

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

December 13, 2021

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

Mr. Daniels, the Board Chair, called the meeting to order at 5:14p.m. The roll was called by Ms. Bui.

Present: Ronald L. Daniels
Joanne Ruffy
Enol Gilles
Joseph Kirby
Ruth Haggerty

Absent: Ralph Lewis
Yeraldi Benitez

Staff Present: Elizée Michel, Executive Director
Denise Pennell, Senior Planner
Carmen Geraine, Bookkeeper
Mai Bui, Administrative Assistant
Thomas J. Baird, Esq., General Counsel

Others Present: Dorritt Miller, Assistant County Administrator, Deputy George Gomez, Deputy Adam Robinson, Keith Jackson, PE, Engenuity Group, CRA Engineer, Chuck Lesnick, (All Virtually Via Zoom)

II. AGENDA APPROVAL

1. Additions, Deletions, Substitutions to Agenda

- Move item #1-6 from regular agenda to consent agenda.

2. Adoption of Agenda

- It was moved by Ms. Haggerty and seconded by Ms. Ruffy to adopt the Agenda as amended. Motion carried (5-0)

III. ADOPTION OF W/BH CRA MINUTES

Ms. Haggerty has a correction on November 08, 2021 minutes. The added notation under additions, deletions, substitution to agenda shall be stated as follow:

Loan Forgiveness from the Westgate CRA COVID-19 Small Business Emergency Relief Forgivable Loan Program for Corcyd LLC dba Tint World, Inc. agenda as #2 of consent agenda.

- It was moved by Ms. Haggerty and seconded by Mr. Kirby to adopt the minutes of the November 08, 2021 meeting as amended. Motion carried (5-0)

IV. PUBLIC COMMENT

- Mr. Chuck Lesnick of the Danza Group gave a brief report about the Westgate Avenue project. He stated that Danza Group would like to schedule a closing to purchase the CRA-owned properties as his firm has already sent the deposit to the Escrow Agent. Mr. Baird stated that his office has received the deposit check, and the request to close, but according to the Option Agreement, the Danza Group needs to meet two conditions before they can close. First, they must prove to the reasonable satisfaction of the CRA that they have cash on hand to complete the project and second, they must obtain all land development approvals. According to the Agreement, the closing cannot take place until those conditions are met unless the Board decides to amend the agreement to remove those conditions. Board members consented to leave the conditions in place. The Board Chair suggested that the CRA gives a letter to Danza or sign the consent documents to allow the Group to submit their application for land development entitlement. The Chair also proposed to Danza to submit a request to the Board at the next meeting to seek an extension of the Option Period to allow more time to obtain the necessary approvals.
- 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.

V. DISCLOSURES

- No disclosures

VI. CONSENT AGENDA

- **Renew a Continuing Contract with 2GHO, Inc., for Professional Planning, Landscape Architecture, and Property Development Assistance Services**

- **Renew a Continuing Contract with Schmidt Nichols Landscape Architecture & Urban Planning, Inc. (Schmidt Nichols), for Professional Planning, Landscape Architecture, and Property Development Assistance Services**
- **Renew a Continuing Contract with WGI, Inc., for Professional Planning, Landscape Architecture, and Property Development Assistance Services**
- **Renew a Continuing Contract with WGI, Inc., for Professional Surveying Services**
- **Renew a Continuing Contract with Engenuity Group Inc. for Professional Engineering Services**
- **Renew a Continuing Contract with Engenuity Group Inc. for Professional Surveying Services**

It was moved by Ms. Ruffy and seconded by Ms. Haggerty to approve consent agendas. The motion passed unanimously (5-0)

VII. REGULAR AGENDA

1. Change Order Number 1 for All Site Construction Inc. for the Westgate Dog Park

Mr. Michel introduced the item. The Westgate CRA executed a contract with All Site Construction on September 13, 2021 to build a dog park on 2660 Oswego Avenue. The original electrical portion of the contract was to connect power to the irrigation controller, only. A more complete drawing was prepared after the contract was executed to include more electrical services. The new drawings/plans require the addition of a new NEMA 3R meter can and NEMA 3R DP panel, a duplex receptacle, larger galvanized Unistrut rack and relocation of the control panel and components to match FPL access point. This work is being added to the contract so the general contractor can coordinate the work and cover it under their insurance. It is a request made by our consultant and not by the contractor. The total cost of this change order is \$12,283.15

Staff recommends that the Board approve the Change Order #1 for All Site Construction to complete the additional electrical services for the Westgate Dog Park.

Ms. Haggerty asked which consultant wanted to make the changes, whether it was the irrigation contractor?

Mr. Michel responded that it was the electrical engineer engaged by the CRA. Not enough electrical services were included in the original design. The electrical engineer has prepared the plan at the CRA's request after the construction contractor was

selected. We didn't think that much service was going to be needed for a dog park. The additional services are needed primarily to run the irrigation system.

It was moved by Ms. Haggerty and seconded by Mr. Kirby to approve the Change Order #1. The motion passed unanimously (5-0)

2. Approval of Advance Payment for the Belvedere Heights Phase II Transportation Planning Agency Project

Mr. Michel presented the item. The CRA is working with the Engineering Department to install streetlights and sidewalks in the Northern Part of Belvedere Heights. The CRA has already submitted a check to the County for Phase I for the southern section. An advance payment is required before the County can sign the Agreement with FDOT to construct Phase II. Construction of Phase I is underway. Phase II will begin as soon as Phase I is completed. The construction is estimated at \$1,086,000.00; contingency is estimated at \$218,000.00; staff time and testing cost are estimated at \$94,000.00. The total amount requested is \$1,398,000.00. A portion of the construction cost will be reimbursed to the CRA by FDOT.

Staff recommends that the Board approves the advance payment of \$1,398,000.000 to Palm Beach County Engineering for the construction of Belvedere Heights Phase II.

Ms. Haggerty asked do we know how much FDOT going to reimburse and when will we receive the reimbursement? Will the amount cover the difference for what is budget for the project?

Mr. Michel stated that he does not remember the exact amount. He thinks it is around \$700,000. The county will hire a contractor. The contractor will submit pay application to the county. The County will pay the contractor with the money they receive from the CRA. After the contractor is paid, the county will submit a reimbursement request to FDOT. The reimbursement amount will be forwarded to the CRA. The CRA will start receiving reimbursements in about two months after the first pay application is submitted. This project is included in the budget. FDOT does not cover contingency, admin fees, and staff time.

It was moved by Ms. Haggerty and seconded by Ms. Ruffy to approve the advance payment to PBC Engineering. The motion passed unanimously (5-0)

VIII. STAFF REPORTS

There was an incident on one of the WCRA owned vacant property at 2426 Cherokee at the corner of Westgate and Loxahatchee and Cherokee. The incident happened on 12/10/2021.

The permit has been issued for Green Apartment and construction has started.


The Westgate Dog Park construction is ongoing. It is a bit behind schedule because of permitting issues.

“Santa at the Park” at the Oswego Oaks Park was a success. Many community residents attended the event.

The CRA had also participated in two turkey giveaways. One was at the Oswego Oaks Neighborhood Park in partnership with the Park and Recreation Department. The other one was at the Westgate Community Garden in partnership with the Office of Community Revitalization.

IX. AJOURNMENT

It was moved by Ms. Rufty and seconded by Ms. Haggerty to adjourn the meeting. The meeting adjourned at 5:45p.m.



Mai Bui

Administrative Assistant, Westgate CRA