



Minutes
Town of Lake Park, Florida
Community Redevelopment Agency Board Meeting
Wednesday, June 6, 2012, 6:30 p.m.
Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met on Wednesday, June 6, 2012 at 6:37 p.m. Present were Chair James DuBois, Vice-Chair Kendall Rumsey, Board Members Christiane Francois, Steven Hockman, Jeanine Longtin, Sue-Ellen Mosler and Tim Stevens, Interim Executive Director Jamie Titcomb, and Agency Clerk Vivian Lemley.

Chair DuBois led the Pledge of Allegiance.

Agency Clerk Lemley performed the Roll Call.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA

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

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Sue-Ellen Mosler	X		
Board Member Christiane Francois	X		
Board Member Steve Hockman	X		
Board Member Jeanine Longtin	X		
Board Member Tim Stevens	X		
Vice-Chair Kendall Rumsey	X		
Chair James DuBois	X		

Motion passed 7-0

PRESENTATIONS:

1. Update on Passenger Rail Initiatives in South Florida by Kim Delaney

Kim Delaney, Treasure Coast Regional Planning Council, made a PowerPoint presentation. (Exhibit "A") She stated that the Treasure Coast Regional Planning Council has been work with the local governments up and down the coast regarding a series of

different passenger rail improvements that are on the horizon and that the purpose of the presentation is to provide an overview of what is going on and to provide background on a planning concept called Transit Oriented Development (TOD). She discussed the differences in the investment other states and countries are making towards transit compared to Florida. She discussed the differences between Transit Oriented Development and Transit Adjacent Development and noted that Tri-Rail is a Transit Adjacent Development. She stated that Tri-Rail is carrying 15,000 people per day which equates to one lane of traffic on I-95. She noted that the transit system would be better utilized if the surrounding areas were Transit Oriented Development. She discussed the different transit "technologies" available in South East Florida.

Board Member Hockman asked what benefit transit would have to the Town. Ms. Delaney stated that most municipalities find opportunities that are not available with the traditional roadway network. She stated that business find that they have better access to employee pools. She stated that it also provides opportunities to live in one municipality and work elsewhere and can utilize the rail system instead of the roadway.

Board Member Hockman stated that he reason he asked the question is because nothing has happened around most the Tri-Rail stations and there has been no growth. He stated that he looked into using the rail system and stated that he found it to be a lot more expensive and a lot more time to commute then to drive for him. He stated that he does not see how it would benefit the Town especially since he saw in the literature that the Town would have to pay \$350,000 annually for the station and the Town does not have that kind of money to pay for a station. He asked who would maintain the station. He stated that if you go to the tri-rail and Amtrak stations they are unmanned, there is no trash clean up and it because the responsibility of the Town if they want to keep it nice to maintain it.

Ms. Delaney stated that in regards to the maintenance that the Regional Transit Authority (RTA) is proposing to entering into agreements with the local governments that have stations that would have a set of responsibilities that would be funded and the RTA would carry them out or the local government could maintain the station and reduce the amount it pays the RTA towards having a station. She stated that it is a negotiable point and that the RTA does not have it all figured out at this time. She stated that she agreed with Commissioner Hockman's statements regarding development along the Tri-Rail corridor. She stated that there were development project along the Tri-Rail corridor that were moving through the financial aspects that were not funded due to the economic downturn. She stated that there is a Transit Oriented Development project being proposed in Palm Beach County and if approved is expected to break ground in the next 12 to 18 months. She stated at the time that Tri-Rail was built the State attempted to gain access to the Florida East Coast (FEC) railroad system and the FEC was not interested and there was no opportunity to negotiate limited access and the State was left with the CSX corridor. She stated that everybody agreed at the time that the CSX was not the best place for the rail service because there would not be the historic downtown that grew up around train stations but, it was the only option at the time. She stated that Tri-Rail was never expected to carry the number of passengers that it did. She stated that transit never is a system that works for everybody but, neither does the roadway network.

Board Member Francois stated that having a train station in this area of Lake Park that already has merchants and other services is a plus for the CRA.

Board Member Stevens stated that he supports bring a passenger rail station to Lake Park for the reasons that Ms. Delaney provided such as delays, congestion, gas prices, pollution, traffic accidents and that he believes it would benefit the businesses within the CRA. He stated that the station would be pedestrian traffic to the businesses and allow for Lake Park residents to travel greater distances both south and north. He stated that he does not know why Tri-Rail was placed on the CSX railway, it belongs on the FEC and that is where everyone wanted it and it should be there. He asked what the chances are that it would ever come over to the FEC.

Ms. Delaney stated that the way that Tri-Rail has been established to date that the next step for Tri-Rail is to expand service onto the FEC and it would continue to operate on the CSX as well.

Board Member Stevens asked if that was expanded service to the north.

Ms. Delaney stated that it would be expanded in both directions. She stated that slide that shows (page 33 of Exhibit "A") both the CSX and FEC working in conjunction is showing what will most likely happen in the long term. She stated that Tri-Rail will continue to operate and in addition Tri-Rail service will come across a new connection in West Palm Beach around 25th Street, it is already designed, and Tri-Rail service will continue and come up to new stations in West Palm Beach and north including Lake Park and southbound possibly as far as Miami.

Board Member Stevens stated that this is just one of the proposals and that there are many different proposals and initiatives. He asked how far away a decision is regarding building a passenger rail station and where to build that station in the Town.

Ms. Delaney stated that the most optimistic forecast to bring service up to North Palm Beach County is about a five year time frame. She stated that the South Florida Regional Transportation Authority is currently working on a proposal that would include a station in Lake Park, if the Town wanted a station and there is a funding requirement for that to happen. She stated that going through the State and local government there is the possibility of having rail service within a five year timeframe. She stated that that planning for a station needs to be underway now and land acquisition would need to begin in a two to three year timeframe at the latest.

Board Member Stevens stated that it seems that Lake Park has many things working in its favor such as centralized location, Olmstead designed Town, walk able and available and competitively priced land and asked what Lake Park could do to be even more attractive for a station.

Ms. Delaney stated that the Town has been doing a great job or making itself transit ready, which is supported by the structure of the Town that is walk able with a mix of uses. She stated that Park Avenue is great evidence of that today. She stated building on that existing structure with things that transit needs such as mix of uses and more

residential use and that as the market begins to recover more of the residential use will come in. She stated that the rental market is being to open and where growth will be seen for the next few years. She stated that the Town could use regulatory incentives to bring the market along. She stated that the planning activities that the Town has been taking on are the right types of activities and that other municipalities are trying to catch up to where Lake Park is currently. She stated that she would be happy to work with Town staff and make recommendations.

Board Member Mosler asked who decides which Town's will get a station.

Ms. Delaney stated that a station would only be possible if the Town wanted to have one and that there are two different proposal moving forward at this time both of the proposal identify the potential for a station within Lake Park but, there are a couple of months on analysis to be done to determine how quickly a station would arrive and during which phase of the project. She stated that there is more to learn regarding the time and that in any scenario interest and financial participation by the Town would be required for a station.

Chair DuBois stated that Lake Park has destination for employers and industry uses and resides to send other places to work and it is an incredible opportunity to share in both directions. He stated that he is interested in the relation between commuter rail and property values and the distance from the rail station and it is important to consider that relationship. He stated that the commuter rail would create users for the business along Park Avenue. He stated that the proximity of the resident to the commercial and industrial areas make the Town stands out as a reason to have a station in Lake Park. He stated that in regards to how that Town contributes to this is that the Town has property that it owns that could go towards the property contribution and for operations there is a very tight community through community services hours, volunteerism and the CRA. He stated that having someone there to assist the passengers is a good thing and there is a big difference between the stations that have it and those that do not. He stated that he would like to see a monetary reward for the community that has gotten further along in the TOD planning.

Ms. Delaney stated that there presentation scheduled for the Metropolitan Planning Organization (MPO) and FEC is on the Planning Council next meeting agenda. She stated the major decisions are expected to come in the fall. She stated that one of thing that Lake Park offers as a destination is that there is not only a mix of business clientele and residential, but also become a more significant night time destination and that this type of destination is very attractive to transit riders.

2. Financial Update Presentation by Finance Director Blake Rane

Blake Rane, Finance Director made presentation to the Board (attached Exhibit "B"). He stated that the financial analysis went back five years to 2008 and included best practices and all applicable rules and regulation. He stated that the recommendations being made were taken seriously with knowledge that it would affect the CRA. He stated that the goal was set to create a simplified operating practice. He stated that additionally it was a goal to create a 2013 budget that builds on efficiencies, cross department cooperation and

innovation. He stated that one thing that was discovered during the process that the situation that the CRA finds itself in is not unique or unusual for 2012 there are several CRA's in Florida are facing similar or worse financial circumstances largely due to the economic downturn. He stated that during the "hayday" of the real estate boom few individuals believed that a crash was possible let alone unavoidable, decisions made in those circumstances may not have looked and felt the way they look and feel in today's light. He stated that in 2008 the CRA had roughly \$900,000 in Tax Increment Financing (TIF) available and at the end of the year there was a fund balance of about \$3.5 million including the purchase of property that year and the establishment of new debt. He stated that fund balance can be thought of as the equity that the fund has built up over the years. He stated that in 2012 the year to date TIF revenue is about \$420,000 and is not likely to change significantly. He stated the operating expenses for 2012 are already about \$400,000 and non-operating expenses are projected to be about \$385,000. He stated that without a change in direction the CRA at the end of the 2012 fiscal year will be in the hole about \$570,000. He stated that the operating expenses have been separated into three groups and provided the detail of the personal related services (page 3 of Exhibit "B"). He stated that the numbers included salary, benefits and taxes and represent total personal costs. He provided an overview of the other operating expenses (page 4 of Exhibit "B"). He stated that the Administrative Fee is an allocation from the General Fund for personnel from the General Fund that is mathematically allocated to the CRA and it includes a small amount of the Commission, Town Manager, Town Clerk, Information Technology and Finance, it is a small percentage of each but it adds up to about \$72,000 for the year. He stated that in Promotional –Seafood Festival there is about \$10,000 in cost incurred but remember that there was about \$11,000 in donations and fees that were garnered so that the Seafood Festival which looks like a big negative on this schedule really is a very close to breakeven plus about \$800. He pointed out on Statement of Operation (page 2 of Exhibit "B") line 3 under Operating Expenses is for about \$112,000 and is for Palm Beach Sheriff's Office (PBSO) and is specific for the CRA. He provided an overview of the Non-Operating (page 2 of Exhibit "B").

Board Member Mosler asked about the PBSO in the non-operating and if the CRA was paying for the one officer assigned to the CRA and a portion of the Town-wide PBSO contract.

Finance Director Rane stated that yes that is that way it has been delivered in the budget and operation schedule that has been done to this point in time.

Board Member Hockman asked if the non-operating includes the loan for the improvements for the alleyway project that is currently underway.

Finance Director Rane stated "yes" and that there are four loan included in the non-operating expenses. He stated that the loans are property acquisition, alleyway improvements, 2009 projects and Art on Park project.

Board Member Hockman asked if the loans include the current alleyway improvement project.

Finance Director Rane stated "yes" the CRA has received the money for that project so that as the project continues the CRA is able to pay the contractors. He stated that the alleyway project has been in the budget since 2010.

Board Member Hockman stated that the current project was not started in 2010.

Finance Director Rane stated that he is changing his comments and advised that the current alleyway improvement project is being funded out of the Storm Water Fund and is not included in the CRA budget. He stated that the objective and direction for this item, first it was to prepare a detailed financial presentation of the CRA, second was to provide the information to the Board regarding the current state of the CRA finances, third to work towards a straightforward CRA operation and best practices framework and fourth to work toward a 2013 budget that builds on efficiencies, cross department cooperation and innovation. He stated that he has recommendations for the Board's consideration. The first recommendation is to discontinue the apportioned general government employee and operational expenses from the CRA effective June 2012 and assign the expenses back to general government and enact a work order system where the CRA would be charged for tasks at an hourly rate that are provided by Town staff at the specific request of the CRA and for its benefit.

Board Member Longtin asked if it is a mandate by the State that it be done that way.

Finance Director Rane stated that it is best practices. He stated that the second recommendation is that the allocation label administrative fee in the other operating expenses be discontinued effective June 1, 2012. He stated that the third recommendation is that the allocation of the Palm Beach County Sheriff's Office general fund line in other operating expenses be discontinued effective June, 2012. He stated that the three recommendations are intended to bring the Town's CRA into compliance with best practices.

Board Member Hockman asked about the elimination of the Sheriff fee and whether that is to eliminate the position or just transfer the funds.

Finance Director Rane stated that the recommendation is to discontinue the allocation of the Town-wide Sheriff contract not the single officer.

Chair DuBois asked for clarification that the change is to redistribute the allocation of the Town's Sheriff's office portion back to the Town.

Finance Director Rane stated "yes".

Chair DuBois asked if there is a separate police officer funded wholly by the CRA.

Finance Director Rane stated "yes" and advised that the contract regarding the CRA officer will be discussed at a later point in time. He stated that the fourth recommendation is to relocate the CRA offices from its current location to an available office in Town Hall as quickly as possible. He stated that staff recognizes that the recommendations significantly affect the Town's general fund and expect that the decision made by this

Board to accept any of the recommendations would require that the Town Commission take the necessary actions to amend the Town budget to account for these expenses. He stated that staff has done a very preliminary analysis of 2013 (page 5 of Exhibit "B"). He stated that the revenue is based strictly on 2012 and that staff knows that there are assumptions in that revenue but, staff does not have any indication on how those assumptions will change from 2012 to 2013 and that it looks like there will be \$405,000 in revenue next year. He stated that there are four debt payments that are non-negotiable that total approximately \$261,000. He stated that leaves approximately \$144,000 for all other CRA activities. He stated that the bottom line is that the CRA revenue is severely limiting at this time. He stated that this presentation was made as part of an effort to make the Town's financials transparent in every way possible and that is his commitment and look to the Board for additional direction.

Vice-Chair Rumsey asked if the Board moves immediately the percentages of the positions that are being charged to the CRA what dollar amount does that handle.

Finance Director Rane stated that it is a little tricky, staff did it person by person because there were vacant positions and would result in about \$20,000 for fiscal year 2012.

Vice-Chair Rumsey stated that is for now until the end of the fiscal year.

Finance Director Rane stated "yes".

Vice-Chair Rumsey asked if the Board redistributes the Palm Beach Sheriff's Office Officer from now to the end of the year.

Finance Director Rane stated "\$28,000" and the administrative fee in other operating expenses is about \$24,000 for a total of \$72,000.

Vice-Chair Rumsey asked about the CRA office.

Finance Director Rane stated that the CRA office is probably about \$20,000 a year and the CRA may not be able to get out of it as rapidly so it is some portion of the \$20,000.

Vice-Chair Rumsey stated that it would be less than half of the \$20,000.

Finance Director Rane stated that it would be less than a quarter of the \$20,000.

Vice-Chair Rumsey asked less than five.

Finance Director Rane stated "yes".

Vice-Chair Rumsey asked if the Board enacts these changes what number does the budget go to.

Finance Director Rane stated that the change is about \$72,000 to \$75,000 and stated on the project 2012 budget (page 2 of Exhibit "B") and look at the line total change in fund

balance it would be about a \$500,000 loss for the year. He stated that the recommended changes would mitigate the losses in the CRA by about \$70,000.

Vice-Chair Rumsey stated so that would keep the CRA at about \$500,000. He asked about the additional expenses that would remain in the CRA such as the full time employee, part time employee and the sheriff's officer.

Finance Director Rane stated that the part time employee has been taken out and what remained is the full time employee, sheriff's officer and the various horticulture contracts.

Vice-Chair Rumsey stated that the Board has a mess here and that he thinks that the Board needs to look at options on how to get this mess taken care of as soon as possible. He stated that he supports all four of the recommendations to go into effect immediately. He stated that he does not think it goes far enough in what must be done to get the CRA where it needs to be. He stated that the next schedule meeting is on July 4th and he does not think anyone will be here and that he does not want to wait until August to make a decision and requested that the Board direct staff to come back to the Board with a Special CRA meeting either on June 20th or June 27th and he would prefer the meeting on June 20th. He asked if additional recommendations could be prepared and brought back to the Board for a June 20th meeting.

Interim Executive Director Titcomb stated that the changes recommended would also require action by the Town Commission and that has been scheduled for June 20th Commission Meeting and that it would be a good place to land the revisit of this issue based on the direction that the Board provides at this meeting. He stated that later on this agenda is a discussion regarding the landscaping in regards to contract versus in-house. He stated that there are a lot of moving parts to this item and that it has been the task of Finance Director Rane to simplify the construct of the CRA budget.

Vice-Chair Rumsey asked if the Board provides direction at this meeting as to the recommendations presented then on June 20th the Commission will be presented with the same recommendation to take the positions back into the Town budget.

Interim Executive Director Titcomb stated "yes" that there are two sides to this decision. He stated then decisions would have to be made regarding the reallocation of the remaining funds in the CRA.

Board Member Mosler stated that if the Board follows that recommendations the CRA would still have to pay the Director, Sheriff, grounds maintenance and debt service and asked if there is anything else the CRA would have to pay. She stated that if the Board does the administrative change it would only be if a work order was filed to use Town personnel.

Finance Director Rane stated that there are other expenses such as power for the light, water for the plants, so it is not 100% just those but, those are the big items.

Board Member Mosler asked if the Board, which is made up by a majority of Commission Members, decided to take this action and move the administrative work back to the Town then the Commission would have to agree to that correct.

Finance Director Rane stated "yes".

Board Member Mosler asked if there was a conflict there.

Finance Director Rane stated that with the current administration the Board would need to pass a budget amendment to change the CRA budget and the Commission would need to pass a budget amendment to change the Town's budget.

Board Member Hockman stated that there will be shortfall of \$500,000 which will carry over into next year and the next and if the CRA spends what it has spent this year the CRA will be 1 million plus in the hole.

Finance Director Rane stated he will not let the budget go there because there is a requirement to provide a balanced budget for next year, so the hard decisions are still to come on how the CRA budget is done. He stated that it will be an allocation of the most important components of the CRA will get to spend about \$145,000.

Board Member Hockman stated that how he is seeing it is that the money that is projected to come in is already making up and there is still going to be shortfall. He stated just the debt service not including the personnel will put the CRA \$500,000 in the hole.

Finance Director Rane stated that the revenue minus the debt service is \$144,000 and that there will be \$144,000 to spend on everything else.

Interim Executive Director Titcomb stated that this is just a simple math presentation of just the known numbers additional improvement in the economy, additional revenues and programming might add to the balanced budget when the proposed budget is presented to the Board.

Board Member Stevens stated that he has been saying for months that the calculations look bad but, he just did not know how bad they were. He stated that as a CRA Board Member he is leaning toward option number two which shifts most of the remaining expenditures of general employee and operational expenses back to the general budget where they arguably belong however, as a Town Commissioner he is not quite as excited. He asked if the Board decides to go with option two the amount being shifted back to the general fund from the CRA is about \$72,000 to \$75,000.

Finance Director Rane stated that the savings would be approximately \$72,000 and if the CRA office lease can be terminated another \$4,000 to \$5,000 for this fiscal year.

Board Member Stevens asked how is general fund going to absorb that difference or is that discussion for the next meeting.

Finance Director Rane stated that discussion is for the next meeting. He stated that until actual cost reduction decisions are made that the discussion regarding how the general fund will absorb the difference cannot be made.

Board Member Stevens asked for an explanation regarding 2011 budget line item Ad Valorem – Delinquent is 0 and in 2012 it is \$500,000 (page 1 of Exhibit “B”).

Finance Director Rane stated that was the budget that was passed.

Board Member Stevens stated that he knows the budget passed by the auditors by the CAFR standards.

Finance Director Rane stated that the budget is not reviewed by the auditors until it is passed by Commission and the auditor did point out to his predecessor that he read the following “It is my opinion that the \$500,000 ought not to have been shown as revenue in the 2012 budget. I can not speculate as to why it was inserted there. I do not know or understand the facts, it is our best guess that it should have been shown as a balance sheet item as cash but not as revenue.”

Board Member Stevens stated that about a year ago that Ms. Davis and Ms. Costello stated that the Town owed the CRA about \$833,000 in delinquent TIF. He asked that under these numbers there is no ad valorem delinquent TIF.

Finance Director Rane stated that delinquent TIF on line 3 (page 1 of Exhibit “B”) is the interest the Town owed the CRA on the delinquent TIF that was paid during those periods. He stated that the TIF was taken as revenue during the periods that it was collected and put on the balance sheet and the cash was not moved to the CRA at that time. He stated that it is an accounting issues and suggested that Board Member Stevens ask the auditors on June 20 when the CAFR is presented. He stated that the money was received by the Town and the CRA reported the funds as revenue but the cash never moved from the Town to the CRA and that is why it was delinquent TIF.

Board Member Stevens asked if as of right now does the general fund owe delinquent TIF to the CRA.

Finance Director Rane stated that as of right now the CRA owes the Town about \$800,000 and the Town owes the CRA about \$800,000 there is about a \$40,000 difference and with the help of the Town’s auditor he will move those moneys back and forth at this fiscal year end and clean that mess up.

Board Member Stevens asked how much the CRA owes the Town in terms of the 2008 and 2009 bond debts for the various expenses.

Finance Director Rane stated the CRA debt analysis is shown in non-operating (page 1 of Exhibit “B”) and those are the exact amounts that need to be funded by the CRA to the Town. He stated that there is an interlocal agreement between the CRA and the Town to pay those four debt instruments.

Board Member Stevens stated that the annual debt service is around \$260,000.

Finance Director Rane stated "yes" it is \$260,777 for 2013.

Board Member Stevens asked if the ad valorem from the Town is \$260,000 so all there is left to work with in the CRA is the \$145,000 which is what is left.

Finance Director Rane stated "yes it could be looked at that way."

Board Member Stevens asked if the total of on the 2008 and 2009 CRA related bonds is \$2.7 million.

Finance Director Rane stated that he did not have that number with him.

Board Member Stevens asked about the \$800,000 the CRA owes the Town and what those funds are for.

Finance Director Rane stated that the CRA is borrowing from the Town every month. He stated that in 2010 the CRA ran a deficit of \$700,000 and in 2011 \$820,000.

Board Member Mosler asked if the CRA is borrowing money from the Town that the Town owes the CRA.

Finance Director Rane stated that right now what the Town owes the CRA and the CRA owes the Town is about equal within about \$40,000. He stated that at year end he will work with the auditor to zero it all out.

Board Member Stevens stated that he supports Vice-Chair Rumsey's suggestion to bring back options on June 20, 2012 and the Board can figure out how to run the CRA with \$145,000 a year.

Board Member Longtin stated that she has been saying for months that the numbers have not been accurate and that it is very important that this Board understands that numbers that have been given in the past are now needing to be looked at otherwise if the Board does not understand then the Board will definitely be looking at problems again in the future. She stated that she finds it a huge conflict and disservice to the Town for her to serve both as a Board Member and a Commissioner and that she thinks there should be a true CRA Board not made up of the Commission. She stated that she agrees with the staff recommendations and that she does not know that an additional CRA meeting is needed and that she believes that right now that the people in charge are working in the best interest of the Town and will allow them to do as they see fit.

Board Member Francois asked for Finance Director Rane to provide an overview of what is being recommended to be removed from the CRA budget.

Finance Director Rane provided an overview of what items are being recommended to be removed for 2012 as of June 1, 2012. He stated that the allocation of personnel would be

about \$20,000; administrative fee would be about \$24,000; and the Palm Beach County Sheriff Deputy would be about \$28,000, which equals \$72,000.

Board Member Francois asked about the landscaping.

Finance Director Rane stated that there are three big expenses that are still in the CRA and that staff will based on Vice-Chair Rumsey request provide options to the Board and the options would have to do with the landscaping, security and staff.

Board Member Francois stated that she supports the recommendations made by staff at this time.

Chair DuBois asked if staff believes that at the preliminary point that the general fund of the Town is able to receive and stated that he is comfortable that staff would not be offering these four options if staff did not feel that the Town had the capability of adopting amendments to receive these items.

Finance Director Rane stated that four recommendations that have been made for fiscal year 2012 he is comfortable with, fiscal year 2013 will be in his estimation a very challenging budgeting process across all of the funds.

Chair DuBois asked if this year's budget could be corrected.

Finance Director Rane stated that it does not really get the CRA out of any financial bind, since it is only \$72,000 out of \$570,000. He stated that we are just making a small progress as we go along.

Chair DuBois asked if Finance Director Rane felt that in the Town's point of view that there will be some proposals provided by the next meeting and that the CRA will not stick the Town with something it cannot handle.

Interim Executive Director Titcomb stated that this is step one of a multi step process, this first step extracts the apportioned positions that are budgeted in the CRA and puts them back in general government. He stated that staff feels that the CRA should do that for structural reasons and that the Town is in a position to accept that change.

Chair DuBois stated that it was what he wanted to hear, that the Town will be in a position to accept the proposed changes. He suggested a motion that would incorporate the support of staff recommendations and include the scheduling of another meeting.

Board Member Mosler clarified that what is being suggested is for the Board to accept staff recommendation, it would then be brought to the Town Commission for their approval. She asked what would be on the agenda for the June 20, 2012 meeting if the Town Commission approves the recommendations.

Chair DuBois stated that he is requesting a meeting on June 20, 2012 in case they need to review any other recommendations or changes staff may propose.

Motion: A motion was made by Vice-Chair Rumsey to approve Consent Agenda #2 with staff recommendations; Board Member Francois made the second.

Chair DuBois asked if the motion would include the scheduling of a June 20, 2012 meeting.

Vice-Chair Rumsey stated that he would make it as a separate motion.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Sue-Ellen Mosler	X		
Board Member Christiane Francois	X		
Board Member Steve Hockman	X		
Board Member Jeanine Longtin	X		
Board Member Tim Stevens	X		
Vice-Chair Kendall Rumsey	X		
Chair James DuBois	X		

Motion passed 7-0.

Motion: A motion was made by Vice-Chair Rumsey to schedule a meeting on June 20, 2012 where staff will make recommendations on additional cuts to the CRA budget; Board Member Francois made the second.

Interim Executive Director Titcomb stated that the June 20, 2012 meeting will replace the July 4, 2012 meeting.

Chair DuBois suggested having several workshops scheduled between first and second reading of the budget like last year because this will be a very complicated budget, not only for the CRA, but also for the Town budget.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Sue-Ellen Mosler	X		
Board Member Christiane Francois	X		
Board Member Steve Hockman	X		
Board Member			

Jeanine Longtin	X		
Board Member			
Tim Stevens	X		
Vice-Chair			
Kendall Rumsey	X		
Chair			
James DuBois	X		

Motion passed 7-0.

Public Comment:

None

Public Comment Closed.

CONSENT AGENDA:

3. CRA Board Meeting Minutes of May 2, 2012

Motion: A motion was made by Board Member Hockman to approve CRA Board Meeting Minutes of May 2, 2012 on the Consent Agenda; Board Member Stevens made the second.

Board Member Mosler stated that the word “not” was missing from two separate paragraphs in the minutes.

Board Member Longtin asked if Board Member Mosler could be more specific as to where the word “not” be placed.

Board Member Mosler stated that the first spot was on page 8 where it states “Board Member Stevens stated that he believes that the Board has all the facts as of yet and that it is not prudent to vote for anything at this meeting.” She stated that it should say “Board Member Stevens stated that he believes that the Board does **not** have all the facts...”. The second is on page 15 half way down the page where Board Member Mosler is speaking. She stated that the sentence says “ She stated that the “worm farm” located next to her business is acceptable per Code...”. She stated that it should read “She stated that the “worm farm” located next to her business should **not** be acceptable per Code...”.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Sue-Ellen Mosler	X		
Board Member Christiane Francois	X		
Board Member Steve Hockman	X		
Board Member			

Jeanine Longtin	X		
Board Member			
Tim Stevens	X		
Vice-Chair			
Kendall Rumsey	X		
Chair			
James DuBois	X		

Motion passed 7-0.

DISCUSSION AND POSSIBLE ACTION:

4. Special Call Meeting Date for 800 Park Avenue RFQ Shortlist Presentations

Interim Executive Director Titcomb explained the history of the item stating that an Request For Qualifications (RFQ) took place for 800 Park Avenue Gallery. He explained that the Town received three (3) submittals, Artist of Palm Beach County, Cynpozium Inc, and KP Art Studio, with each providing information on their programs. He asked that the Board set a date in which the three (3) companies can do a presentation for the Board.

Board Member Hockman asked how much time each presenter would be given.

Interim Executive Director Titcomb asked that the Board make that decision so that they can move forward with this project.

Board Member Hockman asked if the presentation can be conducted on June 20, 2012 along with the CRA agenda items and make the regular Commission Meeting shorter.

Interim Executive Director Titcomb pointed out that with the agendas being so long it may be better to schedule the presentations for a different night.

Chair DuBois pointed out that the CRA will only have the one item on June 20, 2012 and left it would be a great opportunity to have the presenters come and speak to the Board.

Interim Executive Director Titcomb explained that they can schedule the presentations for June 20, 2012 and provide each presenter with a time limit.

Chair DuBois asked if three 20 minute presentations would work.

Interim Executive Director Titcomb asked if three 15 minute presentation would be better, but that it was up to the Board to decide. He explained that the three RFQ submittal packets were provided to the Board several weeks ago so this would allow the Board to speak with the presenters and make a selection.

Chair DuBois stated that they would start with the 15 minutes presentation and allow a few minutes for questions and answers, which could lead to each presenter having a total of 25 minutes.

Interim Executive Director Titcomb reminded the Board that during the regular Commission Meeting of June 20, 2012 there will be a presentation of the Comprehensive Annual Financial Report (CAFR) and several other agenda items to consider that evening. He stated that the CRA portion of the evening will easily take an hour and then they will move into the other items that are being requested by the Board.

Chair DuBois asked if June 20, 2012 would work for everyone's.

The Board came to consensus to move forward and have the 800 Park Avenue presentations on June 20, 2012.

Interim Executive Director Titcomb clarified that the CRA Board meeting would begin at 6:30 p.m. on June 20, 2012.

The Board came to consensus to begin the meeting at 6:30 p.m.

Board Member Mosler asked how many submitted packets for the RFQ.

Interim Executive Director Titcomb stated that three (3) submittals were received.

Chair DuBois thanked the applicants for being present this evening.

5. CRA Updates on Projects

Economic Development Director Jennifer Spicer explained that during the May 2, 2012 CRA Board Meeting some questions were raised that she was prepared to answer and that she had updates to provide to the Board. See exhibit "C". She explained that Don Ramón's has put his restaurant proposal on hold until the new building at 801 Park Avenue is completed. She explained that Pho Hot Pot restaurant is waiting on the final Seacoast Utility, and Palm Beach County Fire Rescue inspections before the owner applies for the Business Tax Receipt and Occupational License. She stated that the goal is to open the restaurant on July 5, 2012.

Vice-Chair Rumsey asked what date was the final inspection schedule to take place.

Economic Development Director Spicer stated that the paperwork had been submitted yesterday and that after the electrical is complete the Building Department will schedule the final inspection. She continued providing the Board with updates on the other projects, such as the E-Newsletter. She explained that she has recently taken over the distribution of the E-Newsletter and is currently working with the Interim Town Manager on its redesign. The E-Newsletter will be distributed on a bi-weekly basis regarding the CRA.

Vice-Chair Rumsey asked when the E-Newsletters will begin.

Economic Development Director Spicer explained that by the end of the week she will be working with Constant Contact on the redesign because there were portions in the design that she could not change.

Vice-Chair Rumsey asked as of what date can they begin to see the E-Newsletter sent on a regular bi-weekly basis.

Economic Development Director Spicer stated next week Monday.

Vice-Chair Rumsey verified that by next Monday they will receive the first E-blast.

Economic Development Director Spicer confirmed and stated that it would allow the business to participate in the newsletter.

Vice-Chair Rumsey explained that Monday is the worse day to send out E-blast.

Economic Development Director Spicer explained that they originally were going to send it out on Friday, but by sending it out on Monday it would allow for additional time to gather information. She continued her updates by explaining that there is a new business that would like to come to the Town by the name of "Grumpy Grouper." She stated that they have participated in the Seafood Festival and they seek approval of a grant from the Board.

Interim Executive Director Titcomb stated that this is a separate agenda item which will be discussed later in the meeting.

Vice-Chair Rumsey pointed out that she had skipped around in the report so he wanted to go back to the beginning and discuss each item. He started with Channel 18 and asked when will the five to seven featured businesses be posted.

Economic Development Director Spicer stated that they are currently running on Channel 18.

Vice-Chair Rumsey asked which businesses were being featured this month.

Economic Development Director Spicer explained that seven from Park Avenue were chosen, then 10th Street and then the industrial area. She stated that she has a meeting scheduled with several businesses in the industrial area because they are interested in sharing their business plan with the CRA to be placed on the website, Channel 18 and the newsletter.

Vice-Chair Rumsey asked for the current calendar of events.

Economic Development Director Spicer stated that the only event scheduled is the Seafood Festival due to lack of staff. She suggested that now that there is a new Recreation Director that they bring back the Holiday Arts and Craft Festival with a few modifications such as bringing in food vendors.

Vice-Chair Rumsey recommended that no other events be placed on the calendar until a decision is made with the budget.

Economic Development Director Spicer asked for clarification to continue with the Seafood Festival.

Vice-Chair Rumsey stated that too much effort has already been spent on the event to cancel it now.

Chair DuBois asked for clarification because his understanding was that each of the events have been revenue neutral and therefore is concerned that they are stopping a cycle of events that have taken a number of years to build and are consistent with the CRA Plan. He felt that as long as the events are revenue neutral or positive they should continue and recalls that the Arts Festival grew the second year.

Economic Development Director Spicer stated that they had budget funds for Art on Park, which was the first event in 2010. She stated that they then followed with Car Shows, which were at no expense to the CRA. She stated that the only event that has been completely free to the CRA because of sponsorships has been the Seafood Festival. She clarified that all the events moving forward have not budget funds allocated and must be sponsored.

Chair DuBois asked if there was any expenses after the startup funds.

Economic Development Director Spicer stated that yes there were some expenses.

Chair DuBois asked about how much was spent on the events.

Economic Development Director Spicer stated that depending on the event and gave the Seafood Festival as an example of an event that paid for itself. She stated that if they could do the same for all the events it would be beneficial.

Chair DuBois clarified that what is being said is that at this point there is no event that is revenue positive or neutral other than the Seafood Festival.

Economic Development Director Spicer agreed.

Interim Executive Director Titcomb clarified that in the past the CRA staff has been tasked with assisting with the Marina Sunset Celebrations, which are also revenue neutral events.

Board Member Longtin concurred with Chair DuBois that as long as the event does not cost the Town they should not be limited and that the CRA staff takes direction from the Board, not just one person.

Chair DuBois felt that that was Vice-Chair Rumsey point.

Vice-Chair Rumsey stated that his question was answered in that the other events do cost the Town money.

Chair DuBois stated that if the Town can produce an event that is revenue positive then there is potential to give more attention to the Downtown CRA area.

Economic Development Director Spicer explained that in previous years an event budget had been set and felt that events should be funded by sponsorship funds.

Chair DuBois stated that staff should seek if sponsorship is available for CRA events. He stated that Kiwanis came in and sponsored St. Patrick's Day and Easter, which are events that were not in the CRA. He stated that there was a person that sponsored a Bar-B-Q even that was held in the CRA.

Board Member Longtin pointed out that Town did have to pay for something and that the event was not completely free by having staff clean.

Chair DuBois stated that the Board chose to elected to have services free of charge, but that it was up to the Board. He recalled providing free of charge services to get the events started.

Board Member Hockman recalled having events sponsored, such as the Art Show.

Economic Development Director Spicer explained that none of the events received sponsorship like the Seafood Festival.

Board Membership Hockman asked if there were records to indicate how much an event cost and how much sponsorship was raised for the event.

Economic Development Director Spicer stated that she can provide that information. She stated that the Seafood Festival collected \$7,440 in sponsorship funds and \$3,555 was collected in vendor fees, which covered all the expenses of the events.

Board Member Longtin stated that the Seafood Festival is such a unique event because people are still talking about that event. She felt that every event prior to that event must have cost the Town some funds. She stated that as long as the Board is being provided with true and accurate number and the event is truly not costing the Town any funds, then she personally does not want to stop staff from a brainstormed idea they may have for an event.

Vice-Chair Rumsey continued on to the next question on the report. He asked about the new businesses that have opened in the CRA (see page 3 of Exhibit C). He asked if the hair salon had opened on June 1, 2012 as indicated in the report.

Economic Development Director Spicer stated that the owner just received an approval from the Building Department and is in the process of moving into the location.

Vice-Chair Rumsey clarified that the business has not opened yet.

Economic Development Director Spicer confirmed that the business had not opened yet.

Vice-Chair Rumsey asked about the other businesses on the report. He asked if the sale of 918 Park Avenue had been completed.

Economic Development Director Spicer stated that the sale has not been completed and explained that the sale stipulation would be signed by the Special Magistrate and by Monday the sales should be completed.

Vice-Chair Rumsey asked by the sale of 801 Park Avenue and the status.

Economic Development Director Spicer explained that there was a complication with the financing bank and that the transaction is still in process.

Board Member Hockman noticed that the Mos'Art event still appears on the Community News section of the CRA website and asked that it be updated.

Economic Development Director Spicer stated that she would check the website.

Board Member Hockman stated that none of the businesses in the CRA are listed on the CRA website that are on the west of the train tracks. He also pointed out that none of the businesses along Silver Beach Road are listed.

Economic Development Director Spicer stated that on the CRA website is a link that includes all the businesses in the industrial area.

Board Member Hockman stated that he is referring to the same list that she is talking about and no businesses within Silver Beach Road are shown. He stated that there are only about five or six businesses, but they are not reflected on the list.

Economic Development Director Spicer stated that she will verify the list.

Board Member Hockman asked why the Twitter account is locked so that people are not able to receive tweets.

Economic Development Director Spicer stated that she receives tweets all the time.

Board Member Hockman stated that he went in to see what was happening and had to enter in a lot of information including passwords, which is not normal and if the intent is to have people gain access to see what is going on in Town then the person should not have to enter so much information.

Economic Development Director Spicer stated that she would have to review to see if she can figure out what is going on with the Twitter account. She asked if Vice-Chair Rumsey had experienced the same thing because she had not been made aware of any issues with the account. She explained that the CRA has been communicating very well through the website, Links, Facebook, Twitter, Newsletter and a new tool called Clout.

Vice-Chair Rumsey verified that the Twitter account name was townoflakeparkcra.

Economic Development Director Spicer confirmed and stated that there use to be an account called parkavenuecra.

Chair DuBois was glad to hear that the industrial businesses were being listed because that had been new direction that was given by the Board.

Economic Development Director Spicer explained that the Building Department is keeping her in the loop as businesses are moving into the CRA.

Chair DuBois stated that it would be nice to view a You-Tube video interview of the businesses that are coming into the CRA.

Board Member Longtin wanted to know what the outreach program will be to reach all of the businesses in the CRA and not just those on Park Avenue and 10th Street.

Economic Development Director Spicer explained she has begun getting out to each of the businesses and that periodically she will reach more businesses in the CRA.

Board Member Longtin asked if the Economic Development Director would be able to visit every single business within the CRA by the end of 2012. She asked if she were to visit every business next year would they all be able to say that the Economic Development Director has spoken to them about the CRA.

Economic Development Director Spicer response was "absolutely".

Vice-Chair Rumsey clarified that the CRA Twitter account is downtownparkave., and the last tweet arrived was on May 18, 2012. He stated that you have to have a Twitter account in order to view tweets.

Board Member Hockman stated that he does have an account, but it required a password to view the tweets.

6. Public Works' Cost Estimates to Maintain Landscaped Areas Within the CRA

Public Comment Open:

Chris Wayne, 15863 97th Drive North, Jupiter stated that he was available to answer any questions of the Board.

Public Comment Closed:

Interim Executive Director Titcomb explained that Public Works Director Dave Hunt would be presenting this item to the Board. He stated that that Dave Hunt will explain the landscape and maintenance issues in the Town and especially the CRA.

Public Works Director Hunt explained that at the last meeting the Board directed him to provide cost estimates to take over the landscape areas in the CRA. He explained that the CRA has two landscape contracts, one with Chris Wayne and Associates (CWA), which

is the larger of the two contracts. He thanked Chris Dellago for being present and available to answer questions of the Board. He described the CRA landscape boundary which CWA maintains as the three blocks on Park Avenue, 10th Street north of Park Avenue to Northlake Boulevard, and the alleyways. He explained that Tree Huggers is the second contract for landscape maintenance is the CRA. He explained that the contract is to maintain the Town green, the two alleyways immediately north of the Town green, a portion of the community garden, the lot south of the Fire Rescue Station on 10th Street, the alleyway west of 9th Street, the alleyway north side of Discount Auto Parts between 10th Street and Park Avenue parallel along the FEC Rail line. He explained that CWA maintains the devil strips between the sidewalk and the curb on Water Tower Road from Old Dixie to Congress Avenue. He reiterated that the contract does not solely cover the three blocks of Park Avenue. He stated that he provided his best estimate on what it would take to maintain the specific areas in-house.

Chair DuBois asked if Public Works would begin the maintenance of the medians on Flagler Boulevard and continue to maintain the pocket parks around Town would that cause the schedule to be tight.

Public Works Director Hunt explained that Public Works has picked up W. Ilex Park and Flagler Boulevard could possibly double their maintenance schedule.

Board Member Longtin asked how picking up Flagler Boulevard could double their maintenance schedule.

Public Works Director Hunt explained that by having the turf that would need to be mowed.

Board Member Longtin asked if Public Works is not already mowing Flagler Boulevard.

Public Works Director Hunt stated that Flagler Boulevard will need to be mowed much more frequently once it is irrigated and soded, currently the grass does not grow that fast.

Chair DuBois explained that once it starts to receive fertilizer four times a year, irrigation and sod it will need to be maintain. He felt that the area was about three to four acres total and asked how many acres total that area is.

Public Works Director Hunt stated that its about 3500 linear feet, so it calculated to just under one acre.

Board Member Longtin asked what areas of Town receive four fertilizations a year.

Public Works Director Hunt stated that Park Avenue receives fertilizer four times a year, while the Parks (Kelsey and Lake Shore) receive it twice a year.

Chair DuBois pointed out that the Town is down to two fertilizations from four a year.

Public Works Director Hunt stated that the schedule had been as high as four times a year, but is currently at two times a year.

Chair DuBois referred to the recommendation from staff in which it calls to add one and a half person to the Public Works staff. He asked how we can staff a half person.

Public Works Director Hunt stated that the half person is a part-time employee that works at the ball field and would recommend making that person a full-time employee. He explained that the duties at Bostrom Park would still need to be completed, but would be shared between the ball field and the CRA.

Chair DuBois asked that overall another person would still be necessary.

Public Works Director Hunt agreed and explained that the vision would be to have the work order system where an hourly rate per person and equipment is scheduled to work particular areas of the CRA. He gave an example that if Public Works would be working on the Flagler Boulevard median they would not be charging the time worked to the CRA, it would be charged to the General Fund.

Chair DuBois explained that it would be the other way around, where Public Works would be charging the CRA for its operation.

Public Works Director Hunt agreed, but stated that they would charge an hourly rate, not a flat rate.

Board Member Hockman asked if Public Works did not take on the extra duties in the CRA would there be adequate staff to continue operating effectively.

Public Works Director Hunt stated that there is no plan to request the addition of staff in the next fiscal year.

Board Member Hockman noticed that there are alleyways within the Town that have not been mowed and the grass is now waist high.

Public Works Director Hunt explained that the Toro Turf mower being used to cut those areas of Town is no longer being used, instead a Bush Hog is being used. He explained that as a result of the change in mowers the grass will grow taller than before.

Board Member Hockman expressed concern with the tall grass in those areas of Town.

Public Works Director Hunt explained that with the rains lately cause the weeds to grow faster than usual.

Chair DuBois wondered if it would be wise to include the Marina in the CWA contract and take the load off of Public Works.

Public Works Director Hunt asked if direction is to go out for a Request For Proposals (RFP) then a clear scope would be needed to know exactly which areas should be included.

Chair DuBois stated he would turn to Mr. Hunt to provide suggestions of what areas in Town would best be contracted out for services.

Board Member Hockman redirected the conversation back to the mowing and stated that according to the CRA map the ball field is in the CRA.

Public Works Director Hunt stated that the CRA boundary does not go as far as the ball field.

Board Member Hockman asked if the CRA boundary map on the website was inaccurate.

Public Works Director Hunt stated he was not familiar with the map on the website.

Chair DuBois clarified that the ball field is the Town's responsibility.

Public Works Director Hunt agreed that it was General Fund responsibility.

Interim Executive Director Titcomb reminded the Board that they had received information earlier in the evening about the state of the CRA and the different priorities that the Town and CRA have and recommended that the Board give overall direction as to keeping the CRA in-house versus contracting it and having staff come back with proposals.

Chair DuBois stated that in his opinion he would like to have the CRA contracts go month-to-month until it is clear how the CRA will fund those services.

Interim Executive Director Titcomb suggested that staff speak with the vendors and see if there is a way to obtain greater efficiencies with the contractors in both the CRA and the Town.

Vice-Chair Rumsey stated that his understanding is that the contract is set to automatically renew.

Public Works Director Hunt explained that this is the end of a three year contract and it has a clause to renew for two - one year terms. He explained that the contract expires at the end of fiscal year 2012.

Vice-Chair Rumsey suggested reviewing the options seriously and would like to know what would be the most cost effective way to maintain the landscape in the CRA area. He suggested going out to bid and including the landscape at the Marina. He spoke directly to Chris Dellago of Chris Wayne and Associates and explained that he has been an amazing partner to the Town and the CRA has never look so good. He mentioned many of the events in which CWA has donated to including changing planting material at no charge to the Town. He explained that due to the current financial situation that the Town finds itself in we may need to explore other options.

Chris Dellago of CWA approached the podium and stated that he has been doing this work all his life and puts a lot of pride into his work. He stated that the relationship that

has been built with the Town is more than just maintaining the properties, it has become a personal relationship for the past eight years. He recapped all the different projects he has designed and maintained in the Town and CRA, such as the design of Park Avenue and the alleyways. He expressed concern with where the conversation is leading and suggested focusing on where to generate revenue instead of cutting back on how well the Town currently looks. He expressed concern with material deteriorating which the Town has spent money on will become another capital improvement project down the road. He suggested seriously reviewing what they want to do because they will be able to find a company that can do it cheaper, but the Town may not find a company that can do it better. He explained that over the course of several years different pieces of work have been taken on by CWA and when reviewed it may come out that all the services are worth more than what CWA charges.

Vice-Chair Rumsey asked when was the last time he raised the rates.

Mr. Dellago stated that the rates have not raised in eight years.

Vice-Chair Rumsey stated for the record that the CWA rates have not raised in eight years.

Mr. Dellago explained that several years ago CWA reduced the rates at the Marina to assist the Town.

Vice-Chair Rumsey reiterated that his efforts are appreciated and thanked him.

Mr. Dellago thanked the Board as well.

Board Member Longtin agreed that CWA has done a great job and has heard how good Park Avenue looks, but unfortunately the businesses are not on Park Ave to support it. She explained that the Town has the fourth highest tax rate in Palm Beach County and his statement about finding revenue to support the landscaping really means to take more money out of the tax payers' pockets because the businesses are not coming to the Town. She stated that she feel that many more projects should go out to bid and hopes that CWA will bid on those projects. She explained that when she heard him say to find more revenue it meant to her that they should go to the tax payer and with the budget time approaching they have to really look at things.

Mr. Dellago stated that his point is that a small amount of money can be spent which will avoid a large amount from being spent down the road.

Board Member Longtin stated that she gets compliments all the time about how good Park Avenue and 10th Street look. She stated that she has a hard time hearing that the tax payers should fund everything.

Chair DuBois stated that he does not have the ability to compare the year to year because the funds were not available and asked that the item be brought back to the Board.

Interim Executive Director briefly explained that staff will be reviewing the contracts and removing areas in which Public Works can handle the work in hopes that the contract cost will be lowered.

Chair DuBois asked that the recommendation be repeated.

Interim Executive Director Titcomb explained that Public Works will review and speak with the contractors and will then come back with options for the Board.

Chair DuBois asked that staff provide options for the Town contracts as well. He explained that if the Town ends up with a capital improvement project in several years for landscaping then it will show that the cut back did not work. He stated that this process needs to be viewed from both sides including the new areas, such as the triangle parks, Flagler Boulevard median.

Board Member Stevens suggested going with native plants, drip irrigation, zero-scape or little landscape to make the Town look good with the funds that are available.

Public Works Director Hunt explained that what is really being discussed is the level of service. He stated with an RFP what is generally requested is the cuts per year. He stated that on the CWA contract is calls for 52 cuts and 52 events per year. He suggested making changes to the contract where during the dry season they would request fewer cuts. He stated that when it comes to alternative ideas on landscape Mr. Dellago is the best. He explained a few of the options that would be included in the RFP, such as a certified horticulturist, landscape architect or an arborist on staff.

Chair DuBois stated that the service he provides is valuable and appreciated.

Board Member Mosler stated that landscaping is expensive work and labor intensive. She stated that she was glad to hear, contrary to all the rumors, that the Mr. Dellago was not from Miami contractor that had not bid on the project. She stated that she had heard many times that the contractor was from Miami and had not placed a bid.

Board Member Francois asked if the irrigation on Flagler begun.

Public Works Director explained that it had not begun and that a bid opening would be taking place in a few weeks.

Board Member Francois asked if that project should be delayed.

Chair DuBois explained that the project was outside the CRA.

Board Member Longtin asked if the item would be brought back at the June 20, 2012 CRA meeting.

Interim Executive Director Titcomb explained that it would be coming back, but not necessarily on June 20, 2012.

Chair DuBois believes that the budget numbers will be provide during the budget process.

Public Works Director Hunt stated that in the agenda packet are the CRA budget figures and was not sure what else the Board would need from him.

Chair DuBois clarified that the Board does not have an entire budget for the CRA.

Board Member Longtin pointed out if Mr. Hunt goes out to bid he will need to start that process now. She stated that she agrees with going out to bid on everything and felt that they need fresh eyes on everything.

Chair DuBois suggested continuing with the contractors on a month-to-month basis until substantial numbers on a budget for both the Town and the CRA until solid numbers can be reached.

Board Member Longtin asked if the contractors had committed to go month-to-month or would that be something that he will be asking of the contactors.

Chair DuBois requested that they follow up with the contractors.

Board Member Longtin seconded that request.

Public Works Director Hunt stated that he would follow up with the contractors and find out if they are willing to go month-to-month past their September 30, 2012 expiration date.

Board Member Longtin asked if they can report back on this at the June 20, 2012 CRA meeting.

Interim Executive Director stated that they would commit to bring answers many of the questions posed this evening.

7. New Restaurant Grant

Economic Development Director Spicer explained that Mr. and Mrs. Smith, owners of the Grumpy Grouper in Lantana, are interested in opening a business in Town. She explained that they are interested in the same location that Don Ramon's was going to occupy. She explained that Grumpy Grouper has a vendor at the past Seafood Festivals and have shown a great interest in coming to the Town. She introduced Rick and Mary Smith to the Board.

Mr. Smith explained that two years ago he was approached to open a restaurant in Town. He explained that at that time they were not ready to expand their business, but they are now. He stated that he was told that the CRA may have grant funds available to assist him with opening a second location in Town.

Board Member Hockman explained that during the meeting they have been discussion the financial state of the CRA and he is having a hard time with this item when the CRA is about \$500,000 in the hole.

Chair DuBois stated that the figure was inaccurate.

Board Member Hockman explained that the figure was basically what the Finance Director provided earlier.

Board Member Stevens stated that the annual debt service to the CRA is about \$260,000.

Mr. Smith stated that he understands the state the CRA and was told that the funds were available for Don Ramon, which was not used. He wondered why the money was not available for them to use, but clearly understands now. He assured the Board if they did grant him the money that he would match it and place a wonderful restaurant in the CRA, which would be open by October 1, 2012.

Vice-Chair Rumsey asked Finance Director Rane if the \$40,000 was reflected anywhere in the figures mentioned earlier today.

Finance Director Rane stated that figures provided earlier do reflect a \$40,000 grant.

Vice-Chair Rumsey recapped that the \$40,000 was never taken out of the budget.

Finance Director Rane agreed.

Chair DuBois asked if they can make the budget work with this grant. He asked if they were at a point where they needed to modify the grant to either \$10,000 or \$20,000 instead.

Finance Director Rane stated that the Board has different options and would ask the Executive Director to explain those options to them. He stated that in the number is the grant.

Interim Executive Director Titcomb explained that realistically the CRA would take a loan from the Town to award this grant.

Vice-Chair Rumsey asked Mr. Smith if the following scenario would work for him. He asked if the CRA granted him \$10,000 now and then once he opened the doors to the restaurant there would be \$10,000, which would pull the CRA through this budget cycle, then six months after the doors are open the CRA would grant them \$20,000. He asked would he be able to work around terms like that.

Mr. Smith stated that he could work around terms like that, but would need to discuss with his wife.

Mrs. Smith approached the podium and stated that they would be putting over \$70,000 of their own money into this project. She explained that they have the funding and are ready

to move forward. She gave a brief history of their location in Lantana and stated that they are here to offer support to our community. She stated that they are taking a gamble on the CRA as the CRA is taking a gamble with them.

Vice-Chair Rumsey agreed and appreciated their honesty. He stated that as long they could agree to terms like this then it would help the CRA get through to the next budget cycle. He stated by bringing in this anchor restaurant it would bring people to the street which will generate revenue for the CRA. He explained that he supports their business but needs to make sure that the way things are done make sense.

Board Member Hockman recapped that this was what he was referring to and that the Board has to answer to the citizens of the Town.

Chair DuBois thanked them.

Interim Executive Director Titcomb asked if staff should bring back a revised proposal at the June 20, 2012 CRA Board meeting for consideration.

Chair DuBois agreed.

Board Member Longtin stated that she would like him to ask the business owner exactly what they would need and wondered who told them that there was \$40,000 that was available in the budget.

Mrs. Smith stated that it would cost them \$110,000 to open the restaurant.

Mr. Smith explained that it was the same amount that was offered to Don Ramon's.

Board Member Longtin stated that now that the numbers were being "trued up" they are seeing a different picture. She stated that she knows people that have eaten at their restaurant and has heard nothing but great things about it.

Board Member Stevens agreed that they can be an anchor restaurant in Town and although they are well established in Lantana it does not mean that they would be successful in Lake Park. He stated that an incentive is helpful for their business and thanked them for coming.

Board Member Longtin clarified that this item would be on the agenda for discuss at the June 20, 2012 CRA Board meeting.

Interim Executive Director Titcomb clarified that he was speaking about a reconfiguration of a grant document and thought he may have said loan earlier.

Board Member Longtin stated that the grant documents that she has viewed in the past had been faulty and things needed to be included in that document, such as date certain completion and open the doors and several others.

Interim Executive Director Titcomb stated that the mile posts that were referenced in this meeting would be included in the document.

COMMENTS BY BOARD MEMBERS AND EXECUTIVE DIRECTOR

Board Member Francois felt it was great that the Grumpy Grouper would be coming to Town.

Board Member Mosler hoped that the Town does not lose them.

Chair DuBois stated that he got the impression that they really want to come to the Town and we would really like to have them here.

Board Member Hockman no comments.

Board Member Stevens no comments.

Board Member Longtin no comments.

Vice-Chair Rumsey no comments.

Chair DuBois thanked staff for all of their hard work in putting together the agenda and the audience for remaining at the meeting.

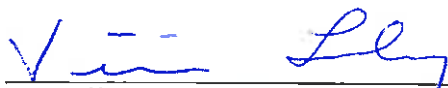
Executive Director Titcomb no comments.

ADJOURNMENT

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Longtin and seconded by Board Member Stevens, and by unanimous vote, the meeting adjourned at 9:18 p.m.



Chair, James DuBois




Agency Clerk, Vivian Lemley, CMC



Approved on this 1 of August, 2012

Exhibit "A"

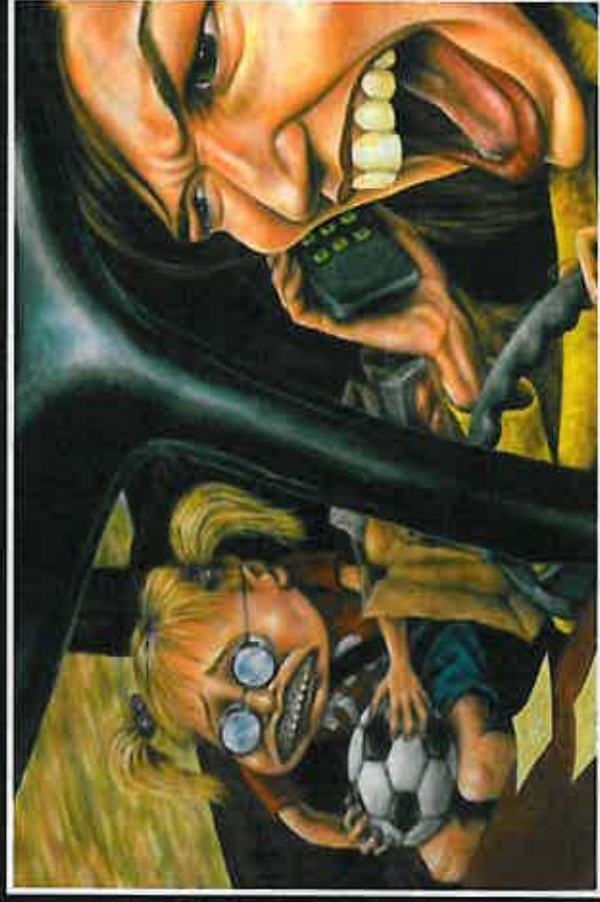


*What is Transit-Oriented Development
& Why Does it Matter for
The Town of Lake Park?*

TREASURE COAST REGIONAL PLANNING COUNCIL

JUNE 2012

Why Should I Care About Transportation and Land Use?



2010 Most Congested Regions in US:

Southeast Florida Rankings

#7 in Travel Delay

140 Million hours lost per year

#8 in Congestion Costs

\$3.2 Billion wasted per year

SOURCE: TTI 2010 Urban Mobility Report (Dec 2010)



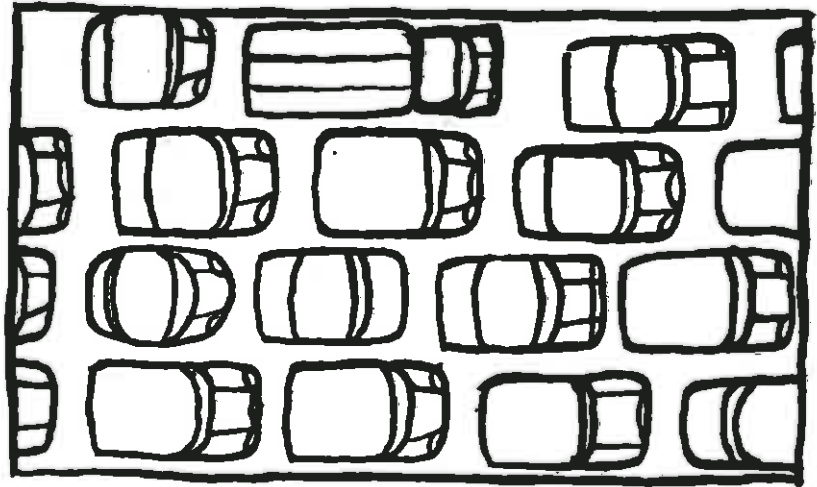
Report: I-95 In Fla. Most Dangerous Roadway In Country

662 Fatal Accidents, 765 Total Fatalities Occurred On I-95 From 2004 To 2008

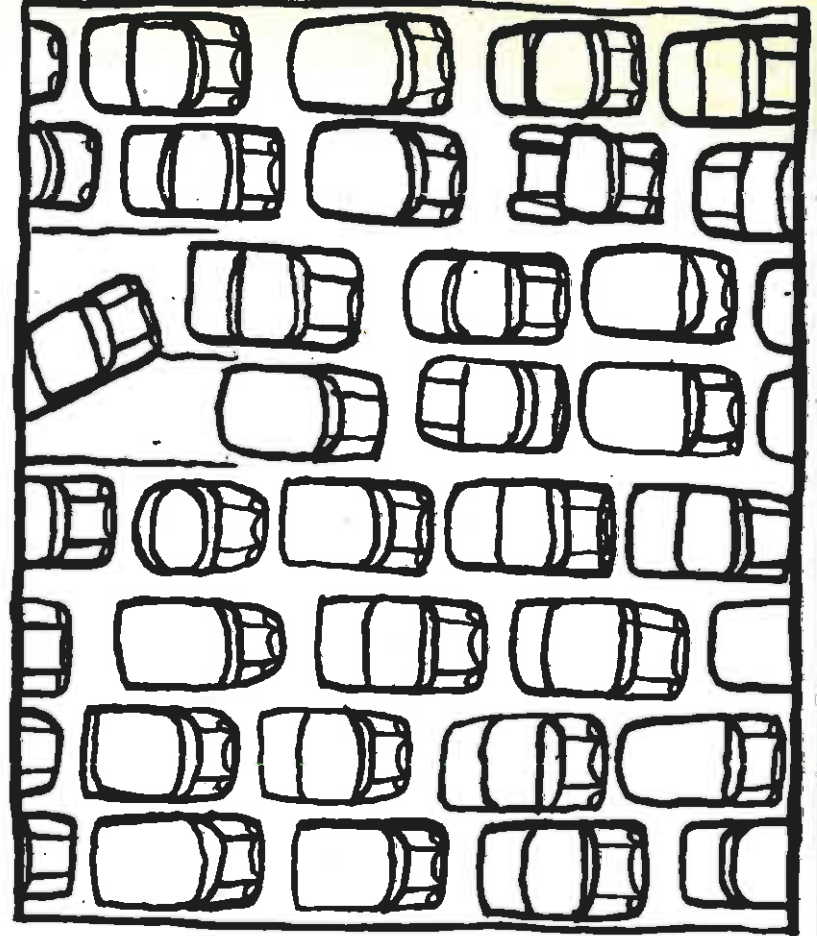
Congestion or Mobility?

INTERSTATE IMPROVEMENT PLAN...

2003

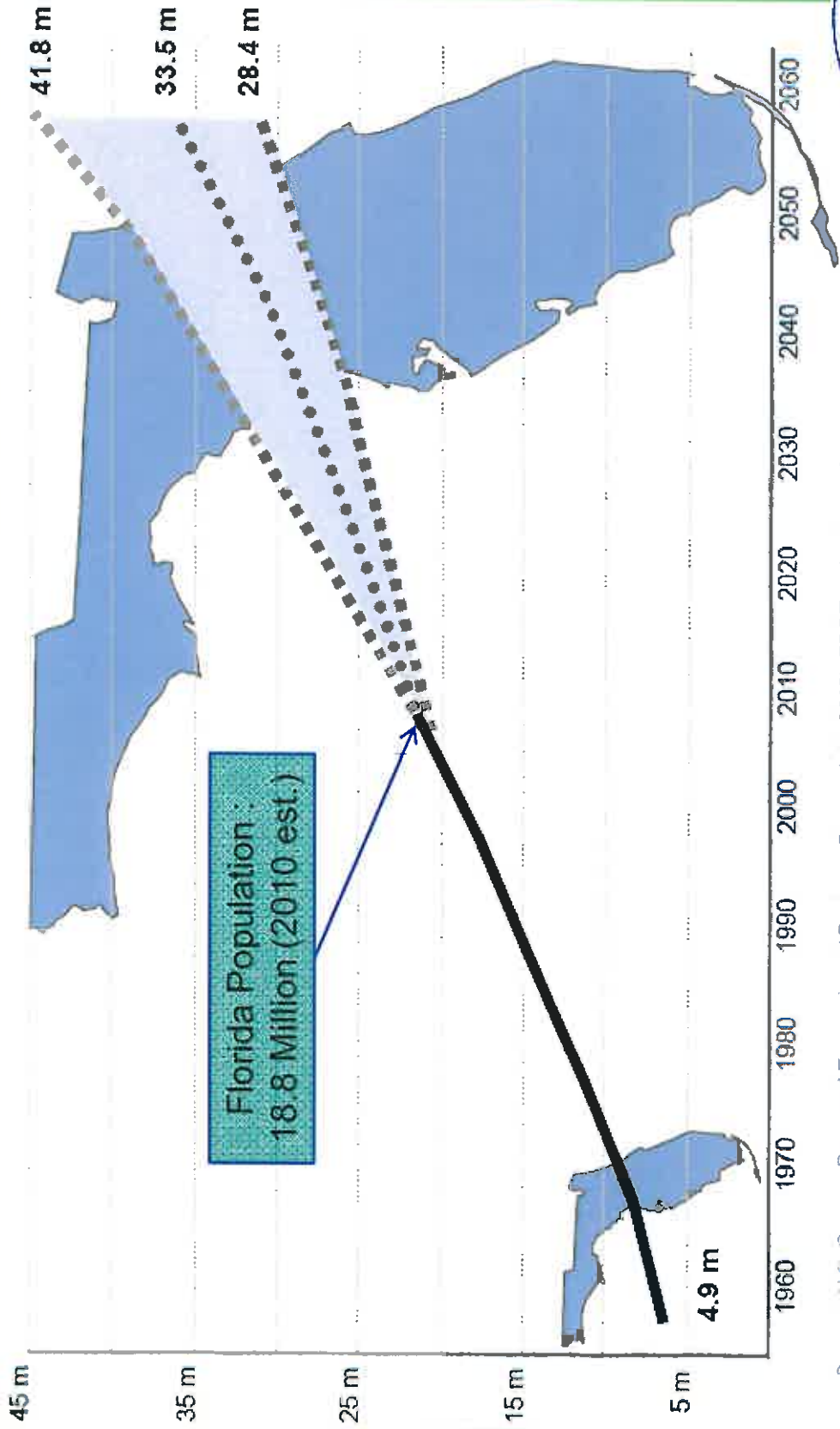


2030



STARKER
©THE CINCINNATI POST
2003

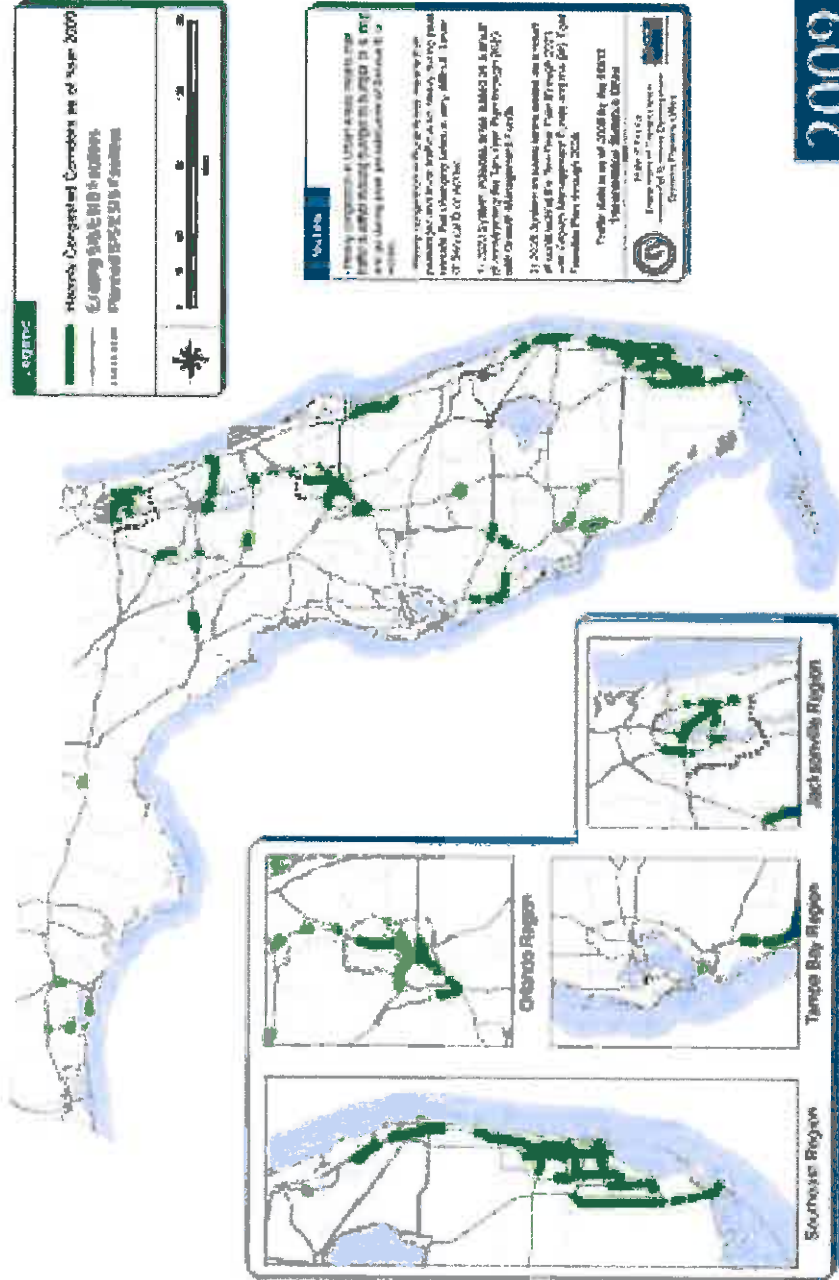
Demography: Population Still Growing



Source: U.S. Census Bureau of Economic and Business Research (to 2035), FDOT projection (to 2060)

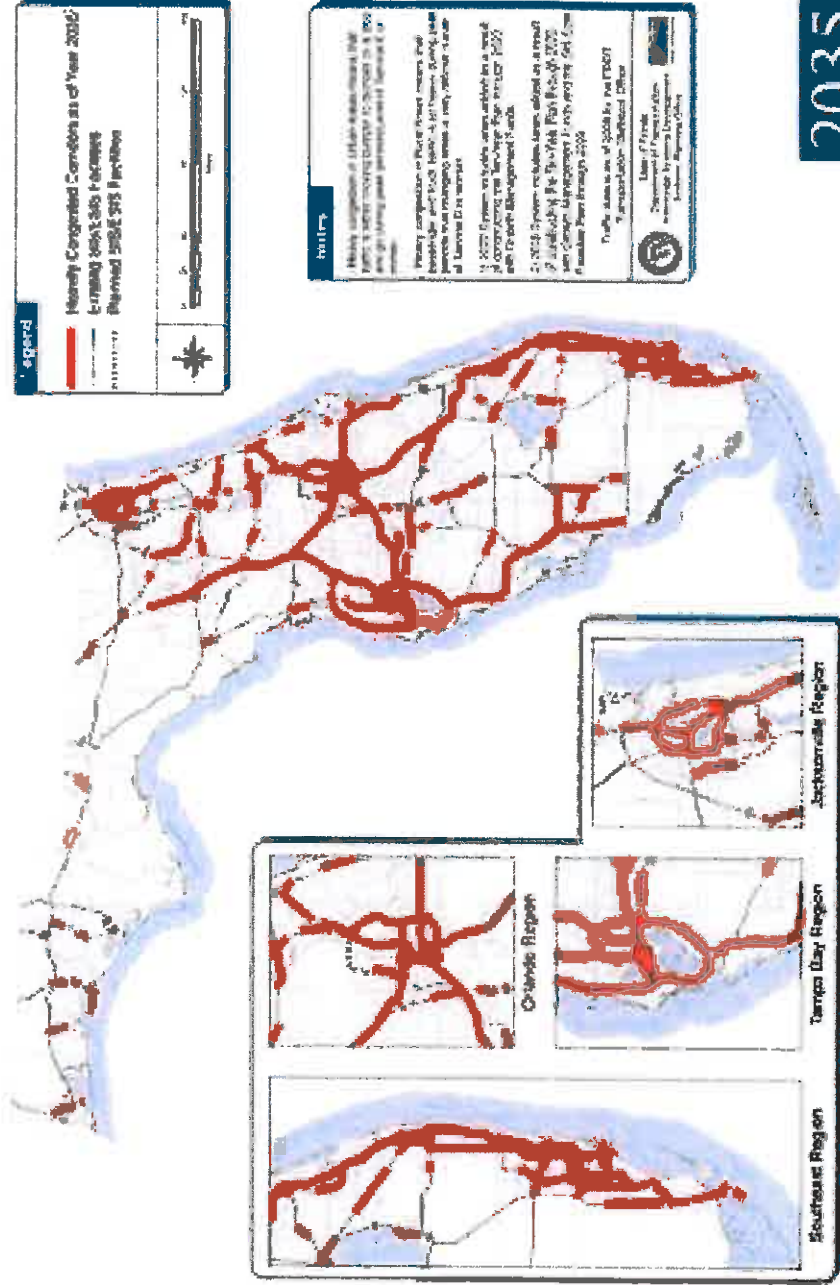
Today's Transportation System Cannot Meet Increase in Demand

CURRENT & FUTURE HEAVILY CONGESTED CORRIDORS



Today's Transportation System Cannot Meet Increase in Demand

CURRENT & FUTURE HEAVILY CONGESTED CORRIDORS

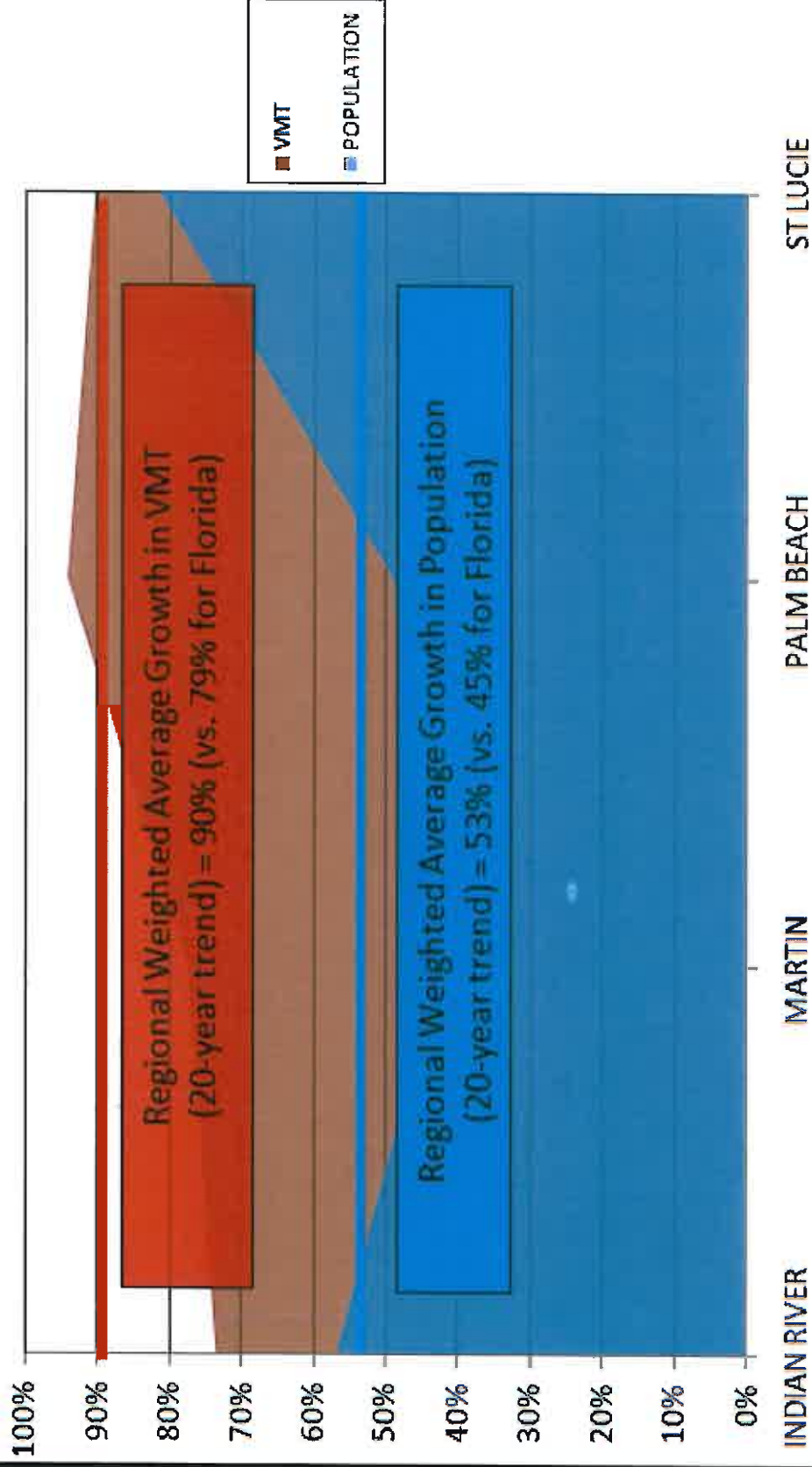


2035



So Why Are The Roads So Crowded?

Comparison of Regional Growth in VMT vs. Population (1990 - 2009)



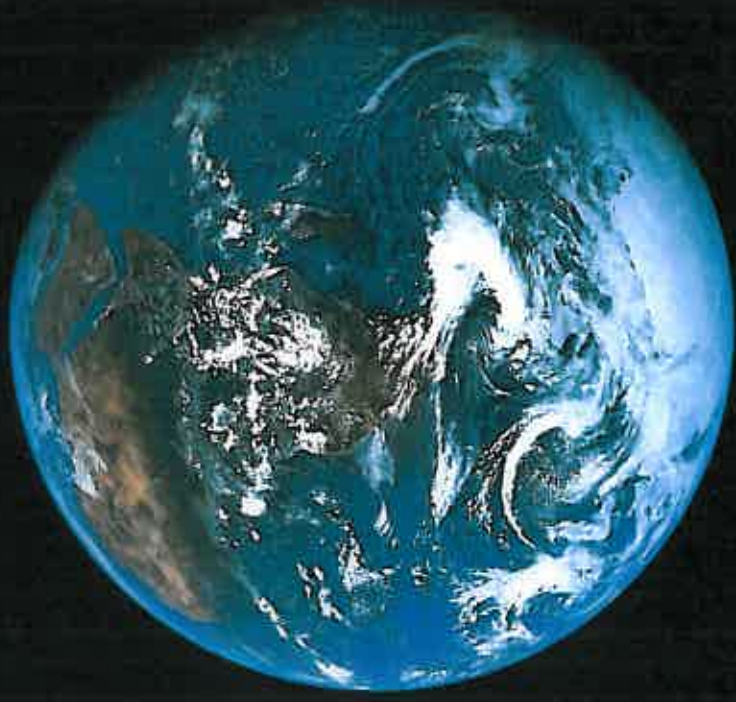
SOURCE: FDOT, 2009; US Census Bureau, 2010.

The Big Questions:

How Will We Settle the Next
10 (or 20) Million Floridians?



... And How Will They Move?



A Paradigm Shift

Predictability?



"Let our advance worrying become
advance thinking and planning."
-- Winston Churchill

Is Green on the Agenda?



400 cars = 8 Buses = 1 Commuter Rail

*Taking Transit to Work is the Best Way
to Reduce Household Carbon Footprint*

Science Applications International Corporation (2007)

Why Transit?

For Every \$1 Spent on Transit,
There is an \$8 Return

(in increased productivity, reduction of fuel consumption,
increased land values, and reduced road construction)

SOURCE: Cambridge Systematics



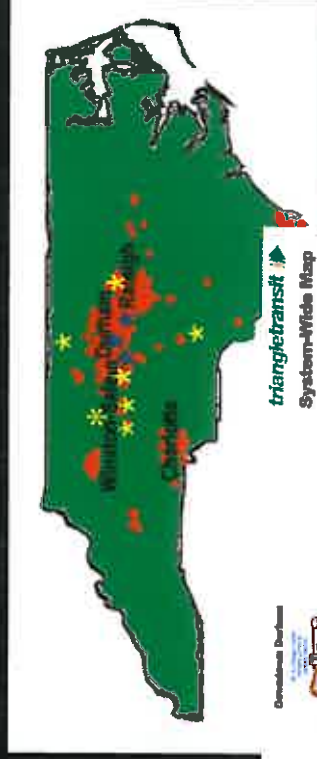
Successful (& Sustainable) Economic Regions



Seattle



Research Triangle

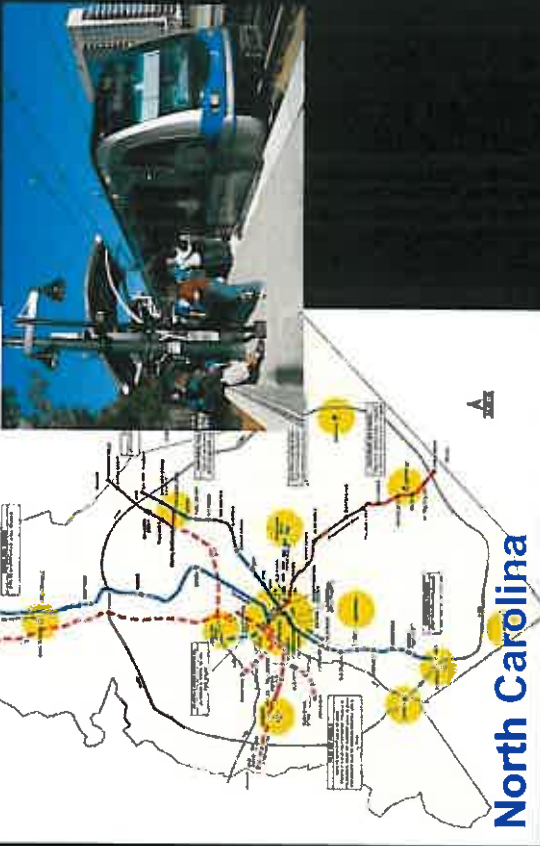
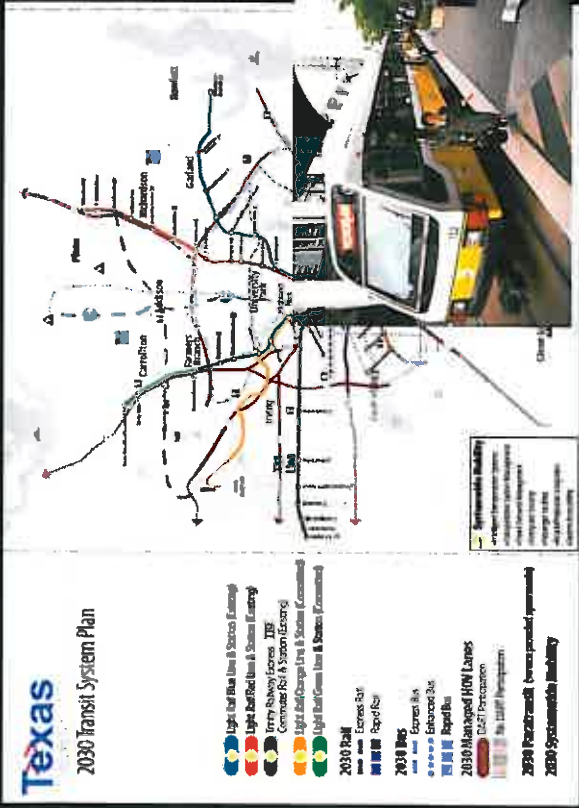


triangletransit
System-Wide Map
Manday-Friday Only



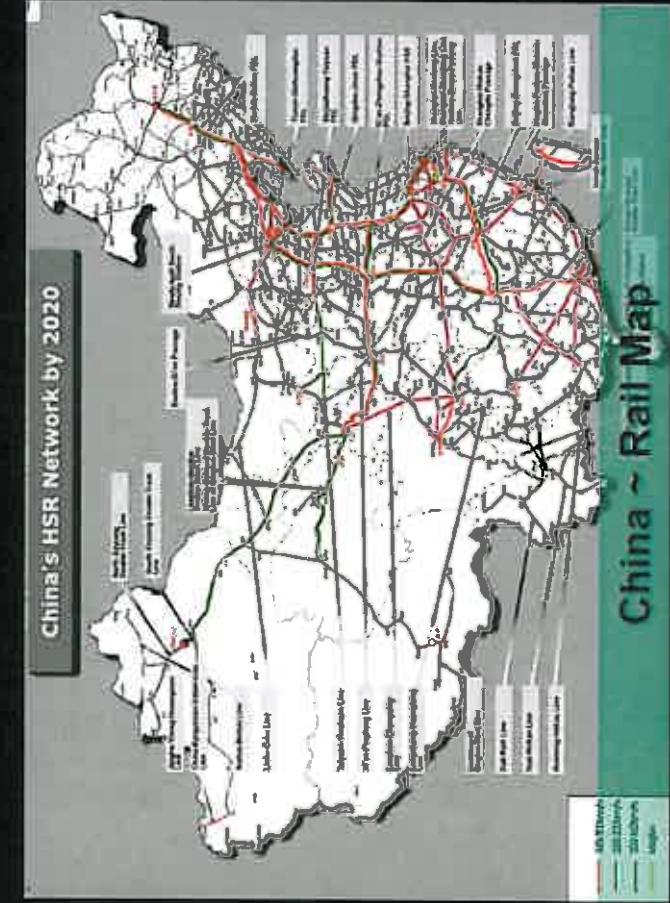
Have Successful Transit

Competitive States



Have Expanding Transit

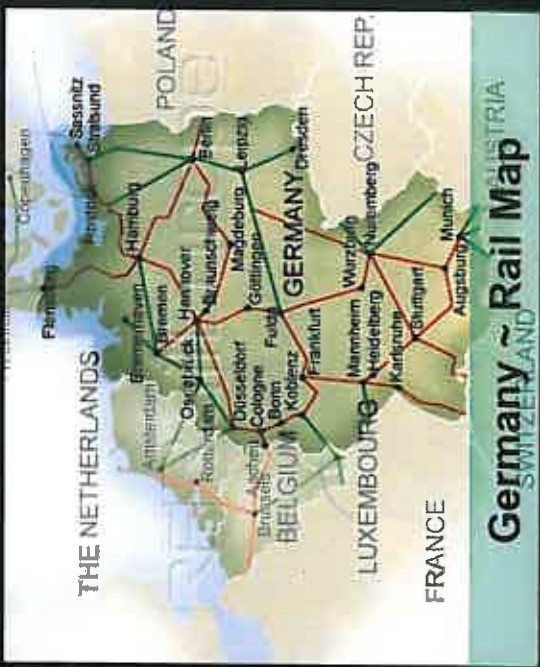
Global Competitors ~ Lots of Transit



China ~ Rail Map



European Union ~ Rail Map



What is TOD ...

Transit Oriented Development

- Walkable “villages” located at & around transit stations in a ¼ to ½ mile ring
- Contains broad mix of uses (such as residential, office, retail, entertainment, civic/cultural)
- Tie-into local transit (Palm-Tran, trolleys)
- Densities appropriate to context
- More compact than surrounding areas
- Built around civic plazas & community spaces
- Appropriate treatment of parking (shared, reduced & structured)



TOD vs. TAD



- Transit Oriented
Development

vs.

- Transit Adjacent
Development



- Auto-oriented uses
- Large surface parking lots
- Suburban office campuses
- Big-box format retail
- Pedestrian unfriendly

TOD “Typology”



City Center



Town Center



Neighborhood Station



Employment Center Station

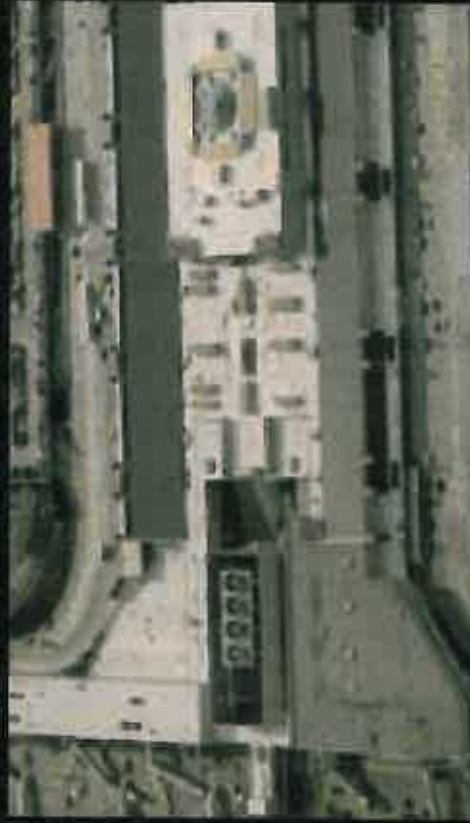
TOD “Typology”



Local Park-n-Ride



Regional Park-n-Ride



Airport / Seaport



Special Event Venue

*Design Features
of a
Well-Planned TOD*

Design Features Of Well-Planned TODs

- **Demographic Suitability**

- Population, households & employment within ½-mile radius around station & in larger transit shed

- **Streets and Blocks**

- Primary focus on pedestrians; cars are secondary
- Streets narrow enough to cross easily on foot
- Continuous sidewalks
- Blocks of 400-600 LF
- ADA accessibility



Design Features Of Well-Planned TODs

- **Good Mixture of Buildings and Uses**
 - Mix of retail, office, restaurants, residential and others
 - Creates 18 hours of daily activity
 - “Eyes on the Street” provides natural surveillance



Design Features Of Well-Planned TODs

• Building Design & Placement

- Properly located buildings create walkable streets
- Active uses along ground floors; residential & office above
- Continuous “pedestrian itinerary” without large tracts of vacant land or surface parking lots
- Building fronts face other fronts; transition at rear property lines; windows & doors at street edge



Design Features Of Well-Planned TODs

• Proper Parking Placement & Treatment

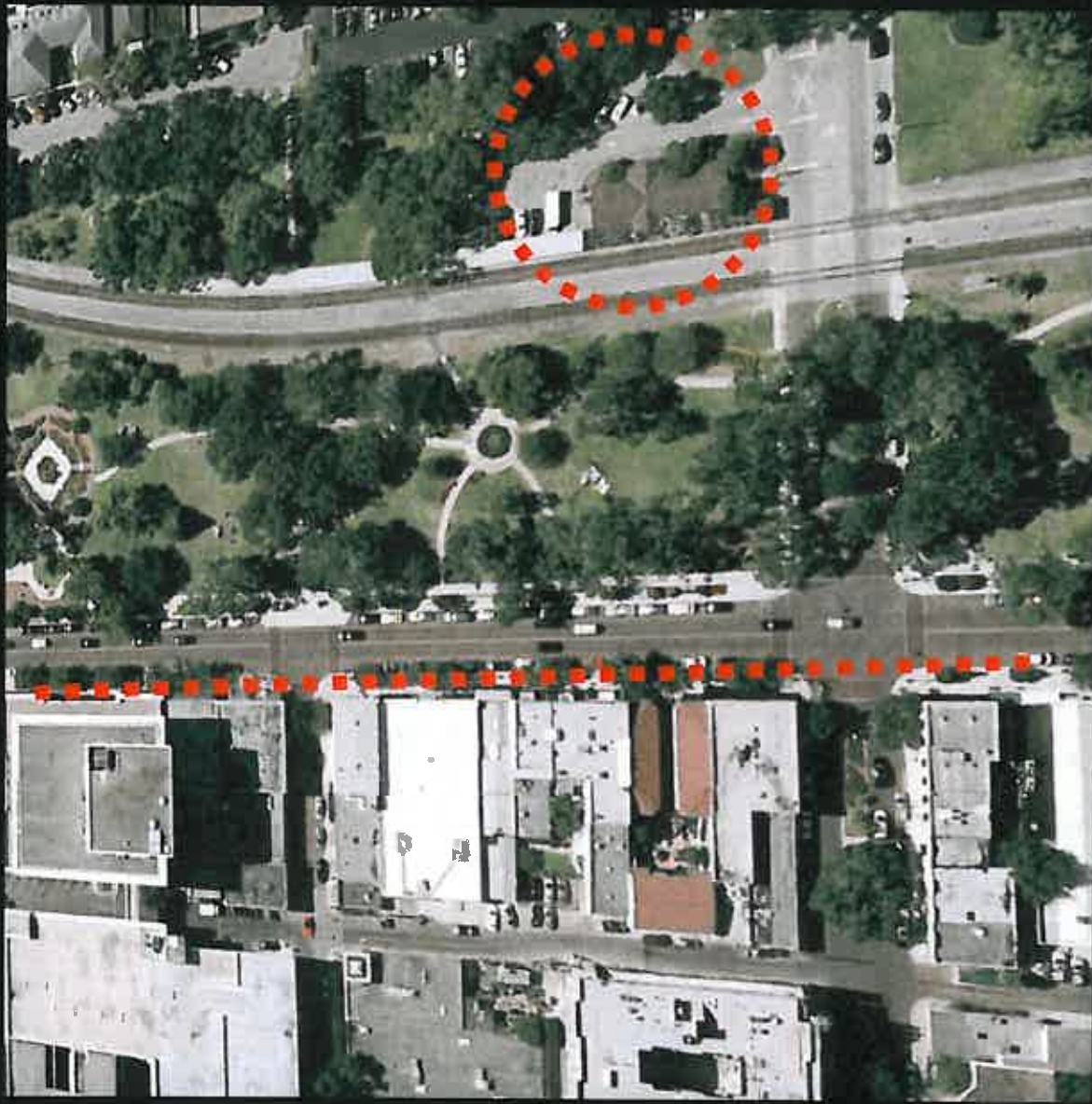
- Adequate parking, but not an oversupply
- Shared & structured parking (design & economics)
- Located to create pedestrian patrons for businesses

• Additional Considerations

- Tie-in with local transit
(bus, trolley, other)
- Public open space
- Civic & cultural uses



TOD



Winter Park, Florida

TAD



Pompano Beach, Florida

Different Transit “Technologies”



SE Florida ~ Passenger Rail Options



“Silver Star” Existing Service (Amtrak)

Intercity Passenger Rail



“FEC/Amtrak” Proposal (FDOT) *Intercity Passenger Rail*



PLANNED NEW STATIONS (East Coast)

- St Augustine
- Daytona Beach
- Titusville
- Cocoa (Port Canaveral)
- Melbourne
- Vero Beach
- Fort Pierce
- Stuart

EXISTING STATIONS (East Coast)

- Jacksonville ... West Palm Beach,
Delray Beach, Deerfield Beach,
Fort Lauderdale, Hollywood, Miami
- Miami International Airport/MIC

Other Existing Stations include Orlando, Tampa, Winter Park, Sanford, Lakeeland, and more.

“Tri-Rail” Existing Service (SFRTA)

Regional Commuter Rail



Palm Beach County

Broward County

Miami-Dade County

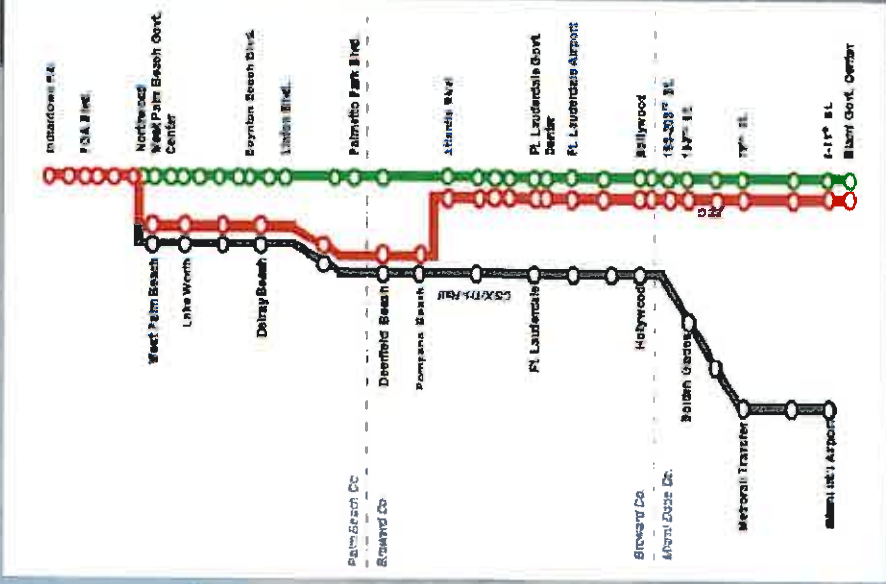


“SF East Coast Corridor Study” (FDOT) Regional Commuter Rail



Study Process – Refined LPA

- **Base Scenario (Full-Build: Horizon Year 2035)**
 - *Maintains Existing Tri-Rail service*
 - *Provides FEC Local and Flagler Flyer*
 - *Headways (peak/off-peak)*
 - FEC Local: 30/60
 - Flagler Flyer: 30/60
 - *Number of stations*
 - FEC Local: 30
 - Flagler Flyer: 31
 - Total SF ECC stations: 36
 - **Crossover Connections**
 - Northwood and Pompano
- **Supports System Master Plan Vision**



“Fast Start” Proposal (SFRTA) *Regional Commuter Rail*



SFRTA'S FAST START PLAN OPERATIONS PLAN

“Modified” Tri-Rail Service

Mangonia Park – Miami Airport
26 weekday trains
18 stations

Mangonia Park – Downtown Miami
24 weekday trains
20 stations

New FEC Service

Jupiter – Downtown Miami
6 weekday trains
18 stations

Downtown Fort Lauderdale – Downtown Miami
26 weekday trains
10 stations

Town of Lake Park:

Possible Station Location



“All Aboard Florida” Proposal (FEC Industries)

Intercity Commuter Express Rail

JACKSONVILLE
ORLANDO
TAMPA
WEST PALM BEACH
FORT LAUDERDALE
MIAMI

100% PRIVATE
This privately owned, operated and maintained passenger rail service will be running in 2014, at no risk to Florida taxpayers

6,000 CONSTRUCTION JOBS FOR FLORIDIANS
An additional 1,000 jobs will be needed to operate the rail service

50 MILLION TRAVELERS
The number of annual passengers who can benefit from rail service to travel between South Florida and Orlando in approximately three hours

\$6+ BILLION*
The amount of money Florida congestion costs Florida travelers each year due to 274 million hours in travel delays and 216 million excess gallons of fuel consumed

3 MILLION CARS OFF THE ROAD
Less highway use means taxpayer savings on reduced highway maintenance and repair

Frequent, regularly scheduled round trips daily

Gourmet meals and beverage service

Reserved business- and coach-service seating

WiFi availability

Access to major international airports, seaports and existing commuter rail systems like Metrorail and SunRail

*2009 annual figures from "Peak Transportation" by TREC, 2010 Urban Mobility Report

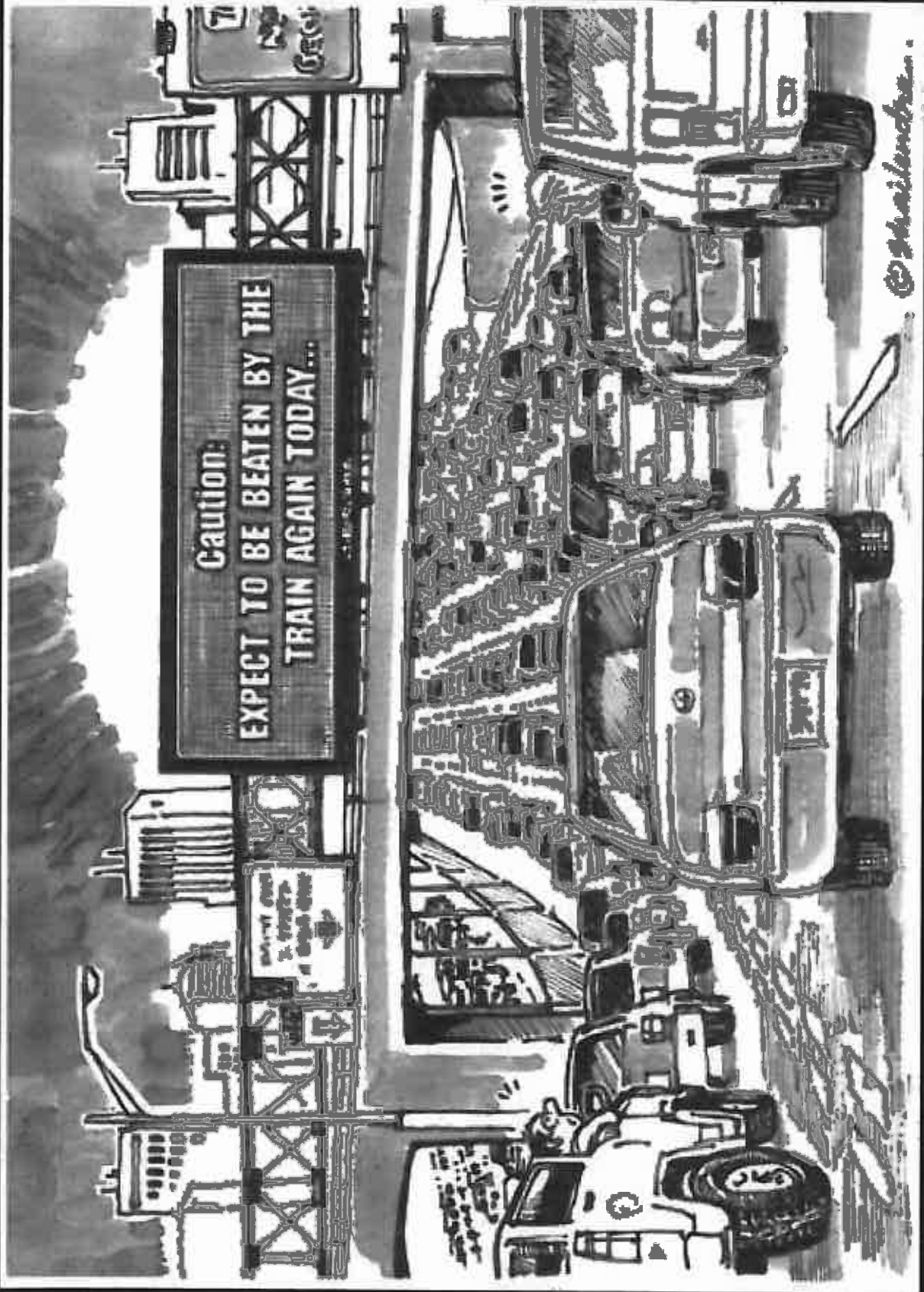


Image from Shailendra Singh © 2010



KIM DELANEY, STRATEGIC DEVELOPMENT COORDINATOR

TREASURE COAST REGIONAL PLANNING COUNCIL

(772) 821-4060

KDELANEY@TCRPC.ORG

Exhibit "B"

TOWN OF LAKE PARK
CRA
STATEMENT OF OPERATIONS
Fiscal years ended September 30,

	2008	2009	2010	2011	BUDGET 2012	YTD May 2012	Projected 2012	Projected 2013
REVENUES								
Ad Valorem - County	305,949	306,439	250,104	163,502	148,550	145,578	145,578	145,000
Ad Valorem - Town	612,691	690,204	491,602	318,362	260,070	259,848	259,848	260,000
Ad Valorem - Delinquent	122,803	83,302	54,302	-	500,000	-	-	-
Charges for services	-	-	22,290	47,904	2,900	-	-	-
Miscellaneous	1,290	6,901	5,951	4,566	-	15,880	15,880	-
Fund Balance Surplus	-	-	-	-	88,365	-	-	-
Total Operating Revenue	1,042,733	1,086,846	824,249	534,334	999,885	421,306	421,306	405,000
OPERATING EXPENSES								
Personnel services	139,097	223,497	259,488	288,775	258,235	139,096	208,644	-
Other operating expenses	158,382	402,246	426,699	323,043	244,200	187,196	280,794	-
PBSO (CRA)	74,892	89,583	219,031	228,425	112,350	74,892	112,350	144,223
Culture and recreation (Art on Park)	-	-	51,156	91,540	-	-	-	-
Capital	1,766,860	1,931,430	254,159	3,999	-	-	-	-
Total Operating Expenditures	2,139,231	2,646,756	1,210,533	935,782	614,785	401,184	601,788	144,223
Excess (deficiency of revenues over (under)	(1,096,498)	(1,559,910)	(386,284)	(401,448)	385,100	20,122	(180,482)	260,777
NON-OPERATING								
Grants	-	-	(32,063)	(49,637)	(40,000)	-	(40,000)	-
Loan proceeds	2,420,000	-	-	-	-	-	-	-
PBSO (General Fund)	-	(81,000)	(84,250)	(84,250)	(84,250)	(56,166)	(84,250)	-
Property acquisition debt service	-	-	(87,623)	(87,590)	(87,567)	(58,284)	(87,647)	(87,529)
Alleyway improvements debt service	-	-	(82,016)	(81,985)	(81,988)	(54,550)	(81,928)	(81,928)
2009 projects debt service	-	(205,500)	(32,934)	(27,521)	(54,795)	-	(54,793)	(54,792)
Art on Park improvements debt service	-	-	(21,956)	(18,348)	(36,630)	-	(36,529)	(36,528)
Elimination of TIF penalty	-	-	(340,842)	(69,500)	(385,100)	(169,000)	(385,147)	(260,777)
TOTAL NON-OPERATING	2,420,000	(286,500)	(340,842)	(418,831)	(385,100)	(169,000)	(385,147)	(260,777)
Net change in Fund Balance	1,323,502	(1,846,410)	(727,126)	(820,279)	-	(148,878)	(565,629)	-
FUND BALANCE								
Beginning of year	2,246,279	3,569,781	1,723,371	996,245	175,966	175,966	175,966	(389,663)
End of year	3,569,781	1,723,371	996,245	175,966	175,966	(389,663)	(389,663)	(389,663)

TOWN OF LAKE PARK
CRA

STATEMENT OF OPERATIONS
Fiscal years ended September 30,

	2008	2009	2010	2011	BUDGET 2012	YTD May 2012	Projected 2012	Projected 2013
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Ad Valorem - Delinquent	122,803	83,302	54,302	-	500,000	-	-	-
Charges for services	-	-	22,290	47,904	2,900	-	-	-
Miscellaneous	1,290	6,901	5,951	4,566	-	15,880	15,880	-
Fund Balance Surplus	-	-	-	-	88,365	-	-	-
Total Operating Revenue	1,042,733	1,086,846	824,249	534,334	999,885	421,306	421,306	405,000
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Other operating expenses	158,382	402,246	426,699	323,043	244,200	187,196	280,794	-
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Culture and recreation (Art on Park)	-	-	51,156	91,540	-	-	-	-
Capital	1,766,860	1,931,430	254,159	3,999	-	-	-	-
Total Operating Expenditures	2,139,231	2,646,756	1,210,533	935,782	614,785	401,184	601,788	144,223
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NON-OPERATING								
Grants	-	-	(32,063)	(49,637)	(40,000)	-	(40,000)	-
Loan proceeds	2,420,000	-	-	-	-	-	-	-
PBSO (General Fund)	-	(81,000)	(84,250)	(84,250)	(84,260)	(56,166)	(84,250)	-
Property acquisition debt service	-	-	(87,623)	(87,590)	(87,567)	(58,284)	(87,847)	(87,529)
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Art on Park improvements debt service	-	-	(21,956)	(18,348)	(36,530)	-	(36,529)	(36,528)
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FUND BALANCE								
Beginning of year	2,246,279	3,569,781	1,723,371	996,245	175,966	-	175,966	(389,663)
End of year	3,569,781	1,723,371	996,245	175,966	175,966	-	(389,663)	(389,663)

**Personnel Services
Budget 2012 and Analysis**

	<u>Adopted</u>	<u>Budget</u>	<u>YTD</u>	<u>Balance</u>
Economic Development Director	100%	95,400	60,913	34,487
Community Development Director	20%	16,800	10,852	5,948
Recreation Director	50%	42,925	3,582	39,343
Project Manager (25 hrs/week)	100%	46,795	37,208	10,026
Code Officer	10%	4,785	3,191	1,594
Planner	10%	3,715	2,471	1,244
Grants Writer	50%	46,940	20,295	26,645
Worker's Comp		875	584	291
Totals		<u>258,235</u>	<u>139,096</u>	<u>119,578</u>

Other Operating Expenses
Budget 2012 and Analysis

	Revised Budget	Actual To Date
Professional Services	13,500	11,574
Professional Svs - Town Attorney	2,000	5,109
Contractual Services	104,020	71,113
Administrative Fee	72,050	48,034
Travel & Training	180	35
Telephone	1,500	1,013
Telephone (AOP)	-	1,679
Postage and Shipping	1,000	-
Utilities	14,300	10,110
Utilities (AOP)	-	822
Garbage & Trash	555	547
Bank Charges/Admin Fees	-	357
Rental & Leases - Office Space	6,600	4,400
Equipment Rentals	1,000	1,721
Insurance	11,720	4,967
Repair and Maintenance	5,000	4,284
Repair and Maintenance - Town Green	-	1,064
Printing	3,000	53
Promotional Activity	1,500	5,006
Promotional - Seafood Festival	-	10,399
Office Supplies	1,000	400
Operating Expenses	2,000	2,686
Gasoline & Diesel Fuel	750	280
Memberships, Dues, & Subscriptions	2,525	1,545
Total Operating	244,200	187,196

TOWN OF LAKE PARK
CRA

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Charges for services	-	-	22,290	47,904	2,900	-	-	-
Miscellaneous	1,280	6,901	5,951	4,566	-	15,880	15,880	-
Fund Balance Surplus	-	-	-	-	88,365	-	-	-
Total Operating Revenue	1,042,733	1,086,846	824,249	534,334	999,885	421,306	421,306	405,000
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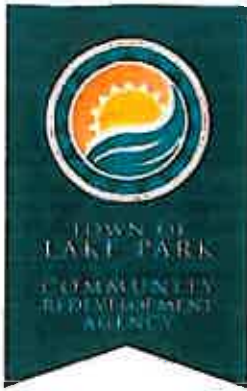
FOCUS	UPDATES/COMMENTS	STATUS
Advertising	The CRA continues to communicate with Jodie Wagner, reporter for the Palm Beach Post Newspaper, continuously bringing updates to their attention for additional assistance in exposing our Lake Park CRA. In addition, the Palm Beach Post Culture Specialty Writer- Liz Balmaseda has been visiting CRA & other Towns restaurants, writing articles and posting positive reviews based on her personal experience, this has been a great marketing tool and exposure for the businesses and the Town	The interaction and communication about the Lake Park CRA News and updates will be on a continuous Basis.
Channel 18	The CRA continues to promote CRA businesses on a monthly basis. This will be a recurring advertisement, giving all of the CRA businesses the opportunity to reach out to many viewers.	A selection of 5-7 CRA businesses will be featured on a monthly basis.
E-Newsletter	This has been re-designed for a more attractive and informational template. The CRA E-Newsletter will be circulating on a bi-weekly basis, and is free listings to all CRA businesses, for promotions and updates.	The E-Newsletter will be emailed on a bi-weekly basis reaching out to many contacts.

<p>Events</p>	<p>The 3rd Annual Seafood Festival- has been advertised since January 2012, The event is scheduled for November 10, 2012. The hours for this event have been extended from 10:00 am – 6:00 pm. We are currently seeking for volunteers to assist with the miscellaneous tasks for the events...</p> <p>The CRA events have shown high interest from vendors, sponsors, community and spectators. We are currently seeking volunteer assistance to organize additional events including a Downtown Green Market. It is in the best interest that we continue exposing our Downtown CRA through special events and other activities. Special events are a key component to our revitalization.</p>	<p>Looking forward to schedule Arts & Crafts and other events in the CRA</p>
<p>Facebook</p>	<p>This has been updated with links to our E-Newsletter, Twitter and Klout. These are social medias that network with different businesses including arts.</p>	<p>Continuously being updated, linking other social media sites to the CRA website and e-newsletter</p>
<p>Media Relation</p>	<p>CRA will continue to network with all key agencies for additional assistance with our marketing strategy and any benefits that may be of assistance to our businesses and prospects. The agencies involved are: Northern Palm Beach Chamber of Commerce, Business Development Board and Department of Economic Sustainability. These agencies provide the following assistance: Financial assistance and Marketing & Networking support.</p>	<p>Networking with all Key agencies will be on a continuous basis.</p>

<p>New Business Updates (Vacant Space)</p>	<p>838 Park Avenue has been leased for a new hair salon that relocated from North Palm Beach. It's expected to open its doors by June 1, 2012. 917 Park Avenue has been leased to a fitness training center. 918 Park Avenue (Historic Building) have signed a contract to close this sale; we expect the sale to be completed by June 1, 2012. 801 Park Avenue, the bank has approved the proposal submitted by the same investor that purchased 918 Park Avenue, a sale contract is being drafted and will be submitted to the property owner/bank by Tuesday, May 29, 2012 to finalize sale</p>	<p>In Progress</p>
<p>“Don Ramon” Baja Cantina and Tequila Bar</p>	<p>Mr. Juan Rubio decided that he will have to postpone his project due to a few medical/business circumstances; however, he is still planning on establishing his new restaurant on a different location on Park once he finalizes all of his pending matters. He acknowledges that the \$40,000 dollar grant will not be available for his future project.</p>	<p>Project cancelled for future date and different location</p>
<p>Grumpy Grouper (New Restaurant)</p>	<p>Mr. Rick Smith is the owner of the Grumpy Grouper seafood restaurant in Lantana, which has been at this location for more than 17 years. Grumpy Grouper participated on our 2011 Seafood Festival, and the CRA approached him 2 years ago, however, it was not the right timing. A few weeks ago, the CRA contacted Mr. Smith and as a result he has decided to open a second “Grumpy Grouper” on 933 Park Avenue, the location where Don Ramon</p>	<p>Lease agreement has been signed</p>

	was supposed to occupy. He would like to open by October 2012 no later than November 1, 2012.	
Pho Hot Pot Vietnamese Restaurant	826 Park Avenue, the grease trap has been completed. The next process is the final inspection from Seacoast utility authority and Palm Beach County Fire Rescue, as soon as this is approved, Owner Julie LeThach will apply for her Business Tax receipt and occupational license, and this will not be issued without the final inspections.	Will open the doors for business July 5, 2012

Webpage	The CRA has implemented a "Contact Us" application, where it will allow the CRA to reach out and retrieve additional contacts, attract businesses and enables the public to view "what's happening in the Town of Lake Park CRA. In addition, a link to our CRA newsletter has been added to the CRA website and Facebook. The webpage has been updated with photographs and general information regarding available business properties. This information has been added as well to our E-Newsletter	The CRA webpage will continue updating the pages as necessary
Wish List	Enrolling the Lake Park CRA as a member for Retail Lease Trac- a website that provides thousands of contacts for different companies that are looking for relocation/expansion. They are currently offering a special for new members, from \$975.00 to \$650.00 for the annual membership.	For approval



AGENDA

Community Redevelopment Agency Meeting
 Wednesday, June 6, 2012, 6:30 pm
 Lake Park Town Hall
 535 Park Avenue

James DuBois	—	Chair
Kendall Rumsey	—	Vice-Chair
Christiane Francois	—	Board Member
Steven Hockman	—	Board Member
Jeanine Longtin	—	Board Member
Sue-Ellen Mosler	—	Board Member
Tim Stevens	—	Board Member
Jamie Titcomb	—	Interim Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian Mendez Lemley, CMC	—	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.*

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. ADDITIONS/DELETIONS - APPROVAL OF AGENDA

E. PRESENTATION:

1. Update on Passenger Rail Initiatives in South Florida by Kim Delaney Tab 1
2. Financial Update Presentation by Finance Director Blake Rane Tab 2

F. PUBLIC COMMENT

This time is provided for audience members to address 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.

- G. **Consent Agenda:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Board member or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the Agenda. Any person wishing to speak on an Agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Agency Clerk. Cards must be submitted before the item is discussed.

Consent Agenda Items Recommended For Approval:

3. CRA Board Meeting Minutes of May 2, 2012 Tab 3
- H. **DISCUSSION AND POSSIBLE ACTION:**
4. Special Call Meeting Date for 800 Park Avenue RFQ Shortlist Presentations Tab 4
5. CRA Updates on Projects Tab 5
6. Public Works' Cost Estimates to Maintain Landscaped Areas Within the CRA Tab 6
7. New Restaurant Grant Tab 7
- I. **BOARD MEMBER COMMENTS**
- J. **EXECUTIVE DIRECTOR COMMENTS**
- K. **ADJOURNMENT**