



AGENDA

Special Call
Community Redevelopment Agency
Meeting
Wednesday, September 17, 2008, 7:30 P.M.
Lake Park Town Hall
535 Park Avenue

Desca DuBois	—	Chair
Edward Daly	—	Vice-Chair
G. Chuck Balius	—	Board Member
Jeff Carey	—	Board Member
Patricia Osterman	—	Board Member
Christiane Francois	—	Board Member
Michelle McKenzie-Suiter	—	Board Member
<hr/>		
Maria V. Davis	—	Executive Director
Thomas J. Baird, Esq.	—	Agency Attorney
Vivian Mendez Lemley	—	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. **Consent Agenda:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Board member or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the Agenda. Any person wishing to speak on an Agenda item is asked to complete a public comment card located on either side of the Chambers and given to the Agency Clerk. Cards must be submitted before the item is discussed.

Consent Items For Approval:

1. **Special Call CRA Board Meeting Minutes of August 20, 2008** **Tab 1**
2. **Special Call CRA Board Meeting Minutes of September 3, 2008** **Tab 2**
3. **Award of Bid for the Perimeter Fencing of the 723-755 Foresteria Drive Apartment Building Site to a contractor to be determined September 17, 2008** **Tab 3**

F. RESOLUTION:

4. **RESOLUTION NO. 57-09-08 CRA Budget** **Tab 4**
A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE TOWN OF LAKE PARK ADOPTING THE 2008-2009 FISCAL YEAR BUDGET.

G. BOARD MEMBER COMMENTS

H. EXECUTIVE DIRECTOR COMMENTS

I. ADJOURNMENT

Consent Agenda

TAB 1

**Community Redevelopment Agency
Agenda Request Form**

Meeting Date: September 17, 2008

Agenda Item No.

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> Ordinance on Second Reading | |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> DISCUSSION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> BID/RFP AWARD |
| <input checked="" type="checkbox"/> GENERAL APPROVAL OF ITEM | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: CRA Budget Workshop Meeting Minutes of August 20, 2008.

RECOMMENDED MOTION/ACTION: Approve the Minutes from the CRA Budget Workshop Meeting of August 20, 2008.

Approved by Executive Director W. Davis

Date: 9/10/08

Jessica Shoguel
Deputy Clerk

9/13/08
Date of Actual Submittal

Originating Department: Town Clerk	Costs: \$ N/A Funding Source: Acct. #	Attachments: Application, memo
Department Review: <input type="checkbox"/> City Attorney <input type="checkbox"/> Community Affairs <input type="checkbox"/> Community Development	<input type="checkbox"/> Finance <input type="checkbox"/> Fire Dept <input type="checkbox"/> Library <input type="checkbox"/> PBSO	<input type="checkbox"/> Personnel <input type="checkbox"/> Public Works <input checked="" type="checkbox"/> Town Clerk <u>VMC</u> <input type="checkbox"/> Town Manager
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <input checked="" type="checkbox"/> _____: Please initial one

Summary Explanation/Background:



Town of Lake Park
Special Call
Community Redevelopment Agency Meeting
Town Hall Commission Chambers
535 Park Avenue, Florida 33403
Wednesday, August 20, 2008 7:30 p.m.

The Community Redevelopment Agency met for the purpose of a Special Call CRA Meeting on Wednesday, August 20, 2008 at 7:30 p.m. Present were Chair DuBois, Vice-Chair Daly, Board Members Balius, Carey, Osterman, Francois, and Suiter, Executive Director Maria Davis and Town Clerk Vivian Mendez Lemley.

Chair DuBois led the Pledge of Allegiance.
 Town Clerk Vivian Mendez Lemley performed the Roll Call.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA

None

Motion: A motion was made by Board Member Balius to approve the agenda; Vice-Chair Daly made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Balius	X		
Board Member Carey	X		
Board Member Osterman	X		
Vice Chair Daly	X		
Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 7-0.

Consent Agenda

1. Special Call CRA Board Meeting Minutes of July 16, 2008
2. CRA Resolution No. 02-08-08 Interlocal Agreement between the Town and the CRA
3. Award Downtown Alleyway Project Landscape Installation Contract to Chris Wayne and Associates

Public Comment Open.

None

Public Comment Closed.

**Motion: A motion was made by Board Member Balius to approve the Consent Agenda;
Board Member Francois made the second.**

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Balius	X		
Board Member Carey	X		
Board Member Osterman	X		
Vice Chair Daly	X		
Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 7-0.

CRA BOARD MEMBER COMMENTS

Chair DuBois

None

Board Member Balius

None

Board Member Carey

None

Board Member Osterman

None

Vice-Chair Daly

None

Board Member Francois

None

Board Member Suiter

None

Executive Director Davis announced that the bid opening for the Downtown Alleyway

Improvement Project would take place on Wednesday, August 27, 2008.

ADJOURNMENT

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Carey and seconded by Board Member Osterman, and by unanimous vote, the meeting adjourned at 7:35 p.m.

Chair DuBois

Deputy Clerk Jessica Shepherd

Town Clerk Vivian Mendez Lemley

(Town Seal)

Approved on this _____ day of _____, 2008

TAB 2

**Community Redevelopment Agency
Agenda Request Form**

Meeting Date: September 17, 2008

Agenda Item No. _____

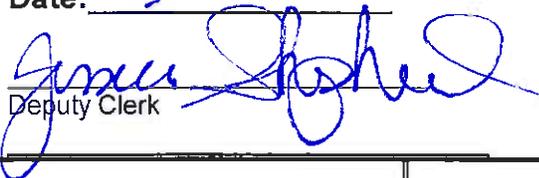
- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> Ordinance on Second Reading | |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> DISCUSSION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input type="checkbox"/> BID/RFP AWARD |
| <input checked="" type="checkbox"/> GENERAL APPROVAL OF ITEM | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: _____ | |

SUBJECT: CRA Special Call Meeting Minutes of September 3, 2008.

RECOMMENDED MOTION/ACTION: Approve the Minutes from the CRA Special Call Meeting of September 3, 2008.

Approved by Executive Director _____

Date: _____


Deputy Clerk

9/12/08
Date of Actual Submittal

Originating Department: Town Clerk	Costs: \$ N/A Funding Source: Acct. #	Attachments: Application, memo
Department Review: <input type="checkbox"/> City Attorney <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input checked="" type="checkbox"/> Town Clerk <i>vmc</i> <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <input checked="" type="checkbox"/> _____: Please initial one.

Summary Explanation/Background:



Town of Lake Park
Special Call
Community Redevelopment Agency Meeting
Town Hall Commission Chambers
535 Park Avenue, Florida 33403
Wednesday, September 3, 2008 7:30 p.m.

The Community Redevelopment Agency met for the purpose of a Special Call CRA Meeting on Wednesday, September 3, 2008 at 7:30 p.m. Present were Chair DuBois, Vice-Chair Daly, Board Members Balius, Carey, Osterman, Suiter, and Francois, Executive Director Maria Davis and Town Clerk Vivian Mendez.

Chair DuBois led the Pledge of Allegiance.
 Town Clerk Vivian Mendez performed the Roll Call.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA

None

Motion: A motion was made by Board Member Balius to approve the agenda; Board Member Carey made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Balius	X		
Board Member Carey	X		
Board Member Osterman	X		
Vice Chair Daly	X		
Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 5-0.

Consent Agenda

1. Budget Workshop Meeting Minutes of August 6, 2008
2. Special Call CRA Board Meeting Minutes of August 6, 2008
3. Award of Bid 02-2008 Improvements to Downtown Alleyway to All-Rite Paving Constructors, Inc. in the Amount of \$532,455.00

Public Comment Open.

None

Public Comment Closed.

Motion: A motion was made by Board Member Balius to approve the Consent Agenda; Board Member Suiter made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Balius	X		
Board Member Carey	X		
Board Member Osterman	X		
Vice Chair Daly	X		
Chair DuBois	X		
Board Member Francois	X		
Board Member Suiter	X		

Motion passed 5-0.

CRA BOARD MEMBER COMMENTS

Chair DuBois

None

Board Member Balius

None

Board Member Carey

None

Board Member Osterman

None

Vice-Chair Daly

None

Board Member Francois

None

Board Member Suiter

None

Executive Director Davis stated that there were six bidders for the Improvements to Downtown

Alleyways Project. She stated that she was very happy with the low bid and pleased that it has been awarded. The project will commence in the next few weeks.

ADJOURNMENT

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Carey and seconded by Board Member Balius, and by unanimous vote, the meeting adjourned at 7:35 p.m.

Chair DuBois

Deputy Clerk Jessica Shepherd

Town Clerk Vivian Mendez

(Town Seal)

Approved on this _____ day of _____, 2008

TAB 3

**Lake Park Community Redevelopment Agency (CRA)
Agenda Request Form**

Meeting Date: September 17, 2008

Agenda Item No.

- | | |
|--|--|
| <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> RESOLUTION |
| <input type="checkbox"/> Ordinance on Second Reading | |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> DISCUSSION |
| <input type="checkbox"/> ORDINANCE ON FIRST READING | <input checked="" type="checkbox"/> BID/RFP AWARD |
| <input type="checkbox"/> GENERAL APPROVAL OF ITEM | <input type="checkbox"/> CONSENT AGENDA |
| <input type="checkbox"/> Other: | |

SUBJECT: Award of Bid for the Perimeter Fencing of the 723-755 Foresteria Drive Apartment Building Site to a contractor to be determined September 17, 2008.

RECOMMENDED MOTION/ACTION: Approve after review of quotes received.

Approved by Executive Director

R. Pittman

Date:

9/12/08

Richard Pittman, CRA Project Manager
Name/Title

Sept. 11, 2008
Date of Actual Submittal

Originating Department: Executive Director	Costs: Less than \$30,000 Funding Source: CRA, Foresteria Apt. Acct. # 110-55-552-520-61500	Attachments: Bid tabulation to be provided at Board Meeting
Department Review: <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input type="checkbox"/> Finance _____ <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case <i>ROP</i> _____ Please Initial one.

Summary Explanation/Background: The Town of Lake Park purchased the apartment buildings addressed as 723-755 Foresteria Drive on August 25, 2008. The buildings are being prepared for demolition. It is desired to install a permanent fence on the perimeter of the property. Plans, specifications and Request for Quote were sent to seven (7) fence contractors on September 8, 2008. Their quotes are to be received by 4:00p.m on Wednesday, Sept. 17, 2008.

A 6' high green vinyl chain link fence with a wide gate for vehicle access is being quoted. The fence will serve to prevent access on the property prior to, during and after building demolition. The demolition contractor will be required to protect the fence, modify as necessary for access, and restore the fence after demolition.

This approval of Award of Bid on September 17th is requested to allow for the fence to be installed as soon as possible. There are regularly occurring vagrant activities on and around the site. The installation of the fence will deter vagrant attraction to the property which will be beneficial to the neighbors, businesses and local law enforcement.

A Bid Tabulation will be provided Wednesday, September 17th showing the bidders and their quotes.

TAB 4

**Lake Park Community Redevelopment Agency
Agenda Request Form**

Meeting Date: September 17, 2008

Agenda Item No.

- | | |
|---|---|
| <input type="checkbox"/> PUBLIC HEARING
<input type="checkbox"/> Ordinance on Second Reading
<input type="checkbox"/> Public Hearing

<input type="checkbox"/> ORDINANCE ON FIRST READING

<input type="checkbox"/> GENERAL APPROVAL OF ITEM

<input type="checkbox"/> Other: | <input type="checkbox"/> RESOLUTION

<input type="checkbox"/> DISCUSSION

<input type="checkbox"/> BID/RFP AWARD

<input checked="" type="checkbox"/> CONSENT AGENDA |
|---|---|

SUBJECT: Resolution for Fiscal Year 2008/2009 budget.

RECOMMENDED MOTION/ACTION: Approve resolution.

Approved by Town Manager

W. Davis

Date:

9/9/08

Anne M. Costello
Name/Title

9/9/08
Date of Actual Submittal

Originating Department: Finance	Costs: \$ _____ Funding Source: Acct. # _____	Attachments: Resolution
Department Review: <input type="checkbox"/> Town Attorney _____ <input type="checkbox"/> Community Affairs _____ <input type="checkbox"/> Community Development _____	<input checked="" type="checkbox"/> Finance <i>AMC</i> <input type="checkbox"/> Fire Dept _____ <input type="checkbox"/> Library _____ <input type="checkbox"/> Marina _____ <input type="checkbox"/> PBSO _____	<input type="checkbox"/> Personnel _____ <input type="checkbox"/> Public Works _____ <input type="checkbox"/> Town Clerk _____ <input type="checkbox"/> Town Manager _____
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ OR Not applicable in this case _____: Please initial one.

Summary Explanation/Background: A budget workshop was conducted on August 6, 2008 that outlined the recommended budget for Fiscal Year 2008/2009. This resolution will formally adopt the proposed budget.

RESOLUTION NO. 57-09-08

**A RESOLUTION OF THE COMMUNITY REDEVELOPMENT
AGENCY OF THE TOWN OF LAKE PARK ADOPTING THE
2008-2009 FISCAL YEAR BUDGET.**

WHEREAS, the Town Commission of the Town of Lake Park has previously created a Community Redevelopment Agency (CRA), pursuant to Section 163.356, *Florida Statutes*; and

WHEREAS, the Lake Park CRA has all of the statutory powers conferred upon it by Section 163.370, *Florida Statutes*; and

WHEREAS, the staff of the Lake Park Community Redevelopment Agency (the CRA) has prepared a budget governing operating and capital expenditures for FY 2008-09,

**NOW, THEREFORE BE IT RESOLVED BY THE TOWN COMMISSION OF THE
TOWN OF LAKE PARK, FLORIDA:**

Section 1. The FY 2008-09 budget prepared for the Lake Park Community Redevelopment Agency is hereby approved.

Section 2. This Resolution shall take effect immediately upon its adoption.