



AGENDA

Community Redevelopment Agency Meeting
Wednesday, September 5, 2018, 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

1. Dedicated IT Status Update on 754 Park Avenue.

Tab 1

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.

- 2. CRA Board Meeting Minutes of June 6, 2018. Tab 2
- 3. Special Call CRA Budget Meeting Minutes of August 20, 2018. Tab 3

F. NEW BUSINESS:

- 4. Resolution No. 46-08-18 Accepting the Community Redevelopment Agency Budget for Fiscal Year 2018/2019. Tab 4
- 5. Resolution No. 49-09-18 Authorizing the Executive Director to Renew Property & Casualty Insurance Coverage from the Preferred Governmental Insurance Trust for the Community Redevelopment Agency for Fiscal Year 2019. Tab 5
- 6. Discussion Concerning Hiring a Marketing Firm to Help Market the Lake Park Community Redevelopment Area. Tab 6

G. EXECUTIVE DIRECTOR REPORT:

H. PUBLIC COMMENT

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I. BOARD MEMBER COMMENTS

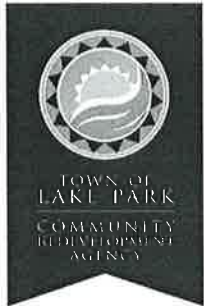
J. REQUEST FOR FUTURE AGENDA ITEMS:

K. ADJOURNMENT

The next scheduled CRA Board Meeting will be conducted on December 5, 2018.

**Special
Presentations
/Reports**

TAB 1



**CRA
Agenda Request Form**

Meeting Date: September 5, 2018

Agenda Item No. *Tab 1*

Agenda Title: Dedicated IT Status Update on 754 Park Avenue

- | | | | |
|-------------------------------------|------------------------------|-----|-----------------------------------------|
| <input checked="" type="checkbox"/> | SPECIAL PRESENTATION/REPORT | [] | CONSENT AGENDA |
| [] | OLD BUSINESS | [] | NEW BUSINESS: FY 17 Funding Initiatives |
| [] | DISCUSSION FOR FUTURE ACTION | [] | OTHER |

Approved by Executive Director: *[Signature]* **Date:** *8-22-18*
 John O. D'Agostino, Executive Director

Name/Title

Originating Department:	Costs: \$	Attachments: • Dedicated IT Grant Agreement
	Funding Source:	
	Acct. #	
	[] Finance _____	

Summary Explanation/Background: Over the past several months, Dedicated IT has worked to address building design and construction issues dealing with an illegally constructed outside staircase. The design consultant has competing square footage figures on the interior design of the building. The reconstruction of the outside stairwell to the interior will reduce the overall square footage. Dedicated IT expects to have revised plans from the consultant with correct square footage figures for the September 5, 2018 presentation. The owners are not developers. They have encountered missteps in the development process. Community Development has not received building plans. Seacoast Utility requires a capital payment \$50,000 before they will sign off on building plans. Based on my understanding, NOBO Brewery has a construction arm and is ready to rehab their portion of the property upon bank financing. Attached you will find the Dedicated IT Grant Agreement. Without signed leases, bank financing will not happen. At this point, the purpose of this meeting is to understand the obstacles to completion, the barriers to Bank Financing, and the lack of signed tenant leases. According to the grant agreement, the redesign of the building must incorporate Dedicated IT Corporate Offices', a Brewery and a

Restaurant. Tim Dornblaser, representative of NOBO Brewery is attending tonight's meeting. Whatever the restaurant, the restaurant is required before NOBO can proceed. The grant proceeds spent year-to-date on reimbursement of paid receipts totals \$70,242.97 from the CRA budget. There is a balance of \$29,758.00

Recommended Motion: No Motion is necessary

RESOLUTION NO. 106-12-17

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO SIGN A REDEVELOPMENT GRANT AGREEMENT WITH 754 PARK AVENUE LLC; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Town Commission of the Town of Lake Park has such powers and authority as provided for in the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, Dedicated IT wishes to relocate its offices from West Palm Beach within the property being redeveloped by 754 Park Avenue LLC, located at 754 Park Avenue within the Town of Lake Park; and

WHEREAS, 754 Park Avenue LLC is seeking a Grant from the Town to be used to help offset its construction costs associated with the redevelopment of its property which will include the offices of Dedicated IT; and

WHEREAS, the Town has agreed to provide 754 Park Avenue LLC with a Grant in the amount of \$400,000 over a period of 5 years to help offset its construction costs; and

WHEREAS, the Town Commission hereby authorizes and directs the Mayor to execute the necessary documents to comply with this Resolution; and

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

Section 1. The foregoing recitals are incorporated herein as true and correct finding of the Town Commission.

Section 2. The Town Commission hereby directs and authorizes the Mayor to execute the Redevelopment Grant Agreement with 754 Park Avenue LLC, a copy of which is incorporated herein by reference.

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

The foregoing Resolution was offered by Vice-Mayor Glas-Castro who moved its adoption. The motion was seconded by Commissioner Flaherty and upon being put to a roll call vote, the vote was as follows:

	AYE	NAY
MAYOR MICHAEL O'ROURKE	<u>/</u>	<u>—</u>
VICE-MAYOR KIMBERLY GLAS-CASTRO	<u>/</u>	<u>—</u>
COMMISSIONER ERIN FLAHERTY	<u>/</u>	<u>—</u>
COMMISSIONER ANNE LYNCH	<u>/</u>	<u>—</u>
COMMISSIONER ROGER MICHAUD	<u>/</u>	<u>—</u>

The Town Commission thereupon declared the foregoing Resolution NO. 106-12-17 duly passed and adopted this 20 day of December, 2017.

TOWN OF LAKE PARK, FLORIDA


BY: 
MICHAEL O'ROURKE
MAYOR

ATTEST:


VIVIAN MENDEZ
TOWN CLERK



Approved as to form and legal sufficiency:

BY: 
THOMAS I. BAIRD
TOWN ATTORNEY

REDEVELOPMENT GRANT AGREEMENT

THIS REDEVELOPMENT GRANT AGREEMENT ("Agreement") is made this 20 day of December 2017, by and between The Town of Lake Park ("Town"), having an address at 535 Park Avenue, Lake Park, Florida 33403, and 754 PARK AVE, LLC ("754 LLC"), having an address at 754 Park Avenue, Lake Park, FL 33403.

RECITALS

WHEREAS, the Town of Lake Park, Florida has such powers and authority as have been conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, 754 PARK AVE, LLC is seeking financial support from the Town in the amount of \$400,000.00 (Grant) to be used for the redevelopment of a commercial property in the Town's downtown business district located at 754 Park Avenue, Lake Park, FL 33403; and

WHEREAS, the Town has the authority to provide financial incentives to property owners proposing re-development within the Town, including its community redevelopment area; and

WHEREAS, the Town Manager recommends that the Town Commission provide a Grant to 754 LLC as an incentive to redevelop its property within the Town and the redevelopment area; and

WHEREAS, Town is willing to make the Grant available to 754 LLC on the terms set forth in this Agreement.

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

1. Grant Amount; Use of Proceeds.

1.1 Grant. The Town agrees to provide 754 LLC with a Grant in the amount of \$400,000 with installments to be paid over a period not to exceed 5 years. At the Town Commission's discretion, any or all installment payments may be accelerated.

1.2 CRA Grant. At the Town Manager's discretion, he may elect to recommend, in his capacity as the Executive Director of the Town's Community Redevelopment Agency (CRA), to recommend that the CRA pay one or more Grant installments to 754 LLC. Should the Town Manager elect to make such a recommendation, he shall confirm that the CRA has budgeted sufficient funds in the CRA budget for the payment of any such installments of the Grant. Thereafter, as the CRA's Executive Director, he shall schedule a meeting of the CRA to take action on a

Resolution of the CRA to approve the payment of any Grant installment from the CRA's budgeted funds.

1.3 Grant Installment Payments: The Town shall pay the Grant to 754 LLC in installments of \$100,000 annually for three years, and, thereafter \$50,000 annually for the next two years. The first \$100,000 installment shall be paid by the Town on a reimbursement basis and upon the Town's receipt of paid invoices and canceled checks. In years two through five, the Town shall pay the installments to 754 LLC who shall direct these proceeds toward the principal reduction of the borrower's loan.

1.4 Use of Funds. The funds are intended to be used by 754 LLC to pay all or a portion of the **monthly payments**, 754 LLC may be obligated to pay pursuant to a loan made by Valley National Bank (the "Bank") to 754 LLC. The Loan from the Bank shall only be used for the re-development of the property having the street address of 754 Park Avenue, Lake Park, FL 33403.

1.5 Loan. The parties hereto recognize that 754 LLC is entering into a loan agreement with Valley National Bank, and that this Grant Agreement may be included as part of the documentation required by Valley National Bank.

1.6 Loan Documents: Prior to the execution of this Agreement between Town and 754 LLC, 754 LLC shall make available for inspection to the Town Attorney, all loan documents Valley National Bank requires 754 LLC to execute.

2. **Collateral.** 754 LLC shall not pledge as collateral or execute a guarantee which encumbers the proceeds from the Grant 754 LLC received from the Town.

3. **Default.** 754 LLC shall require that the loan documents it executes with Valley National Bank includes a provision that in the event of its failure to make the timely payment of any loan installment, or default, the Town may, **but is not obligated to assume the obligations of the payment of the loan.**

4. **Project Reporting.** 754 LLC shall provide the AIA reports to the Town or upon the Town's request, more frequent reports regarding the status of its redevelopment project. At a minimum, the reports shall include a discussion of the project's progress since the last report, including, but not limited to milestones reached, any setbacks and, if appropriate any change orders, or revised timetables.

5. **Representations and Warranties.** 754 LLC represents and warrants that as of the date hereof and as of each disbursement under the Grant the following representations and warranties are true and correct:

5.1 Organization; Legal Status. 754 LLC is a duly organized business entity, validly existing and in good standing under the laws of Florida, has full power and authority to carry on its business as now conducted or as proposed to be conducted and has obtained all business receipt taxes, licenses and/or permits necessary to conduct such business in the Town of Lake Park.

5.2 Power; Authorization; Enforceable Obligations. 754 LLC has full power, authority and legal right to execute, deliver and perform its obligations under this Agreement. 754 LLC has taken all necessary action to authorize the appropriate individual to execute this Agreement.

5.3 Site Plan. 754 LLC shall construct the project in accordance with Resolution 93-11-17, (the Development Order) approving a site plan for the project by the Town Commission. It shall be a material breach of this Agreement if the project is not constructed in accordance with the uses authorized by the Development Order and in accordance with the site plan approved therein. In the event the project is not constructed in accordance with the Development Order, the Town's shall not be obligated to make any additional installment payments of the grant and it may seek to recover any grant payments already made.

6. **Successors and Assigns.** This Agreement shall be binding upon the parties hereto and upon their respective heirs, executors, administrators, successors and assigns, and shall inure to the benefit of the successors and assigns of the Town. 754 LLC shall not have the right to assign its interests in this Agreement without the prior written consent of the Town.

7. **Amendment.** This Agreement cannot be changed or amended except by a written amendment executed by both parties.

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

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

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

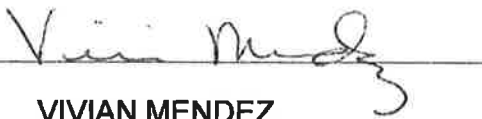
11. **Indemnification.** 754 LLC agrees to indemnify and save harmless the Town its elected or appointed officers, employees, agents, and consultants from and against any and all liability, expense, or damage of any kind or nature and from any suits or claims, including reasonable legal fees and expenses, on account of any matter, whether in suit or not, arising out of this Agreement.

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

TOWN OF LAKE PARK, FLORIDA


By: 
Michael O'Rourke, Mayor

ATTEST:


VIVIAN MENDEZ
TOWN CLERK



Approved as to form and legal sufficiency:

BY: 
THOMAS J. BAIRD
TOWN ATTORNEY

Certification
Vivian Mendez Clerk of the Town of Lake Park
Florida, do hereby certify that the foregoing is a true and correct copy
of the original instrument as contained in the official records of the Town
of Lake Park, Florida, and the Official Seal of the Town of Lake Park
is hereby placed on this instrument.
22 day of February, 2018
Town Seal
Town Clerk

RESOLUTION NO. 09-02-18

A RESOLUTION BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, RECOMMENDING DEDICATED IT, BE APPROVED AS A QUALIFIED TARGET INDUSTRY BUSINESS PURSUANT TO S.288.106, FLORIDA STATUTES; PROVIDING FOR LOCAL FINANCIAL SUPPORT IN THE FORM OF CASH FOR THE QUALIFIED TARGET INDUSTRY TAX REFUND WITH HIGH-IMPACT SECTOR BONUS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, **Dedicated IT** has been identified as a Target Industry Business and, moreover, falls within one of the high-impact sectors designated under Florida Statute 288.108, specifically High Technology and is eligible to apply for the Qualified Target Industry Tax Refund, pursuant to s.288.106; and

WHEREAS, **Dedicated IT** plans to relocated its corporate offices to 754 Park Avenue and hire a total of 108 employees of which 58 employees will work from the corporate office location paying an average salary of \$58,257; and

WHEREAS, **The Town of Lake Park** hereby acknowledges that local financial support of 20% of the total tax refund is required under the provisions of s.288.106, Florida Statutes, governing the State's Qualified Target Industry Tax Refund Program; and

WHEREAS, The Town of Lake Park hereby acknowledges that local financial support of 10% Municipality and 10% County for a total of 20% of the total tax refund of \$540,000 is required under the provisions of s.288.106, Florida Statutes, governing the State's Qualified Targeted Industry Tax Refund Program; and

WHEREAS, The Town of Lake Park has agreed to participate in the provision of local financial support by committing \$54,000 over eight years which is 20% of the total required OTI local financial support when combined with the County contribution of \$54,000.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA AS FOLLOWS:

Section 1. The whereas clauses are true and correct and are incorporated herein.

Section 2. The Town Commission hereby recommends **Dedicated IT** be approved as a Qualified Target Industry Business pursuant to s.288.106, Florida Statutes.

Section 3. BE IT FURTHER RESOLVED that a cash commitment of local financial support for the Qualified Target Industry Tax Refund with High-Impact Sector Bonus exists for **Dedicated IT** for \$540,000, which includes \$108,000 in a local match contribution for the Qualified Target Industry Tax Refund. This amount is available in accordance with the guidelines set forth by the Governor's Office of Tourism, Trade, and Economic Development with the stipulation that these funds is intended to represent local financial support pursuant to s.288.106, Florida Statutes.

Section 4. This resolution shall take effect immediately upon its adoption.

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

	AYE	NAY
MAYOR MICHAEL O'ROURKE	<u>Absent</u>	
VICE-MAYOR KIMBERLY GLAS-CASTRO	<u>/</u>	<u>—</u>
COMMISSIONER ERIN FLAHERTY	<u>/</u>	<u>—</u>
COMMISSIONER ANNE LYNCH	<u>/</u>	<u>—</u>
COMMISSIONER ROGER MICHAUD	<u>/</u>	<u>—</u>

The Town Commission thereupon declared the foregoing Resolution NO. 09-02-18 duly passed and adopted this 21 day of February, 2018.

TOWN OF LAKE PARK, FLORIDA

BY: [Signature]
MICHAEL O'ROURKE
MAYOR

ATTEST:

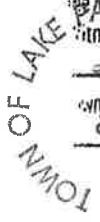
[Signature]
VIVIAN MENDEZ
TOWN CLERK



Approved as to form and legal sufficiency:

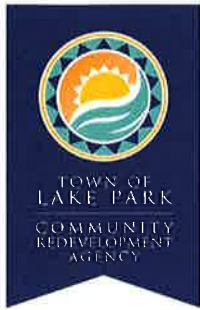
BY: [Signature]
THOMAS J. BAIRD
TOWN ATTORNEY

Certification
Vivian Mendez Clerk of the Town of Lake Park Florida, do hereby certify that the foregoing is a true and correct copy of the original instrument as contained in the official records of the Town. I witness my hand and the Official Seal of the Town of Lake Park This 21 day of February, 2018.
[Signature]
Town Clerk



Consent Agenda

TAB 2



CRA
Agenda Request Form

Meeting Date: September 5, 2018

Agenda Item No. *Tab 2*

Agenda Title: CRA Board Meeting Minutes of June 6, 2018

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

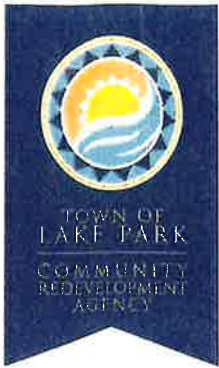
Approved by Executive Director: *J. McCarty* Date: *6-25-18*

Shaquita Edwards
Shaquita Edwards, Deputy Agency Clerk

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

To approve the CRA Board Meeting Minutes of June 6, 2018.



AGENDA

Community Redevelopment Agency Meeting
Wednesday, June 6, 2018, 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
<hr style="border-top: 1px dashed black;"/>		
John O. D'Agostino	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian Mendez, CMC	—	Agency Clerk

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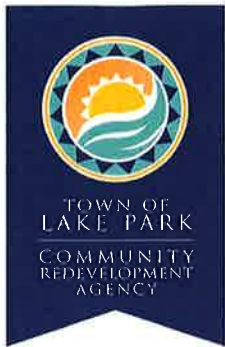
B. PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATION/REPORT
None

D. PUBLIC COMMENT

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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



Minutes
Town of Lake Park, Florida
Community Redevelopment Agency
Board Meeting
Wednesday, June 6, 2018, 6:30 p.m.
Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met for a regular meeting on Wednesday, June 6, 2018 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Rhonda "Jo" Brockman, Erin Flaherty, Anne Lynch, and Roger Michaud, Executive Director John D'Agostino, Assistant Agency Attorney Karl Sanders, and Agency Clerk Vivian Mendez. Board Member Christiane Francois was absent.

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

Chair O'Rourke announced that item 3, Resolution No. 38-06-18 Award of Lease Occupancy of the Community Redevelopment Agency owned building located at 800 Park Avenue would be pulled from the agenda due to a protect filed with the Town. Executive Director D'Agostino read Town Code Section 2-252 (e) Stay of Procurement during Protest. Vice-Chair Glas-Castro asked the Assistant Agency Attorney if the Cone of Silence extended and included the Town Commission. Assist Agency Attorney Sanders stated yes, the Cone of Silence does continue. The CRA Board was advised not to make comments when the public addressed the Board relating to this agenda item.

Special Presentation/Report: **None**

Public Comment:

- 1) Carol Korpi McKinley expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 2) Maxine Schreiber expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 3) Carole A. Pichney expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 4) Tom Schmidt provided his comments for the record (see Exhibit "A").
- 5) Rick Goodsell expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 6) JoAnne Berkow expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 7) Grant Williams expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 8) Phyllis Simon submitted her comments for the record (see Exhibit "B").
- 9) Vivian Highberg submitted her comments for the record (see Exhibit "C").

- 10) Eileen Cummings expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 11) David Davis expressed concern that the Community Garden – Seeds of Hope will be closed down.
- 12) Tom Warnke expressed support for the Town’s request for proposal process and the Surfing Museum.
- 13) Irma Friedman expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 14) Joan Liptin expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 15) Sharon Gregory expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 16) Marsha Bhagnansingh expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 17) Karen Karmalin expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 18) Susan Oakes expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 19) Fran Marshir expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 20) Caren Hackman expressed support for the Artist of Palm Beach County remaining in the Art on Park building.
- 21) Mary Jane Zapp expressed support for the Artist of Palm Beach County remaining in the Art on Park building. She comments on the missing documentation from the Surfing Museum submittal.
- 22) Ken Dempsey expressed support for the Artist of Palm Beach County remaining in the Art on Park building.

Consent Agenda:

- 1. Special Call CRA Board Meeting Minutes of April 30, 2018**
- 2. Resolution No. 27-06-18 Extending the Current CRA Downtown Landscape Maintenance Contract with Terracon Services, Inc. through Fiscal Year 18/19.**

Motion: Board Member Flaherty moved to approve the consent agenda; Board Member Lynch seconded the motion.

Vote on Motion:

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

Motion passed 6-0.

NEW BUSINESS:

3. Resolution No. 28-06-18 Award of Lease Occupancy of the Community Redevelopment Agency Owned Building Located at 800 Park Avenue, Lake Park, FL.

This item was pulled from the agenda due to protect filed with the Town.

4. Adoption of the Mission and Vision Statements for the Town of Lake Park Community Redevelopment Agency.

Executive Director D’Agostino explained the item (see Exhibit “D”). Vice-Chair Glas-Castro stated that the Mission Statement does not say enough about the commercial component. She stated that when the Vision and Mission Statements are together then it was fine. Executive Director D’Agostino offered suggestion for additional wording in the Mission Statement. Chair O’Rourke liked the “Word Cloud” and suggested having it placed in the Downtown District. Discussion ensued regarding placement of the “Word Cloud” in the CRA. Board Member Brockman suggested picking a few words, not all of the words that are used in the example. Assistant Town Manager/Human Resources Director Bambi Turner explained that the words within the “Word Cloud” were used to develop the Mission and Vision Statements. She explained that staff met to discuss the recommendation made by Treasurer Coast Regional Planning Council and how to put those recommendation into action. Executive Director D’Agostino explained that if adopted an implantation plan would be presented to the CRA Board in the future.

Motion: Board Member Flaherty moved to approve the Mission and Vision Statements for the Town of Lake Park Community Redevelopment Agency; Board Member Michaud seconded the motion.

Vote on Motion:

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

Motion passed 6-0.

5. Discussion on Economic Development Incentives.

Executive Director D’Agostino explained the item (see Exhibit “E”). Chair O’Rourke stressed the importance of providing incentives to the two (2) properties that have been dragging the CRA down for so many years. He asked how the incentives could assist a

property owner that is not cooperative. Executive Director D'Agostino explained that incentives increase property values. The Board discussed 801 Park Avenue property and the issues with the property owner. Assistant Agency Attorney Sanders stated that the Town was limited on what it can do due to eminent domain. He stated that if the property were in violation then the Special Magistrate could enforce penalties. Executive Director D'Agostino stated that the Town has pursued that process. The Board discussed incentives for the Downtown area, the difference between incentives, grants and loans.

EXECUTIVE DIRECTOR REPORT:

Executive Director D'Agostino explained the vision for the parcel of land being used by the Community Garden Seeds of Hope. He explained that at the end of June 2018 the property will be cleared to begin the construction of a surface parking lot. It will create 134 parking spaces. He stated that a future vision was to building a recreational venue in the CRA.

Board Member Brockman asked for a status of the Fannie Mae Grant. Executive Director D'Agostino had no update. He stated that the grant has been reviewed and we are awaiting a response.

PUBLIC COMMENT:

Tracy Kleppe suggested turning the 801 Park Avenue building into an affordable senior living building.

BOARD MEMBERS COMMENTS:

Board Member Francois had no comments.

Board Member Brockman had no comments.

Board Member Lynch had no comments.

Board Member Flaherty had no comments.

Board Member Michaud had no comments.

Vice-Chair Glas-Castro had no comments.

Chair O'Rourke had no comments.

ADJOURNMENT

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Michaud and seconded by Board Member Brockman, and by unanimous vote, the meeting adjourned at 9:03 p.m.

Chair, Michael O'Rourke

Agency Clerk, Vivian Mendez, CMC

Town Seal

Approved on this _____ of _____, 2018

Presentation to CRA Board, June 6, 2018, by Carole A. Pichney

We would like to thank the Community Redevelopment Agency for providing Artists of Palm Beach County with the building at 800 Park Avenue for the last five years. In 2011 the Town had the vision to create an arts district on Park Avenue. We have been thrilled to be a part of that vision.

Since December of 2012 we have drawn thousands of people locally, nationally and internationally for the many activities such as art salons, exhibitions, classes, and lectures that we offer each month. As a member of the Cultural Council of Palm Beach County, we have partnered to sponsor county wide events such as Artavox, Art Synergy and Art Palm Beach. The Cultural Council estimates that 4 million people attend cultural events in the Palm Beaches each year and make an annual economic impact of 525 million dollars.

As part of that effort we have offered free classes, provided free art supplies and networked with the library, and the school district. Some exhibitions have been paired with local not for profit organizations to help benefit them including the Audobon Society of the Everglades, Bush wildlife sanctuary, and Friends of the LP Public Library.

We are the one organization in Lake Park that offers artists studio space as well as rotating exhibitions. We schedule free multi-cultural and multi-generational programs. Last summer we partnered with the Town Parks and Recreation Department which scheduled four events with the gallery for the summer camp program. Children were bussed to the gallery and participated in an art project. All supplies were donated by APBC. Art on Park promotes the values of inclusiveness and diversity which was reflected on the faces of the veterans who attended, some with PTSD and other challenges, as well as the youngsters from the Lake Park neighborhood. We had hoped to continue that program this summer.

Having recently obtained our certificate of solicitation from the State of Florida we have established the Friends of the APBC to identify needs and raise and distribute funds. In December we are planning a silent auction where the gallery will sell art works produced and donated by our members to raise more funds for our student scholarship program.

We will apply for grants and network with the Cultural Council, Wellington Art League, the Lighthouse Art center, and other art organizations to increase national and international cultural tourism within Historic Lake Park. We will also keep the gallery open during all events sponsored by the Town along Park Avenue.

In conclusion, the Town had the vision and foresight to create the Arts District. We have seen tremendous progress in bringing this vision into reality. The Art on Park Gallery has been a vital part of this vision and we ask that the Town of Lake Park show its support for the arts and the District it created by continuing our lease at the 800 Park Avenue building.

As the numerical scores of the RFP proposals are close enough for the difference to be statistically insignificant, we hope that the town will also find space for the Surfing History Project, perhaps at the marina, so that both organizations can thrive and we would look forward to collaborating with the Surfing History Project on future Town of Lake Park events.

APBC Art on Park Gallery Events Calendar

JUNE 2018

www.artistsofpalmbeachcounty.com artistsofpbc@gmail.com
 800 Park Avenue Lake Park FL 33403 561-345-2848

HOURS:
 12 to 6 PM
 Monday through Saturday
 (unless otherwise noted)

SUN	MON	TUE	WED	THU	FRI	SAT	
Arturo Avila-Garcia Exhibit 05/21 to 06/15						1 5 - 8 PM Exhibit Opening	2
						3	4
10	11 6:30 PM APBC Board Meeting	12	13	14	15	16 GLASS LAMPWORK DEMO 2-4PM	
Digital Imagry Exhibit 06/18 to 07/13						22	23 2 PM Collage
						24	25

Keley's Bead Weaving Class
 First Tuesday 6-8PM
 (\$40 per person
 \$20 Lake Park residents
 (included bracelet)

Friday, 06/01 FREE
 Exhibit Opening
 Reception 5 - 8 PM
 Refreshments

Second Monday 6:30 PM
 APBC Board Meeting
 All Members Welcome

Second Saturday FREE
 Open Poetry Reading 2 PM
 Bring several poems to read

Third Saturday FREE
 Glass Lampwork Demo
 (See how Kelley makes the
 glass beads for her jewelry)

Fourth Saturday FREE
 Collage Class: All ages
 Materials Provided

Friday, 05/29 FREE
 Exhibit Opening
 Reception 5 - 8 PM
 Refreshments / Raffle

To Whom It May Concern,

April 20, 2018

I am Cecily Hangen Area Chairman and past President of the Florida Artists Group a state wide organization of professional artists. Our mission is to "achieve the highest standards of creative art" throughout the state of Florida. Certainly APBC Art on Park Gallery, 800 Park Ave in Lake Park fulfills this standard.

APBC is a spacious, well-appointed gallery as to lights and hanging walls.

It is centrally located in the community of Lake Park easy access for the professional artist and amateur artist. It has proven to be a wonderful opportunity for the artists to exhibit and the people of Lake Park to see their art.

I wish West Palm Beach had such a local oriented gallery.



Cecily Hangen

830 Franklin Road

West Palm Beach, FL

561.385.9708

hangenart@gmail.com

The ARTISTS OF P.B. County receive 71 letters of support, 18 of which were included in our PROPOSAL

Exhibit "C"



HILDING & LARSON®
ENTERPRISES AND APPRAISALS

Vivian A. Highberg, ISA

Appraiser/Lecturer/Consultant

Buy & Sell

561.969.1405

5983 Forest Hill Blvd #205

West Palm Beach, Florida 33415

April 12, 2018

THREE
ALL

Decorative Arts

Antiques

Accessories

Collectibles

To Whom it may Concern:

Art on Park Gallery should be given top priority consideration to continue operating at its current location without any disruption. Above all, it is an asset to the local community and unique in its outreach of offering art education and providing a venue for other art forms, i.e. music, poetry, lectures, etc. which they provide at no charge.

In having a cohesive community in Lake Park, this gallery is doing the utmost to promote local talent and community involvement.

Art on Park Gallery has twelve (12) working artists studios allowing them and others to show, exhibit and sell their artwork which is unique to Palm Beach County.

page 2

April 12, 2018

also they are backed by the prestigious Cultural Council.

In the spirit of giving small venues a place to operate, benefiting hundreds of people, please allow Art in Park Gallery to continue and thrive serving the arts and artists who reside here and enhance the quality of living in Lake Park.

I am a professional art, antiques and decorative arts appraiser who has been and appraiser on the national "Antiques Roadshow" and having a discerning ability to ^{see} potential and quality, it would behoove you to keep and support this extraordinary Gallery.

Very truly yours,
Richard Tupper
professional appraiser

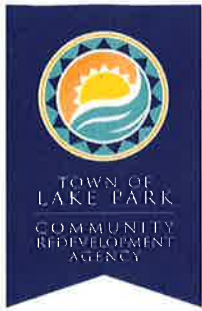


Exhibit "D"

**CRA
Agenda Request Form**

Meeting Date: June 6, 2018

**Agenda Item No.
Tab 4**

Agenda Title: Adoption of the Mission and Vision Statement for the Town of Lake Park Community Redevelopment Agency

- Consent Agenda
- Presentation
- Other
- Discussion/Possible Action
- Resolution

Approved by Executive Director: _____ Date: 5-14-18

Paul McElroy - Sr

Name/Title
ASSISTANT TOWN MGR/HUMAN RESOURCES DIRECTOR

Originating Department: Human Resources	Costs: \$ -0- Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Lake Park Community Redevelopment Agency Mission and Vision Statement Proposed by the Treasure Coast Regional Planning Council
-------------------------------------------------------	----------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------

Summary Explanation/Background:

At the March 7, 2018 meeting of the Community Redevelopment Agency (CRA) Board, Dr. Kim Delaney, Director of Strategic Development and Policy for the Treasure Coast Regional Planning Council, presented the Market Study and Branding Analysis for the CRA/Town of Lake Park. As part of her presentation, Dr. Delaney provided the following information regarding the purpose of a mission statement and of a vision statement:

"A mission statement describes an organization's purpose and reason for existence. It answers these questions:

- Why do we exist?*
- What is the CRA for?*

A vision statement expresses an organization's optimal goal – as it would appear in a future successful state. It creates a mental image of the future state the organization wishes to achieve and provides strategic direction to get there:

- Where are headed?*
- When we have succeeded, what will that look like?"*

As part of her presentation, Dr. Delaney also proposed several descriptive terms that could be used in developing the Mission and Vision statements for the CRA, which are as follows:

Vibrancy
Livability
Entrepreneurialism
Innovation
Authenticity

Such terms as they pertain to the CRA are more fully described in the attachment.

Dr. Delaney proposed the Mission Statement and Vision Statement for the CRA that is set forth in the attachment.

The purpose of this agenda item is to discuss and adopt a Mission Statement and a Vision Statement for the CRA. Staff recommends that the Mission Statement and Vision Statement proposed by the Treasure Coast Regional Planning Council be adopted.

Recommended Motion: I move to adopt for the Town of Lake Park Community Redevelopment Agency the Mission Statement and Vision Statement as proposed by the Treasure Coast Regional Planning Council.

LAKE PARK CRA



LAKE PARK CRA

MISSION STATEMENT

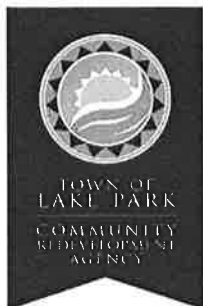
The Lake Park Community Redevelopment Agency (CRA) is dedicated to revitalizing Lake Park's Downtown District to create a distinctive center for arts, culture, and economic innovation for the Town and surrounding areas.

VISION STATEMENT

We envision a unique, connected, sustainable downtown district that celebrates its authenticity, cultural and artistic diversity, and vibrant economic success and contributes to the overall quality of life in the Town of Lake Park.

LIVABILITY - ENTREPRENEURIAL SPIRIT - AUTHENTICITY - VIBRANCY - INNOVATION

Exhibit "E"



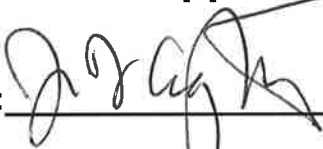
**CRA
Agenda Request Form**

Meeting Date: June 6, 2018

Agenda Item No. Tab 5

Agenda Title: Discussion on Economic Development Incentives

- | | |
|-------------------------------------------------------|---------------------------------------------------|
| <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:  Date: 5-25-18

John O. D'Agostino, Executive Director

Name/Title

Originating Department:	Costs: \$	Attachments: • Discussion Points Paper
	Funding Source:	
	Acct. #	
	<input type="checkbox"/> Finance _____	

Summary Explanation/Background: In order to move the incentive discussion forward, I have provided the attached document for discussion. The objective would be to establish a policy that would provide incentives to businesses in the CRA, but require the business receiving the incentive to meet conditions that required assurances or guarantees to the Town and or the CRA.

Recommended Motion: No motion is necessary, but Staff is looking for direction from the CRA Board of Directors.

Discussion Points

Economic Development Incentives:

The objective of any economic incentive policy is to:

Increase the tax base, create jobs and stimulate the local economy by encouraging new business activities or expansion of existing business activities within the Town of Lake Park's Community Redevelopment District (CRA).

Incentives:

Incentives are Grants for eligible projects, loans or loan guarantees. The purpose is to leverage Public Incentive funds with outside money (non-municipal funds) to permit the project to move forward. Private sector funding can be integrated with Federal, State and or County Economic Development if the project is eligible as part of a complete economic incentive package. The total amount from all non-municipal incentives must be greater than Fifty percent of the total funding required for the project.

Public Sector incentives must stimulate the local economy by providing funding that result in the expenditures of construction capital or an increase in money from the purchase of goods and services, an increase in payroll dollars that circulate in the local CRA economy and result in an expansion of the tax base for the CRA. It is imperative for the CRA to diversify the mix of businesses that make Lake Park more attractive for residential and economic development projects to move forward. The motivating factors for why businesses locate, relocate or expand in Lake Park must include the following principals; businesses want a location that offers a strategic business advantage in relationship to their peers, a high quality of life, good schools, appealing neighborhoods and the lowest possible financial exposure. In effect, businesses want to put at risk as little of their own money as possible to expand their business and maximize profits. We must balance this equation with reasonable guarantees and equity from the businesses.

In the case of Lake Park, low property values continue to limit spending in both the CRA and the Town of Lake Park. More than ever, we want to maximize the benefits associated with limited financial incentives and to protect public funding for private development projects.

We must balance financial risk with significant new economic development opportunities otherwise economic development may not occur or will occur over an extended period in Lake Park. This makes viable public-private partnerships that balance the risk among the participants the preferred method for municipalities wanting to be actively engaged in promoting economic development. Therefore, we must use local public funding as judiciously as possible. We must balance this objective with an understanding that some assistance will spur a certain amount of development activity, expand the tax base and provide other economic development opportunities. Without incentives, projects will be limited and correspondingly available prospects to Lake Park will be restricted.

- **The first objective** our policy should require the use of outside money (non-municipal) before contemplating financial incentives from the Town. Those seeking public funding must first identify private sector funding, state and federal funding including grants and private sector loan funds. Lake Park's implementation of a loan, grant and or loan guarantee program must be

provided only after sufficient proof is provided that the business owners have met the first objective and that Fifty percent of the private funding is secured.

The extent of public sector incentives must correspond to the amount of return on the town's investment. The project must demonstrate an increase in tax revenue, an increase in the number of employment positions created the amount of new dollars flowing into the local economy from the business, etc. If Lake Park undertakes this initiative, it must do so by securing the equity again loans or loan guarantees. Grant funding must include an assessment of how likely the project will be completed and operational. I would recommend that depending on the grant dollars, the business must be in operation for a specified time. For example; \$25,000 grant, the business must be continuously operated for five years, \$50,000 the business must be continuously operated for Ten years and so on. To be most effective, the Town should have the ability to package and combined resources from various sources including the business' equity contribution towards the project.

- Outside resources must be identified and secured before municipal participation can be considered. When evaluating how to promote recruit and or expand new and existing businesses, the financial risk for the CRA must be equal to or less than the private financial risk of the business.
 - What is the intended goal or benefit to the public?
 - Is the benefit to the public Speculative? Alternative? And or Measurable?
 - What is the probability that the public interest will be served and to what degree?
 - There must be a reasonable relationship between the public interest achieved and the means chosen to achieve the overall purpose. Another words the public funding must be proportional to the return on investment, the increase to the local economy, the number of jobs created etc.
- Incentive programs can be established by resolution and therefore can change over time. Conversely, incentives c established by ordinance, requiring a first and second reading which will take time to implement and more difficult to adjust overtime as economic conditions change.

The Criteria to be consider as well as developing measurable outcomes:

- Degree to which the development may potentially stimulate other desirable economic development or redevelopment activities.
- Contribution the development will make toward increased employment and earnings within the CRA including the number of quality jobs created.
- Increase in property tax revenue that result from the development.
- Increase in sales tax and other fee revenues including BTR revenues from the development.
- The potential of development for other business activity expansion and additional job creation.
- Preservation of key historical or architecturally significant buildings or sites.
- The extent to which additional direct or indirect public costs to the Town and Town Departments would be necessary, such as the cost of extending public infrastructure, facilities or municipal services.

Other public benefits for which performance standards are NOT easily measured include:

- Likelihood that the proposed development would not occur in the absence of economic development incentives?

- The Extent to which the proposed development satisfies a desired or unique niche in the marketplace and helps with the diversification of the local economy?
- Beneficial impacts the development may have on a particular section of the CRA including areas needing revitalization or redevelopment by filling in empty commercial space.
- The compatibility of the location of development with land use and development plans as part of the Town's Comprehensive plan, including the consideration of availability of essential public services.

Whatever incentives are established must ensure that the project will be completed. Therefore, a written contract will be required between the developer/owner and the CRA or the Town of Lake Park. The contract will come before the CRA Board and or the Commission at a duly posted public meeting of each or both entities. If the contract moves forward, a vote authorizing the Mayor and or the Chairman of the Board of Directors of the CRA to sign such agreement must happen.

In the case of upfront grants or loans, the incentive agreement should be backed by supplemental written documents to reasonably guarantee developer performance and to collateralize the financial participation of the Town should the project default or fail to meet the above-mentioned criteria. The purpose will be to ensure the ratio of municipal financial participation to the project is equal to or lower than the level of other source financing/participation (See above) to the public incentive investment approved.

Incentive Structure:

Incentives can be outright grants to eligible projects, loans or loan guarantees. The incentive is paid through either an upfront loan or a grant, and only after certain conditions, are met. The after-the-fact method is easier to structure. Compliance with a defined performance standard is verified before payment is made. I.e. invoices are received and verified before payments are made to the developer(s). Incentives can be structured as a payment to the project based on a percentage of municipal revenue derived and collected from the project that would not otherwise have been collected if the development project had not been completed. May be difficult to calculate.

The after-the-fact incentives are not counted as equity in a project and does little to address **gap-financing**. Closing GAP financing for developers can be challenging and required before economic development projects can move forward. How do we address this issue? When GAP financing cannot be avoided and as a result, prevents the project from moving forward, the Town may want to consider upfront grants or loans to developers. This arrangement will require a more complex agreement between the CRA, the Town and the Developer. To ensure compliance, the Town will need reasonable guarantees that: (1) the project will materialize; (2) the loan or grant must be proportional to the level of private investment and (3) remain in place for a period relative to the level of initial public investment. For example the larger, the grant the longer the guarantees remain in effect. A claw-back provision maybe required for larger public investments over a certain dollar amount. Equity must be secured from the private investor in the form of a letter of credit or an equivalent amount of funds deposited in a bank and co-signed by the Town.

Security mechanisms must accompany such grants/loans to provide reasonable assurance that, if the publically assisted project does not produce the anticipated benefits the municipality has recourse to recover its investment in the project. The upfront incentive assistance is structured as a deferred

forgivable loan from the city. The larger the loan the greater the forgivable period. The forgivable loan is accompanied by a loan agreement, promissory note and or mortgage to ensure that the public investment is recoverable if the developer fails to meet his/her obligations.

Outside incentive resource links:

<https://www.flgov.com/financial-incentives/>

<http://edr.state.fl.us/Content/presentations/economic-development/FLFinanciallyBasedEconDevTools-ROI.pdf>

<https://www.enterpriseflorida.com/why-florida/business-climate/incentives/>

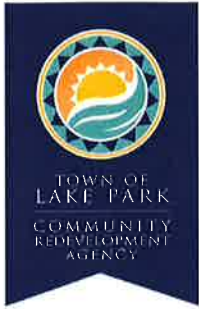
<http://www.blsstrategies.com/florida-incentives>

<http://edr.state.fl.us/Content/local-government/economic-development-incentives/index.cfm>

Conclusion:

Economic incentives can be an effective tool for Lake Park, if carefully developed, structured and implemented. Incentives should be used prudently after extensive vetting and due diligence by the Town Staff. Publically funded incentives may be granted either in the form of grants or loans. The structure of any incentive must have a public benefit that is proportional to the level of investment of public funds. Eligibility for incentive participation must not be arbitrary and must treat all members of the business community in a fair and equitable manner under similar circumstances. The Town may grant incentive to developers upfront or after certain performance, standards have been met. Security mechanisms should accompany upfront incentives to ensure developer performance and to collateralize the public incentive investment.

TAB 3



CRA
Agenda Request Form

Meeting Date: September 5, 2018

Agenda Item No. *Tab 3*

Agenda Title: Special Call CRA Budget Meeting Minutes of August 20, 2018

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

Approved by Executive Director: *[Signature]*

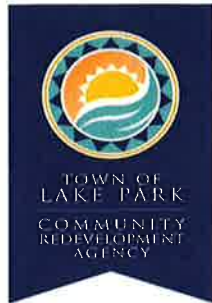
Date: *8-22-18*

[Signature]
Shaquita Edwards, Agency Deputy Clerk

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

Recommended Motion:

To approve the Special Call CRA Board Budget Meeting Minutes of August 20, 2018.



AGENDA

Special Call

Community Redevelopment Agency
Budget Meeting
Monday, August 20, 2018, 6:30 pm
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.

None

F. New Business:

1. Resolution No. 46-08-18 Accepting the Community Redevelopment Agency Budget for Fiscal Year 2018/2019.

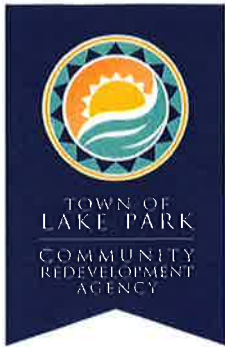
Tab 1

G. EXECUTIVE DIRECTOR REPORT:

H. BOARD MEMBER COMMENTS:

I. ADJOURNMENT

The next scheduled CRA Board Meeting will be conducted on September 5, 2018



Minutes
Town of Lake Park, Florida
Community Redevelopment Agency
Board Meeting
Monday, August 20, 2018, 6:30 p.m.
Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met for a special call budget meeting on Monday, August 20, 2018 at 6:30 p.m. Present were Vice-Chair Kimberly Glas-Castro, Board Members Christine Francois, Erin Flaherty, and Roger Michaud, Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez. Chair Michael O'Rourke and Board Members Anne Lynch and Rhonda "Jo" Brockman were absent.

Agency Clerk Mendez performed the roll call and Vice-Chair Kimberly Glas-Castro led the pledge of allegiance.

Special Presentation/Report:

None

Public Comment:

None

NEW BUSINESS:

1. Resolution No. 46-08-18 Accepting the Community Redevelopment Agency Budget for Fiscal Year 2018/2019.

Executive Director D'Agostino explained that a Resolution accepting the Community Redevelopment Agency's Budget must be adopted before September 30, 2018. He explained the item (see Exhibit "A"). Discussion ensued regarding incentives to attract new businesses to the Town. Executive Director D'Agostino suggested that the budget be amended and presented at the September 5, 2018 CRA Board Meeting. Vice-Chair Glas-Castro asked for clarification regarding the \$90k budget line for marketing. Executive Director D'Agostino explained that the marketing firm would be tasked with assessing and developing a marketing plan for the vacant properties within the CRA. Board Member Michaud asked if the budgeted amount was fixed. Executive Director D'Agostino explained that the budgeted amount was an estimate. Board Member Flaherty asked if the budgeted amount for marketing services was related to the funded priority about the reuse of the building located at 800 Park Avenue. Executive Director D'Agostino explained the reuse of the building located at 800 Park Avenue would be discussed at the September 5, 2018 CRA Board Meeting. Vice-Chair Glas-Castro questioned how Executive Director D'Agostino reached the estimate of \$90k for marketing services. Executive Director D'Agostino explained that he made the determination based on funds set aside to fill vacancies in the CRA. Board Member

Francois questioned if the funds would be taken from the CRA reserves. Executive Director D’Agostino answered, “No.”

Motion: Board Member Flaherty moved to continue Resolution No. 46-08-18 to the September 5, 2018 CRA Board Meeting; Board Member Francois seconded the motion.

Vote on Motion:

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

Motion passed 4-0.

EXECUTIVE DIRECTOR REPORT:

Executive Director D’Agostino announced that Dedicated IT and Noble Brewery would provide an update regarding the building located at 754 Park Avenue at the September 5, 2018 CRA Board Meeting.

BOARD MEMBERS COMMENTS:

Board Member Francois had no comments.

Board Member Brockman was absent.

Board Member Lynch was absent.

Board Member Flaherty had no comments.

Board Member Michaud had no comments.

Vice-Chair Glas-Castro had no comments.

Chair O’Rourke was absent.

ADJOURNMENT

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

Chair, Michael O'Rourke

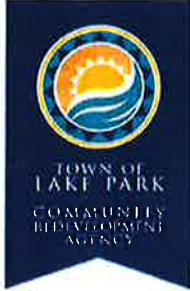
Agency Clerk, Vivian Mendez, CMC

Agency Deputy Clerk, Shaquita Edwards

Town Seal

Approved on this _____ of _____, 2018

Exhibit "A"



**CRA
Agenda Request Form**

Meeting Date: August 20, 2018 **Agenda Item No.** Tab 1

Agenda Title: DISCUSSION OF THE FISCAL YEAR 2018/2019 BUDGET AND APPROVAL OF THE RESOLUTION TO ADOPT THE CRA BUDGET FOR 2018/2019

- Consent Agenda
- Presentation
- Other
- Discussion/Possible Action
- Resolution

Approved by Executive Director: [Signature] **Date:** 8-7-18

Lourdes Cariseo Finance Director
Name/Title

Originating Department: FINANCE	Costs: N/A Funding Source: Acct. # <input type="checkbox"/> Finance <u>X Cariseo</u>	Attachments: RESOLUTION Proposed Budget
------------------------------------------------------	-----------------------------------------------------------------------------------------------	------------------------------------------------------------------

Summary Explanation/Background:

The Community Redevelopment Agency (CRA) is a dependent special district of the Town of Lake Park and is required to adopt a budget by resolution prior to September 30th of each year. This Resolution will formally adopt the proposed budget for the CRA for Fiscal Year 2018/2019.

Recommended Motion:

I move to approve Resolution No. 46-08-18, adopting the 2018-2019 Budget.

RESOLUTION NO. 46-08-18

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, ADOPTING THE 2018-2019 FISCAL YEAR BUDGET.

WHEREAS, the Town of Lake Park (“Town”) 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 263.370, *Florida Statutes*; and

WHEREAS, the staff of the Lake Park CRA has prepared a budget governing operating and capital expenditures for Fiscal Year 2018-2019.

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

Section 1. The Fiscal Year 2018-2019 budget prepared for the Lake Park Community Redevelopment Agency is hereby approved, a copy of which is attached and incorporated herein.

Section 2. This resolution shall take effect immediately upon adoption.

**TOWN OF LAKE PARK - ANNUAL BUDGET
COMMUNITY REDEVELOPMENT AGENCY (CRA)
BUDGET SUMMARY
FISCAL YEAR 2018-19**

Schedule 1

	Actual Expenses 2015-16	Actual Expenses 2016-17	Budget 2017-18	Estimate for the Year 2017-18	Department Proposed 2018-19	Manager Proposed 2018-19	Adopted Budget 2018-19
Revenue	602,438	743,323	884,882	881,702	1,001,187	1,001,187	-
Personal Services	66,442	136,087	177,591	177,591	183,108	183,108	-
Operating Expenses	203,431	204,804	415,132	406,471	286,405	457,575	-
Capital Outlay	-	-	29,330	35,000	-	-	-
Debt Service	165,804	224,049	260,579	260,576	260,504	260,504	-
Non-Operating	-	-	2,250	-	100,000	100,000	-
Total Expenses	435,677	564,940	884,882	879,638	830,017	1,001,187	-
Surplus (Deficit)	166,761	178,383	-	2,064	171,170	-	-

2018/19 Increment	\$ 77,356,185
Town Millage	5.3474 \$ 392,972
Palm Beach County Fire/Rescue Millage	3.4581 \$ 254,130
Palm Beach County Millage	4.7815 \$ 351,385
TOTAL	\$ 998,487

**TOWN OF LAKE PARK - ANNUAL BUDGET
COMMUNITY REDEVELOPMENT AGENCY (CRA)
DEPARTMENTAL BUDGET DETAIL
FISCAL YEAR 2018-19**

Schedule 2

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	CURRENT YEAR BUDGET 2017-18	ACTUAL AS OF 6/30/2018	ESTIMATE FOR THE YEAR 2017-18	THE DEPT. PROPOSED BUDGET BY 2018-19	TOWN MGT. PROPOSED BUDGET 2018-19	ADOPTED BUDGET 2018-19
110-55-552-520-48101	Office Supplies	-	-	250	-	-	250	250	
110-55-552-520-48102	Operating Expenses	3,874	416	250	-	-	250	250	
110-55-552-520-52000	Operating Supplies	-	-	2,475	204	306	2,475	2,475	
110-55-552-520-54200	Memberships, Dues, & Subscription	795	920	920	920	920	1,630	1,630	
110-55-552-520-82113	Grant - Artists of Palm Beach County	3,925	3,925	-	-	-	-	-	
110-55-552-520-82118	Grants and Incentives	-	-	132,437	75,242	132,437	-	-	
	TOTAL OPERATING EXPENSES	203,431	204,804	415,132	314,261	406,471	286,405	457,575	
								-	
110-55-552-520-63000	Improvements other than buildings	-	-	50,000	3,706	35,000			
110-55-552-520-64100	Machinery & Equipment	-	-	29,330	-	-			
	TOTAL CAPITAL OUTLAY	-	-	29,330	3,706	35,000	-	-	
								-	
110-55-552-520-91010	Transfer to General Fund - ILA	169,325	169,256	169,256	169,256	169,256	169,183	169,183	
110-55-552-520-91030	Transfer - ILA 2009	(3,521)	54,793	91,320	91,320	91,320	91,321	91,321	
110-55-552-520-99901	Unappropriated	-	-						
	TOTAL DEBT SERVICE	165,804	224,049	260,579	260,576	260,576	260,504	260,504	
110-55-552-520-82111	Economic Incentive (BIB)	-	-	2,250	-	-	100,000	100,000	
110-55-552-520-96200	Unrealized Gain/Loss on Invest	-	-	-	-	-	-	-	
110-389.900	Fund Balance Surplus	-	-	-	-	-	-	-	
	TOTAL OTHER EXPENSES	-	-	2,250	-	-	100,000	100,000	
	TOTAL CRA EXPENDITURES	435,677	564,940	884,882	755,148	879,638	830,017	830,017	
	SURPLUS/(DEFICIT)	166,761	178,383	-	124,805	2,064	171,170	171,170	

LAKE PARK COMMUNITY REDEVELOPMENT AGENCY - ANNUAL BUDGET WORKSHEET

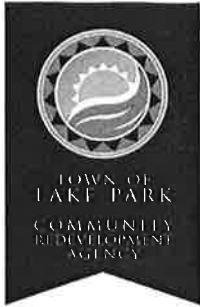
PROPOSED INITIATIVES

FISCAL YEAR 2018-19

	Project Title	Description and Justification	Cost
1	Treasure Coast Regional Planning Agency in Market Study/Branding Recommendations	The CRA is seeking to engage the services of a marketing firm to help market the CRA area, which would include putting into effect the recommendations made by Treasure Coast Regional Planning Agency in its Market Study/Branding Finding and Recommendations (e.g., working to attract millennials into the CRA area especially the downtown area, helping to attract businesses into the downtown area and help fill vacant commercial properties), and in general help market Lake Park as a hip area in which to locate.	In Budget
2	PBSO Walking Patrols	Propose foot patrols Thursday-Saturday. Thursday 8 p.m.-Midnight (4 hrs.), Friday 5 p.m.-1 a.m. (8 hrs.) and Saturday 5 p.m.-2 a.m. (9 hrs.) = 21 hours/week at \$65/hr. PBSO Detail Rate.	In Budget
3			
4			
5			
6			
7			
TOTALS			\$ -

New Business

TAB 4



**CRA
Agenda Request Form**

Meeting Date: September 5, 2018

Agenda Item No. *Tab 4*

Agenda Title: **DISCUSSION OF THE FISCAL YEAR 2018/2019
BUDGET AND APPROVAL OF THE RESOLUTION
TO ADOPT THE CRA BUDGET FOR 2018/2019**

- | | |
|-----------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Consent Agenda | <input type="checkbox"/> Discussion/Possible Action |
| <input type="checkbox"/> Presentation | <input checked="" type="checkbox"/> Resolution |
| <input type="checkbox"/> Other | |

Approved by Executive Director: *[Signature]* **Date:** *8-24-18*

John D'Agostino Executive Director
Name/Title

Originating Department: <p align="center">FINANCE</p>	Costs: N/A Funding Source: Acct. # <input type="checkbox"/> Finance <u><i>[Signature]</i></u>	Attachments: <p align="center">RESOLUTION Proposed Budget</p>
----------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------

Summary Explanation/Background: At the Special Call CRA Board of Director's meeting on August 20, 2018, the Board of Directors voted to continue the discussion on the operating budget for the CRA. Discussion focused on providing economic incentive funds for businesses to locate or relocate to the CRA. In particular, the CRA has a number of retail vacancies along Park Avenue. Leveraging funds to encourage business owners to open a business or relocate to the Park Avenue CRA PADD will make Park Avenue attractive for business owners.

In the revised attached budget, the Executive Director has funded \$25,000 for an economic incentive program to attract potential businesses to the PADD. Further, the Director is recommending \$25,000 to fund 1909 Accelerator Program. This program will work with local entrepreneurs in the area to grow a concept or idea into a business. The accelerator program provides 6 months helping entrepreneurs bring their ideas to reality through education, mentorship and micro financing. The First stage is two months focusing on a weekly education course using the Co-Starters curriculum. Fifty-six organizations throughout North America adopted the curriculum. The cohort-based program equips all students with the resources they need to turn an idea into action. The second stage is 4 months of direct mentoring using the UNION Software platform developed by 1776 accelerator and used by global organizations like 500 startups. Utilizing current mentors

from Palm Beach Tech and FAU, the program will scale their network group of successful local entrepreneurs to meet the demands of the program. Finally, the Third stage is a pitch competition of all qualified graduates with a wide variety of winners receiving cash and in-kind grants sourced from the Community. The program works with financial institutions such as TD Bank, JP Morgan, and First Bank of Palm Beach. Service providers to the program include Locke Lord, Gunster and Dazkal Bolton. The program's goal is to guide 100 local students, community members and aspiring entrepreneurs in four cohorts annually. The expenditure from the CRA budget of \$25,000 will assist 25 students from Lake Park. The goal is to guide cohorts of Twenty-Five members in curated programs for specific industry verticals, depending on funding and community partners. The CRA envisions blending technology and art into a vertical program for the CRA.

The Following Communities are participating in the Entrepreneurial Program: Boca Raton, City of Boynton Beach, City of Del Ray, and the Town of Lake Park. Each community will have a different focus and cohort.

The budget maintains \$90,000 for marketing and branding of the CRA. The budget includes foot patrols in the CRA.

The Community Redevelopment Agency (CRA) is a dependent special district of the Town of Lake Park and is required to adopt a budget by resolution prior to September 30th of each year. This Resolution will formally adopt the proposed budget for the CRA for Fiscal Year 2018/2019.

Recommended Motion:

I move to approve Resolution No. 46-08-18, adopting the 2018-2019 Budget.

RESOLUTION NO. 46-08-18

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK, FLORIDA, ADOPTING THE 2018-2019 FISCAL YEAR BUDGET.

WHEREAS, the Town of Lake Park (“Town”) 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 263.370, *Florida Statutes*; and

WHEREAS, the staff of the Lake Park CRA has prepared a budget governing operating and capital expenditures for Fiscal Year 2018-2019.

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

Section 1: The Fiscal Year 2018-2019 budget prepared for the Lake Park Community Redevelopment Agency is hereby approved, a copy of which is attached and incorporated herein.

Section 2. This resolution shall take effect immediately upon adoption.

TOWN OF LAKE PARK

PROPOSED BUDGET

COMMUNITY REDEVELOPMENT AGENCY

FISCAL YEAR

October 1, 2018 through September 30, 2019

**TOWN OF LAKE PARK - ANNUAL BUDGET
COMMUNITY REDEVELOPMENT AGENCY (CRA)
BUDGET SUMMARY
FISCAL YEAR 2018-19**

Schedule 1

	Actual Expenses 2015-16	Actual Expenses 2016-17	Budget 2017-18	Estimate for the Year 2017-18	Department Proposed 2018-19	Manager Proposed 2018-19	Adopted Budget 2018-19
Revenue	602,438	743,323	884,882	881,702	1,001,187	1,001,187	-
Personal Services	66,442	136,087	177,591	177,591	183,108	183,108	-
Operating Expenses	203,431	204,804	415,132	406,471	276,405	457,575	-
Capital Outlay	-	-	29,330	35,000	-	-	-
Debt Service	165,804	224,049	260,579	260,576	260,504	260,504	-
Non-Operating	-	-	2,250	-	100,000	100,000	-
Total Expenses	435,677	564,940	884,882	879,638	820,017	1,001,187	-
Surplus (Deficit)	166,761	178,383	-	2,064	181,170	-	-

2018/19 Increment	\$ 77,356,185
Town Millage	5.3474 \$ 392,972
Palm Beach County Fire/Rescue Millage	3.4581 \$ 254,130
Palm Beach County Millage	4.7815 \$ 351,385
TOTAL	\$ 998,487

TOWN OF LAKE PARK - ANNUAL BUDGET
COMMUNITY REDEVELOPMENT AGENCY (CRA)
DEPARTMENTAL BUDGET DETAIL
FISCAL YEAR 2018-19

Schedule 2

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	CURRENT YEAR BUDGET 2017-18	ACTUAL AS OF 6/30/2018	ESTIMATE FOR THE YEAR 2017-18	THE DEPT. PROPOSED BUDGET BY 2018-19	TOWN MGT. PROPOSED BUDGET 2018-19	ADOPTED BUDGET 2018-19
REVENUES									
110-311.115	Ad Valorem Taxes - County	210,238	257,251	310,455	307,994	307,994	351,385	351,385	
110-361.120	Interest Income - Bus. Dev. Loans	767	510	1,000	232	348	1,000	1,000	
110-369.100	Miscellaneous Revenue			1,700	-	1,633	1,700	1,700	
110-369.300	Refund Prior Year Expense			-		-	-	-	
110-381.001	Transfer from General Fund	391,433	485,562	571,727	571,727	571,727	647,102	647,102	
	TOTAL REVENUE	602,438	743,323	884,882	879,953	881,702	1,001,187	1,001,187	
EXPENDITURES									
110-55-552-520-19900	Wages Reclassified	66,442	136,087	177,591	176,605	177,591	183,108	183,108	
110-55-552-520-25100	Unemployment Compensation	-	-	-	-	-	-	-	
	TOTAL PERSONNEL EXPENSES	66,442	136,087	177,591	176,605	177,591	183,108	183,108	
110-55-552-520-31000	Professional Services	2,530	10,020	40,000	55,250	40,000	40,000	115,000	
110-55-552-520-31100	Professional Services - CRA Attorney	6,916	5,750	10,000	3,150	10,000	10,000	10,000	
110-55-552-520-34000	Contractual Services	76,757	78,349	98,000	98,000	98,000	98,000	179,170	
110-55-552-520-34901	Administrative Fee	70,000	70,000	70,000	52,500	70,000	73,000	73,000	
110-55-552-520-34910	Bad Debt Expense	-	-	-	-	-	-	-	
110-55-552-520-40000	Travel & Training	111	7,273	7,000	469	5,000	7,000	7,000	
110-55-552-520-41200	Postage & Shipping	8	8	1,000	-	-	1,000	1,000	
110-55-552-520-43000	Utilities	13,766	13,061	12,000	9,085	12,000	12,000	12,000	
110-55-552-520-43250	Garbage & Trash	6,541	538	1,000	528	1,000	1,000	1,000	
110-55-552-520-44100	Equipment Rentals	599	-	2,000	605	1,200	2,000	2,000	
110-55-552-520-45000	Insurance	8,291	8,329	10,000	8,308	8,308	10,000	10,000	
110-55-552-520-46000	Repair & Maintenance	8,875	6,020	12,300	-	12,300	12,300	12,300	
110-55-552-520-47000	Printing	-	49	500	-	-	500	500	
110-55-552-520-48000	Promotional Activity	-	-	10,000	10,000	15,000	-	-	
110-55-552-520-48100	Advertising	443	146	5,000			5,000	5,000	

**TOWN OF LAKE PARK - ANNUAL BUDGET
COMMUNITY REDEVELOPMENT AGENCY (CRA)
DEPARTMENTAL BUDGET DETAIL
FISCAL YEAR 2018-19**

Schedule 2

ACCOUNT NUMBER	DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	CURRENT YEAR BUDGET 2017-18	ACTUAL AS OF 6/30/2018	ESTIMATE FOR THE YEAR 2017-18	THE DEPT. PROPOSED BUDGET BY 2018-19	TOWN MGT. PROPOSED BUDGET 2018-19	ADOPTED BUDGET 2018-19
110-55-552-520-48101	Office Supplies	-	-	250	-	-	250	250	
110-55-552-520-48102	Operating Expenses	3,874	416	250	-	-	250	250	
110-55-552-520-52000	Operating Supplies	-	-	2,475	204	306	2,475	2,475	
110-55-552-520-54200	Memberships, Dues, & Subscription	795	920	920	920	920	1,630	1,630	
110-55-552-520-82113	Grant - Artists of Palm Beach County	3,925	3,925	-	-	-	-	-	
110-55-552-520-82118	Grants	-	-	132,437	75,242	132,437	-	25,000	
	TOTAL OPERATING EXPENSES	203,431	204,804	415,132	314,261	406,471	276,405	457,575	
								-	
110-55-552-520-63000	Improvements other than buildings	-	-	50,000	3,706	35,000			
110-55-552-520-64100	Machinery & Equipment	-	-	29,330	-	-	-	-	
	TOTAL CAPITAL OUTLAY	-	-	29,330	3,706	35,000	-	-	
								-	
110-55-552-520-91010	Transfer to General Fund - ILA	169,325	169,256	169,256	169,256	169,256	169,183	169,183	
110-55-552-520-91030	Transfer - ILA 2009	(3,521)	54,793	91,320	91,320	91,320	91,321	91,321	
110-55-552-520-99901	Unappropriated	-	-						
	TOTAL DEBT SERVICE	165,804	224,049	260,579	260,576	260,576	260,504	260,504	
110-55-552-520-82111	Economic Incentive (BIB)	-	-	2,250	-	-	100,000	125,000	
110-55-552-520-96200	Unrealized Gain/Loss on Invest	-	-	-	-	-	-	-	
110-389.900	Fund Balance Surplus	-	-	-	-	-	-	-	
	TOTAL OTHER EXPENSES	-	-	2,250	-	-	100,000	100,000	
	TOTAL CRA EXPENDITURES	435,677	564,940	884,882	755,148	879,638	820,017	1,001,187	
	SURPLUS/(DEFICIT)	166,761	178,383	-	124,805	2,064	181,170	-	

**TOWN OF LAKE PARK - ANNUAL BUDGET
COMMUNITY REDEVELOPMENT AGENCY (CRA)
EXPENSE DETAIL & ANALYSIS
FISCAL YEAR 2018-19**

Schedule 4

Account #	Account Name	Task, Description, and/or Vendor	Cost
520-19900	Wages Reclassified	25% of the Town Manager, 15% of the Human resources Director, 15% of the Finance Director, 10% of the Assistant to the TM, 10 % of the Grants Writer, 5% of the Town Clerk and the Deputy Town Clerk, 10% of the Public Works Director, 10% the Project Manager, 10% of the Grounds Maintenance Foreman, 10% of the Irrigation Tech 2, 15% of the Community Development Director, 40% of the Special Events Director, 20% of the Special Events Coordinator, and 20% of the Recreation Supervisor.	\$ 179,108
		TOTAL PERSONNEL EXPENSES	\$ 179,108
520-31000	Professional Services	Property marketing, networking, and consulting (\$15,000), Marketing Plan \$90,000	\$ 115,000
520-31100	Prof. Ser. - Attorney	Town Attorney	10,000
520-34000	Contractual Services	Terracon Services, Inc. landscape maintenance (\$97,105), Web hosting (\$895),	179,170
520-34901	Administrative Fee	Services provided the CRA by other Town staff members	73,000
520-40000	Travel & Training	Staff to FRA Conference	7,000
520-41200	Postage & Shipping	Miscellaneous items	1,000
520-43000	Utilities	FP&L and Seacoast Utility Authority	12,000
520-43250	Garbage & Trash	SWA Fee	1,000
520-44100	Equipment Rentals	Lift for decorations, etc.	2,000
520-45000	Insurance	Property and Casualty	10,000
520-46000	Repair and Maintenance	Irrigation system repairs (\$1,800), reset of plant materials (\$10,000), 800 Park Building (\$500)	12,300
520-47000	Printing		500
520-48100	Advertising		5,000
520-48101	Office Supplies		250
520-48102	Operating Expenses		250
520-52000	Operating Supplies	Irrigation materials (\$1,200), fertilizer (\$1,275)	2,475
520-54200	Memberships, Dues, & Subscriptions	Florida Redevelopment Association (\$745) State of Florida (\$175) Chamber of Commerce	1,630
520-82111	Economic Incentive (BIB)	This program will work with local entrepreneurs in the area to grow a concept or idea into a business. The accelerator program provides 6 months helping entrepreneurs bring their ideas to reality through educations, mentorship and micro financing. The first stage is two months long. The Co-Starters curriculum will focus on weekly education courses for enrollees. Fifty six organizations throughout North America adopted this curriculum. A more in-depth explanation of the curriculum can be found here:(https://costarters.co/about/) . The cohort based program equips all students with the resources they need to turn an idea into action. The second stage is 4 months of direct mentoring using the Union Software Platform developed by the 1776 accelerator (https://www.1776.vc) and used by global organizations like 500 startups. Utilizing current mentors from Palm Beach Tech and FAU, the program will scale their network group of successful local entrepreneurs to meet the demands of the program. Finally, the third stage is a pitch competition of all qualified graduates with a wide variety of winners receiving cash and in-kind grants sourced the Community. The Program works with financial institutions such as TD Bank, JP Morgan, and First Bank of Palm Beach. Service providers to the program include Locke Lord, Gunster and Dazkal Bolton. The program's goal is to guide 100 local students, community members and aspiring entrepreneurs in four cohorts annually. The expenditure from the CRA budget of \$25,000 will assist 25 students from Lake Park. The goal is to guide cohorts of Twenty Five members in curated programs for specific industry verticals, depending on funding and community partners. The CRA envisions blending technology and art into a vertical program for the CRA. The following Communities are participating in the Entrepreneurial Program: City of Boca Raton. City of Boynton Beach, City of Delray and the Town of Lake Park. Each Community will have a different focus and cohort.	25,000
		TOTAL OPERATING EXPENSES	\$ 457,575

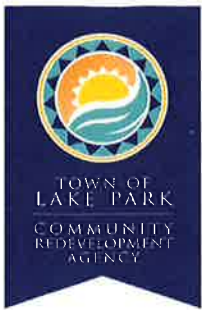
LAKE PARK COMMUNITY REDEVELOPMENT AGENCY - ANNUAL BUDGET WORKSHEET

PROPOSED INITIATIVES

FISCAL YEAR 2018-19

	Project Title	Description and Justification	Cost
1	Treasure Coast Regional Planning Agency in Market Study/Branding Recommendations	The CRA is seeking to engage the services of a marketing firm to help market the CRA area, which would include putting into effect the recommendations made by Treasure Coast Regional Planning Agency in its Market Study/Branding Finding and Recommendations (e.g., working to attract millennials into the CRA area especially the downtown area, helping to attract businesses into the downtown area and help fill vacant commercial properties), and in general help market Lake Park as a hip area in which to locate.	\$90,000 Included in Budget
2	PBSO Walking Patrols	Propose foot patrols Thursday-Saturday. Thursday 8 p.m.-Midnight (4 hrs.), Friday 5 p.m.-1 a.m. (8 hrs.) and Saturday 5 p.m.-2 a.m. (9 hrs.) = 21 hours/week at \$65/hr. PBSO Detail Rate.	\$81,170 Included in Budget
3			
4			
5			
6			
7			
TOTALS			\$ -

TAB 5



CRA
Agenda Request Form

Meeting Date: September 5, 2018

Agenda Item No. Tab 5

Agenda Title: Resolution Authorizing and Directing the Executive Director to Renew Property and Casualty Insurance Coverage from the Preferred Governmental Insurance Trust for the Community Redevelopment Agency for Fiscal Year 2019

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

Approved by Executive Director: [Signature] Date: 8/17/2018

Name/Title

Table with 3 columns: Originating Department (Human Resources), Costs (\$8,308.00), Attachments (Copy of Gehring Group Community Redevelopment Agency Property, Casualty and Workers' Compensation 2018/2019 Program Evaluation (Exhibit A)).

Summary Explanation/Background:

Fiscal Year 2018 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.

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 2019 (commencing October 1, 2018) be renewed with PGIT, and recommends approval of this Resolution.

Recommended Motion: I move to adopt Resolution 49-09-18

RESOLUTION NO. 49-09-18

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK AUTHORIZING THE EXECUTIVE DIRECTOR TO OBTAIN FOR FISCAL YEAR 2019 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 2019 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 2018/2019 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 2019.

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 2019 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.

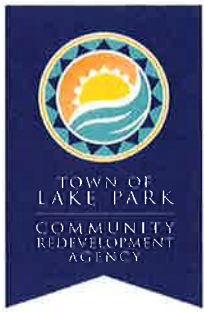
EXHIBIT A

**Town of Lake Park - Community Redevelopment Agency
Property & Casualty and Workers' Compensation
2018/2019 Program Evaluation**



Coverage Type	Preferred Governmental Insurance Trust 2017/2018			Preferred Governmental Insurance Trust 2018/2019		
	Deductible	Liability Limits	Premium	Deductible	Liability Limits	Premium
Property , Inland Marine	\$ 2,500	\$ 299,000	\$ 1,808	\$ 2,500	\$ 304,500	\$ 1,808
General Liability	\$ -	\$ 2,000,000	\$ 3,500	\$ -	\$ 2,000,000	\$ 3,500
Public Officials Errors and Omissions/ Employment Practices Liability	\$ -	\$ 2,000,000	\$ 3,000	\$ -	\$ 2,000,000	\$ 3,000
Company Service Fee:						
Total Annual Premium:			\$ 8,308			\$ 8,308
\$ Increase or Decrease:			N/A			\$ -
% Increase or Decrease:			N/A			0.0%

TAB 6



**CRA
Agenda Request Form**

Meeting Date: September 5, 2018

Agenda Item No. *Table*

Agenda Title: Discussion Concerning Hiring a Marketing Firm to Help Market the Lake Park Community Redevelopment Area

- | | |
|-----------------------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Consent Agenda | <input type="checkbox"/> Discussion/Possible Action |
| <input type="checkbox"/> Presentation | <input type="checkbox"/> Resolution |
| <input checked="" type="checkbox"/> Other – New Business | |

Approved by Executive Director: *[Signature]* Date: *8-20-18*

Name/Title *Barbara McElbreen Lewis*
ASSISTANT TOWN MGR/HUMAN RESOURCES DIRECTOR

Originating Department: Town Manager	Costs: Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: None
-----------------------------------------------------------	---------------------------------------------------------------------------------------	----------------------------------------

Summary Explanation/Background:

On July 31, 2018, the Town Manager and staff met with Valerie Skaggs, Head Person of the Ryan Williams Agency (RWA) to discuss the possibility of having this firm provide marketing assistance to the Town's Community Redevelopment Agency (CRA) area, the purpose of which is to put into effect the recommendations made by Treasure Coast Regional Planning Agency in its Market Study/Branding Findings and Recommendations as presented to the CRA Board on October 25, 2017. During this meeting, RWA advised that it had performed marketing services for the Boynton Beach CRA. The purpose of this agenda item is two-fold: (1) It is to discuss the marketing services for the Lake Park CRA as described in this paragraph, the goal of such services would be to attract millennials into the CRA area, especially the downtown area, and help to attract businesses into the downtown area and help fill vacant commercial properties; and (2) To determine if the Lake Park CRA, as a public agency, should issue a Request for Letters of Interest for such services.

While RWA performed marketing services for the Boynton Beach CRA, RWA has advised that it was hired to provide such services without having to respond to a competitive bid process.

As information, while the CRA does not have a purchasing Ordinance, Town Code defines cooperative purchasing as: "A method of purchasing the same goods or services with the same terms and conditions utilizing a contract issued by another public agency that has fulfilled the requirements of competitive solicitation (commonly referred to as 'piggybacking')".

The engagement of a marketing firm to help market the CRA area as described above has been included in the CRA's Fiscal Year 2019 in the Professional Services line item.

There is no recommended motion as this is for discussion only.