

DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING
OCTOBER 13, 2020 at 5:30 PM
VIRTUAL MEETING AND PUBLIC COMMENTS PROCEDURE

The Dania Beach Community Redevelopment Agency (CRA) will be conducting a “Virtual” CRA Board meeting utilizing communications media technology (“CMT”), in accordance with Governor Ron DeSantis’ Executive Order No. 20-69, dated March 20, 2020, related to conducting local government public meetings while under the public health emergency related to the spread of Novel Coronavirus Disease 2019 (COVID-19). City Hall building is closed to the public.

Please visit www.daniabeachfl.gov/virtualmeetings for detailed instructions on how to attend and participate in virtual CRA Board meetings. Public access to this virtual meeting can be accomplished as follows:

- Watch Meeting on the City’s YouTube Channel at www.daniabeachfl.gov/2654/Watch-DaniaTV
- Watch Meeting on Comcast Cable Channel 78
- Join the Meeting virtually or by telephone using RingCentral Meetings

Any member of the public wishing to comment publicly on any matter including on specific agenda items can do so by one of the following options:

Before 2:00 p.m. on the day of a meeting, comments can be submitted into the record using the following link:

<https://daniabeach.seamlessdocs.com/f/PublicSpeakingFormCRAMeeting> *(all public comments submitted will be provided to the CRA Board prior to the meeting and will be attached to the minutes of this meeting and become part of the official record)*

Participating in a public meeting using the video conference platform:

- Virtual attendance: download and install RingCentral Meetings and join using the meeting ID; to be recognized during public comment, click “Raise my hand” in the software
- Telephone attendee: dial meeting phone number and enter meeting ID; to be recognized during public comment, dial *9 to raise your hand

For more information about this CRA Board meeting or submitting a public comment at the meeting, please contact:

Thomas Schneider, City Clerk
City of Dania Beach
100 W Dania Beach Boulevard
Dania Beach, FL 33004
954-924-6800 | tschneider@daniabeachfl.gov

NOTICE: This meeting is open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the Office of the City Clerk, 954-924-6800 ext. 3624, no later than two days prior to such proceeding. Anyone wishing to appeal any decision made by the Dania Beach City Commission with respect to any matter considered at such meeting or hearing 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. Agenda items may be viewed online at www.daniabeachfl.gov.

**Instructions for Participating and Viewing
Dania Beach CRA Board Virtual Meeting
October 13, 2020 at 5:30 PM**

Through the City's Website:

Please click the link below:

www.daniabeachfl.gov/2654/Watch-DaniaTV

Through Comcast Channel 78:

If you are a Comcast/Xfinity customer, please go to Channel 78 to view the meeting.

Before 2:00 p.m. on the day of the meeting, submit Public Comments by clicking this link:

<https://daniabeach.seamlessdocs.com/f/PublicSpeakingFormCRAMeeting> *(all public comments submitted will be provided to the CRA Board prior to the meeting and will be attached to the minutes of this meeting and become part of the official record)*

Options for Viewing and Participating in the Meeting Using RingCentral Meetings software

Visit <https://www.ringcentral.com/apps/rc-meetings> to download and install the software on your device

Use this meeting link to join as an attendee:

<https://meetings.ringcentral.com/j/1481066209>

Using your telephone – for higher quality, dial a number based on your current US location:

+1(773)2319226 (US North)
+1(312)2630281
+1(470)8692200 (US East)
+1(646)3573664
+1(346)9804201
+1(469)4450100 (US South)
+1(623)4049000 (US West)
+1(650)2424929
+1(720)9027700 (US Central)
+1(213)2505700

Enter the meeting ID: 148-106-6209

To raise hand and be acknowledged to speak:

1. Users who call in can dial *9 to raise their hand
2. If using the meeting software, to raise hand click or tap "Participants", then choose the option to raise hand.
3. Once you have been selected to speak, you may be prompted to unmute your device or this will be done for you.

**AGENDA
COMMUNITY REDEVELOPMENT AGENCY
VIRTUAL REGULAR MEETING
TUESDAY, OCTOBER 13, 2020 - 5:30 PM**

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE WITH REGARD TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

LOBBYIST REGISTRATION IS REQUIRED. PRIOR TO ENGAGING IN ANY LOBBYING ACTIVITIES, WHETHER OR NOT COMPENSATION IS PAID OR RECEIVED IN CONNECTION WITH THOSE ACTIVITIES, EACH LOBBYIST SHALL FILE WITH THE CITY CLERK AN ANNUAL REGISTRATION STATEMENT AND PAY AN ANNUAL TWO HUNDRED FIFTY DOLLARS (\$250.00) REGISTRATION FEE FOR EACH PRINCIPAL OR EMPLOYER. REGISTRATION FORMS ARE AVAILABLE ON THE CITY WEBSITE: WWW.DANIABEACHFL.GOV. (ORDINANCE #2012-019; AMENDED BY ORDINANCE #2019-019)

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE CITY CLERK'S OFFICE, 100 W. DANIA BEACH BOULEVARD, DANIA BEACH, FL 33004, (954) 924-6800 EXTENSION 3624, AT LEAST 48 HOURS PRIOR TO THE MEETING.

**DECORUM POLICY FOR MEETINGS OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY
REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:**

INDIVIDUALS WHO WISH TO MAKE ANY "CITIZEN'S COMMENTS" UNDER THAT PORTION OF THE CRA BOARD AGENDA, OR WHO OTHERWISE WANT TO ADDRESS THE CRA BOARD, MUST FIRST BE REGISTERED WITH THE CRA SECRETARY (CLERK) (FORMS ARE AVAILABLE OUTSIDE OF THE CITY COMMISSION CHAMBER AND MUST BE GIVEN TO THE CLERK BEFORE THE MEETING). OTHERS WHO WANT TO ADDRESS THE CRA BOARD ON ANY MATTERS MUST FIRST BE RECOGNIZED BY THE CHAIR. ALL SUCH PERSONS MUST USE THE PODIUM IN THE COMMISSION CHAMBER. NO MORE THAN ONE PERSON AT A TIME MAY ADDRESS THE CRA BOARD FROM THE PODIUM. COMMENTS ARE ONLY TO BE MADE TO THE CRA BOARD AND ARE NOT TO BE DIRECTED TO THE AUDIENCE OR CRA STAFF.

NO INDIVIDUAL SHALL MAKE ANY SLANDEROUS OR UNDULY REPETITIVE REMARKS, OR ENGAGE IN ANY OTHER FORM OF BEHAVIOR THAT DISRUPTS OR IMPEDES THE ORDERLY CONDUCT OF THE MEETING, AS DETERMINED BY THE CHAIR. NO INDIVIDUAL MAY SPEAK DIRECTLY TO OR ADDRESS THE CHAIR, BOARD MEMBER OR CRA STAFF. COMMENTS ARE TO BE ONLY DIRECTED TO THE CRA BOARD AS A WHOLE. NO CLAPPING, APPLAUDING, HECKLING OR VERBAL OUTBURSTS IN SUPPORT OF OR OPPOSITION TO A SPEAKER OR HIS OR HER REMARKS SHALL BE PERMITTED. NO SIGNS OR PLACARDS SHALL BE PERMITTED IN THE COMMISSION CHAMBER.

IF ANY PERSON'S CONDUCT AS DETERMINED BY THE CHAIR IS FOUND TO BE DISRUPTIVE OR INTERFERES WITH THE ORDERLY CONDUCT OF THE MEETING, THE PERSON MAY BE ASKED BY THE CHAIR TO LEAVE THE COMMISSION CHAMBER; IF THE PERSON DOES NOT LEAVE AND THE CONDUCT PERSISTS, THE CITY POLICE DEPARTMENT WILL BE REQUESTED TO ESCORT THE INDIVIDUAL FROM THE COMMISSION CHAMBER.

ALL CELLULAR TELEPHONES ARE TO BE SILENCED DURING THE MEETING. ALL PERSONS EXITING THE COMMISSION CHAMBER SHALL DO SO QUIETLY. (RESOLUTION #2020-CRA-006)

1. CALL TO ORDER/ROLL CALL

2. CITIZEN COMMENTS

Addressing the Commission: Comments by Dania Beach citizens, or other interested parties that are not part of the regular agenda, may be made during each Commission meeting during the period set aside for "citizen comments." A thirty (30) minute "citizen comments" period shall be designated on the agenda for citizens and interested persons to speak on matters not scheduled on that day's agenda. Each speaker shall be limited to 3 minutes for his or her comments. Persons desiring to speak during the citizen comment period shall inform the City Clerk prior to the beginning of the meeting of their intention to speak. If more than 10 speakers express a desire to speak, the Commission shall determine, on a meeting by meeting basis, whether to (a) extend the time allotted for citizen comments to accommodate all speakers, or (b) whether to limit the number of speakers or amount of time per speaker. A speaker's time shall not be transferable to another speaker.

3. ADMINISTRATIVE REPORTS

1. Administrative Report

4. PRESENTATIONS

5. CONSENT AGENDA

1. Minutes:
Approve Minutes of August 21, 2020 CRA Board Virtual Special Meeting
Approve Minutes of August 25, 2020 CRA Board Virtual Meeting
Approve Minutes of September 24, 2020 CRA Board Subcommittee Virtual Meeting
2. Travel Requests: None
3. RESOLUTION NO. 2020-CRA-015

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY (“CRA”) OF THE CITY OF DANIA BEACH, FLORIDA, AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE AN AGREEMENT WITHOUT COMPETITIVE BIDDING WITH WEISS, SEROTA, HELFMAN, COLE & BIERMAN, P.L. TO PROVIDE LEGAL SERVICES AS SPECIAL COUNSEL TO THE CRA; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

4. RESOLUTION NO. 2020-CRA-016

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY (“CRA”), AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE PERSONAL SERVICES AGREEMENTS FOR A ONE YEAR PERIOD WITHOUT COMPETITIVE BIDDING FOR A FARMERS MARKET MANAGER AND FARMERS MARKET PROMOTIONS COORDINATOR IN RELATION TO THE UNITED STATES DEPARTMENT OF AGRICULTURE (“USDA”) AGRICULTURAL MARKETING SERVICES (“AMS”) GRANT AWARD FOR THE FARMERS MARKET PROMOTION PROGRAM (“FMPP”) IN AN AMOUNT NOT TO EXCEED FORTY TWO THOUSAND ONE HUNDRED SIXTY SEVEN DOLLARS (\$42,167.00) AND TEN THOUSAND THREE HUNDRED THIRTY FIVE DOLLARS (\$10,335.00) RESPECTIVELY; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

5. RESOLUTION NO. 2020-CRA-017

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY (“CRA”) OF THE CITY OF DANIA BEACH, FLORIDA, RECOMMENDING AN AMENDMENT TO THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY’S REDEVELOPMENT PLAN TO PROVIDE GRANTS FOR RESIDENTIAL ASSISTANCE PROGRAMS INCLUDING BUT NOT LIMITED TO RENTAL, MORTGAGE AND UTILITY ASSISTANCE; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

6. PROPOSALS AND BIDS

7. DISCUSSION AND POSSIBLE ACTION

8. BOARD MEMBER COMMENTS

9. INFORMATION ITEMS

10. ADJOURNMENT

Memorandum

To: Chair, Vice Chair and Board of Directors
From: Kathleen Weekes, Interim Executive Director
Date: October 13, 2020
Re: **Administrative Report**

1. Welcome to New CRA Staff

Muriel Bryan: CRA Manager, Economic Development

Muriel Bryan is the new Manager, Economic Development for the Dania Beach CRA. Ms. Bryan has worked with the City of Dania Beach for about two and a half years in the Community Development Department, most recently as a Senior Planner. With a background in architecture and planning, Ms. Bryan will bring many beneficial skills to the CRA team including the ability to engage with investors and developers, and provide oversight for projects such as the Soleste Cityline (Trion) and J.A. Ely Boulevard housing projects. Her role will continue to support economic efforts to date, and greatly expand the DBCRA's economic development capacity through the development of Business Attraction and retention incentive programs, identified in the CRA 2021 Budget. Ms. Bryan's responsibilities include activating local businesses within the CRA boundaries to participate in the Small Business Resiliency Reimbursement Grant and Commercial Improvement Grant programs. As the new Economic Development Manager, she will also engage with current and potential businesses and industry groups such as the Dania Beach Chamber of Commerce, Urban Land Institute, Florida Redevelopment Association, and the Greater Fort Lauderdale Alliance.

Laura Maria Viana: Coordinator, Farm and Market Dania Beach PATCH

Laura Maria Viana is the new Coordinator, Farm and Market for the Dania Beach PATCH. As a farmer Ms. Viana worked with Criswell Farms in Fort Lauderdale and has experience in planting irrigation, composting/and soil building. She is a Dania Beach resident who enjoys gardening and has volunteered at the PATCH.

Her experience includes sales, data entry, and booth management at the Yellow and Green market in Hollywood. Apart from performing farming duties, Ms. Viana will be working on sales at the PATCH farmers market when we are open to the public. She will also assist with PATCH special events and outreach programs.

2. Update on Executive Director Recruitment

The CRA Executive Director position was advertised and posted on Tuesday, August 25, 2020 and closed on Tuesday, September 15, 2020. One hundred and four (104) candidates submitted applications.

- Vice Chair-Odman, the CRA Board-appointed liaison, for the Executive Director Recruitment process met with former CRA Executive Director and the Human Resources Director to review applications. The CRA Board was provided resumes of all candidates during the week of September 21st.
- At a special CRA Board meeting held on Friday, September 25th the CRA Board discussed selected shortlisted candidates and decided to conduct interviews with eight candidates on October 12th and 14th 2020.

3. At Home Dania Beach – First Time Homebuyer Program- Affordable Housing Development

The CRA's First Time homebuyers are working toward closing and moving in to their new residences. Currently, two (2) closed on their homes in the first two weeks of October and we have projected closings for two (2) more in October. The final two homebuyers are still going through the underwriting process.

4. At Home Dania Beach - Residential Beautification Program

Work on the CRA Residential Beautification Program was suspended in March due to the COVID-19 coronavirus stay at home order. As a result, contractor Rebuilding Together Broward County (Rebuilding) was unable to complete the services outlined in their Agreement scope of work, which called for repainting and minor landscaping of forty-five (45) homes in the CRA Area. The original completion date was August 31st, 2020. The CRA has extended that project deadline through an amendment to the Agreement, to November 30th, 2020 with no additional compensation. Rebuilding resumed work in June 2020 and to date twenty-three (23) homes have been completed and twelve (12) are in progress. The contractor continues to work on homes operating under the social distancing precautions outlined by state and local governments. Before and After photos from the program are attached to this report.

5. Small Business Resiliency Reimbursement Grant

The CRA Board approved the Dania Beach CRA Small Business Resiliency Reimbursement Grant Program on July 28th 2020 as a means to provide relief from the impact of COVID-19. The purpose of the \$1,000 grant is to help local businesses recover with resources to promote and practice the highest standards of health and safety for their operating environments. The grant application was made available online on August 1st. Acceptance to the program is based on a policy of first-come, first qualified, first-served. Completed applications and supporting documents must be submitted to cra@daniabeachfl.gov. Details on the program are noted in the Grant Application, which can be found at daniabeachcra.org.

The CRA has administered a door-to-door mail piece to local businesses within the CRA area regarding the reimbursement grant packaged with an information sheet. Our Manager, Economic Development will follow up with businesses to promote the grant opportunity.

To date twelve (12) companies have applied and five (5) have been paid. All applications are thoroughly vetted to ensure the required documentation is obtained and meets proper accounting procedures.

6. CRA wins four Florida Festival and Events Association (FFEA) Awards

The global pandemic diminished the CRA's onsite event marketing efforts used to promote the City of Dania Beach. Each year the CRA submits applications for the Florida Festivals and Events Association (FFEA) awards and we have been particularly successful winning awards for the Dania Beach Arts and Seafood Celebration. This year although our signature event was cancelled, the CRA submitted six (6) entries to FFEA and won four (4) Sunsational Awards at the annual conference. Winning entries were as follows:

In the \$50,000 to \$249,999 Category

1st Place Mailer, for the Arts and Seafood Celebration, *Camera Save the Date promotional piece*, which was out in January and February before the COVID shutdown.

In the \$49,000 and under Category:

1st Place Mailer for the PATCH 2020 schedule, this was also out for a short time at the start of the year.

2nd Place for the PATCH buy local Tee Shirt.

2nd Place for the Touchdown Dania Beach website, which celebrated Super Bowl LIV.

7. PATCH ongoing Online Ordering System

PATCH staff continues to reach out to current and potential buyers via email and social media to participate in online purchases. As members of our community continue to shelter at home because of the global pandemic, sustainable food sources have been recognized to be of great importance nationwide. The PATCH staff has developed a new program called "Grow at Home" and will sell a PATCH package designed to help at-home farmers. Seedlings and seed packs will be available for purchase along with grow bags and soil as a starter kit for the ideal kitchen garden. Staff is also working on the PATCH reset with cleaning and preparations for the fall planting season. Informational flyers are attached. PATCH patrons are reminded that through the Fresh Access Bucks program (EBT/SNAP) program, customers receive 50 percent off PATCH grown and all Florida grown produce at the PATCH if they utilize their SNAP benefits. *The PATCH market garden remains closed. Online orders and wholesale transactions continue. We are looking forward to re-opening in the future.*



Before



After



Before

06/26/2019 08:03:55



After



Before

07/28/2014 09:59



After



DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY



DANIA BEACH

COMMUNITY REDEVELOPMENT AGENCY



Before



After



Before



After



Before



After



DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY



Before



After



Before



After



DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY





DANIA BEACH

COMMUNITY REDEVELOPMENT AGENCY

6 NW 8th Avenue



Before



After



Before



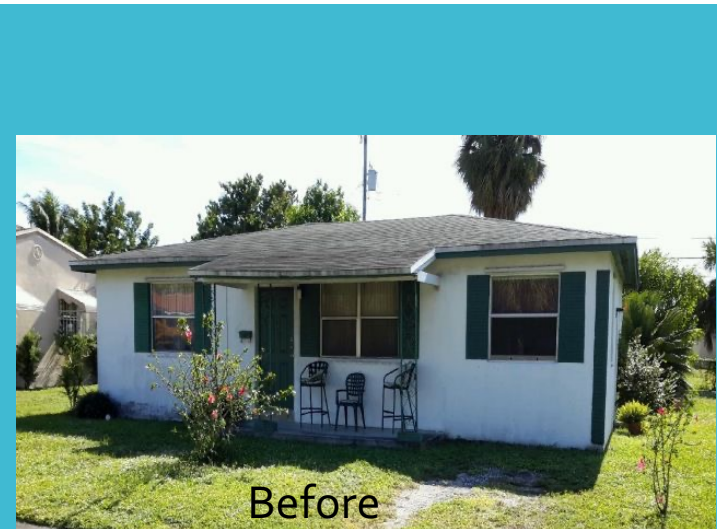
After



Before



After





DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY

After



Before





DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY

Before



After





DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY





1201 WEST DANIA BEACH BOULEVARD

OPEN EVERY SATURDAY
FROM 9AM TO 1 PM | **EBT/SNAP**
RECEIVE 50% OFF
FLORIDA-GROWN PRODUCE
.....
SHOP FRESH NON-GMO ORGANICALLY-GROWN PRODUCE AT UNBEATABLE PRICES!



Grow Your Own Food!

Professional Growers to help
you grow your own food at
home.

Seeds and Seedlings for Sale:

Seeds: \$2.00 and up depending on type/quantity

Seedlings: \$3.00 and up depending on size

Variety changes weekly, email for updates!

Gro-Bags

5 gallon \$5.00

\$12.00 w/soil

7 gallon \$6.00

\$15.00 w/soil

Soil: 1 cubic \$5.50

Fertilizer: 1lb \$3.50

Click below for South Florida Planting Guide:

<https://gardeningsolutions.ifas.ufl.edu/.../vegetable...>

Click below for a Fruit and Vegetable washing guide:

<https://www.cdc.gov/foodsafety/pdfs/fruit-veggie-safety-H.pdf>

www.ThePatchGarden.com

1201 W. Dania Beach Blvd.

Nursery: Tuesday, Thursday 9 am to 11 am. We recommend that you call or
email for appointment during COVID-19 pandemic.

Masks required, social distancing enforced.





DANIA BEACH PATCH

Peoples Access To Community Horticulture

★ ★ ★ DANIA BEACH'S ★ ★ ★

FARM & MARKET

1201 WEST DANIA BEACH BLVD

ONLINE

Order Fresh, Low Cost Produce for Pick-up

- Pick-up days Tuesday and Friday from 10am to 11am
- Orders for pick-up on Tuesday must be received by Sunday at 11pm
- Orders for pick-up on Friday must be received by Wednesday at 11pm



- STEP 1** Email your order to events@thepatchgarden.com
- STEP 2** You will receive an order confirmation and invoice
- STEP 3** Pay the invoice with your card online or call for more options
- STEP 4** Pick-up will be scheduled
- STEP 5** Remain in your car, order will be placed in your trunk

EBT/SNAP
RECEIVE 50% OFF
FLORIDA-GROWN PRODUCE

For questions: email events@thepatchgarden.com or call: 954-922-0220





COMMUNITY REDEVELOPMENT AGENCY

MISSION STATEMENT

To create and implement economically sound redevelopment and revitalization activities in the City of Dania Beach, to improve the unique small town quality of life, while simultaneously facilitating investment, commercial development, innovation and growth for our diverse population.

DISTRICTS WITHIN THE CRA

CITY CENTER DISTRICT

Historic downtown. Primary center of civic and cultural activities. Currently being developed to encourage accessible, active, pedestrian-oriented living within walking distance while connecting Dania Beach to the major employment centers in South Florida.

EAST FEDERAL HIGHWAY

Area serves as a transition between active commercial, entertainment, and higher value family residential areas.

MARINE

Well established, due to its proximity to Port Everglades, the Intracoastal Waterway and the Atlantic Ocean. Offers a full range of repair, service and sales facilities that can accommodate anything from the recreational boater to mega-yachts.

WEST BRYAN ROAD

Approved for over 1 million square feet of retail, 1000 residential units, 300 hotel rooms and 500,000 square feet of Class A office. Dania Pointe is in the process of building Phase II.

EAST DANIA BEACH BOULEVARD

City Center East (an extension of the City Center) is envisioned to put a greater emphasis on pedestrian activity and transit supportive development. Gateway District capitalizes on proximity to natural assets and is the gateway to the beach.

NEIGHBORHOODS

**College Gardens | Dania Beach Heights |
Northwest Byrd Pointe (Sun Garden Isles)**

Maintain the overall single-family character of the neighborhoods and encourage infill single-family development through programs such as First-Time homebuyer and residential beautification. Creates transition areas from adjacent commercial activity while bridging our history with our present and future through the Art of Community Grant.

OUR PROMISE

- Building a bridge from our history to our future
- Embrace the spirit of reinvention and promote a modern ideal
- The Dania Beach experience will be one of optimism and revitalization
- Create a sense of community
- Transform Dania Beach as a City, making it a destination



City Center



East Federal Hwy.



Marine



West Bryan Rd.



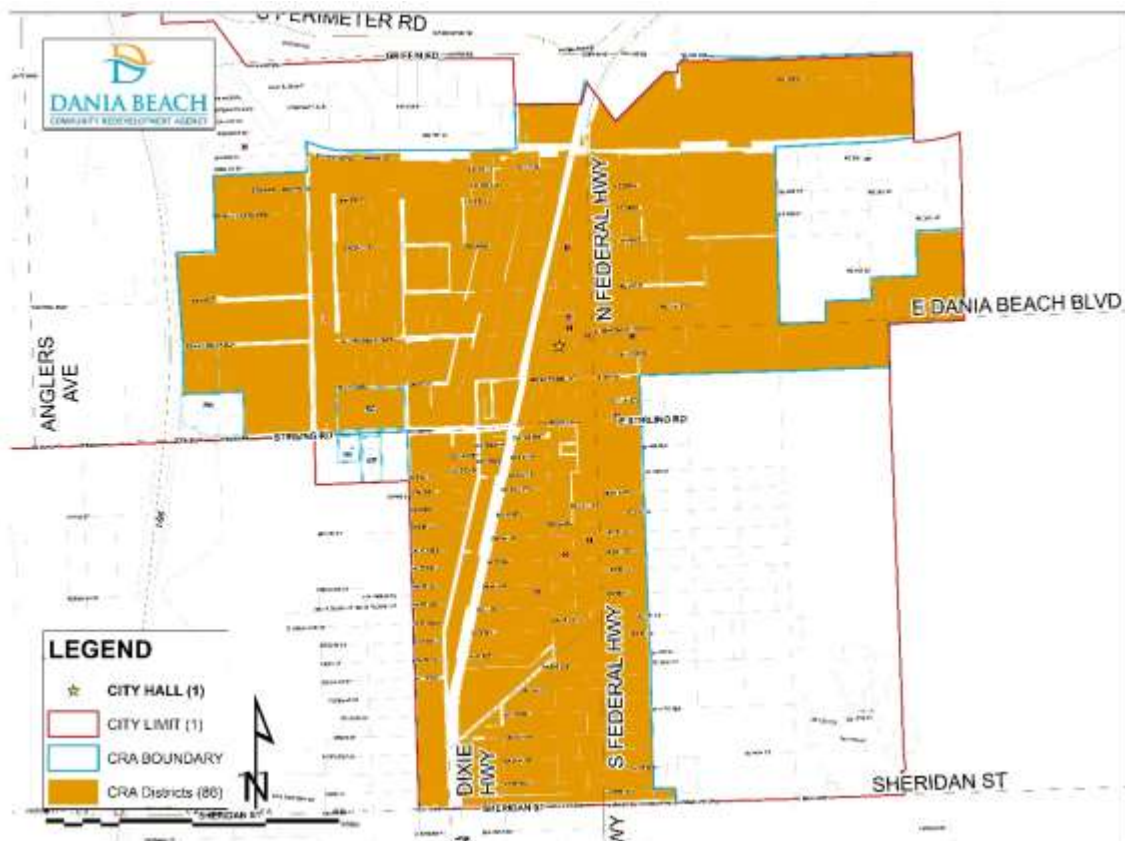
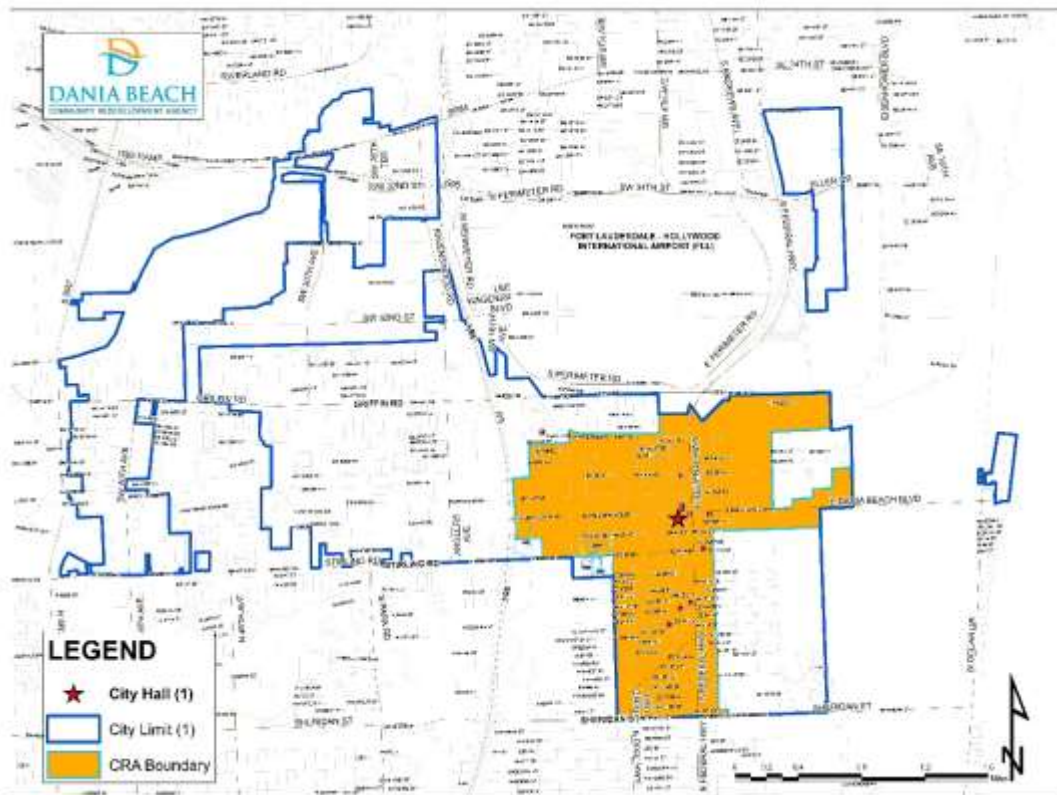
East Dania Beach Blvd.



Neighborhoods

GUIDING PRINCIPLES

- Eliminate slum and blight
- Improve the quality of life for current and future residents
- Protect the environment and promote sustainability
- Improve the economy through retention of current businesses and attraction of new businesses
- Make progress through public involvement & good governance



MINUTES OF VIRTUAL SPECIAL MEETING
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
FRIDAY, AUGUST 21, 2020 – 6:00 P.M.

1. Call to Order/Roll Call

Chair Lewellen called the special meeting to order at 6:12 p.m.

Present:

Chair:	Lori Lewellen
Vice-Chair:	Lauren Odman
Board Members:	Chickie Brandimarte Bill Harris Tamara James
Executive Director:	Rickelle Williams
City Attorney:	Thomas Ansbro
CRA Secretary:	Thomas Schneider

Chair Lewellen expressed concern that this is a special meeting rather than a workshop; citizens do not know they can participate. She also questioned why there was a rush for this meeting since there is a CRA Board meeting on Tuesday.

Director Williams noted there was a request to have a special meeting instead of a workshop.

Chair Lewellen said her concern is that there is a lack of transparency; she does not feel this was best practices. She spoke of the current OIG investigation issue and stated this meeting should have been identified as a workshop rather than a special meeting.

Vice-Chair Odman questioned the OIG request.

Director Williams explained she received an OIG inquiry last week, and was seeking clarification from the OIG through the City Attorney on the specifics of the term financial benefit. There was no disclosure to any of the Board Members at that time as she was seeking a reply from the Inspector General. Regarding transparency, she noted the only issue was the CCNA engineering contracts as an ongoing issue with both the City and the CRA to revise the CCNA solicitation.

Chair Lewellen said she saw one line in an email about a special meeting, not notification, and she did not receive a formal email. She is disappointed and concerned; this is not the best practice as a CRA and Commission. We do not want the City to be the city that is investigated; it should have been put out in an email as to why a special meeting needed to be held two business days before our regular meeting.

Vice-Chair Odman commented she does need more information about the investigation because that affects how she makes decisions for the rest of the meeting. She questioned if there were things told to other Board Members that excluded the Chair from the conversation.

Director Williams said all Board Members were communicated the same information, that it would be a special meeting.

2. CRA Budget Fiscal Year 2020-2021

2.1 CRA Budget Fiscal Year 2020-2021

Director Williams thanked Parks & Recreation and the I.T. Department for setting up tonight's meeting. She reviewed the presentation provided earlier to the Board, which is attached to and incorporated into these minutes.

Board Member James asked why residential beautification went from 80 to 60.

Director Williams explained the CRA efforts to shift funding to the business community due to the recent effect of Covid-19 on businesses. We shuffled things around and added some new things for business attraction and retention.

Director Williams continued the presentation, including personnel reclassification, updated organization chart, and upgrade of Manager II position. She said she noted the job description of Manager II had several things missing from what the Manager II does and has been doing for quite some time. The documents were sent to Human resources to justify that request, and the estimated cost impact to go from Manager II to Manager III would be \$12,600. She spoke of cost reductions to balance the budget in order to reclassify the position and approve the new organizational chart, which included reducing the number of Dania After Dark events from eight to seven. Art in the Hall could either be suspended or pushed later into the next fiscal year.

Chair Lewellen noted she understood there was not a Manager III classification and there would not be a salary range. She wants to make sure there is a job description for that classification from Human Resources.

Linda Gonzalez, Director of Human Resources, explained Director Williams submitted a reclassification request to Human Resources for the position yesterday. Until there is an analysis performed, she cannot say what the job title or salary range would be. Once the job analysis is complete, we will come back to the Board for a recommendation because we want to do it correctly.

Director Williams asked when the assessment would be completed.

Human Resources Director Gonzalez replied she just got it yesterday; we need to do a market study that relies on other agencies, which could take a couple weeks.

Director Williams requested the efforts be expeditious in order to inform the Board for budget purposes.

Chair Lewellen asked how we address this with the budget.

Director Williams said she thinks we should identify some appropriate costs savings to cover the reclassification; if it comes back lower, great; if higher, the budget has not been approved yet and at that time, we can look for additional savings, or even whether this is something we can afford to accommodate. There is opportunity to maintain a placeholder in the budget by doing less Dania After Dark, and reducing or eliminating Art in the Hall.

Frank DiPaolo, Director of Finance, noted it could be a contingent item; we can have a game plan to fund it.

Vice-Chair Odman asked if there is any other option other than not having Art in the Hall.

Director Williams replied Sandy and Linda are telling us they are not interested in being curators anymore.

Vice-Chair Odman said she is okay with holding the position pending the outcome from Human Resources.

Board Member Brandimarte commented what she has observed about Art in the Hall is that we are telling people to buy from the trucks, yet when they go to the Hall, they get it free; it was never a fair thing to do with the residents. If they want to have it, they should not compete with the trucks outside. She added she does not understand why Director of Human Resources Gonzalez cannot find a range for this position by word of mouth. We either adjust it up or adjust it down; a raise should be left to the CRA Director.

Director of Human Resources Gonzalez explained they look at what the new duties are versus the current duties. Sometimes added duties do not require a reclassification. We must first establish if the person is operating at a higher level of duties or if they are more lateral, and if they are, what title/salary range that would be.

Chair Lewellen noted the determination of the salary increase is legally up to the Board, not the CRA Director; this is a process that is different from the City procedure.

Director Williams said the elected body does not determine pay or salaries for employees of the CRA; they can determine the grade and salary for the Executive Director position, which they appoint.

City Attorney Ansbro said unlike the City Commission that has a Charter provision that governs and controls what you can and cannot do, the CRA Director does have the authority for a reclassification. He noted this needs looking into further.

The Board consensus was to add a placeholder in the budget for the reclassification on the Manager III position.

Further discussion ensued regarding expediting the process of gathering the information on the position reclassification and the timeline leading up to approval of the budget.

Board Member James noted September 4th would be the deadline for when the Board will receive the information from Human Resources.

Director Williams continued the presentation.

Board Member James noted we are only funding 6.1% to our residential. She has a program she would like the Board to consider. There are going to be foreclosures, etc. due to COVID; she wants to see if we can explore some sort of foreclosure protection program. She wants to make sure the Board looks out for our residents who are and will be going through hard times. She identified some cost savings from the City budget and wanted to know the Board's thoughts.

Chair Lewellen said the County is taking CARES Act money now and putting together a program that will do more than the rental assistance program; she is on task force and they are meeting with County Commissioners and discussing task force allocations for the individual cities. The proposal discussion on Tuesday would also be an allowance for individual cities to provide additional rental assistance; therefore, we need to wait to see what the County is going to do before we allocate monies. In addition, no cities want to do foreclosures because it is between the mortgage lender and homeowner; elected officials do not support this. There will be something coming about rental assistance from the County Commission meeting on Tuesday.

Board Member James said the County is currently giving a lot of relief to business and renters. She has spoken to a number of residents who cannot obtain County rental assistance; many people are going to lose their housing.

Director Williams explained cities that are entitlement cities due to population size. Smaller cities have been supplementing what the County can provide. The foreclosure issue has not come yet because you cannot evict someone as of yet, but that runs out September 1st and we will not see the true depth of the problem until after that date. We should prepare for it as vacancy affects all of our Community. It is important to stabilize our residential areas with rental assistance or foreclosure prevention, and we could do other things to mitigate to keep people in their homes. She recommended if the Board is seriously thinking this is something they should invest in, they should identify it as a placeholder and she could get additional information. She could come back on Tuesday to provide additional clarity from the department at the County that is going to be working on this.

Chair Lewellen does not know that we should budget this; this is coming from the CARES Act. Money distributed will be coming from the CARES Act aside from whatever the County does; it will be supplemental. This is not something that needs to come out of the City. This is money coming to us through the State from the Federal government; we would be undercutting the work

of the task force. There is a significant amount of money specifically for rental assistance; this is not something for which we need to set money aside.

Board Member James has not heard of any program associated with the CARES funding. We could put a placeholder, perhaps we would not need it, but she wants to hear from the rest of the Board whether they want to explore this.

Board Member Harris spoke of the CARES Act funding; the rental assistance program under debate could be for commercial grants also. We just have to wait a couple days for the allocation as the money is coming and we can direct residents how to get it. All funds have to be spent by December 31, 2020.

Vice-Chair Odman said she favors this type of program; if it is paid for by the County, that is great. What the County says is going to happen does not always happen. The Chair said the information is coming soon so it seems prudent to wait until Tuesday. If there is not clarity from the County, she says yes, hold the money for us to do it. Residents are in dire need; we could put the placeholder in on Tuesday night.

Director Williams said in order to put a placeholder in, we have to find money from somewhere else either in the CRA budget or in the City budget.

Vice-Mayor Odman asked why it matters if we do it tonight or Tuesday night.

Director Williams explained this would impact the City budget, and the CRA will have to reallocate funding.

Chair Lewellen said if we are doing rental assistance, it should be citywide and therefore should be going through the City budget. If you want to take money from the City budget, we cannot do that tonight, as it has to come from the City Commission. She does not always trust the County, but there has been a lot of work on the CARES Act distribution. She feels confident we will get money from the CARES Act because of the COVID need. There are certain things that we will get more money for than the entitlement cities will get. The distribution will be discussed at the County's meeting on Tuesday; every single County commissioner the task force has spoken to is in favor of this, and we really need to see what is going to happen. If a placeholder is put in, it should be placed in the City's budget.

Finance Director DiPaolo noted this would be a citywide program and the money would be coming to the City, not the CRA. You do not want to show budgeted funding for this; you want to show there is a need. They may not give us money if we already have money on the table; it would be best to wait.

Chair Lewellen added there is discussion of the County doing a supplemental program for small businesses relief just like the CRA had recently created.

Board Member James spoke of other cities giving \$25,000 for business assistance; we only give \$1,000. If the City wants to mirror or duplicate the programs the CRA is doing, she is all for it.

Some of the blight areas in the CRA were affected before COVID. We sit on this Board to eliminate slum and blight; there will be more now because of COVID. She wants to see if we have consensus for this type of programming and she has a funding mechanism; we do not have to put it in the budget right now.

Board Member Brandimarte said she did not see the money allocated to the Smith Store property.

Director Williams noted two budget cycles ago, the City Commission earmarked \$500,000 and it was put into a reserve account under the Oasis housing program. She added she addressed the Board about a plan for the Smith Store properties; the CRA does not currently have that money.

Board Member Brandimarte commented she would like to see the money used for land acquisition.

Director Williams explained the parcels came from the County to the City, then to the CRA through deeds. There was a total of 16 lots. There are lots near the Aldi site for townhome development; many CRAs do property acquisitions and they could be done here where restrictions are put in place.

Chair Lewellen said the way they are going to distribute funding is by need; if we have a program already, she is concerned we will not be funded. All 31 cities have been involved and the County is very receptive. She is highly confident there will be money coming, and does not want to be irresponsible to our residents in not getting the funding.

Director Williams noted Finance Director DiPaolo indicated in her budget discussions, the potential reimbursement of City funding through the CARES Act.

Finance Director DiPaolo responded it would depend on what the County decides which would come out in a couple of days.

Chair Lewellen said she wants to get money for our residents; she is fearful it may be taken away from us if we put something in place.

Vice-Chair Odman agreed with Chair Lewellen and with Commissioner James. Right now, we have an obligation to the CRA area to make sure they are taken care of in the sense they are more on the brink than others in the City are. Other the other hand, she trusts what the Chair says that we will give up the money if we have a program.

Board Member James said she does not want to jeopardize funding either. She recommended Director Williams do some research to bring back something in case this does not come through from the County. She wants a back-up plan; Director Williams can bring back something we can vote on Tuesday. She does not want anything written out or a placeholder; she just wants to be prepared.

Chair Lewellen asked Finance Director DiPaolo if we could reallocate funding on a line item and he responded yes.

Director Williams noted Board Member James is requesting to have a line item without identifying the purpose or specifics as a back-up plan.

Finance Director DiPaolo said the Board is all on the same page. It is a matter of waiting a week or so; there is no point of putting a placeholder in now.

Chair Lewellen commented this money has a definitive deadline and has to be spent by December 31; it is the allocation process. We all are sincere, and this is important for all of us.

Director Williams suggested it would be beneficial to have the information provided to the Board for their budget decisions.

Chair Lewellen said the information would be provided to every elected official in the County on Monday. There is a task force; a handful of people are working on it and it is a fluid process. She does not know if she has permission to provide the information.

Board Member Harris noted governments are dealing with things they have never dealt with before.

Board Member Brandimarte referred back to the Smith Store properties funding and questioned land acquisition.

Finance Director DiPaolo said the funds are in the City's Capital Projects Fund.

Board Member James also asked about land acquisition plans.

Director Williams said it is in the CRA plan; there are many opportunities for infill housing. Land acquisition could be beneficial to having residential redevelopment.

Board Member James commented perhaps Board Member Brandimarte would want to bring it as an agenda item to the City Commission. She thinks people will lose their homes. This would be a very good time to acquire some land if we already have funding for the Smith Store properties. If we want to re-allocate the funds, the proper channel would be to bring the item to the City Commission as a discussion item.

Board Member Brandimarte said she felt comfortable knowing where the money is and where she wants it to go.

3. Executive Director Position

3.1 Executive Director Position

Director Williams wanted to be sure there is discussion about the transition process so that the CRA is in the best possible position through the transition and beyond. She reviewed the memo included in the agenda packet and noted she recommends the Board take actions to make CRA Manager Kathleen Weekes the Interim CRA Director.

The Board agreed that CRA Manager Weekes would become the Interim CRA Director.

Board Member James asked if there is a way to have a continuing services agreement with Director Williams should the Board need her expertise.

Director Williams said she is doing everything she can to make sure the CRA transition is positive. She is recruiting for the Economic Development Manager. She does not think the continuing services would be ideal for her, but she could stay on board for three weeks beyond her September 4 resignation date for a smooth transition.

Board Member James would like her to stay as long as possible and to provide her kind of leadership as long as she could.

Director Williams said she did not foresee the impact of two CRA positions leaving at the same time. She could stay a few more weeks if that is the desire of the Board.

Chair Lewellen noted she would be fine with a consulting type of arrangement if there was something that was needed.

Vice-Chair Odman said either way is okay with her. If it were up to her, she would keep Director Williams as long as we can so we can keep the CRA ship going steady.

Board Member Brandimarte commented she would rather have Director Williams stay here.

Director Williams said she could stay on board for five weeks from today. She will revise her resignation letter to stay on board full time for five weeks, tentatively until September 25.

Board Member Harris commented CRA Manager Weekes is very capable of handling the department if Director Williams has vacation plans.

Chair Lewellen asked about the status of the Economic Development Manager position.

Director Williams addressed the timeline.

Director Williams read recommendation #2, Recruitment Process, included in the agenda packet information.

Chair Lewellen noted a recruiter is imperative for this position.

Board Member James said we could open it up and see if it produces what we like, and if not, get a search firm.

Chair Lewellen commented an election is coming up and she thinks we should wait until after it is over for the new Board to fill the position.

Discussion ensued regarding how the selection process was handled the last time the Executive Director position was vacant.

Linda Gonzalez, Director of Human Resources, said we could post the recruitment in Govjobs and websites. She would work with Director Williams to post on professional organizations' sites in the CRA specialty. You would want to open it up for 2-3 weeks; she does not think a recruitment firm would make a difference since the position is so specialized. It is most important to have a wide recruitment to get the word out.

Board Member James wanted to continue doing what we did before. She does not know who would be a part of the consolidating process in HR and would ask for consensus to have Vice-Chair Odman work with HR to bring us a consolidated list of applicants.

Chair Lewellen thinks we should have HR take the lead on this, not the Board. HR can ask for assistance from anyone; Human Resources Director Gonzalez is the expert on hiring and we should let her make the determination.

Human Resources Director Gonzalez recommended that HR go through all the applicants to make sure the minimum requirements are met; it is typically not best practice to pass along applicants who do not meet the minimum requirements.

Director Williams said she provided the job description with a foundation. You do not want to be too specific with desired qualities and you should look at all the applicants to see if someone could be a good fit. She felt HR could screen for the minimum qualifications, but have a Board Member to assist.

Board Member James questioned how many candidates we would want to come back before the Board.

Vice-Chair Odman responded four, in addition to the full list.

Chair Lewellen said Director Williams should work with HR on an announcement, but HR should take the lead on the hiring process. We do not know who will be on the Board until after the election; qualifications should be narrowed down, then all Board Members could get to review for a say so.

Board Member James asked if there was consensus for this.

Board Member James said no.

Board Member Brandimarte said no.

Board Member Harris wanted Director Williams to work with HR.

Board Member James said she wanted Director Williams to take the lead and was not in favor of putting the HR Director ahead of the CRA Director.

Further discussion ensued.

Board Member James said HR should provide services to the CRA, but the CRA Director should spearhead this.

Director Williams commented there needs to be a clear lead; we want to follow all HR policies. She wants to be sure we are working together in a transparent way and they each know their roles.

Chair Lewellen said she does not think the outgoing director should be making decisions on who will replace her.

Vice-Chair Odman noted we are here to figure out how we are going to recruit for the position. Going back to the original idea, we should have someone from the Board in on the selection process and she will accept the nomination to do so.

Chair Lewellen said she wants to see all the applications besides the four recommended applicants.

All agreed.

Board Member James asked how long the recruitment would be out and how soon the announcement would be posted.

Human Resources Director Gonzalez responded it could be put out early next week assuming the minimum requirements and publications are set; it would be posted for three weeks.

Board Member James said she would like to set the new Executive Director up for success, and asked how much is budgeted for reserve.

Director Williams responded \$40,000.

Board Member James commented she would like to have a stronger contingency for the incoming Director.

Chair Lewellen said it should be left to the incoming Director to assess the department and then come before the Board.

Board Member James said in the past, we have put in placeholders, or a certain amount of money, and let the Director do what they would like to do. She does not want to adopt the budget and then the Director has to come back and ask for additional reserve funding.

Vice-Chair Odman questioned how it works, and noted when the City builds reserve, it is over time. It would be the incoming Director to build the reserve.

Director Williams said yes, but looking at the City budget, she does not know if there is room for the CRA to exercise less of a conservative approach. The CRA has never had a large reserve. The challenge of this CRA has been the limited amount of funding while still being effective. If your budget is flat lined forever, you cannot set aside as the City would be able to do.

Vice-Chair Odman noted without a TIF, the CRA could not squeeze out some money every year for the reserve.

Director Williams added the City budget does not look conservative this year, and money probably could be allocated to the CRA reserves.

Discussion ensued regarding budgets and reserves.

Vice-Chair Odman agreed with Board Member James; you either bring someone in to fail because they have no money to work with or you reward the inability to create the proper reserves.

Board Member Brandimarte said you are setting up the new person for failure with \$40,000 in reserves.

Board Member James commented the reason why there is the inability to build up their reserves is because the CRA has not been provided the TIF as set forth in the resolution. The CRA budget is shameful. The revenues do not come back to the CRA. We should enact the resolution that already passed.

Director Williams said Vice-Chair Odman brought up good point; we made a sacrifice because we were working for the good of the team.

Chair Lewellen noted it is becoming a City versus the CRA discussion and it should not be. Everyone in every department has made sacrifices. It makes more sense when we get a new Director to assess the situation and at that point, let us know what they need and for what reason.

Vice-Chair Odman questioned the amount that should be in reserves to set the incoming person up for success.

Director Williams said you would want to have two months' worth of cost.

Frank DiPaolo, Director of Finance, responded that is for cities.

Director Williams said she thought there should be in the \$100,000 range in reserves.

Discussion ensued regarding last year's budget.

Director Williams stated she made a request for funds based on the City's current economic status. There was no back and forth from the City indicating there was more funding to be allocated.

Finance Director DiPaolo explained the analysis of the budget and noted there was no holding back of funds.

Board Member James said she does not want the new Director to face what our current Director is facing from the Board. She wants to see if there is consensus to increase the CRA reserve for the new CRA Director.

Chair Lewellen repeated that the new Director should evaluate it first; they may say they need more.

Director Williams said when you are seeking candidates, the first thing they will look at is the CRA budget and make a determination if this is the right place.

Vice-Chair Odman commented that is a good point; we have not addressed the root of the problem, which is the TIF. She wants to discuss a number for the reserve that works.

Chair Lewellen said this is not the appropriate way to handle finances or the budget. It should be left to the new Executive Director.

Vice-Chair Odman noted we need to build in a number.

Board Member Brandimarte commented the new Director would only see the \$40,000 reserve.

Board Member James suggested \$100,000.

Vice-Chair Odman confirmed Director Williams would need \$60,000 to bring the reserve to that amount.

Director Williams said you want to have a good budget to present to draw in top quality candidates.

Vice-Chair Odman noted her number is to put in for the \$60,000.

Chair Lewellen said the maximum should be \$75,000 reserves in total.

Vice Chair Odman questioned if that number was meaningful and impactful. She felt they should give an additional \$60,000 for a total of \$100,000.

Board Member Harris felt the successful applicant should decide what the amount should be for the reserve.

Board Member James said she is okay with \$60,000 for a total of \$100,000.

The Board consensus was to add \$60,000 to the 40,000 CRA reserves.

Director Williams asked Board Member Brandimarte what she had in mind for property acquisition.

Board Member Brandimarte asked for clarification on what was previously set aside for the Smith store property.

Director Williams said any transfer of property would have to happen by Resolution to the CRA. The new Executive Director would present opportunities to the Board for development or transfers. Inquiries are made all the time about developing; she would never do anything with the property without coming to the Board.

Board Member James commented the question is the amount that is desired to be allocated for property acquisition.

Finance Director DiPaolo said the cart was being put before the horse. It is better to find out how much the properties are worth and negotiating a fair price for them.

Director Williams stated the properties would need to be appraised to look at the value. The CRA has the authority granted by State law to buy and sell property. She has not taken inventory of all vacant CRA parcels. If you wanted to make an impact as far as property acquisition for redevelopment, the budget would not necessarily need to be \$500,000. To be impactful, you would need \$300,000 or \$400,000 to make a solid investment to transform certain properties.

Board Member Brandimarte thought we had a list of properties with the values.

Director Williams said yes, it was presented to the Board. We did not seek every lot because they were not buildable. Some properties were more valuable than others were because of their size or location.

Chair Lewellen noted this could come forward at another time as a discussion item.

Director Williams referenced #8 of the position vacancy recommendation regarding job advertisement for marketing.

The Board agreed to go with the job advertisement.

4. Adjournment

Chair Lewellen adjourned the meeting at 9:30 p.m.

ATTEST:

COMMUNITY REDEVELOPMENT
AGENCY

THOMAS SCHNEIDER, CMC
CRA SECRETARY

LORI LEWELLEN
CHAIR – CRA

MINUTES OF VIRTUAL MEETING
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
TUESDAY, AUGUST 25, 2020 – 5:30 P.M.

1. Call to Order/Roll Call

Chair Lewellen called the meeting to order at 5:30 p.m.

Present:

Chair:	Lori Lewellen
Vice-Chair:	Lauren Odman
Board Members:	Bill Harris Tamara James
Executive Director:	Rickelle Williams
City Attorney:	Thomas Ansbro
CRA Secretary:	Thomas Schneider

Absent: Chickie Brandimarte

Board Member James motioned to excuse the absence of Board Member Brandimarte; seconded by Board Member Harris. The motion carried unanimously.

2. Citizen Comments

There were no comments at this meeting.

3. Administrative Reports

3.1 Administrative Report

Director Williams clarified the process followed for calling the Special Meeting held on August 21st. She reviewed the information included in the agenda packet and noted the Executive Director position was advertised today.

Chair Lewellen questioned a revision to the Small Business Resiliency Program increasing the eligibility number to ten employees.

Director Williams noted we had two companies reach out to see if we would increase the number of employees so that they would be eligible for the program.

Chair Lewellen said she preferred to keep the number of employees at ten.

Board Member James agreed we should increase the number of employees to ten.

Vice-Chair Odman agreed with ten employees.

The Board consensus was to increase the number of employees for eligibility in the Small Business Resiliency Program to ten.

Chair Lewellen asked how it was determined where the entryway signs were to be placed.

Director Williams explained the signage installed was replacement signs for existing entryway signage the City already had in place. Three signs were in FDOT right-of-way and FDOT approved those locations.

Chair Lewellen questioned placement of signs on the corner of Ravenswood and Griffin Road and in a median on Griffin Road next to the My Fat Greek Restaurant.

Director Williams spoke about the sign on Griffin Road near 34th Avenue; we were aware there were issues with a tree there and that it would be removed. There were FDOT limitations to put the signs up. The signs installed were replacement signs for signs that were already there.

Chair Lewellen commented there were no signs at those two locations before.

Director Williams replied there were signs there before; the vendor demolished them.

Chair Lewellen said she has heard from numerous residents who are not happy with the sign locations as they are not very visible.

Director Williams explained the older signs were half the height of the new signs, in addition to the difference in color with for citywide rebranding.

Chair Lewellen thought Workforce Housing Project homes on JA Ely Boulevard were for first responders.

Director Williams explained the discussion about who should be eligible for the homes has transitioned; initially they were for public safety personnel or first responders and teachers.

Board Member James addressed Chair Lewellen's sign concerns and said she does not see an issue with the signs. Regarding the properties on JA Ely, they were initially for first responders and educators, but it changed to anyone who qualified for that type of home would be acceptable.

Board Member Harris referred to the signs on Stirling Road by the Miami Subs and Linear Park, and asked if there is any kind of landscape plan for them or plans for solar panel lights to be installed at both locations.

Director Williams explained for each of the four entryway signs not in medians there will be a solar panel installed on a pole adjacent to the sign. For the signs in the medians, there will be

solar lighting in the ground so it does not block the view of the sign. The solar lighting was used sparingly due to cost; the lighting was tied to parks with a community center and nighttime activity. Solar lighting at the Linear Park was not anticipated, a quote could be provided at the Board's direction.

Board Member Harris noted the sign by the Linear Park is near the outdoor gym equipment and there are people using it at night. He will get with Parks & Recreation Director Brown to see if solar lights could be installed in the canopies. He asked if the horizontal monument sign on SE 5th Avenue and Sheridan, in front of the Walgreen's, was removed.

Director Williams responded the sign was removed and replaced.

Chair Lewellen commented Director Williams should be sure she is talking to Public Services about lighting because we have the citywide lighting plan.

Vice-Chair Odman noted she heard similar feedback that the Chair heard about signs. She asked if there is the option for landscaping for all of the signs.

Director Williams said landscaping is being planned by Public Services; she spoke with Public Services Director Rodriguez today about the landscaping plan and they are working on its implementation. There are already three signs that received landscaping and Public Services is working on a timeline.

Vice-Chair Odman said a complaint was voiced on the aesthetics of the signs.

Chair Lewellen questioned if FDOT was asked if we could move a sign to a different location.

Director Williams responded yes; the sign currently is in line with their requirements. There is room for more signage in the future and an opportunity to expand on the entranceway signage.

Chair Lewellen said her concern with the sign at Anglers and Griffin is that the annexed part of the City is being differentiated with a dividing line. She asked that it be determined if there is something else that can be done as this makes people feel they are separated from the rest of the City.

4. Presentations

4.1 Budget Presentation (Follow-up)

Board Member James noted Board Member Brandimarte requested the budget not be discussed in her absence.

Director Williams said she wanted to follow up with property acquisition and vacancy, and rental assistance and foreclosure prevention. She recommended discussion at a workshop as there is time to hold one.

Chair Lewellen noted Director Williams needs to send a request for dates, and questioned if there is something that needs discussing before the budget is approved.

Board Member James referenced emails from the County and noted from speaking with Mayor Holness, we need to think about a rental assistance program. She is waiting to see how much money will be allocated by the County for rental assistance. In addition, regarding affordable housing pricing, she is concerned about the regulations as it seems most of the CRA area is exempt from enforcing this type of stipulation. We need to have some type of plan in place in case the County's program does not satisfy our needs. Day care, nursing homes, and rental assistance is all tied into the funding.

Chair Lewellen noted the Cares Act relief was passed today. They are also going to approve \$25 million in rental assistance that would be paid out by the City. The appropriate place for this discussion is the City Commission. Additionally, Finance and other staff need to be available when discussing the budget.

Board Member James said she is not saying the money is going to come to the CRA. Her request specifically speaks on funding from our budget, not the CARES Act, and to make sure the CRA has something in place to assist the most vulnerable in the CRA area. The CRA district is struggling and she is going to get with the City Manager to understand and discuss the stipulations of the program. However, she has not heard that the City has a plan for putting such a program in place. It is appropriate to speak at the CRA level, as this is whom she represents. She wants to make sure we have adequate funding or a program in place to help them.

Chair Lewellen suggested a workshop prior to the final budget if it is desired.

Board Member James said we could discuss this at the Commission workshop; however, we could have the funding source set up and the City could disburse. There does not have to be a separate workshop for the CRA discussion.

Director Williams commented discussions at any meeting could impact either budget.

5. Consent Agenda

- 5.1 Minutes:
Approve Minutes of July 28, 2020 CRA Board Meeting
- 5.2 Travel Requests: None

Board Member James motioned to approve the Consent Agenda; seconded by Vice-Chair Odman. The motion carried unanimously.

6. Proposals and Bids

There were no proposals on this agenda.

7. Discussion and Possible Action

7.1 Art of Community Grant Extension and Mural

Director Williams reviewed the information included in the agenda packet and noted the Community Foundation of Broward has extended the expansion of this project. A private owner has been identified at the corner of Dania Beach Boulevard and the railroad tracks near Station 1. She wanted to have discussion because we would be using grant money on a privately owned building. The rendering could be tweaked, but we want to get moving with this project in September. We will be working with the City Attorney on an agreement to make sure we have an understanding of the maintenance, insurance requirements and responsibilities. She is pleased the property owner wants the mural placed on his building.

Board Member James recalled an attempt to do this four of five years ago, but it was unsuccessful getting it done through the CACAB. She is glad to see it done through a community improvement grant and is excited about it. She hopes it sparks a trail of art and is in support.

Board Member Harris said during COVID, we should look at people who need rental assistance or mortgage assistance, and not art. He asked that this be taken into consideration for now, and noted he supports public art, but this is not the right time.

Vice-Chair Odman asked whether the funding was only to be used for the art project.

Director Williams responded the money is already encumbered; this is the only use for the funding.

Vice-Chair Odman said Board Member Harris makes a good point. This is not the time to prioritize art over rental assistance, but if funds were already allocated and cannot be used for something else, why not go forward with project. She supports it.

Chair Lewellen questioned if there was a time limit on using the grant.

Director Williams responded Community Foundation of Broward has not issued a time limit for the use of funds; however, this project has been going on for many years and now is the time to execute. With everything being planned, and with talk of holiday lighting and lifting the community spirit, this could be one of those things that would do so.

Chair Lewellen noted she has an issue with the historical aspect of it; going through our Historical Society and having those board members' input would make more sense.

Director Williams said a requirement was to have community input and Linda Wilson with the Historical Society did visit the artist at his studio. The reason the grant is called Art of Community is to engage everyday people; it is the legacy of Dania Beach, not necessarily the history of Dania Beach. The markers are not historical, but artistic coming from the perspective of community members' input.

Chair Lewellen questioned where all the makers will go and what the plan is for them.

Director Williams said she could provide a map of where the markers would be intentionally placed along City right-of-way with the permitting approval of FDOT. She would like to get approval to move forward with the mural aspect of the project, which will take 30-40 days, to utilize this privately owned building.

Chair Lewellen noted she is fine with the mural, but needs more information on the markers.

Board Member James questioned how much the mural portion of the project would cost.

Director Williams responded the \$32,000 encumbered would cover the mural, and the fabrication and installation of seven markers.

Board Member James said we just approved \$100,000 on holiday lighting to enhance the City. Buildings are still going up, and developers are still pulling permits and seeking approval of projects. If we want to combat COVID and assist its victims, we need to subsidize the affordable trust fund. This item has been a long time in the works and she supports it.

Chair Lewellen noted there is consensus to work on the mural, but not on the markers. She wants to know the locations of the markers and needs additional information.

Director Williams said we could do the mural as the first aspect and hold the markers pending future discussions. She clarified the additional information request from Chair Lewellen and confirmed with City Attorney Ansbro that they can move forward with the mural and put a hold on the markers.

8. Board Member Comments

Board Member James thanked Parks and Recreation for the Back to School backpack distribution, and spoke of value items that the PATCH staff has created to be innovative during the pandemic. She noted she has questions regarding public usage of the PATCH and whether it could be tied into school field trips through virtual learning. She is excited about drive-in movies at the Casino, and has been in contact with business owners; expanding eligibility for the Small Business Resiliency Program to 10 employees would be beneficial and shows our willingness to help our community.

9. Information Items

There were no items on this agenda.

10. Adjournment

Chair Lewellen adjourned the meeting at 6:34 p.m.

ATTEST:

COMMUNITY REDEVELOPMENT
AGENCY

THOMAS SCHNEIDER, CMC
CRA SECRETARY

LORI LEWELLEN
CHAIR – CRA

MINUTES OF VIRTUAL SUBCOMMITTEE MEETING
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
THURSDAY, SEPTEMBER 24, 2020 – 3:30 P.M.

1. Call to Order/Roll Call

Vice-Chair Odman called the subcommittee meeting to order at 3:32 p.m.

Present:

Vice-Chair:	Lauren Odman
Executive Director:	Rickelle Williams
Human Resources Director:	Linda Gonzalez
City Attorney:	Thomas Ansbro
CRA Secretary:	Thomas Schneider

2. Executive Director Recruitment - Review of the Resumes of Applicants for the Executive Director Position and Producing a Short List to Present to the Entire CRA Board on September 25, 2020

Human Resources Director Gonzalez summarized the process taken to provide a complete package of the recommended applicants, as well as copies of all of the applications received, to the CRA Board.

City Attorney Ansbro briefly summarized the actions that had been taken by the subcommittee prior to this meeting.

Human Resources Director Gonzalez read a summary of Executive Director Recruitment Subcommittee meetings, as revised by Director Williams, which is attached to and incorporated into these minutes.

Director Williams discussed corrections she made to the summary.

Human Resources Director Gonzalez discussed corrections she made to the summary.

Vice-Chair Odman noted she does not have a problem with any of the additional applications that came in. The list could be narrowed down further, but she felt 13 applicants is a good selection. The Board has had sufficient time to review the package in order to pick their top three for the special CRA Board meeting on Friday.

Director Williams added all of the applications that came in and sent to her were forwarded to the entire CRA Board.

Human Resources Director Gonzalez noted the PowerPoint was meant to be informational to the Board.

Director Williams said she had emailed the application for the 13th applicant to the Board, but did not know if any Board Member would like a printed copy. She will contact the Board to find out.

City Attorney Ansbro noted any member of the public in attendance would be allowed to speak.

No one requested to speak.

3. Adjournment

Vice-Chair Odman adjourned the meeting at 3:51 p.m.

ATTEST:

COMMUNITY REDEVELOPMENT
AGENCY SUBCOMMITTEE

THOMAS SCHNEIDER, CMC
CRA SECRETARY

LAUREN ODMAN
VICE-CHAIR – CRA

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Consent Agenda

Continued from:

Requested Action (Identify appropriate Action or Motion)

APPROVE A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY (“CRA”) OF THE CITY OF DANIA BEACH, FLORIDA, AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE AN AGREEMENT WITHOUT COMPETITIVE BIDDING WITH WEISS, SEROTA, HELFMAN, COLE & BIERMAN, P.L. TO PROVIDE LEGAL SERVICES AS SPECIAL COUNSEL TO THE CRA; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

Purchasing Requests ONLY

Dept:

Acct #:

Amt:

Fund:

Fiscal Impact/Cost Summary

Exhibits Attached

Memo Weiss Serota Special Counsel FY2021, R-2020-CRA- Weiss Serota Special Counsel to CRA, R-2020-CRA- Weiss Serota Special Counsel to CRA Exhibit A

To: Chair, Vice Chair and Board of Commissioners

From: Rickelle Williams, Executive Director

Date: October 13, 2020

Re: **Request to engage Weiss Serota Helfman Cole & Bierman, P.L for Representation**

CRA Plan

Administration and Professional Consulting Services – page 86

- Consultant Services - From time to time, the CRA will have a need for expert services and for temporary services. The CRA will be empowered to pay for expert services and for temporary services, including but not limited to, urban planning, financial advisors, redevelopment consultants, auditors, civil engineers and attorneys.

Background

The Dania Beach Community Redevelopment Agency ("CRA") utilizes the services of Special Legal Counsel to provide advice related to the responsibilities and powers of the CRA under Chapter 163, Florida Statutes. The CRA seeks to engage Weiss Serota Helfman Cole & Bierman, P.L to represent the CRA for this purpose. The CRA Board adopted the Fiscal Year 2021 Budget at a CRA Board meeting held on September 14, 2020. The budget included funding for legal services through an engagement with Weiss Serota Helfman Cole & Bierman, P.L.

Recommendation

Approval to engage Weiss Serota Helfman Cole & Bierman, P.L for representation.

Attachments

Resolution

Engagement Letter

RESOLUTION NO. 2020-CRA-015

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY (“CRA”) OF THE CITY OF DANIA BEACH, FLORIDA, AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE AN AGREEMENT WITHOUT COMPETITIVE BIDDING WITH WEISS, SEROTA, HELFMAN, COLE & BIERMAN, P.L. TO PROVIDE LEGAL SERVICES AS SPECIAL COUNSEL TO THE CRA; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Weiss, Serota, Cole & Bierman, P.L. (the “Firm”) provides specialized professional legal services as Special Counsel to government agencies; and

WHEREAS, the Dania Beach Community Redevelopment Agency deems it in its best interest to retain the Firm as Special Counsel to the CRA; and

WHEREAS, the Firm proposes to provide these services at the rates set forth in the attached engagement letter;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:

Section 1. That the foregoing “Whereas” clauses are ratified and confirmed to be true and correct, and they are made a part of and are incorporated into this Resolution by reference.

Section 2. That the CRA authorizes an agreement to be executed with the Firm by the proper CRA officials, a copy of which Agreement is attached as Exhibit “A”, and made a part of and incorporated into this Resolution by this reference for such services; provided, however that no agreement will be effective unless and until it has been executed by all parties.

Section 3. That the CRA is authorized to encumber up to Fifteen Thousand Dollars (\$15,000.00) to pay for these services, as needed, in Fiscal Year 2020-2021.

Section 4. That the CRA Executive Director and CRA Attorney are authorized to make minor revisions to the engagement letter as are deemed necessary and proper for the best interests of the CRA.

Section 5. That funding for legal services is planned and is in the Community Redevelopment Agency budget for Fiscal Year 2020-2021 in the Professional Services Legal Account 106-52-01-552-31-20.

Section 6. That all resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of such conflict.

Section 7. That this Resolution shall be in force and take effect immediately upon its passage and adoption.

PASSED AND ADOPTED on October 13, 2020.

ATTEST:

THOMAS SCHNEIDER, CMC
CRA CLERK

LORI LEWELLEN
BOARD CHAIRPERSON

APPROVED AS TO FORM AND CORRECTNESS:

THOMAS J. ANSBRO
CRA ATTORNEY



JAMIE A. COLE
MEMBER
Broward Managing director
JCOLE@WSH-LAW.COM

September 10, 2020

Ms. Kathleen Weekes
Interim Executive Director
Dania Beach Community Redevelopment Agency
100 W. Dania Beach Blvd.
Dania Beach, FL 33004

Re: Legal Services

Dear Ms. Weekes:

We are pleased that you wish to engage our Firm to perform legal services for the Dania Beach Community Redevelopment Agency ("Agency") for fiscal year October 1, 2020 through September 30, 2021. From our experience, we have found that clients appreciate a frank and open discussion and understanding of the services that we will perform and the basis upon which they will be expected to pay for those services.

This letter is intended to set forth our understanding as to the nature and scope of the legal services we have agreed to render for you, the amount of our fees for those services, the manner in which our fees for those services shall be determined and the terms upon which you will make payment.

1. Nature of Legal Services. You have engaged us to serve as Special Counsel to the Agency.

2. Fees for Services You will be charged and agree to pay for our services at the blended rate of \$225.00 per hour of attorney time. Paralegal time will be billed at the rate of \$100.00 per hour. It is our practice to charge for actual time expended on your behalf, but not less than 2/10ths of an hour for each activity.

3. Costs. In addition to the fees discussed in paragraph 2, we anticipate that certain expenses may be incurred and advanced on your behalf. These expenses may include filing fees, recording costs, out-of-town travel expenses, delivery charges, long distance telephone charges,

photocopies (xerox), special postage (express mail, certified mail and the like), computer research charges, court reporter expenses (including cost of transcript and court reporter's fee for attendance), court costs (such as filing fees, service of process, newspaper publication costs, subpoena costs, witness fees, recording fees, etc.), accounting and appraisal fees, fees and expenses of experts necessary to assist in the preparation and hearing of your case, investigation costs, word processing fees, computer charges and applicable lobbyist registration fees. In addition to our fees for legal services, you agree to pay us for such out-of-pocket expenditures. In the event unusually large costs or advances are anticipated, we reserve the right to require an additional cost deposit from you prior to undertaking the expenditures of funds on your behalf.

4. Payment of Fees and Costs. Our invoices will be submitted to you on a monthly basis and each invoice will be due and payable when rendered. You must understand that if any invoice remains unpaid for more than 30 days after it is rendered, we reserve the right, in our discretion (subject to court approval, if necessary), to cease to provide further legal services to you. You will, however, be liable to us for the payment of any fees earned and any costs incurred by us to that time, together with any applicable taxes. In the event we are ultimately required to bring suit to collect any unpaid fees and costs, you understand that you will be required to pay reasonable attorneys' fees as well as legal interest on the amount of any fees and costs due us. You further understand that we have the right to retain any and all files, papers and other property coming into our possession in connection with our engagement without any liability to you until we have been paid all costs, fees and interest due us under this agreement. You also agree to the imposition of a charging lien for any monies due us on all real and personal property that is preserved, protected or obtained as a result of the representation undertaken herein. Interest at the rate of 12% per annum will be added to any invoice which remains unpaid for more than 30 days after it is rendered.

5. Withdrawal from Representation. We reserve the right to withdraw from representing you if you have misrepresented or failed to disclose material facts to us, or if we disagree about the course of action which should be pursued.

6. Representation of Other Clients. We are bound by rules of legal ethics not to represent any client if the representation of that client will be directly adverse to the interests of another client unless each such client consents to such representation after consultation. If this letter is addressed to more than one person, your signature of this letter will constitute such consent from each of you with respect to the matter or matters specifically described in the paragraph of this letter entitled "Nature of Legal Services."

As you know, the Firm represents the City of Dania Beach on various matters. You recognize and acknowledge that by signing this letter, you will be deemed to have waived any potential conflict of interest in our representation of the City of Dania Beach.

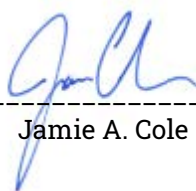
7. Fees for Other Services. In the event you ask us to render legal services with respect to other matters, in the absence of a written agreement specifically addressing that representation, the other matters will be handled on an hourly basis, and fees and costs will be payable under the same terms and conditions as provided for in paragraph 2 of this letter.

8. Commencement of Representation. If the foregoing is agreeable to you, please acknowledge your understanding and agreement by signing this letter and delivering it to us, together with payment of the retainer and/or cost deposit set forth above, if any.

We appreciate your confidence in our Firm and we assure you that we will make every effort to perform our services in a prompt and efficient manner.

Very truly yours,

WEISS SEROTA HELFMAN
COLE & BIERMAN, P.L.

By:  _____
Jamie A. Cole

AGREED AND ACCEPTED on _____, 2020.

DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY

By: _____
Ms. Kathleen Weekes
Interim Executive Director

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Consent Agenda

Continued from:

Requested Action (Identify appropriate Action or Motion)

APPROVE A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY ("CRA"), AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE PERSONAL SERVICES AGREEMENTS FOR A ONE YEAR PERIOD WITHOUT COMPETITIVE BIDDING FOR A FARMERS MARKET MANAGER AND FARMERS MARKET PROMOTIONS COORDINATOR IN RELATION TO THE UNITED STATES DEPARTMENT OF AGRICULTURE ("USDA") AGRICULTURAL MARKETING SERVICES ("AMS") GRANT AWARD FOR THE FARMERS MARKET PROMOTION PROGRAM ("FMPP") IN AN AMOUNT NOT TO EXCEED FORTY TWO THOUSAND ONE HUNDRED SIXTY SEVEN DOLLARS (\$42,167.00) AND TEN THOUSAND THREE HUNDRED THIRTY FIVE DOLLARS (\$10,335.00) RESPECTIVELY; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

Purchasing Requests ONLY

Dept:

Acct #:

Amt:

Fund:

Fiscal Impact/Cost Summary

Exhibits Attached

Memo 10-13-20 USDA Grant - Personal Services Agreement, R-2020-CRA- USDA FMPP Grant Personal Services Agreements, USDA FMPP FL-104_AM170100XXXXG145_NOA Agreement_Amendment 1_signed

To: Chair, Vice Chair and Board of Directors

From: Kathleen Weekes, Interim Executive Director

Date: October 13, 2020

Re: **Request to approve renewals of the USDA Grant Personal Services Agreements for the Market Manager & Market Promotions Coordinator**

Redevelopment Plan (adopted 2015):

Redevelopment Goal 1 - To Enhance and Reinforce the CRA Sub Areas (p. 3)

Redevelopment Goal 3 - To Redevelop the CRA in a manner that is Energy Efficient and Sustainable (p. 3)

Guiding Principles - The guiding principles of this CRA Redevelopment Plan include (p. 2):

- Elimination of slum and blight
- Improvement of the quality of life for current and future residents
- Protection of the environment

Background

On November 14, 2017, the CRA Board adopted Resolution 2017-CRA-008 to accept a grant award in the amount of \$248,871.90 from the United States Department of Agriculture (USDA) Agricultural Marketing Services (AMS) for the Farmers Market Promotion Program (FMPP) at the PATCH. The USDA has approved a budget for the grant award which includes personnel costs totaling \$157,503.00 for the life of the grant.

The grant application outlined a Farmers Market Manager and Farmers Market Promotions Coordinator as necessary to accomplishing project activities related to the FMPP. The personnel allocation for the Farmers Market Manager is budgeted at Three Thousand Five Hundred Thirteen Dollars and Eighty Eight Cents (\$3,513.88) per month and the personnel allocation for the Farmers Market Promotions Coordinator is budgeted at Eight Hundred Sixty One Dollars and Twenty Cents (\$861.20) per month for the life of the grant.

At the February 13, 2018 CRA Board meeting, the Board adopted Resolution No. 2018-CRA-005 approving personal services contracts for the Farmers Market Manager and Market Promotions Coordinator as part of the USDA grant award for the Farmers Market Promotion Program. Each agreement allowed for annual renewals for up to a maximum of two (2) additional one year periods but not beyond October 2020, the end of the grant period. At the September 11, 2018 CRA Board meeting, the Board adopted Resolution No. 2018-CRA-013 approving the first renewal of personal services agreements for the Farmers Market Manager and Market Promotions Coordinator. Each personal services agreement allowed for annual renewals but not beyond October 2020, the end of the USDA grant period subject to CRA Board approval

At the onset of the 2020 global pandemic Covid-19 Coronavirus, Florida's Governor Ron DeSantis and local government authorities ordered shelter-in-place restrictions and this led to the suspension of all programs through the PATCH USDA Grant.

Subsequent to the suspension, the USDA FMPP considering the impact of COVID-19 Coronavirus, offered its grant recipients an extension to the life of the grant by one year. The CRA applied for the grant extension to be able to continue work on the PATCH FMPP program, and was approved for a no cost extension to the life of the grant by one year for a new period of performance ending on September 29, 2021.

The Farmers Market Manager and Market Promotions Coordinator have been performing in a satisfactory manor benefitting the PATCH and food sustainability. The CRA wishes to continue to engage them for services related to the grant award. Funding is available in the CRA Budget, and already allocated through the USDA FMPP grant.

Fiscal Impact

All costs associated with each personal services agreement are funded through the USDA FMPP grant.

Recommendation

The CRA recommends approval of one (1) annual renewal of the personal services agreements for the Farmers Market Manager and Farmers Market Promotions Coordinator as part of the USDA grant award for the Farmers Market Promotion Program.

Attachments

Resolution

Exhibit A - Personal Services Contract and Scope of Work – Farmers Market Manager

Exhibit B - Personal Services Contract and Scope of Work – Farmers Market Promotions Coordinator

RESOLUTION NO. 2020-CRA-016

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY ("CRA"), AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE PERSONAL SERVICES AGREEMENTS FOR A ONE YEAR PERIOD WITHOUT COMPETITIVE BIDDING FOR A FARMERS MARKET MANAGER AND FARMERS MARKET PROMOTIONS COORDINATOR IN RELATION TO THE UNITED STATES DEPARTMENT OF AGRICULTURE ("USDA") AGRICULTURAL MARKETING SERVICES ("AMS") GRANT AWARD FOR THE FARMERS MARKET PROMOTION PROGRAM ("FMPP") IN AN AMOUNT NOT TO EXCEED FORTY TWO THOUSAND ONE HUNDRED SIXTY SEVEN DOLLARS (\$42,167.00) AND TEN THOUSAND THREE HUNDRED THIRTY FIVE DOLLARS (\$10,335.00) RESPECTIVELY; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on November 14, 2017, CRA officials adopted Resolution 2017-CRA-008 to accept a grant award in the amount of Two Hundred Forty Eight Thousand Eight Hundred Seventy One Dollars and Ninety Cents (\$248,871.90) from the United States Department of Agriculture (USDA) Agricultural Marketing Services (AMS) for the Farmers Market Promotion Program (FMPP) at the PATCH; and

WHEREAS, the USDA has approved a budget for the grant award which includes personnel costs totaling One Hundred Fifty Seven Thousand Five Hundred Three Dollars (\$157,503.00) for the life of the grant which was due to end in October 2020; and

WHEREAS, the work on the PATCH USDA program through the grant was altered in consideration of the local shelter-in-place orders and restrictions related to the COVID-19 global pandemic; and

WHEREAS, a no-cost time extension and budget reallocation request was made by the CRA to the USDA FMPP to extend the life of the grant by one year and reallocate the grant budget to continue the project going forward; and

WHEREAS, the USDA FMPP has approved the CRA's request and granted an extension to the life of the grant by one year through the new period of performance ending on September 29, 2021; and

WHEREAS, the grant application outlined a Farmers Market Manager and Farmers Market Promotions Coordinator as necessary to accomplishing project activities related to the FMPP; and

WHEREAS, the personnel allocation for the Farmers Market Manager is budgeted at Three Thousand Five Hundred Thirteen Dollars and Eighty Eight Cents (\$3,513.88) per month and the personnel allocation for the Farmers Market Promotions Coordinator is budgeted at Eight Hundred Sixty One Dollars and Twenty Cents (\$861.20) per month for the life of the grant; and

WHEREAS, at the February 13, 2018 CRA Board meeting, the Board adopted Resolution No. 2018-CRA-005 approving personal services agreements for the Farmers Market Manager and Market Promotions Coordinator as part of the USDA grant award for the Farmers Market Promotion Program; and

WHEREAS, at the September 11, 2018 CRA Board meeting, the Board adopted Resolution No. 2018-CRA-013 approving a renewal of personal services agreements for the Farmers Market Manager and Market Promotions Coordinator as part of the USDA grant award for the Farmers Market Promotion Program; and

WHEREAS, at the August 27, 2019 CRA Board meeting, the Board adopted Resolution No. 2019-CRA-015 approving a renewal of personal services agreements for the Farmers Market Manager and Market Promotions Coordinator as part of the USDA grant award for the Farmers Market Promotion Program; and

WHEREAS, each personal services agreement allowed for annual renewals but not beyond October 2020, the end of the original USDA grant period, subject to CRA Board approval; and

WHEREAS, the end of the USDA grant period has now been extended to September 29, 2021 and each personal services agreement will now be allowed for annual renewal but not beyond September 29, 2021, the end of the USDA grant period, subject to CRA Board approval; and

WHEREAS, the Farmers Market Manager and Market Promotions Coordinator have been performing in a satisfactory manner and the CRA wishes to continue to engage them for services related to the grant award; and

WHEREAS, the CRA Interim Executive Director recommends that the CRA Board execute renewal agreements with Jaime Castoro (Farmers Market Manager) and Nattaliah Earle (Farmers Market Promotions Coordinator) for a one (1) year period beginning October 1, 2020 up to and through September 29, 2021, for the provision of services in connection with the USDA grant award for the Farmers Market Promotion Program; and

WHEREAS, a copy of the Personal Services Agreements and Scope of Services for the Farmers Market Manager and Farmers Market Promotions Coordinator are attached as Exhibits “A” and “B” respectively, and made a part of and incorporated into this Resolution by this reference;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:

Section 1. That the foregoing “Whereas” clauses are ratified and confirmed to be true and correct and they are made a part of and are incorporated into this Resolution by reference.

Section 2. That the CRA Board authorizes personal services agreements to be executed with Jaime Castoro and Nattaliah Earle by the proper CRA officials; a copy of the agreements and applicable Scope of Services are made a part of and incorporated into this Resolution by this reference and are attached as Exhibit “A” and “B”, provided, however, that no agreement will be effective unless and until it has been executed by all parties.

Section 3. That the CRA Interim Executive Director and CRA Attorney are authorized to make minor revisions to such Agreements as are deemed necessary and proper for the best interest of the CRA.

Section 4. That the funding for services is planned and appropriated in the Fiscal Year 2020-2021 Community Garden PATCH USDA Grant Division 112-52-10-552-34-10.

Section 5. That all resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of such conflict.

Section 6. That this Resolution shall be in full force and take effect immediately upon passage and adoption.

PASSED AND ADOPTED on October 13, 2020.

ATTEST:

THOMAS SCHNEIDER, CMC
CRA CLERK

LORI LEWELLEN
BOARD CHAIRPERSON

APPROVED AS TO FORM AND CORRECTNESS:

THOMAS J. ANSBRO
CRA ATTORNEY

Exhibit “A”

SUBCONTRACT AGREEMENT

Between

DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY (DBCRA)

and

PATCH Farmers Market Promotion Program

Farmers Market Manager:

Jaime Castoro

1736 NE 7th Street

Fort Lauderdale, FL 33304

ARTICLE I. STATEMENT OF WORK/SERVICES TO BE RENDERED

SUBCONTRACTOR covenants and agrees to provide the services as an independent contractor required to ensure the successful completion of the PATCH Farmers Market Management and all items listed in the Scope of Work as outlined in the United States Department of Agricultural Marketing Services (USDA/AMS) Farmers Market Promotion Program (FMPP) as requested by DBCRA.

ARTICLE II. PERIOD OF PERFORMANCE

The period of performance will be from October 1, 2020 to September 29, 2021.

ARTICLE III. PAYMENT FOR SERVICES

The CRA agrees to pay the Subcontractor an amount not to exceed three thousand, five hundred and thirteen dollars and eighty eight cents (\$3,513.88) per month for the period of performance through the grant period ending September 29, 2021. Subcontractor will invoice the CRA twice per month for Market Management services provided.

ARTICLE IV. INVOICING

The signed invoice with “Activity Tracking/Hours Form” and any receipts for required items purchased for demonstrations/meetings/travel shall be provided twice per month to Rickelle Williams, Executive Director, Dania Beach Community Redevelopment Agency, 100 West Dania Beach Boulevard, Dania Beach FL 33004. Payment shall be made by DBCRA in accordance with the submission and approval for payment of Invoice.

ARTICLE V. REPORTS AND DELIVERABLES

SUBCONTRACTOR shall provide monthly reports as a one page “Snapshot” along with “Activity Tracking/Hours Form” demonstrating completion of activities included in Attachment A: Scope of Work.

ARTICLE VI. RELATIONSHIP OF PARTIES

A. The parties agree that SUBCONTRACTOR is an independent service provider. The conduct and control of the services rendered by SUBCONTRACTOR will lay solely with SUBCONTRACTOR. SUBCONTRACTOR is not, under this Subcontract, an employee of DBCRA for any purpose, and SUBCONTRACTOR shall not be entitled to any of the benefits that DBCRA provides to its employees. SUBCONTRACTOR shall be liable and responsible to pay all local, state, and federal employment taxes, including, without limitation, withholding, social security, Workers' Compensation, and employment security as required by law.

B. Nothing in this Subcontract is not intended, nor shall be construed, to create a joint venture, partnership, or agency relationship.

ARTICLE VII. INDEMNIFICATION

If any person, firm, or corporation should sustain any damage, loss, death, or injury caused by the negligent or wrongful act or omission of any agent or employee of the SUBCONTRACTOR, or by SUBCONTRACTOR, while acting within the scope of employment, SUBCONTRACTOR agrees to indemnify and hold DBCRA, its officers and employees, harmless for any claims, suits, actions, judgments, liabilities, reasonable attorney fees, court costs and any other expenses whatsoever asserted against or incurred by any such party resulting from the negligence or wrongful act or omission of SUBCONTRACTOR and its agents or employees in the performance of this Subcontract. The provisions of this Article shall survive the expiration or earlier termination of this Subcontract. To the extent considered necessary by DBCRA and its attorney any sums due SUBCONTRACTOR under this Agreement may be retained by DBCRA until all of DBCRA's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved, and any amount withheld shall not be subject to payment of interest by DBCRA.

ARTICLE VII. TERMINATION OF SUBCONTRACT

SUBCONTRACTOR and DBCRA shall at any time have the right to terminate this Subcontract by giving the other party thirty (30) days written notice of its intent to terminate. In the event this Subcontract is terminated, SUBCONTRACTOR shall be reimbursed for any expenses incurred and non-cancelable obligations encumbered prior to the termination date, and all reports and deliverables due shall be delivered to DBCRA prior to payment.

ARTICLE IX. GOVERNING LAW, VENUE AND WAIVER OF JURY TRIAL

All claims, counterclaims, disputes and other matters in question between DBCRA and SUBCONTRACTOR arising out of, relating to or pertaining to this Agreement, or the breach of it, or the services of it, or the standard of performance required in it, shall be addressed by resort to non-binding mediation as authorized under the laws and rules of Florida; provided, however, that in the event of any dispute between the parties, the parties agree to first negotiate with each other for a resolution of the matter or matters in dispute and, upon failure of such negotiations to resolve the dispute, the parties shall resort to mediation.

If mediation is unsuccessful, any such matter may be determined by litigation in a court of competent jurisdiction for any legal action arising out of or pertaining to this Agreement shall be the Circuit Court for the Seventeenth Judicial Circuit in and for Broward County, Florida, or the federal District Court in the Southern District of the United States. Each party further agrees that venue of any action to enforce this Agreement shall be in Broward County, Florida. In any

litigation, the parties agree to each waive any trial by jury of any and all issues. In the event of any litigation which arises out of, pertains to, or relates to this Agreement, or the breach of it, or the standard of performance required in it, each party shall bear its own attorney fees and costs.

In the event that a dispute, if any, arises between the DBCRA and the SUBCONTRACTOR relating to this Agreement, or its performance or compensation, the SUBCONTRACTOR agrees to continue to render service in full compliance with all terms and conditions of this Agreement as required by the DBCRA.

If DBCRA or SUBCONTRACTOR incurs any expense in enforcing the terms of this Agreement, whether suit is brought or not, each party shall bear its own costs and expenses including, but not limited to, court costs and reasonable attorney fees.

ARTICLE X. SEVERABILITY

If any provision of this Agreement or the application of it to any person or situation shall to any extent be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable, shall not be affected, shall continue in full force and effect, and shall be enforced to the fullest extent permitted by law.

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year shown below.

Subcontractor

DANIA BEACH COMMUNITY
REDEVELOPMENT AGENCY

Signed by: _____

Signed by: _____

Name: _____

Name: KATHLEEN WEEKES

Title: _____

Title: Interim Executive Director

Date: _____

Date: _____

Approved as to Form and Correctness

Thomas J. Ansbro, CRA Attorney

ATTACHMENT A SCOPE OF WORK

The Subcontractor for the “PATCH Farmers Market Promotion Program will provide the following services:

1. Conduct market location analysis for expanded hours, locations, and rotating pop-up/mobile market options of the existing PATCH farmers market;
2. Develop online PATCH sales and marketing programs
3. Provide farmers market and promotions managers with additional training on best practices for market vibrancy; Work on practicing this activity online
4. Create greater online training activity. Expand and develop new farmers markets;
5. Recruit beginning direct-to-consumer growers, develop new and strengthen existing ties between farmers and consumers;
6. Explore direct-to-institution local food sourcing;
7. Connect to and leverage resources with regional and state farmers markets and growing experts;
8. Utilize existing infrastructure and urban farms to promote agritourism;
9. Improve access to and consumption of locally grown produce, especially by those living in “food deserts”, while creating sustainable, profitable markets for Broward County’s urban farmers and regional growers.
10. Work with current City of Dania Beach employees to re-establish Policy and Procedure for day-to-day Farm Operations
11. Verify all employee and apprentice work hours and effectiveness
12. Data collection and Partner management to maximize the reach and potential use of Grant funding
13. Expand the Dania Beach Market Garden through connections with other area growers
14. Increase attendance through pointed marketing planning
15. Expanding the "pop-up" market concept to under-served communities in Dania Beach and Broward County
16. Expand CSA (Buyer's club) opportunities
17. Provide final report in September 2021, on completion of grant objectives.

Exhibit “B”

SUBCONTRACT AGREEMENT

Between

DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY (DBCRA)

and

PATCH Farmers Market Promotion Program

Farmers Market Promotions Coordinator:

Nattaliah Earle
330 NW 19th Terrace
Miami, FL 33136

ARTICLE I. STATEMENT OF WORK/SERVICES TO BE RENDERED

SUBCONTRACTOR covenants and agrees to provide the services as an independent contractor required to ensure the successful completion of the PATCH Farmers Market Promotion Services and all items listed in the Scope of Work as outlined in the United States Department of Agricultural Marketing Services (USDA/AMS) Farmers Market Promotion Program (FMPP) as requested by DBCRA.

ARTICLE II. PERIOD OF PERFORMANCE

The period of performance will be from October 1, 2020 to September 29, 2021.

ARTICLE III. PAYMENT FOR SERVICES

The CRA agrees to pay the Subcontractor an amount not to exceed eight hundred and sixty one dollars and twenty cents (\$861.20) per month for the period of performance which may be extended through the grant period ending September 29,, 2021. Subcontractor will invoice the CRA twice per month for Farmers Market Promotion services provided.

ARTICLE IV. INVOICING

The signed invoice with “Activity Tracking/Hours Form” and any receipts for required items purchased for demonstrations/meetings/travel shall be provided twice per month to Rickelle Williams, Executive Director, Dania Beach Community Redevelopment Agency., 100 West Dania Beach Boulevard, Dania Beach FL 33004. Payment shall be made by DBCRA in accordance with the submission and approval for payment of Invoice.

ARTICLE V. REPORTS AND DELIVERABLES

SUBCONTRACTOR shall provide monthly reports as a one page “Snapshot” along with “Activity Tracking/Hours Form” demonstrating completion of activities included in Attachment A: Scope of Work.

ARTICLE VI. RELATIONSHIP OF PARTIES

A. The parties agree that SUBCONTRACTOR is an independent service provider. The conduct and control of the services rendered by SUBCONTRACTOR will lay solely with SUBCONTRACTOR. SUBCONTRACTOR is not, under this Subcontract, an employee of DBCRA for any purpose, and SUBCONTRACTOR shall not be entitled to any of the benefits that DBCRA provides to its employees. SUBCONTRACTOR shall be liable and responsible to pay all local, state, and federal employment taxes, including, without limitation, withholding, social security, Workers' Compensation, and employment security as required by law.

B. Nothing in this Subcontract is not intended, nor shall be construed, to create a joint venture, partnership, or agency relationship.

ARTICLE VII. INDEMNIFICATION

If any person, firm, or corporation should sustain any damage, loss, death, or injury caused by the negligent or wrongful act or omission of any agent or employee of the SUBCONTRACTOR, or by SUBCONTRACTOR, while acting within the scope of employment, SUBCONTRACTOR agrees to indemnify and hold DBCRA, its officers and employees, harmless for any claims, suits, actions, judgments, liabilities, reasonable attorney fees, court costs and any other expenses whatsoever asserted against or incurred by any such party resulting from the negligence or wrongful act or omission of SUBCONTRACTOR and its agents or employees in the performance of this Subcontract. The provisions of this Article shall survive the expiration or earlier termination of this Subcontract. To the extent considered necessary by DBCRA and its attorney any sums due SUBCONTRACTOR under this Agreement may be retained by DBCRA until all of DBCRA's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved, and any amount withheld shall not be subject to payment of interest by DBCRA.

ARTICLE VII. TERMINATION OF SUBCONTRACT

SUBCONTRACTOR and DBCRA shall at any time have the right to terminate this Subcontract by giving the other party thirty (30) days written notice of its intent to terminate. In the event this Subcontract is terminated, SUBCONTRACTOR shall be reimbursed for any expenses incurred and non-cancelable obligations encumbered prior to the termination date, and all reports and deliverables due shall be delivered to DBCRA prior to payment.

ARTICLE IX. GOVERNING LAW, VENUE AND WAIVER OF JURY TRIAL

All claims, counterclaims, disputes and other matters in question between DBCRA and SUBCONTRACTOR arising out of, relating to or pertaining to this Agreement, or the breach of it, or the services of it, or the standard of performance required in it, shall be addressed by resort to non-binding mediation as authorized under the laws and rules of Florida; provided, however, that in the event of any dispute between the parties, the parties agree to first negotiate with each other for a resolution of the matter or matters in dispute and, upon failure of such negotiations to resolve the dispute, the parties shall resort to mediation.

If mediation is unsuccessful, any such matter may be determined by litigation in a court of competent jurisdiction for any legal action arising out of or pertaining to this Agreement shall be the Circuit Court for the Seventeenth Judicial Circuit in and for Broward County, Florida, or the federal District Court in the Southern District of the United States. Each party further agrees that

venue of any action to enforce this Agreement shall be in Broward County, Florida. In any litigation, the parties agree to each waive any trial by jury of any and all issues. In the event of any litigation which arises out of, pertains to, or relates to this Agreement, or the breach of it, or the standard of performance required in it, each party shall bear its own attorney fees and costs.

In the event that a dispute, if any, arises between the DBCRA and the SUBCONTRACTOR relating to this Agreement, or its performance or compensation, the SUBCONTRACTOR agrees to continue to render service in full compliance with all terms and conditions of this Agreement as required by the DBCRA.

If DBCRA or SUBCONTRACTOR incurs any expense in enforcing the terms of this Agreement, whether suit is brought or not, each party shall bear its own costs and expenses including, but not limited to, court costs and reasonable attorney fees.

ARTICLE X. SEVERABILITY

If any provision of this Agreement or the application of it to any person or situation shall to any extent be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable, shall not be affected, shall continue in full force and effect, and shall be enforced to the fullest extent permitted by law.

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year shown below.

Subcontractor

DANIA BEACH COMMUNITY
REDEVELOPMENT AGENCY

Signed by: _____

Signed by: _____

Name: _____

Name: KATHLEEN WEEKES

Title: _____

Title: Interim Executive Director

Date: _____

Date: _____

Approved as to Form and Correctness

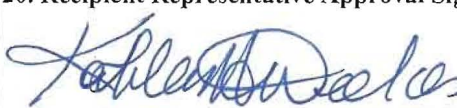
Thomas J. Ansbrosio, CRA Attorney

ATTACHMENT A

SCOPE OF WORK

The Subcontractor for the “PATCH Farmers Market Promotion Program will provide the following services:

1. Conduct market location analysis for expanded hours, locations, and rotating pop-up/mobile market options of the existing PATCH farmers market;
2. Provide farmers market and promotions managers with additional training on best practices for market vibrancy;
3. Develop online sales and activities. Expand and develop new farmers markets;
4. Recruit beginning direct-to-consumer growers, develop new and strengthen existing ties between farmers and consumers;
5. Explore direct-to-institution local food sourcing;
6. Connect to and leverage resources with regional and state farmers markets and growing experts;
7. Utilize existing infrastructure and urban farms to promote agritourism;
8. Improve access to and consumption of locally grown produce, especially by those living in “food deserts”, while creating sustainable, profitable markets for Broward County’s urban farmers and regional growers.
9. Provide final report in September 2021, on completion of grant objectives

Grant Agreement Face Sheet		
1. Accounting Code: 9000003558	2. Vendor I.D. (EIN): 271810299	3. DUNS Number: 080040696
4. Agreement Number: AM170100XXXXG145 Amendment 1	5. Type of Instrument: Grant Agreement	6. CFDA Number: 10.168
7. Title of Agreement: PATCH Farmers Market Promotion Program		
8. Objective: To increase domestic consumption of and access to locally and regionally produced agricultural products, and to develop new market opportunities for farm and ranch operations serving local markets, by developing, improving, expanding, and providing outreach, training, and technical assistance to, or assisting in the development, improvement and expansion of domestic farmers' markets, roadside stands, community-supported agriculture programs, agritourism activities, and other direct producer-to-consumer market opportunities.		
9. Statement of Work: This agreement shall be carried out by the organizational units or officials of the Federal Agency and the Recipient in the manner and subject to the conditions provided in the Agricultural Marketing Service Grants Division General Award Terms and Conditions attached hereto and made a part of this agreement.		
10. Legal Authority: The Agricultural Act of 1946 (7 U.S.C. 1621-1627), the Farmer-to-Consumer Direct Marketing Act of 1976 (7 U.S.C. 3001-3006) and the Agriculture Act of 2014 (Public Law 113-79) (2014 Farm Bill) that reauthorized, funded, expanded, and renamed the Farmers Market Promotion Program as the "Farmers' Market and Local Food Promotion Program" (7 U.S.C. 3005).		
11. Federal Agency (Name and Address): Farmers Market Promotion Program ,	12. Recipient: DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY 100 W DANIA BEACH BLVD DANIA BEACH, FL 33004-3643	
13. Federal Agency Project Manager: Dewell Paez Delgado, Program Specialist Telephone: (202) 445-5420 Email: DEWELL.PAEZ-DELGADO@AMS.USDA.GOV	14. Recipient Project Coordinator: Rachel Bach, Executive Director KATHLEEN WEEKES Telephone: 954-924-6801 ACTING EXECUTIVE Email: rbach@daniabeachfl.gov DIRECTOR kweekes@daniabeachfl.gov	
15. Period of Performance: September 30, 2017 through September 29, 2020 September 29, 2021 - Velma Lakins	16. Federal Agency Funding Amount: \$248,871.90	Non-Federal Matching Amount: \$0.00
PROVISIONS This Agreement incorporates the following: 1. Approved application and budget including any mutually agreed upon budget revisions and other changes and amendments thereto. 2. Agricultural Marketing Service Grants Division General Award Terms and Conditions (August 2017) available at https://www.ams.usda.gov/sites/default/files/media/AMSGrantsTermsandConditions.pdf . 3. 2 CFR Part 200 and 2 CFR Part 400. 4. Recipient will submit an AMS Grant Program Worksheet with each request for payment.		
17. Federal Agency Representative Approval: Karla Whalen Deputy Administrator Agricultural Marketing Service	18. Recipient Representative Approval: Name: KATHLEEN A. WEEKES Title: ACTING CRA EXECUTIVE DIRECTOR	
19. Federal Agency Representative Approval Signature: Date: Karla Whalen 09/26/2017	20. Recipient Representative Approval Signature: Date:  9/27/17 September 27, 2017	

No cost extension approved by: DEWELL PAEZ
DELGADO

Digitally signed by DEWELL PAEZ
DELGADO
Date: 2020.08.04 08:25:27 -04'00'

Paperwork Burden Statement

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0581-0240. Public reporting burden for this collection of information is estimated to average 2 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project 0581-0240, Washington, DC 20503.

In accordance with Federal civil rights law and U.S. Department of Agriculture(USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- 1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;*
- 2) fax: (202) 690-7442; or 3) email: program.intake@usda.gov. USDA is an equal opportunity provider, employer, and lender.*

Budget Details Table			
	Funds Requested	Matching Funds	Gross Total By Line
Personnel	0.00	0.00	0.00
Travel	0.00	0.00	0.00
Supplies	0.00	0.00	0.00
Construction	0.00	0.00	0.00
Fringe Benefits	0.00	0.00	0.00
Equipment	0.00	0.00	0.00
Contractual	0.00	0.00	0.00
Other	248,871.90	0.00	248,871.90
Total Direct Cost	248,871.90	0.00	248,871.90
Cooperator Indirect Cost	0.00	0.00	0.00
Gross Total	248,871.90	0.00	248,871.90

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Consent Agenda

Continued from:

Requested Action (Identify appropriate Action or Motion)

APPROVE A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, RECOMMENDING AN AMENDMENT TO THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY'S REDEVELOPMENT PLAN TO PROVIDE GRANTS FOR RESIDENTIAL ASSISTANCE PROGRAMS INCLUDING BUT NOT LIMITED TO RENTAL, MORTGAGE AND UTILITY ASSISTANCE; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

Purchasing Requests ONLY

Dept:

Acct #:

Amt:

Fund:

Fiscal Impact/Cost Summary

Exhibits Attached

Memo Authorization to Amend the CRA Plan, R-2020-CRA- CRA Plan Amendmendment to Provide Grants for Residential Assistance Programs

To: Chair, Vice Chair and Board of Commissioners

From: Kathleen Weekes, Interim Executive Director

Date: October 13, 2020

Re: Recommendation to Dania Beach City Commission to adopt Amendment to the Dania Beach Community Redevelopment Agency's Redevelopment Plan.

Background

The Community Redevelopment Act of 1969, which is presently codified as Part III of Chapter 163, Florida Statutes, stipulates that Community Redevelopment Agencies must have a Redevelopment Plan. The Dania Beach CRA's original Plan was adopted in 2004 and later updated in 2009 and again in 2015. Section 163.361(1) Florida Statutes, provides for the modification of community redevelopment plans and stipulates that if at any time after the approval of a community redevelopment plan by the governing body it becomes necessary or desirable to amend or modify such plan, the governing body may amend such plan upon the recommendation of the agency.

It should also be noted that Section 163.335(1), Florida Statutes, provides that the prevention and elimination of slum and blight is a matter of state policy and state concern in order that the state and its counties and municipalities shall not continue to be endangered by areas which are focal centers of disease, promote juvenile delinquency, and consume an excessive proportion of its revenues because of the extra services required for police, fire, accident, hospitalization, and other forms of public protection, services, and facilities.

Working against this background, residential revitalization, the elimination of substandard housing, and the provision of affordable housing alternatives have been stated goals of the current CRA Redevelopment Plan. The CRA has been working in its various residential sub-areas to meet these goals through our At Home Dania Beach Affordable Housing and Beautification Programs.

In the first quarter of 2020, a national emergency led to an evolving health crisis which has seriously impacted all communities and especially threatens to exacerbate the already blighted conditions in CRA residential sub-areas.

National Crisis and Community Impact

On March 1, 2020, Governor Ron Desantis directed the Florida Department of Health to issue a Public Health Emergency because of COVID-19 (Coronavirus) which developed into a global pandemic in the following months. As a result of shelter in place restrictions, many residents within the Redevelopment Area suffered job losses, and associated losses of income which in turn led to difficulty paying rent, mortgages and utility bills.

Current Situation: Proposed Mitigation Measures

At the August 21, 2020 CRA Special Meeting, the CRA Board discussed the potential to include rental and mortgage assistance within the Fiscal Year 2021 Budget. A proposed mitigation measure to provide residents of the CRA with rental assistance was adopted through the Fiscal Year 2021 Budget by the CRA Board at its September 14, 2020 meeting. The amount of \$250,000 was approved in the Budget for Residential Assistance and the CRA was directed to begin work on developing a rental assistance program for residents within the CRA district, in coordination with the City of Dania Beach.

Although the CRA Board has approved and discussed rental assistance in greater depth than mortgage and utility assistance, the proposed Plan amendment covers the broader assistance categories of rental, mortgage and utility assistance. In the event that the CRA Board chooses to amend the budget and adopt additional types of assistance programs in the future, the CRA Plan will have a provision to enable these types of programs in advance. No program listed in the Redevelopment Plan can be funded and implemented without approval by the CRA Board. To date, the CRA Board has only identified funding for a rental assistance program within the Fiscal Year 2021 Budget.

To start working on this program, and to ensure that all matters relating to the program are in accordance with the standard operating practices of all CRAs, all programs, projects, etc. must be justified through the CRA Plan. In conformity with these practices, the CRA is recommending the following amendment to the CRA Plan:

"Prolonged economic hardship can lead to residential displacement which can contribute to incidents of homelessness and exacerbate slum and blight conditions within the Redevelopment Area. The CRA will be empowered to provide grants for residential assistance programs including but not limited to rental, mortgage and utility assistance. The CRA will prepare and adopt guidelines for determining eligibility and the amount of the grant award."

Fiscal Impact

There is no fiscal or budgetary impact.

Recommendation

It is recommended that the CRA Board adopt the Resolution to recommend the proposed Amendment to the CRA Redevelopment Plan to the Dania Beach City Commission.

RESOLUTION NO. 2020-CRA-017

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, RECOMMENDING AN AMENDMENT TO THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY'S REDEVELOPMENT PLAN TO PROVIDE GRANTS FOR RESIDENTIAL ASSISTANCE PROGRAMS INCLUDING BUT NOT LIMITED TO RENTAL, MORTGAGE AND UTILITY ASSISTANCE; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida Legislature enacted the Community Redevelopment Act of 1969, which is presently codified as Part III of Chapter 163, Florida Statutes, as amended from time to time (the "Act"); and

WHEREAS, all powers arising through the Act are conferred by the Act upon counties with Home Rule Charters, such as Broward County, Florida, which in turn are authorized to delegate certain of their powers to a community redevelopment agency created pursuant to the Act; and

WHEREAS, pursuant to the adoption of Resolution No. 2002-275 by the Board of County Commissioners of Broward County, Florida (the "Board"), the Board delegated to the City Commission of the City of Dania Beach, Florida (the "Commission") the authority to exercise the redevelopment powers conferred upon the Board within its Redevelopment Area in accordance with the Act, to enable the City Commission to declare the need for, create and delegate power to a community redevelopment agency ("CRA") and to prepare and adopt a plan of redevelopment for final approval by the Board; and

WHEREAS, the City Commission accepted the delegation of powers from the Board, found a need for and created the CRA, granted the CRA the power to exercise those powers permitted by the Act and directed the preparation and adoption of a Community Redevelopment Plan (the "Plan"), updates to which have been approved and adopted by the CRA Board on March 11, 2009, and June 3, 2015, respectively; and

WHEREAS, on March 1, 2020, Governor DeSantis issued Executive Order 20-51 directing the Florida Department of Health to issue a Public Health Emergency due to COVID-19 and Coronavirus; and

WHEREAS, as a result of the Public Health Emergency, many property owners and residents within the community redevelopment area have suffered job losses and associated

losses of income which has resulted in the property owners and residents having difficulty with payment of monthly mortgage payments, rent payments, and utility charges; and

WHEREAS, Section 163.335(1), Florida Statutes provides that the prevention and elimination of slums and blight is a matter of state policy and state concern in order that the state and its counties and municipalities shall not continue to be endangered by areas which are focal centers of disease, promote juvenile delinquency, and consume an excessive proportion of its revenues because of the extra services required for police, fire, accident, hospitalization, and other forms of public protection, services, and facilities; and

WHEREAS, consistent with the findings and purposes stated in Section 163.335, Florida Statutes, Section 163.370(1), Florida Statutes, provides that a Community Redevelopment Agency shall have the power to appropriate such funds and make such expenditures as are necessary to carry out the purposes of this part; and

WHEREAS, Section 163.387(1)(a), Florida Statutes, provides that funds allocated to and deposited into this fund shall be used by the agency to finance or refinance any community redevelopment it undertakes pursuant to the Plan; and

WHEREAS, the Dania Beach Community Redevelopment Agency desires to include in the Plan goals and objectives related to the provision of funding to assist property owners and residents with the payment of monthly mortgage, rent, and utility charges in order to assist those individuals with expenditures that are necessary to retain housing in order to prevent homelessness, the spread of slum and blight, and the additional expenditure of public funds to provide additional police, fire, and other services resulting from the loss of housing; and

WHEREAS, the Dania Beach Community Redevelopment Agency Board of Commissioners finds that the proposed amendment to the Plan, which is attached hereto as Exhibit "A," and incorporated by this reference, is consistent with the statutory provisions of Chapter 163, Part III, Florida Statutes, serves both a municipal and public purpose, and recommends that the Dania Beach City Commission adopt the amendment to the Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY BOARD OF COMMISSIONERS:

Section 1. That the above "WHEREAS" clauses are ratified and confirmed, and they are made a part of and incorporated into this Resolution by this reference.

Section 2. That pursuant to Section 163.361(1), Florida Statutes, the Dania Beach Community Redevelopment Agency Board of Commissioners recommends that the Dania Beach City Commission adopt the proposed amendment to the Dania Beach Community Redevelopment Plan, which is attached hereto as Exhibit “A,” and incorporated by reference.

Section 3. That all resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are repealed.

Section 4. That this Resolution shall be in full force and take effect immediately upon its passage and adoption.

PASSED AND ADOPTED on October 13, 2020.

ATTEST:

THOMAS SCHNEIDER, CMC
CRA SECRETARY

LORI LEWELLEN
CHAIR

APPROVED AS TO FORM AND CORRECTNESS:

THOMAS J. ANSBRO
CRA ATTORNEY

Exhibit A – CRA Plan Amendment

Residential Assistance

Prolonged economic hardship can lead to residential displacement which can contribute to incidents of homelessness and exacerbate slum and blight conditions within the Redevelopment Area. The CRA will be empowered to provide grants for residential assistance programs including but not limited to rental, mortgage and utility assistance. The CRA will prepare and adopt guidelines for determining eligibility and the amount of the grant award.