

RESOLUTION 105-11-26

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, ESTABLISHING THREE ECONOMIC DEVELOPMENT INCENTIVE PROGRAMS; ADOPTING PROGRAM GUIDELINES AND FUNDING LIMITATIONS; AUTHORIZING ADMINISTRATIVE REVIEW AND APPROVAL OF ELIGIBLE APPLICATIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Lake Park has previously created a Community Redevelopment Agency (the "CRA") pursuant to Section 163.356, Florida Statutes; and

WHEREAS, the CRA has all the statutory powers conferred upon it by Chapter 163, Part III, Florida Statutes; and

WHEREAS, the CRA seeks to implement its adopted Community Redevelopment Plan by supporting business activity, commercial revitalization, and improvement of vacant storefronts within the CRA District; and

WHEREAS, The CRA Executive Director and staff have developed three proposed initiatives which would provide eligibility criteria, marketing-plan requirements, application procedures, and defined financial assistance limits; and

WHEREAS, pursuant to this resolution, the CRA Board of Commissioners (CRA Board) hereby adopts program guidelines and establishes an administrative process for applications for the programs described herein.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA:

Section 1. RECITALS. The foregoing recitals are incorporated herein.

Section 2. PROGRAM ADOPTION. The CRA Board hereby establishes and approves the following programs, in substantially the forms attached and incorporated by reference: Exhibit A – Kelsey City Kash Program; Exhibit B – Clean & Safe Economic Activation Initiative; and Exhibit C – Vacant Storefront Window Wrap Program. Each program shall be administered in accordance with its adopted guidelines.

Section 3. DELEGATED ADMINISTRATIVE AUTHORITY. Subject to the limitations in this resolution, applicable law, the adopted program guidelines, appropriated funds, and applicable Town and CRA purchasing, finance, and internal-control requirements, the CRA Board delegates to the CRA Executive Director the authority to approve, condition, or deny individual applications that satisfy the adopted program criteria. The Community Redevelopment Administrator shall be responsible for reviewing applications, verifying eligibility, and making recommendations to the CRA Executive Director. The Executive Director shall provide final written approval of the expenditure of funds, including the approved amount. Applications exceeding established program limits or applicable approval authority shall be referred to the appropriate official or governing body.

Section 4. PROGRAM LIMITS. The CRA Executive Director shall not authorize the award of funds exceeding the following thresholds for the respective programs: (a) Kelsey City Kash: reimbursement of no more than \$1,500 per participating business per approved campaign, subject to the approved campaign budget and voucher documentation. (b) Clean & Safe: CRA assistance of no more than \$2,500 per eligible applicant per fiscal year, with cumulative assistance counted across applications; eligible services may be provided directly by the CRA. (c) Vacant Storefront Window Wrap: reimbursement of eligible installation expenses according to the adopted size- and property-type-based schedule, not exceeding \$3,500 for commercial/mixed-use properties or \$1,500 for industrial-zoned properties; separately approved removal reimbursement shall follow the adopted schedule, not exceeding \$1,000 and \$750, respectively.

Section 5. REQUIRED MARKETING PLANS. Each application shall submit a marketing or marketing-and-recruitment plan that complies with the applicable program guidelines. The Community Redevelopment Administrator shall verify and document that this requirement has been satisfied before recommending the application for approval by the CRA Executive Director.

Section 6. FUNDING. Expenditures and reimbursements are authorized only to the extent funds have been lawfully appropriated and budgeted for the applicable program.

Section 7. IMPLEMENTATION AND REPORTING. The Community Redevelopment Administrator shall be responsible for implementing this administrative review process, including application review, recordkeeping, and routine administrative procedures consistent with the adopted guidelines and shall maintain records of any awards or reimbursements. The CRA Administrator shall also be responsible for providing all program activity information to the CRA Executive Director and the CRA Board, as requested or directed. All funding approvals require written authorization by the CRA Executive Director.

Section 8. SEVERABILITY. If any provision of this resolution is held invalid, the remaining provisions shall remain in effect to the extent permitted by law.

Section 9. EFFECTIVE DATE. This resolution shall take effect immediately upon execution.

ATTACHMENTS:

Exhibit A – Kelsey City Kash Program;

Exhibit B – Clean & Safe Economic Activation Initiative;

Exhibit C – Vacant Storefront Window Wrap Program.

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