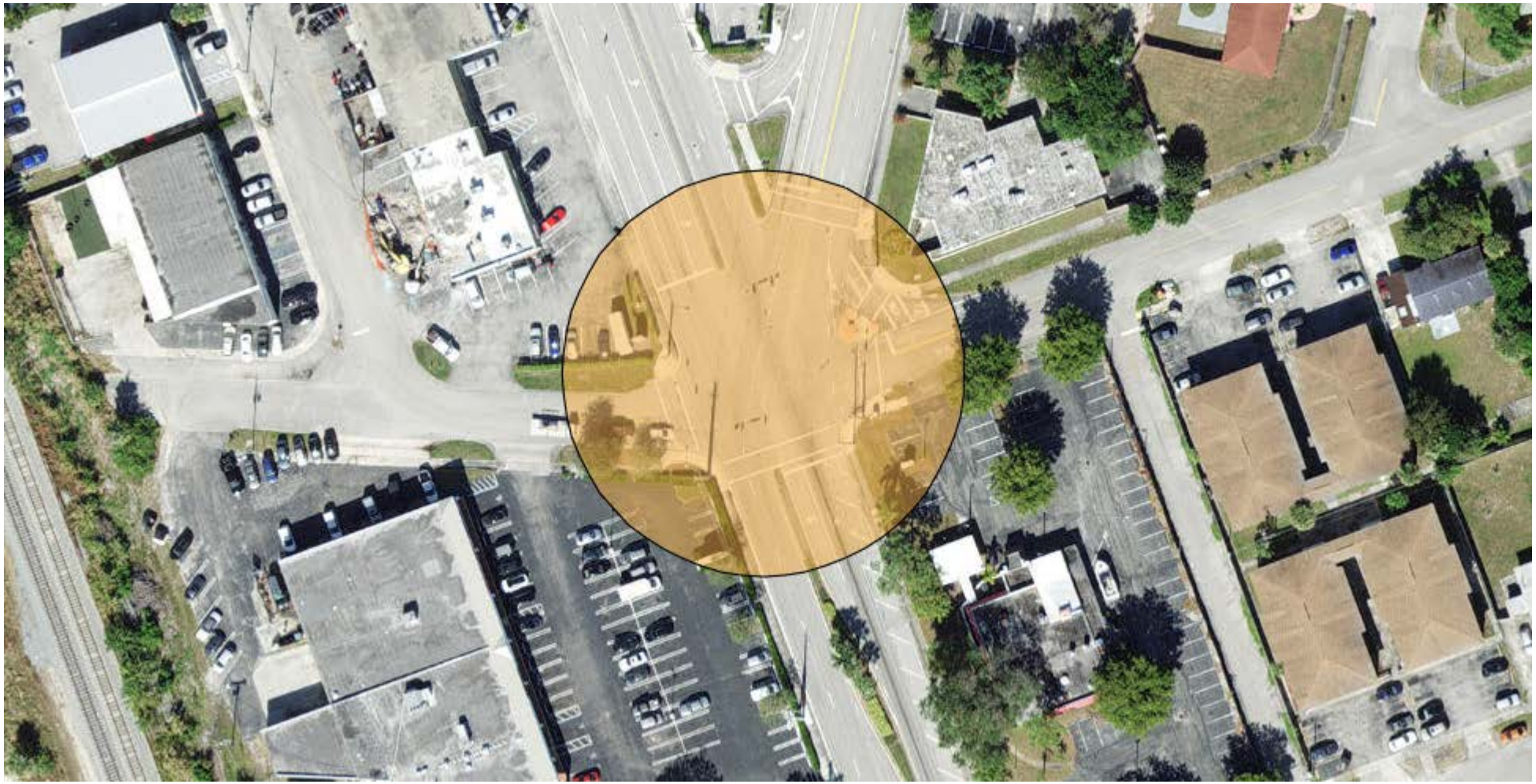
# Meeting Agenda

1. Introductions
2. Project Background
3. What is an Ovalabout?
4. Is this improvement needed?
5. Conceptual Design
6. Construction Cost Estimate
7. Table Discussions & Activity
8. Implementation Timeline and Next Steps
9. Q&A
10. Closing Comments

# Project Background

ROBERTO TRAVIESO, DIRECTOR OF PUBLIC WORKS

# Project Area



# Project Background

- History of frequent and severe traffic accidents in project area
- Conducted Traffic Study in **2020** (O'Rourke Engineering & Planning)
  - Report available on Town's webite
- Developed three (3) option:
  - Implement signalization improvements
  - Construct round-about (rotary) traffic element
  - Construct oval-about traffic element

# Project Background

- Conducted traffic Study in 2020
- Engaged with Palm Beach County
- Engaged with Engenuity Group to perform Feasibility Study and develop opinion of costs

# What is an Ovalabout?

- A type of oval-shaped intersection or junction in which road traffic is permitted to flow in one direction (counterclockwise) around a oval-shaped island
- Widely consider a mobility and traffic safety-enhancement
- Traffic Calming benefits

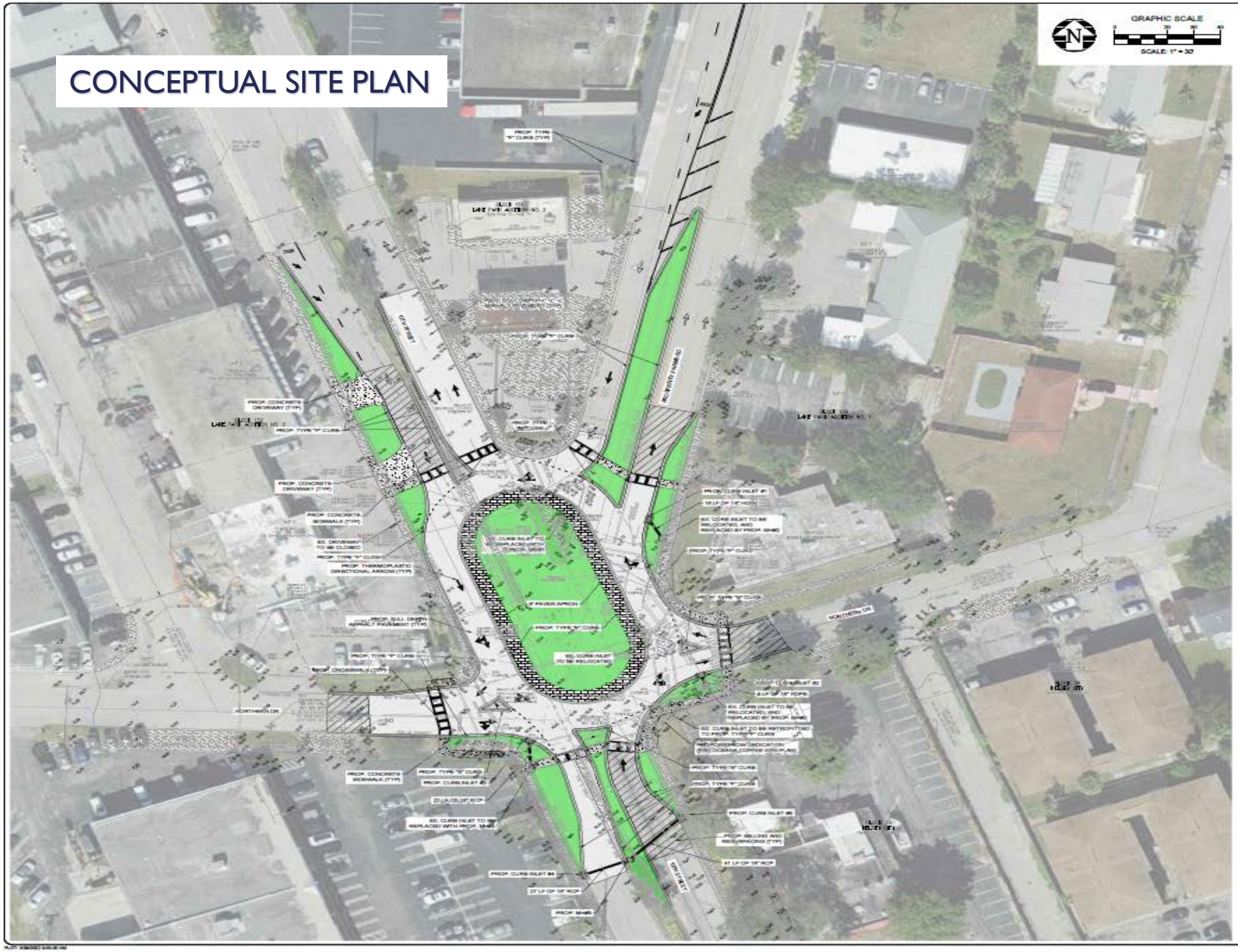
# How Would an Ovalabout Help?

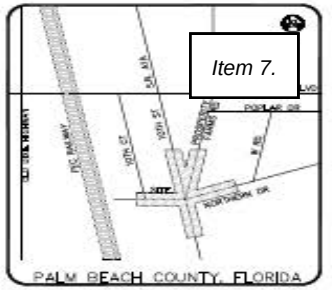
- Increased level of service
- Increased traffic safety, reduced travel speeds,
- Increased mobility (I.e. protected crosswalks,
- Landscape enhancements (plantings, art pedestal, etc.)

# Conceptual Plans

ADAM SWANEY, PE

# CONCEPTUAL SITE PLAN




ENGINEERING LEGEND:

- PROPOSED ASPHALT PAVEMENT
- PROPOSED CONCRETE SIDEWALK
- PROPOSED LANDSCAPE AREA
- PROPOSED PAVERS
- TRAFFIC FLOW DIRECTION
- CATCH BASIN / YARD DRAIN
- 25.00 FINISHED GRADE ELEVATION
- DRAINAGE FLOW DIRECTION

GENERAL NOTES:

1. ELEVATIONS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88) AND ARE REFERENCED TO BENCHMARK "I 402", ELEVATION=8.79' (NAVD 88).
2. TOPOGRAPHIC SURVEY PERFORMED BY ENERGISTY GROUP INC. IN NOVEMBER 2020.
3. ALL REMOVED DEBRIS & DEMOLISHED MATERIAL TO BE REMOVED FROM THE SITE AND LEGALLY DISPOSED OF.
4. ALL CROSSWALKS SHALL MEET ADA, NO CROSS SLOPE SHALL EXCEED 2%.
5. IF PROPOSED WORK DAMAGES PALM BEACH COUNTY ROADWAY, SIDEWALK AND/OR DRAINAGE SYSTEMS, THEN THEY WILL BE CONSTRUCTED, REPAIRED OR REPLACED TO ITS ORIGINAL OR BETTER CONDITION AT NO COST TO THE PALM BEACH COUNTY.
6. PAVEMENT MARKINGS AND SIGNING IN PALM BEACH COUNTY RIGHT-OF-WAY, SHALL BE IN ACCORDANCE WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS AND PALM BEACH COUNTY'S TYPICAL T-----D.
7. CONTRACTOR SHALL CONTACT THE SUNSHINE ONE-CALL AT 811-(33)-3600 FORTY-EIGHT (48) HOURS PRIOR TO CONSTRUCTION IF WORK IS WITHIN CLOSE WITHIN 10 FEET OF ANY UNDERGROUND EQUIPMENT.
8. ANY DAMAGE TO UNDERGROUND EQUIPMENT CAUSED BY THE CONSTRUCTION OF THIS PROJECT MUST BE REPAIRED OR REPLACED TO ORIGINAL OR BETTER CONDITION AT NO COST TO PALM BEACH COUNTY.

LEGEND: (ABBREVIATIONS)

| | |
|---|---|
| CB | CATCH BASIN |
| E | EAST |
| EL | ELEVATION |
| EXIST | EXISTING |
| FT | FEET OR FOOT |
| HDPE | HIGH DENSITY POLYETHYLENE PIPE |
| INV | INVERT |
| L | LEFT |
| LF | LINEAR FEET |
| N | NORTH |
| NTS | NOT TO SCALE |
| ORB | OFFICIAL RECORD BOOK |
| OS | OFFSET |
| R | RADIUS OR RIGHT |
| RIM | RIM ELEVATION |
| PVC | POLYVINYL CHLORIDE PIPE |
| RCP | REINFORCED CONCRETE PIPE |
| R/W | RIGHT-OF-WAY |
| S | SOUTH |
| SVC | SERVICE |
| TYP | TYPICAL |
| W | WEST |
| M/E | MATCH EXISTING GRADE |

CONCEPTUAL DESIGN PHASE

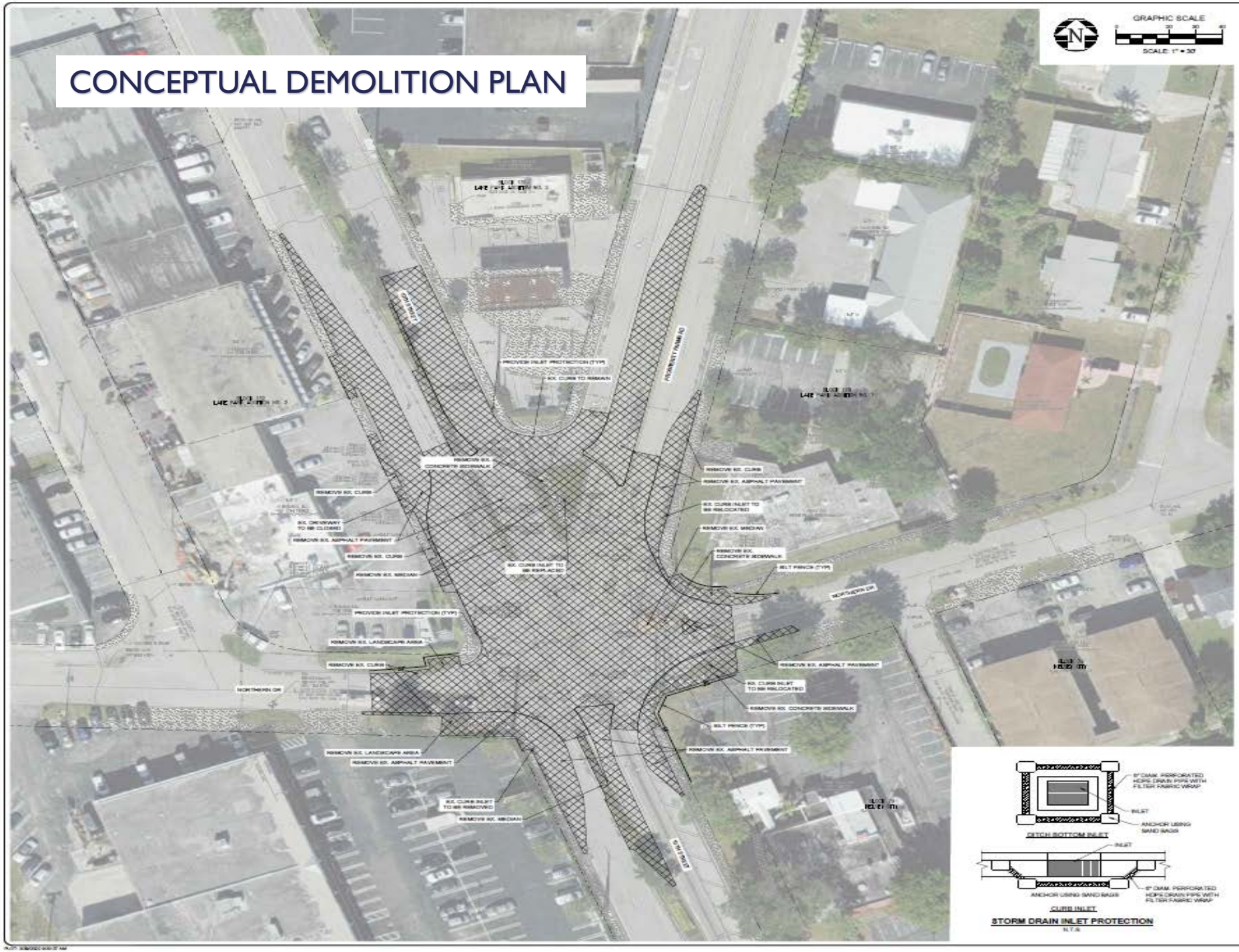
1494

ADAM SWANEY, P.E., PROFESSIONAL ENGINEER LICENSE NO. 72230. THIS DOCUMENT HAS BEEN ELECTRONICALLY SIGNED AND SEALED BY ADAM SWANEY, P.E. USING A SHA-1 AUTHENTICATION CODE. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SHA-1 AUTHENTICATION CODE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

Know what's below. Call before you dig.

DESIGN PHASE, CONCEPTUAL

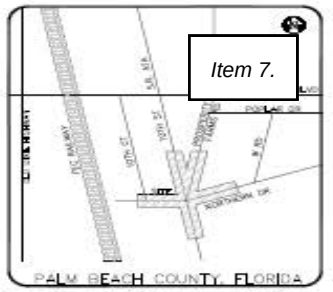
# CONCEPTUAL DEMOLITION PLAN





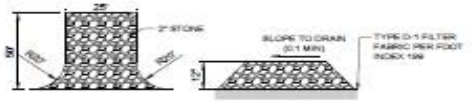


**STORM DRAIN INLET PROTECTION**
N.T.S.




**LOCATION MAP**
N.T.S.

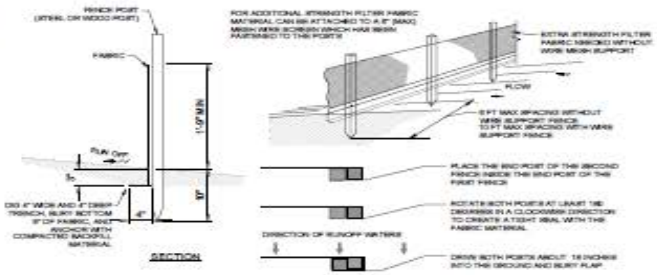
| LEGEND: | |
|---|---|
| | DEMOLITION |




**TEMPORARY GRAVEL ENTRANCE**
N.T.S.

**SILT FENCE NOTES:**

1. THE HEIGHT OF A SILT FENCE SHALL NOT EXCEED 36 INCHES (90 CM).
2. THE FILTER FABRIC SHALL BE PURCHASED IN A CONTINUOUS ROLL CUT TO THE LENGTH OF THE BARRIER TO AVOID THE USE OF JOINTS.
3. POSTS SHALL BE SPACED A MAXIMUM OF 10 FEET (3 M) APART AT THE BARRIER LOCATION AND DRIVEN SECURELY INTO THE GROUND A MINIMUM OF 12 INCHES (30 CM). WHEN EXTRA STRENGTH FABRIC IS USED WITHOUT THE WIRE SUPPORT FENCE, POST SPACING SHALL NOT EXCEED 6 FEET (1.8 M).
4. A TRENCH SHALL BE EXCAVATED APPROXIMATELY 4 INCHES (10 CM) WIDE AND 4 INCHES (10 CM) DEEP ALONG THE LINE OF POSTS AND UP SLOPE FROM THE BARRIER.
5. WHEN STANDARD STRENGTH FILTER FABRIC IS USED, A WIRE MESH SUPPORT FENCE SHALL BE FASTENED SECURELY TO THE UP SLOPE SIDE OF THE POSTS USING HEAVY DUTY WIRE STAPLES AT LEAST 1 INCH (25 MM) LONG, TIE WIRES, OR HOG RINGS. THE WIRE SHALL EXTEND INTO THE TRENCH A MINIMUM OF 2 INCHES (5 CM) AND SHALL NOT EXTEND MORE THAN 36 INCHES (90 CM) ABOVE THE ORIGINAL GROUND SURFACE.
6. THE STANDARD STRENGTH FILTER FABRIC SHALL BE STAPLED OR WIRED TO THE FENCE, AND 8 INCHES (20 CM) OF THE FABRIC SHALL BE EXTENDED INTO THE TRENCH. THE FABRIC SHALL NOT EXTEND MORE THAN 36 INCHES (90 CM) ABOVE THE ORIGINAL GROUND SURFACE.
7. FILTER CLOTH TO BE FASTENED SECURELY TO POSTS WITH TIES SPACED EVERY 24 INCHES AT TOP AND MID- SECTION. WHEN TWO SECTIONS OF FILTER CLOTH ADJOIN EACH OTHER, THEY SHALL BE OVERLAPPED BY SIX INCHES AND FOLDED.
8. MAINTENANCE SHALL BE PERFORMED AS NEEDED AND MATERIAL REMOVED WHEN "BULGING" DEVELOP IN THE SILT FENCE OR DEPTH OF ACCUMULATED SEDIMENT REACHES 6 INCHES.
9. SILT FENCE SHALL BE INSTALLED PER MANUFACTURERS SPECIFICATIONS PRIOR TO THE START OF CONSTRUCTION AND SHALL NOT BE REMOVED UNTIL CONSTRUCTION IS COMPLETE.
10. THE CONTRACTOR SHALL INSPECT AND REPAIR THE SILT FENCE AFTER EACH RAIN EVENT AND REMOVE SEDIMENT WHEN NECESSARY.
11. REMOVED SEDIMENT SHALL BE DEPOSITED IN AN AREA THAT WILL NOT CONTRIBUTE SEDIMENT OFFSITE AND CAN BE PERMANENTLY STABILIZED.
12. THE SILT FENCE SHALL BE PLACED ON SLOPE CONTOUR TO MAXIMIZE IT'S PONDING EFFICIENCY.
13. IF DITCH LEVEL IS DEEPER THAN 30", THEN A FLOATING SILT SCREEN SHALL BE USED.
14. THE TRENCH SHALL BE BACKFILLED AND THE SOIL COMPACTED OVER THE FILTER FABRIC.
15. ALL PROJECTS REQUIRE SUBMITTAL OF POLLUTION PREVENTION PLAN.
16. ALL PROJECTS 1 AC. OR MORE MUST SUBMIT NOTICE OF INTENT (NOI) TO FDEP.




**SILT FENCE INSTALLATION DETAIL**
N.T.S.

**CONCEPTUAL DESIGN PHASE**

1495

ADAM BRANAHY, P.E., PROFESSIONAL ENGINEER LICENSE NO. 72235.
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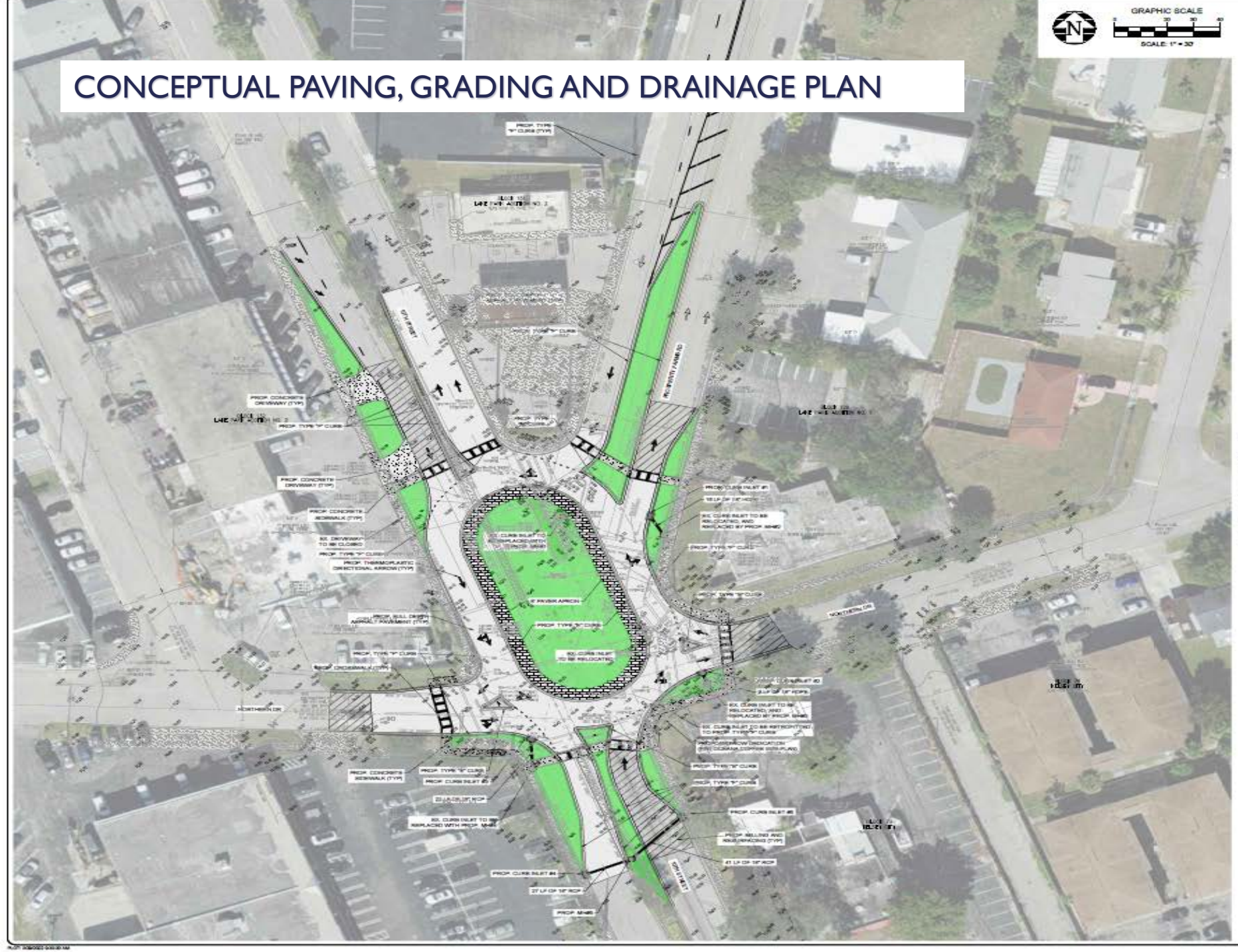
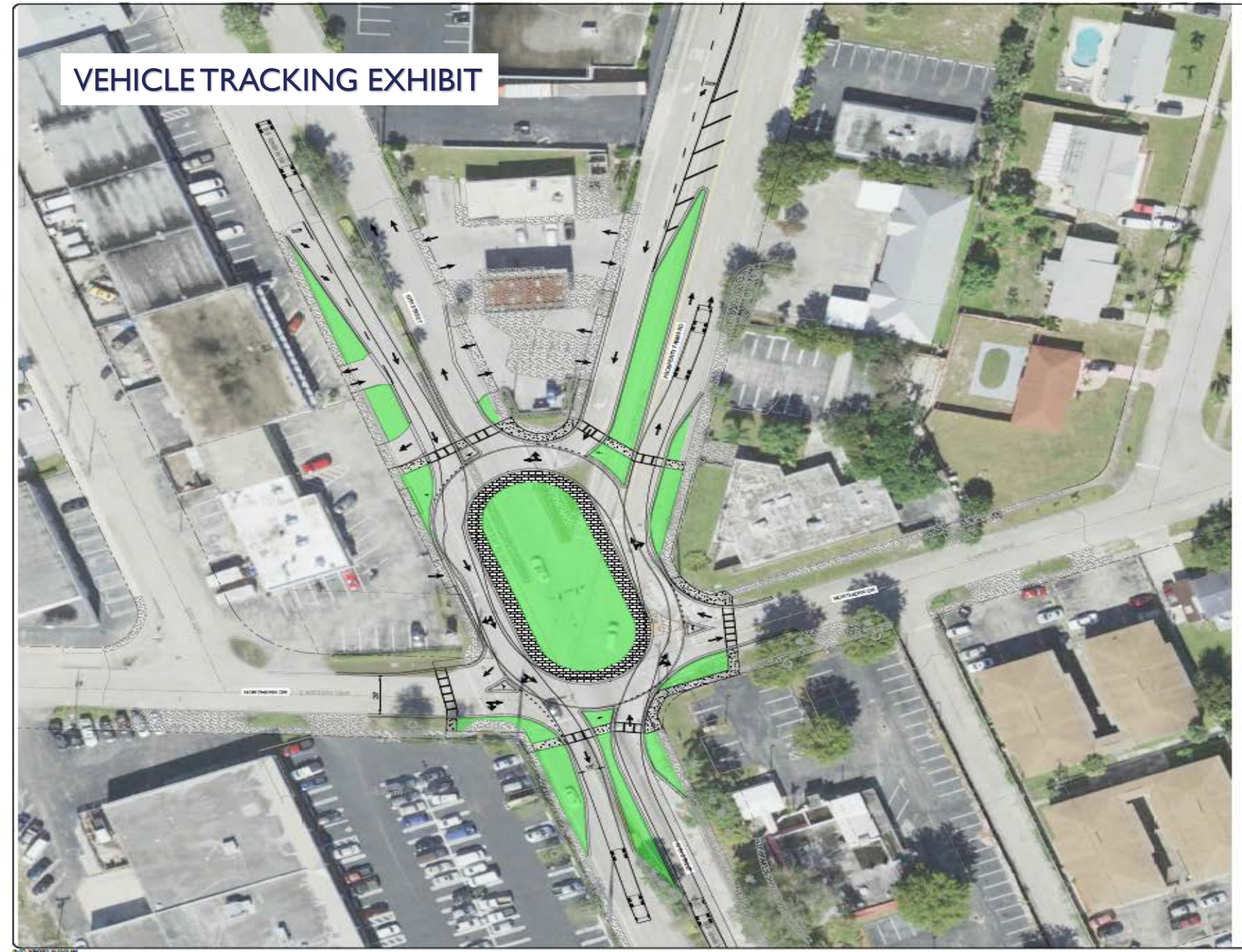
Know what's below. Call before you dig.

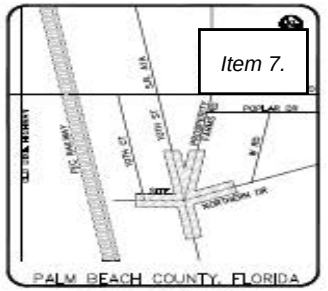
# CONCEPTUAL PAVING, GRADING AND DRAINAGE PLAN


GRAPHIC SCALE
SCALE: 1" = 30'
PROP. CONCRETE DRIVEWAY (TYP)
PROP. TYPE "F" CURB
PROP. CONCRETE SIDEWALK (TYP)
EX. DRIVEWAY TO BE CLOSED
PROP. THERMOPLASTIC DIRECTIONAL ARROW (TYP)
PROP. MILL DEPTH ASPHALT PAVEMENT (TYP)
PROP. CROSSWALK (TYP)
PROP. CONCRETE SIDEWALK (TYP)
NORTHERN DR
PROP. CURB INLET #5
PROP. CURB INLET #6
PROP. MILLING AND RESURFACING (TYP)
41 LF OF 18" RCP
27 LF OF 18" RCP
PROP. MH#5
EX. CURB INLET TO BE RELOCATED
EX. CURB INLET TO BE REMOVED AND REPLACED WITH PROP. MH#5
EX. CURB INLET TO BE RELOCATED AND REPLACED BY PROP. MH#5
EX. CURB INLET TO BE RESTRUCTURED TO MATCH TYPE "F" CURB
EX. CURB INLET TO BE REMOVED AND REPLACED WITH PROP. MH#5
6' RIVER APRON
PROP. TYPE "F" CURB
EX. CURB INLET TO BE RELOCATED
PROP. CURB INLET #3
2 LF OF 18" RCP
PROP. CURB INLET #4
PROP. TYPE "D" CURB
PROP. CURB INLET #2
PROP. TYPE "E" CURB
PROP. CURB INLET #1
PROP. TYPE "E" CURB
PROP. TYPE "F" CURB
PROP. TYPE "F" CURB
PROP. TYPE "F

# VEHICLE TRACKING EXHIBIT

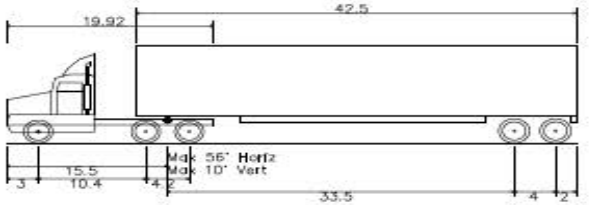


GRAPHIC SCALE
SCALE: 1" = 30'




LOCATION MAP
N.T.S.

| LEGEND | |
|---|---|
| | PROPOSED LANDSCAPE AREA |
| | TRAFFIC FLOW DIRECTION |
| | PROPOSED CONCRETE SIDEWALK |
| | PAVERS |




| WB-50 - Intermediate Semi-Trailer | |
|---|---|
| Overall Length | 55.000ft |
| Overall Width | 8.500ft |
| Overall Body Height | 12.052ft |
| Min Body Ground Clearance | 1.334ft |
| Max Track Width | 8.500ft |
| Lock-to-lock time | 6.00s |
| Max Steering Angle (Virtual) | 17.90° |

CONCEPTUAL ENGINEERING PLAN

1497

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# Conceptual Cost Estimate

ADAM SWANEY, PE

# Conceptual Cost Estimates

| Description | Estimated Cost |
|---|---|
| SITE PREPARATION | $122,000.00 |
| ROADWAY CONSTRUCTION | $308,941.95 |
| SIDEWALK & ROAD CONSTRUCTION | $43,310.55 |
| DRAINAGE CONSTRUCTION | $81,625.00 |
| ADDITIONAL ITEMS | $275,000.00 |
| MOBILIZATION & OTHER COSTS | $556,687.93 |
| **TOTAL:** | **$1,387,565.43** |

# Table Discussion

**DURATION:** UP TO 30 MINUTES

# Implementation Timeline & Next Steps

JOHN WILLE, CAPITAL PROJECTS MANAGER

# Implementation Timeline & Next Steps

Town Staff will:

- Prepare and submit Conceptual Plans for submittal to the County's Five-Year Work Plan (beginning with FY-24)
- Continue to collaborate with PBC to prioritize and fund design and implementation of project in the next five years (FY's 2024-2029)
- Continue to provide input to PBC regarding project design and implementation timeline
- Continue to engage with Stakeholders regarding project design and implementation timeline

# Questions & Closing Comments

# Please scan for additional information on this project:

# RESOLUTION 32-05-22

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA SUPPORTING THE FINDINGS AND RECOMMENDATIONS ASSOCIATED WITH THE 10th STREET OVAL-A-BOUT FEASIBILITY STUDY (THE STUDY) AND AUTHORIZING TRANSMITAL TO PALM BEACH COUNTY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the Town of Lake Park, Florida (hereinafter "Town") is a municipal corporation of the state of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

**WHEREAS**, the Town is empowered to enter into contractual arrangements with other public agencies, private corporations or persons; and

**WHEREAS**, the Town is responsible for maintaining and operating its traffic and transportation systems and associated infrastructure; and

**WHEREAS,** the Town has previously determined the need to implement traffic safety and mobility enhancements at the intersection of Tenth Street with Prosperity Farms Road, Northern Drive, and 10th Court by constructing an oval-a-about rotary (the Project); and

**WHEREAS,** Palm Beach County (the County) has previously expressed a desire to collaborate with the Town to design and construct the Project by adding it to the County's Five-Year Work Plan; and

**WHEREAS,** at the request of the County, the Town has completed a feasibility study and estimated the construction costs for the Project, the results of which have been presented to the Town Commission; and

**WHEREAS**, the Town Commission approves of the findings and recommendation with respect to the Project and directs to transmit it to the County for inclusion in the County's Five-Year Work Plan; and

**WHEREAS,** the Town Manager has recommended that it is in the best interest of the Town to accept the findings and recommendations pertaining to the Project and to transmit them to the County for inclusion in the County's Five-Year Work Plan.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK:**

**Section 1.** The whereas clauses are hereby incorporated herein.

**Section 2.** The Town Manager is hereby authorized and directed to transmit the findings and recommendations pertaining to the oval-a-bout feasibility study, a copy of which is attached hereto and incorporated herein as Exhibit "A" to Palm Beach County for inclusion in the County's Five-Year Work Plan.

**Section 3.** This Resolution shall take effect immediately upon its execution.

The foregoing Resolution was offered by Commissioner Michaud who moved its adoption. The motion was seconded by Vice-Mayor Glas-Castro and upon being put to a roll call vote, the vote was as follows:

| | AYE | NAY |
|---|---|---|
| MAYOR MICHAEL O'ROURKE | ✓ | |
| VICE-MAYOR KIMBERLY GLAS-CASTRO | ✓ | |
| COMMISSIONER JOHN LINDEN | ✓ | |
| COMMISSIONER ROGER MICHAUD | ✓ | |
| COMMISSIONER MARY BETH TAYLOR | ✓ | |

The Town Commission thereupon declared the foregoing Resolution No. 32-05-22 duly passed and adopted this 18 day of May, 2022.

TOWN OF LAKE PARK, FLORIDA

BY: _____
MICHAEL O'ROURKE
MAYOR

ATTEST:

_____
VIVIAN MENDEZ
TOWN CLERK

Approved as to form and legal sufficiency:

BY: _____
THOMAS J. BAIRD
TOWN ATTORNEY

(TOWN SEAL)

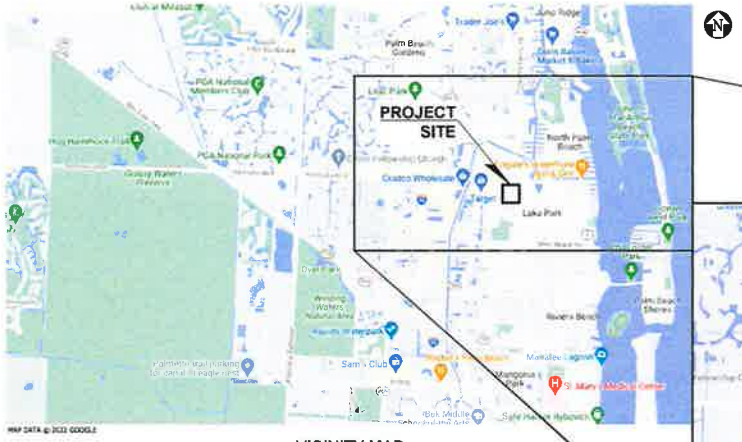
# CONCEPTUAL CIVIL ENGINEERING PLANS
FOR
# OVAL-A-BOUT INTERSECTION IMPROVEMENTS
## 10TH STREET & PROSPERITY
## LAKE PARK, FL
MARCH 2022

PREPARED FOR:
TOWN OF LAKE PARK

**SHEET INDEX**

| SHEET NO. | SHEET TITLE |
|---|---|
| C-0 | COVER |
| C-1 | CONCEPTUAL ENGINEERING PLAN |
| C-2 | DEMOLITION PLAN |
| C-3 | PAVING, GRADING AND DRAINAGE PLAN |
| C-4 | PAVING, GRADING AND DRAINAGE DETAILS |
| C-5 | PAVEMENT MARKINGS AND SINGAGE DETAILS |

TOTAL NO. OF SHEETS = 5




VICINITY MAP
NTS

VICINITY MAP
NTS

CONCEPTUAL DESIGN PHASE

ADAM SWANEY, P.E. PROFESSIONAL ENGINEER LICENSE NO. 73235. THIS DOCUMENT HAS BEEN ELECTRONICALLY SIGNED AND SEALED BY ADAM SWANEY, P.E. USING A SHA-1 AUTHENTICATION CODE. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SHA-1 AUTHENTICATION CODE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

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DESIGN PHASE: CONCEPTUAL

REVISIONS

| NO. | DATE | REMARKS | BY |
|---|---|---|---|

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ADAM SWANEY, P.E. NO. 73235

OVAL-A-BOUT INTERSECTION IMPROVEMENTS
10TH STREET & PROSPERITY
LAKE PARK, FL
COVER

engenuity group inc.

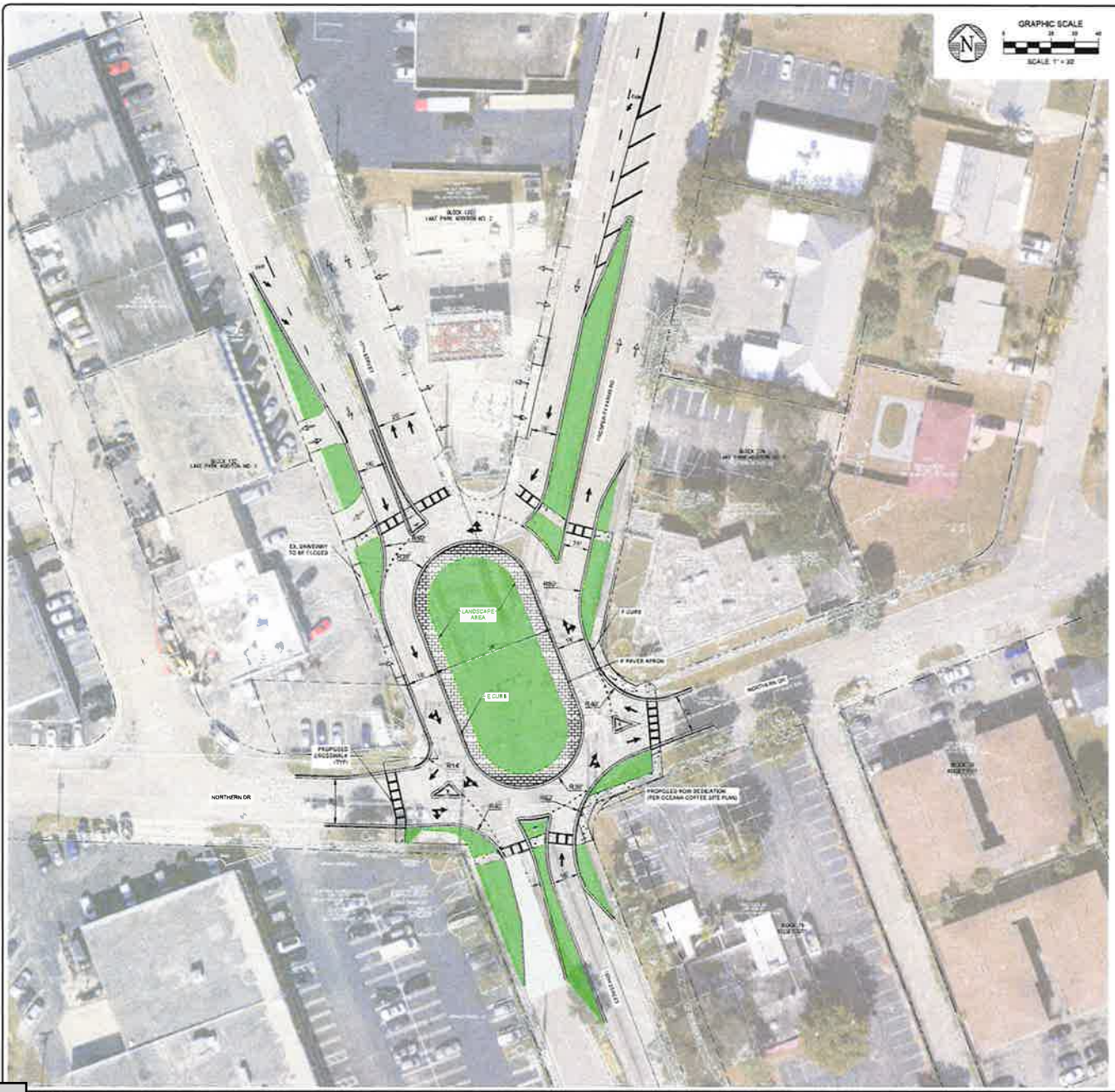
1200 N. CONGRESS AVE., SUITE 103
WEST PALM BEACH, FL 33409
PH: (561)855-1155 • FAX: (561)853-2099 •
WWW.ENGENUITYGROUP.COM CERTIFICATE OF AUTHORIZATION #7985

| | |
|---|---|
| DRAWN | KG |
| DATE | MARCH 2022 |
| PROJECT ENGINEER | ACS |
| CHECKED | KG |
| APPROVED | ACS |

C-0
5

1508

Item 7.



LOCATION MAP
NTS

ENGINEERING LEGEND:

- PROPOSED ASPHALT PAVEMENT
- PROPOSED CONCRETE SIDEWALK
- PROPOSED LANDSCAPE AREA
- PROPOSED PAVERS
- TRAFFIC FLOW DIRECTION
- CATCH BASIN / YARD DRAIN
- 25.00 FINISHED GRADE ELEVATION
- DRAINAGE FLOW DIRECTION

GENERAL NOTES:

1. ELEVATIONS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88) AND ARE REFERENCED TO BENCHMARK "Y 402", ELEVATION=16.705' (NAVD 88)
2. TOPOGRAPHIC SURVEY PERFORMED BY ENGENUITY GROUP INC IN NOVEMBER 2020.
3. ALL REMOVED DEBRIS & DEMOLISHED MATERIAL TO BE REMOVED FROM THE SITE AND LEGALLY DISPOSED OF.
4. ALL CROSSWALKS SHALL MEET ADA NO CROSS SLOPE SHALL EXCEED 2%
5. IF PROPOSED WORK DAMAGE PALM BEACH COUNTY ROADWAY, SIDEWALK AND/OR DRAINAGE SYSTEMS, THEN THEY WILL BE CONSTRUCTED REPAIRED OR REPLACED TO ITS ORIGINAL OR BETTER CONDITION AT NO COST TO THE PALM BEACH COUNTY.
6. PAVEMENT MARKINGS AND SIGNING IN PALM BEACH COUNTY RIGHT OF WAY, SHALL BE IN ACCORDANCE WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS AND PALM BEACH COUNTY TYPICAL T-P-21
7. CONTRACTOR SHALL CONTACT PBC TRAFFIC OPERATIONS AT 561-233-3900 FORTY-EIGHT (48) HOURS PRIOR TO CONSTRUCTION IF WORK IS BEING DONE WITHIN 10 FEET OF ANY SIGNAL EQUIPMENT.
8. ANY DAMAGE TO SIGNAL EQUIPMENT CAUSED BY THE CONSTRUCTION OF THIS PROJECT MUST BE REPAIRED OR REPLACED TO ORIGINAL OR BETTER CONDITION AT NO COST TO PALM BEACH COUNTY.

LEGEND: (ABBREVIATIONS)

| | |
|---|---|
| CB | CATCH BASIN |
| E | EAST |
| EL | ELEVATION |
| EXIST | EXISTING |
| FT | FEET OR FOOT |
| HDPE | HIGH DENSITY POLYETHYLENE PIPE |
| INV | INVERT |
| L | LEFT |
| LF | LINEAR FEET |
| N | NORTH |
| NTS | NOT TO SCALE |
| ORB | OFFICAL RECORD BOOK |
| OS | OFFSET |
| R | RADIUS OR RIGHT |
| RIM | RIM ELEVATION |
| PVC | POLYVINYL CHLORIDE PIPE |
| RCP | REINFORCED CONCRETE PIPE |
| R/W | RIGHT-OF-WAY |
| S | SOUTH |
| SVC | SERVICE |
| TYP | TYPICAL |
| W | WEST |
| M/E | MATCH EXISTING GRADE |

CONCEPTUAL DESIGN PHASE

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DESIGN PHASE: CONCEPTUAL

| REVISIONS | | |
|---|---|---|
| NO. | DATE | REMARKS |

Engenuity Group Inc. A Florida Registered Engineering Business. engenuity group inc. 1200 N. CONGRESS AVE., SUITE 320, WEST PALM BEACH, FL 33409. PH (561)800-1151 | FAX (561)623-3280 | WWW.ENGENUITYGROUP.COM EGI TOTAL C.O.A. NUMBER(S): #7915

ADAM SWANEY, P.E. NO. 72235

OVAL-A-BOUT INTERSECTION IMPROVEMENTS
10TH STREET & PROSPERITY
LAKE PARK, FL
CONCEPTUAL SITE PLAN

| | | |
|---|---|---|
| DATE | MARCH 2022 | |
| DRAWN | KG | |
| PROJECT MANAGER | ACS | |
| CHECKED | KG | |
| APPROVED | ACS | |

C-1
5

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Item 7.

1509

OVAL-A-BOUT INTERSECTION IMPROVEMENTS
10TH STREET & PROSPERITY
LAKE PARK, FL

CONCEPTUAL DEMOLITION PLAN

engenuity group inc.

| DRAWN | KG |
|---|---|
| PROJECT MANAGER | KG |
| CHECKED | ACS |
| PROJECT ENGINEER | ACS |
| CHECKED | ACS |

MARCH 2022

C-2

5

CONCEPTUAL DESIGN PHASE

811 Know what's below. Call before you dig.

LOCATION MAP
PALM BEACH COUNTY, FLORIDA

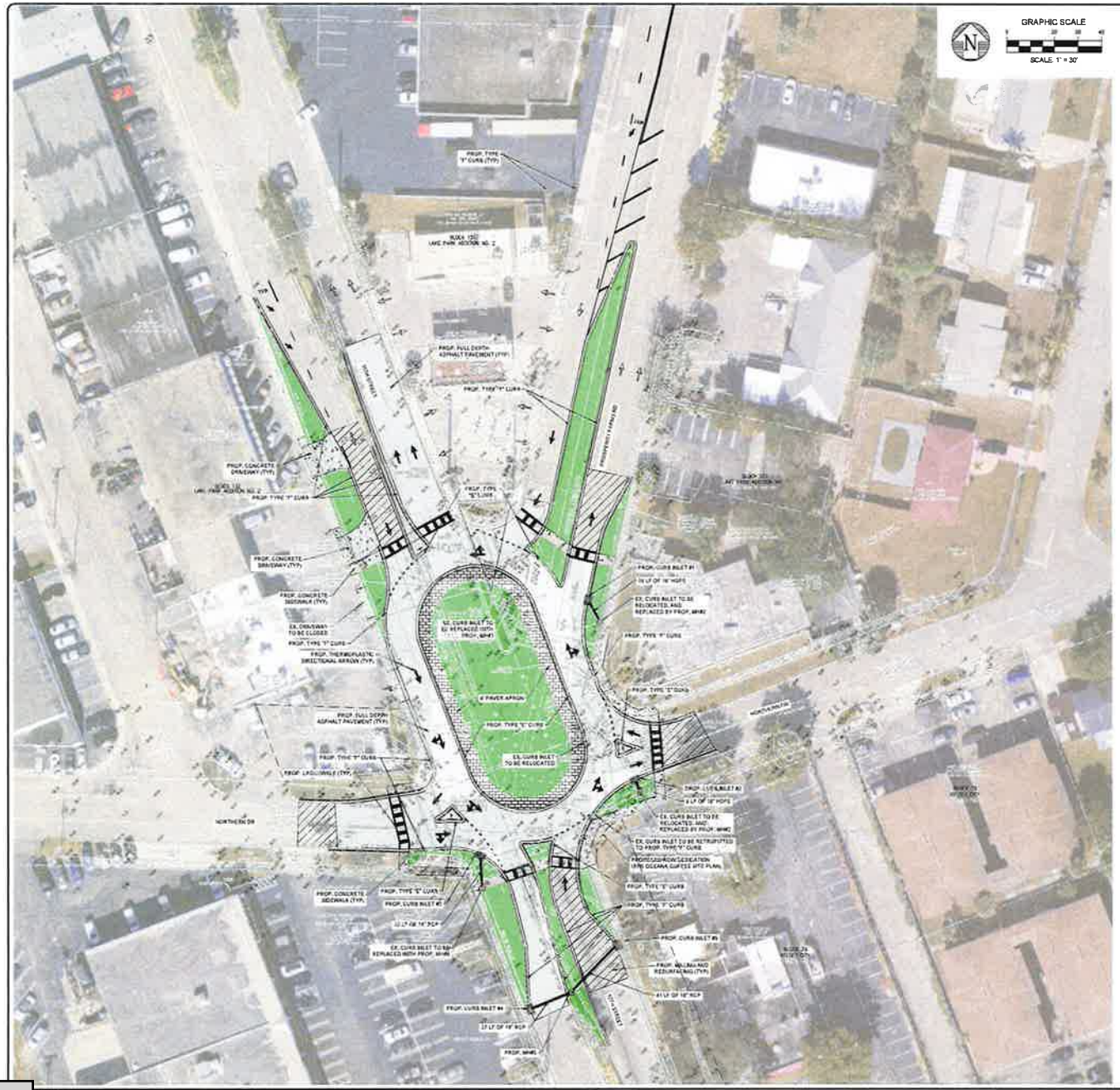
LEGEND
DEMOLITION

TEMPORARY GRAVEL ENTRANCE

SILT FENCE INSTALLATION DETAIL

STORM DRAIN INLET PROTECTION

GRAPHIC SCALE
SCALE 1" = 30'



LOCATION MAP
NTS

ENGINEERING LEGEND:

- PROPOSED ASPHALT PAVEMENT
- PROPOSED CONCRETE SIDEWALK
- PROPOSED LANDSCAPE AREA
- PROPOSED PAVERS
- TRAFFIC FLOW DIRECTION
- CATCH BASIN / YARD DRAIN
- FINISHED GRADE ELEVATION
- DRAINAGE FLOW DIRECTION

GENERAL NOTES:

1. ELEVATIONS SHOWN HEREON ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88) AND ARE REFERENCED TO BENCHMARK "S 402", ELEVATION=9.76' (NAVD 88).
2. TOPOGRAPHIC SURVEY PERFORMED BY ENGENUITY GROUP INC. IN NOVEMBER 2020.
3. ALL ROADWAY SIGNS & SIGNALIZED MATERIAL TO BE REMOVED FROM THE SITE AND LEGALLY DISPOSED OF.
4. ALL CROSSWALKS SHALL MEET ADA, NO CROSS SLOPE SHALL EXCEED 2%.
5. IF PROPOSED WORK DAMAGE PALM BEACH COUNTY ROADWAYS, SIDEWALK AND/OR DRAINAGE SYSTEMS, THEN THEY WILL BE CONSTRUCTED REPAIRED OR REPLACED TO ITS ORIGINAL OR BETTER CONDITION AT NO COST TO THE PALM BEACH COUNTY.
6. PAVEMENT MARKINGS AND SIGNAGE IN PALM BEACH COUNTY RIGHT OF WAY, SHALL BE IN ACCORDANCE WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS AND PALM BEACH COUNTY TYPICAL 1-P-21
7. CONTRACTOR SHALL CONTACT PBC TRAFFIC OPERATIONS AT 561-233-3800 FORTY-EIGHT (48) HOURS PRIOR TO CONSTRUCTION IF WORK IS BEING DONE WITHIN 10 FEET OF ANY SIGNAL EQUIPMENT
8. ANY DAMAGE TO SIGNAL EQUIPMENT CAUSED BY THE CONSTRUCTION OF THIS PROJECT MUST BE REPAIRED OR REPLACED TO ORIGINAL OR BETTER CONDITION AT NO COST TO PALM BEACH COUNTY.

LEGEND: (ABBREVIATIONS)

| | |
|---|---|
| CB | CATCH BASIN |
| E | EAST |
| EL | ELEVATION |
| EXIST | EXISTING |
| FT | FEET OR FOOT |
| HDPE | HIGH DENSITY POLYETHYLENE PIPE |
| INV | INVERT |
| L | LEFT |
| LF | LINEAR FEET |
| N | NORTH |
| NTS | NOT TO SCALE |
| ORB | OFFICAL RECORD BOOK |
| OS | OFFSET |
| R | RADIUS OR RIGHT |
| RIM | RIM ELEVATION |
| PVC | POLYVINYL CHLORIDE PIPE |
| RCP | REINFORCED CONCRETE PIPE |
| R/W | RIGHT-OF-WAY |
| S | SOUTH |
| SVC | SERVICE |
| TYP | TYPICAL |
| W | WEST |
| M/E | MATCH EXISTING GRADE |

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REVISIONS

| NO. | DATE | REMARKS | BY |
|---|---|---|---|

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ADAM SWANEY, P.E. NO. 72235

OVAL-A-BOUT INTERSECTION IMPROVEMENTS
10TH STREET & PROSPERITY
LAKE PARK, FL

CONCEPTUAL PAVING, GRADING AND DRAINAGE PLAN

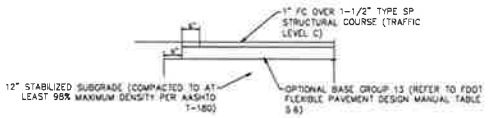
engenuity group inc.
1700 N CONGRESS AVE, SUITE 103
WEST PALM BEACH, FLORIDA 33409
PH (561)293-1511 FAX (561)623-3280
WWW.ENGENUITYGROUP.COM CERTIFICATE OF AUTHORIZATION #7955

| DESIGNED | KG | MARCH 2022 |
|---|---|---|
| DRAWN | ACS | |
| PROJECT ENGINEER | KG | |
| PROJECT MANAGER | ACS | |
| CHECKED | | |

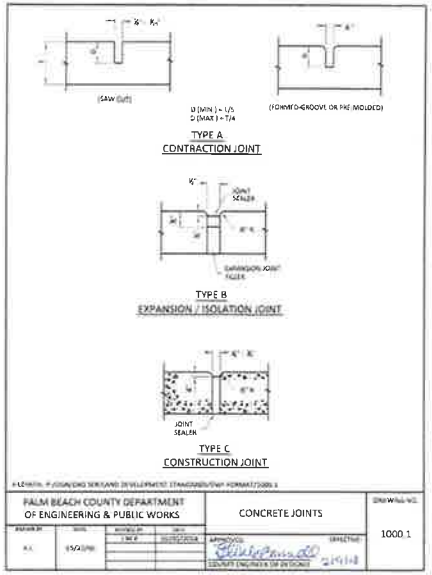
SHEET NO. C-3
TOTAL SHEETS 5
18

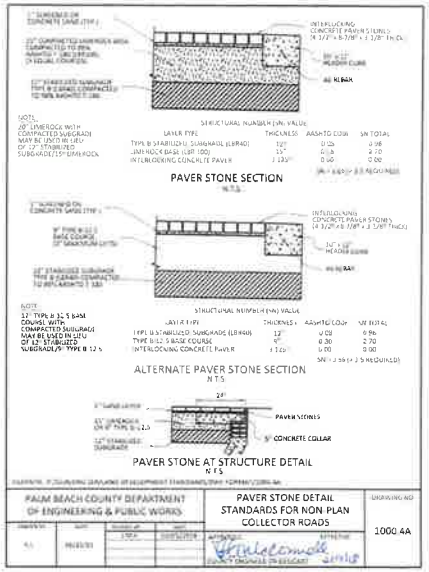
1511

Item 7.

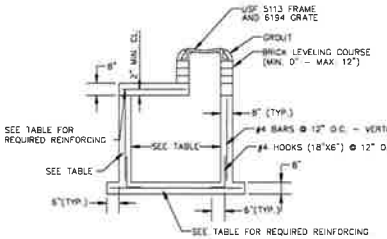



PAVEMENT SECTION
(WITHIN PALM BEACH COUNTY R/W)
NTS



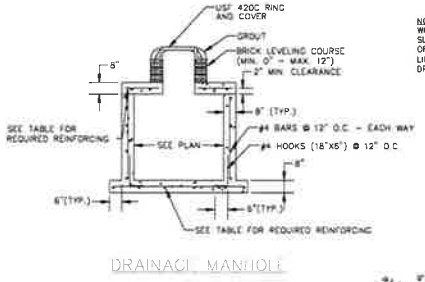



| INLET TYPE | STRUCTURE SIZE (REC) | STRUCTURE SIZE(ROUND) | SLAB REINFORCING REQUIRED | HORIZ. REINFORCING REQ. |
|---|---|---|---|---|
| 3 | 36" x 36" | 36" ø | #4 BARS @ 12" O.C. – EW | #4 BARS @ 10" O.C. |
| 4 | 48" x 48" | 48" ø | #5 BARS @ 10" O.C. – EW | #5 BARS @ 10" O.C. |
| 5 | 54" x 54" | 54" ø | #5 BARS @ 10" O.C. – EW | #5 BARS @ 10" O.C. |
| 6 | 60" x 60" | 60" ø | #5 BARS @ 10" O.C. – EW | #5 BARS @ 10" O.C. |
| 7 | 66" x 66" | 66" ø | #6 BARS @ 10" O.C. – EW | #6 BARS @ 10" O.C. |
| 8 | 72" x 72" | 72" ø | #6 BARS @ 10" O.C. – EW | #6 BARS @ 10" O.C. |

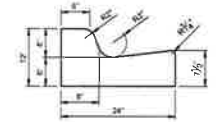



DRAINAGE INLET

| STRUCTURE SIZE | STEEL REINFORCING REQUIRED |
|---|---|
| 4' DIAM | #4 BARS @ 12" O.C. – EW |
| 5' DIAM | #4 BARS @ 10" O.C. – EW |
| 6' DIAM | #5 BARS @ 10" O.C. – EW |
| 7' DIAM | #5 BARS @ 10" O.C. – EW |
| 8' DIAM | #6 BARS @ 7" O.C. – EW |

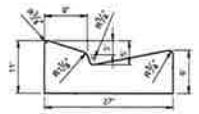


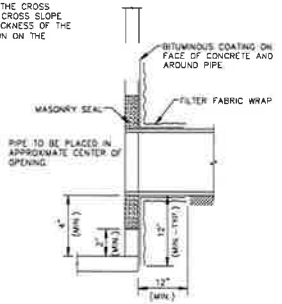

DRAINAGE MANHOLE



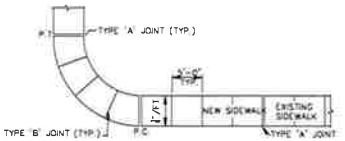

NOTE
WHEN USED ON HIGH SIDE OF ROADWAYS, THE CROSS SLOPE OF THE GUTTER SHALL MATCH THE CROSS SLOPE OF THE ADJACENT PAVEMENT AND THE THICKNESS OF THE LIP SHALL BE 6" UNLESS OTHERWISE SHOWN ON THE DRAWINGS

TYPE "F" CURB



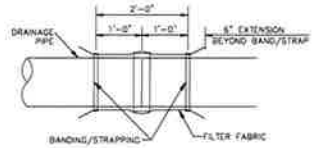

FILTER FABRIC WRAP ON GROUTED PIPE TO STRUCTURE JOINT



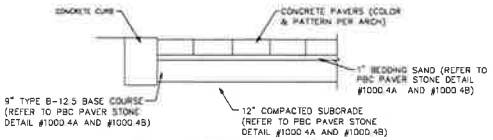

| TABLE OF SIDEWALK THICKNESS | |
|---|---|
| LOCATION | |
| RESIDENTIAL AREAS | 4" |
| AT DRIVEWAYS AND OTHER AREAS | 6" |

1. ALL SIDEWALKS SHALL MEET ADA STANDARDS. SIDEWALK CROSS SLOPE SHALL NOT EXCEED 2%. SIDEWALK LONGITUDINAL SLOPE SHALL NOT EXCEED 5%.
2. CONSTRUCT SIDEWALK ON 6" THICK COMPACTED SUBGRADE (98% AASHTO T-180)

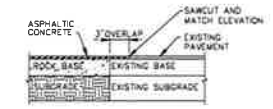
CONCRETE SIDEWALK




FILTER FABRIC JOINT WRAP




CONCRETE PAVER SECTION
NTS




ASPHALT PAVEMENT JOINT

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| REVISIONS | | BY |
|---|---|---|
| NO. | DATE | REMARKS |

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ADAM SWANEY, P.E. NO. 72235

OVAL-A-BOUT INTERSECTION IMPROVEMENTS
10TH STREET & PROSPERITY
LAKE PARK, FL

PAVING, GRADING AND DRAINAGE DETAILS

engenuity group inc.
1280 N CONGRESS AVE. SUITE 101
WEST PALM BEACH, FL 33409
PH. 561.328.0280
WWW.ENGENUITYGROUP.COM CERTIFICATE OF AUTHORIZATION #31915

| | | | |
|---|---|---|---|
| DATE | MARCH 2022 | | |
| DRAWN | KC | | |
| ENGINEER | ACS | | |
| PROJECT MGR. | KC | | |
| CHECKED | ACS | | |

C-4

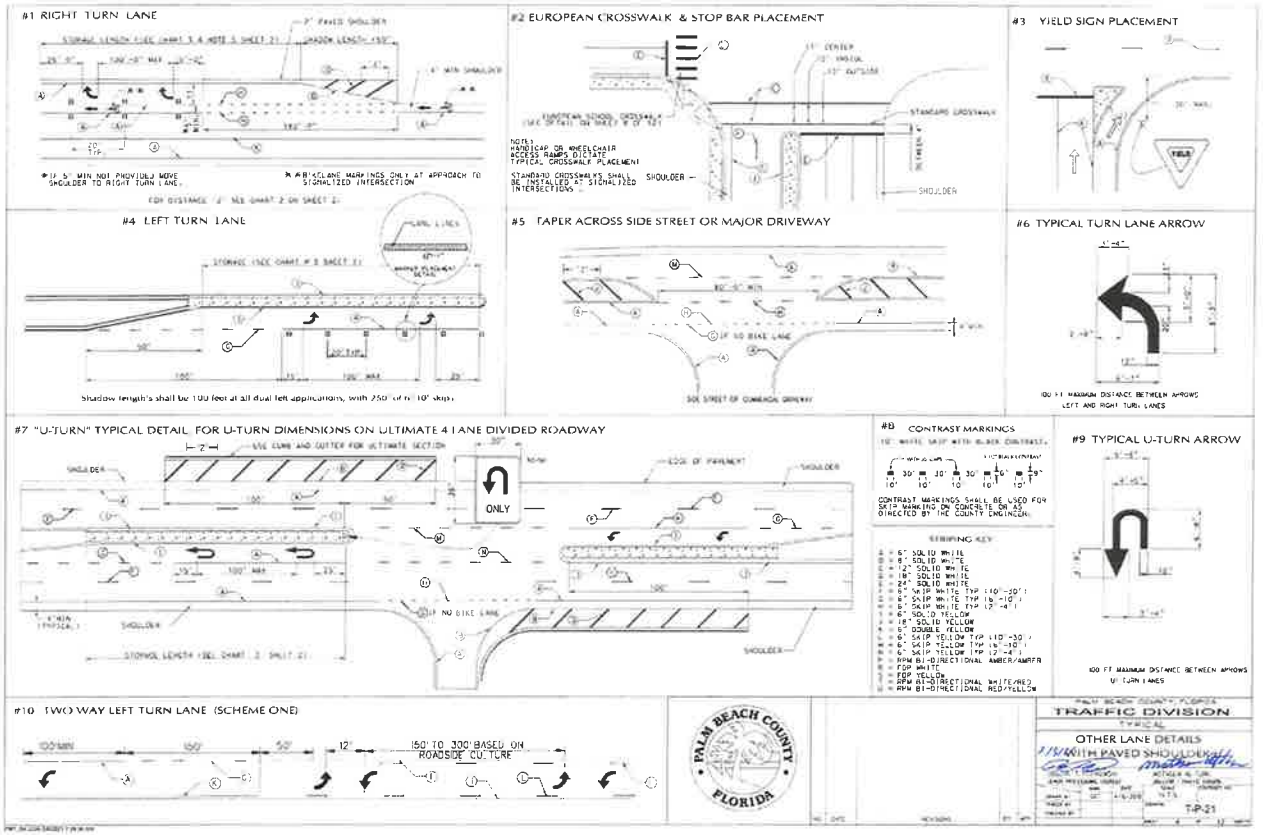
5

1512

Item 7.

MUTCD R3-7 "RIGHT TURN ONLY" SIGN (R3-5R)

MUTCD "NO U-TURN" SIGN (R3-4)




CONCEPTUAL DESIGN PHASE

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Know what's below. Call before you dig.

DESIGN PHASE: CONCEPTUAL

| REVISIONS | | |
|---|---|---|
| NO. | DATE | REMARKS |

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ADAM SWANEY, P.E.
NO. 72235

OVAL-A-BOUT INTERSECTION IMPROVEMENTS
10TH STREET & PROSPERITY
LAKE PARK, FL

PAVEMENT MARKINGS AND SINGAGE DETAILS

engenuity group inc.
1280 N. CONGRESS AVE., SUITE 103
WEST PALM BEACH, FLORIDA 33409
PH (561)863-1151 / FAX (561)863-3393
WWW.ENGENUITYGROUP.COM CERTIFICATE OF AUTHORIZATION #31815

| | |
|---|---|
| DATE | MARCH 2022 |
| DRAWN | KG |
| PROJECT ENGINEER | ACS |
| REVIEWED | KG |
| APPROVED | ACS |
| DRAWING NO. | C-5 |
| SHEET NO. | 5 |

OVAL-A-BOUT CONCEPT
10TH STREET & PROSPERITY
LAKE PARK, FL

VEHICLE TRACKING EXHIBIT

engenuity group inc

| | | | |
|---|---|---|---|
| DESIGNED | ACS | 2 | |
| DRAWN | KG | 1 | |
| CHECKED | ACS | | |
| DATE | 01/26/2022 | | |

Item 7.

| NO. | DATE | REMARKS | BY |
|---|---|---|---|
| | | | |

LOCATION MAP

PALM BEACH COUNTY, FLORIDA

LEGEND:
- PROPOSED LANDSCAPE AREA
- TRAFFIC FLOW DIRECTION
- PROPOSED CONCRETE SIDEWALK
- PAVERS

GRAPHIC SCALE
SCALE 1" = 30'

WB-50 - Intermediate Semi-Trailer
Overall Length 55.00ft
Overall Width 8.50ft
Overall Body Height 12.052ft
Min Body Ground Clearance 1.334ft
Max Track Width 8.50ft
Lock-to-Lock Time 6.0s
Max Steering Angle (Virtual) 17.90°

CONCEPTUAL ENGINEERING PLAN

811 Know what's below. Call before you dig.

OVAL-A-BOUT CONCEPT
10TH STREET & PROSPERITY
LAKE PARK, FL

VEHICLE TRACKING EXHIBIT

engenuity group inc

| SHEET | DATE | 01/26/2022 |
|---|---|---|
| 2 OF 2 | DRAWN | KG |
| | PROJECT MANAGER | AES |
| | PROJECT ENGINEER | AES |
| | PROJECT NUMBER | AES |

| NO. | DATE | REMARKS | BY |
|---|---|---|---|

ADAM SHAKES, P.E.
NO. 72215

LOCATION MAP

PALM BEACH COUNTY, FLORIDA

| LEGEND | |
|---|---|
| | PROPOSED LANDSCAPE AREA |
| | TRAFFIC FLOW DIRECTION |
| | PROPOSED CONCRETE SIDEWALK |
| | PAVERS |

GRAPHIC SCALE
SCALE: 1" = 30'

Pumper Fire Truck
Overall Length 40.000ft
Overall Width 8.167ft
Overall Body Height 7.745ft
Min Body Ground Clearance 0.656ft
Track Width 8.167ft
Lock-to-Lock time 5.00s
Max Wheel Angle 45.00°

CONCEPTUAL ENGINEERING PLAN

811 Know what's below. Call before you dig.

ENGINEERING PLAN, CONCEPTUAL

# ENGINEER'S CONCEPTUAL COST ESTIMATE
# OVAL-A-BOUT INTERSECTION IMPROVEMENTS

**Engenuity Project No. 18187.46**

| | Description | Unit | Quantity | Unit Cost* | Total |
|---|---|---|---|---|---|
| | **SITE PREPERATION** | | | | |
| | | | | | |
| 1 | NPDES Erosion Control | LS | 1 | $6,000.00 | $6,000.00 |
| 2 | Clearing & Grubbing | LS | 1 | $6,000.00 | $6,000.00 |
| 3 | Earthwork (Excavation, Fill, Embankment) | LS | 1 | $20,000.00 | $20,000.00 |
| 4 | Demolition | LS | 1 | $90,000.00 | $90,000.00 |
| | **ROADWAY CONSTRUCTION** | | | | |
| 5 | 12" Stabilized Subgrade | SY | 2,245 | $7.50 | $16,837.50 |
| 6 | Optional Base Group 13 | SY | 2,245 | $26.00 | $58,370.00 |
| 7 | 1" FC over 1-1/2" SP Asphalt (w/ tack and prime coat) | SY | 2,245 | $25.00 | $56,125.00 |
| 8 | Mill/resurface aspahlt (1" FC Average Depth) | SY | 520 | $20.00 | $10,400.00 |
| 9 | Pavers (including base and subgrade) | SY | 336 | $110.00 | $36,947.78 |
| 10 | Type E Curb | LF | 663 | $30.00 | $19,890.00 |
| 10 | Type F Curb | LF | 1,765 | $30.00 | $52,950.00 |
| 11 | Header Curb | LF | 352 | $30.00 | $10,560.00 |
| 12 | Sodding | SY | 1,791 | $15.00 | $26,861.67 |
| 13 | Striping and Signage | LS | 1 | $10,000.00 | $10,000.00 |
| 14 | Adjust manholes and valves to grade | LS | 1 | $10,000.00 | $10,000.00 |
| | **SIDEWALK & ROW CONSTRUCTION** | | | | |
| 15 | Concrete Sidewalk (4in) | SY | 223 | $65.00 | $14,466.11 |
| 16 | Concrete Driveway/Sidewalk (6in) | SY | 111 | $80.00 | $8,844.44 |
| 17 | ADA Ramp | EA | 10 | $2,000.00 | $20,000.00 |
| | **DRAINAGE CONSTRUCTION** | | | | |
| 18 | Drainage Inlet | EA | 5 | $7,000.00 | $35,000.00 |
| 19 | Drainage Manhole | EA | 5 | $7,000.00 | $35,000.00 |
| 20 | 18" RCP Drainage | LF | 115 | $75.00 | $8,625.00 |
| 21 | Connect to Existing | EA | 4 | $750.00 | $3,000.00 |
| | | | | | |
| | **ADDITIONAL ITEMS** | | | | |
| | Lighting (BY OTHERS) | LS | 1 | $100,000.00 | $100,000.00 |
| | Lanscape and Irrigation (BY OTHERS) | LS | 1 | $100,000.00 | $100,000.00 |
| | Overhead Signal Removal (BY OTHERS) | LS | 1 | $75,000.00 | $75,000.00 |
| | | | | **SUBTOTAL** | **$830,877.50** |
| 22 | Mobilization/Demobilization and General Conditions (10%) | LS | 1 | $83,087.75 | $83,087.75 |
| 23 | Engineering, Legal, Admin (20%) | LS | 1 | $166,175.50 | $166,175.50 |
| 24 | Maintenance of Traffic (12%) | LS | 1 | $99,705.30 | $99,705.30 |
| 25 | Contingency (25%) | LS | 1 | $207,719.38 | $207,719.38 |
| | | | | | |
| | | | | **TOTAL** | **$1,387,565.43** |

NOTE: THIS ENGINEERS' OPINION OF COST IS FOR PRELIMINARY FEASIBILITY AND BUDGET PURPOSES ONLY. IT IS NOT BASED ON A COMPLETED SET OF APPROVED PLANS.

Adam Swaney, P.E.
FL License #72235

A Higher Standard of Excellence
engenuity group inc.
ENGINEERS SURVEYORS GIS MAPPERS

C. ANDRE RAYMAN, P.E.
KEITH B. JACKSON, P.E.
LISA A. TROPEPE, P.E.
ADAM SWANEY, P.E., LEED AP
JENNIFER MALIN, P.E., M.

March 29, 2022

Nadia Di Tommaso,
Community Development Director
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

**Re: 10th Street Oval About Planning and Zoning comments**

Dear Ms. DiTommaso:

Please see below our response to the P&Z comments received on 2/3/22. Thank you.

---

**Planning and Zoning Comments:**

**General Comments**

1. Staff has concern with the one-lane configuration. How is this intended to function? We feel the wide single lane design could lead to situations where people bypass though technically shouldn't do so. Have you explored the feasibility of a two-lane design to remain consistent with the current configuration of the major intersecting roads? We would like to understand the pros and cons.

**Engenuity Response: The one lane configuration was selected in order to provide a safe roundabout that would limit potential conflicts, and be able to fit withing the restricted existing right of way. This was also a configuration that was analyzed during the traffic study phase of this project and was shown to work with the anticipated traffic.**

2. We feel the pavers in the outside edge of the oval about pose a maintenance and use programming issue. We anticipate cars may drive over these features and pedestrians may attempt to use this area as a sidewalk. We believe this area should be materialled in such a way that its intended function cannot be confused. We feel a type D curb may be more appropriate.

**Engenuity Response: The paver area is a typical design element for roundabouts, that allows for large trucks to drive over this area with a mountable curb, for situations in which a truck larger than a WB-40 enters the roundabout. The material can be changed to stamped concrete or other option that the county and Lake Park will accept.**

3. Landscaping islands in the northwest section appear too close to some of the existing parking areas. Have these landscape areas been analyzed in connection to their impacts on the existing parking.

**Engenuity Response: The landscape areas near existing parking are placed in areas that are currently roadway, so the impact to the existing parking would be minimal. The parking in this area currently does not meet code for driveway width. With the addition of landscape in this area and the proposed roadway narrowing, there may be potential to provide a more code compliant parking lot on the private property.**

4. Is there a possibility of testing the oval-about concept on a limited-time basis? We feel this may be useful in helping us understand potential end-user behaviors that might not have been anticipated.

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ENGINEERS SURVEYORS GIS MAPPERS

C. ANDRE RAYMAN
KEITH B. JACKSON, P.E.
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ADAM SWANEY, P.E., LEED AP
JENNIFER MALIN, P.S.M.

**Engenuity Response: It likely would not be able to be tested out in a temporary fashion at the actual location due to the conflicting design elements of the roundabout compared to the existing intersection. However, the design could be laid out to scale at another location such as a large open parking lot, with cones or paint, in order to drive through the roundabout with different vehicles to test maneuverability.**

5. When is it anticipated that property owners will be engaged on the question of ROW acquisition? We believe they should be involved in the process, if they are not already.

**Engenuity Response: We would recommend engaging the property owners early in the process.**

6. Because the intersections are so close together, the northbound lane may create some traffic conflicts. Particularly at the gas station, we feel there could be conflicts between those exiting the oval and those entering or exiting the gas station. We believe the striping should direct drivers exiting the oval away from this access point with a dedicated outside lane.

**Engenuity Response: the design in this area has been revised to allow for two lanes of traffic in this area, which will keep the existing gas station exit as is.**

Adam Swaney, P.E.

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JENNIFER MALIN, P.S.M.

March 29, 2022

Nadia Di Tommaso,
Community Development Director
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

**Re: 10th Street Oval About Planning and Zoning comments**

Dear Ms. DiTommaso:

Please see below our response to the P&Z comments received on 2/3/22. Thank you.

---

**Planning and Zoning Comments:**

**General Comments**

1. Staff has concern with the one-lane configuration. How is this intended to function? We feel the wide single lane design could lead to situations where people bypass though technically shouldn't do so. Have you explored the feasibility of a two-lane design to remain consistent with the current configuration of the major intersecting roads? We would like to understand the pros and cons.

**Engenuity Response: The one lane configuration was selected in order to provide a safe roundabout that would limit potential conflicts, and be able to fit withing the restricted existing right of way. This was also a configuration that was analyzed during the traffic study phase of this project and was shown to work with the anticipated traffic.**

Thank you for your response. Please simply ensure that this project can sustain the traffic volumes brought on by the additional growth and redevelopment of the 10th Street and Park Avenue corridors.

2. We feel the pavers in the outside edge of the oval about pose a maintenance and use programming issue. We anticipate cars may drive over these features and pedestrians may attempt to use this area as a sidewalk. We believe this area should be materialled in such a way that its intended function cannot be confused. We feel a type D curb may be more appropriate.

**Engenuity Response: The paver area is a typical design element for roundabouts, that allows for large trucks to drive over this area with a mountable curb, for situations in which a truck larger than a WB-40 enters the roundabout. The material can be changed to stamped concrete or other option that the county and Lake Park will accept.**

Staff notes your response. Staff still has concerns with the material selection as it relates to the high probability of being driven over and the ongoing maintenance of these areas. When stakeholder meetings are held, details on the landscape area within the island needs to be discussed for a determination on the landscaping and additional elements included in this area.

3. Landscaping islands in the northwest section appear too close to some of the existing parking areas. Have these landscape areas been analyzed in connection to their impacts on the existing parking.

**Engenuity Response: The landscape areas near existing parking are placed in areas that are currently roadway, so the impact to the existing parking would be minimal. The parking in this area currently does not meet code for driveway**

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engenuity group inc.
ENGINEERS SURVEYORS GIS MAPPERS
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JENNIFER MALIN, P.S.M.

**width. With the addition of landscape in this area and the proposed roadway narrowing, there may be potential to provide a more code compliant parking lot on the private property.**

Staff acknowledges the existing nonconforming parking conditions on adjacent properties along 10th Street. If the proposed plan intends on improving the nonconforming situation as it relates to the parking areas and the required circulation in these parking areas, please provide details on how this will be accomplished. The proposed access to the lots may need adjustment in order to facilitate adequate circulation. Please explore providing additional pavement area behind the angled parking stalls to assist with backing up. We will rely on your review and analysis for the best configuration.

4. Is there a possibility of testing the oval-about concept on a limited-time basis? We feel this may be useful in helping us understand potential end-user behaviors that might not have been anticipated.

**Engenuity Response: It likely would not be able to be tested out in a temporary fashion at the actual location due to the conflicting design elements of the roundabout compared to the existing intersection. However, the design could be laid out to scale at another location such as a large open parking lot, with cones or paint, in order to drive through the roundabout with different vehicles to test maneuverability.**

Response acknowledged. We do not believe testing this configuration at an alternative location would be beneficial or provide for accurate analysis.

5. When is it anticipated that property owners will be engaged on the question of ROW acquisition? We believe they should be involved in the process, if they are not already.

**Engenuity Response: We would recommend engaging the property owners early in the process.**

Staff agrees stakeholder input will be extremely valuable in this process.

6. Because the intersections are so close together, the northbound lane may create some traffic conflicts. Particularly at the gas station, we feel there could be conflicts between those exiting the oval and those entering or exiting the gas station. We believe the striping should direct drivers exiting the oval away from this access point with a dedicated outside lane.

**Engenuity Response: the design in this area has been revised to allow for two lanes of traffic in this area, which will keep the existing gas station exit as is.**

In an effort to provide as much visibility and clearance to the traffic circulation pattern, staff is open to revisiting this discussion during public outreach. The crosswalks continue to be a point of concern and should be analyzed when these meetings are held and we will deter to the design professionals to determine the safest configuration and most appropriate locations for pedestrian crossings.

Adam Swaney, P.E.

O'ROURKE
ENGINEERING & PLANNING

**10th Street and Prosperity Farms Road**
**Intersection Improvements; Selected Alternative**

**Prepared for**
**Town of Lake Park**

**August 28, 2020**

## BACKGROUND

In recent years, operational and safety concerns at the intersection of 10th Street and Prosperity Farms Road led the town to take temporary measures to address those concerns. The Town retained O'Rourke Engineering & Planning to identify alternatives and ultimately recommend a preferred option. Three alternatives were addressed initially, 1) upgrades to the signalized intersection, 2) removal of the signal and replacement by a standard roundabout and 3) removal of the signal and replacement by the oval-a-bout.

After extensive analysis, review by the town staff, the Town Commission and Palm Beach County, the oval about has been selected to take to the next design and funding level. An overview of the selected project is presented herein.

## EXISTING CONDITIONS

The intersection of 10th Street at Prosperity Farms is currently signalized with five legs controlled at the intersection. Bollards on the south leg narrow the leg to one northbound lane for through movements and right turn movements, a left turn lane exists as well. There are several "free flow" movements with directional islands. In an attempt to simplify movements for the drivers, the Northern Drive free flow to Prosperity Farms has been closed.

**Exhibit 1** is an aerial photograph of the intersection as it exists today.

### Turning Movement Volumes

The intersection was counted during the AM and PM peak hours on December 4, 2019. The peak hour turning movement volumes are shown in **Exhibit 2.**

### Level of Service

SIDRA software was used to evaluate the intersection as a signalized intersection. Using the phasing provided by Palm Beach County and applying Highway Capacity Manual 2010

22 SE Seminole Street I Stuart, FL 34994 I 772-781-7918
SEORourke@comcast.net

criteria, the intersection operates at Level of Service D/E. **Exhibit 3** summarizes the LOS by movement. Detailed results and input data are provided in **Attachment A: Intersection Level of Service.**

**Crash Data**

Crash data were obtained from the Palm Beach County Sheriff's office. They identified several crashes/ incidents per year in the area of the intersection. Details of the accident reports were retrieved. **Exhibit 4.1** summarizes the crashes in 2017, 2018 and 2019. In 2017, 11 accidents with 5 involving bodily injuries were recorded. Anecdotally it appears that the modifications to the intersection have reduced the total numbers of crashes. 12 total crashes were recorded by PBSO in 2018 and 2019. One accident involved bodily injury and one involved a bicyclist. **Exhibit 4.2** illustrates the accident locations in 2018 and 2019. It is expected that the oval a bout will reduce confusion and possibly lead to an even further reduction in crashes.

**OVAL- A -BOUT, ELONGATED ROUNDABOUT ALTERNATIVE**

**Exhibit 5** illustrates the elongated roundabout or oval- a- bout alternative. The design removes the signal and controls the conflicting movements by circulating them around the oval after making the right turn only at then entry to the oval. This design provides greater distance between the entering legs which was seen as an advantage to the circular roundabout. The design has to prevent "straight through movements" from occurring in order to allow the minor movements to enter the flow of traffic. This design has been reviewed with Palm Beach County. The County accepted either the round a bout or the oval about option. If the roundabout had been selected, they did require that the separate right turn lane be removed from southbound at Prosperity Farms Road. The Oval about is

**Level of Service - Oval- a- bout**

SIDRA software was applied to determine the level of service of the elongated roundabout or oval -a -bout. The intersection shows an improvement to level of service C. **Exhibit 6** illustrates the LOS by movement.

**R/W map Elongated roundabout, Oval- a- bout**

**Exhibit 7** illustrates the elongated roundabout or oval-a-bout on the same right of way base. It appears that the elongated roundabout will largely fit within the right of way. All of this information is preliminary and survey data and a more refined design will be necessary. However, this comparison indicates that the elongated roundabout may have a clearer path to construction relative to the need for right of way.

**Estimated Costs**

Preliminary cost estimates have been prepared to for Oval A bout. Approximately $478,000 is estimated to construct the elongated roundabout. These costs do not include beautification within the oval. As the design progresses, this estimate can be refined. The City may be able to

undertake some of the tasks such as MOT to reduce the cost. **Exhibit 8** provide the details of the estimate

**Grant Opportunities / Funding Strategies**

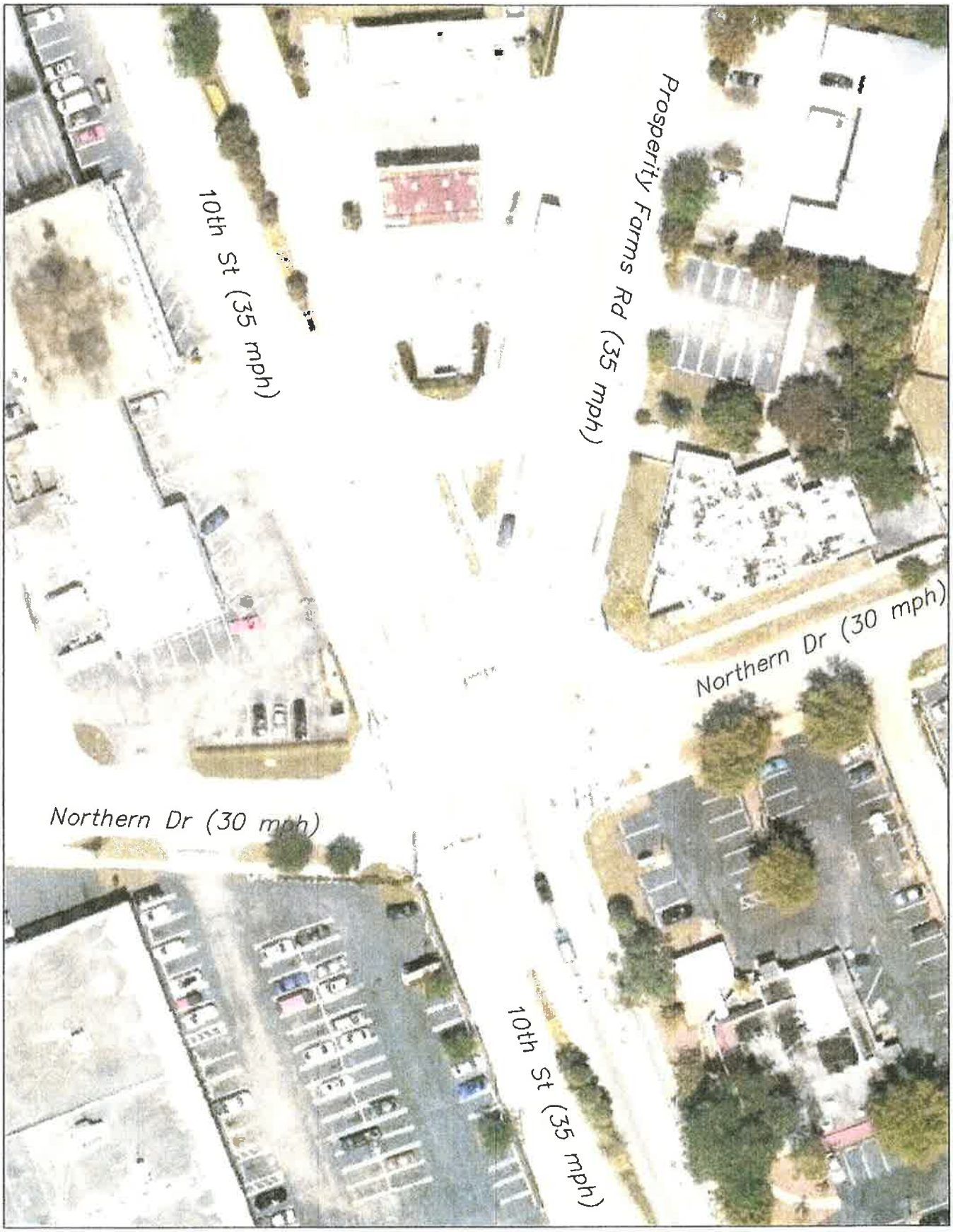
There are two options through the Palm Beach County Transportation Planning Agency (TPA); the local initiative program (LI) and the Alternative Transportation Program. After discussions with Valerie Nelson at TPA, it appears the LI will be the best option to pursue funding. The purpose of the Palm Beach Transportation Planning Agency's (TPA) Local Initiative (LI) Program is to help advance lower-cost, non-regionally significant transportation projects identified by local communities. Funding is available by Fiscal Year. The process and project package are included as **Attachment B**. Additional information will need to be added to the project to be competitive and win support for funding the project. Specifically, pedestrian or bicycle components will need to be enhanced within the preliminary concept. If funded, the project would be added to the Transportation Improvement Program in the next fiscal year, with formal design 2 to 3 years our and constructions 4 to 5 years out.

**NEXT STEPS**

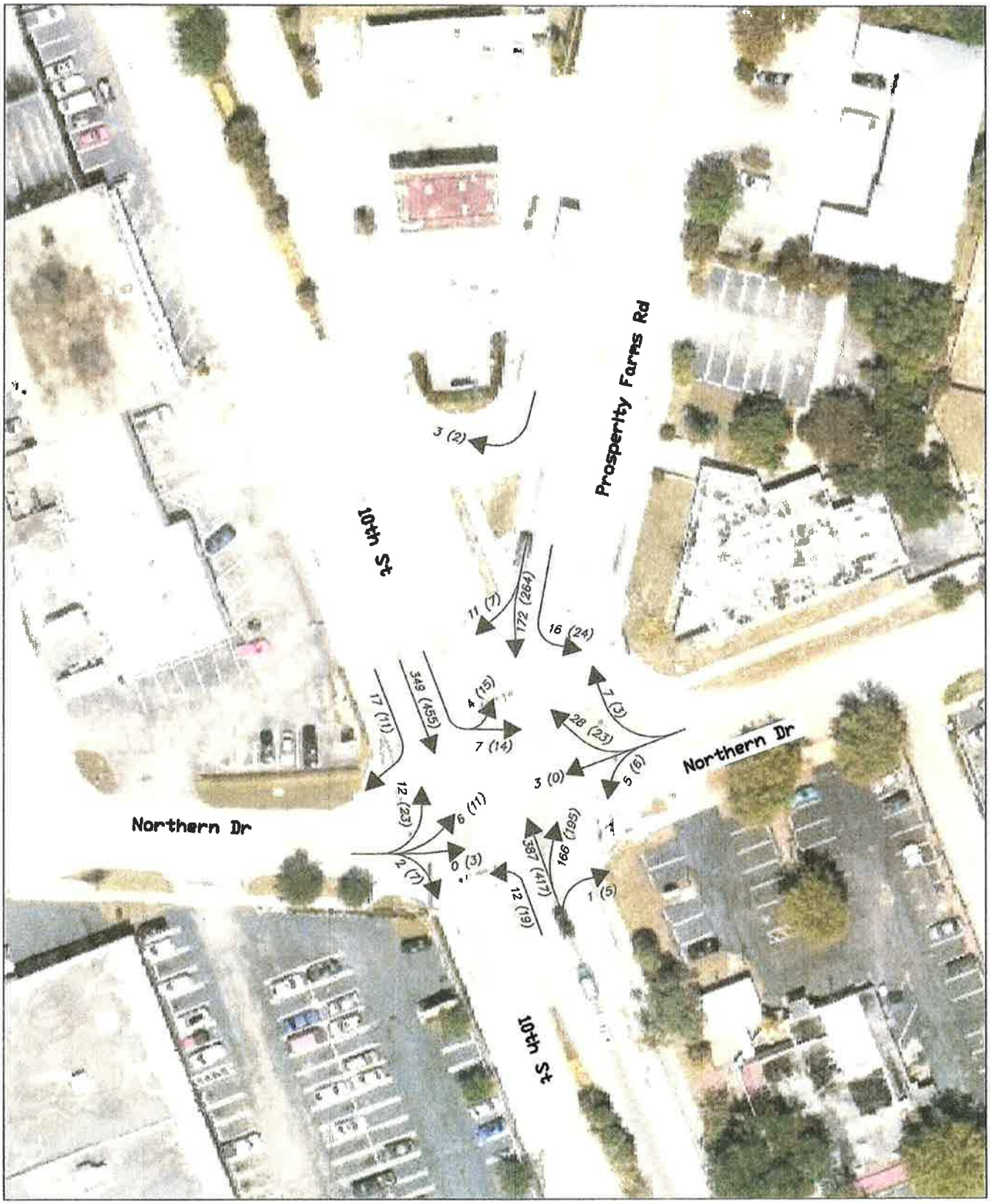
To move the project forward, the Town should have the topographic and boundary survey completed to identify the need for right of way. The town should highlight pedestrian and bicycle features within the plan with regard to the funding criteria identified within the LI funding information. The new funding scoring criteria will be posted likely the end of October 2020. Under the current criteria, I believe the project could score the necessary 25 points. However, additional steps may need to be taken such as community support letters, calculation of fossil fuel savings, identification of non-motorized linkages, income levels and percentage of underserved within the project service area.

The project description and information may need to be augmented to support a competitive grant application. The Town of Lake Park should attend the LI virtual training meeting to occur in November and then proceed to compile the required documents.

We look forward to assisting you as the project advances in the process.




| | | |
|---|---|---|
| O'ROURKE ENGINEERING & PLANNING | Existing Conditions<br>10th St & Prosperity Farms<br>INTERSECTION IMPROVEMENTS | Exhibit 1 |
| JOB#: | DATE: 2.4.2020 | |




| O'ROURKE ENGINEERING & PLANNING | LEGEND<br>XX(XX) = AM(PM) | Exhibit 2<br>Intersection Volumes<br>10th St & Prosperity Farms |
|---|---|---|
| JOB#: | DATE: 11.7.19 | |

Exhibit 3

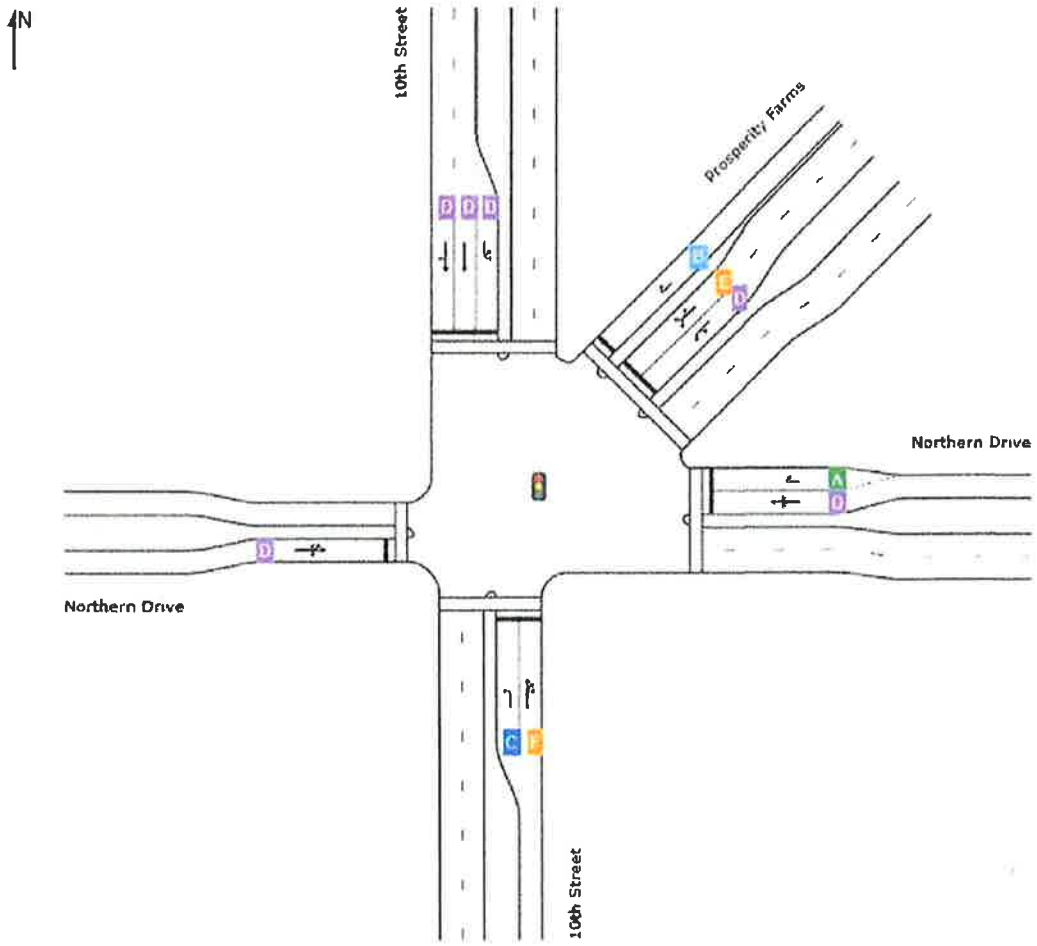
# LANE LEVEL OF SERVICE

**Lane Level of Service**

## Site: LP1 [10th Street and Prosperity and Northern]

10th Street and Prosperity
Site Category: Signalized Alternative
Signals - Pretimed Isolated Cycle Time = 118 seconds (Site User-Given Phase Times)

| | Approaches | | | | | Intersection |
|---|---|---|---|---|---|---|
| | South | East | Northeast | North | West | |
| LOS | E | D | E | D | D | E |




Site Level of Service (LOS) Method: Delay & v/c (HCM 2010). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Lane LOS values are based on average delay and v/c ratio (degree of saturation) per lane.
LOS F will result if v/c > 1 irrespective of lane delay value (does not apply for approaches and intersection).
Intersection and Approach LOS values are based on average delay for all lanes (v/c not used as specified in HCM 2010).
HCM Delay Formula option is used. Control Delay does not include Geometric Delay since Exclude Geometric Delay option applies.

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Organisation: O'ROURKE ENGINEERING & PLANNING | Processed: Thursday, April 16, 2020 1:05:37 PM
Project: C:\Users\Susan\Documents\Projects\Palm Beach County\Lake Park\10th and Prosperity\Signal.1Prosperity.Northern.1.sip8

## EXHIBIT 4.1: CRASH DATA

| Incident # | Report # | ORI_NUM * | Incident Date | SOURCE * | TYPE CODE | TYPE DESCRIPTION | LOCATION | CITY | ZIP |
|---|---|---|---|---|---|---|---|---|---|
| 201800143713 | 19081428 | FL0501900 | 6/12/2019 0:14 | ANI/ALI | 4 | MOTOR VEH CRASH | | LAKE PARK | 33403 |
| 201900852377 | 19119133 | FL0501900 | 9/25/2019 13:06 | ANI/ALI | 4 | MOTOR VEH CRASH | | LAKE PARK | 33403 |
| 201900869862 | 19139522 | FL0501900 | 11/20/2019 11:23 | ANI/ALI | 4 | MOTOR VEH CRASH | | LAKE PARK | 33403 |
| 201901053358 | 18044695 | PBSO | 3/1/2018 9:42 | ANIALI | 4 | MOTOR VEH CRASH | | LAKE PARK | 33403 |
| E1700107353 | 18042441 | PBSO | 2/23/2018 14:56 | ANIALI | 3 | HIT AND RUN | | LAKE PARK | 33403 |
| E1700360214 | 18080225 | PBSO | 5/30/2018 18:06 | ANIALI | 4W | MOTOR VEHICLE CRASH - WITH INJURIES | | LAKE PARK | 33403 |
| E1700365504 | 18049204 | PBSO | 3/12/2018 16:18 | ANIALI | 3 | HIT AND RUN | | LAKE PARK | 33403 |
| E1700390884 | 18090529 | PBSO | 6/26/2018 15:14 | ANIALI | 4 | MOTOR VEH CRASH | | LAKE PARK | 33403 |
| E1701025265 | 18123773 | FL0501900 | 9/19/2018 15:42 | ANI/ALI | 4 | MOTOR VEH CRASH | | LAKE PARK | 33403 |
| E1701025265 | 1814890 | PBSO | 11/26/2018 21:20 | PHONE | 4 | MOTOR VEH CRASH | NORTHERN DR | LAKE PARK | 33403 |
| E1701180968 | 17034027 | PBSO | 2/1/2017 9:11 | PHONE | 4W | MOTOR VEHICLE CRASH - WITH INJURIES | 10TH ST & NORTHERN DR | LAKE PARK | 33403 |
| E1701212181 | 17040342 | PBSO | 2/15/2017 22:47 | ANIALI | 4W | MOTOR VEHICLE CRASH - WITH INJURIES | | LAKE PARK | 33403 |
| E1800182626 | 17060870 | PBSO | 4/5/2017 16:51 | ANIALI | 4 | MOTOR VEH CRASH | | LAKE PARK | 33403 |
| E1800202164 | 17064907 | PBSO | 4/15/2017 11:09 | ANIALI | 4 | MOTOR VEH CRASH | | LAKE PARK | 33403 |
| E1800239747 | 17065536 | PBSO | 4/17/2017 7:51 | ANIALI | 4 | MOTOR VEH CRASH | | LAKE PARK | 33403 |
| E1800399177 | 17068679 | PBSO | 4/24/2017 17:12 | PHONE | 4 | MOTOR VEH CRASH | NORTHERN DR & 10TH ST | LAKE PARK | 33403 |
| E1800498730 | | PBSO | 9/28/2017 8:54 | ANIALI | 4 | MOTOR VEH CRASH | | LAKE PARK | 33403 |
| E1800505712 | 17145742 | PBSO | 10/30/2017 17:46 | ANIALI | 4W | MOTOR VEHICLE CRASH - WITH INJURIES | | LAKE PARK | 33403 |
| E1800597010 | 17145742 | PBSO | 10/30/2017 17:46 | ANIALI | 4W | MOTOR VEHICLE CRASH - WITH INJURIES | | LAKE PARK | 33403 |
| E1800828368 | 17164784 | PBSO | 12/17/2017 21:47 | ANIALI | 4 | MOTOR VEH CRASH | | LAKE PARK | 33403 |
| UNKNOWN | 17168609 | PBSO | 12/28/2017 3:40 | ANIALI | 4W | MOTOR VEHICLE CRASH - WITH INJURIES | | LAKE PARK | 33403 |

Exhibit 4.2

750-020-05
TRAFFIC ENGINEERING
OPERATIONS
10/15

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

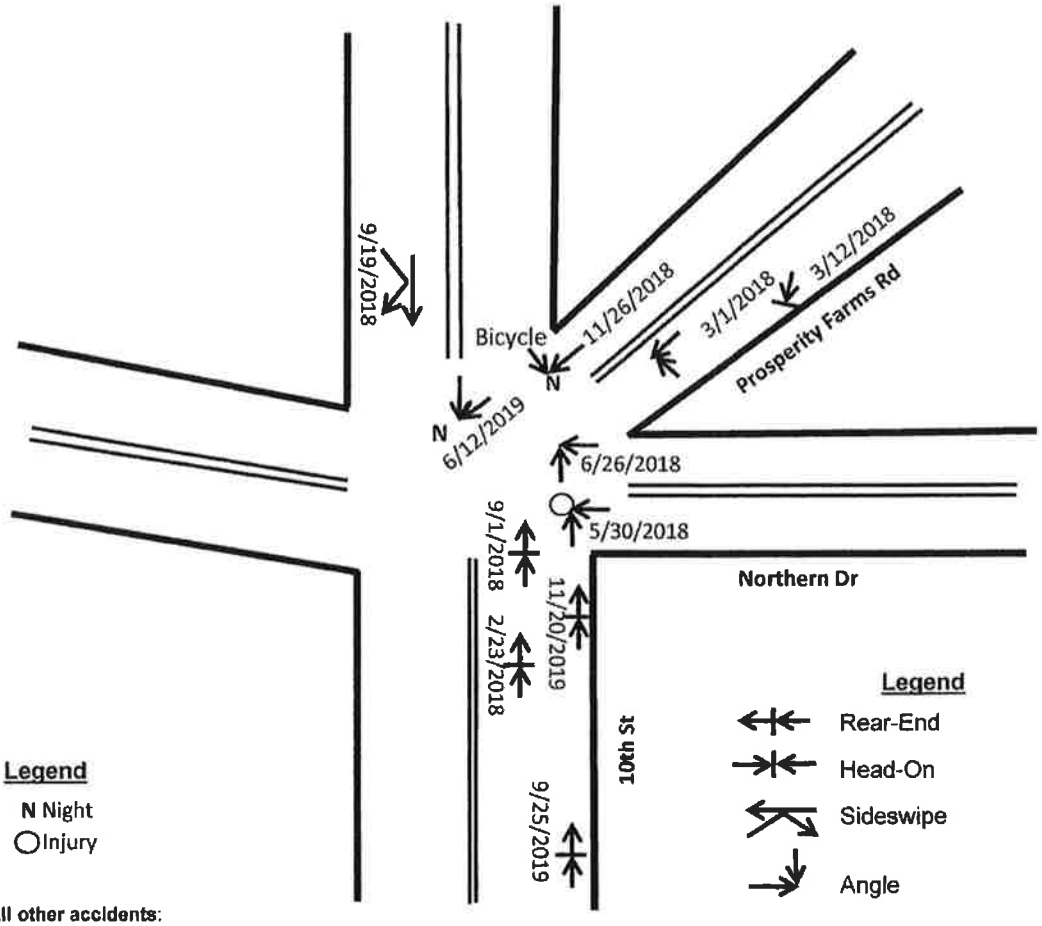
**COLLISION DIAGRAM - INTERSECTION**

| General Analysis Information | | Site Information | |
|---|---|---|---|
| Intersection Number | | | |
| Intersection Name | 10th Street & Prosperity Farms Rd/Northern Drive | Location | |
| Analysis Years | 2018-2019 | Project Number | |

**Notes**

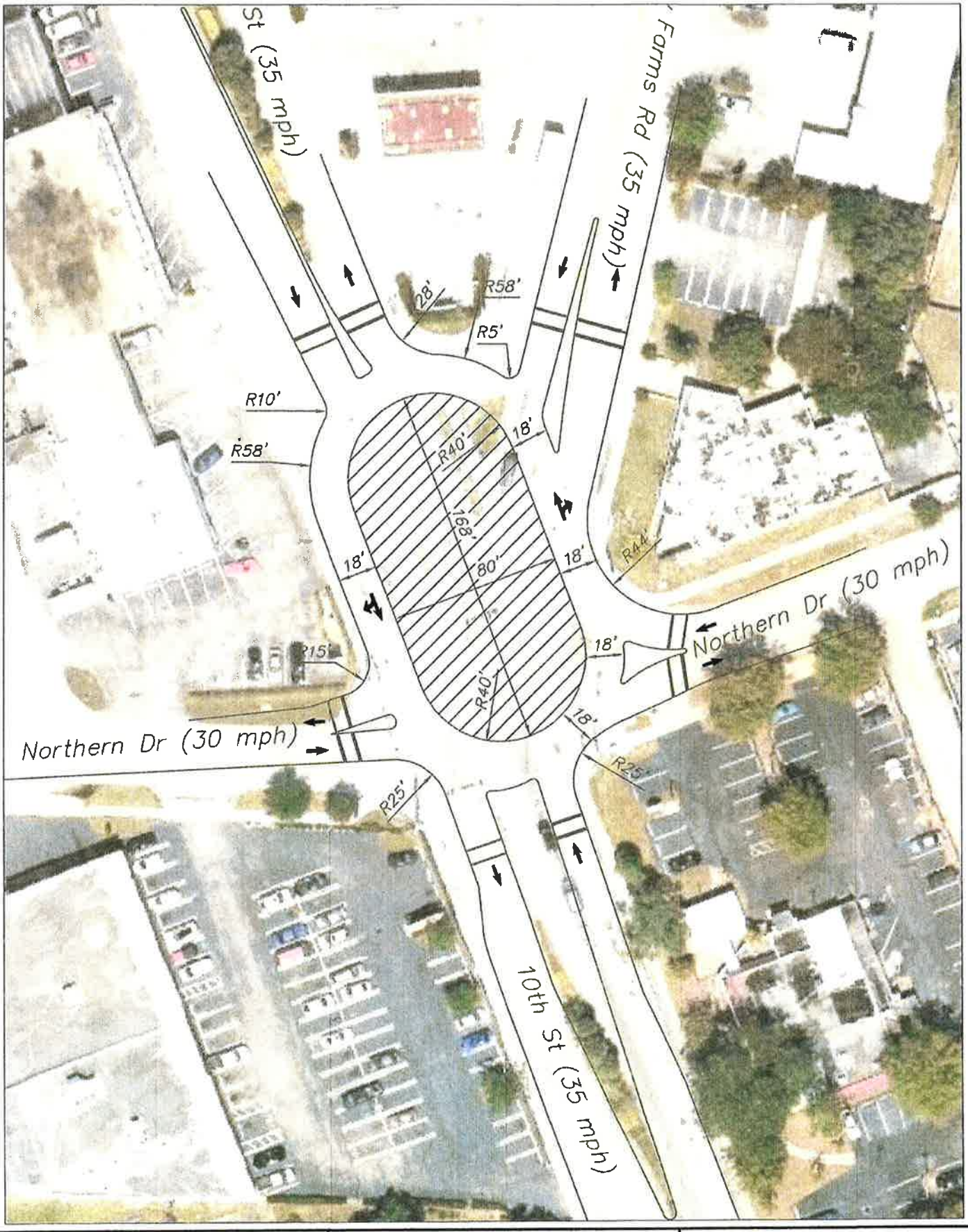
1) Collision Diagram symbology illustrated in Figure 5-4 of Chapter 5 of the Highway Safety Manual should be used.
2) The legend may be used to clarify symbology that identifies total number of crashes, injuries, fatalities, pavement conditions, etc.

**Field Data Collection**




**All other accidents:**
Property damage only,
dry/day

| Total Intersection Crashes per the Crash Summary | |
|---|---|
| Total Crashes Graphed on this Page | 12 |
| *Total Injury Crashes* | 1 |
| *Total Fatal Crashes* | 0 |
| *Total PDO Crashes* | 11 |




| | | |
|---|---|---|
| O'ROURKE ENGINEERING & PLANNING | OVAL-A-BOUT CONCEPT<br>10th St & Prosperity Farms<br>INTERSECTION IMPROVEMENTS | Exhibit 5 |
| JOB#: DATE: 2.26.2020 | | |

Exhibit 6

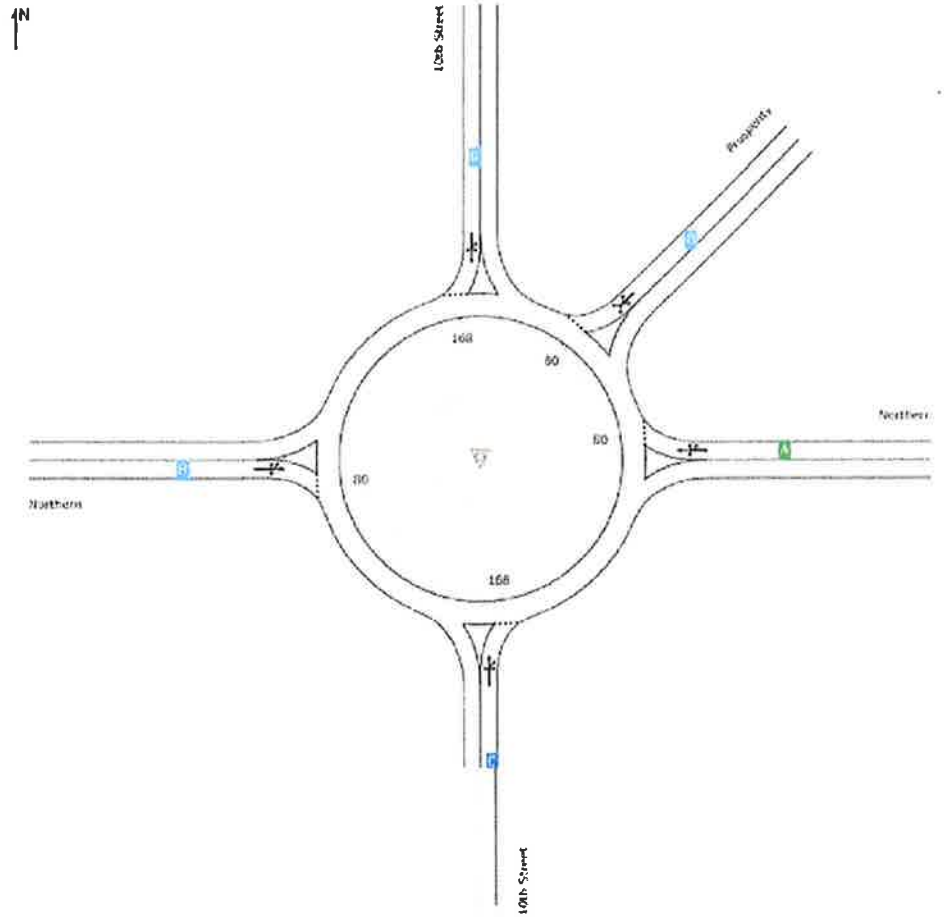
# LANE LEVEL OF SERVICE

Lane Level of Service

## Site: 101 [Prosperity and 10th]

Roundabout
Site Category: (None)
Roundabout

| | Approaches | | | | | Intersection |
|---|---|---|---|---|---|---|
| | South | East | Northeast | North | West | |
| LOS | C | A | B | B | B | C |




Site Level of Service (LOS) Method: Delay & v/c (HCM 6). Site LOS Method is specified in the Parameter Settings dialog (Site tab).
Roundabout LOS Method: Same as Sign Control.
Lane LOS values are based on average delay and v/c ratio (degree of saturation) per lane.
LOS F will result if v/c > 1 irrespective of lane delay value (does not apply for approaches and intersection).
Intersection and Approach LOS values are based on average delay for all lanes (v/c not used as specified in HCM 6).
HCM Delay Formula option is used. Control Delay does not include Geometric Delay since Exclude Geometric Delay option applies.

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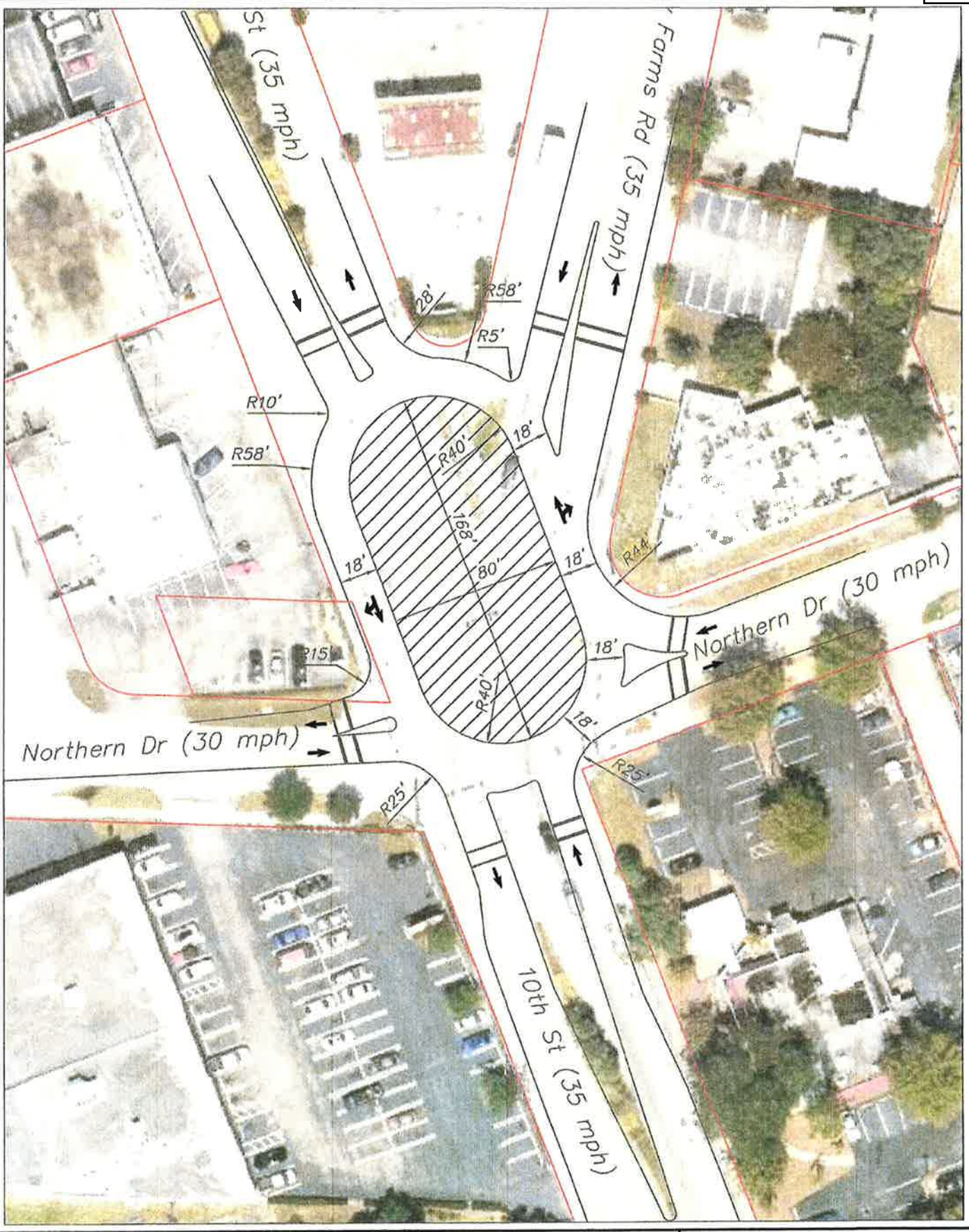
Organisation: O'ROURKE ENGINEERING & PLANNING | Processed: Thursday, April 16, 2020 2:12:35 PM
Project: C:\Users\Susan\Documents\Projects\Palm Beach County\Lake Park\10th and Prosperity\RoundaboutProsp.10th.oval.sip8




| | | |
|---|---|---|
| O'ROURKE ENGINEERING & PLANNING | OVAL-A-BOUT CONCEPT<br>10th St & Prosperity Farms<br>INTERSECTION IMPROVEMENTS | Exhibit 7 |
| JOB#: DATE: 2.26.2020 | | |

**Exhibit 8**

**Preliminary Cost Estimate**

**10th Street & Prosperity Farms Road Intersection and Safety Improvements**

**~~Alternative 2~~ Elongated Roundabout, Oval a bout**

| Pay Item Group | Item | Unit | Qty | Price | Total |
|---|---|---|---|---|---|
| 102 | Mobilization | LS | 1 | $ 23,518 | $ 23,518 |
| 102 | MOT | LS | 1 | $ 45,000 | $ 45,000 |
| 102 | Erosion Control | LS | 1 | $ 12,500 | $ 12,500 |
| 110 | Pavement Removal | Sqft | 4,500 | $ 3 | $ 13,500 |
| 110 | Removal of existing Span Wire and Poles | LS | 1 | $ 25,000 | $ 25,000 |
| 327 | Milling | Syd | 5,500 | $ 6 | $ 31,075 |
| 334 | Pavement Resurfacing 3" | Ton | 890 | $ 131 | $ 116,590 |
| 425 | Drainage piping <30" | Ft | 200 | $ 85 | $ 17,000 |
| 430 | Miscellaneous Drainage Structures | Ea | 6 | $ 4,500 | $ 27,000 |
| 520 | Curb-Roadway | Ft | 2,000 | $ 30 | $ 60,000 |
| 520 | Curb Roundabout | Ft | 300 | $ 30 | $ 9,000 |
| 520 | Curb for Median Islands | Ft | 580 | $ 30 | $ 17,400 |
| 522 | 6" wide 4" thick Sidewalks | Syd | 400 | $ 36 | $ 14,400 |
| 710 | Striping | GM | 1 | $ 3,500 | $ 3,500 |
| | | | | **Subtotal:** | **$ 415,483** |
| | | | | **Contingency (15%)** | **$ 62,322** |
| | | | | **Total:** | **$ 477,805** |
| | | | | | |

*Notes: Quantities are based on conceptual plan only and subject to change based on preliminary design.

# Attachment A
# Intersection Level of Service

# DETAILED OUTPUT

**Site: 101 [Prosperity and 10th]**

Roundabout
Site Category: (None)
Roundabout

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## Roundabouts

Roundabout Basic Parameters
Site: Prosperity and 10th

Site ID: 101
Roundabout

| Central Island Diam ft | Circ Width ft | Insc Diam. ft | Entry Radius ft | Entry Angle deg | Circ Lanes | Entry Lanes | Av.Entry Lane Width ft | App Dist ft | Prop Queued Upstr Signal | Extra Bunching % |
|---|---|---|---|---|---|---|---|---|---|---|
| **South: 10th Street** | | | | | | | | | | |
| 168.0* | 18.0* | 204.0* | 65.0* | 90.0* | 1 | 1 | 13.00* | 1600 | NA | 0.0N |
| **East: Northern** | | | | | | | | | | |
| 80.0* | 18.0* | 116.0* | 65.0* | 90.0* | 1 | 1 | 13.00* | 1600 | NA | 0.0N |
| **NorthEast: Prosperity** | | | | | | | | | | |
| 80.0* | 18.0* | 116.0* | 65.0* | 45.0* | 1 | 1 | 13.00* | 1600 | NA | 0.0N |
| **North: 10th Street** | | | | | | | | | | |
| 168.0* | 18.0* | 204.0* | 65.0* | 90.0* | 1 | 1 | 13.00* | 1600 | NA | 0.0N |
| **West: Northern** | | | | | | | | | | |
| 80.0* | 18.0* | 116.0* | 65.0* | 45.0* | 1 | 1 | 13.00* | 1600 | NA | 0.0N |

Roundabout Capacity Model: US HCM 2010
* These parameters do not affect estimated capacity values in the HCM 2010 Capacity Model.
NA Not Applicable (single Site analysis or unconnected Site in Network analysis).
N Program option resulted in zero value (single Site analysis or unconnected Site in Network analysis).

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Roundabout Circulating / Exiting Stream Parameters
Site: Prosperity and 10th

Site ID: 101
Roundabout

| Dest | Turn | Lane No. | Lane Type | Opng Flow veh/h | HVE pcu/ veh | Adj. Flow pcu/h | %Near Lane Only | %Exit Flow Incl. | Cap. Const. Effect | O-D Factor | Aver Speed mph | In-Bunch Headway sec | Prop. Bunched |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **South: 10th Street** | | | | | | | | | | | | | |
| W | L2 | 1 | Dominant | 205 | 1.03 | 212 | 0.0 | 0.0 | N | - | 16.3 | 0.00 | 0.000 |
| N | T1 | 1 | Dominant | 205 | 1.03 | 212 | 0.0 | 0.0 | N | - | 16.3 | 0.00 | 0.000 |
| NE | R1 | 1 | Dominant | 205 | 1.03 | 212 | 0.0 | 0.0 | N | - | 16.3 | 0.00 | 0.000 |
| E | R2 | 1 | Dominant | 205 | 1.03 | 212 | 0.0 | 0.0 | N | - | 16.3 | 0.00 | 0.000 |

| | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| East: Northern | | | | | | | | | | | | |
| S | L2 | 1 | Dominant | 847 | 1.03 | 872 | 0.0 | 0.0 | N | - | 24.0 | 0.00 | 0.000 |
| W | T1 | 1 | Dominant | 847 | 1.03 | 872 | 0.0 | 0.0 | N | - | 24.0 | 0.00 | 0.000 |
| N | R2 | 1 | Dominant | 847 | 1.03 | 872 | 0.0 | 0.0 | N | - | 24.0 | 0.00 | 0.000 |
| NE | R3 | 1 | Dominant | 847 | 1.03 | 872 | 0.0 | 0.0 | N | - | 24.0 | 0.00 | 0.000 |
| NorthEast: Prosperity | | | | | | | | | | | | |
| E | L3 | 1 | Dominant | 529 | 1.03 | 545 | 0.0 | 0.0 | N | - | 24.5 | 0.00 | 0.000 |
| S | L1 | 1 | Dominant | 529 | 1.03 | 545 | 0.0 | 0.0 | N | - | 24.5 | 0.00 | 0.000 |
| W | R1 | 1 | Dominant | 529 | 1.03 | 545 | 0.0 | 0.0 | N | - | 24.5 | 0.00 | 0.000 |
| N | R3 | 1 | Dominant | 529 | 1.03 | 545 | 0.0 | 0.0 | N | - | 24.5 | 0.00 | 0.000 |
| North: 10th Street | | | | | | | | | | | | |
| NE | L3 | 1 | Dominant | 248 | 1.03 | 255 | 0.0 | 0.0 | N | - | 16.5 | 0.00 | 0.000 |
| E | L2 | 1 | Dominant | 248 | 1.03 | 255 | 0.0 | 0.0 | N | - | 16.5 | 0.00 | 0.000 |
| S | T1 | 1 | Dominant | 248 | 1.03 | 255 | 0.0 | 0.0 | N | - | 16.5 | 0.00 | 0.000 |
| W | R2 | 1 | Dominant | 248 | 1.03 | 255 | 0.0 | 0.0 | N | - | 16.5 | 0.00 | 0.000 |
| West: Northern | | | | | | | | | | | | |
| N | L2 | 1 | Dominant | 745 | 1.03 | 767 | 0.0 | 0.0 | N | - | 23.5 | 0.00 | 0.000 |
| NE | L1 | 1 | Dominant | 745 | 1.03 | 767 | 0.0 | 0.0 | N | - | 23.5 | 0.00 | 0.000 |
| E | T1 | 1 | Dominant | 745 | 1.03 | 767 | 0.0 | 0.0 | N | - | 23.5 | 0.00 | 0.000 |
| S | R2 | 1 | Dominant | 745 | 1.03 | 767 | 0.0 | 0.0 | N | - | 23.5 | 0.00 | 0.000 |

Roundabout Capacity Model: US HCM 2010

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## Roundabout Gap Acceptance Parameters
Site: Prosperity and 10th

Site ID: 101
Roundabout

| Dest | Turn | Lane No. | Lane Type | In-Bunch Headway sec | Prop. Bunched | Priority Sharing | RVE for Entry | Critical Gap Headway sec | Critical Gap Dist ft | Follow-up Headway sec |
|---|---|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | | | |
| Model Calibration Factor (HCM 2010): 1.00 | | | | | | | | | | |
| Entry/Circ. Flow Adjustment (HCM 2010): None | | | | | | | | | | |
| W | L2 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 124.4 | 3.19 |
| N | T1 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 124.4 | 3.19 |
| NE | R1 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 124.4 | 3.19 |
| E | R2 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 124.4 | 3.19 |
| East: Northern | | | | | | | | | | |
| Model Calibration Factor (HCM 2010): 1.00 | | | | | | | | | | |
| Entry/Circ. Flow Adjustment (HCM 2010): None | | | | | | | | | | |
| S | L2 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 183.1 | 3.19 |
| W | T1 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 183.1 | 3.19 |
| N | R2 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 183.1 | 3.19 |
| NE | R3 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 183.1 | 3.19 |
| NorthEast: Prosperity | | | | | | | | | | |
| Model Calibration Factor (HCM 2010): 1.00 | | | | | | | | | | |
| Entry/Circ. Flow Adjustment (HCM 2010): None | | | | | | | | | | |
| E | L3 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 186.6 | 3.19 |
| S | L1 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 186.6 | 3.19 |
| W | R1 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 186.6 | 3.19 |
| N | R3 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 186.6 | 3.19 |
| North: 10th Street | | | | | | | | | | |
| Model Calibration Factor (HCM 2010): 1.00 | | | | | | | | | | |
| Entry/Circ. Flow Adjustment (HCM 2010): None | | | | | | | | | | |
| NE | L3 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 125.4 | 3.19 |
| E | L2 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 125.4 | 3.19 |
| S | T1 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 125.4 | 3.19 |
| W | R2 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 125.4 | 3.19 |
| West: Northern | | | | | | | | | | |
| Model Calibration Factor (HCM 2010): 1.00 | | | | | | | | | | |
| Entry/Circ. Flow Adjustment (HCM 2010): None | | | | | | | | | | |
| N | L2 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 179.1 | 3.19 |
| NE | L1 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 179.1 | 3.19 |
| E | T1 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 179.1 | 3.19 |
| S | R2 | 1 | Dominant | 0.00 | 0.000 | N | 1.03 | 5.19 | 179.1 | 3.19 |

Roundabout Capacity Model: US HCM 2010

Dist (Distance): Spacing, i.e. distance between the front ends of two successive vehicles across all lanes in the circulating or exiting stream

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## Roundabout Flow Rates
Site: Prosperity and 10th

Site ID: 101
Roundabout

CIRCULATING LANE FLOW RATES

| Lane | Circulating Flow Rate |
|---|---|

| No. | veh/h | pcu/h | Percent |
|---|---|---|---|
| South: 10th Street | | | |
| 1 | 205 | 212 | 100.0% |
| Total | 205 | 212 | |
| East: Northern | | | |
| 1 | 847 | 872 | 100.0% |
| Total | 847 | 872 | |
| NorthEast: Prosperity | | | |
| 1 | 529 | 545 | 100.0% |
| Total | 529 | 545 | |
| North: 10th Street | | | |
| 1 | 248 | 255 | 100.0% |
| Total | 248 | 255 | |
| West: Northern | | | |
| 1 | 745 | 767 | 100.0% |
| Total | 745 | 767 | |

The US HCM 2010 roundabout capacity model option is in use.
This model considers only the total circulating flow and not the flow rates in individual circulating lanes. To model the effects of flow distribution in circulating lanes on the entry capacity results, you should use the SIDRA Standard roundabout capacity model.

APPROACH LANE FLOW RATES

| Lane No. | Approach Flows (veh/h) Out | To Downst | Total |
|---|---|---|---|
| South: 10th Street | | | |
| 1 | 5 | 686 | 691 |
| Total | 5 | 686 | 691 |
| East: Northern | | | |
| 1 | 3 | 32 | 35 |
| Total | 3 | 32 | 35 |
| NorthEast: Prosperity | | | |
| 1 | 1 | 221 | 222 |
| Total | 1 | 221 | 222 |
| North: 10th Street | | | |
| 1 | 12 | 526 | 538 |
| Total | 12 | 526 | 538 |
| West: Northern | | | |
| 1 | 8 | 147 | 155 |
| Total | 8 | 147 | 155 |

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## Movements

Intersection Negotiation and Travel Data
Site: Prosperity and 10th

Site ID: 101
Roundabout

TRAVEL SPEED, TRAVEL DISTANCE AND TRAVEL TIME

| From Approach | To Exit | Turn | Running Speed mph | Travel Speed mph | Travel Distance ft | Travel Time s | Total Travel Distance Dem Flows veh-mi/h | Arv Flows veh-mi/h | Tot.Trav. Time veh-h/h |
|---|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | | |
| | West | L2 | 29.4 | 25.8 | 3336.4# | 88.1# | 13.0 | 13.0 | 0.5 |
| | North | T1 | 30.3 | 26.5 | 3336.4# | 85.8# | 286.4 | 286.4 | 10.8 |
| | NorthEast | R1 | 30.1 | 26.4 | 3336.4# | 86.1# | 133.9 | 133.9 | 5.1 |
| | East | R2 | 28.1 | 24.8 | 3336.4# | 91.6# | 3.4 | 3.4 | 0.1 |
| East: Northern | | | | | | | | | |
| | South | L2 | 29.4 | 27.1 | 3275.4# | 82.5# | 3.4 | 3.4 | 0.1 |
| | West | T1 | 29.0 | 26.8 | 3275.4# | 83.4# | 0.7 | 0.7 | 0.0 |
| | North | R2 | 29.6 | 27.3 | 3275.4# | 81.7# | 15.5 | 15.5 | 0.6 |
| | NorthEast | R3 | 27.8 | 25.7 | 3275.4# | 86.8# | 2.0 | 2.0 | 0.1 |
| NorthEast: Prosperity | | | | | | | | | |
| | East | L3 | 28.9 | 26.5 | 3406.4# | 87.5# | 16.8 | 16.8 | 0.6 |
| | South | L1 | 29.2 | 26.8 | 3406.4# | 86.7# | 120.6 | 120.6 | 4.5 |
| | West | R1 | 27.6 | 25.5 | 3406.4# | 91.2# | 4.9 | 4.9 | 0.2 |
| | North | R3 | 28.1 | 25.9 | 3406.4# | 89.7# | 0.7 | 0.7 | 0.0 |
| North: 10th Street | | | | | | | | | |
| | NorthEast | L3 | 31.1 | 28.1 | 3362.6# | 81.5# | 10.4 | 10.4 | 0.4 |
| | East | L2 | 30.9 | 27.9 | 3362.6# | 82.0# | 9.7 | 9.7 | 0.3 |
| | South | T1 | 31.8 | 28.7 | 3362.6# | 80.0# | 315.0 | 315.0 | 11.0 |
| | West | R2 | 29.3 | 26.6 | 3362.6# | 86.3# | 7.6 | 7.6 | 0.3 |
| West: Northern | | | | | | | | | |
| | North | L2 | 29.4 | 26.6 | 3391.5# | 87.0# | 15.4 | 15.4 | 0.6 |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | NorthEast | L1 | 29.1 | 26.4 | 3391.5# | 87.6# | * 77.5 | 77.5 | 2.9 |
| | East | T1 | 29.4 | 26.6 | 3391.5# | 86.9# | 2.1 | 2.1 | 0.1 |
| | South | R2 | 26.8 | 24.5 | 3391.5# | 94.5# | 4.9 | 4.9 | 0.2 |
| ALL VEHICLES: | | | 30.4 | 27.1 | 3358.4# | 84.3# | 1044.0 | 1044.0 | 38.5 |

"Running Speed" is the average speed excluding stopped periods.

Travel Time values include cruise times and intersection delays including acceleration, deceleration and idling delays.

# Travel Distance and Travel Time values include travel on the External Exit section based on the Exit Distance or user-specified Downstream Distance value as applicable.

INTERSECTION NEGOTIATION DATA

| From Approach | To Exit | Turn | Negn Radius ft | Negn Speed mph | Negn Dist ft | App Dist ft | Exit Dist ft | Downstr Dist ft |
|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | |
| | West | L2 | 69.2 | 16.6 | 271.7 | 1600 | 488 | NA |
| | North | T1 | 219.1 | 25.7 | 140.3 | 1600 | 488 | NA |
| | NorthEast | R1 | 254.4 | 27.2 | 116.3 | 1600 | 488 | NA |
| | East | R2 | 202.1 | 25.0 | 78.6 | 1600 | 488 | NA |
| East: Northern | | | | | | | | |
| | South | L2 | 58.2 | 15.6 | 228.6 | 1600 | 488 | NA |
| | West | T1 | 219.1 | 25.7 | 140.3 | 1600 | 488 | NA |
| | North | R2 | 95.9 | 18.8 | 44.8 | 1600 | 488 | NA |
| | NorthEast | R3 | 58.2 | 16.5 | 32.8 | 1600 | 488 | NA |
| NorthEast: Prosperity | | | | | | | | |
| | East | L3 | 69.2 | 16.6 | 326.1 | 1600 | 488 | NA |
| | South | L1 | 61.9 | 15.9 | 194.4 | 1600 | 488 | NA |
| | West | R1 | 254.4 | 27.2 | 116.3 | 1600 | 488 | NA |
| | North | R3 | 58.2 | 16.5 | 32.8 | 1600 | 488 | NA |
| North: 10th Street | | | | | | | | |
| | NorthEast | L3 | 69.2 | 16.6 | 326.1 | 1600 | 488 | NA |
| | East | L2 | 76.5 | 17.3 | 300.5 | 1600 | 488 | NA |
| | South | T1 | 254.4 | 27.2 | 155.0 | 1600 | 488 | NA |
| | West | R2 | 202.1 | 25.0 | 78.6 | 1600 | 488 | NA |
| West: Northern | | | | | | | | |
| | North | L2 | 58.2 | 15.6 | 228.6 | 1600 | 488 | NA |
| | NorthEast | L1 | 61.9 | 15.9 | 194.4 | 1600 | 488 | NA |
| | East | T1 | 254.4 | 27.2 | 155.0 | 1600 | 488 | NA |
| | South | R2 | 95.9 | 18.8 | 44.8 | 1600 | 488 | NA |

Maximum Negotiation (Design) Speed = 30.0 mph

NA Downstream Distance does not apply if:
- Exit is an internal leg of a network
- "Program" option was specified
- Distance specified was less than the Exit Negotiation Distance
- Distance specified was greater than the exit leg length

MOVEMENT SPEEDS AND GEOMETRIC DELAY

| Mov ID | Turn | App. Speeds Cruise mph | App. Speeds Negn mph | Exit Speeds Negn mph | Exit Speeds Cruise mph | Queue Movs-up Speed mph | Geom Delay sec |
|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | |
| 3 | L2 | 35.0 | 16.6 | 16.6 | 30.0 | 26.2 | 0.0 |
| 8 | T1 | 35.0 | 25.7 | 25.7 | 35.0 | 26.2 | 0.0 |
| 18a | R1 | 35.0 | 27.2 | 27.2 | 35.0 | 26.2 | 0.0 |
| 18 | R2 | 35.0 | 25.0 | 25.0 | 30.0 | 26.2 | 0.0 |
| East: Northern | | | | | | | |
| 1 | L2 | 30.0 | 15.6 | 15.6 | 30.0 | 14.5 | 0.0 |
| 6 | T1 | 30.0 | 25.7 | 25.7 | 30.0 | 14.5 | 0.0 |
| 16 | R2 | 30.0 | 18.8 | 18.8 | 35.0 | 14.5 | 0.0 |
| 16b | R3 | 30.0 | 16.5 | 16.5 | 30.0 | 14.5 | 0.0 |
| NorthEast: Prosperity | | | | | | | |
| 1bx | L3 | 30.0 | 16.6 | 16.6 | 30.0 | 17.4 | 0.0 |
| 1ax | L1 | 30.0 | 15.9 | 15.9 | 35.0 | 17.4 | 0.0 |
| 16ax | R1 | 35.0 | 27.2 | 27.2 | 30.0 | 17.4 | 0.0 |
| 16bx | R3 | 35.0 | 16.5 | 16.5 | 35.0 | 17.4 | 0.0 |
| North: 10th Street | | | | | | | |
| 7b | L3 | 30.0 | 16.6 | 16.6 | 30.0 | 24.1 | 0.0 |
| 7 | L2 | 30.0 | 17.3 | 17.3 | 30.0 | 24.1 | 0.0 |
| 4 | T1 | 35.0 | 27.2 | 27.2 | 35.0 | 24.1 | 0.0 |
| 14 | R2 | 35.0 | 25.0 | 25.0 | 30.0 | 24.1 | 0.0 |
| West: Northern | | | | | | | |
| 5 | L2 | 30.0 | 15.6 | 15.6 | 35.0 | 15.2 | 0.0 |
| 5a | L1 | 30.0 | 15.9 | 15.9 | 35.0 | 15.2 | 0.0 |
| 2 | T1 | 30.0 | 27.2 | 27.2 | 35.0 | 15.2 | 0.0 |
| 12 | R2 | 30.0 | 18.8 | 18.8 | 30.0 | 15.2 | 0.0 |

HCM Delay Formula option used: Geometric Delay is not included in Control Delay.

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Movement Capacity and Performance Parameters
Site: Prosperity and 10th

Site ID: 101
Roundabout

MOVEMENT CAPACITY PARAMETERS

| Mov ID | Turn | Mov Cl. | Arv Flow veh/h | Opng Flow veh/h | Movement Adjust. Flow pcu/h | Total Cap. veh/h | Prac. Deg. Satn xp | Prac. Spare Cap. % | Deg. Satn x |
|---|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | | |
| 3 | L2 | # | 21 | 205 | 212 | 27 | 0.85 | 9 | 0.779* |
| 8 | T1 | # | 453 | 205 | 212 | 582 | 0.85 | 9 | 0.779* |
| 18a | R1 | # | 212 | 205 | 212 | 272 | 0.85 | 9 | 0.779* |
| 18 | R2 | # | 5 | 205 | 212 | 7 | 0.85 | 9 | 0.779* |
| East: Northern | | | | | | | | | |
| 1 | L2 | # | 5 | 847 | 872 | 72 | 0.85 | 1021 | 0.076 |
| 6 | T1 | # | 1 | 847 | 872 | 14 | 0.85 | 1021 | 0.076 |
| 16 | R2 | # | 25 | 847 | 872 | 330 | 0.85 | 1021 | 0.076 |
| 16b | R3 | # | 3 | 847 | 872 | 43 | 0.85 | 1021 | 0.076 |
| NorthEast: Prosperity | | | | | | | | | |
| 1bx | L3 | # | 26 | 529 | 545 | 75 | 0.85 | 144 | 0.349 |
| 1ax | L1 | # | 187 | 529 | 545 | 536 | 0.85 | 144 | 0.349 |
| 16ax | R1 | # | 8 | 529 | 545 | 22 | 0.85 | 144 | 0.349 |
| 16bx | R3 | # | 1 | 529 | 545 | 3 | 0.85 | 144 | 0.349 |
| North: 10th Street | | | | | | | | | |
| 7b | L3 | # | 16 | 248 | 255 | 26 | 0.85 | 34 | 0.633 |
| 7 | L2 | # | 15 | 248 | 255 | 24 | 0.85 | 34 | 0.633 |
| 4 | T1 | # | 495 | 248 | 255 | 781 | 0.85 | 34 | 0.633 |
| 14 | R2 | # | 12 | 248 | 255 | 19 | 0.85 | 34 | 0.633 |
| West: Northern | | | | | | | | | |
| 5 | L2 | # | 24 | 745 | 767 | 78 | 0.85 | 179 | 0.305 |
| 5a | L1 | # | 121 | 745 | 767 | 396 | 0.85 | 179 | 0.305 |
| 2 | T1 | # | 3 | 745 | 767 | 11 | 0.85 | 179 | 0.305 |
| 12 | R2 | # | 8 | 745 | 767 | 25 | 0.85 | 179 | 0.305 |

* Maximum degree of saturation
\# Combined Movement Capacity parameters are shown for all Movement Classes.

MOVEMENT PERFORMANCE

| Mov ID | Turn | Total Delay (veh-h/h) | Total Delay (pers-h/h) | Aver. Delay (sec) | Eff. Stop Rate | Total Stops | Perf. Index | Tot.Trav. Distance (veh-mi/h) | Tot.Trav. Time (veh-h/h) | Aver. Speed (mph) |
|---|---|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | | | |
| 3 | L2 | 0.12 | 0.14 | 20.6 | 1.03 | 21.2 | 13.68 | 13.0 | 0.5 | 25.8 |
| 8 | T1 | 2.59 | 3.11 | 20.6 | 1.03 | 464.9 | 26.43 | 286.4 | 10.8 | 26.5 |
| 18a | R1 | 1.21 | 1.46 | 20.6 | 1.03 | 217.4 | 19.31 | 133.9 | 5.1 | 26.4 |
| 18 | R2 | 0.03 | 0.04 | 20.6 | 1.03 | 5.6 | 13.23 | 3.4 | 0.1 | 24.8 |
| East: Northern | | | | | | | | | | |
| 1 | L2 | 0.01 | 0.02 | 8.9 | 0.60 | 3.3 | 0.33 | 3.4 | 0.1 | 27.1 |
| 6 | T1 | 0.00 | 0.00 | 8.9 | 0.60 | 0.7 | 0.22 | 0.7 | 0.0 | 26.8 |
| 16 | R2 | 0.06 | 0.07 | 8.9 | 0.60 | 15.0 | 0.85 | 15.5 | 0.6 | 27.3 |
| 16b | R3 | 0.01 | 0.01 | 8.9 | 0.60 | 2.0 | 0.28 | 2.0 | 0.1 | 25.7 |
| NorthEast: Prosperity | | | | | | | | | | |
| 1bx | L3 | 0.08 | 0.09 | 10.4 | 0.62 | 16.3 | 1.89 | 16.8 | 0.6 | 26.5 |
| 1ax | L1 | 0.54 | 0.65 | 10.4 | 0.62 | 116.5 | 6.38 | 120.6 | 4.5 | 26.8 |
| 16ax | R1 | 0.02 | 0.03 | 10.4 | 0.62 | 4.7 | 1.36 | 4.9 | 0.2 | 25.5 |
| 16bx | R3 | 0.00 | 0.00 | 10.4 | 0.62 | 0.7 | 1.20 | 0.7 | 0.0 | 25.9 |
| North: 10th Street | | | | | | | | | | |
| 7b | L3 | 0.07 | 0.08 | 14.4 | 0.73 | 11.9 | 6.01 | 10.4 | 0.4 | 28.1 |
| 7 | L2 | 0.06 | 0.07 | 14.4 | 0.73 | 11.1 | 5.98 | 9.7 | 0.3 | 27.9 |
| 4 | T1 | 1.98 | 2.38 | 14.4 | 0.73 | 362.0 | 18.52 | 315.0 | 11.0 | 28.7 |
| 14 | R2 | 0.05 | 0.06 | 14.4 | 0.73 | 8.8 | 5.85 | 7.6 | 0.3 | 26.6 |
| West: Northern | | | | | | | | | | |
| 5 | L2 | 0.08 | 0.09 | 11.7 | 0.66 | 15.9 | 1.60 | 15.4 | 0.6 | 26.6 |
| 5a | L1 | 0.39 | 0.47 | 11.7 | 0.66 | 80.1 | 4.34 | 77.5 | 2.9 | 26.4 |
| 2 | T1 | 0.01 | 0.01 | 11.7 | 0.66 | 2.2 | 1.01 | 2.1 | 0.1 | 26.6 |
| 12 | R2 | 0.02 | 0.03 | 11.7 | 0.66 | 5.1 | 1.13 | 4.9 | 0.2 | 24.5 |

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Fuel Consumption, Emissions and Cost
Site: Prosperity and 10th

Site ID: 101
Roundabout

FUEL CONSUMPTION, EMISSIONS AND COST (TOTAL)

| Mov ID | Turn | Cost Total $/h | Fuel Total gal/h | CO2 Total kg/h | CO Total kg/h | HC Total kg/h | NOX Total kg/h |
|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | |
| 3 | L2 | 6.75 | 0.5 | 4.7 | 0.00 | 0.000 | 0.007 |
| 8 | T1 | 147.25 | 11.5 | 103.3 | 0.10 | 0.009 | 0.149 |
| 18a | R1 | 68.86 | 5.4 | 48.3 | 0.05 | 0.004 | 0.070 |
| 18 | R2 | 1.78 | 0.1 | 1.2 | 0.00 | 0.000 | 0.002 |
| | | 224.64 | 17.6 | 157.6 | 0.15 | 0.013 | 0.228 |
| East: Northern | | | | | | | |
| 1 | L2 | 1.65 | 0.1 | 1.2 | 0.00 | 0.000 | 0.002 |
| 6 | T1 | 0.33 | 0.0 | 0.2 | 0.00 | 0.000 | 0.000 |
| 16 | R2 | 7.56 | 0.6 | 5.4 | 0.00 | 0.000 | 0.008 |
| 16b | R3 | 0.99 | 0.1 | 0.7 | 0.00 | 0.000 | 0.001 |
| | | 10.53 | 0.8 | 7.6 | 0.01 | 0.001 | 0.011 |
| NorthEast: Prosperity | | | | | | | |
| 1bx | L3 | 9.50 | 0.7 | 6.5 | 0.01 | 0.000 | 0.009 |
| 1ax | L1 | 67.70 | 5.1 | 46.0 | 0.04 | 0.004 | 0.064 |
| 16ax | R1 | 2.77 | 0.2 | 1.9 | 0.00 | 0.000 | 0.003 |
| 16bx | R3 | 0.39 | 0.0 | 0.3 | 0.00 | 0.000 | 0.000 |
| | | 80.36 | 6.1 | 54.6 | 0.05 | 0.004 | 0.076 |
| North: 10th Street | | | | | | | |
| 7b | L3 | 4.83 | 0.4 | 3.5 | 0.00 | 0.000 | 0.005 |
| 7 | L2 | 4.51 | 0.4 | 3.3 | 0.00 | 0.000 | 0.005 |
| 4 | T1 | 145.46 | 11.8 | 106.1 | 0.10 | 0.008 | 0.149 |
| 14 | R2 | 3.54 | 0.3 | 2.6 | 0.00 | 0.000 | 0.004 |
| | | 158.33 | 12.9 | 115.6 | 0.11 | 0.009 | 0.163 |
| West: Northern | | | | | | | |
| 5 | L2 | 8.78 | 0.7 | 5.9 | 0.01 | 0.000 | 0.008 |
| 5a | L1 | 44.29 | 3.3 | 29.9 | 0.03 | 0.002 | 0.042 |
| 2 | T1 | 1.20 | 0.1 | 0.8 | 0.00 | 0.000 | 0.001 |
| 12 | R2 | 2.81 | 0.2 | 1.9 | 0.00 | 0.000 | 0.003 |
| | | 57.07 | 4.3 | 38.6 | 0.03 | 0.003 | 0.054 |
| INTERSECTION: | | 530.93 | 41.7 | 373.9 | 0.36 | 0.030 | 0.531 |

FUEL CONSUMPTION, EMISSIONS AND COST (RATE)

| Mov ID | Turn | Cost Rate $/mi | Fuel Eff. mpg | CO2 Rate g/km | CO Rate g/km | HC Rate g/km | NOX Rate g/km |
|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | |
| 3 | L2 | 0.52 | 24.6 | 226.1 | 0.20 | 0.018 | 0.326 |
| 8 | T1 | 0.51 | 24.9 | 224.1 | 0.22 | 0.019 | 0.324 |
| 18a | R1 | 0.51 | 24.9 | 224.1 | 0.22 | 0.019 | 0.324 |
| 18 | R2 | 0.52 | 24.6 | 226.1 | 0.20 | 0.018 | 0.326 |
| | | 0.51 | 24.8 | 224.2 | 0.22 | 0.019 | 0.324 |
| East: Northern | | | | | | | |
| 1 | L2 | 0.49 | 25.4 | 219.3 | 0.17 | 0.016 | 0.308 |
| 6 | T1 | 0.49 | 25.4 | 219.3 | 0.17 | 0.016 | 0.308 |
| 16 | R2 | 0.49 | 25.6 | 217.2 | 0.19 | 0.017 | 0.306 |
| 16b | R3 | 0.49 | 25.4 | 219.3 | 0.17 | 0.016 | 0.308 |
| | | 0.49 | 25.6 | 217.8 | 0.19 | 0.017 | 0.307 |
| NorthEast: Prosperity | | | | | | | |
| 1bx | L3 | 0.56 | 23.3 | 238.7 | 0.19 | 0.018 | 0.332 |
| 1ax | L1 | 0.56 | 23.5 | 236.7 | 0.21 | 0.019 | 0.330 |
| 16ax | R1 | 0.56 | 23.3 | 238.7 | 0.19 | 0.018 | 0.332 |
| 16bx | R3 | 0.56 | 23.5 | 236.7 | 0.21 | 0.019 | 0.330 |
| | | 0.56 | 23.5 | 237.0 | 0.21 | 0.019 | 0.330 |
| North: 10th Street | | | | | | | |
| 7b | L3 | 0.46 | 26.4 | 211.4 | 0.18 | 0.016 | 0.297 |
| 7 | L2 | 0.46 | 26.4 | 211.4 | 0.18 | 0.016 | 0.297 |
| 4 | T1 | 0.46 | 26.6 | 209.4 | 0.21 | 0.017 | 0.295 |
| 14 | R2 | 0.46 | 26.4 | 211.4 | 0.18 | 0.016 | 0.297 |
| | | 0.46 | 26.6 | 209.6 | 0.20 | 0.017 | 0.295 |
| West: Northern | | | | | | | |
| 5 | L2 | 0.57 | 23.2 | 240.0 | 0.21 | 0.019 | 0.337 |
| 5a | L1 | 0.57 | 23.2 | 240.0 | 0.21 | 0.019 | 0.337 |
| 2 | T1 | 0.57 | 23.2 | 240.0 | 0.21 | 0.019 | 0.337 |
| 12 | R2 | 0.57 | 23.0 | 242.0 | 0.19 | 0.019 | 0.339 |
| | | 0.57 | 23.2 | 240.1 | 0.21 | 0.019 | 0.337 |
| INTERSECTION: | | 0.51 | 25.0 | 222.5 | 0.21 | 0.018 | 0.316 |

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Lanes

Lane Performance and Capacity Information
Site: Prosperity and 10th

Site ID: 101
Roundabout

LANE PERFORMANCE

| Lane No. | Flow veh/h | Cap veh/h | Deg. Satn x | Aver. Delay sec | Eff. Stop Rate | Queue 95% Back veh | Queue 95% Back ft | Lane Length ft |
|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | |
| 1 | 691 | 888 | 0.779 | 20.6 | 1.03 | 16.2 | 415.7 | 1600.0 |
| East: Northern | | | | | | | | |
| 1 | 35 | 459 | 0.076 | 8.9 | 0.60 | 0.2 | 6.1 | 1600.0 |
| NorthEast: Prosperity | | | | | | | | |
| 1 | 222 | 636 | 0.349 | 10.4 | 0.62 | 1.5 | 37.2 | 1600.0 |
| North: 10th Street | | | | | | | | |
| 1 | 538 | 850 | 0.633 | 14.4 | 0.73 | 6.9 | 176.1 | 1600.0 |
| West: Northern | | | | | | | | |
| 1 | 155 | 510 | 0.305 | 11.7 | 0.66 | 1.1 | 29.2 | 1600.0 |

LANE FLOW AND CAPACITY INFORMATION

| Lane No. | Total Arv Flow veh/h | Min Cap veh/h | Tot Cap veh/h | Deg. Satn x | Lane Util % |
|---|---|---|---|---|---|
| South: 10th Street | | | | | |
| 1 | 691 | 150 | 888 | 0.779 | 100 |
| East: Northern | | | | | |
| 1 | 35 | 35 | 459 | 0.076 | 100 |
| NorthEast: Prosperity | | | | | |
| 1 | 222 | 150 | 636 | 0.349 | 100 |
| North: 10th Street | | | | | |
| 1 | 538 | 150 | 850 | 0.633 | 100 |
| West: Northern | | | | | |
| 1 | 155 | 150 | 510 | 0.305 | 100 |

The capacity values of Continuous Lanes are obtained by adjusting the basic saturation flow for lane width, grade, movement class and turning vehicle effects. Saturation flow scale applies if specified.

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Lane, Approach and Intersection Performance
Site: Prosperity and 10th

Site ID: 101
Roundabout

| Lane No. | Arrival Flow (veh/h) | %HV | Adj. Basic Satf. | Deg Sat x | Aver. Delay sec | Longest Queue ft | Lane Length ft |
|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | |
| 1 | 691 | 3 | | 0.779 | 20.6 | 416 | 1600 |
| | 691 | 3 | | 0.779 | 20.6 | 416 | |
| East: Northern | | | | | | | |
| 1 | 35 | 3 | | 0.076 | 8.9 | 6 | 1600 |
| | 35 | 3 | | 0.076 | 8.9 | 6 | |
| NorthEast: Prosperity | | | | | | | |
| 1 | 222 | 3 | | 0.349 | 10.4 | 37 | 1600 |
| | 222 | 3 | | 0.349 | 10.4 | 37 | |
| North: 10th Street | | | | | | | |
| 1 | 538 | 3 | | 0.633 | 14.4 | 176 | 1600 |
| | 538 | 3 | | 0.633 | 14.4 | 176 | |
| West: Northern | | | | | | | |
| 1 | 155 | 3 | | 0.305 | 11.7 | 29 | 1600 |
| | 155 | 3 | | 0.305 | 11.7 | 29 | |
| ALL VEHICLES | | | | | | | |
| | Total | % | | Max | Aver. | Max | |

| Flow | HV | X | Delay | Queue |
|---|---|---|---|---|
| 1641 | 3 | 0.779 | 16.1 | 416 |

Peak flow period = 15 minutes.

Queue values in this table are 95% queue (feet)
Note: Basic Saturation Flows at roundabouts or sign-controlled intersections apply only to continuous lanes.

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## Driver Characteristics
Site: Prosperity and 10th

Site ID: 101
Roundabout

| Lane No. | Satn Speed mph | Satn Flow veh/h | Satn Hdwy sec | Satn Spacing ft | Average Queue Space ft | Driver Response Time sec |
|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | |
| 1 | 25.9 | 1130 | 3.19 | 121.15 | 25.60 | 2.51 |
| East: Northern | | | | | | |
| 1 | 18.3 | 1130 | 3.19 | 85.63 | 25.60 | 2.23 |
| NorthEast: Prosperity | | | | | | |
| 1 | 16.4 | 1130 | 3.19 | 76.73 | 25.60 | 2.12 |
| North: 10th Street | | | | | | |
| 1 | 26.6 | 1130 | 3.19 | 124.23 | 25.60 | 2.53 |
| West: Northern | | | | | | |
| 1 | 16.3 | 1130 | 3.19 | 76.02 | 25.60 | 2.11 |

Saturation Flow and Saturation Headway are derived from follow-up headway.

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## Lane Delays
Site: Prosperity and 10th

Site ID: 101
Roundabout

LANE DELAYS

| Lane No. | Deg. Satn x | % Arv During Green | Prog. Factor | Delay (seconds/veh) Min Del dm | Stop-line Delay 1st d1 | 2nd d2 | Total dSL | Acc. Dec. dn | Queuing Total dq | MvUp dqm | Stopd (Idle) di | Geom dig | Control dic |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | | | | | | |
| 1 | 0.779 | NA | NA | 4.1 | 7.9 | 12.7 | 20.6 | 6.0 | 15.9 | 5.3 | 10.6 | 0.0 | 20.6 |
| East: Northern | | | | | | | | | | | | | |
| 1 | 0.076 | NA | NA | 7.8 | 8.2 | 0.6 | 8.9 | 4.1 | 6.4 | 0.0 | 6.4 | 0.0 | 8.9 |
| NorthEast: Prosperity | | | | | | | | | | | | | |
| 1 | 0.349 | NA | NA | 5.7 | 7.4 | 3.0 | 10.4 | 4.8 | 7.5 | 0.4 | 7.2 | 0.0 | 10.4 |
| North: 10th Street | | | | | | | | | | | | | |
| 1 | 0.633 | NA | NA | 4.2 | 7.4 | 7.0 | 14.4 | 6.2 | 10.5 | 2.6 | 7.9 | 0.0 | 14.4 |
| West: Northern | | | | | | | | | | | | | |
| 1 | 0.305 | NA | NA | 7.1 | 8.6 | 3.1 | 11.7 | 4.8 | 8.6 | 0.4 | 8.2 | 0.0 | 11.7 |

HCM Delay Formula option used (Exclude Geometric Delay option applies). Control Delay does not include Geometric Delay, and Stop-line Delay is treated as being same as Control Delay.
dm: Minimum delay for gap acceptance cases
dSL: Stop-line delay (=d1+d2)
dn: Average stop-start delay for all vehicles queued and unqueued
dq: Queuing delay (the part of the stop-line delay that includes stopped delay and queue move-up delay)
dqm: Queue move-up delay
di: Stopped delay (stopped (idling) time at near-zero speed)
dig: Geometric delay
dic: Control delay

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## Lane Queues
Site: Prosperity and 10th

Site ID: 101
Roundabout

BACK OF QUEUE (VEHICLES)

| Deg. | % Arv | Prog. | Ovrfl. | Back of Queue (veh) | Queue Stor. | Prob. | Prob. |
|---|---|---|---|---|---|---|---|

| Lane No. | Satn x | During Green | Factor | Queue No | Nb1 | Nb2 | Nb | 95% | Ratio Av. | Ratio 95% | Block % | SL Ov. % |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | | | | | |
| 1 | 0.779 | NA | NA | 2.2 | 2.6 | 3.9 | 6.5 | 16.2 | 0.10 | 0.26 | 0.0 | NA |
| East: Northern | | | | | | | | | | | | |
| 1 | 0.076 | NA | NA | 0.0 | 0.1 | 0.0 | 0.1 | 0.2 | 0.00 | 0.00 | 0.0 | NA |
| NorthEast: Prosperity | | | | | | | | | | | | |
| 1 | 0.349 | NA | NA | 0.0 | 0.5 | 0.0 | 0.6 | 1.5 | 0.01 | 0.02 | 0.0 | NA |
| North: 10th Street | | | | | | | | | | | | |
| 1 | 0.633 | NA | NA | 0.8 | 1.6 | 1.2 | 2.8 | 6.9 | 0.04 | 0.11 | 0.0 | NA |
| West: Northern | | | | | | | | | | | | |
| 1 | 0.305 | NA | NA | 0.0 | 0.4 | 0.0 | 0.5 | 1.1 | 0.01 | 0.02 | 0.0 | NA |

SIDRA Standard models are used for Back of Queue estimation since HCM only gives Cycle-Average Queues for unsignalised intersections.

BACK OF QUEUE (DISTANCE)

| Lane No. | Deg. Satn x | % Arv During Green | Prog. Factor | Ovrfl. Queue No | Back of Queue (ft) Nb1 | Nb2 | Nb | 95% | Queue Stor. Ratio Av. | Ratio 95% | Prob. Block % | Prob. SL Ov. % |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | | | | | |
| 1 | 0.779 | NA | NA | 57.5 | 66.6 | 100.6 | 167.3 | 415.7 | 0.10 | 0.26 | 0.0 | NA |
| East: Northern | | | | | | | | | | | | |
| 1 | 0.076 | NA | NA | 0.0 | 2.4 | 0.0 | 2.4 | 6.1 | 0.00 | 0.00 | 0.0 | NA |
| NorthEast: Prosperity | | | | | | | | | | | | |
| 1 | 0.349 | NA | NA | 1.0 | 14.0 | 1.0 | 15.0 | 37.2 | 0.01 | 0.02 | 0.0 | NA |
| North: 10th Street | | | | | | | | | | | | |
| 1 | 0.633 | NA | NA | 19.5 | 40.0 | 30.8 | 70.8 | 176.1 | 0.04 | 0.11 | 0.0 | NA |
| West: Northern | | | | | | | | | | | | |
| 1 | 0.305 | NA | NA | 0.8 | 11.1 | 0.6 | 11.7 | 29.2 | 0.01 | 0.02 | 0.0 | NA |

SIDRA Standard models are used for Back of Queue estimation since HCM only gives Cycle-Average Queues for unsignalised intersections.

OTHER QUEUE RESULTS (VEHICLES)

| Lane No. | Deg. Satn x | % Arv During Green | Prog. Factor | Ovrfl. Queue No | Cyc-Av. Queue Nc | 95% |
|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | |
| 1 | 0.779 | NA | NA | 2.2 | 4.0 | 7.2 |
| East: Northern | | | | | | |
| 1 | 0.076 | NA | NA | 0.0 | 0.1 | 0.2 |
| NorthEast: Prosperity | | | | | | |
| 1 | 0.349 | NA | NA | 0.0 | 0.6 | 1.2 |
| North: 10th Street | | | | | | |
| 1 | 0.633 | NA | NA | 0.8 | 2.2 | 3.9 |
| West: Northern | | | | | | |
| 1 | 0.305 | NA | NA | 0.0 | 0.5 | 0.9 |

HCM Delay Formula option used:
Cycle-Average Queue is calculated using average delay from the HCM equation.
(i.e. HCM delays are treated as stop-line delays for this purpose).

OTHER QUEUE RESULTS (DISTANCE)

| Lane No. | Deg. Satn x | % Arv During Green | Prog. Factor | Ovrfl. Queue No | Cyc-Av. Queue Nc | 95% |
|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | |
| 1 | 0.779 | NA | NA | 57.5 | 101.3 | 183.7 |
| East: Northern | | | | | | |
| 1 | 0.076 | NA | NA | 0.0 | 2.2 | 4.0 |
| NorthEast: Prosperity | | | | | | |
| 1 | 0.349 | NA | NA | 1.0 | 16.4 | 29.8 |
| North: 10th Street | | | | | | |
| 1 | 0.633 | NA | NA | 19.5 | 55.1 | 100.0 |
| West: Northern | | | | | | |
| 1 | 0.305 | NA | NA | 0.8 | 12.9 | 23.4 |

HCM Delay Formula option used:
Cycle-Average Queue is calculated using average delay from the HCM equation.
(i.e. HCM delays are treated as stop-line delays for this purpose).

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Lane Queue Percentiles
Site: Prosperity and 10th

Site ID: 101
Roundabout

LANE QUEUE PERCENTILES (VEHICLES)

| Lane No. | Deg. Satn x | Percentile Back of Queue (veh) 50% | 70% | 85% | 90% | 95% | 98% | 100% |
|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | |
| 1 | 0.779 | 6.5 | 8.5 | 11.9 | 13.8 | 16.2 | 18.0 | 19.4 |
| East: Northern | | | | | | | | |
| 1 | 0.076 | 0.1 | 0.1 | 0.2 | 0.2 | 0.2 | 0.3 | 0.3 |
| NorthEast: Prosperity | | | | | | | | |
| 1 | 0.349 | 0.6 | 0.8 | 1.1 | 1.2 | 1.5 | 1.6 | 1.7 |
| North: 10th Street | | | | | | | | |
| 1 | 0.633 | 2.8 | 3.6 | 5.1 | 5.8 | 6.9 | 7.6 | 8.2 |
| West: Northern | | | | | | | | |
| 1 | 0.309 | 0.5 | 0.6 | 0.8 | 1.0 | 1.1 | 1.3 | 1.4 |

SIDRA Standard models are used for Back of Queue estimation since HCM only gives Cycle-Average Queues for unsignalised intersections.

LANE QUEUE PERCENTILES (DISTANCE)

| Lane No. | Deg. Satn x | Percentile Back of Queue (feet) 50% | 70% | 85% | 90% | 95% | 98% | 100% |
|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | |
| 1 | 0.779 | 167.2 | 216.6 | 305.3 | 353.5 | 415.7 | 461.4 | 496.0 |
| East: Northern | | | | | | | | |
| 1 | 0.076 | 2.4 | 3.2 | 4.5 | 5.2 | 6.1 | 6.7 | 7.2 |
| NorthEast: Prosperity | | | | | | | | |
| 1 | 0.349 | 14.9 | 19.4 | 27.3 | 31.6 | 37.2 | 41.2 | 44.3 |
| North: 10th Street | | | | | | | | |
| 1 | 0.633 | 70.8 | 91.7 | 129.3 | 149.7 | 176.1 | 195.4 | 210.1 |
| West: Northern | | | | | | | | |
| 1 | 0.305 | 11.7 | 15.2 | 21.4 | 24.8 | 29.2 | 32.4 | 34.8 |

SIDRA Standard models are used for Back of Queue estimation since HCM only gives Cycle-Average Queues for unsignalised intersections.

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Lane Stops
Site: Prosperity and 10th

Site ID: 101
Roundabout

| Lane No. | Deg. Satn x | % Arv During Green | Prog. Factor | -- Effective Stop Rate -- he1 | he2 | Geom. hig | Overall h | Total Stops H | Queue Move-up Rate hqm | Total Queue Move-ups Hqm | Prop. Queued pq | Aver. Num. of Cycles to Depart |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| South: 10th Street | | | | | | | | | | | | |
| 1 | 0.779 | NA | NA | 0.64 | 0.38 | 0.00 | 1.03 | 709.1 | 0.72 | 495.3 | 0.78 | 1.49 |
| East: Northern | | | | | | | | | | | | |
| 1 | 0.076 | NA | NA | 0.60 | 0.00 | 0.00 | 0.60 | 20.9 | 0.00 | 0.0 | 0.60 | 0.60 |
| NorthEast: Prosperity | | | | | | | | | | | | |
| 1 | 0.349 | NA | NA | 0.60 | 0.03 | 0.00 | 0.62 | 138.1 | 0.07 | 14.5 | 0.60 | 0.66 |
| North: 10th Street | | | | | | | | | | | | |
| 1 | 0.633 | NA | NA | 0.55 | 0.18 | 0.00 | 0.73 | 393.8 | 0.36 | 193.9 | 0.63 | 1.00 |
| West: Northern | | | | | | | | | | | | |
| 1 | 0.305 | NA | NA | 0.64 | 0.03 | 0.00 | 0.66 | 103.2 | 0.07 | 11.5 | 0.64 | 0.71 |

hig is the average value for all movements in a shared lane
hqm is average queue move-up rate for all vehicles queued and unqueued

Go to Table Links (Top)

**Flow Rates**

Origin-Destination Flow Rates (Total)
Site: Prosperity and 10th

Site ID: 101
Roundabout

TOTAL FLOW RATES for All Movement Classes (veh/h)

| From SOUTH To: | W | N | NE | E | |
|---|---|---|---|---|---|
| Turn: | L2 | T1 | R1 | R2 | TOT |
| Flow Rate | 20.7 | 453.3 | 212.0 | 5.4 | 691.3 |
| %HV (all designations) | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |

| From EAST To: | S | W | N | NE | |
|---|---|---|---|---|---|
| Turn: | L2 | T1 | R2 | R3 | TOT |
| Flow Rate | 5.4 | 1.1 | 25.0 | 3.3 | 34.8 |
| %HV (all designations) | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |

| From NORTHEAST To: | E | S | W | N | |
|---|---|---|---|---|---|
| Turn: | L3 | L1 | R1 | R3 | TOT |
| Flow Rate | 26.1 | 187.0 | 7.6 | 1.1 | 221.7 |
| %HV (all designations) | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |

| From NORTH To: | NE | E | S | W | |
|---|---|---|---|---|---|
| Turn: | L3 | L2 | T1 | R2 | TOT |
| Flow Rate | 16.3 | 15.2 | 494.6 | 12.0 | 538.0 |
| %HV (all designations) | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |

| From WEST To: | N | NE | E | S | |
|---|---|---|---|---|---|
| Turn: | L2 | L1 | T1 | R2 | TOT |
| Flow Rate | 23.9 | 120.7 | 3.3 | 7.6 | 155.4 |
| %HV (all designations) | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |

Flow rates shown above are Arrival Flow Rates (veh/h) based on the following input specifications:
Unit Time for Volumes = 60 minutes
Peak Flow Period = 15 minutes
Effects of Volume Factors (Peak Flow Factor, Flow Scale, Growth Rate) are included.
Arrival Flow Rates may be less than Demand Flow Rates if capacity constraint applies in network analysis.

Go to Table Links (Top)

Origin-Destination Flow Rates by Movement Class
Site: Prosperity and 10th

Site ID: 101
Roundabout

FLOW RATES for Light Vehicles (veh/h)

| From SOUTH To: | W | N | NE | E | |
|---|---|---|---|---|---|
| Turn: | L2 | T1 | R1 | R2 | TOT |
| Flow Rate | 20.0 | 439.7 | 205.6 | 5.3 | 670.6 |
| Mov Class % | 97.0 | 97.0 | 97.0 | 97.0 | 97.0 |
| Flow Scale | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Peak Flow Factor | 0.92 | 0.92 | 0.92 | 0.92 | - |
| Residual Demand | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |

| From EAST To: | S | W | N | NE | |
|---|---|---|---|---|---|
| Turn: | L2 | T1 | R2 | R3 | TOT |
| Flow Rate | 5.3 | 1.1 | 24.2 | 3.2 | 33.7 |
| Mov Class % | 97.0 | 97.0 | 97.0 | 97.0 | 97.0 |
| Flow Scale | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Peak Flow Factor | 0.92 | 0.92 | 0.92 | 0.92 | - |
| Residual Demand | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |

| From NORTHEAST To: | E | S | W | N | |
|---|---|---|---|---|---|
| Turn: | L3 | L1 | R1 | R3 | TOT |
| Flow Rate | 25.3 | 181.3 | 7.4 | 1.1 | 215.1 |
| Mov Class % | 97.0 | 97.0 | 97.0 | 97.0 | 97.0 |
| Flow Scale | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Peak Flow Factor | 0.92 | 0.92 | 0.92 | 0.92 | - |
| Residual Demand | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |

| From NORTH To: | NE | E | S | W | |
|---|---|---|---|---|---|
| Turn: | L3 | L2 | T1 | R2 | TOT |
| Flow Rate | 15.8 | 14.8 | 479.7 | 11.6 | 521.9 |
| Mov Class % | 97.0 | 97.0 | 97.0 | 97.0 | 97.0 |
| Flow Scale | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Peak Flow Factor | 0.92 | 0.92 | 0.92 | 0.92 | - |
| Residual Demand | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |

| From WEST To: | N | NE | E | S | |
|---|---|---|---|---|---|
| Turn: | L2 | L1 | T1 | R2 | TOT |
| Flow Rate | 23.2 | 117.0 | 3.2 | 7.4 | 150.8 |
| Mov Class % | 97.0 | 97.0 | 97.0 | 97.0 | 97.0 |
| Flow Scale | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Peak Flow Factor | 0.92 | 0.92 | 0.92 | 0.92 | - |
| Residual Demand | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |

FLOW RATES for Heavy Vehicles (veh/h)

| From SOUTH To: | W | N | NE | E | |
|---|---|---|---|---|---|
| Turn: | L2 | T1 | R1 | R2 | TOT |
| Flow Rate | 0.6 | 13.6 | 6.4 | 0.2 | 20.7 |
| Mov Class % | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |
| Flow Scale | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Peak Flow Factor | 0.92 | 0.92 | 0.92 | 0.92 | - |
| Residual Demand | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |

| From EAST To: | S | W | N | NE | |
|---|---|---|---|---|---|
| Turn: | L2 | T1 | R2 | R3 | TOT |
| Flow Rate | 0.2 | 0.0 | 0.8 | 0.1 | 1.0 |
| Mov Class % | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |
| Flow Scale | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Peak Flow Factor | 0.92 | 0.92 | 0.92 | 0.92 | - |
| Residual Demand | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |

| From NORTHEAST To: | E | S | W | N | |
|---|---|---|---|---|---|
| Turn: | L3 | L1 | R1 | R3 | TOT |
| Flow Rate | 0.8 | 5.6 | 0.2 | 0.0 | 6.7 |
| Mov Class % | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |
| Flow Scale | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Peak Flow Factor | 0.92 | 0.92 | 0.92 | 0.92 | - |
| Residual Demand | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |

| From NORTH To: | NE | E | S | W | |
|---|---|---|---|---|---|
| Turn: | L3 | L2 | T1 | R2 | TOT |
| Flow Rate | 0.5 | 0.5 | 14.8 | 0.4 | 16.1 |
| Mov Class % | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |
| Flow Scale | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Peak Flow Factor | 0.92 | 0.92 | 0.92 | 0.92 | - |
| Residual Demand | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |

| From WEST To: | N | NE | E | S | |
|---|---|---|---|---|---|
| Turn: | L2 | L1 | T1 | R2 | TOT |
| Flow Rate | 0.7 | 3.6 | 0.1 | 0.2 | 4.7 |
| Mov Class % | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 |
| Flow Scale | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Peak Flow Factor | 0.92 | 0.92 | 0.92 | 0.92 | - |
| Residual Demand | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |

Flow rates shown above are Arrival Flow Rates (veh/h) based on the following input specifications:
Unit Time for Volumes = 60 minutes
Peak Flow Period = 15 minutes
Effects of Volume Factors (Peak Flow Factor, Flow Scale, Growth Rate) are included.
Arrival Flow Rates may be less than Demand Flow Rates if capacity constraint applies in network analysis.

Go to Table Links (Top)

## Lane Flow Rates
Site: Prosperity and 10th

Site ID: 101
Roundabout

LANE FLOW RATES AT STOP LINE (veh/h)

| From SOUTH To: | W | N | NE | E | |
|---|---|---|---|---|---|
| Turn: | L2 | T1 | R1 | R2 | TOT |
| Lane 1 | | | | | |
| LV | 20.0 | 439.7 | 205.6 | 5.3 | 670.6 |
| HV | 0.6 | 13.6 | 6.4 | 0.2 | 20.7 |
| Total | 20.7 | 453.3 | 212.0 | 5.4 | 691.3 |
| Approach | 20.7 | 453.3 | 212.0 | 5.4 | 691.3 |

| From EAST To: | S | W | N | NE | |
|---|---|---|---|---|---|
| Turn: | L2 | T1 | R2 | R3 | TOT |
| Lane 1 | | | | | |
| LV | 5.3 | 1.1 | 24.2 | 3.2 | 33.7 |
| HV | 0.2 | 0.0 | 0.8 | 0.1 | 1.0 |
| Total | 5.4 | 1.1 | 25.0 | 3.3 | 34.8 |
| Approach | 5.4 | 1.1 | 25.0 | 3.3 | 34.8 |

| From NORTHEAST To: | E | S | W | N | |
|---|---|---|---|---|---|
| Turn: | L3 | L1 | R1 | R3 | TOT |
| Lane 1 | | | | | |
| LV | 25.3 | 181.3 | 7.4 | 1.1 | 215.1 |
| HV | 0.8 | 5.6 | 0.2 | 0.0 | 6.7 |
| Total | 26.1 | 187.0 | 7.6 | 1.1 | 221.7 |
| Approach | 26.1 | 187.0 | 7.6 | 1.1 | 221.7 |

| From NORTH To: | NE | E | S | W | |
|---|---|---|---|---|---|
| Turn: | L3 | L2 | T1 | R2 | TOT |

| | | | | | |
|---|---|---|---|---|---|
| Lane 1 | | | | | |
| LV | 15.8 | 14.8 | 479.7 | 11.6 | 521.9 |
| HV | 0.5 | 0.5 | 14.8 | 0.4 | 16.1 |
| Total | 16.3 | 15.2 | 494.6 | 12.0 | 538.0 |
| Approach | 16.3 | 15.2 | 494.6 | 12.0 | 538.0 |

| From WEST To: | N | NE | E | S | |
|---|---|---|---|---|---|
| Turn: | L2 | L1 | T1 | R2 | TOT |
| Lane 1 | | | | | |
| LV | 23.2 | 117.0 | 3.2 | 7.4 | 150.8 |
| HV | 0.7 | 3.6 | 0.1 | 0.2 | 4.7 |
| Total | 23.9 | 120.7 | 3.3 | 7.6 | 155.4 |
| Approach | 23.9 | 120.7 | 3.3 | 7.6 | 155.4 |

EXIT LANE FLOW RATES

| Movement Class: | LV | HV | TOT |
|---|---|---|---|
| Exit: SOUTH | | | |
| Lane: 1 | 673.7 | 20.8 | 694.6 |
| Total | 673.7 | 20.8 | 694.6 |
| Exit: EAST | | | |
| Lane: 1 | 48.5 | 1.5 | 50.0 |
| Total | 48.5 | 1.5 | 50.0 |
| Exit: NORTHEAST | | | |
| Lane: 1 | 341.6 | 10.6 | 352.2 |
| Total | 341.6 | 10.6 | 352.2 |
| Exit: NORTH | | | |
| Lane: 1 | 488.2 | 15.1 | 503.3 |
| Total | 488.2 | 15.1 | 503.3 |
| Exit: WEST | | | |
| Lane: 1 | 40.1 | 1.2 | 41.3 |
| Total | 40.1 | 1.2 | 41.3 |

DOWNSTREAM LANE FLOW RATES FOR EXIT ROADS

| Movement Class: | LV | HV | TOT |
|---|---|---|---|
| Exit: SOUTH | | | |
| Lane: 1 | 673.7 | 20.8 | 694.6 |
| Total | 673.7 | 20.8 | 694.6 |
| Exit: EAST | | | |
| Lane: 1 | 48.5 | 1.5 | 50.0 |
| Total | 48.5 | 1.5 | 50.0 |
| Exit: NORTHEAST | | | |
| Lane: 1 | 341.6 | 10.6 | 352.2 |
| Total | 341.6 | 10.6 | 352.2 |
| Exit: NORTH | | | |
| Lane: 1 | 488.2 | 15.1 | 503.3 |
| Total | 488.2 | 15.1 | 503.3 |
| Exit: WEST | | | |
| Lane: 1 | 40.1 | 1.2 | 41.3 |
| Total | 40.1 | 1.2 | 41.3 |

Flow rates shown above are Arrival Flow Rates (veh/h) based on the following input specifications:
Unit Time for Volumes = 60 minutes
Peak Flow Period = 15 minutes
Effects of Volume Factors (Peak Flow Factor, Flow Scale, Growth Rate) are included.
Arrival Flow Rates may be less than Demand Flow Rates if capacity constraint applies in network analysis.

Go to Table Links (Top)

## Other

Parameter Settings Summary
Site: Prosperity and 10th

Site ID: 101
Roundabout

* Basic Parameters:
  Intersection Type: Roundabout
    US HCM 2010 Roundabout Capacity Model used
  Driving on the right-hand side of the road
  Input data specified in US units
  Model Defaults: US HCM (Customary)
  Peak Flow Period (for performance): 15 minutes
  Unit time (for volumes): 60 minutes.
  HCM Delay Model option used

```
HCM Queue Model option used
Level of Service based on: Delay and v/c (HCM 6)
Queue percentile: 95%
```

Go to Table Links (Top)

## Diagnostics
## Site: Prosperity and 10th

```
Site ID: 101
Roundabout


Lane Flow-Capacity Iterations:

  Site Model Variability Index (Iterations 3 to N):   0.0%
  Number of Iterations: 3 (Maximum: 10)

Other Diagnostic Messages (if any):
```

Go to Table Links (Top)

SIDRA INTERSECTION 8.0 | Copyright © 2000-2019 Akcelik and Associates Pty Ltd | sidrasolutions.com
Organisation: O'ROURKE ENGINEERING & PLANNING | Processed: Thursday, April 16, 2020 2:12:35 PM
Project: C:\Users\Susan\Documents\Projects\Palm Beach County\Lake Park\10th and Prosperity\RoundaboutProsp.10th.oval.sip8

**Attachment B**
**2020 Local Initiatives Program Overview**

# 2020 Local Initiatives (LI) Program Overview

Palm Beach Transportation Planning Agency

*The purpose of the Palm Beach Transportation Planning Agency's (TPA) Local Initiative (LI) Program is to help advance lower-cost, non-regionally significant transportation projects identified by our communities. Funding is available by Fiscal Year, starting July 1st of the previous calendar year.*

**FUNDING AVAILABILITY**

| | |
|---|---|
| Application Deadline: | February 28, 2020 |
| Total Available Funding: | ~$20M/year |
| Grant Reimbursement Maximum: | $5,000,000 |
| Grant Reimbursement Minimum: | $250,000 |

**PROJECT ELIGIBILITY** *Eligible projects are as follows:*

**Complete Street projects** - including:

| | | |
|---|---|---|
| Lane Narrowing | Transit Infrastructure | Turn Lanes |
| Lane Elimination | Intelligent Transportation Systems (ITS) | Traffic Signals |
| Bicycle Facilities | Median Modifications | Striping and Marking |
| Pedestrian Facilities | Signing and lighting | |

**Transit capital** - Vehicle purchase and shelter construction. Can also pay up to 50% of a 3-year turn-key contract for new transit service (e.g. trolley service).

**Non-motorized infrastructure** - Separated, buffered or designated bike lanes, sidewalks, shared-use paths, and pedestrian lighting.

**Freight efficiency** - Airport or seaport off-site road capacity improvements, railway capacity improvements, truck movement improvements.

**ELIGIBLE PROJECT SPONSORS**

- Municipalities
- County
- State
- Transit agencies
- Tribal governments
- Federal agencies

## PROGRAM GUIDELINES

- An applicant may submit a maximum of two (2) applications, with the exception of Palm Beach County who may submit a maximum of six (6) applications across all departments. Only the highest ranked eligible project application from each agency will be included in the TPA's draft List of Priority Projects, unless the applicant's project lead provides the TPA with a preferred rank of their own projects. Palm Beach County may have up to three (3) projects included in the first round. If funding permits, remaining eligible project applications will be added according to the order of prioritization until funding is exhausted.
- An application must score a minimum of 25 out of 100 points in order to be eligible for Board approval on the TPA's List of Priority Projects.
- Applications are limited to a minimum request of $250K and maximum funding amount of $5M, inclusive of all project phases.
- Applications must be submitted online via the application portal pursuant to program schedule.
- Applications must include all required documents listed in the Submittal Checklist.
- Applications will be scored and ranked via the scoring system derived from the TPA's 2045 Long Range Transportation Plan (LRTP) adopted goals, objectives and targets and described more specifically in the Scoring Criteria table.
- The TPA Board makes the final decision regarding inclusion of an application on the TPA's List of Priority Projects and may waive any of the above requirements.
- Projects sponsors are responsible for covering all unanticipated cost increases, including but not limited to price inflation and increases in the cost of construction. Sponsors should anticipate covering these increases with Local Funds by the time the project is ready for construction.

# 2020 Local Initiatives (LI) Program Overview

Palm Beach Transportation Planning Agency

**SCHEDULE**

| Date | Activity and Deadline |
|---|---|
| October 17, 2019 | **Program Kick-off.** TPA Board approves program. |
| November 1, 2019 | **Program Application Workshop.** FDOT and TPA hold workshop to review program application, scoring criteria, schedule, and project implementation requirements. TPA distributes program overview and application information to local agencies and opens online application portal. |
| November 4, 2019 - January 31, 2020 | **Pre-Application Meetings.** Applicants participate in a required one-on-one meeting with TPA and FDOT representatives to discuss project specifics and clarify application requirements. |
| February 28, 2020 | **Application Deadline.** Applicants submit applications, including community letters of support, via online application portal by 5 p.m. TPA provides completed applications to FDOT. |
| March 6, 2020 | **TPA Submits Project List and Tentative Ranking to FDOT.** TPA submits tentative project rankings to FDOT for project feasibility and eligibility determination. |
| March 27, 2020 | **First Email to Applicants.** After initial application review, FDOT emails applicants requesting additional clarification needed before field reviews. If ineligible, TPA to send formal response. |
| April 3, 2020 | **Applicant Responses Due.** Applicants provide FDOT and TPA responses to requested clarifications. |
| April 6 - 17, 2020 | **Field Visits.** FDOT and applicants perform field reviews to ensure potential project is constructible, requires no right-of way acquisition, and determine if drainage is warranted. |
| April 27, 2020 | **Second Email to Applicants.** FDOT sends an email to applicants with comments on issues / concerns, clarifications, updated cost estimates, and/or requests for missing or updated documentation. |
| April 30, 2020 | **Resolution of Support Due to TPA.** Applicants must submit a resolution from their governing body and/or the governing body of the facility owner endorsing the project and committing to funding of operations and maintenance. |
| May 11, 2020 | **Response from Applicants Due.** Deadline for applicants to resolve outstanding eligibility issues and submit final requested documentation to FDOT and TPA. |
| May 29, 200 | **FDOT D4 returns Eligibility Determinations.** FDOT sends TPA final eligibility determinations to finalize draft priority ranking. |
| July 1-2, 2020 | **Draft List of Priority Projects to Committees.** TPA staff presents draft prioritized list of eligible applications to committees for review and input for TPA Board consideration. |
| July 16, 2020 | **Final Priority List Approval by TPA Board.** TPA Board approves final List of Priority Projects. |
| July 29, 2020 | **Submit Project Priorities to FDOT.** TPA submits adopted List of Priority Projects to FDOT and notifies applicants of final priority rankings. |

# 2020 Local Initiatives (LI) Program Overview

Palm Beach Transportation Planning Agency

**2020 LI SCORING TABLE Highest Possible Score = 100**

| Criteria | Value | Scoring | Max |
|---|---|---|---|
| Project improves non-motorized safety by providing:<br>NOTE: Multiply length (up to 2 miles) by factor shown in Value column. Double points if:<br><br>+ Pedestrian facility is in a Tier 1 Pedestrian Location<br>+ Bicycle Facility is in a Tier 1 Bicycle Location | separated or raised bicycle lanes -4 | 8 | 20 |
| | 10ft+ shared-use pathways - 4 | 8 | |
| | 8ft paved pathways - 3 | 6 | |
| | buffered bike lanes - 3 | 6 | |
| | designated bike lanes - 2 | 4 | |
| | new sidewalks - 2 | 4 | |
| | sidewalk or shared use path widening - 0.5 | 1 | |
| Project improves safety and/or convenience for non-motorized users (i.e. provide safe access to daily needs for non-drivers, including children, older adults, and individuals with disabilities) | | 5 | 5 |
| Project improves performance of hurricane evacuation route | | 3 | 3 |
| Project mitigates impacts of sea level rise | | 2 | 2 |
| Project improves infrastructure in unacceptable condition with widespread advanced signs of deterioration; potential imminent failure | | 6 | 6 |
| Project improves infrastructure in poor condition and mostly below standard, approaching the end of its service life, exhibiting significant deterioration and of strong risk of failure | | 4 | |
| Non-capacity project implements TSM strategies | | 7 | 10 |
| Non-capacity project implements TDM strategies | | 3 | |
| Capacity project improves congested Thoroughfare intersection(s) where critical sum >1400 | | 5 | |
| Capacity project expands fiber optic traffic signal network | | 3 | |
| Capacity project expands CCTV camera coverage area on principal arterials | | 2 | |
| Local Implementation via Local Area Participation (LAP) Agreement or FTA Flex | | 5 | 5 |
| FDOT Implementation on State Highway System with Local Funding for design | | 3 | |
| FDOT Implementation with Local Funding for design | | 1 | |
| Applicant cancels a previously prioritized and funded project within the past 12 months | | -5 | |
| Median Household income within 1 mile of project vs PBC median income ($57,256) | < 60% ($34,354) | 5 | 5 |
| | 60 - <80% ($34,354 - $45,805) | 3 | |
| | 80% - <100% ($45,805 - $57,256) | 1 | |
| Traditionally underserved population percentage within 1 mile of project | >80% | 5 | 5 |
| | >60 - 80% | 4 | |
| | >40% -60% | 3 | |
| | >20% - 40% | 2 | |
| | 5-20% | 1 | |
| Project is endorsed by members of benefit area (HOA, POA, petition, etc.) | | 3 | 5 |
| Project has been tested a pilot/pop-up with local funds | | 2 | |
| Project will have positive environmental impacts (i.e. mitigation activity, pollution prevention & abatement, stormwater management, etc.) | | 5 | 8 |
| Project provides alternative fuel modes of transportation | | 3 | |
| Project improves capacity on congested SIS facility/connector or non-SIS truck route | v/c > 1.2 | 5 | 5 |
| | v/c > 1.1 | 3 | |
| | v/c > 1 | 1 | |
| Project improves efficient movement of freight in region | | 5 | 5 |
| Project improves non-motorized facilities at an interchange, bridge, or railroad crossing | | 6 | 6 |
| Project improves service at a transit hub | | 6 | 10 |
| Project reduces transit travel time | | 4 | |
| | | | 100 |

# 2020 Local Initiatives (LI) Program Overview

Palm Beach Transportation Planning Agency

## HOW TO APPLY

1. **Attend the TPA Funding Programs Workshop - November 1, 2019 (optional)**
   Learn about project eligibility, Local Agency Program Certification, and have your specific questions answered by FDOT and TPA Staff.

2. **Attend Pre-Application Meeting with TPA and FDOT staff (required)**
   All applicants must attend a pre-application meeting with TPA and FDOT between November 4, 2019 and January 31, 2020. TPA will schedule these meetings with FDOT and applicants.

3. **Gather the required documents**
   Each project submittal requires an application, online form, and supporting documents outlined in the Submittal Checklist provided below. Missing or late documents may result in project ineligibility.

4. **Submit via online application portal**
   The application process requires the submittal of the application document with associated attachments via the online application portal that can be accessed once live at: www.PalmBeachTPA.org/li

5. **Stay Updated**
   Follow the Program Schedule and look out for emails from TPA and FDOT regarding your project application.

# 2020 Local Initiatives (LI) Program Overview

Palm Beach Transportation Planning Agency

**SUBMITTAL CHECKLIST**

*Please use the following checklist to ensure you are including all documents required to be submitted with your application:*

- ☐ Application
- ☐ Must attend Pre-Application meeting
- ☐ Location Map (Aerial)
- ☐ Photograph of project location before construction
- ☐ Typical Section (Existing and Proposed)
- ☐ Detailed Cost Estimate Spreadsheet (prepared and signed by a Professional Engineer from the Agency's Engineering Office)
- ☐ Right-of-Way Ownership Verification (Plats, deeds, prescriptions, certified surveys and/or easements)
- ☐ Community letters of support (due February 28, 2020)
- ☐ Commitment Letter from administering agency's director of Engineering or Public Works Department clearly indicating they will "administer and construct the project if funded by the Palm Beach Transportation Planning Agency's (TPA) Local Initiatives (LI) Program".
- ☐ Participate in FDOT Field Visit (to be scheduled on a weekday April 6-17)
- ☐ Proof of public outreach and support required if proposed project modifies a roadway that provides primary access to a single-family residential lots.
  - Must have > 25% of all landowners in support of the project, whose parcel is directly adjacent to the project. If > 10% of adjacent landowners oppose the project, then the project will not be eligible.
  - The following documentation must be submitted with the application in the form of:
    - Responses to mail outs sent to landowners/residents; Or,
    - Sign-In signatures and input obtained at a neighborhood/public meeting.

    NOTE: Attendance at a council meeting for the resolution of support is not considered a public outreach meeting.
- ☐ Resolution of support from the facility owner(s) clearly indicating that the project may be constructed as proposed and committing to fund ongoing operations and maintenance of the project - due within 60 days of application due date (April 30, 2019). Resolutions for projects to be administered by FDOT must also include language clearly stating the project "may be administered and constructed by FDOT on behalf of the (ROW owner)."