

**LAKE WORTH COMMUNITY REDEVELOPMENT AGENCY
SPECIAL MEETING
LAKE WORTH CITY HALL
CONFERENCE ROOM
TUESDAY, MARCH 24, 2009
6:00 P.M.**

I. ROLL CALL:

The Chair called the meeting to order at 6:00 p.m. on the above date in the Lake Worth City Hall Conference room.
Present were CRA Members Mark Rickards, Brendan Lynch, Donna Ross, Shanon Materio, Wayne Marcinkoski, Ed Grimm & Wes Blackman.
Also present was CRA Director, Joan Oliva

II. PRESENTATIONS:

a. Intro to CRA Code Officer Mike Morabito

b. PBSO Downtown Initiative/Cultural Plaza Lighting

In discussions with the new District Staff at the Palm Beach Sheriff's Office (PBSO), CRA Staff was informed that PBSO had a unit that specialized in crime prevention. Their services were generously offered in an effort to assist the CRA with concerns in the downtown area. In November of 2008, CRA Staff met with Deputy C. Veneziano (Vinny) and Deputy Richard Jackson from the Palm Beach County Sheriff's Crime Prevention Unit. Both Deputies are trained in Crime Prevention Through Environmental Design (CPTED). The National Crime Prevention Institute defines CPTED as follows: "The proper design and effective use of the built environment that can lead to a reduction in the fear and incidence of crime and an improved quality of life."

CPTED strategies have been embraced by urban planners over the last few decades, making the much needed connection between the built environment and criminal behavior. There are four overlapping CPTED strategies. They include Natural Surveillance, Natural Access Control, Territorial Reinforcement and Maintenance. Deputy Veneziano and Deputy Jackson were asked to conduct a lighting and safety survey for the downtown. They were also asked to provide recommendations for improvements in the areas of signage and lighting, both in the Cultural Plaza, along Lake and Lucerne and in the surrounding downtown parking areas.

Staff introduced Deputy Veneziano, along with the CRA Deputy, Corporal Richard Sciarrino to make a brief power point presentation to the Board at the meeting. A copy of this presentation is available at the CRA office.

Highlights of the presentation are:

NATURAL SURVEILLANCE

The placement of physical features, activities and people in a way that maximizes visibility is one concept directed toward keeping intruders easily observable, and therefore less likely to commit criminal acts. Features that maximize the visibility of people, parking areas and building entrances are unobstructed doors and windows, pedestrian-friendly sidewalks and streets, front porches and appropriate nighttime lighting.

NATURAL ACCESS CONTROL

Natural Access Control is another design concept directed primarily at decreasing crime opportunity by denying access to crime targets and creating a perception of risk for offenders. People are physically guided through a space by the strategic design of streets, sidewalks, building entrances, landscaping and neighborhood gateways. Design elements are very useful tools to clearly indicate public routes and discourage access to private areas.

TERRITORIAL REINFORCEMENT

Physical design can also create or extend a sphere of influence. Users are encouraged to develop a sense of territorial control, while potential offenders, perceiving this control, are discouraged. This concept includes features that define property lines and distinguish between private and

public spaces using landscape plantings, pavement designs, gateway treatments, appropriate signage and "open" fences. We normally recommend a six foot high straight bar tubular steel fence. This type of fencing will deter graffiti, would be attractive and not obstruct common observation. If there were a large area that would be fenced, chain link fencing could be used but it is less attractive and the maintenance cost for repairs and removal of graffiti would be higher. If chain link is used it should be a minimal of 8 feet high. The fence fabric should be a 9 gauge or heavier with the mesh opening not larger than 2 inches with twisted selvage at the top and bottom. The fence posts should be spaced no farther than 10 feet apart. The depth of the post holes should be a minimum of 2 feet (plus 3 inches deep for each foot over 4 feet the fence is). The posts should be set in concrete. The space between the ground and the fence fabric should not exceed 2 inches and the fence should be secured at 2 foot intervals. A 3-strand barbed wire fence top is optional. We normally wouldn't recommend a wooden fence due to the high cost of repairs and graffiti removal. Signage should be placed at the entrance and along the fence line. The signs should state no loitering or trespassing and that all violators will be prosecuted and by whom. All signage and fencing should be well maintained and repaired promptly.

MAINTENANCE

Lastly, care and maintenance enable continued use of a space for its intended purpose. Deterioration and blight indicate less concern and control by the intended users of a site and indicate a greater tolerance of disorder. Proper maintenance prevents reduced visibility due to plant overgrowth and obstructed, or inoperative, lighting, while serving as an additional expression of territoriality and ownership.

III. DISCUSSION AGENDA:

a. Evening on the Avenues Report

At the September 9, 2008 meeting, the CRA Board approved a Patron's Attraction grant to the Chamber of Commerce for the Evening on the Avenues event. The Board appointed Commissioner Blackman to serve on a Committee comprised of Staff, the Chamber and downtown businesses to recommend enhancements to the event.

The Committee met several times within the last few months. After a SWOT analysis was completed, the Committee made the following recommendations:

- A web site should be created with a unique URL (web address) that contains information about downtown businesses, an events calendar, parking and special promotions
 - E-mail blasts should be sent out to as wide an audience as possible to promote the downtown and events
 - Lighting in the Plaza should be enhanced
 - Customers, vendors and businesses should be surveyed so additional recommendations could be compiled and incorporated
 - New advertising is needed
 - The caliber of the bands should be improved to attract various audiences to the downtown
 - Additional themed events should be introduced (holiday, local talent, battle of the bands, etc.)
 - Free booth space should be offered to downtown merchants on a rotating basis
- A customer survey was conducted in January. Twenty-nine surveys were completed. Attendees were asked about the quality of the music, food and vendor items, as well as how they heard about the event and the likelihood of attending again. All of those surveyed reported that they would return to the event and most had visited a downtown business that night before going to the event.

The Chamber began implementation of some of the Committee recommendations in December. A newly designed advertisement was placed in the New Times and e-mails blasts were sent to their reader audience. The Chamber completed some immediate improvements to their web site and a total website make-over is planned. New bands, some with their own following, were hired for the event and additional themed events were added. Merchants were invited to place marketing materials at the Chamber booth and free booth space will be offered to merchants on a

rotating basis. A copy of the first quarterly report will be provided at the meeting.

The Chamber plans to conduct additional surveys at different times during the next few months so additional improvements can be made. Overall, the event continues to draw a crowd, especially through word of mouth, despite the overall economic downturn.

Patrons Attraction:

In the 08/09 budget, \$44K was budgeted for Patrons Attraction. At the January 13, 2009 meeting, the Board approved an additional \$15K to Patrons Attraction, increasing the year's total budget to \$59K. All the funds have been appropriated to events in the district.

In FY 09/10, Staff recommended that the Patrons Attraction grant be offered once per year.

Shortly after the beginning of the new fiscal year, a grant announcement will be made.

Applications can be accepted, reviewed and scored. Applications may then be ranked and brought to the Board for approval. If, all funds are not allocated during the initial offering, the grant may again be offered on a competitive basis at a later date during the fiscal year.

The Board made the following comments:

- Do a better job about promotions
- Bleachers for EOA, lighting and moving EOA to J Street
- The entrance to get on the stage looks
- The EOA committee should continue to meet and advise
- Possibly get a public information officer
- Hire an events coordinator
- Create real restrooms for EOA instead of port o lets
- Consider selling alcohol
- Limiting recipients to no more than 3 years

Javier Del Sol suggested bringing in people of color with a grass roots approach.

Dorothy Block- I have an advanced degree in anthropology. What I have noticed about the CRA is that you base a lot of your decision on data that is not reliable. The survey data was provided was a very small sample and I don't think that it is representative of what goes on in the downtown. If you want to develop a way to reach the community refers first to the census data which will give you a good picture of what is going on this community to help you develop an approach.

Mr. Blackman stated that this was the first survey and the committee has to keep doing it in order to build a database of what goes on downtown. Chair stated that the goal is trying and find ways to make certain things better within the community. Mr. Grimm stated that the patrons grant went to a diverse group of people and this money was used to encourage people to come to Lake Worth. Mr. Grimm congratulated staff for being open to the public. Mr. Marcinkoski is in favor of the CRA sponsoring an event coordinator and also look into encompassing Bryant Park and Lake Worth Beach so that we can have more events; more diversely.

b. Western Sidewalks

The second phase of residential sidewalk repair and replacement in the CRA's western neighborhoods was completed in late October. Replacement of the most severely damaged sidewalks, as determined by the Lake Worth Public Works Department, began in early August and encompassed the remaining CRA district within the Tropical Ridge Neighborhood.

On Friday February 27th the CRA Board along with City and CRA Staff conducted a mobile workshop of the completed sidewalk project. Comments made at the mobile workshop primarily

focused on:

- Whether the slopes at certain alleyway aprons were ADA compliant
- Why certain retaining walls were not tapered at the end
- The fact that some new sidewalks had graffiti marks
- Why a portion of new sidewalk was built outside the CRA district
- Why a portion of sidewalk within the CRA district was not built.

All concerns were addressed by Joseph Kroll and John Lamb from the City's public works department.

In January, the CRA Board was made aware of a small unfinished portion of sidewalk located at the corner of 3rd Ave. North and C Street. Due to the complexity of adding sidewalks and limited project funds, a sidewalk was not constructed at this location. Additionally, City and CRA Staff advised the Board that a portion of sidewalk was mistakenly built outside the district. Staff advised the Board that the unfinished section at 3rd Ave. North will be completed by the City as a tradeoff for work done outside the district.

City Staff advised that all future infrastructure projects will be assigned a dedicated project manager from the start of a project through completion to ensure full compliance. Additionally, City staff recommended against the hiring of engineering services on the next CRA sidewalk project unless there was a need for the construction of drainage.

The work required additional tasks than what was originally proposed such as:

- Moving and replacing over 250' of fences and gates
- Replacing and repairing sprinkler systems
- Supplying and installing landscape timbers
- Rebuilding or building 12 new staircases and entrance walks
- City requirements for additional width of sidewalks which resulted in constructing numerous and unexpected retaining walls

Recap of Phase II Sidewalk replacement project.

- ❖ Early 2007: CRA completes E Street/2nd Ave. North Sidewalk Demonstration project (Phase I). Total cost = \$223,656.61 (*\$214,156.61 construction, \$9,500 engineering & consulting services*)
- ❖ November 13th, 2007 CRA Meeting: Board agrees to focus on finishing the remaining streets in the northern residential sections of the CRA. Suggestion is made to measure out the job and not use engineering services for this next phase.
- ❖ March 7th, 2008 Task order #4 is sent to the CRA's five continuing service contractors for design and surveying services to replace broken and missing sidewalks.
- ❖ March 28th, 2008 CRA Staff receives correspondence from Boyle Engineering (one of our continuing service contractors) that this project could be done without engineering services. Suggestion is made to contact Wynn & Sons Environmental for price quotes on this project.
- ❖ May 13th, 2008 CRA Meeting Board votes to allow Staff to enter into negotiations with Wynn & Sons Environmental
- ❖ May 27th, 2008 CRA Meeting Board votes to move forward with Wynn & Sons Environmental to complete Phase II of sidewalk project for an amount not to exceed \$210,000.
- ❖ August 5th, 2008: Construction begins.
- ❖ October 31st, 2008: Construction complete. Wynn & Sons provided estimated breakdown of costs exceeding \$213,000
- ❖ November 19th, 2008: Punch-list provided by City of Lake Worth Public Works.
- ❖ December 2008: Final payment totaling \$209,616 made to Wynn & Sons Environmental.
- ❖ February 27th 2009: CRA Board mobile workshop. This project was completed within the 90 days as advertised. Public Services have also confirmed that a City project manager will be assigned to any improvement project to ensure the project scope is realized and done in compliance with City standards.

Mr. Marcinkoski stated that the memo does not reflect an accurate timeline of what happened in Phase II. 3rd Avenue from I-95 to B or C Streets nothing was done and on 2nd Avenue. There are holes in the sidewalks. Phase II was not completed. Mr. Marcinkoski stated that there are legal ramifications for doing work outside of the district. Chair stated that we could create an addendum to Phase II to review what was not complete in the scope of work. Mr. Marcinkoski wanted to know who knew that the entire scope would not be completed and why it was not brought to the Board's attention. Mr. Grimm suggested as we move forward we have to discuss change orders and the Executive Director should be able to execute change orders so that the job can be completed in a timely fashion. Mr. Marcinkoski had issues with Wynn & Sons invoices being too vague and stated that our staff did not supervise this job correctly. Chair stated that we need to discuss Phase III. Mrs. Materio stated that in the future prior to giving final payment to any contractor the Board should inspect the area and make sure that everything is complete.

Board reached consensus to be clear on scope, setting milestones, having a hold back on payment and supervision for Phase III.

c. Park Location on H Street

The City of Lake Worth owns two properties on North "H" Street. For the past two months, City Staff and residents have met with CRA Staff to discuss the potential of designating the lots as community green space and having a passive park with a community garden. The initial concept is to have an outdoor area for people to gather, for children to play and for adults and children alike to learn about native plants and trees and "green" techniques for gardening and watering. The area can serve as a focal point for such initiatives as the tree and mulch giveaway. As with any open space or community garden, maintenance can be an issue. Labor and material costs can be substantial. The concept for this particular space would include the development of a site plan, the installation of a fence for safety, the installation of plants and trees and some type of watering system.

Staff has had preliminary discussions with Compass and representatives from the City Tree Board about recruiting volunteers for park maintenance. Compass and possibly some environmental groups, such as the Native Plant Society, may be willing to donate volunteer hours to construct and maintain the community park. The possibility exists for free or reduced design fees if we utilize plants from a local nursery. They could submit a plan for approval once a design and budget is determined. The City has already agreed to donate a trash can and some benches.

This effort, if undertaken, will require some upfront capital costs and possibly some ongoing costs to maintain the park/garden. If the Board is interested in pursuing the project, Staff can continue to investigate the possibility with City Staff and the other concerned parties and report back to the Board with a scope and associated costs. If the Board wishes to be a partner in this endeavor, possible funding sources can be identified as well.

Chair stated that we should bring this item back with costs to take action on it. Mr. Grimm suggested that we test the soil for lead.

IV. BOARD MEMBERS' COMMENTS:

Wayne Marcinkoski- I want to make sure things are done right. It is my job to point out when things are not done right. I resent the fact that we have not completed the sidewalks and finished what we promised to the residents in those neighborhoods. I am heartbroken that we have not completed the project.

Brendan Lynch- No comment.

Donna Ross- No comment.

Shanon Materio- No comment.

Wes Blackman- All of us must step back and realize that everyone does not see things the same way. I experienced this many times on the Planning Board. We must realize that our actions are as a group. We have given Mr. Marcinkoski a lot of time tonight to express his dissatisfaction with

the result of the sidewalk project. I encourage everyone to try to make things better the next time, realize that there was a mistake and move on.

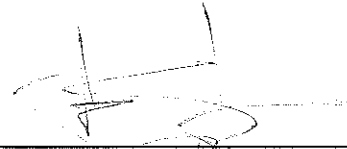
Mark Rickards- I feel strongly for the sake of all of us here that for the sake of time if we are not being productive and backtracking I have very little patience for this when over arching stories are created for something that is not that complicated. I did not mean anything personal by comments.

Staff stated that the Board is invited to the open house at PBSO and April 5th is the meet and greet for the City Manager at the Golf Course.

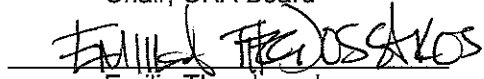
III. ADJOURNMENT:

Meeting adjourned at 8:46 p.m.

Minutes Approved 4/29/09



Mark Rickards
Chair, CRA Board



Emilia Theodossakos
Recording Secretary