

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

July 11, 2022

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

Mr. Daniels, the Board Chair, called the meeting to order at 5:08p.m. The roll was called by Ms. Bui.

Present: Ronald L. Daniels
Joanne Rufty
Ralph Lewis
Ruth Haggerty

Absent: Enol Gilles
Joseph Kirby
Yeraldi Benitez

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

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

II. AGENDA APPROVAL

1. Additions, Deletions, Substitutions to Agenda

- No Additions, Deletions, Substitutions to Agenda

2. Adoption of Agenda

- It was moved by Ms. Rufty and seconded by Ms. Haggerty to adopt the Agenda. Motion carried (4-0)

III. ADOPTION OF W/BH CRA MINUTES

- It was moved by Ms. Haggerty and seconded by Ms. Ruffy to adopt the June 13, 2022 minutes. Motion carried (4-0)

IV. PUBLIC COMMENT

- 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

Nothing on Consent

VII. REGULAR AGENDA

1. Draft Budget for FY 2022-2023

Mr. Michel introduced the item. This is the first reading of the Budget. This year CRA Budget includes four parts, the Redevelopment Trust Fund, the Capital Improvement Project, the Transportation Enhancement grants and the Sinking 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 Trust fund is \$3,734,539. This part details the administrative and the programmatic expenses. The preliminary tax roll value shows that the TIF might increase by 19% this year (an increase of \$558,462 to last year's TIF); The final tax is computed at the end of the year. The projected amount will change if the millage is modified. We won't have a final number until March 2023.

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 \$12,410,559.

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, but they were awarded to the CRA through grant applications submitted by CRA Staff. These funding is provided on a reimbursement basis. This information is being shared with the Board

to show the TPA grant activities and timeline. These funding are not administered by the CRA.

The Sinking Fund shows how fund will be used to pay off debt.

This is the first reading of the budget. Staff is only seeking input. A final budget will be presented at next month meeting. It will include considerations and input from the July meeting.

Ms. Haggerty noted that the increase/decrease column on the capital improvement fund sheet and was completed. She also noted that the numbers in the 2022 approved budget in the TPA grants were not correct.

Mr. Michel will double check the numbers and revise them appropriately for the next budget meeting.

Mr. Michel also added that the TIF amount may change as the Board of County Commissioners are contemplating reducing the general fund millage.

No Motion is Needed

2. Westgate Approval of Ward & Company, P.A., Engagement Letter for FY 2022 Audit Services.

Mr. Michel introduced the item. The CRA is seeking the service of Ward & Company to audit the financial records of the CRA for fiscal year 2022. 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 \$24,000.

Staff recommends that the Board authorizes staff to engage Ward and Company, P.A. to provide auditing services for fiscal year ending in September 2022.

It was moved by Ms. Ruffy and seconded by Mr. Lewis to authorize staff to engage Ward and Company to provide auditing services. The motion passed unanimously (4-0)

VIII. STAFF REPORTS

The Belvedere Heights Phase I & Phase II is progressing well. Structures for streetlights are being installed. Drainage has been completed.

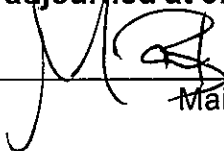
The Greene Apartment is making good progress.

“Backpacking At The Park” at Oswego Oaks Park is on August 5, 2022 from 5:00 to 9:00p.m.

Ribbon Cutting for Dog Park is on August 16, 2022 at 9:30a.m.

IX. AJOURNMENT

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


_____ Administrative Assistant, Westgate CRA
Mai Bui