



401 Clematis Street  
West Palm Beach, Florida 33401  
(561) 822-2222 (TTY) 800-955-8771  
[www.wpb.org](http://www.wpb.org)

Mayor Keith A. James  
Commission President Christy Fox (District 3)  
Commissioner Cathleen Ward (District 1)  
Commissioner Shalonda Warren (District 2)  
Commissioner Joseph A. Peduzzi (District 4)  
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  
DRAFT Agenda  
Monday, June 13, 2022  
3:00 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 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 Community Redevelopment Agency Meeting of April 18, 2022

**Originating Department:**

Mayor's Office

- 6.2. Minutes of the Community Redevelopment Agency Meeting of May 2, 2022

**Originating Department:**

Mayor's Office

- 6.3. Minutes of the Special Community Redevelopment Agency Meeting of May 16, 2022

**Originating Department:**

Mayor's Office

- 6.4. Resolution No. 22-28 appointing Robin Galanti to the Community Redevelopment Area Advisory Board.

**Originating Department:**

Community Redevelopment Agency

**Ordinance/Resolution:**

RESOLUTION NO. 22-28: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPOINTING ROBIN GALANTI TO THE COMMUNITY REDEVELOPMENT AREA ADVISORY BOARD; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**Background Information:**

With the adoption of Resolution No. 00-56 and as further amended by Resolution No. 20-70, the West Palm Beach Community Redevelopment Agency (the "CRA") created a Community Redevelopment Area Advisory Board (the "CRAAB") for the Northwood/Pleasant City District for the purpose of assisting the CRA in the formulation and implementation of plans and programs for the District consistent with the Community Redevelopment Act; and

Pursuant to Resolution No. 20-70, the CRAAB shall consist of nine (9) voting members from the following groups or organizations:

1. One (1) member who is the owner of a business located in the Northwood/Pleasant City District; Currently filled by Denise T. Williams
2. Two (2) at-large members from the Northwood/Pleasant City District; Currently filled by Gregory Gryczan and Order Pisaneschi
3. One (1) member representing the Chamber of Commerce of the Palm Beaches; Currently filled by John Carpenter
4. One (1) member representing a 501(c)(3) non-profit community-focused organization located in the Northwood/Pleasant City District; Currently filled by Craig Glover
5. One (1) member representing a financial institution with an office in the City of West Palm Beach; Currently filled by Thais Sullivan
6. One (1) property owner from the Northwood area of the Northwood/Pleasant District; Currently filled by Angela Ogburn
7. One (1) property owner from the Pleasant City area of the Northwood/Pleasant District; Currently filled by Errol Darville
8. One (1) member who is an architect, landscape architect, planner or engineer; Currently filled by Michael Howe
9. One (1) member with legal background; Currently filled by William Holland
10. One (1) member who is a general contractor or who has private sector development related experience. Position to be filled

Robin Galanti is nominated to service as the member with private sector development experience.

Commission District 1: Commissioner Cathleen Ward.

## 7. RESOLUTIONS

- 7.1. Resolution No. 22-15 authorizing a grant in an amount not to exceed \$20,000 under the Northwest Neighborhood Paint, Plant and Pave Program to Doris E. Harvey and Tracy M. Shipp for improvements to the property located 309 Division Avenue.

**Originating Department:**  
Community Redevelopment Agency

**Ordinance/Resolution:**

RESOLUTION NO. 22-5: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING A GRANT IN AN AMOUNT NOT TO EXCEED \$20,000 UNDER THE NORTHWEST NEIGHBORHOOD PAINT, PLANT & PAVE PROGRAM TO DORIS E. HARVEY AND TRACEY M. SHIPP FOR IMPROVEMENTS TO THE PROPERTY LOCATED AT 309 DIVISION AVENUE; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**Staff Recommended Motion:**

Approve Resolution No. 22-15.

**Background Information:**

In November 2005, the CRA Board formally adopted the Strategic Finance Plan for the Downtown/City Center CRA District which included various incentives targeting the Historic Northwest Neighborhood. The Paint, Plant and Pave Program (the "Program") was included and encourages improvements to single-family, homesteaded owner-occupied homes in the neighborhood. The grant, pursuant to the Program, will allow interior and exterior improvements including, but not limited to, painting, driveway repair, landscape and irrigation.

The CRA received an application from Doris E. Harvey and Tracey M. Shipp for a grant pursuant to the Program for the property located at 309 Division Avenue. The application submitted is for qualifying interior and exterior improvements which includes painting, fencing, paving and installation of an alarm system. This is a viable project and meets the criteria set forth under the Program and the grant is a direct grant in an amount not to exceed \$20,000.

Commission District 3: Commissioner Christy Fox.

**Fiscal Note:**

\$20,000 funded through the CRA Redevelopment Incentive Program.

- 7.2. Resolution No. 22-26 authorizing a Facade Grant to Eduardo J Gutierrez in the amount of \$75,000 for improvements to the property located at 901 N. Sapodilla Avenue.

**Originating Department:**

Community Redevelopment Agency

**Ordinance/Resolution:**

RESOLUTION NO. 22-26: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING AND AUTHORIZING A GRANT IN THE AMOUNT OF \$75,000 UNDER THE FACADE AND EXTERIOR IMPROVEMENT PROGRAM TO EDUARDO J GUTIERREZ,

FOR IMPROVEMENTS TO THE PROPERTY LOCATED AT 901 N. SAPODILLA AVENUE; APPROVING AND AUTHORIZING THE CHAIR TO EXECUTE A GRANT AGREEMENT; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**Staff Recommended Motion:**

Approve Resolution No. 22-26.

**Background Information:**

In November 2005, the CRA Board formally adopted the Strategic Finance Plan for the Downtown/City Center CRA District. In June 2006, the CRA Board formally adopted nine (9) incentive programs, many of them targeting the Historic Northwest neighborhood. One such program, the Facade and Interior and Exterior Improvement Grant Program, is intended to encourage property owners to upgrade the interior and exterior of existing buildings.

The CRA received an application from Eduardo J. Gutierrez for a grant under the Interior and Exterior Facade Grant Program for the property located at 901 N. Sapodilla Avenue in the Historic Northwest Target Area. This is a viable project and meets the criteria set forth in the Facade Grant Program. The application submitted is for qualifying exterior and interior renovations to an existing structure. The renovations includes, but is not limited to, repairing and repainting the exterior, installation of new windows, new electric, plumbing and kitchen remodel, landscaping and irrigation for a total project cost of \$98,000. In accordance with the Interior and Exterior Facade Program, the applicant is required to contribute 20% of the construction cost and the Agency will contribute 80% not to exceed \$75,000.

Resolution No.22-26 approves a grant to Mr. Gutierrez in the amount of \$75,000 for qualifying improvements to the property located at 901 N. Sapodilla Avenue.

Commission District 3: Commissioner Christy Fox.

**Fiscal Note:**

\$75,000 funded through the CRA Redevelopment Incentive Program.

- 7.3. Resolution No. 22-27(F) authorizing the transfer of CRA funds in fiscal year 2021/2022 to provide funding for the Northwood Road extension conceptual alignment study.

**Originating Department:**

Community Redevelopment Agency

**Ordinance/Resolution:**

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 NORTHWOOD/PLEASANT CITY FUND BUDGET TO PROVIDE FUNDING FOR THE NORTHWOOD ROAD EXTENSION CONCEPTUAL ALIGNMENT STUDY, PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**Staff Recommended Motion:**

Approve Resolution No. 22-27(F).

**Background Information:**

Last November 15, 2021, the City Commission approved Ordinance No. 4964-21 and Ordinance No. 4963-21 introducing zoning changes to the Currie Mixed use District and including the extension of Northwood Road from Dixie Highway to Flagler Drive as a desired future roadway extension.

The approved regulations include height incentives for the development of the parcels located within the Core IA district adjacent the proposed Northwood road extension in exchange for the dedication of the necessary right of way within 3 years of the approval of Ordinance 4963-21, and the construction of the new roadway extension within five years of the approval of Ordinance No. 4963-21.

The City has retained the services of Chen Moore and Associates (CMA) for the conceptual alignment study for the Northwood Road extension. The CRA has agreed to front the cost of the study in an amount of \$168,080 while the developer allocates the funds for the design and construction of the road according to the adopted CMUD incentive.

Commission District 1: Commissioner Cathleen Ward.

- 7.4. Resolution No. 22-29 approving the agreement with Redevelopment Management Associates, LLC for providing project services and operation to the CRA.

**Originating Department:**

Community Redevelopment Agency

**Ordinance/Resolution:**

RESOLUTION NO. 22-29: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING THE AGREEMENT FOR THE PROVISION OF PROJECT SERVICES AND OPERATION OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY BETWEEN THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY (CRA) AND REDEVELOPMENT MANAGEMENT ASSOCIATES, LLC. (RMA); PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

**Staff Recommended Motion:**

Approve Resolution No. 22-29.

**Background Information:**

The City of West Palm Beach Community Redevelopment Agency ("the CRA") issued RFQ No. 21-22-400 requesting proposals to provide consulting services and staffing to the CRA. Redevelopment Management Associates, LLC (RMA), which has provided management and operation services to the CRA since its inception, was determined to be the best qualified firm to provide the services.

In the renewed agreement, RMA will provide all the following full time staff to the CRA:

- Project Manager II
- Project Manager I
- Construction Manager
- Real Estate Manager
- Marketing Coordinator
- Marketing Coordinator

Services provided by RMA will be inclusive of any service needed to meet the goals and objectives as established by the CRA, and to meet regulatory requirements, with the exception of major, non-routine assignments.

Remuneration under the new agreement will be \$897,000.00 annually, or \$74,750.00 monthly. This represents an annual decrease of \$299,280 or 25% from the previous annual rate, due to the fact that the Executive Team of the CRA are now City employees. Additional services requested by the CRA may be negotiated on an as-needed basis.

The agreement is for an initial term of 3 years, with an option to extend for two additional years, and includes an escalation clause of 3% for each year. The Agreement may be terminated with cause upon thirty (30) days written notice, and without cause upon sixty (60) days written notice.

**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