

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

July 12, 2021

I. CALL TO ORDER (IN PERSON MEETING BROADCASTED ON ZOOM PLATFORM)

Ms. Rufty, the Madam Chair, called the meeting to order at 5:15p.m. The roll was called by Ms. Pennell and Mr. Michel.

Present: Joanne Rufty
Ruth Haggerty
Joseph Kirby
Ralph Lewis

Absent: Ronald L Daniels
Enol Gilles
Yeraldi Benitez

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

Absent: Mai Bui, Administrative Assistant

Others Present: Dorritt Miller, Assistant County Administrator, Deputy George Gomez, Deputy Adam Robinson, Keith Jackson, PE, Engenuity Group, CRA Engineer (All Virtually Via Zoom)

II. AGENDA APPROVAL

1. Additions, Deletions, Substitutions to Agenda

- No Deletions, Substitutions to Agenda

2. Adoption of Agenda

- It was moved by Mr. Kirby and seconded by Ms. Haggerty to adopt the Agenda as amended. Motion carried (4-0)

III. ADOPTION OF W/BH CRA MINUTES

- It was moved by Ms. Haggerty and seconded by Mr. Kirby to adopt the minutes of the June 14, 2021 meeting. Motion carried (4-0)

IV. PUBLIC COMMENT

- Due to technical difficulty, PBSO Deputy Robinson and Deputy Gomez could not give 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

- **Approval of Site Development Assistance Program Grant for Elite Capital & Development for Seven Single Family Homes on Osceola Drive and Saginaw Avenue.**
- **Approval of Loan Forgiveness of COVID-19 Small Business Emergency Relief Forgivable Loan Program for Anita's Mexican Grill**

It was moved by Ms. Haggerty and seconded by Mr. Kirby to approve consent agendas. The motion passed unanimously (4-0)

VII. REGULAR AGENDA

1. Authorization to Submit Grant Application and Approval of Technical Assistance Funds for USDA Grants

Mr. Michel presented that the CRA is partnering with the Department of Housing and Economic Development (DHED) to submit an application to solicit funding from the United States Department of Agriculture (USDA) through the Office of Urban Agriculture and Innovative Production (OUAIP) to enhance and expand the Community Garden and Green Market program. The purpose of the grant is to assist eligible entities with projects that support the development of urban agriculture and innovative production by providing funding to promote and encourage urban, indoor, and other emerging agricultural practices to improve access to local food in a target area.

The CRA is eligible to submit a request as a unit of local government and would qualify to receive up to \$300,000 out of the \$4,000,000 available for the nationwide competition. If the application is approved, the CRA will use the funds to leverage Tax Increment Financing Funds to build a greenmarket structure, develop satellite sites and additional community garden and greenmarket programs.

We believe that the partnership with the County will make the application more competitive. After the grants is received, DHES staff will also be a partner in the implementation of the grant.

The funding may be spread over a period of three years. Staff is seeking Board approval to set aside funding equivalent to a maximum of 15% of the grant award to cover administrative costs for the Department of Housing and Community Department for their participation in the implementation of the grant.

The 15% will not be included in the grant budget as applicants get more points if they spent more money on innovative programs instead of administrative activities. The Admin funds will come from the CRA TIF budget and can also be spread over three years.

Staff recommends that the Board authorize the grant application and approve admin technical assistance funds for DHED.

It was moved by Ms. Haggerty and seconded by Mr. Kirby to authorize the grant application and approve admin technical assistance funds for DHED. The motion passed unanimously (4-0)

2. Draft Budget for FY 2021-2022

Mr. Michel presented the first reading of the Budget. 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. The total amount projected for the Trust fund is \$5,028,100. This part details the administrative and the programmatic expenses. A new program is being proposed to encourage public arts development throughout the CRA. The preliminary tax roll value shows that the TIF might increase by 7.8% this year (an increase of \$212,691 to last year's TIF); The final tax is computed at the end of the year. We won't have a final number until March 2022.

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. An amount is also included for the USDA grant. The Total amount projected for Capital Improvement is \$2,729,000.

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. These funding are not administered by the CRA.

This is the first reading of the budget. Staff is only seeking input. A final budget will be presented at next month meeting. It will include considerations and input from the July meeting.

3. Approval Funding for Construction and Engineering and Inspection (CEI) for Belvedere Phase II

Mr. Michel introduced the item. The CRA is working with Palm Beach County Engineering to install streetlights and sidewalks in Belvedere Heights with a grant from the Florida Department of Transportation. The construction project is scheduled to start early next year. When the project starts, the County will hire consultants for construction engineering and inspection (CEI). This cost is estimated at \$275,000. The County is requesting a prepayment for that amount to avoid delaying the project.

Staff recommends that the Board authorizes staff to prepay the County \$275,000 for CEI for Belvedere Heights Phase II.

It was moved by Ms. Haggerty and seconded by Mr. Kirby to authorize staff to prepay the County \$275,000 for CEI. The motion passed unanimously (4-0)

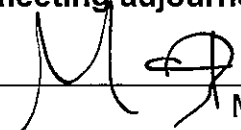
VIII. STAFF REPORTS

In response to Ms. Haggerty's inquiry about page 106 and 107 of the Board packet referring to the neighborhood letter and map, Mr. Michel clarifies that the County's Water Utility Department is informing the residents of Belvedere Homes that they are designing a watermain replacement project for the area located south of Cherry Road and West of Clubhouse Dr. The pipes in that area are at the end of their useful life. WUD is working with Keshavarz and Associates to complete the design. Construction of the project is planned to start in the fall of 2022.

The Belvedere Heights drainage and watermain replacement is progressing on schedule. It is planned to be completed at the end of August.

IX. AJOURNMENT

It was moved by Ms. Haggerty and seconded by Mr. Kirby to adjourn the meeting. The meeting adjourned at 5:50p.m.



Mai Bui Administrative Assistant, Westgate CRA