

**LAKE WORTH COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
LAKE WORTH CITY HALL CONFERENCE ROOM
MONDAY, JULY 14, 2008
6:00 P.M.**

I. ROLL CALL:

The Chair called the meeting to order at 6:02 p.m. on the above date in the Conference Room located at 7 North Dixie Highway, Lake Worth, Florida.

Present were CRA Members Mark Rickards, Brendan Lynch, Matt Constantine, Wes Blackman, Wayne Marcinkoski, Edward Grimm & Shanon Materio.

Also present was CRA Director, Joan Oliva

II. DISSCUSION AGENDA:

a. Budget FY 08/09

Revenues

Staff stated that the EPA Brownfield grant monies were not designated in last year's budget. Staff stated that this year a line item had been created strictly for the Brownfield's grant. The DOT and Palm Beach County grants were grants that we had applied for but did not receive.

Mr. Blackman asked about the variability in the preliminary estimate and if there were numbers that were more final? Staff stated that the change will not be that great. The County and City TIF share numbers were given to the CRA by finance and the values may not include tax increases.

Expenses

Personnel Expenses & Operating Expenses

Staff stated that the increase in the salaries line item included the project manager that we budgeted for last year and a line item for an intern. Staff stated that the operating budget for a CRA needs to be 15% or less of our TIF revenues and programs must be 25% or less. Currently the CRA is at 6% + 16%.

Chair stated we have \$7,000 under the travel & training line item if any Board members plan on attending any conferences this year we need to increase this number. Mrs. Materio stressed the importance of attending these conferences. She requested that staff put together a list of the upcoming conferences for the next FY. Last year we spent \$4,000.

Chair stated under other improvements on the administrative side we have \$2600 budgeted, I would personally like to see a wall sign for the CRA. Staff stated this must be a capital item. Other improvements were high last year due to the remodeling of the new office.

Mr. Blackman questioned if the CRA needed to pay a Utility Bill since we are a City Agency. Commissioner Jennings stated that every department of the City pays a utility bill.

Programs

Professional Services was funded to cover expenses related to the hiring of consultants for services related to project activities. However, the line item decreased from \$100K to \$50K.

Other contractual services (police) increased from the budgeted \$100K to \$340K. During 07/08, \$185K was provided for overtime funding in the district. In 08/09, Staff is seeking the creation of a CRA Patrol. Under this scenario, the District would receive coverage by two officers, seven days a

week. A Community Action Team officer would be one of the two full time officers, providing code enforcement support in addition to regular duties. These officers would no longer be paid overtime, but at the standard police rate. In addition, money was budgeted to provide funds for the continuation of overtime patrols. These patrols would continue to provide coverage in the downtown on Friday and Saturday evenings and for Evening on the Avenue events. Because of the specialized and localized nature of this patrol, the PD and CRA Staff believe an overtime patrol best serves this need. With overtime patrols, hours and days can be changed with limited notice giving the CRA flexibility throughout the year.

An additional \$70K was added to the budget under other contractual services for the funding of a code compliance officer to serve the CRA district. Staff believes the combination of the CAT Officer and a code enforcement officer would be optimal for redevelopment purposes. Discussions with City Staff continue for the creation of such a position.

The professional services (streetscape) line contains approximate charges for the many streetscape related charges the CRA will incur. These include litter control, landscaping and pressure cleaning for areas including 6th Avenue South, Downtown and the Dixie Highway parking lot. The total for this line item decreased from \$150K to \$132K.

The property management line was moved under programs and includes the FEC annual maintenance fee and some funding for the CRA office.

The Utility line item was created for costs related to CRA capital projects. These include 6th Avenue South, 10th Avenue North, the Dixie Highway lot and downtown lots. The budgeted amount totals \$54.4K.

Promotional activities and Evening on the Avenues have been combined and include funds to assist with the Chamber's Evening on the Avenue events, the Street Painting Festival and \$10K for other activities the Board may wish to consider in the upcoming year.

Staff stated that the \$70,000 for the code enforcement officer includes all benefits and salary. In order to hire a code enforcement officer we must offer them the same salary that the union does.

The CRA is currently funding regular overtime. This salary ranges from \$50-\$55 per hour. In house overtime is a standard flat rate of \$42. We have the option to only fund in house overtime but because of Union rules once it is posted the officer is not obligated to sign up for these hours. Mrs. Materio questioned if the police's pension is calculated based on their last two years of service. If two full time officers were hired for the CRA district they would be the officers that have been working with the community since the CRA started providing police overtime. We are still in discussion with Sheriff's office until they have reached a decision we are still not aware if the monies allocated will go to the LWPD.

Mary Lindsay- This last weekend we had two crime walks in Tropical Ridge and the CRA funded police made four actual arrests as well as over a dozen community action orders and traffic citations.

Drew Martin- Today on the 12 o'clock news they had a County Commission meeting where the Sheriff was talking about cut backs from the counties and I don't know how that will impact the LWPD. Is there any way you can secure some money to get a gang task force?

Staff stated that \$90,000 has been designated for "hot spot" funding for problem areas that may need extra police patrols.

Chair stated that the CRA and Commission's #1 and #2 priorities were the Gateway's and Community Policing.

Other contractual services streetscape

Staff stated that this line item included cleaning 6th Avenue South, pavers, sanding, the downtown and the 812 lot.

Patron Attractions Program

Chair stated that we have included \$24,000 of this for Evening on the Avenues last year we funded \$18,600. This year we will be funding \$10,000 toward the Street Painting Festival. Another \$10,000 is in this line item for undesignated events or projects.

Promotional activities and Evening on the Avenues have been combined and include funds to assist with the Chamber's Evening on the Avenue events, the Street Painting Festival and \$10K for other activities the Board may wish to consider in the upcoming year.

Staff stated that the garbage overflows after EOA in the Cultural Plaza and often times Public Services has to come in on the weekends and clean it up. For next year if we were to fund EOA we could consider looking into entering into an Interlocal with the City so we can get people out there on the weekends so we don't have trash in the downtown on the weekends.

Chair stated that we could fund all of the clean up for EOA and fund this towards bringing in better acts and consider bringing in a beer truck. Chair stated that he spoke with Mr. Ramiccio and there were some limiting factors. Chair stated that he had requested a pro forma with all the costs. Mrs. Materio stated that there are a lot of homeless people in the park and this is something that we need to address. Currently, there is an agreement between the Chamber and the City that the City will provide in kind services. This agreement expires soon. The City will not be able to cover these costs with budget cuts.

Mr. Marcinkoski stated that in the past we have discussed that the CRA take over EOA and run the event. Mr. Blackman stated that it would be a good idea to invite Mr. Ramiccio to speak about EOA before the Board. Staff did state that this is just a number in the budget we have the ability to fund EOA up to whatever dollar amount that we can. Mrs. Lindsay stated that we should consider having Concerts in the Park in the Cultural Plaza. Mr. Blackman stated that there are concert organizations based in Lake Worth that will play for free. Board secretary stated that she would put thought into what would help the event and get back to the Board.

Mr. Blackman stated that we need to bring in investments in redeveloping the underutilized land that we have to capture the Tax Increment Revenue. By doing this we can fund the police and neighborhood activities. We need to do a concentrated survey on who the customer base is as a CRA and our customer base is land planners, developers, land use attorneys, corporate decision makers, retail outlets and we need a professional consultant in here to put together a packet including all of our demographics including our negatives and our positives.

Staff stated that a lot of the information that Mr. Blackman is referring to we can obtain from the TCRPC charrette.

Mr. Grimm stated that we should invite the Building official to one of the CRA's meeting to speak with the Board. The Board reached consensus to outreach to the Building Department.

Mr. Grimm stated that bicycle racks are a need in the City. All of the bus stops in the CRA should be brought up to code. These are small but noticeable things that we can correct with low capital.

Drew Martin- Stated that he would like to the CRA to look into funding trees for the Tree Board

Josee Hoffman- We were looking at the 5 year work plan and there is a line item for a tree

planting program. The City Commission recently established a goal of planting 10,000 trees by 2013 in celebration of the City's 100th Anniversary. We are looking into tree give aways.

Drew Martin- The Tree Board would like the trees to be native.

Mrs. Materio stated that before we begin changing the budget we are planting a lot of trees on various trees. My visions for Dixie Highway to connect the Gateway are with Dixie Highway and create some landscaping on the Dixie Corridor.

Staff recommended that the Tree Board give the CRA a formal proposal and then the CRA will speak with the City because someone will have to maintain these trees.

Grants

Grant program increases and decreases were budgeted, taking into consideration this year's activity level and the CRA and City's list of priorities, compiled earlier this year. Commercial Enhancement (Façade) which now funds both the Commercial Façade Program and the Commercial Tenant Improvement Program decreased somewhat from \$175K to \$120K.

Mr. Marcinkoski stated that \$120k is excessive. Staff stated YTD we have spent \$95,000. Staff stated that we are working on Brochures that includes the tenant improvement program and the commercial enhancement and we will walk them around to all of the businesses. The Code Enforcement officer could pass around these brochures encouraging businesses owners to apply.

Affordable Housing increased from \$50K to \$200K. Mr. Lynch stated that this is too high. Staff stated that the number increased because it was listed #6 on priorities. The \$200k will be spent based on the criteria we went over on our last meeting. Mr. Lynch stated that he disagrees with incentivizing affordable housing for Lake Worth. Staff stated that this line item could be changed to **Housing Program** and include moderate or market rate. Mr. Marcinkoski stated that we are budgeting more than we will spend. Mr. Constantine stated that the HIP Program was geared toward the Gateways and you will not get anything but affordable. Mr. Constantine stated that Hammon Park will have the biggest impact on development within the City. Mr. Blackman stated that we have to upgrade our housing stock.

Residential rehabilitation also increased from \$100K to \$150K. The Board recommended that changing the rehab program so it is broader and can include non emergency repairs and additional funding for "green" elements. Mr. Marcinkoski stated that this is #5 on the priority list. Mr. Grimm stated that he would be in favor of suspending this program. Mr. Grimm stated that these structures that receive these grants must be looked over by code and make sure that they are safe on the inside. The Board reached consensus to combine Residential Rehab and the Affordable Housing line item and call it Housing.

The remaining grant monies from the EPA for Brownfield's are included and must be spent this fiscal year as part of our EPA agreement. We are spending this money by doing outreach and running Phase I and Phase II assessments. We have had some difficulty running these assessments because we just do not have enough development occurring within the City. The grant expires December 2009. When the TCRP identifies properties maybe these are properties that we can then invest in. This grant is just for petroleum based contaminated sites.

The Community Aid grant funding decreased from \$25K to \$15K and the Development Regions Core Grant was eliminated due to lack of funding from the County.

The Green Building Program was doubled from \$50K to \$100K. The Board discussed changing the name of this line item to Green Program to incorporate incentives to developers who include green building standards in projects as well as other "greening" measures. These measures can include adding bicycle racks, a community bicycle program or planting more trees in the district.

Drew Martin- Encouraging people to install solar water heating.

Capital Projects

Land decreased from \$2.7M to \$500K. Commissioner Vespo had stated previously that he wanted to target an area in the west for a new City Hall this is where we need to start thinking about where we are going with this. Mr. Marcinkoski stated this is priority #19. Staff stated that west side redevelopment is priority #3. In the west we need to develop a strategy for parks, housing and redevelopment. The Board reached consensus to bring this item back and develop a strategy for land acquisition.

The "other improvement" line item, created for the build-out of the new office has been deleted. This included traffic calming in the CIP and a sign for the new CRA office. Mr. Blackman suggested that we develop a strategy for 2 lanes on Dixie and providing on street parking. Staff stated that \$50k would not go far. Chair stated that he would like to look into traffic calming off the side streets for 6th Avenue and 10th Avenue as a start. Mr. Lynch stated that he is not in favor of speed bumps. If the streets do go two ways then that will have a lot of traffic calming. Staff mentioned that the 50k designated for traffic calming is in the CIP. Mr. Marcinkoski stated that he would like to look into rumble strips at the round about it on Lucerne and Lake Worth Road.

Gateway Enhancements decreased from the current budgeted amount of \$7.3M to \$250K. This change took place because the funded amount for the project was transferred to a capital project fund and does not need re-appropriation even if the funds have not all been spent. \$250K was budgeted to Gateway Enhancements for 08/09 for any fees related to the Gateways that were not otherwise anticipated. Chair stated the 250k is for engineering and final fees for this year.

Parking Improvements decreased from \$100K to \$70K. This amount should be sufficient to cover a parking study or the design or construction of lots if the Board should choose to purchase property for parking. Staff stated according to the CIP this 70k is to update a downtown parking study and identify opportunities to increase parking in the downtown and conduct a parking study for Dixie and create nodes of parking. Chair suggested looking into parking directly on Dixie Highway; we would need to speak with DOT.

Alleyway improvements decreased from \$100K to \$95K. The City and the CRA are discussing ways we can partner to improve the alleyways in the downtowns and western neighborhoods. We anticipate moving forward with this process this fiscal year. The \$95K for fiscal year 08/09 could help expand the project area or provide for some maintenance costs.

Dixie Highway Improvements decreased from the current \$400K to \$200K. Construction of the lot at 812 N. Dixie is underway and the funds budgeted for fiscal year 08/09 will be spent. \$200K was budgeted for next year for other possible enhancements along the corridor, such as landscaping, neighborhood entry features, signage and the design costs associated with improvement projects.

Neighborhood Improvements decreased from \$250K to \$150K. Phase two of the sidewalk project in the western neighborhoods will be completed this fiscal year. Additional sidewalk repair and/or other infrastructure improvements will be addressed next year.

Street banners decreased from \$15K to \$5K since the Agency will be purchasing banners this current fiscal year. Holiday decorations remained the same to afford the opportunity for the Agency to fund a multi-year decoration program whereby we lease holiday decorations for the downtown and surrounding areas. Staff stated that we can begin storing our own decorations in the garage at the new office. Next year we are looking into leasing holiday decorations. Board reached consensus to combine the Holiday Decorations line item and the Banner Project to 30k. Mr. Constantine did not recommend increasing the holiday line item. Chair stated that he would like to see what the 15k gets us.

The tax increment rebate line item was added to account for payment owed to the Lucerne per the Agreement dated May 2004.

A maintenance line item was added so the Agency could set aside funds in anticipation of rising maintenance costs that may occur in the future due to capital projects undertaken by the Board. This fund would accumulate and set funds aside for the next several years to pay for costs associated with 6th Avenue South and 10th Avenue North. This set-aside is a precautionary measure but should be considered since maintenance for the roadways will increase over time as the infrastructure ages and damages by storms, accidents and other causes occur.

Chair stated that we need to discuss what is not on the budget that needs to be. Mr. Blackman stated that he and staff met with the Palm Tram this could be part of this budget. Staff stated that she did receive information from a local provider trolley and the cost would be close to \$500k. Mr. Blackman stated that this is a pilot program it can be used for 1. Promotion and 2. Giving extra money to increase the service to help senior citizens or other residents that do not drive to have the use of public transportation within our City. Chair stated that we could conduct ridership studies to see how often it is used.

Mr. Marcinkoski stated that it is a disgrace that we have not set money aside in the budget again this year for any parks. Staff stated this is not in the CIP until 2011/2012.

Ms. Ross stated that we could hire someone just for the parks or the recreation department.

Mr. Marcinkoski stated we could buy a gum removal machine to clean the pavers and have a general maintenance person. At the next meeting Mr. Marcinkoski suggested talking about not subcontracting out for maintenance but possibly hiring our own.

III. **BOARD MEMBERS' COMMENTS:**

Ed Grimm- No comment.

Matt Constantine- Thanked the staff for all of their hard work putting together the budget.

Wayne Marcinkoski- I echo Mr. Constantine's Comments

Wes Blackman- Thanked Joan for responding to his questions.

Brendan Lynch- The preparation of the budget was great. We are moving in the right direction.

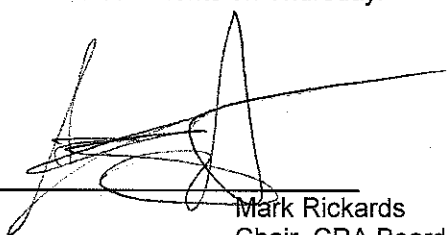
Shanon Materio- Was very impressed with the budget preparation.

Mark Rickards- I look forward to the Commissioners comments on Thursday.

IV. **ADJOURNMENT:**

Meeting adjourned at 9:40 p.m.

Minutes Approved 8/12



Mark Rickards
Chair, CRA Board

Emilia Theodossakos
Recording Secretary