

## **RESOLUTION 41-08-22**

### **A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE CHAIRMAN TO SIGN A GRANT AGREEMENT WITH BILINGUAL EDUCATION SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Town of Lake Park's Community Redevelopment Agency (the CRA) has such powers and authority as have been conferred upon it by the Florida Constitution and Chapter 163, Part III, Florida Statutes; and

**WHEREAS**, Bilingual Education Services (BES) is seeking a redevelopment grant from the CRA in the amount of \$51,000 (the Grant) to be used toward its 6-month start-up costs associated with the BES, whose office is located at 501 10<sup>th</sup> Street, Lake Park, Florida (the Property); and

**WHEREAS**, the CRA has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to not-for-profit organizations to implement strategies and provide services that benefit the community and economic well-being of the Town's community redevelopment area; and

**WHEREAS**, the CRA's Executive Director recommends that the CRA's Board of Commissioners (the Commission) provide the Grant to BES to assist it with its "start-up costs"; and

**WHEREAS**, BES has agreed to use the Grant to provide bilingual education and tutoring services to the Haitian community in the community redevelopment area; and

**WHEREAS**, the Commission is willing to make the Grant available to BES on the terms set forth in the Agreement which is attached hereto and incorporated herein.

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

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

**Section 2.** The Commission hereby directs and authorizes the Commission Chairman to execute an agreement with Bilingual Education Services, a copy of which is attached hereto and incorporated herein.

**Section 3.** This Resolution shall become effective upon its execution.

The foregoing Resolution was offered by Board Member Michaud who moved its adoption. The motion was seconded by Board Member Taylor and upon being put to a roll call vote, the vote was as follows:


	AYE	NAY
CHAIR MICHAEL O'ROURKE	<u>✓</u>	<u>    </u>
VICE-CHAIR KIMBERLY GLAS-CASTRO	<u>✓</u>	<u>    </u>
BOARD MEMBER JOHN LINDEN	<u>✓</u>	<u>    </u>
BOARD MEMBER ROGER MICHAUD	<u>✓</u>	<u>    </u>
BOARD MEMBER HENRY STARK	<u>✓</u>	<u>    </u>
BOARD MEMBER MARY BETH TAYLOR	<u>✓</u>	<u>    </u>

The Community Redevelopment Agency thereupon declared the foregoing Resolution 41-08-22 duly passed and adopted this 3 day of August, 2022.

TOWN OF LAKE PARK, FLORIDA


BY:   
MICHAEL O'ROURKE  
CHAIR

ATTEST:

  
VIVIAN MENDEZ  
AGENCY CLERK

(TOWN SEAL)

Approved as to form and legal sufficiency:

BY:   
THOMAS J. BAIRD  
AGENCY ATTORNEY

## REDEVELOPMENT GRANT AGREEMENT

**THIS REDEVELOPMENT GRANT AGREEMENT** ("Agreement") is made this 3 day of August, 2022, by and between The Town of Lake Park's Community Redevelopment Agency ("CRA"), having an address at 535 Park Avenue, Lake Park, Florida 33403, and Bilingual Education Services, ("BES") having an address at 501 10<sup>th</sup> Street, Lake Park, FL 33403 (the Property).

### RECITALS

**WHEREAS**, the Town of Lake Park's Community Redevelopment Agency (the CRA) has such powers and authority as have been conferred upon it by the Florida Constitution and Chapter 163, Part III, Florida Statutes; and

**WHEREAS**, Bilingual Education Services (BES) is seeking a redevelopment grant from the CRA in the amount of \$51,000 (the Grant) to be used toward its 6-month start-up costs; and

**WHEREAS**, BES is a 501(c)(3) not for profit corporation, located at 501 10<sup>th</sup> Street, Lake Park, Florida (the Property); and

**WHEREAS**, the CRA has the authority pursuant to Chapter 163, Part III, Florida Statutes, to provide financial incentives in the form of grants to not-for-profit organizations to implement strategies and provide services that benefit the community and economic well-being of the Town's community redevelopment area; and

**WHEREAS**, the CRA's Executive Director recommends that the CRA's Board of Commissioners (the Commission) provide the Grant to BES to assist it with its "start-up costs" which BES has agreed to use to facilitate the ongoing provision of non-profit services to the community redevelopment area; and

**WHEREAS**, the services provide by BES include bilingual education services and tutoring services to the Haitian community in Lake Park; and

**WHEREAS**, the Commission agrees to make the Grant available to BES based upon the terms set forth in this Agreement.

**NOW THEREFORE**, in consideration of the above recitals and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto, intending to be legally bound, hereby agree as follows:

- 1. Recitals.** The recitals are incorporated herein.
- 2. CRA Grant.** The Town's Community Redevelopment Agency (CRA) agrees to provide BES with a one-time Grant in the amount of \$51,000. The Grant shall be [amortized over the five years of the Term. Each year BES remains in business during the Term, its obligation to repay the entire grant] in the event it does not remain in business for the entire term shall be reduced by \$10,200.
- 3. Use of Funds.** Payments shall be made to BES upon the Town's receipt and verification of the invoices for each of the above items. The use of the funds is restricted to the expenses listed in the table below:

<b>Expenses for 6 months</b>			
<b>Start up Expenses</b>		<b>Per/month</b>	<b>Total for 6 mths</b>
Rent & Facilities	6 months	1065	\$6,390.00
Internet services	6 months	149	\$894.00
Advertising	6 months	500	\$3,000.00
Utilities	6 months	65	\$390.00
Instructor (AM & PM)	6 months	3000	\$18,000.00
<b>Total</b>			<b>\$28,674.00</b>
<b>Office Supplies (for 6 months)</b>			
Copy paper	Qty	Price/unit	
Pens	3	\$76.99	\$230.97
Pencils	3	\$60.89	\$182.67
Markers	3	40.39	\$121.17
Highlighters	3	\$15.79	\$47.37
Stapler	1	\$34.49	\$34.49
Staples	1	\$101.49	\$101.49
Manila folder	2	\$9.29	\$18.58
Hanging folders	2	\$20.29	\$41
Post-it sticky notes	2	\$12.59	\$25
USB drive	1	\$7.99	\$15.98
Post-it sticky Easel pad	1	\$124.49	\$124.49
Brochures and flyers (printing)			\$500.00
<b>Total</b>			<b>\$1,442.97</b>
<b>Classroom Equipment-One time purchase</b>			
Laptops	10	\$749.00	\$7,490.00
Student desk	10	\$499.99	\$4,999.90
Filing cabinet	1	\$248.99	\$248.99
Shredder	1	\$187.19	\$187.19
Projector	1	\$499.99	\$499.99
Copier	1	\$749.00	\$749.00
Sound bar system	1	\$149.99	\$149.99
Repairs ad Building costs			\$5,000.00
<b>Total</b>			<b>\$19,325.06</b>
<b>Fundraising expenses</b>			
Leasing			\$2,000.00

Artists			\$1,000.00
<b>Total</b>			<b>\$3,000.00</b>
<b>Custodial supplies</b>	<b>QTY</b>	<b>price/unit</b>	
Prof. Surface Disinfectant	3	34.19	\$102.57
Lysol cleaning wipes	6	10.99	\$65.94
Clorox disinfectant wipes	2	68.29	\$136.58
Toilet paper	2	101.89	\$203.78
Paper Towel	2	135.79	\$271.58
Purell Hand Sanitizer	3	107.99	\$323.97
Purell Hand soap	1	69.99	\$69.99
Trash bags	2	50.69	\$101.38
Miscellaneous		200	\$200.00
<b>Total</b>			<b>\$1,475.79</b>

**GRAND TOTAL: \$50,917.82**

**4. Term.** BES shall remain in business at the Property for five years from the date of execution of the Agreement. Additionally, on August 1<sup>st</sup> of every year, starting in 2023 and for the duration of the Grant Term, BES shall provide the Town with a report of key performance indicators (KPI), including the total number of monthly enrollments, a monthly demographic profile of the enrolled (age groups), the monthly percentage of enrollees from Lake Park, a list of the monthly programs operated by BES, 2 or 3 (or more) success stories associated with the programs for the total reported months, and testing score metrics for new students versus students who have completed BES programs (i.e. their initial assessment versus their final assessment and duration they were enrolled in the program). This KPI report shall be used by BES for the purposes of identifying program improvements on an annual basis. This report shall be provided to the Town Community Development Department no later than August 1 of each year and shall be presented by BES to the CRA Board at an annual September CRA Board meeting for the duration of the Grant Term.

**5. Repayment.** Should BES close or relocate its business, it agrees to return the Grant funds it has received from the CRA the amount of the funds which the CRA has paid to it up until it ceases operations on the Property.

**6. Assignment.** This Agreement shall not be assigned without the CRA's written prior written consent.

**7. Amendment.** This Agreement shall not be revised, changed or amended except by a written amendment executed by both parties.

**8. Governing Law/Venue.** This Agreement shall be construed in accordance with and governed by the laws of the state of Florida, without giving effect to choice of law rules. Venue shall be in the federal or state courts located in Palm Beach County, Florida.

9. **Counterparts.** This Agreement may be executed in duplicate counterparts which when construed together shall constitute a single instrument.


10. **Severability.** Any provision of this Agreement which is deemed by a court of competent jurisdiction shall, as to such jurisdiction, be ineffective only to the extent of such prohibition or unenforceability without invalidating the remainder of such provision or the remaining provisions hereof or affecting the validity or enforceability of such provision in any other jurisdiction.

11. **Indemnification.** BES agrees to indemnify and save harmless the Town its elected or appointed officers, employees, agents, and consultants from and against any and all liability, expense, or damage of any kind or nature and from any suits or claims, including reasonable legal fees and expenses, on account of any matter, whether in suit or not, arising out of this Agreement.

12. **Attorney Fees.** In the event either party is required to enforce this Agreement, the prevailing party shall be entitled to the reimbursement of its attorney fees and court costs.

The parties hereto have duly executed this Agreement on the day and year first above written.

**TOWN OF LAKE PARK CRA**



By:   
Michael O'Rourke, Chairman

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY



By:   
Thomas J. Baird, General Counsel

**BILINGUAL EDUCATION SERVICES**

By:   
Its:  President





## **Bilingual Education Center for Education And Training**

*"A Haitian Community Center for Integration and Orientation "*

### **Our Mission Statement**

To preserve and strengthen the Palm Beach County Haitian immigrant community center by providing programs and services that are rooted in and promote Haitian values, ethics and traditions and that meet the social, cultural, recreational and educational needs of Palm Beach County Haitian Immigrant community

### **Our Core Values**

We hold and cherish our intrinsic values that identify us as Haitians including cultural, recreational, educational and social activities among us in Florida.

We seek to build and maintain partnerships with other Palm Beach County institutions such as health care district, school district, palm train and others to provide more services.

We are committed to inclusiveness by reaching out through our services and programs to all Haitian population groups including interfaith families.

We actively adapt to the continually evolving needs of the Haitian community to serve them more effectively.

We provide programs and services to a broad range of needs and interests for different category of individuals including seniors.

We strive to create a welcome, friendly, and kind environment for our participants to help them feel a sense of belonging as we offer them the highest quality of experiences and professional services.

We welcome and promote volunteerism by creating opportunities for volunteer involvement.

## Our Programs

**Adults Literacy-** Provide English language and literacy instruction for adult English language learner and who are non-literate or semi-literate in their home language.

**Senior Activities-** The Senior Adult Program at the Haitian Community Center is geared for people in their late 60s, 70s, 80s and 90s who want to be stimulated intellectually and socially.

**Youth mentoring-** We promote youth mentoring because it has several positive impacts on young people including the enhancement of their cognitive, physical and social development.

**Students Education reinforcement -** Tutoring for kids Grade K – 6), Homework assistance

**Adults Education training-** Adults are exposed to an array of short –term vocational programs that can help them get the personal skills they need to get into a new career and enter the workplace as quick as possible

**Careers Development-** We assist our participants to identify their talents through career assessment, develop them through education and deploy them through job placement

**Clothing and furniture's bank, Food Bank-** We believe that food is an essential basic need that people need.

## Bilingual Education Services Training Center      BUDGET 2022-2023

Classroom Equipment-One time purchase			
Laptops	10	\$749.00	\$7,490.00
Student desk	10	\$499.99	\$4,999.90
Filing cabinet	1	\$248.99	\$248.99
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## Sustainability

- To remain viable and perform our mission BEST we will have to become self-sustainable. The expenses that are recurring will be the lease agreement, Rent and Utilities.

- We have developed a Sustainability Plan that will include Fees, Grant procurement and Fundraising in the for of local Gala's.

- We have projected out the 6 months costs for these items (see budget) an estimate that it will be \$28,000. To offset those costs, we have developed the following sustainability plan.

## Fee Schedule

Working with a tutor can dramatically improve a student's skill level. In today's fast pace of education, a tutor could be the perfect opportunity for an achiever to get ahead in their studies. Our programs are designed to reach out and help individual with their educational needs. The students will be charged based on the following fee schedule:

\$20/hr. of instruction	\$20
3 times per week	\$60
20 students/ week	\$1200
4 sessions month	\$4800
6 months	\$28,000

## GRANTS

To financially support our next project or undertaking we are leveraging our resources by seeking donations in the form of grants.

### 1. Free money

Grants can help organizations create new or expanded offerings. Grants provide your organization with an opportunity to create a new funding stream that does not need to be repaid.

### 2. Create new or expanded programs

### 3. Collaboration = bigger impact

4. Success breeds more \$ Success breeds success in grant funding too. Securing grant funding can result in a domino effect with more organizations seeing the value in our goals and mission



- FLORIDA DEPARTMENT OF EDUCATION
- Request for Application (RFA Entitlement)
- Bureau / Office
- Division of Career and Adult Education
- Program Name
- Adult Education and Family Literacy – State Leadership, Florida Adult and Family Literacy Resource Center, Florida Literacy Coalition, Non-Competitive
- <http://www.floridaliteracy.org/index.html>

## GRANTS that have been applied for by BEST



THE AWESOME  
FOUNDATION



Fundraising Gala's  
Three fundraising  
events per year  
with the goal of  
raising \$10,000 per  
event.

# WELLNESS AND HEALTH GALA 2020

BILINGUAL EDUCATION CENTER AND TRAINING SERVICES

## GOLD SPONSOR

**\$ 2000**

- SEATING FOR 8 GUESTS (1 FULL TABLE)
- 8 TICKETS TO VIP RECEPTION
- RECOGNITION PLAQUE
- COMPANY NAME AND/OR LOGO INCLUDED ON ALL THE FOLLOWING MEDIA OPPORTUNITIES:
  - RADIO PUBLIC SERVICE ANNOUNCEMENTS (60 SECOND)
  - 1/2 OF FULL PAGE AD TO PROMOTE EVENT ON SOCIAL MEDIA
- DESIGNATED TABLE AREA PROMOTIONAL EVENTS (TABLE PROVIDED)
- BANNER PLACEMENT MAIN ENTRANCE/EXIT
- COMPANY RECOGNITION DURING ALL STAGE ANNOUNCEMENTS
- 10 MINUTES PRESENTATION LIVE, ON-SCREEN AT ALL TIME

## SILVER SPONSOR \$1000

- SEATING FOR 4 GUESTS (HARVEST TABLE)
- 4 TICKETS TO VIP RECEPTION
- RECOGNITION PLAQUE
- COMPANY NAME AND/OR LOGO INCLUDED ON THE FOLLOWING MEDIA OPPORTUNITIES:
  - RADIO PUBLIC SERVICE ANNOUNCEMENTS (60 SECOND) SPOTS - 1/2 OF FULL PAGE COLOR AD TO PROMOTE EVENT ON SOCIAL MEDIA
  - DESIGNATED TABLE AREA PROMOTIONAL
  - BANNER PLACEMENT (MAIN ENTRANCE/EXIT)
  - COMPANY NAME AND/OR LOGO ON SCREEN PLAY THROUGHOUT VENUE
  - COMPANY RECOGNITION DURING ALL STAGE ANNOUNCEMENTS
  - OPPORTUNITY FOR COMPANY REPRESENTATIVE TO PARTICIPATE IN TRADE PROGRAM

THIS LEVEL OF SUPPORT WILL ALLOW BILINGUAL EDUCATION SERVICES TO MAKE AN IMPACT IN OUR COMMUNITY:  
 • EXTEND OUR REACH INTO THE COMMUNITY - REPLENISH OUR EDUCATIONAL FUND SO WE CAN ASSIST MORE STUDENTS  
 • PROCEEDS FROM THIS EVENT WILL BE USED TO RE-OPEN BILINGUAL EDUCATION SERVICES (BETS)  
 • ESTABLISH AN IMPACT STRATEGY FOR STUDENTS AT RISK OF DRIPPING OUT.

## BRONZE SPONSOR

**\$500**

- SEATING FOR 2 GUESTS (HARVEST TABLE)
- 2 TICKETS TO VIP RECEPTION
- COMPANY NAME AND/OR LOGO INCLUDED ON THE FOLLOWING MEDIA OPPORTUNITIES:
  - RADIO PUBLIC SERVICE ANNOUNCEMENTS (60 SECOND)
  - 1/2 OF FULL PAGE AD TO PROMOTE EVENT ON FACEBOOK
  - 1/2 PAGE COLOR AD IN EVENT PUBLICATION
  - DESIGNATED TABLE AREA
  - COMPANY NAME AND/OR LOGO ON POWERPOINT SCREEN PLAYING THROUGHOUT THE EVENT
  - COMPANY RECOGNITION DURING ALL STAGE ANNOUNCEMENTS
  - OPPORTUNITY FOR COMPANY REPRESENTATIVE TO PARTICIPATE IN TRADE PROGRAM

THIS LEVEL OF SUPPORT WILL ALLOW BILINGUAL EDUCATION SERVICES TO MAKE AN IMPACT IN OUR COMMUNITY:  
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## OUR SPONSORS

Sponsors List	
1	The American Public Adjuster
2	Team Prosperity
3	Av. Mentor
4	Av. Byrnes Guillaume
5	Global Services
6	Creative Beauty Salon
7	Toyota
8	Sunshine Wellness
11	Nissan West Palm Beach
12	Holy Church of Grace
13	Life Insurance Agent
14	Bless Medical Center
15	Caring Hearts Medical Center
16	Reddish Bull
17	Diri Ayiti Cheri
23	FSB Group



### Atlas Virtual Paralegal

324 Datura St., Suite 150  
West Palm Beach, FL 33401  
 Office: 561-509-1387

### Mission Statement

The mission of **Atlas Virtual Paralegal** is to provide all law firms with innovative, client-centered, and competitively priced legal services. Furthermore, it is our mission to assist them with their legal needs in a fast and reliable manner.

rele **BYRNES** -561-201-8350

Law Offices of Byrnes Guillaume,  
Attorney at law, *PLLC*

2101 Vista Parkway Suite 288

West Palm Beach, FL 33411

**Education**

- BS degree in Marketing Florida State University
- Juris Doctorate Western New England College School of Law
- MBA Howard University.

**Licenses**

- State of Florida Courts
- United States District Court Southern District of Florida
- Supreme Court of the United States of America

VISION NOUVELLE

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the Haitian  
community!*

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RELE KEITH - 561 -475-2282



## REDDISH BULL FINANCE

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INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 14 2020

BILINGUAL EDUCATIONAL SERVICES &  
; TRAINING CENTER  
C/O LEON GAITHER  
6299 PINESTEAD DRIVE  
LAKE WORTH, FL 33463-0000

Employer Identification Number:  
85-1681601  
DLN:  
26053584001310  
Contact Person:  
CUSTOMER SERVICE ID# 31954  
Contact Telephone Number:  
(877) 829-5500

Accounting Period Ending:  
December 31  
Public Charity Status:  
509(a) (2)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
June 30, 2020  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947