

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

November 13, 2023

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

Mr. Daniels, the Board Chair, called the meeting to order at 5:23p.m. The roll was called by Ms. Bui.

Present: Ronald L. Daniels
Joanne Rufty
Ralph Lewis
Ruth Haggerty

Absent: Enol Gilles
Joseph Kirby
Teliska Wolliston

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 (Virtually Via Zoom),
Deputy Robinson, Aaron Taylor, Corey Allison Justice,
Corey O'Gorman, Yuma, attended in person.

II. AGENDA APPROVAL

1. Additions, Deletions, Substitutions to Agenda

- **Item #5 is added to the Regular Agenda: Approval of Letter of Agreement with the Merchant Strategy for Community Outreach Services.**

2. Adoption of Agenda

- **It was moved by Ms. Rufty 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. Ruffy and seconded by Mr. Lewis to adopt the September 11, 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.
- Board Member Lewis related that vagrants are still panhandling around his businesses and at times try to strongarm his patrons. Deputy Gomez offered to meet with Mr. Lewis to devise a strategy to prevent these problems.
- Aaron Taylor gave a brief update on the Westgate Terrace Project. The project is short on parking. The Zoning Department has not accepted the applicant's request for a waiver to reduce the number of parking spaces required by code. Zoning staff has argued that the development is not qualified to apply the shared parking provision, or the 15% waiver already included in the County's Uniform Land Development Code. Aaron has had meetings with Commissioner Bernard and Assistant County Administrator Patrick Rutter about the development. The CRA is processing a Code Amendment that would provide the parking waiver needed if approved.

V. DISCLOSURES

- No Disclosures

VI. CONSENT AGENDA

- Approval of Staff Raises

Mr. Daniel clarified for Ms. Haggerty that the Board approval is only needed for the executive director's raise because the director can approve the other staff members salaries.

Salaries for all staff members were raised according to Palm Beach County recommendation for Cost-of-Living Adjustment (COLA) and raises. On top of the 6% COLA, every CRA staff member receives at least a 2% raise. The Board is being asked to approve a total of 8% (6% Cola and 2%) raise for the executive director.

The raises are included in the 2024 Budget.

It was moved by Ms. Haggerty and seconded by Ms. Rufty to approve staff raises. Motion passed unanimously (4-0).

VII. REGULAR AGENDA

1. Authorization of Additional Work #1 for Work Assignment #4 for Schmidt Nichols Landscape Architecture & Urban Planning

Mr. Michel presented the item to the Board.

On February 3, 2023, the CRA issued Work Assignment #4 under a continuing services contract to Schmidt Nichols Landscape Architecture & Urban Planning to provide planning services to assist WCRA staff with amendments to the WCRA Zoning Overlay and Unified Land Development Code (ULDC), including multiple meetings with WCRA and County staff, code research, code language drafting and revisions, and representation at public hearings.

The scope of the assignment has grown to include other sections of the code to meet a request from the Palm Beach County Board of County Commissioners' Mayor to streamline the ULDC and the CRA's Zoning Overlay to facilitate redevelopment projects. Moreover, staff needs assistance from the firm to research how other comparable jurisdictions calculate their park and recreation requirements to address levels of service (LOS) standards to propose amendments to the County's Park and Recreation Department that will facilitate new projects in the area.

The additional work is estimated to cost \$15,000.00.

Staff are asking the Board to authorize Additional Work #1 to Work Assignment #4 for Schmidt Nichols Landscape Architecture & Urban Planning for an amount not to exceed \$15,000.00.

It was moved by Ms. Rufty and seconded by Ms. Haggerty to authorize Board Chair to authorize Additional Work #1 to Work Assignment #4 for Schmidt Nichols Landscape Architecture & Urban Planning for an amount not to exceed \$15,000.00. Motion passed unanimously (4-0)

2. Approval of Rezoning for NorWest Pointe (previously Catayu Apartments)

Mr. Michel and Ms. Pennel introduced the applicant's representatives. Mr. Corey O'Gorman from Place Planning made a presentation to the Board.

The subject +/- 0.54-acre site is located on the northwest corner of Westgate Avenue at Tallahassee Drive, extending the full block depth north to Cherokee Avenue. The property is vacant, and partially overgrown with vegetation. Zoning records indicate no prior uses or resolutions.

The site is within the NC (Neighborhood Commercial) Sub-area of the WCRAO, and is comprised of two lots. The site has a split zoning designation with the lot at the southwest corner of Cherokee Avenue at Tallahassee Drive within the RH (Multifamily Residential) zoning district and the lot fronting Westgate Avenue at Tallahassee Drive within the CN (Neighborhood Commercial) zoning district. The site has a Future Land Use designation (FLU) of CH/8 (commercial high with an underlying residential land use of 8 du's/acre).

To the east of the subject site is a vacant lot which fronts Westgate Avenue, and a single-family residential use along Cherokee Ave., both zoned CG. A CG zoned vacant residential lot is to the north of the site. To the west is an existing single-family use; zoned CG. Across Westgate Avenue to the south of the site are commercially zoned properties operated by KCL Plumbing, a plumbing contractor. All adjacent properties have a CH/8 FLU.

The proposal is to develop a two-story 9-unit multifamily rental project consisting of seven (7) 2-bedroom units and two (2) 3-bedroom units. The future land use allows the site to develop 4 units by right. Since the project proposes 9 units, an additional 5 units are requested from the WCRAO Density Bonus Program (DBP) unit pool. The increase in density offered by the DBP pool will provide for a site density of just over 16 du's per acre. The WCRAO allows up to 22 bonus units per acre to be approved administratively by the DRO. Since the site is within two zoning districts, it is proposed to rezone both parcels to RM (Multifamily Residential) for zoning map consistency.

To facilitate the entitlements process, and allow the site to develop as multifamily, the owner is proceeding with a request to rezone the site as a standalone application, in advance of the site plan approval process. Once the site is rezoned, the owner will proceed to DRO review for the units requested from the WCRAO Density Bonus Program. An official zoning map amendment requires BCC approval via public hearing. The applicant is requesting CRA Board recommendation of approval for rezoning of the site only at this time.

The Rezoning will be from the Neighborhood Commercial (CN) and Multifamily Residential (RH) to Multifamily Residential (RM) of the 0.54-acre subject site at Westgate Avenue at Tallahassee Drive.

Staff is in support of a CRA Board recommendation of approval for the rezoning request.

Ms. Rufty liked the project.

Ms. Haggerty liked the project.

Mr. Lewis expressed his concerns about supporting housing projects on and/or north of Westgate Avenue. He prefers to see more commercial development in that area. He believes that if more housing is built there that's all we are going to see in the future. It will be more difficult to encourage commercial developers to consider the area.

It was moved by Ms. Rufty and seconded by Ms. Haggerty to approve the rezoning request. Motion passed (3-1) with Mr. Lewis dissenting.

3. Approval of Contract with BG Group to Demolish 1304 Seminole Blvd.

Mr. Michel presented the item.

On July 23, 2023, the CRA issued a Request for Proposal (RFP) and received a proposal from the BG Group on August 23, 2023, to demolish 1304 Seminole Blvd. The CRA purchased 1304 Seminole Blvd. through foreclosure in 2011 to assemble land for redeveloping the Westgate Avenue Corridor. The property is dilapidated as it has not been occupied since it was purchased. The property is a three-bedroom one-bath single family home built in 1961. It is not worth repairing since single family residence is no longer permitted in this sub-area. In March 2023, the CRA received a grant from the Solid Waste Authority in the amount of \$40,122 from their Blighted and Distressed Property Clean-Up Grant to demolish the building and beautify the site.

BG Group proposed to complete the demolition for \$63,583.00.

The Group will be responsible to perform structural demolition to include demolition, removal and disposal of the one-story building including canopies, slabs, and foundations; removal and disposal of sidewalks, concrete slabs and pavement; freon abatement, bulbs, ballasts, mercury switches, etc.; utility cut and cap; pump-out, removal and disposal of septic tank; rough grading of demolition area; and demolition permit including administrative fees.

The SWA grant will pay for a portion of the total cost.

Staff are asking the Board to authorize to contract with the BG Group to demolish 1304 Seminole Blvd for \$63,583.00.

Mr. Daniel asks staff to ensure that the BG Group proposal agrees with the Contract, that it clearly reflects all the inclusions, and exclusions and all fees.

It was moved by Ms. Rufty and seconded by Ms. Haggerty to authorize the execution of a contract with the BG Group to demolish 1304 Seminole Blvd for \$63,583.00. Motion passed unanimously (4-0).

4. Approval of Contract with Limited Editions Landscaping and Tree Trimming, LLC to Remove Trees and Vegetation from 1304 Seminole Blvd

The 1304 Seminole site has a lot of mature nonnative trees that need to be removed. The CRA negotiated a contract with Limited Editions Landscaping and Tree Trimming, LLC to clear the site for \$22,000.00.

Limited will clear, remove, and dispose of overgrown non-native vegetation, canopy trees and palms, and install Bahia sod on the entire site after the building is demolished and all trees are cleared.

Staff are asking the Board to authorize to execute the contract with Limited Editions Landscaping and Tree Trimming, LLC to clear trees and install sods at 1304 Seminole Blvd. for a total amount of \$22,000.00.

It was moved by Ms. Rufty and seconded by Ms. Haggerty to contract with Limited Editions Landscaping and Tree Trimming, LLC to clear trees and install sods at 1304 Seminole Blvd. for a total amount of \$22,000.00. Motion passed unanimously (4-0).

5. Approval of Letter of Agreement for Community Outreach Services

Mr. Michel presented the item.

Two important Transportation Planning Agency (TPA) projects are set to begin construction soon: the Seminole Blvd. project will mobilize in mid-November, and the Westgate Avenue project will start within first quarter of 2024.

The Cherry Rd project is still in the design phase, and is programmed for 2025. Both the Seminole and Westgate projects will impact residents and the business community.

CRA staff is seeking assistance from The Merchant Strategy, Inc. (TMS) to coordinate public outreach activities so that our community is well-informed about the scope in impact of these projects.

CRA Staff will also use a community meeting platform to discuss issues around safety and security in the community, and to introduce the redevelopment of the PBKC.

TMS will be responsible for;

Creating a project website for the Westgate Avenue project;

Creation of a database of stakeholders;

Social media content;

Establishment of a Westgate Avenue project hotline as first point of contact for questions about the project; and

Neighborhood meeting coordination including meeting logistics, invitation, mail out AV equipment, meeting support and follow up.

TMS has proposed to do the work for a cost of \$21,100.

Mr. Daniels asks about the separate website that will be set up. Staff explains that it will be created just for the Westgate Avenue project.

Ms. Haggerty asked about the hotline. Ms. Pennel responded that the hotline will be a point of contact for stakeholders to ask questions about the project. It will be a dedicated line that someone will answer whenever there is an inquiry.

It was moved by Ms. Rufty and seconded by Mr. Lewis to contract with The Merchant Strategy, Inc. for 21,100 for community outreach services. Motion passed unanimously (4-0).

VIII. STAFF REPORTS

Mr. Michel updated the Board on the streetlights initiative for the Westgate Estates area. The applicant is addressing final comments submitted by the County's Land Development. The CRA is also working with Palm Beach Legislative Appropriation Committee to request \$750,000 to implement a safety plan for the area. The request has been submitted. The State Legislature will consider the application and make a determination early next year.

Food Distribution is held at the American Legion Post 141 every second Tuesday of every month.

Hoops for Turkey will be on November 16, 2023, at the Westgate Parks & Recreation.

Santa At The Park, is scheduled for Friday December 8, 2023.

Ms. Pennel updated the Board about the major projects on the project list. She also reiterated that a draft of a Zoning Overlay has been submitted to the County's Zoning Division that includes provisions to resolve the parking issues of the Westgate Terrace mixed-use development.

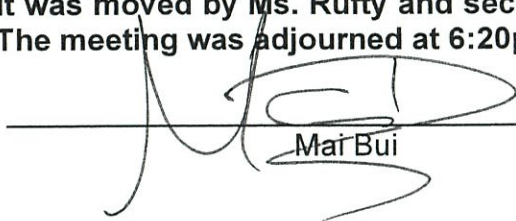
IX. BOARD MEMBER COMMENTS

Mr. Lewis expressed concerns about the number of housing developments that are being approved for the Westgate area. He doesn't believe that they will be good for the area. He pointed out that the proposed NorWest Point development is taking a corner that is better suited for commercial, not residential. He would prefer not to see residential on that site.

Ms. Ruffy said that with the site constraints, it is very difficult to put a viable commercial business there because the site is too small.

X. AJOURNMENT

It was moved by Ms. Ruffy and seconded by Ms. Haggerty to adjourn the meeting. The meeting was adjourned at 6:20p.m.



Mai Bui

Administrative Assistant, Westgate CRA