MINUTES OF HYBRID MEETING
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
TUESDAY, AUGUST 23, 2022 – 5:30 P.M.

1. Call to Order/Roll Call

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

Present:

Chair:	Tamara James
Vice-Chair:	Marco A. Salvino, Sr.
Board Members:	Joyce L. Davis
	Lori Lewellen
	Lauren Odman
Executive Director:	K. Michael Chen
City Attorney:	Eve Boutsis
CRA Secretary:	Thomas Schneider

2. Citizen Comments

There were no comments at this meeting.

3. Administrative Reports

3.1 Administrative Reports

Director Chen reviewed the information included in the agenda packet, consisting of updates on the CRA Plan update, the Dania Beach Innovation Ecosystem (the Dania Beach Business Academy), Dania After Dark, tracking Dania Beach businesses (tracking retail sales), economic development activities (BRAVO visits to businesses and Oasis Pointe Residences on Bryan Road coming online), and the PATCH (Summer produce donations and presentations to students at Parks & Recreation's Summer Break Spot). He announced Florida Festivals & Events has awarded the CRA an award for the 2022 Arts & Seafood Celebration.

Board Member Lewellen asked if the PATCH is going to re-open.

Director Chen said it is currently open. It is not doing the regular Farmers Market on Saturdays, but they are taking in volunteers and booking tours, and programming is underway.

4. Presentations

There were no presentations on this agenda.

5. Consent Agenda

    5.1 Minutes:
    Approve Minutes of July 12, 2022 CRA Board Hybrid Meeting

    5.2 Travel Requests: None

Board Member Lewellen motioned to approve the Consent Agenda; seconded by Board Member Odman. The motion carried unanimously.

6. Proposals and Bids

There were no proposals on this agenda.

7. Discussion and Possible Action

    7.1 RESOLUTION NO. 2022-CRA-005

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, AUTHORIZING EXECUTION OF A MEMBERSHIP AGREEMENT BETWEEN THE CRA AND SKYSPACES OF DANIA BEACH, LLC, ("COMPANY"), FOR OFFICE SPACE AND SERVICES IN CO-WORKING SPACE LOCATED AT 25 NORTH FEDERAL HIGHWAY, DANIA BEACH, FLORIDA 33004, FOR THE PURPOSE OF OPENING A SATELLITE CRA OFFICE AND ESTABLISHING A FACILITY FOR THE FLORIDA INTERNATIONAL UNIVERSITY ("FIU") / U. S. DEPARTMENT OF ENERGY ("DOE") INTELLECTUAL PROPERTY-TO-MARKET HOSPITALITY AND TECHNOLOGY INCUBATOR ("INCUBATOR"); PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

Director Chen reviewed the information included in the agenda packet.

Vice-Chair Salvino noted he had talked to Director Chen earlier about this and noted the costs had changed.

Director Chen addressed the $15,500 start up costs and the $60,000 per year rent, as well as the monthly IT cost.

Vice-Chair Salvino questioned what the purpose is of having the CRA there if the college is coming in and they are taking care of everything there. Then we start talking about the rental rates in Dania Beach for housing for those who would staff it. He likes the program but does not understand with a college of that size why we are paying for it. He just does not understand it all the way. When the budget discussion comes up, the Board will be asked for money to budget it, yet we do not have the numbers yet. We do not know where the CRA budget went for this past year. He noted he brought up selling lots; had we done that, the money could have been put in escrow and then used for this.

Board Member Davis wanted to clarify everything as she understands it. Director Chen mentioned this is in the CRA Plan and to her, that is what connects us to FIU; it is in the CRA Plan. This is something that is supposed to be done by the CRA. Additionally, we did move forward with Dr. Chris Ford.

Director Chen noted the MOU was approved in December 2020.

Board Member Davis said at that point, the Board said they wanted to move forward with this. She sees how it weaves together with FIU. The caveat is that it is a unique incubator; Director Chen said the first in the nation. She questioned what makes it unique and one of a kind.

Director Chen explained specifically, this incubator and the whole concept of how it was set up was with FIU and the Department of Energy. This is the first incubator associated with the Department of Energy and he addressed the programs that would be scheduled each year. From the classes, they expect three to five business start-ups each year. There would be two classes per year with 20-25 people per class. As far as productivity is concerned, there would be three to five business start-ups. He addressed previous incubators FIU has done.

Board Member Davis questioned the technical advisory board Director Chen mentioned.

Director Chen noted the incubator is named the way it is because the Department of Energy wants to spread technology to a variety of industries. It does have a focus on hospitality, but it also has other careers where they want to spread technology.

Board Member Davis commented Director Chen said he expects to begin the incubator in mid- to late October.

Director Chen responded that is the projection from Skyspaces.

Board Member Davis asked if the long-term goal is to become a Dania Beach Innovation District.

Director Chen explained an incubator of this sort becomes a network for our businesses. The way you keep companies in the City is to engage them in the incubator and part of the network.

Board Member Lewellen noted she also spoke to Director Chen about this previously. She wants to make sure there is a way to evaluate how this is going over a period of time, and if it is not producing what we want, that we can get out of it.

Director Chen said it is a one-year agreement with renewals, and he addressed benchmarks and measures.

Chair James commented she is unsure why we are having this discussion right now when we have not had a budget discussion, no budget book or workshop. She noted, as Director Chen stated, this is in 2015 CRA Plan update and she asked how often we are supposed to have a plan update.

Director Chen responded every five years.

Chair James said she does not understand the operating time and questioned how often FIU will operate.

Director Chen noted they will conduct active incubator classes 28 weeks per years, and we do not have dates.

Chair James added we already paid CRA operating costs for costs incurred here at City Hall.

Director Chen said staff would come to City Hall to make copies.

Chair James asked how many staff would be at this location.

Director Chen said he envisions two.

Chair James asked how many parking spaces there are at the location.

Director Chen responded there are 30 parking spaces behind the building. They would be on a first come, first served basis; it is better to do this because the building is vacant.

Chair James questioned how we would measure the three to five businesses that would open per year.

Director Chen explained how rental rates would work; businesses locate where there are markets for their businesses.

Chair James said she does not know how this is measurable and we need to look at the CRA budget first. She does not know what would happen after the two CRA staff go to the incubator and then try to return to City Hall. Office space at City Hall is being filled rapidly. We have not had a comprehensive budget discussion nor a budget book. She likes the program, but all the other schools are footing the bill. This incubator has not been done before because no other cities would foot the bill for it; she does not support it at this time.

Director Chen noted it is customary for cities and counties to pay for incubators in their jurisdiction.

Vice-Chair Salvino felt the Board had discussed this enough; his position would be we do not know until we do the budget. He asked the Board, if they are happy with it, when the budget comes up and enough money comes up, to approve it. If there is not enough money, then we do not approve it.

Board Member Davis felt the budget should come first; she does support the program.

Chair James noted she supports the program, but she is not in support of the logistics of it. There are a lot of questions we do not have answers for. She urged the Board to go look at the space. We do not know the dates and times; it could be operating for one hour for the 14 weeks. This would be a first-year program; we would have to get the businesses excited. This is like going and renting a space and hope to fill it up.

Vice-Chair Salvino said there is always a roll of the dice. Regarding parking, we do have a parking garage; in downtown cities, you take a walk. He forgot to bring up that it would be something in our downtown district which would be good. It is a gamble for one year. If it is in this budget, then we should do it. We give them money to do their program and try to support it until circumstances prove otherwise.

Chair James suggested the Board save it for the budget discussion and then make the decision.

Board Member Lewellen suggested moving the item for approval contingent upon the budget discussion.

City Attorney Boutsis recommended having the budget discussion and then come back to the item to approve it if the Board so desires.

Board Member Lewellen suggested they take up item #7.2 then come back to item #7.1.

Chair James noted it would be a budget discussion for less than 30 minutes. She felt the Board needs to have a real budget workshop as they have done in the past.

Board Member Lewellen commented the CRA Board never held budget workshops until we had a $500,000 deficit.

Board Member Davis said she wants to approve the program now and if we do not have the money in the budget, we can take it out.

Vice-Chair Salvino noted we need a book in front of us to discuss the budget, and there is no time now to do so. He likes the item and wants to approve it contingent upon the budget discussion. He asked to table this item and to table the budget discussion item. He added perhaps we get a budget book in a week to 10 days and allot 40 minutes or so before the next meeting to discuss the budget.

A brief discussion ensued about the budget information included in the agenda packet.

Vice-Chair Salvino said he wants to see the line items for 2020, 2021, and 2022.

Frank DiPaolo, Director of Finance, noted the line items had not been vetted by Finance and he needs to sit down with the CRA and then a workshop could be scheduled.

Board Member Odman asked that everyone request what items they need from Director Chen and start discussing a date for workshop.

Discussion ensued regarding a date for a budget workshop.

The Board agreed to hold a budget workshop on Tuesday, September 6th at 5:00 p.m.

Vice-Chair Salvino requested the line items for 2020 and 2021.

Chair James said if Director Chen consolidated those, she wants the breakdown of expenses for each account.

7.2 CRA Fiscal Year 2022/23 Proposed Budget - CRA Executive Director Chen

This item was not taken up.

8. Board Member Comments

There were no comments at this meeting.

9. Information Items

There were no items on this agenda.

10. Adjournment

Chair James adjourned the meeting at 6:48 p.m.

ATTEST:

Thomas Schneider

THOMAS SCHNEIDER, CMC
CRA SECRETARY

COMMUNITY REDEVELOPMENT AGENCY

Tamara James

TAMARA JAMES
CHAIR – CRA

Approved: September 14, 2022

DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY