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Mayor Keith A. James
Commission President Joseph A. Peduzzi (District 4)
Commissioner Kelly Shoaf (District 1)
Commissioner Shalonda Warren (District 2)
Commissioner Christy Fox (District 3)
Commissioner Christina Lambert (District 5)

CRA Executive Director Christopher Roog
City Attorney Kimberly Rothenburg
City Clerk Hazeline Carson

**City of West Palm Beach
Community Redevelopment Agency
PASS/FAIL Agenda
Monday, March 7, 2022
3:30 PM**

In accordance with the provisions of the Americans with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall, within three days prior to any proceeding, contact the City Clerk's Office, 401 Clematis Street, West Palm Beach, FL 33401, (561) 822-1210.

1. CALL TO ORDER

2. CIVILITY AND DECORUM

The City of West Palm Beach is committed to civility and decorum by its officials, employees and members of the public who attend this meeting. The City Code, Secs. 2-31(8), 2-31(18) and 2-31(22), provides in pertinent part:

- Officials shall be recognized by the Chair and shall not interrupt a speaker.
- Public comment shall be addressed to the City Commission as a whole and not to any individual on the dais or in the audience.
- Displays of anger, rudeness, ridicule, impatience, lack of respect and personal attacks are strictly prohibited.
- Unauthorized remarks from the audience, stamping of feet, whistles, yells and similar demonstrations shall not be permitted.
- Offenders may be removed from the meeting.

3. COMMENTS FROM THE PUBLIC

Public comments are limited to 3 (three) minutes. Anyone wishing to address the Commission should complete a "Comments by the Public" card and present it to the City Clerk prior to the Public Comments. When you are called to speak, please go to the podium and state your name and address for the record prior to addressing Commission. The Commission will not discuss the matter nor respond to the comment this evening. Comments made will become part of the record and may be addressed at a later date.

4. COMMENTS BY THE MAYOR AND CITY COMMISSIONERS

5. ADDITIONS / DELETIONS / REORGANIZATION OF AGENDA

6. CONSENT CALENDAR-ALL APPROVED

All items listed under the consent calendar are considered routine and will be enacted by one motion. There will be no separate discussion of these items.

- 6.1. Minutes of the Special Community Redevelopment Agency Meeting of January 24, 2022

Originating Department:

City Clerk's Office

- 6.2. Minutes of the Community Redevelopment Agency Meeting of February 7, 2022

Originating Department:

Mayor's Office

- 6.3. Resolution No. 22-16 approving and authorizing the Chair to sign a Consulting Agreement, at no cost to the Agency, with Urban Land Southeast Florida/Caribbean Institute to provide land use analysis and recommendations for the redevelopment of the Broadway Mixed Use District.

Originating Department:

Community Redevelopment Agency

Ordinance/Resolution:

RESOLUTION NO. 22-16: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING AND AUTHORIZING THE CHAIR TO SIGN A CONSULTING AGREEMENT WITH THE URBAN LAND SOUTHEAST FLORIDA/CARIBBEAN INSTITUTE, AT NO COST TO THE AGENCY, FOR A LAND USE ANALYSIS AND RECOMMENDATIONS FOR THE REDEVELOPMENT OF THE BROADWAY MIXED-USE DISTRICT; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Background Information:

The Urban Land Southeast Florida/Caribbean Institute (ULI) is an immersive and engaging leadership program that educates emerging leaders and provides them with the tools to solve South Florida's most critical real estate and land use issues. The 2022 Institute cohort includes 35 land use and real estate professionals from throughout Southeast Florida, including developers, designers, attorneys, engineers, bankers, planners, brokers and other real estate professionals from both the private and public sectors. Institute participants work over a six-month period to address a particular local land use or policy challenge. Teams are

responsible for providing expertise and developing recommendations on how communities or a non-profit can achieve planning goals while also making the greatest regional contribution toward sustainable and equitable development. The Broadway Mixed-Use District (BMUD) was chosen as one of the assignments for the 2022 Leadership Institute Program. Participants will provide a land use analysis and recommendations for BMUD from 25th Street to 59th Street. This work is done at no cost to the Agency, and a final report will be delivered by August of 2022.

The Agency and ULI proposes to enter into a Consulting Agreement whereby ULI agrees to provide the following services:

- Work with Agency to develop overall objectives and agenda for the ULI Team.
- Work with Agency to identify and interview appropriate stakeholders to gain insight on their perspective of the issue to be addressed.
- Identify and interview a cross-section of industry experts to provide well-rounded objective insight into the issue to be addressed.
- Work with Agency to prepare and deliver briefing materials to stakeholders and industry experts to be reviewed prior to interviews (e.g., maps, aerials, photos, supplemental reports, situational abstract, etc.).
- Work with Agency to ensure logistics for final presentation (e.g., date, time, location, invitees) are addressed.
- Prepare and present a final presentation for Agency detailing findings, conclusions, recommendations and implementation strategies.
- Provide the final presentation to Agency in electronic format (pdf file) and up to five (5) printed hard copies.

Staff recommends approval of the Resolution and the Agreement.

Fiscal Note:

No fiscal impact.

7. RESOLUTIONS-ALL APPROVED

- 7.1. Resolution No. 22-6 approving a First Amendment to the Fundraising and Operations Agreement with the West Palm Beach Center for Arts and Technology authorizing an Operating Grant in the amount of \$150,000.

Originating Department:

Community Redevelopment Agency

Ordinance/Resolution:

RESOLUTION NO. 22-6: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING A FIRST AMENDMENT TO THE FUNDRAISING AND OPERATIONS GRANT AGREEMENT WITH THE WEST PALM BEACH CENTER FOR ARTS AND TECHNOLOGY TO PROVIDE AN ANNUAL OPERATING GRANT OF \$150,000, PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Staff Recommended Motion:

Approve Resolution No. 22-6.

Background Information:

In 2018, the CRA funded a feasibility study to address the creation of a job training facility that would be part of the the Manchester Bidwell National Center for Arts and Technology. The National Center of Arts and Technology (NCAT), with the support from the CRA, has analyzed industry opportunities within West Palm Beach and is developing a plan to establish a training center to focus on the hospitality and Construction trades. The CRA executed an agreement with NCAT to provide financial support of a local training facility.

Since then, the West Palm Beach Center of Arts and Technology (WPBCAT) has formed a non-profit entity to begin a training center to be located in the Historic Northwest CRA Target Area.

The CRA desires to support the WPBCAT by providing an continued operations assistance.

The First Amendment to the Fundraising and Operations Grant Agreement provides for an annual operating grant in the amount of \$150,000; of which \$50,000 to be utilized, or the retention of an Executive Director/CEO; and \$100,000 for programming activities.

Resolution No. 22-6 approves the First Amendment.

CRA District: Downtown / City Center District.

Commission District 3: Commissioner: Christy Fox.

- 7.2. Resolution No. 22-20 approving the disposition of CRA property located at 314 Clematis Street.

Originating Department:

Community Redevelopment Agency

Ordinance/Resolution:

RESOLUTION NO. 22-20: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING THE DISPOSITION OF CRA OWNED PROPERTY LOCATED AT 314 CLEMATIS STREET; AUTHORIZING NOTICE AND INVITING PROPOSALS FOR COMPETITIVE OFFERS; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Staff Recommended Motion:

Approve Resolution No. 22-20.

Background Information:

The Community Redevelopment Agency purchased the property located at 314 Clematis Street in 2019 for the purposes of encouraging businesses to downtown. While the CRA is currently following direction from the Board to renovate the structure, the real estate market has shown interest in the property. Due to market trends, staff recommends advertising the disposition of the property in order to entertain formal proposals for the sale of the property. All proposals will be brought to the Board in April with a recommendation to move forward with an offer. This action is consistent with the goals and obligations CRA's redevelopment plan and strategic finance plan.

- 7.3. Resolution No. 22-12 approving the lease for CRA owned property at 314 Clematis Street between the Community Redevelopment Agency and Alfonso Hernandez Architect LLC.

Originating Department:

Community Redevelopment Agency

Ordinance/Resolution:

RESOLUTION NO. 22-12: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING A LEASE AGREEMENT BETWEEN ALFONSO HERNANDEZ ARCHITECT, LLC AND WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY FOR THE LEASE OF A PORTION OF OFFICE SPACE LOCATED AT 314 CLEMATIS STREET, WEST PALM BEACH, FLORIDA 33401; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Staff Recommended Motion:

Approve Resolution No. 22-12.

Background Information:

Alfonso Hernandez reached out to the Community Redevelopment Agency to see if we would lease him space at 314 Clematis Street. Alfonso Hernandez Architect LLC's lease expires at the end of February at their current location. Alfonso Hernandez Architect LLC and the Community

Redevelopment Agency proposed a six month lease at 314 Clematis Street. This would allow Alfonso a temporary location until he builds his new location at Lot 3 adjacent to the Styx Promenade for which we will be asking the board for approval in April or May, 2022. Alfonso will be doing some minor work in the space and this work will cost approximately \$12,000. In return the CRA shall grant Alfonso a \$1,000/month rent credit as a tenant improvement allowance. Alfonso will be paying appraised rent at \$22/sq.ft and will be occupying 1,820 SF.

Fiscal Note:

This lease agreement will generate revenue to the CRA totaling \$14,020.02

- 7.4. Resolution No. 22-17 authorizing the approval of a lease and operating agreement with Salento Coffee LLC for the retail space at 407 Clematis Street for the operation of a coffee shop; and approving a \$35,000 grant for tenant improvements.

Originating Department:

Community Redevelopment Agency

Ordinance/Resolution:

RESOLUTION NO 22-17: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING A LEASE AND OPERATING AGREEMENT WITH SALENTO COFFEE LIMITED LIABILITY COMPANY FOR THE RETAIL SPACE AT 407 CLEMATIS STREET FOR THE OPERATION OF A COFFEE SHOP; APPROVING A GRANT IN THE AMOUNT OF \$35,000 FOR TENANT BUILD-OUT; PROVIDING FOR AN EFFECTIVE DATE AND FOR OTHER PURPOSES.

Staff Recommended Motion:

Approve Resolution No. 22-17.

Background Information:

The Downtown Development Authority (DDA), on behalf of the West Palm Beach Community Redevelopment Agency, issued a Request for Qualifications for the lease of the former Dunkin Doughnuts space at 407 Clematis Street in the Mandel Public Library building.

By Resolution No. 22-2, the CRA Board approved the selection of Salento Coffee Limited Liability Company as the most qualified proposer for lease of the retail space, and directed the preparation of a lease agreement.

A lease has been negotiated with Salento Coffee for operation of a coffee shop, with the following terms:

Lease Term

Five (5) years with three (3) year renewal option.

Opening Date For Coffee Shop

No later than August 1, 2022.

Permitted Use

Operation as a coffee shop offering Colombian coffee, arepas, smoothies and pressed sandwiches, beer/wine, and traditional Latin and American food. Tenant may also offer retail sales of bagged coffee and traditional Colombian handicrafts such as jewelry and handbags.

Operating Hours (Except Holidays)

Monday through Thursday: 6:30 a.m. to 8:30 p.m.

Friday and Saturday: 6:30 a.m. to 5:00 p.m.

Sunday: 12:00 p.m. to 5:00 p.m.

Service for Library Patrons

Tenant shall provide service to Library patrons via the inner counter. Tenant shall not cover or block the inner counter in a manner which would prevent service to Library patrons at the inner counter.

Library patrons who open a new library account will receive a free regular coffee (for adults); and a free hot chocolate and cookie for new patrons under the age of 18.

Rent

\$18.44 sq. ft.; \$16,603.30 first year (\$1,383.60 per month), increasing by three percent (3.0%) annually.

Tenant may offer or sponsor programs or events in the Library Reading Room or Outdoor Seating Area. Such programming may include, but are not limited to, coffee demonstrations and tastings, hosting book clubs, poetry readings, cultural musical presentations, performance art, musical acts.

Resolution No. 22-17 approves the lease with Salento Coffee Company.

Resolution No. 22-17 also approves a grant in the amount of Thirty-Five Thousand Dollars (\$35,000) to Salento Coffee for Tenant build-out and improvements, including painting and the replacement of furniture, fixtures and equipment or other trade fixtures.

Downtown / City Center District.

Fiscal Note:

This lease will also generate revenue to the CRA totaling \$16,603.30 per year.

The CRA will provide a one-time tenant improvement grant of \$35,000.

- 7.5. Resolution No. 22-18(F) adopting amendments to estimates of expenses for the fiscal year commencing on October 1, 2021 and ending September 30, 2022 in the Downtown/City Center District.

Originating Department:

Community Redevelopment Agency

Ordinance/Resolution:

RESOLUTION NO. 22-18(F): A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE APPROPRIATION OR TRANSFER OF CRA FUNDS IN FISCAL YEAR 2021/2022 FOR THE PURPOSE OF AMENDING THE COMMUNITY REDEVELOPMENT AGENCY FUND BUDGET TO PROVIDE FOR INCREASES IN OPERATING EXPENSES AND ALLOCATIONS FOR ADDITIONAL PROJECT FUNDING IN THE DOWNTOWN/CITY CENTER DISTRICT, PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Staff Recommended Motion:

Approve Resolution No. 22-18(F).

Background Information:

Resolution No. 21-45(F) was approved in September 2021 providing for the adoption of final estimates of revenue and expense for the fiscal year commencing on October 1, 2021 and ending on September 30, 2022. However, changing circumstances and new events make it necessary to revisit and revise those estimates to ensure availability of funds for the purposes and period intended.

This resolution will seek to reallocate and appropriate additional CRA funds in the Downtown/City Center District for increases in operating expenses, and for additional project funding required due to changes in the scope of various projects subsequent to the ratification of the 2022 Budget.

Increases in Operating Expenses

For the first four months of FY 2022, the CRA has identified increased operating expenses for electric and water services and for real property taxes which indicate inadequate funding levels for the remainder of the year. These increase are mainly two-fold:

1. Unoccupied CRA properties for which the supply of the aforementioned services must be absorbed by the CRA; and

2. Completed/almost completed signature projects (specifically, Heart & Soul Park and The Sunset Lounge) for which actual usage exceeds budgeted expectations.

Additionally, there was no allocation in the original 2022 Budget to cover real property taxes on CRA properties which are subject to real property taxes because such properties are occupied by independent third parties who pay rent to the CRA.

Estimated total increases in operating expenses are as follows:

Electric Services	\$53,000
Water Services	\$7,000
Real Property Taxes	\$46,700

New Projects/Additional funding requirements identified in 2022

The Styx Project was originally designed to be vanilla shell buildings, with purpose-driven improvements to be carried out by the Buyer. Increases in project funding for the Styx Promenade are driven by the following:

- The interior of these buildings will now be complete with best-use interiors, the cost of which was not included in the original GMP.
- Incentives dollars of up to 20% of the purchase price will be made available to the winning bidders to be used as down payment assistance or for additional tenant improvements. All purchasers will not necessarily need or take these incentives.
- The CRA will introduce the winning bidders and new businesses to the Historic Northwest Community with a grand opening, expected to take place in September/October of 2022.

The total unbudgeted increase in funding for the Styx Promenade is expected to be \$595,000.

The net effect of all of the aforementioned allocations is a reduction of reserves for future projects of \$701,700.

Budget Transfers

Heart & Soul Park Activation funding has already been considered and included in the 2022 Budget under the line item of Professional Services - Sunset Lounge & Jazz Park. However, the CRA proposing a budget transfer, specifically for park activation, of a \$75,000 allocation into its own project/budget line so that expenditures in this regard are separately and closely monitored and tracked.

The Heart & Soul Park was completed and officially opened in July of 2021. Although there have been several events hosted in the Park, it is a goal of the CRA to see this park utilized for business attraction and economic development in the area; and to create a safe public space, promoting education, arts and community in the Historic Northwest District. To this end, the CRA has contracted with a local vendor to implement a pilot program which Heart & Soul Park activated during May, June and July, and throughout the remainder of 2022. Beyond that, programming for the park will become a part of the contract with the operator of the Sunset Lounge.

The purchase/leaseback of **311 N. Sapodilla/Fantasy Island** was originally approved in 2021. This budget transfer item is solely for the purpose of proper classification of the components of the agreement between land, building costs and building improvements.

Additionally, funds budgeted for **Electric and Water Services** will be transferred to the cost center where the expense is posted.

- 7.6. Resolution No. 22-19(F) adopting amendments to estimates of expenses for the fiscal year commencing on October 1, 2021 and ending September 30, 2022 in the Northwood/Pleasant City District.

Originating Department:

Community Redevelopment Agency

Ordinance/Resolution:

RESOLUTION NO. 22-19(F): A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE APPROPRIATION OR TRANSFER OF CRA FUNDS IN FISCAL YEAR 2021/2022 FOR THE PURPOSE AMENDING THE NORTHWOOD/PLEASANT CITY CRA FUND BUDGET TO PROVIDE FOR ADDITIONAL PROJECT FUNDING FOR LOT 23 MAINTENANCE, PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Staff Recommended Motion:

Approve Resolution No. 22-19(F).

Background Information:

Resolution No. 21-45(F) was approved in September 2021 providing for the adoption of final estimates of revenue and expense for the fiscal year commencing on October 1, 2021 and ending on September 30, 2022. However, changing circumstances and new events make it necessary to revisit and revise those estimates to ensure availability of funds for the purposes and period intended.

Resolution No. 22-19(F) will seek to reallocate and appropriate additional CRA funds in the Northwood/Pleasant City District for increases in operating

expenses and for additional projects introduced subsequent to the ratification of the 2022 Budget.

608 and 610 23rd Street are CRA-owned properties, currently intended to be used to provide affordable housing in the Northwood/Pleasant City District. The units are presently subject to various leases, as approved in Resolution No. 22-7.

Both buildings require minor repairs, estimated at \$70,000 and comprised of the following:

Exterior painting	\$8,000
Interior painting	\$12,000
Replacement door locks	\$6,000
Plumbing repairs	\$10,000
Concrete removal/replacement	\$12,000
Roof repairs	\$16,000
Misc. appliances/fire alarm repairs	\$6,000
Estimated Total	70,000

8. ADJOURNMENT

NOTICE: IF ANY PERSON DECIDES TO APPEAL ANY DECISION OF THE CITY COMMISSION AT THIS MEETING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND FOR THAT 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. THE CITY OF WEST PALM BEACH DOES NOT PREPARE OR PROVIDE SUCH A RECORD