

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

**August 19, 2025**

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

Mr. Daniels, the Board Chair, called the meeting to order at 7:32p.m. The roll was called by Ms. Bui.

**Present:** Ronald L. Daniels  
Joanne Rufty  
Teliska Wolliston  
Ruth Haggerty

**Absent:**

**Staff Present:** Elizée Michel, Executive Director  
Denise Pennell, Director of Planning & Development  
Mai Bui, Redevelopment Specialist/Administrative Assistant  
Carmen Geraine, Bookkeeper

**Absent:** Thomas J. Baird, Esq., General Counsel

**Others Present:** Juan Groves

**Zoom Attendees:**

**II. AGENDA APPROVAL**

**1. Additions, Deletions, Substitutions to Agenda**

- No Deletions, Substitutions to Agenda
- It was moved by Ms. Rufty and seconded by Ms. Wolliston to adopt the agenda as amended. Motion carried (4-0)

**III. ADOPTION OF W/BH CRA MINUTES**

- It was moved by Mr. Haggerty and seconded by Ms. Rufty to adopt July 14, 2025 minutes. Motion carried (4-0)

**IV. PUBLIC COMMENT**

- No Public Comment

**V. DISCLOSURES**

- No Disclosures

**VI. CONSENT AGENDA**

1. Approval of MUPD Development Order Amendment to Expand Charter School Use & Add Dare Care Use on 1300-1310 Old Congress Avenue

**It was moved by Ms. Rufty and seconded by Ms. Wolliston to approve the Consent Agenda. The motion passed unanimously (4-0)**

**VII. REGULAR AGENDA**

**1. Approval and Adoption of FY 2025-2026 Westgate CRA Budget**

Mr. Michel presented the item to the Board.

This is the second 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 \$5,512,059. This part details the administrative and programmatic expenses. The preliminary tax roll value shows a 23% increase this year in 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 \$4,200,000. That amount includes funds for the improvement of Florida Mango and Donnell Roads.

The Transportation Enhancement part shows the grants received from the Transportation Planning Agency and the Department of Transportation. There won't be any active TPA funding for next year. The last open project is Cherry Road. It is being paid out of the current year's budget. Westgate Avenue and Seminole Boulevard were completed in 2025.

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

Staff recommend that the Board approve and adopt the FY 2025-2026 Budget.

**It was moved by Ms. Rufty and seconded by Ms. Haggerty to approve and adopt the FY 2025-2026 Budget. The motion passed unanimously (4-0)**

**2. Approval of Ward & Company, P.A., Engagement Letter for FY 2024-2025 Audit Services.**

Mr. Michel introduced the item to the Board.

The CRA is seeking the services of Ward & Company to audit the financial records of the CRA for fiscal year 2025. 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 completing the audit for an amount not to exceed \$29,000.

Staff recommend that the Board to authorize staff to engage Ward and Company, P.A. to provide auditing services for fiscal year ending in September of 2025.

**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 2025. The motion passed unanimously (4-0)**

**3. September Meeting Date's Change**

Mr. Michel introduced the item to the Board.

Board Members and staff agreed on next board meeting which will be held on September 15, 2025, at 5:30p.m.

Staff recommend that the Board approve next Board Meeting be held on September 15, 2025, at 5:30p.m.

**It was moved by Ms. Haggerty and seconded by Ms. Wolliston to approve next Board Meeting to be held on September 15, 2025, at 5:30p.m . The motion passed unanimously (4-0)**

#### **VIII. STAFF REPORTS**

Cherry Road is under construction. The South side is finished and is currently working on the North side. Seminole Blvd is finished.

The FFEA recognized Westgate CRA and Ms. Bui as first place for Promotional Mailer and third place for Multi-Agency Collaborative 2024-2025 SunSational Award.

#### **IX ATTORNEY'S REPORTS**

#### **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 8:05p.m.**

  
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Mai Bui

Redevelopment Specialist/Administrative Assistant