

Minutes
Town of Lake Park, Florida
Community Redevelopment Agency Board Meeting
Wednesday, October 2, 2013, 6:30 p.m.
Town Commission Chamber, 535 Park Avenue

The Community Redevelopment Agency Board met on Wednesday, October 2, 2013 at 6:30 p.m. Present were Chair James DuBois, Vice-Chair Kimberly Glas-Castro, Board Members Erin Flaherty, Michael O'Rourke and Kathleen Rapoza, Executive Director Dale S. Sugerman, and Agency Clerk Vivian Mendez. Board Member Christiane Francois was absent.

Agency Clerk Mendez performed the roll call and Chair DuBois led the pledge of allegiance.

Public Comment:

None

General Business:

1. Approval of Special Call CRA Board Meeting Minutes of August 21, 2013

Motion: A motion was made by Board Member O'Rourke to approve the Meeting Minutes of August 21, 2013; Board Member Rapoza made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Erin Flaherty	X		
Board Member Christiane Francois			Absent
Board Member Michael O'Rourke	X		
Board Member Kathleen Rapoza	X		
Vice-Chair Kimberly Glas-Castro	X		
Chair James DuBois	X		

Motion passed 5-0.

NEW BUSINESS:

2. Review the Practice of Continuing Quarterly Board Meetings

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

Chair DuBois recommended that the Board continue the quarterly meetings.

Motion: A motion was made by Board Member O'Rourke to approve continuing to holding the CRA Board meetings on a quarterly basis; allowing for Special Call

meetings from time to time when warranted by circumstances ; Vice-Chair Glas-Castro made the second.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Erin Flaherty	X		
Board Member Christiane Francois			Absent
Board Member Michael O'Rourke	X		
Board Member Kathleen Rapoza	X		
Vice-Chair Kimberly Glas-Castro	X		
Chair James DuBois	X		

Motion passed 5-0.

3. Cancelling the January 1, 2014 Board Meeting

Motion: A motion was made by Board Member Rapoza to cancel the January 1, 2014 regularly scheduled CRA Board meeting; allowing for a Special Call meeting on or near that date if warranted by circumstances ; Vice-Chair Glas-Castro made the second.

Board Member O'Rourke asked if the January 1, 2014 meeting would be "made up".

Executive Director Sugerman stated that at this time staff does not foresee any specific business that would come before the CRA and in the prior agenda item part of the staff report was that if there is a need for a special call meeting a special call would be called. He stated that a special call meeting will be a need for a special call meeting in February or March to submit to the Board the CRA Annual Report. He stated that special call meeting will be coordinated with a Regular Commission Meeting.

Vote on Motion:

Board Member	Aye	Nay	Other
Board Member Erin Flaherty	X		
Board Member Christiane Francois			Absent
Board Member Michael O'Rourke	X		
Board Member Kathleen Rapoza	X		
Vice-Chair Kimberly Glas-Castro	X		
Chair James DuBois	X		

Motion passed 5-0.

EXECUTIVE DIRECTOR REPORT:

Executive Director Sugerman stated that there is a vacancy on the CRA Board and encouraged interested persons that meet the requirements to apply. The requirements to serve on the CRA Board are: live within the CRA boundaries or own a business within the CRA. He provided an update on new businesses in the months of August and September that opened within the CRA. He thinks activities are going to be picking up over the next year and as a result staff will be making recommendations to enhance the effectiveness of the CRA and the economic development program. He stated that on

Wednesday, August 25, 2013 the Artist of Palm Beach County held a free workshop and that six (6) to eight (8) people participated. He explained that every month the Artists of Palm Beach County offer some type of free workshop to residents of the Town. He stated that the Artist of Palm Beach County will be holding their Autumn Exhibit starting on October 1, 2013 through November 23, 2013 and the theme is the Fall Season and that the work selected for the juried show reflect the theme. He stated the opening reception will be held on October 10, 2013 from 5:00 pm to 8:00 pm at the 800 Park Avenue.

BOARD MEMBERS COMMENTS:

Board Member Rapoza had no comments.

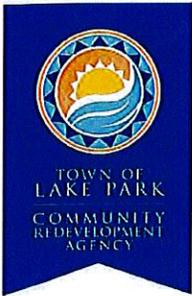
Board Member Flaherty had no comments.

Board Member O'Rourke had no comments.

Vice-Chair Glas-Castro had no comments.

Chair DuBois had no comments.

Exhibit "A"



**CRA
Agenda Request Form**

Meeting Date: October 2, 2013

Agenda Item No. *Tab 2*

Agenda Title: Review the Practice of Continuing Quarterly Board Meetings

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

Approved by Executive Director: *D&P* Date: *9/13/13*

Dale S. Sugerman, Ph.D./Executive Director
Name/Title

Originating Department: Executive Director	Costs: \$ 0.00 Funding Source: Acct. # [] Finance _____	Attachments: None
---	--	--

Summary Explanation/Background:

At the January 16, 2013 meeting of the CRA Board, a decision was made to modify the meeting schedule of the Board from monthly to quarterly. This past year the Board has met on a quarterly basis, with Special Call meetings from time to time when warranted by circumstances. At the January 16, 2013 Board meeting, it was also discussed that this decision to move from a monthly meeting to a quarterly meeting would be revisited within the year. This agenda item is to allow for a discussion about keeping the Board meetings scheduled on a quarterly basis, or moving them back to monthly.

Recommended Motion:

I move to continue holding the CRA Board meetings on a quarterly basis; allowing for Special Call meetings from time to time when warranted by circumstances.

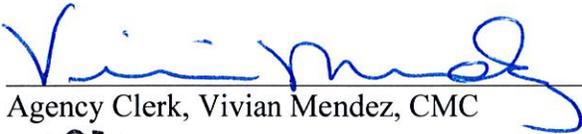
ADJOURNMENT

There being no further business to come before the CRA Board and after a motion to adjourn by Board Member Rapoza and seconded by Board Member Flaherty, and by unanimous vote, the meeting adjourned at 6:45 p.m.



Chair, James DuBois

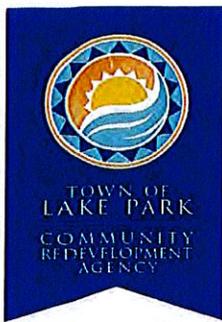
Deputy Agency Clerk, Shari Canada, CMC



Agency Clerk, Vivian Mendez, CMC



Approved on this 19 of March, 2014



AGENDA

Community Redevelopment Agency Meeting
 Wednesday, October 2, 2013, 6:30 pm
 Lake Park Town Hall
 535 Park Avenue

James DuBois	—	Chair
Kimberly Glas-Castro	—	Vice-Chair
Erin Flaherty	—	Board Member
Christiane Francois	—	Board Member
Michael O'Rourke	—	Board Member
Kathleen Rapoza	—	Board Member
Vacant		
.....		
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/REPORT**
None
- D. **PUBLIC COMMENT**
This time is provided for addressing 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:**
 - 1. Approval of Special Call CRA Board Meeting Minutes of August 21, 2013 Tab 1
- F. **NEW BUSINESS:**
 - 2. Review the Practice of Continuing Quarterly Board Meetings Tab 2
 - 3. Cancelling the January 1, 2014 Board Meeting Tab 3
- G. **EXECUTIVE DIRECTOR REPORT:** Update Report
- H. **BOARD MEMBER COMMENTS**
- I. **ADJOURNMENT**
The next scheduled CRA Board Meeting will be conducted on April 2, 2014