



City of Lauderdale Lakes

Office of the City Clerk

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COMMUNITY REDEVELOPMENT AGENCY MEETING MINUTES

City Commission Chambers

December 20, 2022

5:30 PM

1. CALL TO ORDER

Chairperson Veronica Edwards Phillips called the December 20, 2022 Community Redevelopment Agency meeting to order at 5:30 p.m. and read the meeting procedures into the record.

2. ROLL CALL

PRESENT

Chairperson Veronica Edwards Phillips
Vice Chairperson Karlene Maxwell-Williams
Board Member Tycie Causwell
Board Member Mark Spence
Board Member Sharon Thomas

ALSO PRESENT

CRA Administrator Treasa Brown Stubbs
CRA Executive Director Celeste Dunmore
Attorney J. Michael Haygood
Secretary Venice Howard
City Staff

3. MINUTES FROM PREVIOUS MEETING

A. NOVEMBER 15, 2022 COMMUNITY REDEVELOPMENT AGENCY MEETING MINUTES

Vice Chairperson Karlene Maxwell-Williams made a motion to approve the November 15, 2022 CRA Meeting Minutes.

Chairperson Veronica Edwards Phillips requested a roll call:

FOR: Chairperson Veronica Edwards Phillips, Vice Chairperson Karlene Maxwell-Williams, Board Member Tycie Causwell, Board Member Mark Spence, Board Member Sharon Thomas.

Motion passed: 5-0

4. PUBLIC COMMENT (LIMITED TO 2 MINUTES-MUST SIGN IN WITH CLERK)

There were no public comments.

5. EXECUTIVE DIRECTOR REPORT

A. REPORT FROM THE CRA EXECUTIVE DIRECTOR

This is a report highlighting the CRA activities and projects during the month of November 2022.

CRA Executive Director, Celeste Dunmore, provided background information and updates on the following projects:

Commerce Park / Somerset Drive - to date, there have been fifty six closings out of the seventy one homes sold.

Educational and Cultural Center Programming - at the onset of the COVID- 19 outbreak, the ECC was closed. In-person business sessions at the ECC were not be held. Business owners can still receive free virtual consultation through the Business Consultation Program. Staff is facilitating virtual business sessions and events throughout the year. Future sessions and programs for 2023 will be scheduled and announced by the Economic Development Manager.

Commercial Facade Improvement Program (CFIP) - the Architectural Design Standards Manual is available for review on the website. Additional information will be shared with prospective commercial property owners that wish to redevelop properties within the CRA District.

Board Member Sharon Thomas, asked if the applicants had to repay the \$44,000 to the CRA.

Ms. Dunmore stated that the \$44,000 is connected to the Residential Preservation and Enhancement Program. Once the project is complete, the applicants will get reimbursed provided they turn in the required documentation.

CRA Attorney, Michael Haygood, stated that only certain things will be eligible for reimbursement.

Board Member Tycie Causwell, asked about the maximum amount allotted for each property.

Ms. Dunmore stated that every building is different so the amount varies, however, there is a budgeted amount.

Ms. Dunmore provided background information on the Residential Preservation Enhancement Program.

Board Member Mark Spence, asked for before and after pictures of the homes which Ms. Dunmore said she will provide.

Northwest 31 Avenue (including adjacent roads) - five RPEP home improvements are complete. Five of five improvement projects are closed out.

Town Center Master Plan Development - the Commercial Facade Improvement Program and Development Assistance Program was presented to developers, property owners and related corporate representatives. Staff continued to identify and promote funding opportunities to achieve the CRA's redevelopment goals. The Retail Strategies LLC representatives, hired by the City of Lauderdale Lakes to support real estate transactions for retail and other establishments, created a marketing plan that can be used for business recruitment efforts. The CRA Board approved the amended Development Assistance Program. Viable projects will be presented through the regulatory planning process.

Lauderdale Lakes Community Redevelopment Agency CIP Master Plan - the CIP Master Plan projects will be considered for adoption simultaneously during the CRA Plan Update process. Additional areas of focus will include future plans for the CRA properties, renewable energy sources and commercial art. At this time, the scope of services for the CRA Plan Update has been developed. Information will be forwarded to release a solicitation during the first quarter of 2023.

Revenue/Loss Programming Update – Support to Businesses in CRA - staff continues to assess the economic state of the business community and identify solutions. American Rescue Plan Act funding was provided to eligible business owners. CRA provides technical support. Additional programs have been developed and/or revised to expand access to funds for eligible business owners. To date, the projects include the Business Rent and Utilities Assistance Program, Safe and

Clean Restaurant Assistance Program, Commercial Property (Interior/Exterior) Improvement Program and Marketing Consultant Assistance Program.

Director of Public Works, Ron Desbrunes, and Ms. Dunmore, provided background information and updates on the following projects:

Trailhead Park Project - the contractor will address comments and obtain the permit from the City of Lauderdale Lakes to proceed with the construction of the park and construction will begin in March, 2023.

Trailhead Park Mural and Enhancement Project - the CRA Board approved George Gadson, Artist, to design an art mural at the Trailhead Park with input from the community thru public outreach meetings. The CRA Board approved the concept for the wall. The artist will work with the contractor once the project begins.

Somerset Drive Roundabout Project - the CRA Board approved the professional service agreement. The Board selected ledgerstone with pavers and two tiered landscaping. The Agreement was modified to include landscaping and construction management. The civil engineering permit was obtained. In the meantime, staff awaited the end of the Broward County UAZ project. Plans were updated and resubmitted to Broward County to incorporate changes from the proposed Cassia Commons development. The bid documents are currently under review. The planned date to release the solicitation is the first quarter of 2023 and construction will begin in October, 2023.

6. FINANCE DIRECTOR REPORT

A. CRA RESOLUTION 2022-024 RATIFYING THE CITY MANAGER'S FILING OF THE AGENCY'S FISCAL YEAR 2022, PERIOD PERIOD 5 (FEBRUARY) FINANCIAL ACTIVITY REPORT

This resolution serves to ratify the November 2022-23 (Period 2) Financial Activity Reports provided by the Financial Services Department.

CRA Attorney, Michael Haygood, read CRA Resolution 2022-024 by title:

CRA RESOLUTION 2022-024

A RESOLUTION OF THE LAUDERDALE LAKES COMMUNITY REDEVELOPMENT AGENCY ("AGENCY") RATIFYING THE CITY MANAGER'S FILING OF THE AGENCY'S FISCAL YEAR 2023, PERIOD 2 (NOVEMBER) FINANCIAL ACTIVITY REPORTS, AS PREPARED BY THE DEPARTMENT OF FINANCIAL SERVICES, FOR THE PURPOSE OF CONFORMING TO THE AGENCY'S ADOPTED FINANCIAL INTEGRITY PRINCIPALS AND FISCAL POLICIES; A COPY IS ATTACHED HERETO AS EXHIBIT A, A COPY OF WHICH CAN BE INSPECTED IN THE OFFICE OF THE CITY CLERK; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

Vice Chairperson Maxwell-Williams, made a motion to move CRA Resolution 2022-024 to the floor for discussion.

FOR: Chairperson Veronica Edwards Phillips, Vice Chairperson Karlene Maxwell-Williams, Board Member Tycie Causwell, Board Member Mark Spence, Board Member Sharon Thomas.

Director of Financial Services, Asheley Hepburn, informed the Board that as of November 30, 2022, the CRA revenue is \$303,099 and the expenditure is \$371,783. The CRA tax increment financing receipts will be received in December from the City, Broward County, North Broward Hospital District and Children's Services Council. Those numbers will be reflected in the December, 2022 Financial Report. The CRA Miscellaneous revenues balance of \$301,812 is a result of payments from the developer of Cassia Estates, as of November 30, 2022. The CRA's bank balances remain positive for a total of \$11,852,863. Debt Service payments for FY 2023 for Note 91 is due in October & April and Note 117 is due in December & June.

Board Member Thomas, asked about the remaining balance in each of the notes.

Mr. Hepburn stated that the remaining balance for Note 91 is \$1,637,975 and for Note 117 is \$541,994.

Vice Chairperson Maxwell-Williams, made a motion to approve CRA Resolution 2022-024.

FOR: Chairperson Veronica Edwards Phillips, Vice Chairperson Karlene Maxwell-Williams, Board Member Tycie Causwell, Board Member Mark Spence, Board Member Sharon Thomas.

Motion passed: 5-0

7. CHAIRMAN REPORT

Chairperson Edwards Phillips, introduced her new colleagues, Board Members Tycie Causwell, Mark Spence and Sharon Thomas.

8. COMMITTEE REPORTS : STANDING

9. COMMITTEE REPORTS : AD HOC

10. LEGAL REPORT

11. OLD BUSINESS

A. DISCUSSION REGARDING THE HOMEBUYER PURCHASE ASSISTANCE PROGRAM

This is a discussion regarding the Lauderdale Lakes Community Redevelopment Agency (CRA) Homebuyer Purchase Assistance Program.

CRA Executive Director, Celeste Dunmore, stated that in an effort to support attainable housing and homeownership opportunities, the Lauderdale Lakes Community Redevelopment Agency (CRA) established the Homebuyer Purchase Assistance Program to provide assistance in the form of a deferred mortgage to eligible first time home buyers. The Lauderdale Lakes CRA is offering an interest free loan requiring no repayment if the loan recipient complies with the provisions of the Homebuyer Purchase Assistance Program agreement. Funds may be used towards the down payment of a loan, closing costs and/or a mortgage interest rate buy down. Also, funds may be allocated to cover the gap between an applicant's maximum lender approved loan amount and the initial sales price of a residential property designated under this program. This program applies only to areas designated within the CRA District. The property of the approved loan recipient must be owner-occupied as the "primary residence" for a specified period after the closing date.

Ms. Dunmore explained that Pulte Homes will contribute 3% of the down payments, closing costs up to 9% and that the maximum sales price will not exceed \$300,000.

CRA Attorney, Michael Haygood, stated that the homes will be sold directly by Pulte Homes. Once the homes are sold, any restrictions on the homes are between the CRA and the homeowner. The eligible applicants will be those who attended the Lauderdale Lakes Home Buyers Ready Club or the Broward County Purchase Assistance Program and they will be chosen through a lottery selection.

Ms. Dunmore further stated that the Pulte Home Company, LLC proposes to construct four homes within the Cassia Commons development that will be reserved for home buyers approved by the Lauderdale Lakes Community Redevelopment Agency through a purchase assistance program for attainable housing opportunities.

Ms. Dunmore reviewed the guidelines that would determine potential funding allocation, terms of the loan and the recapture terms.

Discussion ensued amongst the Board regarding the lottery selection, anticipated date of completion, increase in house prices and recapture terms and bank foreclosures.

Chairperson Edwards Phillips stated that the Board will revisit this item at the next CRA meeting in January.

B. DISCUSSION REGARDING THE EXISTING RESIDENTIAL PRESERVATION AND ENHANCEMENT PROGRAM

This is a discussion regarding the Residential Preservation and Enhancement Program. As requested at the CRA Board Meeting, additional provisions of the program will be presented for discussion.

CRA Attorney, Michael Haygood, stated that he reviewed other programs pertaining to rental increases. Programs like Section 8, do not allow the landlord to increase the rent before the lease is up. If the Board is subsidizing the improvements to the units then the Board should be concerned that the property owner does not overly increase the rent.

Discussion ensued amongst the Board regarding the percentage rental rate increase, increase in property taxes and home owner insurance, the amount that each of the properties received for the home improvements.

Mr. Haygood stated that he will bring back some language to the Board for consideration pertaining to the rental rate increase.

12. NEW BUSINESS

13. ITEMS FOR FUTURE DISCUSSION/ANNOUNCEMENTS

14. ADJOURNMENT

There being no further business to come before the CRA Board, the meeting adjourned at 6:40 p.m.


Veronica Edwards Phillips, Chairperson



ATTEST:


Venice Howard, CMC, Secretary