

AGENDA

Community Redevelopment Agency Meeting
 Wednesday, September 15, 2010, Immediately following
 the Final Hearing on the Budget
 Lake Park Town Hall
 535 Park Avenue

Desca DuBois	—	Chair
Patricia Osterman	—	Vice-Chair
Steven Hockman	—	Board Member
Jeanine Longtin	—	Board Member
Kendall Rumsey	—	Board Member
Christiane Francois	—	Board Member
Leila Kidd-McCann	—	Board Member
.....		
Maria V. Davis	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian M. Lemley, CMC	—	Agency Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. *Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.*

- A. **CALL TO ORDER**
- B. **PLEDGE OF ALLEGIANCE**
- C. **ROLL CALL**
- D. **ADDITIONS/DELETIONS - APPROVAL OF AGENDA**
- E. **Consent Agenda:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Board member or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the Agenda. Any person wishing to speak on an Agenda item is asked

to complete a public comment card located on either side of the Chambers and given to the Agency Clerk. Cards must be submitted before the item is discussed.

Consent Items For Approval:

1. CRA Board Meeting Minutes of July 14, 2010 Tab 1
 2. CRA Budget Workshop Meeting Minutes of August 18, 2010 Tab 2
 3. Renewal of Property and Casualty Insurance for Fiscal Year 2011 Tab 3
- F. **STAFF PRESENTATION:**
RESOLUTION(S):
4. RESOLUTION NO. 40-09-10 CRA Budget Tab 4
A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY
OF THE TOWN OF LAKE PARK ADOPTING THE 2010-2011 FISCAL
YEAR BUDGET.
- G. **BOARD MEMBER COMMENTS**
- H. **EXECUTIVE DIRECTOR COMMENTS**
- I. **ADJOURNMENT**

Consent Agenda

TAB 1



**CRA
Agenda Request Form**

Meeting Date: September 15, 2010

Agenda Item No.

- | | | | |
|--------------------------|-----------------------------|-------------------------------------|----------------|
| <input type="checkbox"/> | Public Hearing | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Ordinance on Second Reading | <input type="checkbox"/> | Discussion |
| <input type="checkbox"/> | Ordinance on First Reading | <input type="checkbox"/> | Bid RFP/Award |
| <input type="checkbox"/> | General Approval of Item | <input checked="" type="checkbox"/> | Consent |
| <input type="checkbox"/> | Presentation | <input type="checkbox"/> | Other |

SUBJECT: CRA Meeting Minutes of July 14, 2010

RECOMMENDED MOTION/ACTION: To Approve the CRA Meeting Minutes of July 14, 2010

Approved by Executive Director *W. Davis* Date: *9/9/10*

<p>Prepared By: Jessica Shepherd Deputy Town Clerk</p>	<p>Costs: \$ Funding Source: Acct. #</p>	<p>Attachments:</p>
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Summary Explanation/Background:



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

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

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

ADDITIONS/DELETIONS/APPROVAL OF AGENDA
 None.

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

Vote on Motion:

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

Motion passed 7-0

Consent Agenda

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

Public Comment Open.

None

Public Comment Closed.

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

Vote on Motion:

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

Motion passed 7-0

Discussion and Possible Action

Dockside Sea Grille Business Grant/Loan Application

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

Elizabeth and Randall Turner introduced themselves.

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

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

Chair DuBois asked where the location would be.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Mr. Turner stated that they were incorporated.

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

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

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

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

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

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

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

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

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

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

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

Public Comment Open.

None

Public Comment Closed.

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

Vote on Motion:

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

Motion passed 6-1

Kelsey Market Business Grant/Loan Application

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

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

Chair DuBois asked how quickly the project could be accomplished.

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

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

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

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

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

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

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

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

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

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

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

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

Someone from the audience stated that there were three employees.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Public Comment Open.

None

Public Comment Closed.

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

Vote on Motion:

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

Motion passed 6-1

PRESENTATION

Canvas Awnings for Park Avenue

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

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

Chair Francois recommended Vendor A for approval.

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

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

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

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

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

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

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

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

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

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

Public Comment Open.

None

Public Comment Closed.

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

Vote on Motion:

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

Motion passed 5-2

Board Member Comments

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

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

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

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

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

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

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

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

ADJOURNMENT

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

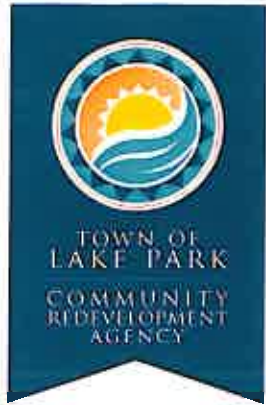
Chair Desca DuBois

Deputy Agency Clerk, Jessica Shepherd, CMC

Town Seal

Approved on this _____ of _____, 2010

TAB 2



**CRA
Agenda Request Form**

Meeting Date: September 15, 2010

Agenda Item No.

- | | | | |
|--------------------------|-----------------------------|-------------------------------------|----------------|
| <input type="checkbox"/> | Public Hearing | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Ordinance on Second Reading | <input type="checkbox"/> | Discussion |
| <input type="checkbox"/> | Ordinance on First Reading | <input type="checkbox"/> | Bid RFP/Award |
| <input type="checkbox"/> | General Approval of Item | <input checked="" type="checkbox"/> | Consent |
| <input type="checkbox"/> | Presentation | <input type="checkbox"/> | Other |

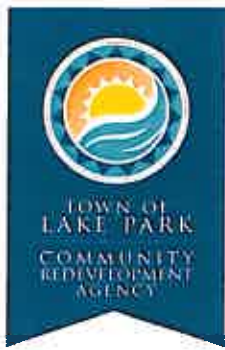
SUBJECT: CRA Budget Workshop Minutes of August 18, 2010

RECOMMENDED MOTION/ACTION: To Approve the CRA Budget Workshop Minutes of August 18, 2010

Approved by Executive Director *M. Davis* Date: *9/10/10*

<p>Prepared By: Jessica Shepherd Deputy Town Clerk</p>	<p>Costs: \$ Funding Source: Acct. #</p>	<p>Attachments:</p>
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Summary Explanation/Background:



Minutes
Town of Lake Park, Florida
Community Redevelopment Agency Budget
Workshop
Wednesday, August 18, 2010, 7:00 p.m.
Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met on Wednesday, August 18, 2010 at 7:00 p.m. Present were Vice-Chair Patricia Osterman, Board Members Steven Hockman, Christiane Francois, Kendall Rumsey, Leila Kidd-McCann, Executive Director Maria Davis, and Agency Clerk Vivian Lemley. Chair Desca DuBois was absent. Board Member Longtin was running late.

Vice-Chair Osterman led the Pledge of Allegiance.
Agency Clerk Vivian Lemley performed the Roll Call.

Vice-Chair Osterman explained that Chair DuBois was not able to make it to the meeting since she was doing legislative activities with the League of Cities, and Board Member Longtin would be late. She welcomed new Board Member Leila Kidd-McCann.

DISCUSSION

Community Redevelopment Agency Budget

Executive Director Davis welcomed new Board Member McCann. She explained that she would be presenting a review of the activities, revenues and expenses that happened in the CRA over the last fiscal year. She stated that the CRA has taken a significant hit in revenue due to declining assessments and the budget has been reduced dramatically. She began a PowerPoint presentation to discuss and explain the CRA Budget (see Exhibit "A"). She reviewed and explained the CRA's "Accomplishments FY 2010" (see pages 3 through 4 of Exhibit "A"). She reviewed and explained the CRA's "Accomplishments FY 2009" (see pages 5 through 6 of Exhibit "A"). She discussed and explained "Upcoming Events" in the CRA (see pages 7 through 8 of Exhibit "A").

Finance Director Anne Costello continued the presentation and began to discuss the "Proposed Budget 2011, Revenue Values and Tax Increments" (see page 9 of Exhibit "A"). She explained what a "Tax Increment" was (see page 10 of Exhibit "A"). She explained "How is the TIF Calculated?" (see page 11 of Exhibit "A"). She explained that the current year value was 92,643,094 minus base year 1999 value of 56,070,754 and came up with a tax increment of 36,572,340. She continued to explain TIF Calculation (see page 12 of Exhibit "A"). She reviewed and explained the "Taxable Values in the CRA Area Over the Last 10 Years" (see page 13 of Exhibit "A"). She reviewed a "Comparison of Values" (see page 14 of Exhibit "A"). She stated that there was a 20.7% decrease in taxable value. She reviewed and explained the "Revenue" of the CRA (see page 15 of Exhibit "A"). She stated that the total TIF revenue was \$710,950. She explained "Tax Increment Funds FY 2010 vs. FY 2011" (see page 16 of Exhibit "A")

She explained that the Town's Tax Increment Funds would be \$195,700 less in 2011, the County's would be \$85,310 less in 2011 and the total difference from 2010 to 2011 would be \$281,010. She reviewed and explained the "History of Tax Increment Funds (TIF) from 2001 to 2010 (see page 17 of Exhibit "A"). She turned over the presentation to Executive Director Davis.

Executive Director Davis continued the presentation and discussed and reviewed "Expenditures" (see pages 19 through 24 of Exhibit "A"). She reviewed and discussed "Co-op Expenditures" (see page 25 of Exhibit "A"). She discussed and explained the "Other" portion of the presentation (see page 26 of Exhibit "A") which included Debt Service of \$91,325, Contribution to the General Fund of \$169,575 and Transfer to the General Fund of \$84,250. She stated that there were no "Capital Improvements" and no "Programs" (see pages 27 through 28 of Exhibit "A").

Board Member Hockman asked for clarification of the proposed banners for the CRA.

Executive Director Davis explained that a consultant was being paid to design the banners.

Board Member Hockman asked if the contract for the lawn service was just for the Park Avenue, 10th St., and the alleyway areas specifically.

Executive Director Davis explained that the contract covered Park Avenue, 10th St., the alleyways, the Fire Station, and the grass alleyways and also the Foresteria property.

Board Member Hockman asked if the contract was for \$95,000.

Executive Director Davis explained that the contract was for two contractors.

Board Member Francois stated that the Sherriff's office has made a great difference in the CRA District with the two deputies that were added. She asked if the cost of those deputies could be deferred by those establishments that have the worst crime hiring their own security.

Executive Director Davis explained that they were successful in having one specific property owner obtain their own security due to the number of calls they received for police services. She stated that it had gotten to the point where the Town was virtually paying to secure a private property and they successfully declared it a nuisance and were able to get them to provide their own security instead of using the Town's deputies as their security officers. She stated that there was another property that was not within the CRA District and was having a crime issue that has been brought before the Special Magistrate. She asked Community Development Director Sullivan to give a status update on that property.

Community Development Director Sullivan explained that the property owner would be fined since they have not complied.

Vice-Chair Osterman asked what would need to be done to declare the other nuisance properties a nuisance.

Community Development Director Sullivan explained it has already occurred for that property and the Magistrate has ordered that property owner to comply by next week.

Executive Director Davis explained how action was being taken on nuisance properties.

Vice-Chair Osterman explained how there has been a big difference in the traffic of crime in the alleyways along 10th Street since the deputies were hired.

Board Member Rumsey stated that he thought that one of the best things that CRA has done was its grant and loan program. He stated that he did not see any money budgeted for those programs for next year.

Executive Director Davis explained that unfortunately the CRA would not be able to afford those programs next year.

Board Member Rumsey asked how the programs were budgeted for in the past.

Executive Director Davis explained she budgeted the money in 2008 and 2009 when there was a little more money in the budget, but since the values of properties have dropped so dramatically the cuts had to be made across the board.

Board Member Rumsey stated that sponsorship was important and could be used for additional money for the grants and loans programs. He asked when the security cameras would be installed.

Executive Director Davis explained that CRA Project Manager Pittman was working on the bid project.

CRA Project Manager Pittman explained that he hoped to get the security camera bid project put together within the next six weeks.

Board Member Rumsey asked for an explanation since the grant money was awarded approximately one year ago.

Executive Director Davis explained that they were having trouble finding a 24 hour power source without being conspicuous for the proposed security cameras.

Board Member Rumsey stated that he did not mean anything derogatory to Mr. Pittman by requesting the security camera status. He stated that he knows it has been a difficult task. He asked for the PowerPoint slide of the TIF increments for each year be brought back up on the projector. He asked from what year to what year there was no money put into the CRA TIF.

Finance Director Anne Costello explained that the Town did not make the contribution to the CRA from 2000 to 2007. The first year that the money was put into the CRA TIF was 2008.

Board Member Rumsey asked what that dollar amount was.

Finance Director Costello explained that the figure was 1.8 million dollars with fines and penalties.

Board Member Rumsey stated that the Commission was not paying back the 1.8 million dollars to the CRA. He asked how much of that figure was being paid back this year.

Finance Director Costello explained that \$250,000 was being paid back to the CRA TIF this year.

Vice-Chair Osterman clarified and stated that Commission in previous years had asked about the TIF funds at least once a year and were repeatedly told by staff that it was being done correctly but they were misled.

Board Member Rumsey stated that there was now competent staff leading them in the right direction. He asked how much longer the Town would have to pay back the money.

Finance Director Costello stated that it would take seven to eight years to pay back the money in full.

Executive Director Davis explained that there would be whole different Park Avenue now if they had those funds back then.

Board Member Rumsey asked how much the five furlough days was saving the Town budget.

Finance Director Costello stated that the furlough days were saving the Town approximately \$50,000.

Board Member Rumsey stated "shame on" former Town managers and Town staff that did not properly allot those funds in former years because the Town now this year alone has to use \$250,000 out of its General Fund for back payment on the CRA TIF fund. He asked if the Communications consultant for \$40,000 was a yearly fee or per project.

Executive Director Davis explained that the \$40,000 was a yearly consultant fee that fluctuates from year to year.

Board Member Rumsey asked if the General Fund contribution of \$169,000 was a set amount every year.

Finance Director Costello explained that the Town needed to take a loan to fund the Alleyway Project and the purchase of the Foresteria property because the CRA was

unable to because of the pending "Strand" case. She explained that it was the debt service that is required to be paid to Bank of America for that loan.

Board Member Rumsey asked how many years the loan was for.

Finance Director Costello stated that the loan was for 20 years.

Board Member Longtin arrived at the meeting.

Vice-Chair Osterman asked Board Member Longtin if she had any questions or comments.

Board Member Longtin apologized for being late to the media and stated that she would ask her questions to the Executive Director later.

Vice-Chair Osterman stated that she wanted everyone to be aware that there would be a significant drop in the CRA contributions at the end of that seven year period. She explained that the reality was she was on the CRA Board for 10 years and they barely met and it was frustrating to have the funds and not doing much with them. She explained that she was happy to have the surplus now while there was Board actively trying to develop the CRA.

Executive Director Davis stated that staff would return with a Resolution to be voted on at a future meeting either September 8th or 15th.

Vice-Chair Osterman encouraged residents to join the Park Avenue Lake Park Facebook group.

Board Member Rumsey stated that other Lake Park business had Facebook pages such as the Art Co-op, Brown Baggin It, and Someplace Restaurant. He encouraged residents to join those pages as well.

ADJOURNMENT

There being no further business to come before the Board and after a motion to adjourn by Vice-Chair Osterman adjourned the workshop at 7:55 p.m.

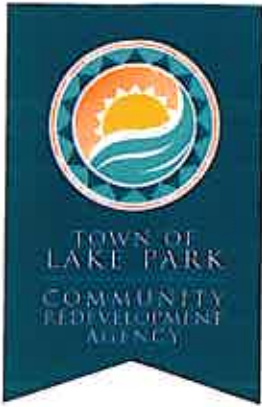
Chair Desca DuBois

Deputy Agency Clerk, Jessica Shepherd, CMC

Town Seal

Approved on this _____ of _____, 2010

TAB 3



**CRA
Agenda Request Form**

Meeting Date: September 15, 2010 Agenda Item No.

- | | | | |
|--------------------------|-----------------------------|-------------------------------------|----------------|
| <input type="checkbox"/> | Public Hearing | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Ordinance on Second Reading | <input type="checkbox"/> | Discussion |
| <input type="checkbox"/> | Ordinance on First Reading | <input type="checkbox"/> | Bid RFP/Award |
| <input type="checkbox"/> | General Approval of Item | <input checked="" type="checkbox"/> | Consent |
| <input type="checkbox"/> | Presentation | <input type="checkbox"/> | Other |

SUBJECT: Authorizing the Executive Director to Execute the Renewal Quotation for Fiscal Year 2011 from the Florida League of Cities/Florida Municipal Insurance Trust for Property and Inland Marine, General Liability, and Public Officials Liability/Employment Practices Liability Insurance

RECOMMENDED MOTION/ACTION: Approval

Approved by Executive Director *W. Davis* Date: *9/9/10*

Prepared By: Human Resources Dept.	Costs: \$ 11,525.00 Funding Source: Acct. # 520-45000	Attachments: Copy of Gehring Group Property & Casualty Renewal Recommendation
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Summary Explanation/Background:

Commencing April 1, 2010, short-term property and casualty insurance coverage was obtained through the Florida League of Cities/Florida Municipal Insurance Trust for the CRA. Such coverage consists of property and inland marine, general liability and public officials liability/employment practices liability insurance coverage, which is due for renewal as of October 1, 2010 for Fiscal Year 2011. Gehring Group obtained a renewal quote from the Florida League of Cities/Florida Municipal Insurance Trust for such coverage, and after annualizing the short term coverage which is expiring, it was determined that the renewal quote represents an overall decrease to the CRA of 6 percent, or \$757. Staff is recommending that the property and casualty insurance through the Florida League of Cities/Florida Municipal Insurance Trust be renewed. A copy of the Property and Casualty Renewal Recommendation Effective October 1, 2010 provided by Gehring Group is attached as Exhibit A.



**Town of Lake Park
Property & Casualty
Renewal Recommendation
Effective Date: October 1, 2010**

The Town of Lake Park Community Redevelopment Agency (CRA) currently has its casualty insurance program with the Florida League of Cities/ Florida Municipal Insurance Trust (FMIT). On April 1, 2010 the CRA placed their Property & Inland Marine, General Liability, Public Officials & Employment Practices Liability with FMIT, and the casualty insurance provider for the Town of Lake Park. FMIT designed a short term policy that would expire on October 1, 2010, in conjunction with the FMIT Property & Casualty policies for the Town of Lake Park

PROPERTY & INLAND MARINE

The incumbent provider for Property & Inland Marine coverage is the Florida Municipal Insurance Trust (FMIT) administered through the Florida League of Cities. The FMIT renewal quotation is for \$4,900 based upon a Total Insured Value (TIV) of \$502,891. The *annualized* expiring premium for the current, "Short Term" policy is \$5,376. The "full" annual renewal quotation represents a decrease in premium of \$476 below the expiring premium, an 8% reduction. The policy has a deductible of \$2,500 for All Other Perils. The Windstorm deductible remains unchanged at 5% of the Total Insured Value per building, per location, per occurrence for all properties located over a ½ mile from coastal waters, subject to the policy deductible or whichever is greater.

GENERAL LIABILITY & PUBLIC OFFICIALS LIABILITY / EMPLOYMENT PRACTICES LIABILITY

FMIT, as the incumbent provider for General Liability, offers a "full" annual renewal quote of \$5,200, a 6% decrease from the current year's "short term" policy premium of \$5,512. FMIT also provided a "full" annual renewal quotation for Public Officials Liability/Employment Practices Liability coverage with a 3% increase in premium from the expiring. The 2010/2011 quotation is \$876 versus the current "short term" policy premium of \$845.

SUMMARY

The Gehring Group recommends that the Town of Lake Park CRA place its Property, General Liability and Public Officials Liability/Employment Practices Liability coverage's with the FMIT. After annualizing the expiring, "Short Term" Property & Inland Marine policy premium, this recommendation represents an overall decrease to the CRA of 6%, or \$757.

**TOWN OF LAKE PARK - CRA
PROPERTY & CASUALTY RENEWAL EVALUATION
2010 - 2011 PLAN YEAR**

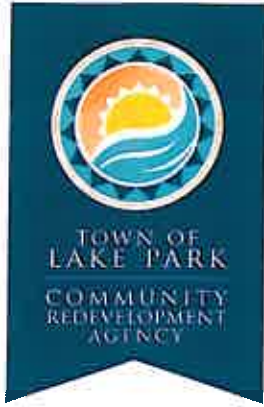


Current						Renewal					
All Property & Casualty Lines 2009-2010 - Short Plan Yr April - October						All Property & Casualty Lines 2010-2011 - Annual Plan Yr October - October					
Coverage Type	Carrier	Deductible	Liability Limits	Premium	%	Deductible	Liability Limits	Premium	%		
Property	FMIT	\$ 2,500	502,891	\$ 2,688	82.3%	\$ 2,500	502,891	\$ 4,900	82.3%		
Inland Marine	FMIT	\$ -	2,000,000	\$ 5,599	8.5%	\$ -	2,000,000	\$ 6,076	8.5%		
General Liability	FMIT	\$ -	2,000,000	Included		\$ -	2,000,000	Included			
Public Official Liability & Employment Practices Liability	FMIT	\$ -	2,000,000	Included		\$ -	2,000,000	Included			
Crime	FMIT	\$ 1,000	\$25,000/\$10,000	Included		\$ 1,000	\$25,000/\$10,000	Included			
Money & Securities Inside & Outside											
Total Annual Premium:				\$ 8,287				\$ 10,976			
Service Fee				\$ 414				\$ 549			
Total Net Premium:				\$ 8,701				\$ 11,525			
\$ Increase or Decrease:				N/A				(2,824)			
% Increase or Decrease:				N/A				32.45%			

Property Deductible : Locations greater than 1/2 mile from Coastal Waters; Named Storm Deductible 5% of value per building/per location/per occurrence subject to policy deductible or whichever is greater.

Expiring Policies were written for a short plan year April - October 2010. Renewal quotation provides for a full 12 months of coverage

TAB 4



**CRA
Agenda Request Form**

Meeting Date: September 15, 2010 Agenda Item No.

- | | | | |
|--------------------------|-----------------------------|-------------------------------------|-------------------|
| <input type="checkbox"/> | Public Hearing | <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Ordinance on Second Reading | <input type="checkbox"/> | Discussion |
| <input type="checkbox"/> | Ordinance on First Reading | <input type="checkbox"/> | Bid RFP/Award |
| <input type="checkbox"/> | General Approval of Item | <input type="checkbox"/> | Consent |
| <input type="checkbox"/> | Presentation | <input type="checkbox"/> | Other |

SUBJECT: RESOLUTION TO ADOPT BUDGET FOR FISCAL YEAR 2010/2011

RECOMMENDED MOTION/ACTION: ADOPT RESOLUTION

Approved by Executive Director *W. Davis* Date: *9/10/10*

Prepared By: FINANCE <i>Amc</i> <i>9/9/10</i>	Costs: \$ Funding Source: Acct. #	Attachments: RESOLUTION
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Summary Explanation/Background:

A budget workshop was conducted on August 18, 2010 that outlined the recommended budget for Fiscal Year 2010/2011. This resolution will formally adopt the proposed budget for the CRA for Fiscal Year 2010/2011.

RESOLUTION NO. XX-09-10

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT
AGENCY OF THE TOWN OF LAKE PARK ADOPTING THE
2010-2011 FISCAL YEAR BUDGET.**

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 staff of the Lake Park Community Redevelopment Agency (the CRA) has prepared a budget governing operating and capital expenditures for FY 2010-2011,

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

Section 1. The FY 2010-2011 budget prepared for the Lake Park Community Redevelopment Agency is hereby approved.

Section 2. This Resolution shall take effect immediately upon its adoption.