

**LAKE WORTH COMMUNITY REDEVELOPMENT AGENCY  
REGULAR MEETING  
LAKE WORTH CITY HALL COMMISSION CHAMBERS  
TUESDAY, DECEMBER 8, 2009  
6:00 P.M.**

**I. ROLL CALL:**

The Recording Secretary called the meeting to order at 6:00 p.m. on the above date in the Commission Chambers located at 7 North Dixie Highway, Lake Worth, Florida.

Present were CRA Members Peter Meyerhoefer, Andy Amoroso, Donna Ross, Ed Grimm, Jessica Rockstein, Cary Sabol & Michael Hyde.

Also present was CRA Director, Joan Oliva

**II. PLEDGE OF ALLEGIANCE:**

**III. APPROVAL OF MINUTES:**

- a. **October 13, 2009**
- b. **November 10, 2009**

**Action:** Motion was made by Mr. Hyde to adopt the minutes from October 13, 2009 seconded by Mr. Sabol.

**Vote:** All Ayes

**Action:** Motion was made by Mr. Hyde to adopt the minutes from November 10, 2009 seconded by Mr. Amoroso.

**Vote:** All Ayes

**IV. AGENDA – ADDITIONS/DELETIONS/REORDERING:**

**V. PUBLIC PARTICIPATION ON NON-AGENDAED ITEMS (3 minute limit):**

**Rick Pole-** I wanted to bring forth some issues in the neighborhood. I am always trying to clean up the neighborhood or look for structures that have to be demolished.

**VI. ACTION:**

**a. Action Plan FY 09/10- Adopt**

At the August 25, 2009 meeting, the CRA Board approved the 09/10 Work Plan along with the budget and five year CIP. The Work plan provides the Board and Staff with a framework for activities with an estimated timeframe for completion. The Action Plan identifies goals, strategies and action steps that the organization intends to implement over the course of the next several years. The Action Plan was not approved at the August meeting, but was instead, discussed at the Board retreat on September 26, 2009 in order for the new Board to analyze and prioritize goals and strategies.

At the retreat, the Board selected nine goals and modified the action steps for each. A

summary has been developed and is included for the Boards review along with detailed action steps for each identified goal. The plan acts as a blueprint for Staff to follow, with the understanding that the Plan can be modified throughout the year. A copy of the 09/10 budget is also included for reference.

Staff recommends the Board review the planning materials and approve the final action plan for 09/10.

Ms. Rockstein asked about the other sources line item under capital improvements FY 11/12 in the amount of \$650K what that is for. Staff stated that this is for a grant that the CRA will apply for through the MPO for the bicycle network plan.

Mr. Hyde stated that in the economic/business development attraction section we need to include working with landlords, or creating a commercial landlords association.

Ms. Ross asked on the land parks action steps and wanted to create an inviting open space for the City owned lot on F Street. Staff stated that this year's budget only allows for spending on banners for the Gateways and holiday decorations for the Cultural Plaza.

Ms. Ross stated that we can free up \$30K right now if we stopped sending money out of this state to a consultant. This really bothers me and it's really upsetting. I don't know when the appropriate time to bring this up is but the Board has not seen the agreement for Hands On and doesn't know how much money is going to those guys. We are sending \$35K a year a way to pay someone who is not even here. I want to terminate that contract. Ms. Ross stated that the action plan has too much vagueness.

Ms. Rockstein asked what the CRA's position is in attracting chain businesses as opposed to smaller businesses. Staff stated that the correct businesses need to be identified for Lake Worth. Staff stated that through the planning department and the CRA hours are spent speaking with various small businesses and big boxes.

Ms. Rockstein stated that in light of the recent City Commission meeting regarding the Cultural Renaissance Program (CRP) that the action steps are not very clear for this program. I was unaware that this program was going to be funded for 5 years. The program implementation is very vague. Staff stated that action plans are vague so that the Board can then direct staff in the direction of what specific programs to focus on. CRP is still vague because the program is still being implemented.

**Action:** Motion was made by Mr. Grimm to approve the final action plan for FY 09/10 seconded Mr. Sabol.

Mr. Hyde asked that the motioner amend the motion to approve the plan in the interim. Legal counsel stated that you do not have to adopt the plan in the interim if the Board felt that changes needed to be made it can come before the Board for action again. Ms. Ross felt as if she were being rushed into something and needed to look at the action plan again. Mr. Sabol stated that the Board should have faith in staff and not micromanage if the Board chooses to do this then they should be working 40 hours a week as well. Ms. Ross stated that would be good, staff makes a lot of money.

The motioner did not amend the motion.

**Vote:** 6 Ayes, 1 Nay

Ms. Rockstein stated that she is not opposed to purchasing buildings but the CRP plan seems to be incomplete.

**b. Façade/Tenant Improvement Grants- Adopt recommended changes**

At the November 24<sup>th</sup> CRA Board meeting, Staff presented the Board with three separate grant applications for commercial properties within the CRA district. After much discussion, the Board decided to reinstitute two grant programs for businesses to apply for: *the Commercial Façade Grant* and *the Commercial Tenant Improvement Grant*.

The Board also provided Staff with additional recommendations for the current programs. Among the changes to the programs, the Commercial Façade grant program now includes the following:

- The maximum grant request amount is now \$30,000.
- There is now a \$5,000 minimum grant request.
- The program will feature an open funding cycle from now through February 12<sup>th</sup> 2010.
- Applications will be evaluated by Staff and only complete and eligible applications will be brought before the Board at the first meeting in March.
- All approved applicants will be required to enter into a grant agreement with the CRA and complete improvements within six months (complete by August 31<sup>st</sup>, 2010).
- There will no longer be bonuses for LEED or Green Building Certification.
- The applicant will only need to match 20% of the total costs of improvements.
- All landscape improvements will require a professional landscape plan with the applications. All landscape plans must be reviewed by the City's Horticulturist
- Awards should not be granted to businesses to fund deferred maintenance items.
- A minimum of two quotes will be required per component of proposed work

Changes to the Commercial Tenant Improvement Grant program include the following:

- This grant will now have two separate applications depending on whether the business is new or existing in the CRA district.
- The program will feature an open funding cycle from now through February 12<sup>th</sup> 2010.
- Applications will be evaluated by Staff and only complete and eligible applications will be brought before the Board at the first meeting in March.
- All approved applicants will be required to enter into a grant agreement with the CRA and complete improvements within six months (complete by August 31<sup>st</sup>, 2010).
- The applicant will only need to match 20% of the total costs of improvements.

Additionally, Staff will continue to stress that the Board gives priority to vacant and underutilized properties when awarding these grants. Many buildings, especially those along Dixie Highway, are currently vacant and for lease or sale. Many of these properties remain unoccupied due to the significant cost associated with needed rehabilitation due to years of vacancy and neglect. These structures oftentimes have old electrical, plumbing and A/C systems and are in need of structural upgrades and new roofing.

This program further strengthens the goals and objectives in the CRA's Redevelopment Plan by initiating programs to improve, attract and strengthen businesses through the use of financial incentives.

Staff recommends the Board adopt the three attached commercial grant applications. Staff will immediately begin to publicize these grants to the business community.

The CRA Board made the following comments on the façade grant:

- Two quotes from contractors
- Get businesses to apply from the west side of Dixie Highway

The CRA Board made the following comments on the commercial tenant improvement grant for new businesses:

- The liens that are placed on the improved buildings transfer if the commercial property is sold.
- Allow Board to make the decision as far as what is eligible and non eligible

Ms. Rockstein asked how the eligible and ineligible business list was created. It is based on evidence from the Treasure Coast Master Planning Council. Ms. Rockstein had concerns with the list. Staff said the wording will be changed to conditional business types and eligible business types.

**Action:** Motion was made by Mr. Amoroso to approve the grants with the changes seconded by Ms. Rockstein.

**Vote:** All Ayes

## **VII. EXECUTIVE DIRECTOR'S REPORT:**

Staff stated that Bicycle Network Plan by Kimley Horne was presented to the City Commission at a work session. The power point is on the website. I hope to get it on the next City Commission meeting for final approval. The lot on 812 N. Dixie Hwy. we just received our permits and we should begin working soon. December 11<sup>th</sup> ribbon cutting for 10<sup>th</sup> Avenue the roadway has been completed. We met with the City to discuss turning the surplus property on H Street into a park and it will be brought before the City Commission for a final decision. Staff prepared a memo for the City Commission requesting ownership of the four surplus properties Ms. Ross had mentioned. There is no word on funding for the NSPII grant. The TOD master plan was approved by the City Commission and the CRA Board will soon discuss the implementation of this plan. December 12<sup>th</sup> Holiday parade and tree lighting. We are accepting bicycles or checks at the CRA in order to buy bicycles for the children on that date.

Mr. Grimm wanted to know about Publix. Staff stated they are currently closing on the property. Ms. Ross asked if Staff will be attending the CDBG meeting? The Cultural Council will be bringing no TIF to the CRA but I picked up their magazine and the City of Lake Worth was in it so that is free advertising. I don't think that the Bicycle Network Plan has any pizzazz nothing was added to it. I am very distressed that the Golf Course was not included.

Ms. Rockstein stated that she would like to discuss the budget at a workshop.

**VIII. BOARD MEMBERS' COMMENTS:**

**Mr. Hyde-** No comment.

**Ms. Rockstein-** I would like to ask for the budget to be put on the agenda and also review the redevelopment plan.

**Mr. Grimm-** I had a meeting with Tropical Ridge Neighborhood Association last night and I was wondering if we can pass on the grants and have Javier translate and get assistance from the rest of the Board.

**Mr. Sabol-** I want to thank Staff for all of their hard work.

**Mr. Amoroso-** I am the Census liaison for the City. The Census is needed so that the City can receive more money.

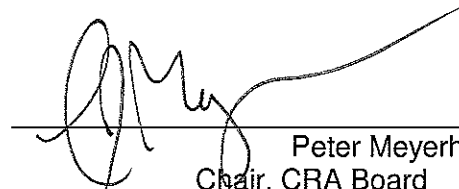
**Ms. Ross-** I have walked to the businesses on the west side and there needs to be follow through to help the people applying fill out the grant application. I would like the Board to review the Hands on Agreement.

**Mr. Meyerhoefer-** Thanked the Staff for putting the grant programs together.

**IX. ADJOURNMENT:**

Meeting adjourned at 7:58 p.m.

Minutes Approved 1,20<sup>th</sup> 2010

  
Peter Meyerhoefer  
Chair, CRA Board

  
Emilia Theodossakos  
Recording Secretary