



WEST PALM BEACH

**West Palm Beach
Community Redevelopment Agency**

**DRAFT
AGENDA**

**December 4, 2017
4:00 P.M.**

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, FLORIDA 33401, {(561) 822-1210}

**MAYOR
GERALDINE MUOIO**

**CITY COMMISSION
PRESIDENT CORY NEERING**

**COMMISSIONER SYLVIA MOFFETT
COMMISSIONER KEITH JAMES**

**COMMISSIONER PAULA RYAN
COMMISSIONER SHANON MATERIO**

**ADMINISTRATION
CRA EXECUTIVE DIRECTOR, JON WARD
CITY ATTORNEY, KIMBERLY ROTHENBURG
TREASURER, MARK A. PARKS
CITY CLERK, HAZELINE CARSON**

1. ROLL CALL

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.

COMMENTS FROM THE PUBLIC FOR NON-AGENDA ITEMS:

COMMENTS FROM THE BOARD:

ADDITIONS / DELETIONS / REORGANIZATION OF AGENDA:

CONSENT (2):

2. **Minutes of the Community Redevelopment Agency Meeting of October 10, 2017.**
[Agenda Cover Memorandum No.: 1512](#)

Staff Recommended Motion:

Approve the Minutes of the Community Redevelopment Agency Meeting held on October 10, 2017.

RESOLUTIONS (3-7):

3. **Resolution No. 17-61 approving an Interlocal Agreement between the West Palm Beach Community Redevelopment Agency and the City of West Palm Beach for the funding, implementation and administration of the Historic Northwest Homeownership Assistance Program; and Resolution No. 17-67(F) providing for the appropriation of program funds in the amount of \$262,500 for the implementation and administration of the Historic Northwest Homeownership Assistance Program.**

RESOLUTION NO. 17-61: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING AN INTERLOCAL AGREEMENT WITH THE CITY OF WEST PALM BEACH REGARDING THE HISTORIC NORTHWEST HOMEOWNERSHIP ASSISTANCE PROGRAM; PROVIDING AN EFFECTIVE DATE AND FOR OTHER PURPOSES.

RESOLUTION NO. 17-67(F): A RESOLUTION OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY (CRA), AUTHORIZING THE APPROPRIATION OR TRANSFER OF CRA FUNDS IN FISCAL YEAR

2017/2018 FOR THE PURPOSE OF AMENDING THE COMMUNITY REDEVELOPMENT AGENCY FUND BUDGET TO PROVIDE FOR THE TRANSFER OF CRA PROGRAM FUNDS TO THE CITY'S HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT FOR THE PURPOSE OF IMPLEMENTING AND ADMINISTERING THE HISTORIC NORTHWEST HOMEOWNERSHIP ASSISTANCE PROGRAM; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

[Agenda Cover Memorandum No.: 1513](#)

Staff Recommended Motion:

Approve Resolution No. 17-61 and Resolution No. 17-67(F).

Background:

The declining supply of housing opportunities primarily for middle income households continues to be a crisis affecting thousands of communities nationwide. Due to current market trends, many households are forced to pay a significant percentage of their income for housing which often leads them into crowded shared apartments, sub-standard housing units, or to obtain housing in distant suburbs located far from their jobs. The Strategic Finance Plan for the Downtown/CityCenter District, as amended, identified increasing homeownership within the Historic Northwest neighborhood as a key target for the neighborhood.

In order to support the availability of housing that is available for households at all income levels, the City of West Palm Beach and the Community Redevelopment Agency are partnering to make available \$250,000 for the Historic Northwest Homeownership Assistance Program. The program is designed to provide assistance to eligible applicants to purchase eligible housing units located within the boundaries of the Historic Northwest Neighborhood.

The program policy attached to a companion item on the City Commission Agenda, Resolution No. 369-17, provides comprehensive details on how the program is structured which includes the following policy highlights:

- The program will provide down payment, gap, and/or closing cost assistance in a form of a 0% interest, deferred-payment loan up to \$40,000, not to exceed 30% of the purchase price of the property.
- Eligible properties must be located within the neighborhood boundaries of the Historic Northwest Community located just north of downtown West Palm Beach extending from Banyan to Palm Beach Lakes, west to Tamarind Avenue and east to Rosemary Avenue. (Map is located in the policy).
- The property shall remain owner-occupied during the period of affordability (maximum of 10 years).
- Prospective homebuyers' gross annual income shall be between 80% and 140% of the Area Median Income limits established for the jurisdiction of Palm Beach County, FL. (Income guidelines are located in the policy.)

- Prospective homebuyers who are awarded a loan will be required to execute required security documents that fully describes the terms and conditions of the assistance.

In order to implement the program, the West Palm Beach Community Redevelopment Agency seeks to enter into an agreement with the City of West Palm Beach authorizing the City's Department of Housing and Community Development to administer and oversee the daily functions of this program.

Resolution No. 17-61 approves an Interlocal Agreement between the West Palm Beach Community Redevelopment Agency and the City of West Palm Beach for the funding, implementation and administration of the Historic Northwest Homeownership Assistance Program.

Resolution No. 17-67(F) transfers CRA program funds to the City of West Palm Beach in the amount of \$262,500 for the implementation and administration of the Historic Northwest Homeownership Assistance Program by the Housing and Community Development Department. Companion Resolution No. 392-17(F) will provide approval by the City of West Palm Beach to accept the funding.

The Historic Northwest Homeownership Assistance Program will benefit residents in Commission District 3 - Commissioner Paula Ryan.

Fiscal Note:

Upon approval of CRA Resolution 17-67(F) and companion City Resolution 392-17(F), \$262,500 will be transferred to the Housing and Community Development Department into Housing Trust Fund 128 for the Historic Northwest Homeownership Assistance Program.

4. **Resolution No. 17-64 authorizing the submittal of an application to the Solid Waste Authority of Palm Beach County for a grant to expand the Clean and Green program and enforcement and clean-up of illegal dumping within the Historic Northwest; and**

Resolution No. 17-66 authorizing the submittal of an application to the Solid Waste Authority of Palm Beach County for the demolition of a blighted property and parking enhancement within Northwood Village.

RESOLUTION NO. 17-64: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING SUBMITTAL OF A GRANT APPLICATION TO THE SOLID WASTE AUTHORITY OF PALM BEACH COUNTY FOR A BLIGHTED AND DISTRESSED PROPERTY CLEAN-UP AND BEAUTIFICATION GRANT TO FUND THE CLEAN AND GREEN TEAMS AND AN ILLEGAL DUMPING PROGRAM; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

RESOLUTION NO. 17-66: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING SUBMITTAL OF A GRANT APPLICATION TO THE SOLID WASTE AUTHORITY OF PALM BEACH COUNTY FOR A BLIGHTED AND DISTRESSED PROPERTY CLEAN-UP AND BEAUTIFICATION GRANT TO FUND THE DEMOLITION OF A BLIGHTED CRA-OWNED PROPERTY AT 436 23RD STREET; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

[Agenda Cover Memorandum No.: 1514](#)

Staff Recommended Motion:

Approve Resolution No. 17-64 and Resolution No. 17-66.

Background:

The Solid Waste Authority (SWA) of Palm Beach County is accepting applications for grants for Blighted and Distressed Property Clean-Up and Beautification. The grants are offered as an incentive to improve the quality of life and provide a safer, healthier and more esthetically pleasing environment for the residents.

The West Palm Beach CRA approved Resolution 16-101 to contract with the Northwest Community Consortium (NCCI) to manage the Clean and Green Team to hire locals to maintain CRA owned lots and public right of ways within the Historic Northwest. In speaking with the community, there has been a marked difference in cleanliness within the Historic Northwest since the three (3) member team began work in early 2017. It has been suggested that this team be expanded and the CRA would like to fund a portion of this expansion from a grant from the Solid Waste Authority.

Also as part of this grant application, the CRA, in partnership with the City of West Palm Beach's Sanitation and Code Enforcement Departments, is requesting the purchase of four (4) cameras to target illegal dumping in "hot spots" throughout the neighborhood. The City's Sanitation department has been working on putting the program together and the CRA has committed assistance for implementation. A portion of the grant would also fund camera monitoring and enforcement.

The total request for this grant is \$69,980 and the CRA contribution would be approximately \$50,000 for one year, which is currently available through the Illegal Dumping Program budget.

Resolution No. 17-64 authorizes submittal of the grant application requesting \$69,980 for the Clean and Green Teams and illegal dumping program for the City Center/Northwest

The CRA also wishes to submit a second application for the demolition of a blighted and nuisance CRA-owned property at 436 23rd Street. The property has been vacant for nearly two years and due to the location, the CRA hasn't located an appropriate tenant. It is a single-family structure that is the only residence within two blocks, abuts a parking lot and a repair shop and fronts the back side of businesses on Northwood Road. The

CRA has experienced frequent issues with loitering and break ins at this property. It is adjacent to the CRA-owned parking lot and if awarded the grant, the lot would be considered for expansion of the parking lot to expand parking opportunities for Northwood Village.

The total request for this grant is \$17,000 and the CRA contribution would be approximately \$54,000 toward 18 additional spaces.

Resolution No. 17-66 authorizes submittal of the grant application requesting \$17,000 for demolition of the structures at 436 23rd Street.

Fiscal Note:

No fiscal impact.

5. **Resolution No. 17-63 authorizing the Agency to commence restoration and reconstruction of a Historic contributing building for adaptive re-use as a bar and grill in the Historic Northwest Target Area.**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY (“CRA”) AUTHORIZING THE AGENCY TO COMMENCE RESTORATION AND RECONSTRUCTION OF A HISTORIC CONTRIBUTING STRUCTURE FOR ADAPTIVE RE-USE AS A BAR AND GRILL IN THE HISTORIC NORTHWEST CRA SUB-DISTRICT OF THE DOWNTOWN DIRECTING THE EXECUTIVE DIRECTOR TO IMPLEMENT THE IMPROVEMENTS; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

[Agenda Cover Memorandum No.: 1515](#)

Staff Recommended Motion:

Approve Resolution No. 17-63.

Background:

The Strategic Finance Plan for the Downtown/Historic Northwest District adopted September 11, 2017 identified a line item for the 719 N. Sapodilla improvement which includes re-construction of a two story historic contributing structure located at the corner of 7th and Sapodilla Ave, which is owned by the West Palm Beach Community Redevelopment Agency and is immediately west of the Queen of Sheeba restaurant. The plan supports this type of re-development in that it eliminates blight and aides in economic revitalization and business opportunity in the Historic Northwest sub-district.

The proposed project will consist of reconstruction of an existing two story historic building immediately west and across the street from the Queen of Sheeba restaurant. The building will be repurposed as a bar and grill utilizing both floors. The building and premise will be marketed for individual business ownership opportunity.

Fiscal Note:

Line Item in Northwest Target Area Budget. Initial expenditure will be for reconstruction plans. Balance of project budget estimated at \$1,200,000 will be included in CRA FY18-19 Downtown budget.

6. **Resolution No. 17-59 authorizing the purchase of the property located at 614 7th Street West Palm Beach, Florida and Resolution No. 17-65(F) authorizing CRA appropriations of \$202,400 for the purchase of the property located at 614 7th Street.**

RESOLUTION NO. 17-59: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING AN AGREEMENT OF SALE AND PURCHASE BETWEEN THE AGENCY AND C & C PETRO INVESTMENTS, LLC FOR THE ACQUISITION BY THE AGENCY OF PROPERTY LOCATED AT 614 7TH STREET WITHIN THE CRA'S DOWNTOWN DISTRICT/HISTORIC NORTHWEST NEIGHBORHOOD TARGET AREA; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

RESOLUTION NO. 17-65(F): A RESOLUTION OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY (CRA), AUTHORIZING THE APPROPRIATION OR TRANSFER OF CRA FUNDS IN FISCAL YEAR 2017/2018 FOR THE PURPOSE OF AMENDING THE COMMUNITY REDEVELOPMENT AGENCY FUND BUDGET TO PROVIDE APPROPRIATIONS FOR THE ACQUISITION OF THE PROPERTY LOCATED AT 614 7TH STREET, WEST PALM BEACH, FLORIDA; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

[Agenda Cover Memorandum No.: 1516](#)

Staff Recommended Motion:

Approve Resolution No. 17-59 and Resolution No. 17-65(F).

Background:

Pursuant to Resolution No. 05-65 dated November 7, 2005, the Agency adopted the Strategic Finance Plan (the "Plan"), in addition to Resolution No. 16-87 dated September 12, 2016 adopting the 11th Amendment of the "Plan", providing for acquisition and disposition of properties located in the Northwest Neighborhood to aid in the Agency's Redevelopment efforts in the area; and

The CRA staff is in communication with the owner, C & C Petro Investments, LLC of 614 7th Street and discussing various redevelopment objectives in the surrounding area including the "Styx Alley" project generally located between Rosemary and North Sapodilla Avenue and south of 7th Street. The property is immediately east of a proposed extension of Henrietta Avenue in connection with the Styx Alley project. An appraisal by Anderson Carr valued the property at \$180,000, The property is improved with three buildings on .1607 acres (7,000 square feet) and has a zoning designation of NWD-R-C1

- Northwest District Residential Context 1 (74-WEST PALM BEACH) and a land use designation of 0800 - MULTIFAMILY < 10 UNITS. The CRA feels the acquisition is integral to the success of continued redevelopment efforts in the area and after multiple discussions and negotiations with the owner have reached an understanding on the terms which are detailed below:

- Purchase Price: \$200,000

- Estimated Closing Costs: \$2,400

- Inspection Period: Buyer shall have sixty (60) days from the Effective Date of the agreement to conduct a full physical, environmental and financial inspection of the Property (the "Inspection Period"). If Buyer is unsatisfied with its inspection, in its sole and absolute discretion for any reason or for no reason whatsoever, then upon submission of written notice to Seller the agreement shall be terminated and of no further force and effect.

- Closing: No later than seventy five (75) days after the effective date of the contract.

- Seller shall deliver the property at Closing vacant and of free of any tenants.

Staff recommends approval of Resolution No. 17-59 authorizing the purchase of the property owned by C & C Petro Investments, LLC located at 614 7th Street West Palm Beach, Florida by the West Palm Beach CRA.

The property is located in District 3, Commissioner Paula Ryan.

Fiscal Note:

Upon approval, approximately \$3,746,000 will be available in the Reserve for Future Projects account in the Downtown CRA.

7. **Resolution No. 17-57 approving and authorizing the Chair to execute a grant agreement with 10th Street # 808 Land Trust Todd Durand TR for a grant under the Contributing Structure Rehabilitation Grant Program for the property located at 808 10th Street in the amount not to exceed \$50,000.**

A RESOLUTION OF THE WEST PALM BEACH COMMUNITY REDEVELOPMENT AGENCY ("AGENCY") APPROVING AND AUTHORIZING THE CHAIR TO EXECUTE A GRANT AGREEMENT WITH 10th STREET # 808 LAND TRUST TODD DURAND TR FOR A GRANT UNDER THE CONTRIBUTING STRUCTURE REHABILITATION GRANT PROGRAM FOR PROPERTY LOCATED AT 808 10TH STREET; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

[Agenda Cover Memorandum No.: 1517](#)

Staff Recommended Motion:
Approve Resolution No. 17-57.

Background:

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 incentive programs, many of the targeting the Northwest neighborhood. One of these programs, the Contributing Structure Rehabilitation Grant program was intended to encourage investors and future homeowners to invest in historic properties designated "contributing" throughout the Historic Northwest. Such investments were intended to increase property values and further preserve the significance of the neighborhood.

The CRA received an application from the 10th Street # 808 Land Trust (Todd Durand) under the Contributing Structure Rehabilitation Grant Program for the property located 808 10th Street in the Northwest Target Area. This is a viable project and meets the criteria set forth in the program. The application submitted is for qualifying exterior and interior renovations to a contributing structure. The renovation includes, but is not limited to structural stabilization, repair and replacement of exterior finishes, windows and doors, roofing systems, electrical, mechanical and plumbing upgrades and landscape and irrigation installation. The total cost of the project is \$90,000. The applicant is requesting, and staff recommends, a grant not to exceed \$50,000.

Fiscal Note:
Contributing Structure Rehabilitation Grant Program.

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.