

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

July 10, 2023

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

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

Present: Ronald L. Daniels
Joanne Rufty
Joseph Kirby
Ruth Haggerty

Absent: Enol Gilles
Ralph Lewis

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

Absent:

Others Present: Deputy Gomez, Deputy Robinson, Dorritt Miller,
Chuck Lesnick, James (All Virtually Via Zoom). Aaron Taylor and
Teliska Williamson attended in person.

II. AGENDA APPROVAL

1. Additions, Deletions, Substitutions to Agenda

- The following items were added to the agenda as Item #3: Board Nomination for Seat #4.

2. Adoption of Agenda

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

III. ADOPTION OF W/BH CRA MINUTES

June 12, 2023 Board Meeting, Deputy Robinson was present not via zoom.
Corrections made by Ms. Haggerty

- **It was moved by Ms. Haggerty and seconded by Ms. Rufty to adopt the June 12, 2023 minutes. Motion carried (4-0)**

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.
- Commissioner Koons made a presentation to the Board and discussed a plan to enhance food access and food production in Westgate for the residents of the CRA through the concept of food as medicine. The plan would involve surveying the community to assess their need, increasing production at the community garden by adding a hydroponic component, working with the County's Park Department to expand the garden, seeking other resources to provide healthy eating education for the residents, and providing additional food distributions. The plan would require the participation of other agencies and County Departments like Park and Recreation Department, Housing and Economic Development Department and Office of Community Revitalization.

V. DISCLOSURES

- No Disclosures

VI. CONSENT AGENDA

- No Consent Agenda

VII. REGULAR AGENDA

1. Consideration of FY 2023-2024 Budget

Ms. Michel presented to the Board. This is the first reading of the Budget. The Budget includes four parts, the Redevelopment Trust Fund, the Capital Improvement Project, the Transportation Enhancement grants and the Debt Service Fund. 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 Tax Increment Financing (TIF) Trust fund is \$3,965,925. This part details the administrative and the programmatic expenses. The preliminary tax roll value shows that the TIF might increase by 13.9% this year (an increase of \$485,306 to last year's TIF); The final tax is computed at the end of the year. The projected amount will change if the Board of County Commissioners reduced the millage rate at their July 11 meeting.

The Capital Improvement Project portion provides funding from the trust fund and grants to complete infrastructure improvement projects and acquire properties for redevelopment. Grants and loans are included in this portion of the Budget. The Total amount projected for Capital Improvement is \$1,830,000.

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 on behalf of the Westgate CRA. This funding is provided on a reimbursement basis. Two projects were completed last year. There are three more left to be completed. A construction contractor has been selected for two of them.

The Debt Service Fund shows how funds will be used to pay off debt.

This is the first reading of the budget. A final budget will be presented at next month's meeting. It will include considerations and input from the July Board meeting and updated TIF projection based on the millage rate set by the BCC.

- **No Motions Needed**

The regular meeting was suspended at 5:30p.m. to conduct Board nomination. Ms. Ruffy nominated Ms. Ruth Haggerty to fill Seat #5. No other nominations were offered. Nominations will be sent to the Board of County Commissioners for their consideration.

2. Approval of Ward & Company, P.A., Engagement Letter for FY 2023 Audit Services.

Mr. Michel presented the item. The CRA is seeking the service of Ward & Company to audit the financial records of the CRA for fiscal year 2023. 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 \$25,000.

Staff is asking the Board to authorize staff to engage Ward and Company, P.A. to provide auditing services for fiscal year ending in September of 2023.

It was moved by Ms. Haggerty and seconded by Mr. Kirby to authorize staff to engage Ward And Company, P.A. to provide auditing services fiscal year ending in September of 2023, not to exceed \$26,000. The motion passed unanimously (4-0)

3. Approval Board Nomination for Seat #4.

Ms. Haggerty nominated Mrs. Teliska Jackson-Wolliston to fill Seat #4. No other nominations were offered. Nominations will be sent to the Board of County Commissioners for their consideration.

VIII. STAFF REPORTS

Aaron Taylor and Chuck Lesnick from the Danza Group informed the Board that the Westgate Terrace project didn't get their certification as anticipated last month in June due to an issue related to a parking waiver. They found out after their application was reviewed by all the County agencies and all comments addressed that they couldn't receive a DRO approval until the parking waiver request issue is resolved. Those issues are usually addressed at the beginning of the process not at the end, but at times staff discover those issues at the end of the process. Aaron and Chuck informed the Board that the project will be delayed until a path is found for resolution.

Ms. Pennell gave the Board an update on the progress of the project listed in the staff report. Jeff Green project on Congress Avenue is almost completed. Autumn Ridge is under construction. Uovo on Westgate Avenue is under construction. The Hanger project is under construction. Murphy Express Gas Station and a Car Wash on Military Trail are moving forward. Westgate Terrace and Aero Village will come inline soon. Fire Station will go to public hearing in August. Al Packer on Military Trail and Big Dream pre school are in process. Finalizing the new website. It will be launched next month. Working with Schmidt Nichols on Code Amendment. The Solid Waste Authority grant to demolish 1304 Seminole project has been initiated. Compensating storm water storage mitigation bank has been established through South Florida Management District.

Contractors have been selected for Seminole Boulevard and Westgate Avenue Streetscape projects.

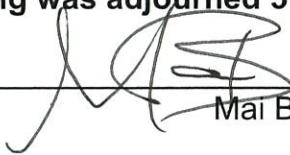
Food Distribution for the community is the last Tuesday of every month located at American Legion.

Food Distribution for the Mobile Homes is the second Friday of every month located at Palm Beach Colony and Lake Side.

Backpacking At The Park is on August 11, 2023.

IX. AJOURNMENT

It was moved by Ms. Rufty and seconded by Mr. Kirby to adjourn the meeting. The meeting was adjourned 5:40 p.m.



Mai Bui

Administrative Assistant, Westgate CRA