

Countywide Community Revitalization Team

Meeting of November 5th, 2001

10:10 a.m. – 11:30 a.m.

PZ&B – 2nd Floor Conference Room

Minutes

Present at the Meeting:

Joanna Aiken, Solid Waste Authority
Bob Dovey, Administrative Assistant to Commissioner Newell
Dan Dumas, San Castle Community Leadership, Inc.
Mike Estrella, Drymension, Inc.
Tim Granowitz, P.B.C. Parks & Recreation
Joyce Harrell, Secretary, P.B.C. Planning Division
Jim Hightower, P.B.C. Sheriff's Office
Kathy King, Lake Worth West Resident Planning Group
Brian Kluttz, P.B.C. Planning Division
Tom LeFevre, P.B.C. Health Department
Beth McCall, P.B.C. Zoning Division
Stephen McGrew, P.B.C. Water Utilities
Ruth Moguillansky, P.B.C. Planning Division
Kathleen Owens, P. B.C. Fire Rescue
Rev. Wayne Padgett, Gramercy Park Crossroads Baptist Church
Amy Petrick, Assistant County Attorney
David Rafaidus, P.B.C. Community Services
Richard Routhier, Drymension, Inc.
Carlos Serrano, P.B.C. Housing & Community Development
Gail Vorpapel, P.B.C. Code Enforcement
Rachel Waterman, P.B.C. Planning Division
Donna Ackerman-White, Lake Worth Drainage District
Michael Whitten, P.B.C. Building Division

Absent:

Penny Anderson, Countywide GIS
Peter Banting, P.B.C. PREM
Elena Escovar, P.B.C. Housing and Community Development (sent representative)
Michael Gauger, P.B.C. Sheriffs Office
Ron Mattino, P.B.C. Sheriff's Office
Pam Nolan, P.B.C. Economic Development Office
Allen Webb, P.B.C. Engineering

I. WELCOME AND INTRODUCTION: Ruth Moguillansky called the meeting to order at 10:05 a.m.

II. REPORTS: Ruth Moguillansky stated that Gail Vorpapel will be the note taker; Rachel Waterman volunteered to be the timekeeper.

Zoning Report: Beth McCall reported that Matt's Automotive service in the Lake Worth Corridor has been submitted to DRC for review. Ruth Moguillansky then inquired about Stacy Street Park. Ms. McCall responded that she attended a meeting with the Parks Department which is handling this item now and she will be talking to Land Development about doing a plat. Ms. McCall has a concern about what steps to take in getting it done. Ruth Moguillansky informed the group that she was contacted by County Administration regarding this project not moving forward. Ms. Moguillansky stated that money has been allocated from the CCRT funds one year ago and there is a property owner willing to donate a portion of his property for the park if allowed to build (10) units on the other portion of the property. She met last week with Land Development, Parks & Recreation, and PREM to discuss whether the property should be platted or subdivided. A decision was made at that time that the property shouldn't be subdivided, as it was going to be impossible to justify that the proposal is consistent with the comprehensive plan to develop the ten (10) units. Beth McCall responded that they were looking for another legal means for the park site to be donated without having to subdivide the property.

Action Needed: Beth McCall is to meet with other appropriate staff from Zoning and submit a report to Ms. Moguillansky on how this item is to be handled.

B. Status Report on Park Improvements: Ruth Moguillansky stated that today she received a memo from the Department of Housing & Community Development indicating that \$20,000.00 has been allocated from the Community Development Block Grant for the park. Ms. Moguillansky also stated the money was designated for the San Castle Head Start Center along with a park.

Tim Granowitz distributed a status report showing allocation of CCRT Funding from the Parks Capital Program for 2000 & 2001; which is to be presented to the Board of County Commissioners on November 20, 2001 or December 4, 2001. Mr. Granowitz stated that \$480,000 is allocated for FY '01 & FY '02 CCRT Projects and indicated that additional monies might be needed to complete the proposed parks. Tim Granowitz reviewed the report with the group and discussion ensued regarding mentioned report.

Ms. Moguillansky asked if anyone else wanted to report on Park Improvements. Brian Klutz reported that he has made preliminary site visits in Schall Circle with the community representative to find suitable sites for a neighborhood park. Mr. Klutz will be putting together a map showing the sites.

Necessary Action: Ms. Moguillansky asked Mr. Granowitz to provide a list of proposed parks, monies being proposed for allocation from the Parks Capital Program, and supplemental monies needed to complete those projects.

C. Status Report on Infrastructure Improvements: Stephen McGrew reported on the Lake Worth Corridor Ground Breaking Ceremony held on October 29, 2001. Mr. McGrew thanked Ruth Mogueillansky for her assistance; Commissioner Newell and Bob Weisman for attending. Mr. McGrew stated that the ceremony went very well.

Ruth Mogueillansky stated Drymension invited everyone to visit their office after the ceremony. Ms. Mogueillansky also commended Drymension for a job well done and encouraged them to continue to fix up and build more homes in the Lake Worth Corridor.

Mr. McGrew reported that a pre-construction meeting was held for a joint street improvement and water main project partially funded with CCRT funds. Mr. McGrew further reported that in the Schall Circle area, the consultants are currently designing the water main and 90% submittal is expected this month. Ruth Mogueillansky asked Mr. McGrew what is the expected completion date for this project. Mr. McGrew responded that the water main should be done by early December. Allen Webb would have to speak on the road design portion. Mr. McGrew also reported that Stacy Street's Community Development Block Grant water main installation, on the western portion of Stacy Street and Stacy Street North & South, was approved in July and the funds became available in October. The design authorization will be on the list for the Review Committee Meeting on November 14, 2001.

Mr. McGrew reported that the Royal Palm Estates Water Main Special Assessment Project Plans were sent to Palm Beach County Health Unit for the necessary permit release.

Mr. McGrew stated there are other areas not part of the top ten (10) target areas; for example there is a target area on the eastside of Congress, north of Forest Hill Boulevard (Congress & Summit) that has started construction for water mains on eight (8) streets.

Mr. McGrew stated Housing & Community Development's staff assisted with looking up the 1990 Census data and Vilma Lane qualified as 51% low to moderate income. Ms. Mogueillansky asked what is the cost of the improvement? Mr. McGrew responded that he did not have the cost with him but it is less than the maximum, approximately \$200,000. Discussion ensued on completing the application and allocating some CCRT funds to pay for 25% of the total project cost. This will help the leveraging of CDBG funds.

Ruth Mogueillansky mentioned that she, Allen Webb, and Stephen McGrew met last week to identify priority infrastructure improvement projects in the current target areas for potential allocation of monies from the \$2,500,000 allocated by the Board of County Commissioners. Ms. Mogueillansky informed the group that she has been directed to focus first on infrastructure items.

Necessary Action: Ruth Mogueillansky asked Rachel Waterman to work with the residents of San Castle to identify priority improvements needed in the area. Ruth Mogueillansky also requested the group to provide a list of priority items for the San Castle area or any other area that are in need of funding assistance. This information is needed no later than November 26, 2001.

Community Policing Status Report: Corporal Jim Hightower stressed that Community Policing Officers have been busy. Mr. Hightower reported that the Community Policing unit is in charge of the Homeland Security, the Sheriff's Office, Port of Palm Beach, PBIA, and AMI Building.

Mr. Hightower expressed a concern in the Lake Worth Corridor and San Castle areas with the Latin community keeping money on them. Jim Hightower stated the Sheriff's Office is working with Washington Mutual Bank to issue picture identification cards to those without social security numbers to encourage them to open bank accounts. Mr. Hightower hopes this will reduce the strong armed robbery crime rate.

Mr. Hightower reported that Kenneth Jackson and himself are still working on the Adopt-a-Road Program with the State. Mr. Hightower stated there are two programs: 1) Adopt-a-Road, which is a State Program; and 2) Adopt-a-Spot, which is a County Program administered by Joanna Aiken.

Mr. Hightower stated he is also working with the Private Citizens Wrapping Group to solicit for Christmas donations.

Mr. Hightower is working with Kenneth Jackson on pursuing the take over of 328 Urguhart Street. Discussion ensued regarding the ongoing activity on this property. Ms. Moguillansky asked Ken Jackson about the status of the property. Mr. Jackson responded that foreclosure has started and that the property still has an existing mortgage. Discussion ensued on the status of the property and suggested future plans for the property.

Necessary Action: Ms. Moguillansky asked Ken Jackson to follow up on the foreclosure of the 328 Urguhart Street property and to let her know if any assistance is needed to move forward.

E. Code Enforcement/Solid Waste Authority Status Report: Gail Vorpapel reported that her team is working in Gramercy Park. Ms. Vorpapel stated trees have been removed, sidewalks repaired, and ditches cleaned out. Ms. Vorpapel introduced Rev. Padgett of the Baptist Church on Haverhill & 45th Street and recipient of a Neighborhood Partnership Grant. Rev. Padgett stated that the project is at a standstill. Pastor Padgett also stated the Sheriff Department is assisting in coordinating some of the work to save money in completing the project.

Ms. Vorpapel reported that a house on Park Avenue was painted as part of the Paint Your Heart Out. Ms. Aiken also reported that twenty-five (25) homes were painted in one day as part of the Paint Your Heart Out event. Ms. Aiken really appreciated the number of people who attended, and also the coverage from the group.

Joanna Aiken reported that the Women Build Day for Habitat for Humanity was great and she appreciated the CCRT representation for the event.

Ms. Aiken informed the group about the Solid Waste Authority Business Reuse Center, which accepts donated items from businesses. Ms. Aiken prepared and passed around a list of items that the Solid Waste Authority has available. Discussion ensued on the availability of items and the process for requesting these items.

Necessary Action: None.

Community Organizing Activities: Ms. Waterman reported that she attended the Annual Community Meeting with residents of Seminole Manor and mentioned that she provided them with contact resources. Ms. Waterman informed the group to be aware that Leslie Farber, Community Policing Officer, or Debbie Tuckett, Pres. of Residence Association, may contact CCRT members for information or resources.

Ms. Waterman reported the street light design in San Castle has been completed and given to FPL, and the lights are to be installed by the end of the year.

Ms. Waterman also reported that to her knowledge the Head Start Project is moving along smoothly.

Ms. Waterman mentioned that Commissioner Green's staff requested a meeting with herself, Ruth Mogueillansky, and the Commissioner regarding potential meeting sites in San Castle. Ms. Waterman also reported that she escorted the Boca Chapter Habitat for Humanity through San Castle and several potential home sites were identified.

Ms. Waterman mentioned a vacant lot in San Castle, on the corner of Miner & Grove that could be used as a passive park if the lot is still available. Tim Granowitz stated that he understood that the community was not interested in the site and therefore it was not pursued. No further discussion ensued on this item.

Ms. Mogueillansky stated that PREM requested a letter from PZ&B indicating that all the zoning related issues with the Lake Worth West Neighborhood Center have been addressed and that they may proceed forward with acquisition of the property. Ruth Mogueillansky requested that Beth McCall write the letter from Zoning to PREM. Discussion then ensued to clarify project status and content of letter. Also, a discussion ensued regarding a meeting held with PREM two or three months ago.

Ms. Waterman stated that she appreciated Drymension, Inc's assistance in providing the space for the Lake Worth Sewer ceremony on Monday. Ms. Waterman also commended Drymension, Inc. for offering to complete the drywall for both Habitat for Humanity homes on Urguhart Street. Ms. Waterman also inquired about the status of repairing or demolishing the shed in Harris Park. Tim Granowitz responded by stating Parks is going to remove the shed. Discussion ensued regarding the shed.

Ms. Waterman stated that she will be handling the Annual Report to go to the Board of County Commissioners in January or February 2002. Discussion incurred about the content of the Annual Report.

Ms. Waterman announced plans to establish a Leadership College Program to educate residents of how county government works. Discussion ensued about the program.

Necessary Action: Ms. Moguillansky asked Beth McCall to follow-up on the status of the Lake Worth West Neighborhood Center site and to coordinate with Aimee Craig to prepare a letter from Zoning to PREM indicating that an amendment to the ULDC has been proposed to allow the property to be used as a neighborhood center, and that after approval by the BCC in December, PREM can move forward with the acquisition of the property.

Ms. Waterman requested the group to: 1) provide a list of projects, programs and/or activities completed since 1998 to date; projects in progress; and additional needs in the Lake Worth Road Corridor, San Castle and any other CCRT areas to be included in the Annual Report; 2) provide a list of available resources offered through their Departments for community residents; and 3) three volunteers to assist with developing a curriculum for the Leadership College Program. Also, a meeting is to be scheduled with Commissioner Greene, Ruth Moguillansky, and Rachel Waterman regarding potential sites in San Castle that could be used as a neighborhood center.

Other Reports: Ms. Moguillansky asked if anyone else had something to report:

Kathy Owens – Nothing to Report.

Pam Nolan – Ms. Nolan reported she participated in the Women Build Day, Paint Your Heart Out event, Installed Smoke Detectors, and participated in a Car Seat Safety check event.

Tom Lefevre – Nothing to Report.

Stephen McGrew – Would like to thank Fire Rescue for providing the Fire Rescue Honor Guards for the Lake Worth Road Sewer Force Main Installation Project.

Neighborhood Partnership Grant Program Update: Brian Klutz reported that staff has drafted a letter to grant recipients to formally notify them of granted monies and confirm a future meeting to go over the projects' schedule and financial obligations. Staff has coordinated with Terry Clare to schedule individual meetings with each neighborhood project manager. During these meetings, staff intends to inform the recipients about the grant funding methodology and also develop a time schedule for "in-progress reviews" to monitor the implementation of each project. The monitoring process is crucial to the success of each individual project. Within the next few weeks, staff hopes to develop criteria and elements for the next cycle of the grant. This process will be complemented with scheduled meetings with active neighborhood residents, PBC staff and the PBC Attorney's office to streamline the process for maximum effectiveness.

I. CCRT Resident Representatives' Comments: Dan Dumas inquired since DRC approval will be required (regarding Head Start/Park site) if there is something that we could submit to them now to save a delay in the future. Tim Granowitz responded by saying that until everything is complete with the site acquisition, DRC process may not be initiated. Mr. Dumas inquired about the current status of the property acquisition. Mr. Granowitz said he believes someone from PREM is currently working on the project. Ms. Moguillansky stated that yes, Larry Helmlich from PREM was working with the church regarding the Head Start/Park site.

Kathy King reported that Lake Worth West held the Kick-Off on Saturday for the grant, despite not yet receiving official notice of award. Ms. King mentioned that she appreciated everyone's support for the event. Ms. King also reported that she sent out press releases for the kick-off and articles were printed in the Lake Worth Herald, and also The Neighborhood Post.

Ms. King reported that a vacant strip of property between Main & Vermont, just east of the ABM properties has been cleaned as part of the day's work

Ms. King inquired about replacing the shed with a pavilion on the cement slab. Tim Granowitz response was he will look into this issue. Discussion ensued regarding the use of that space.

Ms. King also reported that the dedication ceremony of the bench for Ron Ross went very well. Mr. Ross' son accepted the bench and will determine the exact location for the bench.

Ms. King invited everyone to attend the Third Annual Thanksgiving In the Park to be held on the Sunday before Thanksgiving Day, November 18, 2001. Ms. King mentioned that Rachel Waterman's roommate will be spinning at the event and she is an excellent D.J.

Necessary Action: Ruth Moguillansky asked Tim Granowitz to find out if an agreement has been made with the property owner for the purchase of the Head Start Center/Neighborhood Park site and whether PREM is working on the site's acquisition. Tim Granowitz will be looking into replacement for the shed in Lake Worth West. Tim Granowitz and Randy Ross are to discuss a location for the bench and make the necessary arrangements to install the bench and the plaque.

J. Other Items: Joanna Aiken mentioned that she has fifty (50) pounds of recycled tire products for Parks and if any of the neighborhood groups are interested to contact her office.

Carlos Serrano reported that the Community Development Block Grant Applications are now available at the Department of Housing & Community Development Planning Section. These are Grant Applications for the upcoming FY '02-'03. Funds will become available October 1, 2002. The applications are available now and due January 4, 2002 for eligible applicants (county departments, municipalities, or non-profit organizations incorporated with a 5013c status). The monies could be used for a variety of activities on infrastructure improvements, parks and public facilities, rehabilitations, and public service activities. Mr. Serrano stated if anyone needs further technical assistance in completing the application, to please call 233-3616. Discussion ensued regarding the paper copy and the computerized copy of the application.

Brian Kluttz reported that the CCRT Newsletter is published quarterly. Mr. Kluttz stated that the Fall & Winter issue is to go to the print shop within the next few days. Mr. Kluttz also stated that the articles for the next CCRT Newsletter for January thru March is due November 21, 2001.

Necessary Action: Brian Kluttz requested the CCRT to provide an article on any projects Departments might be involved in. He also requested Mr. Serrano to provide an article on the CDBG Grant Program and the monies already allocated to CCRT projects. Articles must be

submitted no later than November 21, 2001.

III. NEW BUSINESS: Ms. Mogueillansky stated that the December CCRT Meeting is important because this is probably the last meeting before going before the Board of County Commissioners with the Annual Report and Funding recommendations.

IV. QUESTIONS/COMMENTS:

- The next CCRT meeting will be held on December 3, 2001.
- Ruth Mogueillansky asked CCRT members if they would be interested in having a Pot Luck Lunch before the end of the year. It was agreed to have the luncheon after the CCRT December Meeting is adjourned. Drymension offered to host the end of the year Luncheon for CCRT members and members were asked to bring desserts. Further information regarding the luncheon will be sent via e-mail.

V. ADJOURNMENT: The meeting adjourned at 11:40.

Minutes prepared by

Joyce Harrell, CCRT Secretary

Ref: T:\Planning\Revitalization\CCRT Meeting\CCRT Minutes 11-5-01.doc