WEST PALM BEACH
EST. 1894

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

Mayor Keith A. James
Commission President Joseph A. Peduzzi (District 4)
Commissioner Cathleen Ward (District 1)
Commissioner Shalonda Warren (District 2)
Commissioner Christy Fox (District 3)
Commissioner Stephen Sylvester (District 5)

CRA Executive Director Christopher Roog
City Attorney Kimberly Rothenburg
City Clerk Shaquita Edwards

City of West Palm Beach
Community Redevelopment Agency
DRAFT Agenda
Monday, November 9, 2026
4:00 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.
- Any person desiring to address the Commission **shall** file a written request with the city clerk prior to consideration of the matter by the Commission or prior to the public comment portion of a meeting. The person wishing to speak **shall** complete a comment card for each agenda item the person wishes to address, which **shall** include the person's full name, address, and the numbered agenda item. The person will not be recognized if the comment card is not completed.

3. COMMENTS FROM THE PUBLIC

Public comments are limited to three (3) 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 September 14, 2026, Community Redevelopment Agency Meeting.

Originating Department:
Mayor's Office

6.2. Minutes of the September 28, 2026, Special Community Redevelopment Agency Meeting.

Originating Department:
Mayor's Office

7. RESOLUTIONS

7.1. Resolution No. 26-31 approving the extension of lease and operating agreement with Salento Coffee LLC for the retail space at 407 Clematis Street to extend the lease by an additional three (3) years.

Originating Department:
Community Redevelopment Agency

Ordinance/Resolution:
RESOLUTION NO. 26-31: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING AN AMENDMENT TO THE LEASE AND OPERATING AGREEMENT WITH SALENTO COFFEE LIMITED LIABILITY COMPANY FOR THE RETAIL SPACE AT 407 CLEMATIS STREET TO EXTEND THE LEASE TERM FOR THE COFFEE SHOP FOR THREE (3) YEARS; PROVIDING FOR AN EFFECTIVE DATE AND FOR OTHER PURPOSES.

Staff Recommended Motion:
Approve Resolution No. 26-31.

Background Information:
By Resolution No. 21-17, the CRA Board approved a five-year 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.

The five-year Lease and Operating Agreement expires March 8, 2027.

In June 2026, Jaime Lara, owner of Salento Coffee, expressed his desire to opt in for the additional three-year lease extension.

The Amendment will exercise the three-year renewal option, extending the lease through March 8, 2030, in support of the CRA's goals of promoting small business growth, cultural engagement, and a vibrant downtown economy. Rent shall increase by 3% annually, effective March 1 of each year. All other terms and conditions of the original agreement shall remain in full force and effect.

<u>PERMITTED USE</u>

Operation as a coffee shop offering Colombian coffee, arepas, smoothies, 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

$17,101.40 first year ($1,425.17 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 is not limited to: coffee demonstrations and tastings, hosting book clubs, poetry readings, cultural musical presentations, performance art, and musical acts.

CRA District: CRA Downtown / City Center District.

Commission District 3: Commissioner Christy Fox.

Fiscal Note:
Year 1 Rental Income: $17,101.40

Year 2 Rental Income: $17,614.44

Year 3 Rental Income: $18,142.87

8. DISCUSSION

8.1. Discussion regarding use of the "Reserve for Future Projects" account budgeted in the Downtown City Center CRA.

Originating Department:
Community Redevelopment Agency

Background Information:
On September 14, 2026, the CRA Board approved the Fiscal Year 2026–2027 budget for the Downtown City Center CRA, including $11.2 million in a “Reserve for Future Projects” account. These funds are not currently committed to specific projects. Historically, the CRA has maintained a reserve to address unanticipated project costs and, as funding remains available, consider additional projects consistent with statutory requirements and the approved Strategic Finance Plan.

During this year’s budget process, staff received three (3) project requests that align with the CRA’s mission and Strategic Finance Plan but were not allocated funding:

1. A public parking amenity serving the Brelsford Park/NORA Targeted Area.

2. Modernization and enhancement of the Historic Seaboard Train Station.

3. Additional affordable housing initiatives, including property acquisition within the CRA area.

The CRA also continues to coordinate with the City’s Engineering Department on the Fern Street extension from Tamarind Avenue to Australian Avenue. The project includes state and federal grant funding that requires relocation assistance for businesses displaced by the roadway extension. These obligations represent an additional potential use of reserve funds.

Staff will present options for allocating the Reserve for Future Projects funds among these priorities while retaining funding for unanticipated project costs. The presentation will provide an opportunity for the CRA Board to review potential investments and provide direction on priorities, funding allocations, and next steps.

Based on the direction received, staff will develop specific proposals for formal Board consideration later in the fiscal year.

Fiscal Note:
Reserve for Future Projects can only be used with an approved F-Resolution.

9. 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.