

**Minutes
Town of Lake Park, Florida
Virtual Community Redevelopment
Agency Board Meeting
Wednesday, September 2, 2020, 6:30 p.m.**

The Community Redevelopment Agency (CRA) Board met for a Virtual Budget Meeting on Wednesday, September 2, 2020 at 6:30 p.m. Present were Chair Michael O'Rourke, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, Christine Francois, John Linden, and Roger Michaud. Executive Director John D'Agostino, Agency Attorney Thomas Baird, and Agency Clerk Vivian Mendez.

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

CONSENT AGENDA:

1. June 3, 2020 Community Redevelopment Agency Board Meeting Minutes

Motion: Vice-Chair Glas-Castro moved to approve the Consent Agenda; 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 John Linden	X		
Vice-Chair Kimberly Glas-Castro	X		
Chair Michael O'Rourke	X		

Motion passed 6-0.

NEW BUSINESS:

2. Resolution No. 57-09-20 Authorizing and Directing the Executive Director to Obtain Property and Casualty Insurance Coverage for the Community Redevelopment Agency for Fiscal Year 2021.

Executive Director D'Agostino provided a summary explanation of the item.

Motion: Commissioner Michaud moved to approve Resolution No. 57-09-20; Commissioner Flaherty 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 John Linden	X		
Vice-Chair Kimberly Glas-Castro	X		
Chair Michael O'Rourke	X		

Motion passed 6-0.

3. Discussion establishing a Loan-Servicing Contract with a Lending Institution.

Executive Director D’Agostino provided a summary explanation of the item. He read Exhibit “A” for the record; (see Exhibit “A”). Board Member Flaherty questioned if the CRA would collect interest on the loan-servicing contract. Executive Director D’Agostino explained the purpose of the revolving loan program, and the CRA Board would establish a nominal interest rate. Board Member Francois disclosed that in the past she was the recipient of a CRA Loan and questioned if it were necessary to establish a loan-servicing contract. Executive Director D’Agostino explained that future loans might be efficiently serviced by banks who specialize in loan-servicing contractual agreements. Discussion ensued regarding interest rates. Executive Director D’Agostino explained that there would be no penalties to the CRA if the account were established and funds were not expended. Finance Director Lourdes Cariseo explained that the funds would be held in an interest bearing account. She explained CRA would fund the account as needed per the processing of loans. Per consensus, the CRA Board authorized Executive Director D’Agostino to proceed with establishing a Loan-Servicing Contract with a Lending Institution.

Public Comment:

None

EXECUTIVE DIRECTOR REPORT: announced an update regarding 754 Park Avenue as follows: 754 Park Avenue (Dedicated IT/NOBO): On September 1, staff was informed that the contractor was paying the County impact fees and would have the plans back to us in a couple of days. Assuming this is so, the master permit can be issued at the end of this week and full build-out can commence

BOARD MEMBERS COMMENTS:

Board Member Francois had no comments.

Board Member Linden had no comments.

Board Member Flaherty was absent.

Board Member Michaud had no comments.

Vice-Chair Glas-Castro had no comments.

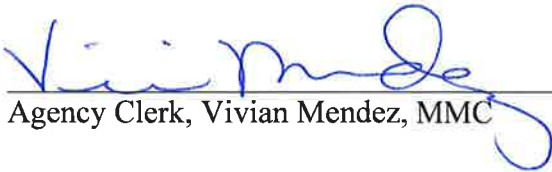
Chair O'Rourke had no comments.

ADJOURNMENT

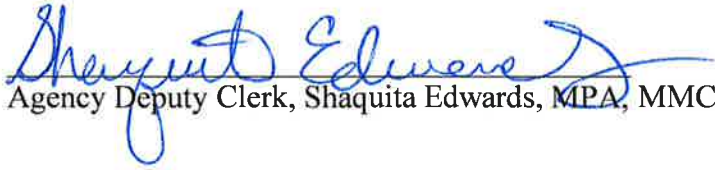
There being no further business to come before the CRA Board and by unanimous vote, the meeting adjourned at 7:00 p.m.



Chair, Michael O'Rourke



Agency Clerk, Vivian Mendez, MMC



Agency Deputy Clerk, Shaquita Edwards, MPA, MMC



Approved on this 21 of October, 2020



Exhibit "A"

**CRA
Agenda Request Form**

Meeting Date: September 2, 2020

Agenda Item No.

Agenda Title: Discussion establishing a Loan-Servicing Contract with a Lending Institution

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

Approved by Executive Director:

Date: 8-17-2020

John O. D'Agostino, Executive Director

Name/Title

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

Summary Explanation/Background: Staff has discussed the need to have a financial institution service any future CRA loans. Financial Institutions that are small enough to provide personal services to the CRA and yet have the experience servicing loans that a staff less CRA Agency does not. In our preliminary discussions, the charge by the Bank to the CRA for servicing such loans would be 2% of the total loan.

The CRA would deposit the amount of funding appropriated for CRA loans to the Bank. The funds would remain in deposit with the Bank. As the Board of Directors decided to provide funding to eligible businesses, the release of funds would follow a vote by the Board of Directors. Conceivably, the CRA may charge zero percent requiring the CRA to write down the servicing charges upon a vote of the Board of Directors.

The CRA deposit with the bank is a revolving loan account. The monthly loan proceeds are re-deposited back into the account.

For example, the proposed budget for the CRA for FY 21 earmarks \$147,891.00 for revolving loans. While the budget is balanced, there is a desire for some members of the Commission to reduce the millage rate. If there is a reduction in the millage rate, the CRA budget is reduced by the proposed new millage rate. The Executive Director would recommend that the revolving loan line item be reduced by the funds necessary to rebalance the CRA budget. Lastly, given the amount on deposit and the Town's procurement ordinance, the CRA would be bound to bid this out to procure such services for the CRA.

As a matter of disclosure, we have spoken with Flagler Bank preliminarily to understand how such a program is structured from a bank perspective.

Recommended Motion; No motion at this time is required.