

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

January 08, 2024

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
Teliska Wolliston
Ruth Haggerty

Absent: Enol Gilles
Joseph Kirby

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: Tammy Fields, attended in person.

II. AGENDA APPROVAL

1. Additions, Deletions, Substitutions to Agenda

- No Deletions, Substitutions to Agenda

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. Haggerty and seconded by Ms. Rufty to adopt the November 13, 2024 minutes. Motion carried (4-0)

IV. PUBLIC COMMENT

- Ms. Tammy Fields, Assistant County Administrator introduced herself to the Board. Ms. Fields serves as the County Administration's liaison to the WCRA.

V. DISCLOSURES

- No Disclosures

VI. CONSENT AGENDA

- No Consent Agenda

VII. REGULAR AGENDA

- 1. Approval of Interlocal Agreement with Palm Beach County for the design, bidding and Construction of the Cherry Road Transportation Planning Agency (TPA) Funded Project from Military Trail to Quail Drive.**

Mr. Michel presented the item to the Board.

The CRA is implementing a grant received from Florida Department of Transportation through Palm Beach County Transportation Agency to improve Cherry Road between Military Trail and Quail Drive

The Cherry Road project proposes the following: a new sidewalk on the north side of Cherry Road, from Military Trail to Quail Drive, a new sidewalk on the south side of Cherry Road from Quail Drive to County Club Road, a new pedestrian lighting on both sides of Cherry Road, at least one high visibility crosswalk, new street trees where allowable, and milling and resurfacing of Cherry Road from Military Trail to Quail Drive.

The County reserves the right to modify the project for future improvement before the expiration of the useful life of the project. In such case, the County expects the CRA to support the removal of the project from the County's right-of-way; and reimburse the County if the County is required to repay or return any funds expended for the project.

The County agrees to design and construct the project according to the approved design section included in the grant application as allowable.

The County agrees to enter into a Local Agency Program (LAP) Agreement with FDOT. The County agrees to hire a design consultant to produce plans, acquire necessary permits, and prepare required LAP documentation for FDOT.

The County will prepare bid documents and contract for the design and construction of the Project, including overseeing the bidding process, and contract finalization. The County will hire Construction Engineering and Inspection (CEI) or use in-house staff to administer contracts for construction of the Project as required by the LAP Agreement. This includes engineering coordination.

The CRA is responsible to forward all grant requirements and conditions received from FDOT to the County, forward all background information received for the project to the County, provide specific guidance and information regarding the project scope, perform all public coordination, and address all public information request regarding the project.

The CRA is responsible for providing funding for the project before a construction contract is issued. The CRA shall be responsible for paying for all costs associated with the projects. The CRA will also be responsible for maintaining the project after it is completed.

The CRA has already paid for the design of the project. The cost of design will not be reimbursed by the grant. The CRA will need to provide construction funds as soon as a contractor is selected for the project.

Staff are asking the Board to authorize the Interlocal Agreement for the design, bidding and construction of the Cherry Road TPA grant.

It was moved by Ms. Rufty and seconded by Ms. Haggerty to authorize the Interlocal Agreement for the design, bidding and construction of the Cherry Road TPA grant. Motion passed unanimously (4-0)

2. Approval of 2024 Westgate CRA Board Meeting Calendar

Mr. Michel presented the item to the Board.

The 2024 Board Meeting Calendar is submitted for approval. It is proposed to move the October and the November Meetings to the first Mondays of the months on October 7, 2024, and November 4, 2024 respectively because of holidays that will fall on the second Mondays.

It was moved by Ms. Wolliston and seconded by Ms. Rufty to approve the 2024 Board Meeting Calendar as presented. Motion passed unanimously (4-0)

VIII. STAFF REPORTS

Mr. Michel updated the Board on the Seminole Blvd project and the streetlights for the Westgate Estates area.

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

Motown At the Park will be on February 9, 2024, at the Oswego Oaks Community Park.


Mr. Michel updated the Board about the community meeting that was held on December 5, 2023.

IX. BOARD MEMBER COMMENTS

No Board Member Comments

X. AJOURNMENT

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

 _____ Administrative Assistant, Westgate CRA
Mai Bui