

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

**July 8, 2024**

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

Mr. Daniels, the Board Chair, called the meeting to order at 5:02 p.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:**

**Zoom Attendees:**

**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. Wolliston to adopt the May 13, 2024 minutes. Motion carried (4-0)

### **IV. PUBLIC COMMENT**

- Ms. Virginia Savietto has been elected to the District 2 school board. Ms. Savietto appeared before the Board to introduce herself and provide an overview of her experience and qualifications.

### **V. DISCLOSURES**

- No Disclosures

### **VI. CONSENT AGENDA**

- No Consent Agenda

### **VII. REGULAR AGENDA**

#### **1. Consideration of FY 2024-2025 Budget**

Mr. Michel introduced the item to the Board.

This is the first reading of the Budget. The Budget includes five parts, the Redevelopment Trust Fund, the Capital Improvement Project, the Transportation Enhancement grants, the Debt Service Fund, and the Reserve 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 \$4,505,484. This part details the administrative and the programmatic expenses. The preliminary tax roll value shows that the TIF might increase by 12.8% this year (an increase of \$510,929 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 were to reduce the millage rate.

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 \$3,920,000.

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 are under construction. There is one more left to start. The County is in the process of selecting a contractor for Cherry Road.

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

This is the first reading of the budget. Staff are only seeking input. 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 Actions Required**

## **2. Approval of Ward & Company, P.A., Engagement Letter for FY 2024 Audit Services.**

Mr. Michel introduced the item to the Board.

The CRA is seeking the service of Ward & Company to audit the financial records of the CRA for fiscal year 2024. 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 \$27,000.

Staff are asking the Board to authorize staff to engage Ward and Company, P.A. to provide auditing services for the fiscal year ending in September of 2024.

Board Members Discussion:

Ms. Haggerty – Is \$27,000 included with out-of-pocket cost?

Mr. Michel – We can add out of pocket cost, but usually the extra cost would be printing cost.

Ms. Haggerty – Is housing economic the same as capital improvement?

Mr. Michel – It is the same, it comes from capital improvement, adding funds from the trust fund.

**It was moved by Ms. Rufty and seconded by Ms. Haggerty to authorize staff to engage Ward and Company, P.A. to provide auditing services for fiscal year ending in September of 2024. The motion passed unanimously (4-0)**

**VIII. STAFF REPORTS**

Mr. Michel and Ms. Pennell updated the Board zoning amendments. Meeting with commissioners on Friday about density pool for upcoming projects.

Safety plan for community prevention.

Backpacking at the Park is on August 9, 2024.

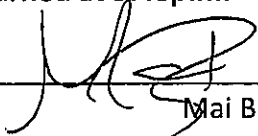
**IX ATTORNEY'S REPORTS**

Mr. Baird reported on the Danza Group. Before closing can be initiated, staff need to provide the legal team with option agreement documents.

**X. BOARD MEMBER COMMENTS**

**XI. AJOURNMENT**

**It was moved by Ms. Rufty and seconded by Ms. Wolliston to adjourn the meeting. The meeting was adjourned at 5:48p.m.**

  
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Administrative Assistant, Westgate CRA

Mai Bui