

Minutes
Town of Lake Park, Florida
Community Redevelopment Agency Board Meeting
Wednesday, July 14, 2010, 7:00 p.m.
Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met on Wednesday, July 14, 2010 at 7:00 p.m. Present were Chair DuBois, Vice-Chair Osterman, Board Members Hockman, Francois, Longtin, Rumsey, Suiter, Executive Director Maria Davis, and Agency Clerk Vivian Lemley.

Chair DuBois led the Pledge of Allegiance.
 Agency Clerk Vivian Lemley performed the Roll Call.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA

None.

Motion: A motion was made by Vice-Chair Osterman to approve the agenda; Board Member Suiter made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Steven Hockman	X		
Board Member Christiane Francois	X		
Board Member Jeanine Longtin	X		
Board Member Kendall Rumsey	X		
Board Member Michelle Suiter	X		
Vice-Chair Patricia Osterman	X		
Chair Desca DuBois	X		

Motion passed 7-0

Consent Agenda

- 1. CRA Meeting Minutes of April 7, 2010**

Public Comment Open.

None

Public Comment Closed.

Motion: A motion was made by Board Member Rumsey to approve the Consent Agenda; Board Member Francois made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Steven Hockman	X		
Board Member Christiane Francois	X		
Board Member Jeanine Longtin	X		
Board Member Kendall Rumsey	X		
Board Member Michelle Suiter	X		
Vice-Chair Patricia Osterman	X		
Chair Desca DuBois	X		

Motion passed 7-0

Discussion and Possible Action

Dockside Sea Grille Business Grant/Loan Application

Executive Director Davis that Dockside Sea Grille had requested both loan and companion grant assistance. She stated that staff believed that it was a viable business to come into Park Avenue. She stated that the owners, Randall and Elizabeth Turner, were present to speak should the Board have questions.

Elizabeth and Randall Turner introduced themselves.

Chair DuBois asked them if there was anything they would like to say regarding their request.

Mr. Turner stated that they were very excited about the loan and that they believed it would be a viable situation for them. He stated that they liked the Park Avenue area and believed that it was up and coming and they would like to be involved as soon as possible. He stated that they liked the location, the people, and the Town.

Chair DuBois asked where the location would be.

Mr. Turner stated that the location would be 850 Park Avenue which was across from the Post Office.

Board Member Rumsey asked if Mr. Turner would be installing a kitchen.

Mr. Turner explained that they would be installing a kitchen with electrical appliances instead of gas appliances. There would be no hood or open flame.

Board Member Rumsey asked if Mr. Turner would be required to install a grease trap.

Mr. Turner explained that a grease trap and a three compartment sink would be required.

Board Member Rumsey asked how soon they could open their restaurant.

Mr. Turner stated that he was unsure how long the process would take.

Board Member Rumsey asked if expedited permitting would be in effect.

Executive Director Davis stated that there would not be a problem with expediting the permits for the project.

Board Member Rumsey stated that they were excited to have them downtown, their food was amazing, and they looked forward to having their restaurant in Downtown Park Avenue.

Board Member Longtin asked that in the event of defaulting on the loan would the restaurant's liquor license be taken possession of.

Community Development Director Sullivan stated that it would be taken possession of and resold.

Board Member Longtin asked if that would be an easy process.

Mr. Turner stated that a liquor license was worth approximately \$125,000 to \$150,000.

Board Member Longtin asked if the transaction would be easily done.

Community Development Director Sullivan stated that he was unsure and that would be a legal question.

Board Member Longtin asked Attorney Baird if the process of reselling a liquor license would be an easy process.

Attorney Baird stated that the liquor license would be sold on the open market. There were only so many liquor licenses in the categories that exist and are very competitive depending on the license. A restaurant in possession of a full liquor license has a very valuable license.

Board Member Longtin asked if Mr. Turner's business was a valid corporation and if he knew his FEIN number.

Mr. Turner stated that he did not know his FEIN number.

Board Member Longtin stated that she checked the Division of Corporations and could not find Dockside Sea Grille listed.

Mr. Turner stated that they were incorporated.

Board Member Longtin asked what name was the business incorporated under.

Mr. Turner stated that the business was incorporated under the name TPC Hospitality.

Board Member Longtin stated that she was concerned because the paperwork was filled out with the name of Dockside Sea Grille which was not listed as a valid corporation.

Chair DuBois asked if the legal paperwork would have the correct name and terminology.

Attorney Baird explained that the legal paperwork would be drawn up with the correct name. He explained that TPC Hospitality was doing business under the fictitious name Dockside Sea Grille which was not an unusual practice.

Board Member Longtin stated that is was not an unusual practice but when a loan application is filled out there should be full disclosure. She stated that the paperwork stated that there was a copy of the proposed and executed lease required but she did not see that attached. She stated that the loan was for \$40,000 at 2% interest plus a \$20,000 grant. She stated that she just went through a business loan procedure and a lot more documentation was required. She stated that she did not believe that the Town should be in the business of loaning money since there were budget issues.

Vice-Chair Osterman clarified that the CRA was loaning the money and not the Town.

Board Member Hockman asked if part of the grant would include the funding for the grease trap or was the funding coming from another grant.

Executive Director Davis stated that the grant for the grease trap was from a previously awarded grant.

Board Member Francois asked for clarification and wanted to know if there was only one grant awarded for \$20,000 and if that would include the grease trap.

Executive Director Davis explained that a grant was awarded previously to the building owner for a grease trap. The \$20,000 grant would be a one-time grant to Dockside Sea Grille.

Public Comment Open.

None

Public Comment Closed.

Motion: A motion was made by Board Member Rumsey to approve the Combination Business Grant and Loan in the Amount of \$60,000 for Dockside Sea Grille; Vice-Chair Osterman made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Steven Hockman	X		
Board Member Christiane Francois	X		
Board Member Jeanine Longtin		X	
Board Member Kendall Rumsey	X		
Board Member Michelle Suiter	X		
Vice-Chair Patricia Osterman	X		
Chair Desca DuBois	X		

Motion passed 6-1

Kelsey Market Business Grant/Loan Application

Executive Director Davis explained that staff was very excited about the Kelsey Market application. She explained that Kelsey Market wanted to totally renovate the interior and exterior of the building and change the type of business by having hot food, a bakery, a rotisserie and drinks. They have submitted a design proposal and the applicants were requesting assistance from the Town. She gave a PowerPoint presentation (see Exhibit "A") that depicted pictures of what the interior now looks like and the proposed design. She stated that the applicants owned the building and was putting it up for collateral for the loan assistance from the Town. She stated that she was very excited about the property because she believed that it would be the start of a renaissance of that plaza on the north side of the 900 block of Park Avenue. She applauded Ibrahim Ibrahim for going the extra mile and she stated that she was hoping the idea would carry through the rest of the plaza. She stated that Mr. Ibrahim was not able to attend the meeting but there was someone present on his behalf.

A representative of the architectural firm introduced himself as "Jose" and stated that he was hired by Mr. Ibrahim to do the proposed project.

Chair DuBois asked how quickly the project could be accomplished.

Jose stated that permitting should take approximately three to four weeks and that there was a lot of investigation of existing conditions on the building but most of the leg work had been done already. He stated that construction would take approximately four to five months.

Executive Director Davis stated that Mr. Ibrahim was planning on remaining open and phasing construction.

Jose agreed and stated that that would be the plan for the project and he explained the process.

Board Member Francois asked if the outdoor seating would be jetted out into the parking lot.

Jose stated that a couple of parking spaces would be removed. He explained that there would be an outdoor deck with approximately six tables.

Vice-Chair Osterman asked if seating was considered along the east side of the building since there was natural shade.

Jose stated that it was something they could look into it but there was not a lot of room on the east side.

Board Member Rumsey asked if they would be installing a full kitchen.

Jose explained that a full kitchen would be installed with a charcoal grill, gas stove, two fryers and a rotisserie. He explained all the other requirements for the kitchen.

Board Member Longtin stated that the loan was for \$75,000 at 2% interest for 7 years plus a \$25,000 grant. She stated that the FEIN number listed on the application was not a valid number. She asked under what name the business was operating.

Someone from the audience stated the name of the business (unintelligible).

Board Member Longtin stated that the business loan applications should be filled out with the proper business name. She asked how many employees were working for the business.

Someone from the audience stated that there were three employees.

Board Member Longtin stated that it stated in the loan paperwork that there was a recreational division part of the business. She asked for an explanation.

Executive Director Davis stated that Mr. Ibrahim was unable to attend and answer questions but that she would be happy to provide those answers to Board Member Longtin.

Board Member Longtin stated that it would not be necessary after the vote. She referred to the expenses listed for the Kelsey Market Proforma and stated that she had questions on those figures.

Board Member Rumsey asked Board Member Longtin what her concerns were.

Board Member Longtin stated that she was concerned about the wages portion of the Proforma. She stated that she really appreciated everything that Mr. Ibrahim has done to the building. She stated that she did not believe the Town or CRA should be in the business of loaning money because that was what the banks were for. She stated that she would be voting "no" on the loan but wanted to make it clear that it was not because she did not appreciate Kelsey Market.

Chair DuBois asked Board Member Longtin if she had looked at Hope Investment Ent. Inc. as the business name for Kelsey Market.

Board Member Longtin stated that she had seen that name in the packet but that the true name should be listed on the application.

Board Member Hockman stated that he was concerned about the building being used as collateral for the loan. He asked if the building was owned free and clear or if there was a mortgage on the building.

Executive Director Davis stated that the building was owned free and clear and the loan would be a first mortgage and not subordinate to any other mortgage.

Board Member Rumsey asked if the value of the property was well over \$75,000.

Executive Director Davis stated that the value of the property was well over \$75,000.

Vice-Chair Osterman stated that she wanted to explain and clarify the CRA funds that would be used for the business loans. She stated that the purpose of a Community Redevelopment Agency was for development and the businesses that were applying for a loan were businesses that would not likely be able to relocate themselves or have the funds or want to make that commitment without the equal support of the Town making that commitment. She stated that that was the very reason the Town is given the money back by the County. It was so that the Town can promote. The CRA is designated as a blighted area and that is the official requirement of a CRA and through the use of those special funds the idea is that the Town invests along with business people and residents to bring the area back. She stated that if the area is not invested in it would remain a blighted area. She stated that it was only through investing in the community will they be able to bring it forward. She thanked the businesses who applied for the loans for their vision and being able to see that the Town was trying to move forward in a positive manner.

Chair DuBois asked Community Development Director Sullivan if the CRA funds were tax dollars that businesses located in the CRA pay to the County and the County refunds those dollars to be used to redevelop the area.

Community Development Director Sullivan stated that that was correct. He explained that the improvements to the properties would increase their values thus increase tax money to the Town.

Mr. Ibrahim arrived at the meeting and stated that he came because he wanted to show that he was serious in his intention to redevelop his business with the loan/grant money.

Public Comment Open.

None

Public Comment Closed.

Motion: A motion was made by Board Member Francois to approve the Combination Business Grant and Loan in the Amount of \$100,000 for Kelsey Market; Board Member Rumsey made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Steven Hockman	X		
Board Member Christiane Francois	X		
Board Member Jeanine Longtin		X	
Board Member Kendall Rumsey	X		
Board Member Michelle Suiter	X		
Vice-Chair Patricia Osterman	X		
Chair Desca DuBois	X		

Motion passed 6-1

PRESENTATION

Canvas Awnings for Park Avenue

Executive Director Davis explained the reason for the discussion item. She stated that last year the Board hired the University of Miami School of Architecture and Urban Design to develop a prototypical Façade Improvement Criteria Manual for Park Avenue between 7th and 10th St. She explained that the reason the Board took that action was because there had been a study done with a CRA consultant and one of the issues that the consultant brought up was that the Town had a strip center appearance on Park Avenue that was very dated and not pedestrian friendly or aesthetically pleasing. In turn they recommended a Façade Improvement Program and the Board took it upon itself to obtain design criteria but to also set up façade improvement grants and loans and business development loans. She stated that one of the recommendations of the University of Miami was to install awnings which would be an inexpensive measure. She stated that she wanted to show the Board what the Downtown area would look like with the awnings. She showed an excerpt from the architectural manual that showed what a simple building box design would look like after installing awnings. She explained how the awnings give the buildings dimension and was a very inexpensive option. She

continued giving examples from excerpts of the architectural manual to show how the awnings would improve the look of the Downtown area. She stated that staff brought in vendors and asked for letter quotes. She explained that the Town's policy was that any projects which cost over \$25,000 have to be formally bid. She stated that all of the quotes came in over \$25,000. She showed the Board a list of vendors and their quotes (see Exhibit "B"). She stated that the Board had the authority to waive the formal bid process in order to expedite the project. She stated that another issue was that Vendor B was a local vendor and the Town's code provides for local vendor preference. She explained the process they use in reviewing quotes versus the bid process. She stated that Vendor B fell short in their criteria. She stated that in any other situation she would recommend Vendor B since they were a local in-Town vendor but the lack of quality in the submittal was of concern as well as their threshold of insurance which was far less than the lowest bidder and they failed to submit a list of references. She stated that staff recommended the low bidder for approval by the Board.

Chair Francois recommended Vendor A for approval.

Board Member Longtin stated that she did not mind spending CRA money for awnings. She stated that she would vote no because she did not want to waive the formal competitive bid process.

Vice-Chair Osterman stated that she preferred straight line awnings versus the scalloped type. She asked if there would be a consistent color throughout or if the awnings would be colored according to each building.

Executive Director Davis stated that they were not planning to go with the same color throughout but color coordinate to each building.

Board Member Hockman stated that he was in favor of beautifying the Downtown. He asked if it were possible to have a sample awning done on one of the buildings rather than waiving the bid process, spending the funds and having it all done at once.

Executive Director Davis stated that staff could do whatever the Board directs.

Board Member Suiter stated that if the project went out to bid it would cost approximately \$5,000 more because of advertising, plans and Town employee labor. She stated that she was comfortable with waiving the bid process.

Board Member Francois asked if they could ask Vendor A to do the project for \$25,000.

Chair DuBois stated that it would probably not be feasible since vendors are now highly competitive.

Board Member Francois stated that she covered a patio two years ago and it cost \$20,000. She stated that Vendor A's quote was a very good price.

Board Member Rumsey recommended waiving the bid process and going with Vendor A.

Public Comment Open.

None

Public Comment Closed.

Motion: A motion was made by Vice-Chair Osterman to waive the bid process for the awning project and to approve Vendor A as the contractor for the project; Board Member Francois made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Steven Hockman		X	
Board Member Christiane Francois	X		
Board Member Jeanine Longtin		X	
Board Member Kendall Rumsey	X		
Board Member Michelle Suiter	X		
Vice-Chair Patricia Osterman	X		
Chair Desca DuBois	X		

Motion passed 5-2

Board Member Comments

Board Member Francois stated that she thought that they should continue to move forward to improve the Downtown area.

Board Member Rumsey stated that he was excited about what was taking place in the Town with new businesses opening up and the dressing up of the Downtown area. He stated that he recommended a workshop to discuss the next annual Art Show at the last meeting. He stated that he thought it would be at this meeting. He asked that the item be discussed at the next Board meeting. He stated that there were a lot of events coming up Downtown. He asked that a calendar of those events be provided to the Board. He commended Art Gallery Manager Crista Eide for doing a phenomenal job at the 2nd Saturday event at the Art Gallery that past Saturday. He stated that they have amazing artists exhibiting in the Art Gallery. He invited residents to attend the Saturday events which take place from 6 p.m to 8 p.m.

Board Member Longtin stated that she was unsure as to when new board members would be appointed in place of those who would be leaving the board. She thanked Board Member Suiter for her service to the Board.

Vice-Chair Osterman thanked Board Member Suiter for her service on the Board. She stated that she has been a valuable asset to the Board and the Town with her research and dedication.

Board Member Hockman stated that it was a very nice turnout at the 2nd Art Exhibit Event that past Saturday. He stated that it was nice sitting next to Board Member Suiter and he wished her well.

Board Member Suiter stated that she had been a member of the Board for four years. She stated that it had been an honor and pleasure to serve on the Board. She stated that there had been a lot of progress in the CRA over the last four years. She wished everyone the best in moving forward and helping to revitalize the CRA District.


Chair DuBois stated that she had relatives that stayed with her and attended the Art Festival. She stated that they enjoyed themselves at the Art Festival. She stated that she was made aware that someone had gone into a business and stated that nothing should be patronized on Park Avenue. She encouraged residents to patronize on Park Avenue and stated that the progress that has been made so far was wonderful and they should enjoy it.

Executive Director Davis announced the Town's first car show on Park Avenue which is called "Cruising on Park" and would be taking place on July 24, 2010 from 5 p.m. to 8 p.m. She welcomed everyone to come and stated that there would be activities for everyone. She stated that she would miss Board Member Suiter. She stated that Ms. Suiter was very thorough and had done much research in economic development and that she was impressed during their tenure together. She wished her well in her endeavors.

ADJOURNMENT

There being no further business to come before the Board and after a motion to adjourn by Vice-Chair Osterman and seconded by Board Member Rumsey, and by unanimous vote, the meeting adjourned at 7:55 p.m.


Chair Desca DuBois


Deputy Agency Clerk Jessica Shepherd, CMC



FLORIDA

Approved on this 15 of September, 2010

Exhibit "A"

Kelsey Market

903 Park Avenue

**Proposed
Interior and Exterior
Improvements**

Hot Food* Bakery* Rotisserie* Groceries* Drinks

Interior

(Current)











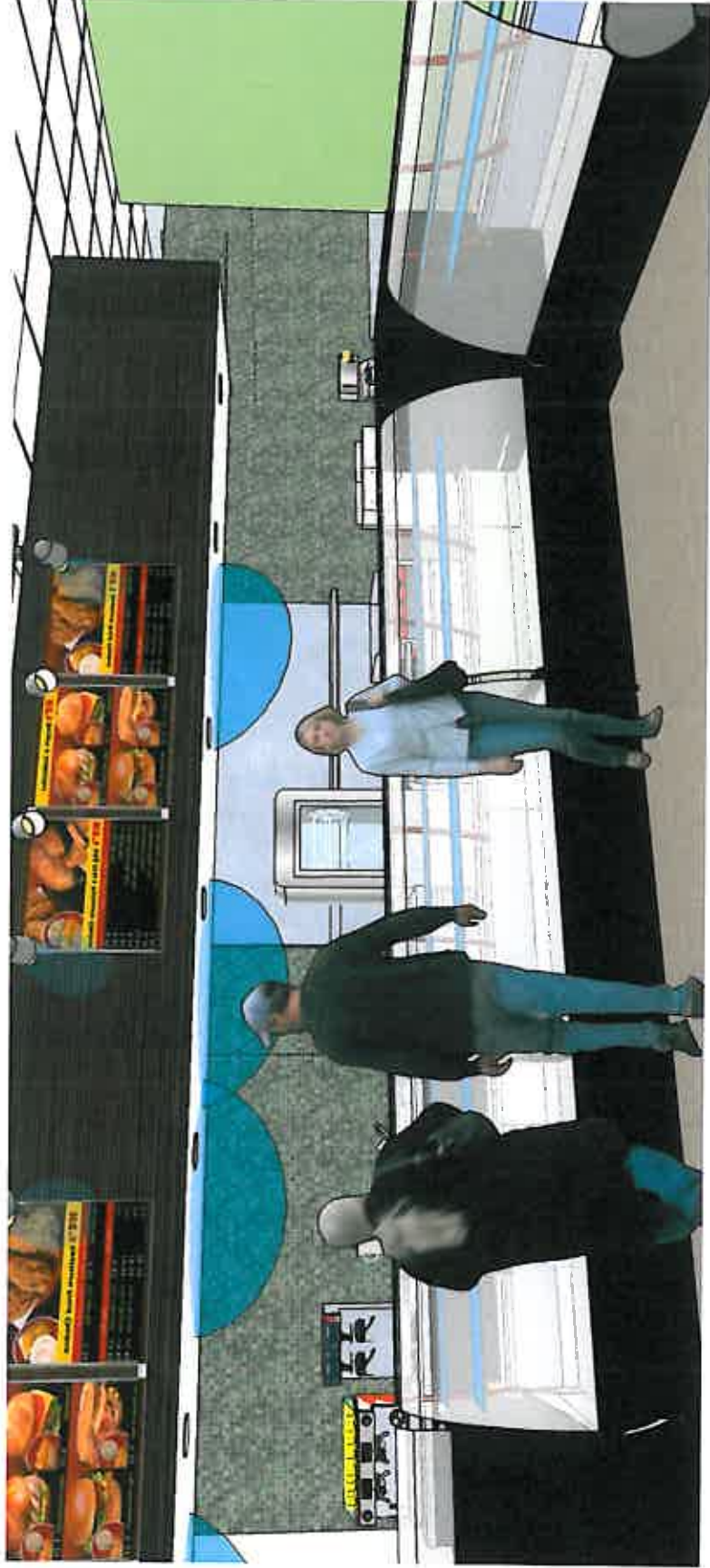


FOUNTAIN DRINKS	
SMALL	79¢
MEDIUM	89¢
LARGE	1.19

HOT DOGS	
HOT DOGS	1.39



Proposed Project

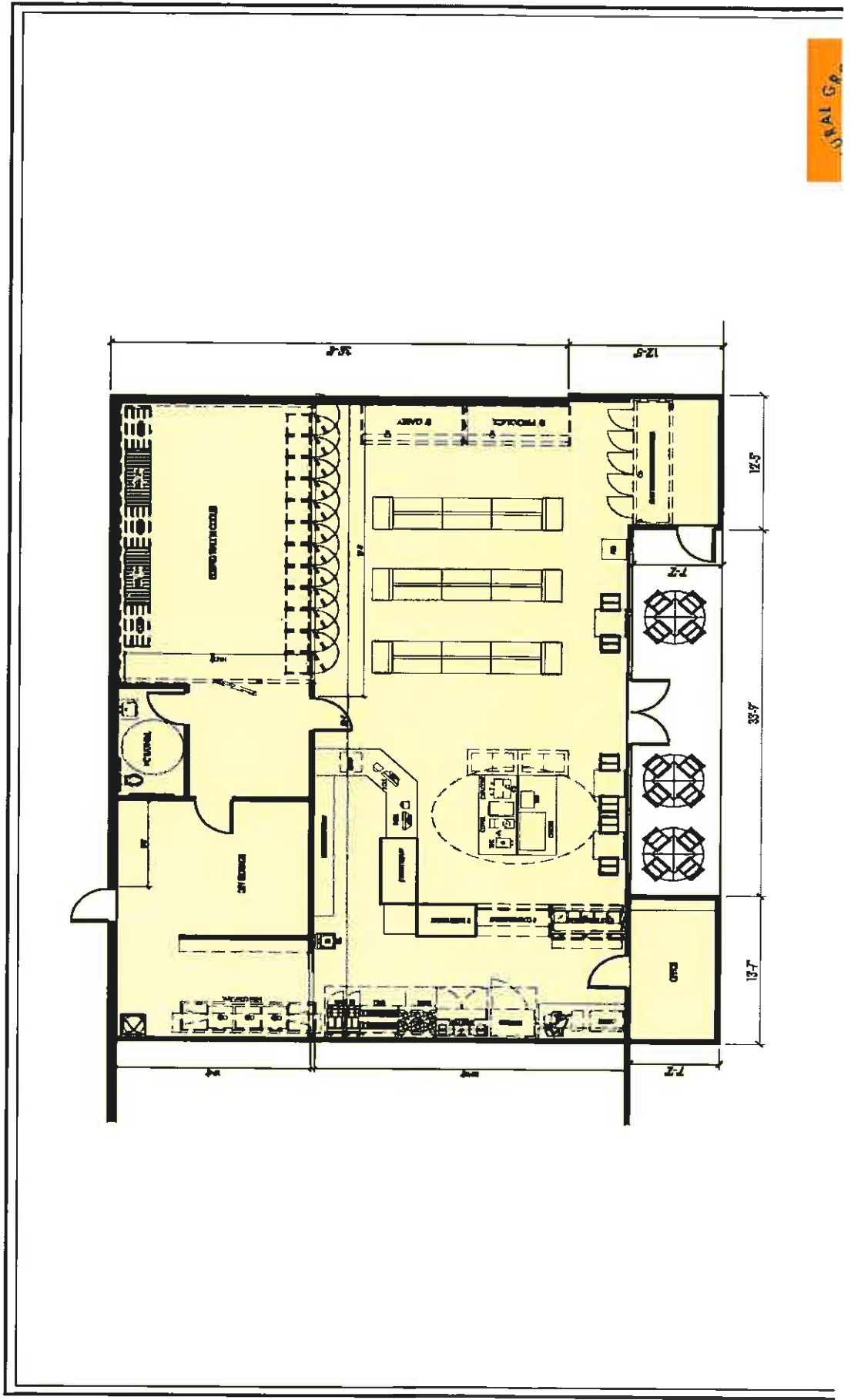








Proposed Floor Plan



Before



Proposed Exterior

