



AGENDA

Community Redevelopment Agency Meeting
Wednesday, April 3, 2013, 6:30 pm
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Chair
Kimberly Glas Castro	—	Vice-Chair
Christiane Francois	—	Board Member
Erin Flaherty	—	Board Member
Michael O'Rourke	—	Board Member
Kathleen Rapoza	—	Board Member
Dale S. Sugerman, Ph.D.	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian Mendez, CMC	—	Agency Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such 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. *Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.*

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. SPECIAL PRESENTATION/REPORTS

- 1. CRA Six Month Security Services Report

Tab 1

D. PUBLIC COMMENT

This time is provided for audience members to address items that **do not** appear on the Agenda. Please complete a comment card and provide it to the Agency Clerk so speakers may be announced. Please remember comments are limited to a **TOTAL** of three minutes.

E. GENERAL BUSINESS:

- 2. Approval of CRA Board Meeting Minutes of March 6, 2013

Tab 2

F. OLD BUSINESS

None

G. NEW BUSINESS:

None

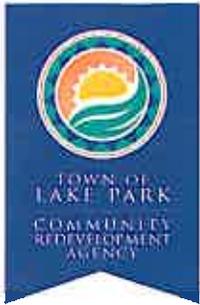
H. EXECUTIVE DIRECTOR REPORT:

I. BOARD MEMBER COMMENTS

J. ADJOURNMENT

SPECIAL PRESENTATION

TAB 1



CRA
Agenda Request Form

Meeting Date: April 3, 2013

Agenda Item No. *Tab 1*

Agenda Title: Quarterly Report for CRA Security Officer Patrol Services

- | | | | |
|-------------------------------------|------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> | SPECIAL PRESENTATION/REPORT | <input type="checkbox"/> | CONSENT AGENDA |
| <input type="checkbox"/> | OLD BUSINESS | <input type="checkbox"/> | NEW BUSINESS: Resolution |
| <input type="checkbox"/> | DISCUSSION FOR FUTURE ACTION | <input type="checkbox"/> | OTHER |

Approved by Executive Director: *[Signature]* Date: *3/20/13*

Richard Pittman, Project Manager *RP*
Name/Title

Originating Department: Public Works	Costs: \$ 0.00 Funding Source: Acct. # <input checked="" type="checkbox"/> Finance _____	Attachments: Quarterly Report Photo of Security Vehicle
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Summary Explanation/Background: The CRA Board is being updated on the CRA Security Officer Patrol Services being performed within the CRA. A report for the period December 15, 2012 thru March 15, 2013 is attached.

In previous budget years the CRA funded at least one Sheriff's Department deputy specifically for the CRA. The budget for FY 2012-2013 could not afford to continue with a dedicated Sheriff Deputy. The CRA Board decided to advertise for a private security firm to perform a security patrol service. The service commenced on December 15, 2012. The existing contract expires September 30, 2013.

The next CRA Board meeting is scheduled for July 3, 2013. At that meeting the Board will be asked to give direction on several options that will be presented associated with CRA security services in preparation for the CRA 2013-2014 budget. The CRA Executive Director would like input from individual Board members in advance of the July 3rd meeting so that the questions and concerns can be addressed as part of the presentation.

Recommended Motion: Motion to encourage individual Board members to communicate with the CRA Executive Director regarding CRA security in advance of the July 3, 2013 meeting.

QUARTERLY REPORT
Dec. 15, 2012-March 15, 2013
CRA SECURITY OFFICER PATROL SERVICES (UNARMED)
E.T. SECURITY

The CRA Board approved the award of contract on December 5, 2012. E.T. Security was notified of the contract award and Mr. Eddie Tucker, Mr. Chris Goolsby and Mr. Adelar Montesino visited Lake Park to sign the contract and prepare for the service to commence on December 15, 2012. A security patrol automobile was acquired, stenciled and ready for December 15th. "Detex" tour buttons were placed at ten locations within the CRA district which does include the CRA district west of the FEC Railroad. E.T. Security uses the tour buttons to monitor time and location of their security guard.

The contract amount is \$21,961.00 thru September 30, 2013. The contract requires security officer patrol service to be performed from the public road and alleyways throughout the CRA district.

E.T. Security has provided the roving security guard averaging twenty-five hours per week since December 15th. The service is routinely provided on Friday and Saturday evenings. The remainder of the evenings of service varies from week to week.

Mr. Adelar Montesino has been the security patrol officer. He has been smartly uniformed and has been punctual. The monthly schedule has been adhered to.

In February, Dave Hunt and Richard Pittman met with the E.T. Security for a drive around after dark. Locations were identified where greater presence was needed on Park Ave. and on 10th Street.

The patrol vehicle suffered damage while the vehicle was at a shop awaiting the final decal being placed. For a few weeks the vehicle was being used in this unsightly condition. The vehicle window was repaired March 4 thru 6.

The patrol vehicle has lacked a light bar since the service began. The light bar was installed during the March 4 thru 6 period but the electrical was not connected. The management of E.T. Security did call to advise that they were aware of the omission of the electrical to the light bar.

On Tuesday, March 12, Mr. Chris Goolsby with E.T. Security advised the Town that Mr. Montesino, security patrol officer, had resigned. Mr. Chris Goolsby would be performing the service until another security patrol officer could be hired.

During this quarter three tour buttons were vandalized and replaced. Also, during this quarter the security officer contacted the Sheriff's Department two times.

This report was prepared by Richard Pittman, Town of Lake Park Project Manager and Chris Goolsby, E.T. Security Supervisor.



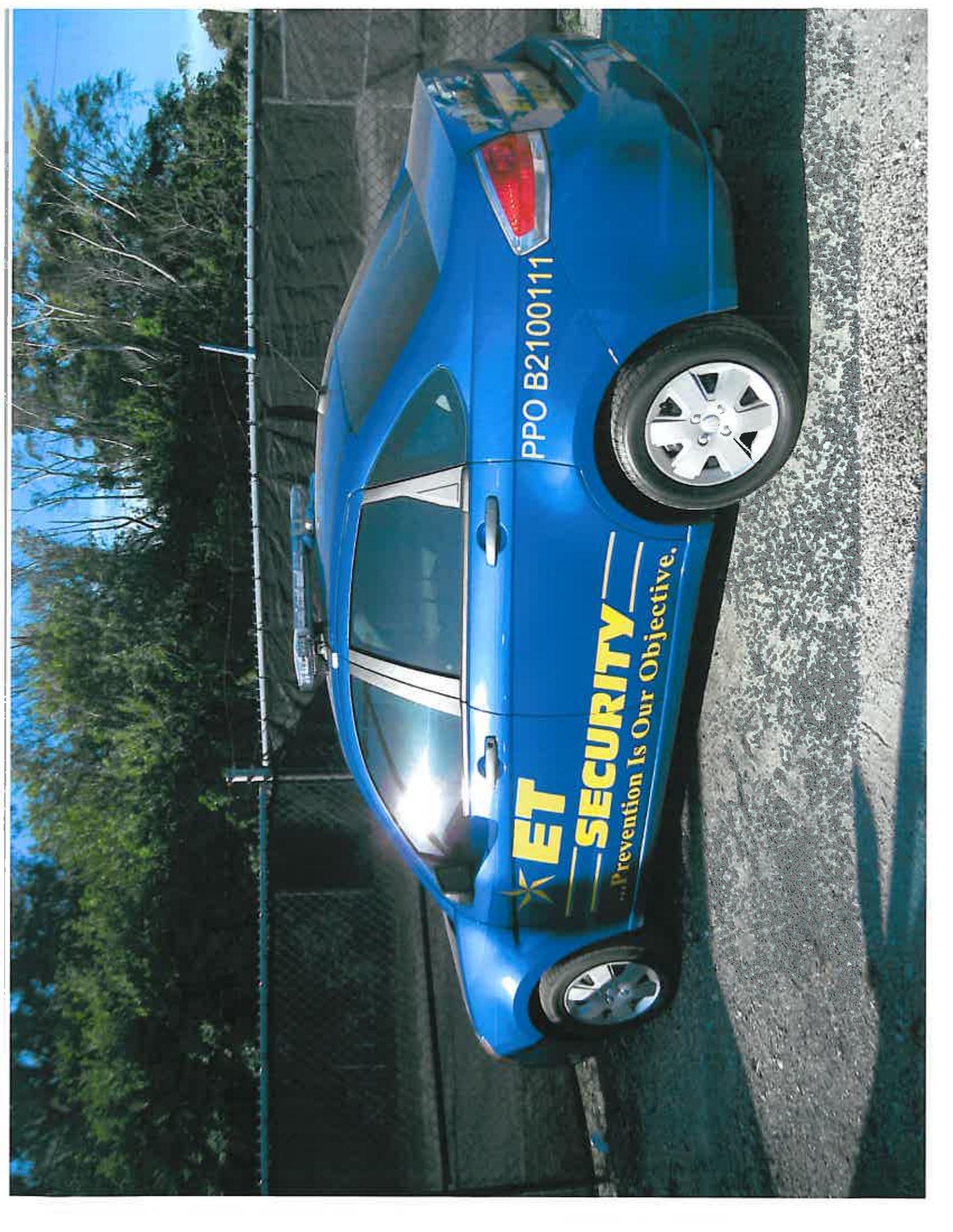
Richard Pittman, Project Manager



Chris Goolsby, E.T. Security

ET **SECURITY**
...Prevention Is Our Objective.

PPO B2100111



GENERAL BUSINESS

TAB 2



CRA
Agenda Request Form

Meeting Date: April 3, 2013 Agenda Item No. *Tab 2*

Agenda Title: CRA Meeting Minutes of March 6, 2013

- | | | | |
|-------------------------------------|-------------------------|--------------------------|----------------------------|
| <input type="checkbox"/> | Consent Agenda | <input type="checkbox"/> | Discussion/Possible Action |
| <input type="checkbox"/> | Presentation | <input type="checkbox"/> | Resolution |
| <input checked="" type="checkbox"/> | Other: General Business | | |

Approved by Executive Director:  Date: 3/13/13

Shari Canada, Deputy Town Clerk
Name/Title

Originating Department: Town Clerk	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Agenda Minutes Exhibit "A"
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Summary Explanation/Background:

Recommended Motion: To approve the CRA Meeting Minutes of March 6, 2013.



AGENDA

Community Redevelopment Agency Meeting
Wednesday, March 6, 2013, 6:30 pm
Lake Park Town Hall
535 Park Avenue

James DuBois	—	Chair
Kendall Rumsey	—	Vice-Chair
Christiane Francois	—	Board Member
Steven Hockman	—	Board Member
Jeanine Longtin	—	Board Member
Sue-Ellen Mosler	—	Board Member
Tim Stevens	—	Board Member
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Dale S. Sugerman, Ph.D.	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian Mendez, CMC	—	Agency Clerk

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such 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. *Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.*

- A. **CALL TO ORDER**
- B. **PLEDGE OF ALLEGIANCE**
- C. **ROLL CALL**
- D. **ADDITIONS/DELETIONS - APPROVAL OF AGENDA**
- E. **PUBLIC COMMENT**

This time is provided for audience members to address items that do not appear on the Agenda. Please complete a comment card and provide it to the Agency Clerk so speakers may be announced. Please remember comments are limited to a TOTAL of three minutes.

F. **GENERAL BUSINESS:**

- 1. Approval of CRA Board Meeting Minutes of January 16, 2013 Tab 1

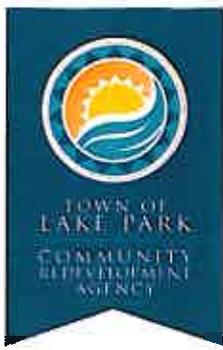
G. **DISCUSSION AND POSSIBLE ACTION:**

- 2. CRA Yearly Report Tab 2

H. **EXECUTIVE DIRECTOR REPORT:**

I. **BOARD MEMBER COMMENTS**

J. **ADJOURNMENT**



Minutes
Town of Lake Park, Florida
Community Redevelopment Agency Board Meeting
Wednesday, March 6, 2013, 6:30 p.m.
Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met on Wednesday, March 6, 2013 at 6:30 p.m. Present were Chair James DuBois, Vice-Chair Kendall Rumsey, Board Members Christiane Francois, Steve Hockman and Jeanine Longtin, Executive Director Dale S. Sugerman, and Agency Clerk Vivian Mendez. Board Member Tim Stevens was absent.

Chair DuBois led the Pledge of Allegiance.

Chair DuBois stated that Board Member Stevens is absent and that he has received a formal resignation letter from Board Member Mosler.

Agency Clerk Mendez performed the Roll Call.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA

Chair DuBois requested that an item under Discussion and Possible Action be added to the agenda regarding the recent improvements at Park Avenue BBQ at the corner of Park Avenue and 8th Street.

Motion: A motion was made by Vice-Chair Rumsey to approve the Agenda as amended; Board Member Hockman made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Christiane Francois	X		
Board Member Steve Hockman	X		
Board Member Jeanine Longtin	X		
Board Member Tim Stevens			Absent
Vice-Chair Kendall Rumsey	X		
Chair James DuBois	X		

Motion passed 5-0.

PUBLIC COMMENT:

None

GENERAL BUSINESS:

1. Approval of CRA Board Meeting Minutes of January 16, 2013

Board Member Longtin stated that under her comments she never requested that Ms. Mosler rescind her request regarding foreclosed properties. She requested that Ms. Mosler rethink her request and apologize. She requested that the word “rescind” be changed to “rethink”.

Chair DuBois stated that his understanding of Ms. Mosler’s request was for a list of vacant and abandoned foreclosed properties in order to ensure that the properties are properly maintained. He also stated that Ms. Mosler’s request was not an interrogative that she asked a question and he does not see anything that Ms. Mosler has to rescind.

Motion: A motion was made by Board Member Longtin to approve the Meeting Minutes of January 16, 2013 as amended; Board Member Hockman made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Christiane Francois	X		
Board Member Steve Hockman	X		
Board Member Jeanine Longtin	X		
Board Member Tim Stevens			Absent
Vice-Chair Kendall Ramsey	X		
Chair James DuBois	X		

Motion passed 5-0.

DISCUSSION AND POSSIBLE ACTION:

2. CRA Yearly Report

Executive Director Sugerman explained the item (see attached Exhibit “A”).

Chair DuBois asked if there are any highlights in the report that Executive Director Sugerman wanted to point out.

Executive Director Sugerman stated that there were twenty-one (21) new business and sixty-two (62) new jobs were created during the 2011-2012 fiscal year.

Board Member Longtin stated that Kelsey Market is listed as a new business however, it has been there for a long time and asked why it is listed as a new business.

Executive Director Sugerman stated that Kelsey Market had an ownership change.

Board Member Longtin stated that the report references that the police services were modified by one (1) officer and asked for an explanation.

Executive Director Sugerman explained that the police services during the 2011-2012 fiscal year was reduced by one (1) officer to a net of one (1).

Motion: A motion was made by Board Member Longtin to accept the CRA Annual Report and direct the Executive Director to transmit the Report to the Town Commission by March 31, 2013; Board Member Hockman made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Christiane Francois	X		
Board Member Steve Hockman	X		
Board Member Jeanine Longtin	X		
Board Member Tim Stevens			Absent
Vice-Chair Kendall Rumsey	X		
Chair James DuBois	X		

Motion passed 5-0.

3. Discussion regarding Improvements at Park Avenue BBQ

Chair DuBois stated that Park Avenue BBQ (located at 754 Park Avenue) has recently chained off its 8th Street and Park Avenue entrances and put up bollards across the interior of the parking lot. He stated that the access to and through that parking lot has been open and used for some time and to him it appears to be very detrimental to the CRA. He stated that the Town improved the curb cut into this property as part of the improvement of Park Avenue. He asked if there is any language in the PADD, easements, or a shared parking agreement between the adjacent business owners that share lot ten (10). He stated that he has received several calls about it.

Vice-Chair Rumsey stated that he saw the signage and was wondering if he missed something. He stated that the way it is now that when pulling into the parking lot by

MetroPCS one would have to go the wrong way to get to a parking space making more than half of the parking lot a wrong way drive.

Chair DuBois concurred and stated that there is also an entrance off the alleyway to the rear.

Vice-Chair Rumsey asked if a permit is needed to close that access.

Executive Director Sugerman stated that he looked at the changes on Wednesday, March 6, 2013. He stated that he has had a discussion with the Community Development Director regarding whether the PADD or if there are an obligations or restrictions for cross access and staff is doing research. He stated that in regards to a permit being needed for the placement of the signs and bollards that he does not know of permits are needed for those type of internal improvements. He stated that there has also been patching and resurfacing to the parking lot area. He stated that the chains, signs and bollards are all located on private property.

Chair DuBois stated that he wants the Town to continue to pursue the questions that Executive Director Sugerman has noted that staff is researching.

Executive Director Sugerman explained that himself and Attorney Baird met with the two (2) adjacent property owners in October 2012 to discuss this issue. He stated that at the meeting it was discussed that the Town thought it would be in the Town's and both parties best interest to develop a cross access agreement and possibly a cross maintenance agreement between the two (2) parties. He stated that one party was interested and offered to participate in the agreement and the other owner has not responded to the offer.

Chair DuBois requested that the item be continued to the next meeting and asked Executive Director Sugerman to come back with a report. He believes that it is unacceptable that the property has been chained off in the manner that it has with "Do Not Enter" signs on both sides for no apparent purpose other than to disrupt the economic life of the Town. Since there is no permit open for construction there is no reason to close off that parking access. He stated if there is a reason such as the building (located at 754 Park Avenue) being unsafe than something needs to be done.

Board Member Longtin asked if the building was unsafe and what the owners intentions are regarding the property at 754 Park Avenue.

Chair DuBois stated that he does not know if the building is unsafe.

Executive Director Sugerman stated that he does not know the property owners intentions other than that he would like to sell or develop the property.

Board Member Longtin asked what is holding back the property owner from developing the property.

Executive Director Sugerman stated that he does not know that information.

Attorney Baird stated that he thinks the property owner issue is parking.

Vice-Chair Rumsey stated from his understanding that the property owner wants to close down the street for parking.

Chair DuBois stated that without an application there is no telling what the property owner wants to do with the property. He stated that there is public parking and the opportunities to develop cross-access agreement with the adjacent properties to elevate the parking. It seems that the property owner is not pursuing any of the opportunities to address the parking in any official capacity.

Board Member Longtin suggested that members of the new Commission speak with the property owner to what can be done.

Vice-Chair Rumsey suggested that Executive Director Sugerman be directed to set up a meeting with the property owner and the adjacent property owner(s) and business owner(s) to have a discussion to resolve these issues.

Board Member Francois asked who did not respond to the offer of a cross-access agreement.

Executive Director explained that the property owner adjacent to 754 Park Avenue is the party that has not respond to the offer of a cross-access agreement. He further explained that the meeting that Vice-Chair Rumsey is suggesting have already occurred.

Motion: A motion was made by Vice-Chair Rumsey directing Executive Director Sugerman to meet with the property owner of 754 Park Avenue and the adjacent property owner in order to find a resolution; Board Member Francois made the second.

Board Member Longtin asked if the property owner advised what he wanted during the previous meetings.

Executive Director Sugerman stated that the property owner of 754 Park Avenue stated that he was willing to enter into a cross-access agreement and a mutual maintenance arrangement and he will make the access available. He stated that the offer has been made twice to the adjacent property owner and there has been no response.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Christiane Francois	X		
Board Member Steve Hockman	X		
Board Member Jeanine Longtin	X		
Board Member			

Tim Stevens			Absent
Vice-Chair Kendall Rumsey	X		
Chair James DuBois	X		

Motion passed 5-0.

EXECUTIVE DIRECTOR REPORT:

Executive Director Sugerman provided a report. He stated that the public foreclosure auction for One Park Place occurred on February 11, 2013, Iberia Bank the current holder of the mortgage was the winning bidder and that he continues to keep in touch with the agent for the bank. He stated that the Artist of Palm Beach County offered a free three-dimensional (3-D) sculpture class on Saturday, February 19, 2013. He stated that on Saturday, March 16, 2013 at 1:00 pm will be a free for Lake Park residents collage workshop. He stated that Brown Baggin It has closed. He stated that several new businesses opened in the CRA and are listing on the CRA website.

COMMENTS BY BOARD MEMBERS

Board Member Francois stated that even though 2012 was challenging new businesses opened in the CRA and that in particular the Grumpy Grouper is doing well.

Board Member Longtin stated that she had no comments.

Board Member Hockman stated that he had no comments.

Vice-Chair Rumsey stated that he had no comments.

Chair DuBois stated that he had no comments.

ADJOURNMENT

There being no further business to come before the CRA Board and after a motion to adjourn by Vice-Chair Rumsey and seconded by Board Member Hockman, and by unanimous vote, the meeting adjourned at 7:08 p.m.

Chair, James DuBois

Deputy Agency Clerk, Shari Canada, CMC

Agency Clerk, Vivian Mendez, CMC

Town Seal

Approved on this _____ of _____, 2013



Exhibit "A"
03/06/2013

**CRA
Agenda Request Form**

Meeting Date: March 6, 2013

Agenda Item No. Tab 2

Agenda Title: Acceptance of the FY 2011-2012 Annual Report

- | | |
|---|--|
| <input type="checkbox"/> Consent Agenda | <input checked="" type="checkbox"/> Discussion/Possible Action |
| <input type="checkbox"/> Presentation | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Other | |

Approved by Executive Director:  **Date:** 2/22/13

Dale S. Sugarman / Executive Director
Name/Title

Originating Department: Executive Director	Costs: \$ 0.00 Funding Source: Acct. # <input type="checkbox"/> Finance _____	Attachments: Annual Report Fiscal Year 2011/2012
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Summary Explanation/Background:

Each year, the CRA Board of Directors must present an Annual Report for the prior fiscal year to the governing board which created the CRA Board. Attached is the Annual Report for the Fiscal Year 2011-2012.

Recommended Motion:

Move to accept the Annual Report for the Fiscal Year 2011-2012 and instruct the Executive Director to forward the same to the Town Commission.