

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

**August 08, 2022**

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

Mr. Daniels, the Board Chair, called the meeting to order at 5:01p.m. The roll was called by Ms. Bui.

**Present:** Ronald L. Daniels  
Joanne Ruffy  
Enol Gilles  
Ralph Lewis  
Ruth Haggerty

**Absent:** 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 (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. Ruffy and seconded by Ms. Haggerty to adopt the Agenda. Motion carried (5-0)

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

- It was moved by Ms. Haggerty and seconded by Ms. Ruffy to adopt the July 11, 2022 minutes. Motion carried (5-0)

#### **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. Adoption of FY 2022-2023 Budget**

Mr. Michel presented the item. This is the second 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 \$3,706,219. This part details the administrative and the programmatic expenses and include a 6% County recommended raise for all employees and reclassification for Mai Bui. The preliminary tax roll value shows that the TIF might increase by 15.2% this year (an increase of \$530,142 to last year's TIF); The final tax is computed at the end of the year. The Palm Beach County Board of County Commissioners have reduced the millage at the July 12 meeting. The general fund millage went from 4.7815 to 4.7150. The BCC will adopt the final budget in September. A decrease not an increase is allowed by law at the September adoption meeting.

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 \$13,000,000. The CRA is seeking a loan of almost \$11 Million to fund the major infrastructure improvement on Westgate Avenue and Seminole Blvd. The loan proceed is included in the total capital improvement fund. 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. This funding is

provided on a reimbursement basis. This information is being shared with the Board to show the TPA grant activities and timeline. These funds are not administered by the CRA. The TPA grants are administered on a reimbursement basis.

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

Staff recommends that the Board adopts the FY 2022-2023 Budget and approve a resolution to forward the budget to the Board of County Commissioners for final approval.

**It was moved by Ms. Haggerty and seconded by Ms. Ruffy to authorize to adopt the FY 2022-2023 Budget and approve a resolution. The motion passed unanimously (5-0)**

**2. Approval of Site Development Assistance Program Grant for Nestor Martin Real Estate Holding (NMREH) LLC. on Saranac Ave.**

Mr. Michel presented the item. The CRA created the Site Development Assistance (SDA) Program to encourage developers to improve the physical appearance of their development with the goal of stimulating revitalization throughout the CRA communities. The SDA Program was revised in 2018 to include residential and industrial development, with provisions for funding assistance for existing and new smaller multifamily duplex and triplex development. Previously, the program only offered site development assistance to existing and new commercial and mixed-use projects particularly within focus redevelopment areas.

NMREH LLC is a housing development corporation operating in Palm Beach County since 2012. The company has acquired and rehabbed several properties in West Palm Beach and built six housing units in the Westgate CRA. This application is for a reimbursement-based grant to develop three Westgate single family alternative homes on 25-foot wide lots on Saranac Avenue, in the South Westgate Estates Neighborhood. These houses will have 1,175 SF under air, and a total of 1,274 SF under roof including covered porch and patio. The developer will provide CBS construction, impact rated windows, tankless water heaters, 42" cabinets with Dallas White granite stone, paver driveway and patio, stainless steel appliances, and other standard features.

The LLC has requested a grant of \$5,000 for each home for a total of \$15,000 from the CRA's Site Development Assistance Program (SDAP). The funds will be used for pre-development expenses, landscaping expenses, exterior stucco, impact window upgrades, glass doors, landscaping, pavers for driveways and other exterior improvement in accordance with the program guidelines.

The applicant's request for funding is consistent with the objectives of the SDA program and the economic development and housing goals of CRA's Community Redevelopment Plan. The smaller housing units will contribute in the solution of the workforce housing shortage the County is experiencing.

The SDAP is a reimbursement-based grant. It provides the funding after the project is completed and certificate of occupancy is received.

Staff recommends that the Board authorizes approval of a reimbursement grant of \$15,000 from the Site Development Assistance Grant Program for NMREH LLC for the three single family homes located at 2833 Saranac Avenue, 2835 Saranac Avenue, and 2837 Saranac Avenue.

**It was moved by Ms. Ruffy and seconded by Mr. Gilles to authorize approval of reimbursement grant of \$15,000 from the Site Development Assistance Grant Program. The motion passed unanimously (5-0)**

**3. Approval of Additional Funding for the Design of the Cherry Road Transportation Planning Agency Funded Project**

Mr. Michel presented the item. The CRA is implementing a grant received from Florida Department of Transportation through Palm Beach County Transportation Agency to improve Cherry Road between Military Trail and Quail Drive

The Cherry Road project proposes the following: a new shared multi-use path on the north side of Cherry Road, a new sidewalk on the south side of Cherry Road from Quail Drive to County Club Road, a new pedestrian lighting on both sides of Cherry Road, four high visibility crosswalks, a HAWK signalization at the intersection of Cherry Road and County Club Road and new street trees where allowable.

In accordance with an interlocal agreement executed in March 2022, the County agrees to design and construct the project according to the approved design section included in the grant application. The County has selected the contractors to design the project.

The total design cost is now estimated at \$328,550 (\$34,950 original task; \$99,500 Subtotal Supp. #1; \$138,400 Subtotal Supp. #2; \$35,70000 contingency).

In March 2022, the CRA provided a check in the amount \$208,538 for the project. Another check for \$120,012 is being requested to cover all the design costs.

Staff recommends that the Board authorizes staff to provide additional funds not to exceed \$120,012 to the Engineering Department to fund the design of the Cherry Road Streetscape project.

**It was moved by Ms. Haggerty and seconded by Ms. Rufty to authorize staff to provide additional funds not to exceed \$120,012 to the Engineering Department to fund the design of the Cherry Road Streetscape project. The motion passed unanimously (5-0)**

## VIII. STAFF REPORTS

Westgate Avenue waiting for a loan. The project cost has increased from the time it was conceived to today. Prices have doubled from 2018 to 2022. A request for extension, while we wait for the loan, was submitted to FDOT. The issuance of the loan needs Board of County Commissioners (BCC) authorization. Ms. Dorritt Miller, Assistant County Administrator, reported that though the Ordinance that created the CRA does not require additional approval from the BCC for issuance of loan, the State Statutes require a BCC approval for issuance of bond or loans by the CRA. She also stated that the County is seeing a price increase on all the projects that they are starting now. Mr. Lewis added that the projects need to move faster because they can become cost prohibitive after a while.

Belvedere Heights Streetlight and sidewalks are nearing completion. Water mains replacement, installation of drainage system and swail project have been completed.

Streetlights for Westgate Estates are in the works. All the lights were replaced with LED. The design to add lights has been completed. Supplies have been ordered. Construction for the additional light poles will start within four months.

The Greene Apartment is making good progress.

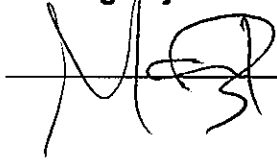
Oswego Oaks neighborhood park signs was installed in July.

Cameras have been installed at Oswego Oaks Park. The cameras will cover the park and the dog park across the street.

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

**IX. AJOURNMENT**

**It was moved by Ms. Rufty and seconded by Mr. Lewis to adjourn the meeting. The meeting adjourned at 5:53p.m.**



Mai Bui

Administrative Assistant, Westgate CRA