

**WESTGATE/BELVEDERE HOMES COMMUNITY REDEVELOPMENT AGENCY  
1280 N. CONGRESS AVE., SUITE 215, WEST PALM BEACH, FL. 33409  
MINUTES OF THE MONTHLY MEETING**

**August 10, 2020**

**I. CALL TO ORDER (MEETING HELD VIRTUALLY ON ZOOM PLATFORM)**

Mr. Daniels, the Board Chair, called the meeting to order at 5:07 p.m. The roll was called by Ms. Bui.

**Present:** Ronald Daniels  
Joanne Ruffy  
Joseph Kirby  
Ralph Lewis  
Yeraldi Benitez – Logged on at 5:11p.m.  
Ruth Haggerty

**Absent:** Enol Gilles

**Staff Present:** Elizée Michel, Executive Director  
Denise Pennell, Senior Planner  
Carmen Geraine, Bookkeeper  
Mai Bui, Administrative Assistant  
Thomas J. Baird, Esq., General Counsel

**II. AGENDA APPROVAL**

**1. Additions, Deletions, Substitutions to Agenda**

- No Additions, Deletions, Substitutions to Agenda

**2. Adoption of Agenda**

- It was moved by Ms. Ruffy and seconded by Ms. Haggerty to adopt the Agenda.  
Motion carried (5-0)

**III. ADOPTION OF W/BH CRA MINUTES**

- It was moved by Ms. Haggerty and seconded by Ms. Ruffy to adopt the minutes of the July 13, 2020 meeting. Motion carried (5-0)

**IV. PUBLIC COMMENT**

- PBSO Deputy Gomez and Deputy Robinson gave a brief report to the Board about police activities in the Westgate CRA area for the previous month.

## V. DISCLOSURES

- No disclosures

## VI. CONSENT AGENDA

- No consent agenda

## VII. REGULAR AGENDA

### 1. Approval of Proposed 20-02 WCRA Zoning Overlay Amendments

The agenda was introduced by Ms. Pennell. The CRA and planning consultants, 2GHO, have been working with Palm Beach County Zoning Division to amend the Westgate CRA Zoning Overlay in the 20-02 Unified Land Development Code (ULDC) Amendment Round.

Dodi Glas with 2GHO and Ms. Pennell presented to the Board and answered questions about the amendment.

Staff recommended that the Board approve the amendments to the Westgate CRA Zoning Overlay as proposed.

**It was moved by Ms. Ruffy and seconded by Mr. Lewis to authorized the amendment of the Westgate CRA Zoning Overlay. The motion passed unanimously (6-0)**

### 2. Approval of Density Bonus Units, TCEA trips, and Site Plan for Autumn Ridge – 1580 7 1610 N. Congress Avenue

The agenda was presented by Mr. Michel. The +/-3.58-acre site is located on the east side of Congress Avenue south of Westgate Avenue. The site consists of 2 contiguous narrow parcels which back onto a drainage lake privately owned by the Lakeside Mobile Home Park. The site has split zoning: the parcel to the north is zoned Residential Multifamily medium density (RM) and has a small single family dwelling; the larger parcel to the south is zoned Commercial General (CG) and is vacant. Both parcels have a Commercial High with an underlying residential future land use designation of 8 du/acre (CH/8). The parcel to the south was approved in 2002 for a vocational school/non-profit assembly use in Res. #R-2002-0835, but the project didn't move forward, and all entitlements have expired. The site is located within the boundaries of the Urban General (UG) Sub-area of the WCRAO. Directly to the north of the site is a 7.5-acre vacant assemblage approved for a 198-unit

market rate multifamily development called the Greene Apartments; the project is currently in permitting. To the south is an established commercial office-warehouse development. The site is in the U/S Tier as well as in the Revitalization and Redevelopment Infill Overlay (RRIO), Urban Redevelopment Area Overlay (URAO), and the CCRT area.

Landmark Companies, the contract purchaser (dba Autumn Ridge, LLC), is a Miami-based workforce/affordable housing developer with several successful multifamily projects in South Florida including the recently constructed Dunbar Village in West Palm Beach, as well as Westgate Plaza, an 80-unit seniors affordable housing development built in 2012 on Westgate Avenue. Autumn Ridge is a 106-unit multifamily seniors-only Low Income Tax Credit (LITC) rental development comprised of 1 and 2 bedroom units in a 5-story building, for a total GFA of 108,989 sf, including a small 1,100 sf ground floor ancillary commercial retail space; 54 one-bedroom units and 52 two-bedroom units are proposed. A recreation space, open to the public, is also included as a site amenity. To streamline entitlements, avoid tripping the development and public hearing approvals thresholds, and to achieve the desired density, the applicant is requesting 77 WCRAO density bonus units. These additional units may be approved by the DRO if the increase does not exceed 22 dwelling units per acre; this project is requesting an additional density of 21.6 du/ac.

Income Mix: The Westgate CRA area has a very large concentration of households which are low and very low income. Only 20% of households earn an income that can be classified as moderate or above moderate. Affordable or low-income housing targets an AMI of 50%-80%; very-low is 60% or below of AMI. This LITC project proposes 72 of 106 units to be very-low at 60% of AMI or less; 16 units are proposed to be extremely-low at 0-30%. 12 units are proposed to be low at 60-80% of AMI, with 7 units in the moderate or middle income category. Overall, 90% of the total project units are proposed to be low, very-low or extremely-low, with only 10% of the units above 80% of AMI.

Cameron Ennis with Schmidt Nichols, Francisco Rojo and Justin Gilbert with Landmark Company presented the project to the Board. The application requested the following, recommended by Staff:

1. A 106-unit multifamily seniors-only Low Income Tax Credit (LIHTC) rental development with an 1,100 sf commercial retail space on a +/- 3.58-acre site;
2. An allocation of 77 units from the unit pool of WCRAO Density Bonus Program;
3. An allocation of 610 trips per day, 38 am peak hour trips and 50 pm peak hour trip from the WCRAO Transportation Concurrency Exception Area (TCEA) trips pool; and
4. Staff further recommends DRO site plan approval.

**It was moved by Ms. Rufty and seconded by Ms. Haggerty to approve Density Bonus Units, TCEA trips, and Site Plan for Autumn Ridge. The motion passed unanimously (6-0)**

### **3. Approval of FY 2020-2021 Budget**

The agenda was presented by Mr. Michel. The CRA Budget includes three parts, the Redevelopment Trust Fund, the Capital Improvement Project, and the Transportation Enhancement grants. The Redevelopment Trust Fund presents in a line-by-line format all the items funded by the tax increment revenues and rental income. This part details the administrative and the programmatic expenses. A new line item was created to add funding for the COVID-19 Small Business Assistance Grant. The preliminary tax roll value shows that the TIF might increase by 9% this year (adding more than \$200,000 to the budget); however, we don't expect to see much of an increase when the final tax is computed at the end of the year. It is very probable that market value of real properties may decrease which will result in a decrease in TIF.

The Capital Improvement Project portion provides funding from the trust fund and grants to complete infrastructure improvement projects and acquire properties for redevelopment. The grants received from CDBG and SWA are included in this portion of the Budget. The Transportation Enhancement part shows the grants received from the Transportation Planning Agency and the Department of Transportation. These grants are being managed by the Palm Beach County Engineering Department, but they were awarded to the CRA through grant applications submitted by CRA Staff. These funding is provided on a reimbursement basis. This information is being shared with the Board to show the TPA grant activities and timeline. No actual cash will be given to the CRA. Staff recommended that the Board approval of FY 2020 - 2021 Budget.

**It was moved by Ms. Haggerty and seconded by Ms. Benitez to approve FY 2020 – 2021 Budget. The motion passed unanimously (6-0)**

### **4. Approval of Ward & Company, P.A., Engagement Letter for FY 2020**

The agenda item was presented by Mr. Michel. The CRA is seeking the service of Ward & Company to audit the financial records of the CRA for fiscal year 2020. The auditors will be responsible to test the accounting records of the Westgate CRA and perform other procedures considered necessary to prepare a comprehensive report in accordance with the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. It is estimated that a single audit will not be

needed this year. Ward and Company has submitted a proposal for the work. The company proposes to complete the audit for an amount not to exceed \$19,000 - \$21,000.

Staff recommended that the Board approves staff to engage Ward and Company, P.A. to provide auditing services for fiscal year ending in September 2020.

**It was moved by Ms. Haggerty and seconded by Ms. Ruffy to engage Ward and Company, P.A. to provide auditing services. The motion passed unanimously (6-0)**

## **VIII. STAFF REPORTS**

Mr. Michel reported to the Board the Oswego Parks is completed. Staff is finalizing close-out documents required by DHES for CDBG funding.

Mr. Michel reported to the Board that Cherry Road application was approved by TPA Governing Board.

Mr. Michel reported to the Board that the Phase I design for Belvedere Heights is nearly finalized.

Mr. Michel reported to the Board that Green Apartments received approval from Water Management for permit.

## **IX. AJOURNMENT**

**It was moved by Ms. Ruffy and seconded by Ms. Benitez to adjourn the meeting. The meeting adjourned at 6:21p.m.**

\_\_\_\_\_ Administrative Assistant, Westgate CRA  
Mai Bui