



Lake Park Town Commission, Florida

Community Redevelopment Agency Meeting Minutes

Wednesday, March 15, 2023 at 6:30 PM

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403

Kimberly Glas-Castro	—	Vice-Chair
John Linden	—	Agency Member
Mary Beth Taylor	—	Agency Member
Henry K. Stark	—	Agency Member
John O. D'Agostino	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian Mendez, MMC	—	Agency Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.

CALL TO ORDER/ROLL CALL

6:32 P.M.

PRESENT

Vice-Chair Kimberly Glas-Castro

Board Member John Linden

Board Member Henry Stark

Board Member Mary-Beth Taylor

PLEDGE OF ALLEGIANCE

Vice-Chair Glas-Castro

SPECIAL PRESENTATION/REPORT:

1. Presentation by Business Flare on the Proposed CRA Expansion Areas.

Kevin Crowder with Business Flare presented to the Community Redevelopment Agency. Vice-Chair Glas-Castro asked how the discussions were going with Palm Beach County. Executive Director D'Agostino explained his most recent discussion with Ms. Verdenia Baker, Palm Beach County Administrator went well. He explained that Ms. Baker was receptive to the plan in which

the CRA would not be requesting additional funding. He stated that the CRA would not require additional matching funds from Palm Beach County. He was hopeful that the Town would receive approval of the proposed expansion. Vice-Chair Glas-Castro explained the next steps in the process as the CRA would make a recommendation to the Town Commission to adopt a Resolution adopting the Finding of Necessity and requesting Palm Beach County to delegate authorities granting them by Florida State Statute 163, entering into an amended Interlocal Agreement, then formally amend CRA Plan to include the expanded area. Executive Director D'Agostino explained that the Plan would not exceed past 2040. Mr. Crowder explained that the items that are included in the plan would be allowed in the expanded areas. Board Member Stark asked if those in the proposed expanded area had been notified. Executive Director D'Agostino explained that there has not been much response from the businesses that are part of the expanded area. Mr. Crowder explained how a previous client reached out to the expanded area to explain what it meant to be included in a CRA. Executive Director D'Agostino stated that a workshop with the expanded area businesses would be beneficial before the process moved to the County. Board Member Taylor asked if the blight area could be helped by Code Compliance. Executive Director D'Agostino explained that some of the issues could be resolved by Code Compliance, which was the reason the Town had hired a Code Compliance Officer specifically for the CRA area.

Motion made to forward the item to the Town Commission by Board Member Stark, Seconded by Board Member Linden.

Voting Yea: Vice-Chair Glas-Castro, Board Member Taylor.

PUBLIC COMMENT:

This time is provided for addressing items that do not appear on the Agenda. Please complete a comment card and provide it to the Agency Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

None

CONSENT AGENDA:

Motion made to approve the Consent Agenda by Board Member Linden, Seconded by Board Member Stark.

Voting Yea: Vice-Chair Glas-Castro, Board Member Taylor

2. January 18, 2023 Special Call Community Redevelopment Agency Meeting Minutes
3. Request to Authorize The Town of Lake Park Community Redevelopment Agency Executive Director to Encumber and Expend Funding and to Approve a Proposal From Engenuity Group for the Provision of Professional Surveying Services Associated with the Proposed Park Avenue and 10th Street Landscape and Hardscape Refresh.

NEW BUSINESS:

4. Resolution 22-03-23 Additional Grant Request by Brooklyn Cupcake for Assistance with their Hood System.

Executive Director D'Agostino explained the item (see Exhibit "A"). Board Member Linden asked when this grant would expire. Community Development Director Nadia DiTommaso explained that this would be a standalone grant, which would begin now if approved. Board Member Linden asked when their clock would begin considering they have not opened yet. Executive Director D'Agostino explained that the clock began when the item was approved even though they have not opened.

Mr. Gus Rodriguez and Ms. Carmen Rodriguez presented to the Board. Agency Member Stark expressed concern with the amount of the grant. Mr. Rodriguez explained that the additional grant funds would offer a food experience to the community. Board Member Stark expressed concern related to parking. Mr. Rodriguez assured the Board that there was ample parking in the plaza.

Public Comment:

Roger Michaud asked questions of the applicant regarding the expansion of the business. The applicant responded to the questions.

Millad Porters spoke in support of the grant programs offered by the CRA. He explained his experience with CRA grants as matching grants. He asked if the program has changed to where no match would be required for future grants. Executive Director D'Agostino explained that this program was designed to increase employment opportunities. The grant Mr. Porters referred to was for a different purpose, which was why it was a 50/50 match. Community Development Director DiTommaso explained that the grants to be discussed, as the next agenda item, are new

business grants. These businesses have already invested in the buildout in order to open their doors, which is taken into account when staff accesses the application. Executive Director D'Agostino explained that we are trying to match the need of a grant to a type of business.

Motion made to approve Resolution 22-03-23 by Board Member Stark, Seconded by Board Member Taylor.

Voting Yea: Vice-Chair Glas-Castro, Board Member Linden

5. CRA Business Assistance Discussion.

Executive Director D'Agostino explained the item (see Exhibit "B"). Community Development Director DiTommaso explained what was presented in the agenda was a preliminary draft of the grant applications. They were provided so that staff could receive input from the Board and the public. The purpose of the discussion was to structure the applications and process in the most effective and efficiently manner for the businesses in the CRA. The CRA has historically provided economic development grants to businesses. There is an immediate need to assist the existing businesses and some of the residential properties that have experienced impacts. The two applications included are for commercial properties and residential properties. She explained the applications. Vice-Chair Glas-Castro had questions regarding the operational sustainability. She asked what happens if someone has a bad business plan. Community Development Director DiTommaso explained that the application process was discussed by staff and it would be a challenge. She explained that these are high risk programs. Executive Director D'Agostino explained that help with development of a business plans could be included as part of the program. Board Member Stark agreed with including the assistance of a business plan to all businesses, with a business paying 50% of the cost, instead of offering the opportunity to only a business that was failing. He explained that there were two (2) ideas – expense and income. Board Member Linden was in favor of the program. He would like to see included a business plan consultant. He asked if a checklist had been developed for the program. Grant Writer/Chief Public Information Officer Merrell Angstreich explained that the title of the person to assist with this process would change over time, depending on what the person role. Board Member Linden asked if a workshop was forthcoming. Grant Writer/Chief Public Information Officer Angstreich explained that after the application process was complete, a workshop would be scheduled.

Public Comment:

1. Gus Rodriguez spoke of business sustainability and his experience as a business owner. He suggested that the business plan be reviewed continually, so that businesses are assisted in succeeding. Carmen Rodriguez shared the business experience during the Covid pandemic.

2. Linette Battle spoke of her business experience and the benefit of this program.

3. Millard Porters spoke of the business assistance grants and asked how the Town could bring more patrons to Downtown. Executive Director D'Agostino explained the Town's mobility initiative.

4. Mary Jane Zapp spoke of what fun activities The Artist of Palm Beach have been doing since she last spoke at a CRA Meeting.

5. Saul Chevelon spoke in support of the business assistance grants.

6. Charles Chase asked if there was a plan on keeping patrons in the CRA all day and night. He suggested showcasing the Town and staying in the CRA.

7. Ken Bowers spoke in support of the CRA assistance grants.

8. Jason Ramos spoke in support of the business grant. He stated that this is an event driven Town.

Board Member Stark suggested a business development council. He thanked everyone for attending. Vice-Chair Glas-Castro explained that the next steps would be for staff to take the recommendations and refine the application and schedule a future workshop. Executive Director D'Agostino agreed and stated that marketing and establishing CRA based activities would also be considered. He explained that currently there was no CRA staff to implement the suggestions. He would create an initiative to hire staff and to develop a successful CRA.

6. Community Redevelopment Agency Annual Report

Executive Director D'Agostino reviewed the annual plan with the Board.

Motion made to accept the CRA Annual Plan and forward to the Town Commission by Board Member Linden, Seconded by Board Member Stark.

Voting Yea: Vice-Chair Glas-Castro, Board Member Taylor

7. Request to Authorize the Executive Director to Encumber and Expend Funding and to Approve a Proposal from Engenuity Group for the Development of 100% Construction-Ready Engineering Design Plans Associated with the Proposed Oval-A-Bout at the Roadway Intersection of 10th Street, Prosperity Farms and Northern Drive.

Board Member Stark asked when the anticipated completion of the project was. Public Works Director Travieso stated that the design period were anticipated to begin April 2023 and be completed by June 2024. Board Member Stark asked if the environmental impacts were taken into account for the total concept. Public Works Director Travieso explained that drainage was taken into account, but no environmental studies were required for this type of project.

Motion made to authorize the Executive Director to enter into the agreement and encumber the funds for the development of 100% construction-ready engineering design plans associated with the Oval-A-Bout by Board Member Linden, Seconded by Board Member Stark.

Voting Yea: Vice-Chair Glas-Castro, Board Member Taylor

AGENCY MEMBER COMMENTS: None

ADJOURNMENT:

9:05 P.M.

FUTURE MEETING DATE: The next scheduled Special Call Community Redevelopment Agency Meeting will be conducted on April 19, 2023.

Vice-Chair Roger D. Michaud

Town Seal

Town Clerk, Vivian Mendez, MMC

Approved on this _____ of _____, 2023