

AGENDA

Special Call

Community Redevelopment Agency Meeting

Wednesday, December 20, 2017, 6:30 p.m.

Lake Park, Town Hall

535 Park Avenue

Michael O'Rourke	—	Chair
Kimberly Glas-Castro	—	Vice-Chair
Rhonda "Jo" Brockman	—	Board Member
Erin Flaherty	—	Board Member
Christiane Francois	—	Board Member
Anne Lynch	—	Board Member
Roger Michaud	—	Board Member
.....		
John O. D'Agostino	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian Mendez, 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/ ROLL CALL**
- B. **PLEDGE OF ALLEGIANCE**
- C. **SPECIAL PRESENTATION/REPORT**
None
- D. **PUBLIC COMMENT**

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

E. **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 Commissioner 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 Town Clerk. Cards must be submitted before the item is discussed.

1. Special Call CRA Board Meeting Minutes of September 6, 2017.

Tab 1

F. **NEW BUSINESS:**

2. Discussion regarding the Reuse of 800 Park Avenue Building

Tab 2

G. **EXECUTIVE DIRECTOR REPORT:**

H. **PUBLIC COMMENT**

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I. **BOARD MEMBER COMMENTS**

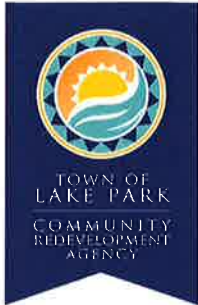
J. **REQUEST FOR FUTURE AGENDA ITEMS:**

K. **ADJOURNMENT**

The next scheduled CRA Board Meeting will be conducted on March 7, 2018

Consent Agenda

TAB 1



**CRA
Agenda Request Form**

Meeting Date: December 20, 2017

Agenda Item No. *Tab 1*

Agenda Title: CRA Board Meeting Minutes of September 6, 2017

- SPECIAL PRESENTATION/REPORT
- OLD BUSINESS
- DISCUSSION FOR FUTURE ACTION
- CONSENT AGENDA
- NEW BUSINESS: Resolution
- OTHER: General Business

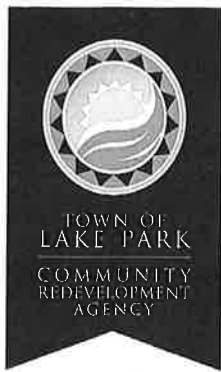
Approved by Executive Director: *J. J. Aguirre* **Date:** *11/27/17*

Shaquitta Edwards
Shaquitta Edwards, Deputy Agency Clerk

Originating Department: Agency Clerk's Office	Costs: \$ 0.00 Funding Source: Acct. # [] Finance _____	Attachments: -Agenda -Minutes -Exhibit "A"
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Recommended Motion:

To approve the Special Call CRA Board Meeting Minutes of September 6, 2017.



AGENDA

Community Redevelopment Agency Meeting
Wednesday, September 6, 2017, 6:30 p.m.
Lake Park, Town Hall
535 Park Avenue

Michael O'Rourke	—	Chair
Kimberly Glas-Castro	—	Vice-Chair
Rhonda "Jo" Brockman	—	Board Member
Erin Flaherty	—	Board Member
Christiane Francois	—	Board Member
Anne Lynch	—	Board Member
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- C. **SPECIAL PRESENTATION/REPORT**
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- D. **PUBLIC COMMENT**
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a public comment card located on either side of the Chambers and given to the Town Clerk. Cards must be submitted before the item is discussed.

1. Special Call CRA Board Meeting Minutes of August 2, 2017.

Tab 1

F. NEW BUSINESS:

2. Resolution No. 65-09-17 Authorizing and Directing the Executive Director to Obtain Property and Casualty Insurance Coverage through the Preferred Governmental Insurance Trust for The Community Redevelopment Agency for Fiscal Year 2018.

Tab

G. EXECUTIVE DIRECTOR REPORT:

H. PUBLIC COMMENT

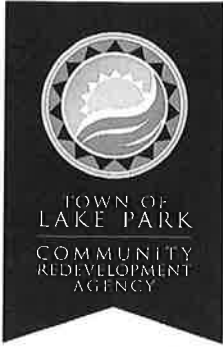
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I. BOARD MEMBER COMMENTS

J. REQUEST FOR FUTURE AGENDA ITEMS:

K. ADJOURNMENT

The next scheduled CRA Board Meeting will be conducted on December 6, 2017



Minutes
Town of Lake Park, Florida
Community Redevelopment Agency
Board Meeting
Wednesday, September 6, 2017, 6:30 p.m.
Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, September 6, 2017 at 6:30 p.m. Present were Chair Michael O'Rourke, Board Members Rhonda "Jo" Brockman, Christine Francois, and Roger Michaud, Executive Director John D'Agostino, and Agency Clerk Vivian Mendez. Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, Anne Lynch and Agency Attorney Thomas Baird were absent.

Agency Clerk Mendez performed the roll call and Chair O'Rourke led the pledge of allegiance.

Special Presentation/Report:

None

Public Comment:

None

Consent Agenda:

1. Special Call CRA Board Meeting Minutes of August 2, 2017

Motion: Board Member Michaud moved to approve the consent agenda; Board Member Brockman seconded the motion.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Erin Flaherty			Absent
Board Member Christiane Francois	X		
Board Member Roger Michaud	X		
Board Member Anne Lynch			Absent
Board Member Rhonda "Jo" Brockman	X		
Vice-Chair Kimberly Glas-Castro			Absent
Chair Michael O'Rourke	X		

Motion passed 4-0.

NEW BUSINESS:

2. Resolution No. 65-09-17 Authorizing and Directing the Executive Director to Obtain Property and Casualty Insurance Coverage through the Preferred

Government Insurance Trust for the Community Redevelopment Agency for Fiscal Year 2018.

Executive Director D’Agostino explained the item (see Exhibit “A”).

Motion: Board Member Michaud moved to adopt Resolution No. 65-09-17; Board Member Francois seconded the motion.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Erin Flaherty			Absent
Board Member Christiane Francois	X		
Board Member Roger Michaud	X		
Board Member Anne Lynch			Absent
Board Member Rhonda “Jo” Brockman	X		
Vice-Chair Kimberly Glas-Castro			Absent
Chair Michael O’Rourke	X		

Motion passed 4-0.

EXECUTIVE DIRECTOR REPORT:

Executive Director D’Agostino: announced that there was an error regarding the incentive package for Dedicated IT. He explained that his previous report included information specific to years 1 through 3; but did not include information specific to years 4 and 5. He explained that the annual incentive package for years 4 and 5 would be \$50,000.00. He announced that Dedicated IT had invested \$1.2 million for the acquisition and rehabilitation of the property located at 754 Park Avenue. He announced that new businesses would develop within the CRA as a result of the rehabilitation of 754 Park Avenue. He announced that the owner of the property located at 801 Park Avenue has lowered his asking price from \$6.9 million to \$5.9 million. He announced that the Town of Lake Park had received the Designation of Hippest Community to Live-In. He announced that the property located at 918 Park Avenue was sold.

BOARD MEMBERS COMMENTS:

Board Member Francois hoped that everyone would remain safe during Hurricane Irma.

Board Member Brockman asked Executive Director D’Agostino for clarification regarding the historic preservation of the property located at 918 Park Avenue. She suggested that lack of preservation may prohibit future plans for 918 Park Avenue. Executive Director D’Agostino explained that there was an issue with regard to the illegal addition to the rear of the building. He explained that the concern was whether or not the owner needed to use the illegal addition. He explained that the necessary proceedings would ensue as a result of the owners intended use of the building. Board Member Brockman asked Executive Director D’Agostino for clarification regarding the

Mediterranean Façade. Executive Director D'Agostino explained that the Mediterranean Façade requirements are included in the CRA Master Plan. Board Member Brockman asked if the CRA had designated that all properties within the CRA Downtown District have a Mediterranean type Façade. Executive Director D'Agostino explained that the Mediterranean Façade was one of many required facades in the Downtown area. He explained that there were several variations of the façade as well as different aspects of the facade. He explained that as new businesses come to the Town, tax dollars are allocated to fund façade improvements. Board Member Brockman asked Executive Director D'Agostino who was responsible for the landscaping maintenance of the property located at 801 Park Avenue. Executive Director D'Agostino explained that Community Development and Code Enforcement would issue sanctions.

Board Member Lynch was absent.

Board Member Flaherty was absent.

Board Member Michaud announced that he also hoped that everyone would remain safe during Hurricane Irma.

Vice-Chair Glas-Castro was absent.

Chair O'Rourke announced that Sister Hazel would perform at Kelsey Theatre on December 29, 2017. He announced that the Back Alley Arts Festival would be held on December 30, 2017 and that the Neverglades Band would perform. Board Member Brockman added that Food Trucks would be present at the Back Alley Arts Festival. Chair O'Rourke explained that he would like for more festivals to take place in the Town of Lake Park. He explained that he would like for additional parking for businesses within the CRA. Executive Director D'Agostino explained that the CRA was in the process of exploring an economic grant incentive opportunity for additional parking.

REQUEST FOR FUTURE AGENDA ITEMS:

Chair O'Rourke announced that the Town Commission would review Ordinances related to the Park Avenue Downtown District. Executive Director D'Agostino explained that business owners and residents would be made aware of the proceedings and that he hoped they would become involved in the process. Chair O'Rourke asked Executive Director D'Agostino if there had been discussions regarding the possible expansion of the Park Avenue Downtown District. Executive Director D'Agostino explained that the possible expansion of the CRA could be assessed from a workforce housing perspective. Chair O'Rourke announced that he had become a Board Member of Palm Beach County Sustainable Housing and that he hoped his membership would be beneficial to the Town of Lake Park.

ADJOURNMENT

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Brockman and seconded by Board Member Michaud, and by unanimous vote, the meeting adjourned at 7:03 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, CMC

Deputy Agency Clerk, Shaquita Edwards

Town Seal

Approved on this _____ of _____, 2017

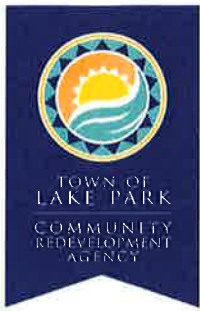


Exhibit "A"

CRA
Agenda Request Form

Meeting Date: September 6, 2017

Agenda Item No. Tab 2

Agenda Title: Resolution Authorizing and Directing the Executive Director to Obtain Property and Casualty Insurance Coverage from the Preferred Governmental Insurance Trust for the Community Redevelopment Agency for Fiscal Year 2018

- Consent Agenda
- Presentation
- Other – New Business
- Discussion/Possible Action
- Resolution

Approved by Executive Director: [Signature] Date: 8-4-17

Name/Title HUMAN RESOURCES DIRECTOR

Originating Department: Human Resources	Costs: \$8,308.00 Funding Source: Acct. # 110-55-552-520-45000 <input type="checkbox"/> Finance <u>[Signature]</u>	Attachments: Copy of Gehring Group Community Redevelopment Agency Property, Casualty and Workers' Compensation 2017/2018 Program Evaluation
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Summary Explanation/Background:

Fiscal Year 2017 is the seventh full year for which the Community Redevelopment Agency (CRA) has had in place property and casualty liability insurance coverage consisting of Property, Inland Marine, General Liability, and Public Officials Errors and Omissions/Employment Practices Liability insurance. The carrier for such insurance for Fiscal Year 2017 is the Preferred Governmental Insurance Trust (PGIT), which was implemented on October 1, 2015 with a 24-month rate guarantee. Such rates will expire on September 30, 2017.

At the request of staff, Gehring Group released bids to the insurance marketplace, and as a result received quotes for such coverage from the Florida Municipal Insurance Trust (FMIT) and from PGIT.

While PGIT quoted a 0.3 percent decrease over the current coverage, the liability limits for property and inland marine will increase from \$299,000 to \$304,500 due to the updated appraisal of the Town's properties which showed an increase in the appraised value of the property known as the Art on Park Gallery Building, located at 800 Park Avenue, which the CRA owns. Florida Municipal Insurance Trust quoted a 7.68 increase over the current coverage.

Based upon staff's review of the evaluation provided by Gehring Group, it recommends that property and casualty insurance for the CRA for Fiscal Year 2018 (commencing October 1, 2017) be renewed with PGIT, and recommends approval of this Resolution.

Recommended Motion: I move to adopt Resolution 65-09 -17.

RESOLUTION NO. 65-09-17

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK AUTHORIZING THE EXECUTIVE DIRECTOR TO OBTAIN FOR FISCAL YEAR 2018 PROPERTY AND CASUALTY INSURANCE COVERAGE THROUGH THE PREFERRED GOVERNMENTAL INSURANCE TRUST; AND PROVIDING FOR AN EFFECTIVE DATE

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

WHEREAS, the Lake Park CRA has all of the statutory powers conferred upon it by Section 163.370, Florida Statutes; and

WHEREAS, the Lake Park CRA has determined that it is in the best interest of the CRA to provide for property and casualty insurance coverage for the CRA for Fiscal Year 2018 consisting of Property, Inland Marine, General Liability, and Public Officials Errors and Omissions/Employment Practices Liability insurance; and

WHEREAS, the Lake Park CRA has reviewed the Community Redevelopment Agency quote provided by the Preferred Governmental Insurance Trust as set forth in the Town of Lake Park Community Redevelopment Agency Property, Casualty and Workers' Compensation 2017/2018 Program Evaluation presented by Gehring Group, a copy of which is attached hereto and incorporated herein as **Exhibit "A"**, for the provision of property and casualty insurance coverage through the Preferred Governmental Insurance Trust; and

WHEREAS, the Lake Park CRA has directed that adequate funds be allocated for such coverage in Fiscal Year 2018.

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

Section 1. The whereas clauses are incorporated herein as true and correct and are hereby made a specific part of this Resolution.

Section 2. The Lake Park CRA hereby authorizes and directs the Executive Director to obtain for Fiscal Year 2018 property and casualty insurance coverage through the Preferred Governmental Insurance Trust for the Lake Park CRA as outlined in the attached **Exhibit A**.

Section 3. This Resolution shall become effective immediately upon adoption.

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


	AYE	NAY
CHAIR MICHAEL O'ROURKE	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VICE-CHAIR KIMBERLY GLAS-CASTRO	<u>Absent</u>	<input type="checkbox"/>
BOARD MEMBER ERIN FLAHERTY	<u>Absent</u>	<input type="checkbox"/>
BOARD MEMBER ANNE LYNCH	<u>Absent</u>	<input type="checkbox"/>
BOARD MEMBER ROGER MICHAUD	<input checked="" type="checkbox"/>	<input type="checkbox"/>
BOARD MEMBER CHRISTIANE FRANCOIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
BOARD MEMBER RHONDA "JO" BROCKMAN	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The Community Redevelopment Agency thereupon declared the foregoing Resolution NO. 65-09-17 duly passed and adopted this 6th day of September, 2017.

TOWN OF LAKE PARK, FLORIDA

BY: 
MICHAEL O'ROURKE
CHAIR

ATTEST:


VIVIAN MENDEZ
AGENCY CLERK
TOWN OF LAKE PARK
SEAL
(TOWN SEAL)
FLORIDA

Approved as to form and legal
sufficiency:

BY: _____
THOMAS J. BAIRD
AGENCY ATTORNEY

EXHIBIT A

**Town of Lake Park - Community Redevelopment Agency
Property & Casualty and Workers' Compensation
2017/2018 Program Evaluation**



Coverage Type	Preferred Governmental Insurance Trust 2016/2017			Preferred Governmental Insurance Trust 2017/2018			Florida Municipal Insurance Trust 2017/2018		
	Deductible	Liability Limits	Premium	Deductible	Liability Limits	Premium	Deductible	Liability Limit	Premium
Property , Inland Marine	\$ 2,500	\$ 299,000	\$ 1,829	\$ 2,500	\$ 304,500	\$ 1,808	\$ 2,500	\$ 298,000	\$ 2,329
General Liability	\$ -	\$ 2,000,000	\$ 3,500	\$ -	\$ 2,000,000	\$ 3,500	\$ -	\$ 2,000,000	\$ 5,200
Public Officials Errors and Omissions/ Employment Practices Liability	\$ -	\$ 2,000,000	\$ 3,000	\$ -	\$ 2,000,000	\$ 3,000	\$ -	\$ 2,000,000	\$ 625
Company Service Fee:									\$ 815
Total Annual Premium:			\$ 8,329			\$ 8,308			\$ 8,969
<i>\$ Increase or Decrease:</i>			<i>N/A</i>			\$ (21.00)			\$ 640
<i>% Increase or Decrease:</i>			<i>N/A</i>			-0.3%			7.68%

New Business

TAB 2



CRA
Agenda Request Form

Meeting Date: December 20, 2017 **Agenda Item No.** *Tab 2*

Agenda Title: Discussion on the Reuse of the 800 Park Avenue Building

- | | | | |
|--------------------------|------------------------------|-------------------------------------|----------------|
| <input type="checkbox"/> | SPECIAL PRESENTATION/REPORT | <input type="checkbox"/> | CONSENT AGENDA |
| <input type="checkbox"/> | OLD BUSINESS | <input checked="" type="checkbox"/> | NEW BUSINESS: |
| <input type="checkbox"/> | DISCUSSION FOR FUTURE ACTION | <input type="checkbox"/> | OTHER |

Approved by Executive Director: *John O. D'Agostino* **Date:** *12/14/17*

John O. D'Agostino, Executive Director

Name/Title

Originating Department: <i>Executive Director</i>	Costs: \$ Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: •
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Summary Explanation/Background: Several months ago, staff proposed to the Community Redevelopment Agency (CRA) Board the need to develop a Request for Proposals (RFP) for the re-use of the CRA owned property located at 800 Park Avenue. The current tenant has been the Artists of Palm Beach County, which is currently on a month-to-month lease with the CRA.

In developing the RFP, staff inquired as to whether any bond restrictions exist regarding the use of the 800 Park Avenue building. As a result, it was determined pursuant to information obtained by the Town Attorney from bond counsel that the use of this building by a nonprofit organization which is open to the public and which pays nominal rent is consistent with the restrictions of the 2009 Public Improvement Revenue Note. Town entered into a loan agreement for certain capital improvements including the purchase of the 800 Park Avenue building. It was also determined that if the Commission would now like to lease or sell the building to a use that is not for a public purpose, it should contact the lender, Bank of America to remove this property from the bond. To do so, the Town would have to "pay off"

the pro-rata remaining balance of the loan, which was allocated to the purchase of this property/building.

For example, if the amount allocated in the original loan documents was \$300,000 for this property, the Town should propose paying back to the lender the balance, which remains to be paid through 2018. That amount would be \$300,000 less the amounts allocated for the purchase of the property/building paid to Bank of America from 2009 through the present (the day the bond is released on the property).

For the past several months, the Executive Director has been working diligently to reduce the vacancy rate and attract businesses, which will establish and maintain significant draws of clientele and customers during the daytime and evening hours. The continuation of foot traffic to the Park Avenue downtown district is necessary in order to maintain the area as a destination. The future success of downtown development will require the Town and the CRA to maintain a physical law enforcement presence in the Park Avenue downtown area, which will serve as a deterrent to crime. Such a presence will also help to dispel the misperception that Lake Park is a crime-ridden community, which has discouraged potential investors from the downtown area.

The purpose of the agenda item is to recommend that the CRA Board establish that the reuse of the 800 Park Avenue building will be for the establishment of a Palm Beach County Sheriff's Office (PBSO) substation. The physical location of a substation, presence in the downtown area will serve as a deterrent to crime for current and future business investors in the area.

The location of a PBSO substation at the 800 Park Avenue building will also enable the Town to install and maintain Smart City surveillance technology at that location, for which the Town will actively pursue grant funding from the U.S. Department of Justice.

Recommended Motion: Approval to reserve the 800 Park Avenue building as the future location of a Palm Beach County Sheriff's Office substation for the Park Avenue downtown area.