

**WESTGATE / BELVEDERE HOMES COMMUNITY REDEVELOPMENT AGENCY\**  
**MINUTES OF THE MONTHLY MEETING**  
**January 12, 2009**

**I. CALL TO ORDER**

The Acting Chair called the meeting to order at 5:35 p.m. The roll was called by Mrs. Natiello.

**Present:** Ronald Daniels  
Melanie Marvin  
Allen Preston  
Scott Bedford  
Dennis Koehler (arrived 6:04 p.m.)

**Absent:** Fred Wade, Joe Kirby

**Staff Present:** Thomas J. Baird, Esq., Legal Counsel  
Elizee Michel, Executive Director  
Sharon Sheppard, Redevelopment Specialist  
Dorothy Natiello, Secretary

**II. AGENDA APPROVAL**

1. **Additions, Deletions, Substitutions to Agenda**
2. **Adoption of Agenda**

**It was moved by Ms. Marvin and seconded by Mr. Preston to adopt the Agenda.  
Motion carried 4 – 0.**

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

**It was moved by Mr. Preston and seconded by Mr. Bedford to adopt the Minutes of  
the December 8<sup>th</sup>, 2008 Meeting. Motion carried 4 – 0.**

**IV. CONSENT**

**V. PUBLIC COMMENTS**

**VI. REGULAR**

**1. Acquisition of 3484 Chickamauga Avenue**

Mr. Michel reported that this is the final property needed for the Westgate Central Lake Project. Ms. Marvin asked the application costs of redesigning the Lake excluding this property in opposition to paying the current asking price. Mr. Keshavarz, Keshavarz & Associates Inc, responded that the redesign application costs would be approximately \$25,000. Mr. Michel stressed that there are three engineering and construction entities

already working on this project and that grant funds deadlines are approaching. A brief discussion ensued concerning the asking price. Mr. Michel added that a new appraisal is pending on this property and stated that this acquisition is a relatively standard transaction.

Mr. Michel requested authorization to negotiate a contract with the owner not to exceed \$275,000 pending a new appraisal.

**It was moved by Mr. Bedford and seconded by Mr. Preston to authorize Staff to negotiate a contract with the owner not to exceed \$275,000; and pending the new appraisal. Motion carried 3 – 1, Ms. Marvin opposed.**

## **2. Audit Report**

Ms. Zenora Ward, Ward and Company, presented the Fiscal Year-2008 CRA Audit Report. Ms. Ward reported that there were no major concerns or improprieties found. Ms. Ward reviewed an outline of her analysis conclusions and provided recommendations for financial improvements. Ms. Ward added that our audit will be presented to Palm Beach County and an Audit Committee Meeting will be held this Wednesday. Mr. Michel commended Ms. Sheppard on behalf of the CRA Staff for her expertise and continued professional achievements in ensuring that the CRA financials are rated in good standings. Mr. Michel informed the Board that individual consultations with Ms. Ward are available upon request.

## **3. Keith and Schnars Supplement**

Lou Aurigemma and Frank Vilar, Keith and Schnars, presented a justification report for items listed in the K&S Supplement-2 proposal, outlining modified scope of services for engineering and design of pipe sizing for Phases 3,4,5 and 6 of the North Westgate infrastructure project. According to Mr. Vilar, drainage modifications listed reflect additional costs due to change orders including the rerouting of pipes on Genessee Avenue and added coordination with Keshavarz and Associates on the design of the Lake.

Mr. Michel requested authorization to execute the K&S Supplement-2 proposal in an amount not to exceed \$60,000.

**It was moved by Mr. Koehler and seconded by Mr. Preston to authorize Staff to execute Keith and Schnars Supplement-2 proposal in an amount not to exceed \$60,000. Motion carried 5 – 0.**

## **4. Broward Motorsports PB Development Approval**

Kim Glas-Castro, Certified Land Planner with Ruden McClosky, requested approval of the following: 1.) A Development Order Amendment (DOA) to modify conditions, add building area, and reconfigure the site plan; and 2.) To allow two variances relating to setbacks and impervious area for redevelopment of the site for vehicle sales and rental

facility with accessory uses. Ms. Glas-Castro also affirmed that the current cited landscape violations will be rectified by February of 2009. Mr. Sal Miciotta, GM, was available to answer any questions pertaining to business operations and stated that Broward Motorsports of Palm Beach has a reputation in good standing for over 20 years.

Ms. Shutt requested approval of the DOA to modify conditions, add building area, and reconfigure the site plan; and variance requests to implement the redevelopment plan for the new vehicle sales and rental facility subject to the condition of providing architectural treatment to the southwest storage building to make it compatible with its surrounding.

**It was moved by Mr. Koehler and seconded by Ms. Marvin to approve the DOA and two variances requested by Broward Motorsports of Palm Beach, subject to the condition of providing architectural treatment to the southwest storage building to make it compatible with its surrounding. Motion carried 5 – 0.**

## **5. Urban Design Studio Agreement**

Mr. Ken Tuma, Urban Design Studio, presented a proposal for general planning and presentation graphic production for the streetscape design elements along Westgate Avenue. Ms. Shutt indicated that the proposal from UDS will need to be amended to provide more details for the conceptual landscape design component of the project.

Ms. Shutt requested approval of the UDS proposal to provide general planning, presentation graphics, and supplemental conceptual streetscape design documents for the Westgate Avenue Streetscape Project for an amount not to exceed \$5,000 subject to the revision recommended by Staff to include conceptual landscape design elements in the scope of services.

**It was moved by Ms. Marvin and seconded by Mr. Koehler to approve the UDS proposal subject to the revision recommended by Staff to include conceptual landscape design elements in the scope of services in an amount not to exceed \$5,000. Motion carried 5 – 0.**

## **6. Westgate Streetscape**

Mr. Keshavarz, K &A, stated that the conceptual plans designs, which are currently at 35%, will take an additional 4 – 6 months to complete. He also added that this project could be completed in 18 months if Staff could promote expedition of County reviews. Ms. Shutt suggested that a courtesy review be considered to aide in expediting the project overall. Mr. Koehler asked Mr. Keshavarz how much Phase-1 will cost. Mr. Keshavarz responded that the approximate cost for Phase-1 would be 3-4 million dollars and that he would present a comprehensive cost evaluation summary for our next meeting. Mr. Keshavarz stated that a charrette is planned for the Westgate community in the near future by Keshavarz and Associates. He invited Staff and Board members to attend as well..

Mr. Keshavarz reported that the LWDD Board meeting is this Wednesday, January 14<sup>th</sup> . at 9:30 a.m. The meeting agenda will include consideration of W/BH CRA improvements of Section AA and Section BB of the L-2B canal; and LWDD maintenance along the L-2B canal respectively. Mr. Keshavarz emphasized to CRA Staff and Board members that attendance at the LWDD Board meeting is advised in order to address any opposition or questions that may arise.

## **VII. SUBCOMMITTEE REPORTS**

### **A. Administrative / Finance – Chair Wade**

In Chair Wade's absence, Mr. Michel commended Ms. Sheppard for her excellence in maintaining the CRA's finances for fiscal year 2008.

### **B. Capital Improvements – Chair, Mr. Daniels**

### **C. Land Use – Chair, Mr. Koehler**

Mr. Koehler stated his approval in seeing construction progress referenced in the Staff's projects summary report. Mr. Koehler also offered updates concerning landlord - tenant issues at 4262 Okeechobee Blvd.

### **D. Real Estate – Chair, Mr. Kirby**

### **E. Marketing – Chair, Mr. Bedford**

Ms. Shutt reported that the CRA website updates are almost ready. She stated that notices were sent to Board members asking for any information they wish to post, such as, business phone numbers etc. She added that e-mail addresses will be included as links to Board members and will be exclusive to the CRA Website.

### **F. Community Affairs / Westgate – Chair, Ms Marvin**

### **G. Community Affairs / Golfview Heights – Chair, Mr. Preston**

Mr. Preston emphasized that water / sewage disposal and lighting projects remain the CRA's foremost infrastructure focus in the interest of residential properties. He added that residential lighting should be included as a priority item as well.

## **VIII. ATTORNEY'S REPORT**

## **IX. STAFF REPORTS**

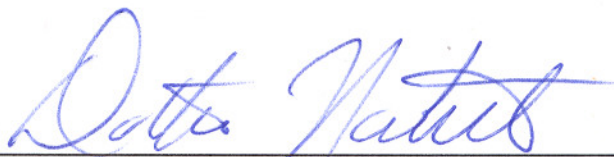
Mr. Michel reported that Staff will be attending a Palm Tran meeting next week. Mr. Michel announced that the month of January marks Ms. Shutt's 2<sup>nd</sup> year anniversary with the CRA and commended Ms. Shutt for her excellent performance thus far as our Assistant Director.

**X. BOARD MEMBERS COMMENTS**

Mr. Koehler assured Board and Staff members that his health issues are improving and will keep us informed of any changes. Mr. Preston expressed that he would like to attend the Palm Tran meeting next week along with Staff.

**XI. ADJOURNMENT**

**It was moved by Ms. Marvin and seconded by Mr. Bedford that the meeting be adjourned. The meeting was adjourned at 7:25 p.m.**



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**Dottie Natiello**

**Secretary, W/BH CRA**