



AGENDA

Special Call
 Community Redevelopment Agency Meeting
 Wednesday, August 6, 2008,
 immediately following the
 CRA Budget Workshop
 Lake Park Town Hall
 535 Park Avenue

Desca DuBois	—	Chair
Edward Daly	—	Vice-Chair
G. Chuck Balius	—	Board Member
Jeff Carey	—	Board Member
Patricia Osterman	—	Board Member
Christiane Francois	—	Board Member
Michelle McKenzie-Suiter	—	Board Member
<hr style="border-top: 1px dotted black;"/>		
Maria V. Davis	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian Mendez Lemley	—	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 For Approval:

1. Special Call CRA Board Meeting Minutes of June 24, 2008
2. Award of Sidewalk Bid

F. DISCUSSION AND POSSIBLE ACTION:

3. Consulting Services to Update and Implement the CRA Master Plan

G. BOARD MEMBER COMMENTS

H. EXECUTIVE DIRECTOR COMMENTS

I. ADJOURNMENT

Consent Agenda

**Community Redevelopment Agency
Agenda Request Form**

Meeting Date: August 6, 2008

Agenda Item No.

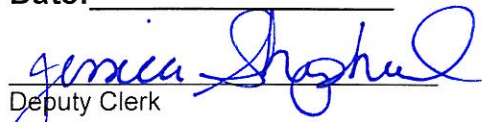
- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> Ordinance on Second Reading | |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> DISCUSSION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> BID/RFP AWARD |
| <input checked="" type="checkbox"/> GENERAL APPROVAL OF ITEM | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: Special Call CRA Meeting Minutes of June 24, 2008.

RECOMMENDED MOTION/ACTION: Approve the Minutes from the CRA Special Call Meeting of June 24, 2008.

Approved by Executive Director _____

Date: _____


Deputy Clerk

7/31/08
Date of Actual Submittal

Originating Department: Town Clerk	Costs: \$ N/A Funding Source: Acct. #	Attachments: Application, memo
Department Review: <input type="checkbox"/> City Attorney <input type="checkbox"/> Community Affairs ____ <input type="checkbox"/> Community Development	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input checked="" type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: ____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case __x_____ Please initial one.

Summary Explanation/Background:



Town of Lake Park
Special Call
Community Redevelopment Agency Meeting
Town Hall Commission Chambers
535 Park Avenue, Florida 33403
Tuesday, June 24, 2008 6:30 p.m.

The Community Redevelopment Agency met for the purpose of a Special Call CRA Meeting on Tuesday, June 24, 2008 at 6:30 p.m. Present were Chair DuBois, Vice-Chair Daly, Board Members Balius, Carey, Osterman, Francois, Suiter, Executive Director Maria Davis and Town Clerk Vivian Mendez. .

Chair DuBois led the Pledge of Allegiance.
Town Clerk Vivian Mendez performed the Roll Call.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA

None

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

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Balius	X		
Board Member Carey	X		
Board Member Osterman	X		
Vice Chair Daly	X		
Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 7-0.

Consent Agenda

1. Special Call CRA Meeting Minutes of May 7, 2008

Public Comment Open.

None

Public Comment Closed.

Motion: A motion was made by Board Member Balius to approve the Special Call CRA Meeting Minutes of May 7, 2008; Vice-Chair Daly made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Balius	X		
Board Member Carey	X		
Board Member Osterman	X		
Vice Chair Daly	X		
Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 7-0.

Discussion and Possible Action

Request Authorization to Negotiate the Acquisition of Four Parcels on the North Side of Foresteria Drive Located Between 7th and 8th Street.

Executive Director Maria Davis stated that one of the four parcels on the north side of Foresteria between 7th and 8th St. was for sale (see Exhibit “A”). The parcel contains a 29 unit apartment complex and is abutting the alleyway south of Park Avenue. She recommended acquiring the property to develop future parking for Park Avenue. She recommended that the Town acquire the three other parcels which were not for sale by negotiating with the property owners. The acquisition of all four parcels would enable the Town to provide substantial parking for Park Avenue. She stated that the 10 unit parcel on the northwest corner had approximately \$10,000 to \$15,000 in liens and it would be an appropriate time to negotiate a sale.

Board Member Balius asked if one of the buildings could be renovated into a recreational facility for the Town.

Executive Director Davis stated that it was the Board’s decision as to what to do with the parcels.

Discussion ensued among the board members regarding the options for acquisition and development of the four parcels.

Board Member Carey asked if there would be a new alleyway.

Executive Director Davis stated that she was meeting with engineers in the morning to discuss elevation of the parcels and the possibility of changes to the surrounding alleyways.

Board Member Francois stated that she was in favor of the acquisition of the parcel and asked if

the Town would negotiate the price.

Executive Director Davis stated that the price that Ms. Francois was referring to was the asking price and the Town would negotiate.

Vice-Chair Daly asked if the acquisition of the parcel would be a sealed bid process.

Executive Director Davis stated that there were other individuals interested in the property but did not know if the acquisition would be a sealed bid process.

Community Development Director Patrick Sullivan stated that the parcel has been on the market for 30 days and several people have expressed interest in it. The owners like the idea that the Town was interested in the property and felt that it was the best match for them as long as a price is agreed upon.

Motion: A motion was made by Vice-Chair Daly to acquire the four parcels of land which are located on the north side of Foresteria Drive between 7th and 8th St.; Board Member Suiter made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Balius	X		
Board Member Carey	X		
Board Member Osterman	X		
Vice Chair Daly	X		
Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 7-0.

CRA BOARD MEMBER COMMENTS

Chair DuBois

None

Board Member Balius

None

Board Member Carey

None

Board Member Osterman stated that Park Avenue was looking good.

Vice-Chair Daly

None

Board Member Francois

None

Board Member Suiter

None

Executive Director Davis

None

ADJOURNMENT

There being no further business to come before the CRA Board and after a motion to adjourn by Vice-Chair Daly and seconded by Board Member Osterman, and by unanimous vote, the meeting adjourned at 6:40 p.m.

Chair DuBois

Deputy Clerk Jessica Shepherd

Town Clerk Vivian Mendez

(Town Seal)

Approved on this _____ day of _____, 2008

TAB 2

**Lake Park Community Redevelopment Agency (CRA)
Agenda Request Form**

Meeting Date: August 6, 2008

Agenda Item No.

- | | |
|---|---|
| <input type="checkbox"/> PUBLIC HEARING
<input type="checkbox"/> Ordinance on Second Reading
<input type="checkbox"/> Public Hearing

<input type="checkbox"/> ORDINANCE ON FIRST READING

<input type="checkbox"/> GENERAL APPROVAL OF ITEM

<input type="checkbox"/> Other: | <input type="checkbox"/> RESOLUTION

<input type="checkbox"/> DISCUSSION

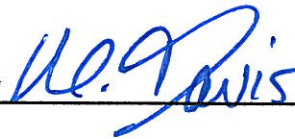
<input type="checkbox"/> BID/RFP AWARD

<input checked="" type="checkbox"/> CONSENT AGENDA |
|---|---|

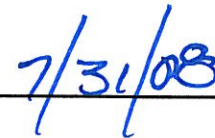
SUBJECT: Approve Award of Bid to _____ in the amount of \$ _____ for 10th Street Sidewalk Repair, Park Avenue to Northern Drive.

RECOMMENDED MOTION/ACTION: Approve

Approved by Executive Director



Date:



Richard Pittman,
CRA Project Manager
Name/Title

Aug. 5, 2008
Date of Actual Submittal

Originating Department: Executive Director	Costs: \$ _____ Funding Source: CRA SIDEWALK REPAIR & MAINTENANCE Acct. # 110-55-552-520-46010	Attachments: Bid Tabulation Project Plans
Department Review: <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case _____:

		Please initial one.
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Summary Explanation/Background: On December 5, 2007 the CRA Board approved up to \$100,000 for sidewalk repair within the CRA District utilizing the School District of Palm Beach County Term Contract for Concrete and Concrete Services. The down turn in the economy and the availability of contractors interested in bidding Town sidewalk repairs have made the competitive bid process for sidewalk repair more appropriate.

The 10th Street sidewalk repairs include the needed sidewalk repairs on 10th St. between Park Avenue and Northern Drive (see attached plan set). Five (5) firms were asked to quote the work. ____ firms responded (see attached bid tabulation). _____ submitted the low base bid plus Alternate ____ and _____. The project was prepared so that alternates could be selected not to exceed the \$25,000 threshold requiring more involved bidding requirements.

The firm of _____ has been in business for over _____ years and has satisfactorily accomplished work for _____.

TAB 3

**Lake Park Community Redevelopment Agency (CRA)
Agenda Request Form**

Meeting Date: August 6, 2008

Agenda Item No.

- | | |
|---|---|
| <input type="checkbox"/> PUBLIC HEARING
<input type="checkbox"/> Ordinance on Second Reading
<input type="checkbox"/> Public Hearing

<input type="checkbox"/> ORDINANCE ON FIRST READING

<input checked="" type="checkbox"/> GENERAL APPROVAL OF ITEM

<input type="checkbox"/> Other: | <input type="checkbox"/> RESOLUTION

<input checked="" type="checkbox"/> DISCUSSION

<input type="checkbox"/> BID/RFP AWARD

<input type="checkbox"/> CONSENT AGENDA |
|---|---|

SUBJECT: Consulting Services to Update and Implement the CRA Master Plan

RECOMMENDED MOTION/ACTION: Approve

Approved by Executive Director *W. Davis* Date: *7/30/08*

Name/Title

Date of Actual Submittal

Originating Department: <p style="text-align: center;">Executive Director</p>	Costs: \$ 50,000 Funding Source: CRA Professional Services Acct. # _____	Attachments: Proposal
Department Review: <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case _____: Please initial one.

Summary Explanation/Background: The current CRA Master Plan was developed in 1996 and has not been updated since. In order for the CRA to properly accomplish its intended goals, it is necessary to amend the existing plan to reflect this Board's and Community's

vision for redevelopment and economic development, and to follow-through on implementation.

Civic-Design Associates has extensive experience in community redevelopment and is recognized for its outstanding work throughout municipalities and redevelopment agencies. Staff is recommending that the Board hire this firm to amend the master plan and to assist staff in the implementation process.

Civic-Design Associates has competitively gone through the RFP process and has been awarded many projects over the past seven years. In the interest of time, staff is recommending that the Board utilize the City of Ft. Lauderdale's competitive RFP process to hire this firm.

The cost of the redevelopment plan amendment has been appropriated in this fiscal year's budget. Civic-Design Associates' proposal and qualifications are attached for your review.

July 29, 2008

Maria V. Davis, Executive Director
Community Redevelopment Agency
Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

Re: Proposal for CRA Consulting Services to Prepare CRA Redevelopment Plan
Amendment

Dear Ms. Davis:

Thank you for the opportunity of presenting to you and the Community Redevelopment Agency a proposal to provide services to amend the CRA Redevelopment Plan. In addition we have included services for implementation of the Plan. The most important aspects of this assignment are to expand the programs and flexibility of the Plan and to get into implementation as soon as possible. We will look for redevelopment opportunities and coordinate our work with your marketing group.

Thank you and we look forward to working with you.

Sincerely,



Christopher J. Brown

Proposal

Update to the CRA Redevelopment Plan for the Lake Park Community Redevelopment Agency Town of Lake Park, Florida

August 6, 2008

Civic Design Associates (the Consultant) proposes to prepare an amendment to the existing CRA Redevelopment Plan ("CRA Plan") for the Lake Park Community Redevelopment Agency.

A. Scope of Work

The Consultant will undertake the following tasks in order to prepare an update of the CRA Redevelopment Plan.

Task 1.1 Research and Data Collection

The Consulting team will conduct a meeting with the Town staff and department heads to discuss the approach to the project. The Consultants will collect the appropriate documents including the current CRA Plan, current and past studies on redevelopment and marketing, the Town's comprehensive plan, land development regulations, maps, and other studies relevant to this part of the assignment.

Task 1.2 Workshop

The Consulting team will conduct a one-half to one day workshop with key business leaders and residents identified by the Town for the purpose of discussing the current issues of redevelopment. The workshop will assist in defining new programs that will be included in the CRA Redevelopment Plan.

Task 1.3 The CRA Redevelopment Plan

As a result of the research, analysis, and workshop input, a draft plan will be provided outlining the programs that will be utilized in the redevelopment process. Financial projections as well as a 20-year capital projects program will be provided in the report. The draft plan will be reviewed by the staff of the Town and the appropriate changes made by the Consultants.

Task 1.4 Approval Process

The CRA Redevelopment Plan will be presented to the Town for approval, including a presentation to the CRA, the Planning & Zoning Board, and the Town Commission. The Consultants will shepherd the approval process with the Town through final approval and coordinate with the Town Clerk for distribution to the appropriate taxing authorities. The time schedule is estimated below.

Task 1.5 Implementation Assistance

The Project Director for the Consultant, Christopher J. Brown, will be available to the Town on a continuing basis to assist in implementation of the Plan. The fee for this task shall be billed monthly on a basis of \$125.00 per hour. Approximately 25% of the total fee, or \$12,500, has been reserved for this purpose.

B. Proposed Schedule

We anticipate that the work will be completed according to the following schedule:

Research and Data Collection	4 weeks
Workshop	1 week
Draft CRA Redevelopment Plan Report	4 weeks
Revision of the CRA Redevelopment Plan	1 week
Final CRA Redevelopment Plan Report	1 week
Public Hearings	8 weeks
Implementation	6-12 months

We expect that there may be some overlap between the tasks (except the Implementation Task), so that the overall elapsed time should be less than 90 days, except for the time required for public hearings.

C. Proposed Fees

The proposed fee for the work described above is \$50,000.00 including travel, printing, and other expenses. The fee includes 10 copies of a draft report and 20 copies of a final report. The fee will be invoiced in the following segments:

Research Phase	20% or \$10,000
Draft CRA Redevelopment Plan for staff review	25% or \$12,500
Final CRA Redevelopment Plan for public hearing	15% or \$ 7,500
Approval Process for Public Hearing	15% or \$ 7,500
Implementation Task	<u>25% or \$12,500</u>
TOTAL	100% or \$50,000

In the event that any additional public hearing meeting are required, each meeting shall be charged to the Town on an hourly basis at \$125.00 per hour.

D. Firm Profile and Key Personnel

Civic Design Associates (CDA) currently maintains a staff of six persons, located in two offices in Delray Beach, Florida and Houston, Texas. The work of the firm is national in scope, although it is concentrated in Florida and Texas. Over the last several years, CDA has completed a diverse range of assignments that can generally be categorized as follows:

- Urban redevelopment and economic development,
- Urban codes, design standards, and development regulations,
- Traditional neighborhood development (TND) planning and town planning,
- Mixed-use architecture, generally with a residential component, and
- Urban streetscape design, including civic spaces.
- Specific emphasis on Florida Community Redevelopment Agencies as defined in Chapter 163, Part III, of the Florida Statutes.

Many of the firm's projects involve more than one of these categories, demonstrating the versatility of the principals, as well as their comprehensive approach.

The redevelopment of existing urban areas is a specific area of emphasis for our firm. CDA has completed a number of redevelopment plans for municipalities and Community Redevelopment Agencies, and has also completed a number of other development feasibility studies as well as rewritten existing development regulations in order to promote infill development. Our projects range from the neighborhood level to the regional scale.

Much of our work involves the analysis of an existing area and results in specific recommendations to achieve the stated objectives of the community. Aspects of this work involve market assessment, planning studies, and implementation strategies. As a multi-disciplinary team of architects, planners, and development consultants, we understand the broad range of issues that must be considered in such a study.

Specifically, CDA has completed the following CRA Redevelopment Plan studies in the past several years:

Fort Pierce Redevelopment Agency, Fort Pierce, FL
Finding of Necessity for CRA Expansion, 2008
CRA Plan Amendment, 2007-'08
(continuing services from a previous RFP)

CDA has assisted the FPRA with several ongoing initiatives. The CRA Plan was amended to include a community policing program. The Finding of Necessity will recommend the addition of about 1500 acres into the existing CRA. Some of this area was recently annexed into the city, and other areas were experiencing spillover effects from blighted areas in the existing CRA.

North US-1 Urban Design Plan, Fort Lauderdale, FL; 2006-'07
(awarded through RFP process)

CDA prepared a redevelopment plan for a five-mile stretch of US-1 through Fort Lauderdale that addressed the predominance of obsolete small scale commercial uses lining

the corridor. A particular concern was the development of design guidelines to ensure the compatibility of redevelopment with the adjacent neighborhoods.

Riverside Park Neighborhood Redevelopment Plan, Fort Lauderdale, FL; 2006-'07
(awarded through RFP process)

Compatibility study and redevelopment guidelines to ensure that a close-in neighborhood with a unique character would be redeveloped in a context-sensitive and compatible manner, with particular emphasis on green building principles and protecting the natural amenities of the area.

Pompano Beach East CRA Amendments, Pompano Beach, FL; 2006
(continuing services from a previous RFP)

Plan amendments to a previously completed CRA Plan to reflect a changing development program and evolving community goals.

Miami Beach Neighborhood Improvements Program, Miami Beach, FL; 2005 - present
(awarded through RFP process)

Streetscape improvements, landscaping, and lighting for two prominent neighborhoods in Miami Beach, all funded with redevelopment funds.

Cedar Key Community Redevelopment Plan, Cedar Key, FL; 2004-'05
(awarded through RFP process)

The CRA plan for Cedar Key had to address the fact that the previously created CRA encompassed the entire city, thereby making the CRA the major beneficiary of all property appreciation in the city. The CRA programs had to include a number of functions that would normally be the City's responsibility, as well as a number of interlocal agreements with Levy County.

Ybor City Vision Plan, Tampa, FL; 2004-'05
(awarded through RFP process)

Ybor City, a National Landmark Historic District, had been rather too successful in establishing itself as an entertainment district. This plan, prepared for the Ybor City Redevelopment Corporation, focused on a number of strategies for mitigating the negative effects of the bar and night club industry and fostering a more sustainable mix of uses including denser housing and a range of commercial uses.

Davie CRA Marketing Plan, Davie, FL; 2004
(awarded through RFP process)

CDA prepared a number of new programs related to marketing the Davie CRA, including special events and developing marketing materials. The plan also involved an assessment of existing CRA programs and design guidelines.

Golden Gate Community Redevelopment Plan, Martin County, FL; 2002**Golden Gate Overlay District Regulations, 2003**

(awarded through RFP process)

Redevelopment Master Plan for a 200-acre residential community with substantial multi-family housing and a highway commercial strip. Plan focused on re-integrating neighborhood fabric with narrower streets, mixed-use neighborhood center, a transect-based zoning overlay, and pedestrian amenities. CDA is now completing the overlay regulations under a new contract.

Beachside / Atlantic Boulevard Redevelopment Plan, Pompano Beach, FL; 2001

(awarded through RFP process)

Preparation of a Redevelopment Plan for a newly formed, 158-acre Community Redevelopment Agency (CRA) that included a commercial corridor along Atlantic Boulevard, and substantial amounts of waterfront property. The major portions of the work were completed during a one-week charrette in August 2001, and all work was completed for final approval of the Plan by the end of the year. The project was under a very tight schedule and the consultants met the schedule. Keith and Schnars in association with Civic Design Associates prepared the plan.

Town of Stuart CRA Redevelopment Plan and Urban Code, FL; 2001-2002

(awarded through RFP process)

Preparation of a CRA Redevelopment Plan for two expansion areas to the original downtown CRA, as well as an extensive revision of the existing Overlay District development regulations. The urban design plan was completed during a one-week charrette in December 2001; the Plan was completed in 2002. A new Urban Code was drafted as well as amendments to the Comprehensive Plan. Civic Design prepared the CRA Plan and Correa Valle and Valle co-ventured the charrette.

Town of South Miami, FL; 2002

(awarded through RFP process)

CDA prepared the CRA Redevelopment Plan for this relatively small 80-acre area centered on a commercial corridor in an older, inner-Town neighborhood. The area is ethnically mixed and had suffered and erosion in the neighborhood based service businesses.

American Beach CRA, Amelia Island, FL; 2001

(awarded through RFP process)

This 200-acre beachside development was originally established in the 1930s as a beach resort for African-Americans. The community was never fully developed since it lacked basic infrastructure services. A CRA was seen as a way to fund the needed improvements. CDA prepared both the Finding of Necessity as well as the CRA Plan.

CRA Expansion Plan, Fort Pierce, FL; 2001

(awarded through RFP process)

This CRA Redevelopment Plan was undertaken to add approximately 2000 acres to the existing downtown CRA. The expansion areas included the port as well as a historic, largely minority neighborhood area. CDA also did a plan update as well as a zoning overlay for this area.

We feel confident that the combined resources of our team can successfully complete any of the tasks outlined in your Request for Proposal. More detailed information on CDA is included elsewhere in this submittal.

E. Key Personnel and Subcontractors

The key personnel proposed for this project include:

Christopher J. Brown, Project Director, brings a real estate development perspective to the team. Educated as a planner and architect, Mr. Brown has been a developer as well as the executive director of one of Florida's most successful Community Redevelopment Agencies in Delray Beach. He recently served as president of the Florida Redevelopment Association, and organization dedicated to helping local governments realize their planning and redevelopment visions.

James D. Hill, AIA, AICP, has played a lead role in most of CDA's planning projects in the last eight years. Mr. Hill has a strong background in a diversified architecture practice as well as an engineering background. He typically directs most of the firm's on-site charrettes and has extensive experience in public outreach and consensus building. He also has played a major part in most of the firm's code and regulatory work.

Alice Boedeker, AIA, graduated from the University of Miami and has worked for the firm on many planning and redevelopment projects. Ms. Boedeker will be in charge of field research and mapping.

F. Miscellaneous Information

Insurance: CDA currently maintains the following coverage:

Commercial General Liability	\$1,000,000/occurrence, \$2,000,000 aggregate
Automobile Liability	\$1,000,000/occurrence, \$2,000,000 aggregate
Employer's Liability	\$1,000,000
Commercial Umbrella	\$1,000,000
Professional Liability	\$250,000/occurrence, \$500,000 aggregate
Workmen's Compensation	Statutory

We can purchase a project-specific endorsement for the Professional Liability policy that will increase coverage to \$ 1,000,000 per occurrence / aggregate.

State Registration Number: G01320900205

Federal Tax ID Number: 76-0695551

G. Acceptance of Proposal

The following parties agree to the terms of the proposal and are authorized to commence work on the project as soon as practicable.

For the Town of Lake Park and the Community Redevelopment Agency:

Maria Davis, Town Manager

Date

For the Consultant:



Christopher J. Brown, Associate

7/29/08

Date

CITY OF FORT LAUDERDALE
FORT LAUDERDALE, FLORIDA

TEL: 954/828-5140
FAX: 954/828-5576

CIVIC DESIGN ASSOCIATES
2136 KIPLING
HOUSTON TX 77098
USA

State Sales Tax No. 18-08-196479-54C
Federal Excise Tax No. 59-74-0111K

Dept. Contact Person: Lisbeth Malden/954-828-8980


THE CITY IS AN EQUAL OPPORTUNITY EMPLOYER

PURCHASE ORDER NO. PP 07005821

Page 1 of 1
Printed: 04/20/2007

Dept./Div: Planning & Zoning
Date: 04/19/2007
Req. No.: 0705795
Vendor No.: 00022098
Contract No.: 762-9275
Approved by City Commission: 12/6/05 P-13
Proc. Spec.: Ewell, Richard
FOB:
Deliver to: 700 NW 19 AVENUE
FORT LAUDERDALE FL 33311-7834

CLASS ITEM NO.	ORDER QTY.	ORDER UNIT	DESCRIPTION	UNIT PRICE	EXTENDED AMOUNT	INDEX PROJECT OR GL CODE	SUBJECT/ SUBSIDIARY
906-64	1	EA	NORTH US1 URBAN DESIGN PLAN. TIME FRAME: 2/7/07-12/31/07 THIS PURCHASE ORDER REPLACES PO 06001709.	\$30,500.00	\$30,500.00		
TOTAL:					\$30,500.00		

TERMS:
DELIVERY:
SIGNED: 
PURCHASING MANAGER

(Rev. 2002.10.15)

Note to Vendor: ALL Terms and Conditions on the face and reverse side hereof are part of this order.

Visit us at www.ci.fort-lauderdale.fl.us for more information on current solicitations.
Vendor

NOTE: IMMEDIATELY UPON SHIPMENT WORKS IN DUPLICATE SHOWING OUR PURCHASE ORDER NUMBER AND DEPARTMENT AND MAIL TO:
FINANCE DEPARTMENT
CITY OF FORT LAUDERDALE
100 N. ANDREWS AVENUE
FORT LAUDERDALE, FLORIDA 33301



ORIGINAL-VENDOR

PURCHASE ORDER

CITY OF FORT PIERCE, FLORIDA
 CITY HALL - P.O. BOX 1480
 FORT PIERCE, FLORIDA 34954
 (772) 460-2200

FOR PROMPT PAYMENT, SEND INVOICES TO:
 CITY OF FORT PIERCE
 ATT: FINANCE DEPARTMENT
 P.O. BOX 1480
 FORT PIERCE, FL 34954

VENDOR
 CIVIC DESIGN ASSOCIATES
 218 NW 9TH STREET
 DELRAY BEACH, FL 33444

SHIP TO
 CITY OF FORT PIERCE,
 FORT PIERCE REDEVELOPMENT
 100 NORTH U.S. #1
 FORT PIERCE, FL 34950

DATE	DELIVERY DATE	VENDOR NUMBER	FOB.	TERMS	PURCHASE OR
05/15/08	04/28/08	30715	DEST	NET/30	081
QUANTITY	U/M	DESCRIPTION	STOCK NUMBER	UNIT COST	AMOUNT
		STUDY ON EXPANDING THE BOUNDARIES OF THE FPRA			
		EFFECTIVE DATE: 04/28/08			
		EXPIRATION DATE: 09/30/08			
		NOT TO EXCEED: 42600.00			
		REMARKS: STUDY ON EXPANDING THE BOUNDARIES OF THE FPRA AT THE DIRECTION FROM THE COMMISSION ON APRIL 7, 2008 THE COMMISSION AUTHORIZED THE FPRA TO COMMISSION STUDY ON THE EXPANSION OF THE FPRA BOUNDARIES. FPRA BOARD ON APRIL 23, 2008 APPROVED THE EXECUTION OF CONTRACT WITH CIVIC DESIGN ASSOC. IN AN AMOUNT NOT TO EXCEED \$42,500.00 TO BE APPLIED TO ACCOUNT# 10494005548190			

TAX NUMBER 66-020-177385-4C

TERMS & CONDITIONS
 PLEASE READ CAREFULLY

800000575
 LENORA S DARDEN

- 1 - THE RIGHT IS RESERVED TO CANCEL THIS ORDER IF NOT FILLED WITHIN THE CONTRACT TIME, IF SPECIFIED.
- 2 - THE CONDITIONS OF THIS ORDER ARE NOT TO BE MODIFIED BY ANY VERBAL UNDERSTANDING.
- 3 - ACCEPTANCE OF THIS ORDER INCLUDES ACCEPTANCE OF ALL TERMS, PRICES, DELIVERY INSTRUCTIONS, SPECIFICATIONS AND CONDITIONS STATED.
- 4 - INVOICES AND PACKAGES MUST BEAR THIS ORDER NUMBER.
- 5 - THE CITY ASSUMES NO RESPONSIBILITY FOR GOODS DELIVERED WITHOUT AUTHORITY OF A PROPERLY EXECUTED PURCHASE ORDER.
- 6 - PLEASE FORWARD ALL INVOICES TO FINANCE DEPARTMENT.
- 7 - PURCHASE ORDERS EXCEEDING FIVE HUNDRED DOLLARS MUST BEAR SIGNATURES.

CITY ACCOUNT CODE NUMBER

 AUTHORIZED SIGNATURE

 AUTHORIZED SIGNATURE