AGENDA
COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
WEDNESDAY, SEPTEMBER 13, 2023 - 5:30 PM

1. CALL TO ORDER/ROLL CALL

2. CITIZEN COMMENTS

Addressing the Commission: A thirty (30) minute "Citizen Comments" period shall be designated on the agenda for citizens and interested persons to speak on matters whether or not scheduled on that day's agenda. Individuals wishing to speak on a matter not included on the "Public Hearing" section of the agenda, which matter pertains to an item before the City Commission which requires a decision of the City Commission, may do so by signing in and submitting a form to that effect with the City Clerk prior to the meeting. Speakers at Public Hearings shall also submit such a form. Each speaker shall be limited to 3 minutes for his or her comments. If more than ten (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. CRA Administrative Report

4. PRESENTATIONS

1. 509 – 511 NW 3rd Terrace – Turn Two Duplex Rehab to Low-Income Affordable Housing

5. CONSENT AGENDA

1. Minutes:
   - July 11, 2023 CRA Budget Workshop Minutes
   - August 22, 2023 Regular CRA Board Meeting Minutes

2. Travel Requests: None.

3. RESOLUTION NO. 2023-CRA-______

   A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, SUPPORTING AN APPLICATION TO THE BROWARD METROPOLITAN PLANNING ORGANIZATION AS PART OF THE COMPLETE STREETS AND OTHER LOCALIZED INITIATIVE PROGRAM AND AUTHORIZING THE CITY APPLICATION TO SECURE FUNDING FOR THE CONSTRUCTION OF SOUTHWEST 1ST AVENUE / NORTHWEST 1ST AVENUE COMPLETE STREET PROJECT ALONG SOUTHWEST 1ST AVENUE / NORTHWEST 1ST AVENUE FROM NORTHWEST 3RD STREET TO STIRLING ROAD; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

6. PROPOSALS AND BIDS: None

7. DISCUSSION AND POSSIBLE ACTION

1. FY2024 CRA Budget

2. Façade Grant – 50 E Dania Beach Blvd

3. RESOLUTION NO. 2023-CRA-______

   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 A TWO-YEAR EXTENSION OF THE EXECUTIVE DIRECTOR, K. MICHAEL CHEN'S EMPLOYMENT AGREEMENT; PROVIDING FOR CONFLICTS;

FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

8. BOARD MEMBER COMMENTS

9. INFORMATION ITEMS

10. ADJOURNMENT

City of Dania Beach
Memorandum

DATE: 9/13/2023

TO: Chair and Board Members

FROM: Michael Chen, Executive Director

SUBJECT: CRA Admin Report

There is a lot going on in the CRA. Please connect with us directly to get current and correct information on what we are doing. Our direct numbers are:

- Michael Chen: 954-924-6801 x 3732
- Bill Harris: 954-924-6801 x 3667

If we cannot answer, leave your name and number and we will call you back.

DANIA BEACH INNOVATION ECOSYSTEM

Background: An Innovation Ecosystem has many different platforms to support entrepreneurs and early-stage ventures. The Dania Beach Innovation Ecosystem includes:

- Education
- Location & Events
- Mentorship
- Incubation & Acceleration
- Funding
- Talent

Update: We have begun planning for a grand opening event for our satellite CRA Office and IP2Mkt Incubator, probably in late October. We will work with Maxine and FIU to coordinate the event with the CRA Board's schedule.

As part of the kick-off for IP2Mkt Hospitality & Technology Incubator's entry to Dania Beach, the CRA has reserved an exhibitor table at the Broward County sponsored 2023 Florida International Trade and Cultural Expo (FITCE) being held October 4th & 5th at the Greater Fort Lauderdale/Broward County Convention Center. FITCE 2023 expects to attract over 2,000 attendees including approximately 500 international businesses and 1,500 local businesses, global trade representatives from over 60 countries and local trade agencies, and government leaders from around the world. FIU has committed to co-man the table to talk about the Incubator and take applications for the next Incubator cohort. The Dan Marino Foundation has agreed to join our table at FITCE.

Mary Partin, CEO of the Dan Marino Foundation, continues to explore areas for collaboration with the CRA and the FIU IP2Mkt Incubator.

CRA LAND ACQUISITION

The CRA has identified a small parcel of land that would be advantageous to acquire. The timing of the opportunity is indefinite but may arise with limited advance notice. Therefore, I would like a polled consensus approval of the Board to pursue the acquisition when the opportunity arises.

WEST 1ST AVENUE VISION PLAN / ARTS & ENTERTAINMENT DISTRICT BRANDING

The CRA Board workshop for the West 1st Avenue Visioning Plan is confirmed for Wednesday, September 20th, 5:30 to 7:30. The meeting notice has been circulated to the Board.

Multi-Media, a video production company, has been engaged to create a documentary video of the visioning process. The video will include taping and editing a 3-minute video including an existing conditions flyover (drone) of W 1st Avenue, the workshop input, key interviews, and the Board adopted designs. They will be at the September 20th Workshop.

1. PATCH

The CRA continues to assemble the information needed to prepare a fact-based due diligence analysis of the current PATCH location (1201 W Dania Beach Blvd) versus the potential new site at 1399 Stirling Road.

Biancamaria Bacarossi, our Lead Farm & Market Coordinator, and Jaime Castoro, our farming and crop consultant, are replanting the raised growing beds and hydroponics so this prime growing season is not lost. The crops are slow to return and the meager harvests are being donated to the nearby low-income housing facilities.

1. DANIA BEACH ARTS & SEAFOOD CELEBRATION

At the August 22nd CRA Meeting, I advised that several of the promotional collateral materials designed for the 2023 Dania Beach Arts & Seafood Celebration received Florida Festivals and Events Association (FFEA) SUNsational Awards. The awards include:

- Commemorative Poster – 1st Place
- Promotional Mailer – 1st Place
- Tickets / Invitations – 1st Place
- Website – 1st Place
- Promotional Poster – 2nd Place
- Program / Event Guide – 2nd Place
- Event T-Shirt – 2nd Place

City of Dania Beach
Memorandum

DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY

DATE: 9/13/2023

TO: Chair and Board Members

FROM: Michael Chen, Executive Director

SUBJECT: 509 – 511 NW 3rd Terrace – Turn Two Duplex Rehab to Low-Income Affordable Housing

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Request:
None

Background:
At the direction of the CRA Board, the CRA initiated RFP No. CRA-22-028 on August 5, 2022, and closed the process on September 19, 2022. On October 11, 2022, the CRA Board approved the sale of the duplex at 509 - 511 NW 3rd Terrace to Turn Two Construction, for the rehab of the property as low-income affordable housing.

Budgetary Impact
None

Recommendation
None

MINUTES OF BUDGET WORKSHOP
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
TUESDAY, JULY 11, 2023 – 6:00 P.M.

1. Call to Order/Roll Call

Chair Ryan called the meeting to order at 6:20 p.m.

Present:

Chair:	A. J. Ryan IV
Vice-Chair:	Lori Lewellen
Board Members:	Joyce L. Davis
	Tamara James
	Marco A. Salvino, Sr.
Executive Director:	K. Michael Chen
City Attorney:	Eve Boutsis
CRA Secretary:	Elora Riera, MMC

2. Budget Presentation and Discussion

2.1 CRA Budget Presentation

Executive Director Chen provided the Board with a draft budget which was included in their packet.

Executive Director Chen commented that as he worked on the draft budget, he incorporated the goals and objectives in the 2023 adopted CRA plan, implementation action plan, CRA Board direction and the discussion and interests from Board members.

Executive Director Chen mentioned that the Dania After Dark and Art and Seafood Festival were removed from his budget in anticipation that the production of those events be moved to the Parks and Recreation Department.

Executive Director Chen touched on the following budget items:

- retain funding for the motorcycle show
- inclusion of additional funds for publications
- Plan to budget for due diligence such as for the PATCH location
- Rebuilding Together

Executive Director Chen explained that Calvin Giordano has two approved contracts for 2023 and he entered them because they were not part of the original 2023 budget. In 2024 there is zero expense associated with them because the first contact will be expensed this year. He will not know what the proposed contract will be for the construction drawings next year until they provide the findings and it will be something the Board can discuss and decide upon in 2024. If the Board decides to move forward with construction drawings, it would require a budget transfer and he anticipates it would come from ARPA funds.

- West 1st Avenue Visioning Project
- Funding retained for Incubator office, CRA satellite office, façade grants, etc.
- Land acquisition fund is being carried over to 2024

Executive Director Chen commented that he has a placeholder for the PATCH operational funding for $79,000. In the implementation strategy, he was to bring a reorganization proposal to the Board. He would propose to change the Operations Manager position to a Deputy Director position requiring a higher skillset. He would also like to propose changing the part-time position to a full-time administrative position and eliminate Kisha's position.

Discussion ensued regarding support staff within the CRA and the office locations of the staff.

Executive Director Chen stated that the PATCH currently operates with 3 part-time positions. He is proposing to eliminate two part-time coordinator positions and keep one lead coordinator position with the idea of bringing in an outside operating agreement.

To answer Commissioner James' question, Executive Director Chen stated that the support staff will come from Fruitful Fields, and they will provide multiple positions.

Vice Chair Lewellen is happy to see savings being made and funding is being placed in areas of need.

Board Member Salvino is excited for the opportunity with the PATCH with the outside agreement.

Commissioner Davis asked if any of the positions have been advertised and Executive Director Chen responded that they have.

Mayor Ryan inquired about the satellite office and Executive Director Chen stated that the rent is $60,000.00 and operating expenses are estimated at $15,000.00 which is the same as 2023. He believes that the costs can be maintained.

Commissioner James asked about the land acquisition since there is funding but nothing has been done with it and Executive Director Chen responded that he has received different feedback from individual conversations with each Board member.

Executive Director Chen commented that staff is aggressively pursuing the acquisition of the missing piece of land on 5th and Waiters and he could see some of that funding being put towards the acquisition.

Discussion ensued regarding land acquisitions and the funding budgeted for it.

Commissioner James asked for an explanation of the livability magazine budgeted for $11,000.00 and Executive Director Chen explained that it is a magazine subscription sponsored by the Greater Fort Lauderdale Alliance and they pass out the magazine to any prospect who goes into their office. They also post an electronic version on their website. It is one publication a year and the City has a two-page ad in it.

Commissioner James inquired about the website rebuild line item and Executive Director Chen explained that he is hoping to initiate an RFP to secure a consultant for the CRA website. The funding was carried over from last year to this year.

Chief Financial Officer Frank DiPaolo commented that the City will be doing a complete redesign of the City's website and the CRA website could possibly be done in tandem with the City's redesign.

Mayor Ryan inquired about social media and Executive Director Chen responded that social media is contracted out and the CRA has Facebook and Twitter.

Discussion ensued regarding social media and the maintenance of the CRA website.

Commissioner James noticed that the line items are the same from last year and asked if any of the expenses are going to increase and Executive Director Chen responded that the numbers are placeholders because the revenue numbers are generated from Finance.

Chief Financial Officer DiPaolo stated that Finance does a projection to see where they will end up based on the budget and actual year to date and a lot of these items are going to come in potentially lower than what was budgeted.

Commissioner James commented that she would like to know of any upcoming projects for the next budget that the Board would like to include and enter placeholders into the budget for those projects.

Commissioner Davis commented on a possible opportunity with Oasis Pointe for marketing.

Mayor Ryan thanked Executive Director Chen for the presentation and the Board for their input.

3. Adjournment

Chair Ryan adjourned the meeting at 6:53 p.m.

ATTEST:

ELORA RIERA, MMC
CRA SECRETARY

COMMUNITY REDEVELOPMENT AGENCY

ARCHIBALD J. RYAN IV
CHAIR – CRA

MINUTES OF MEETING
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
TUESDAY, AUGUST 22, 2023 – 5:30 P.M.

1. Call to Order/Roll Call

Chair Ryan called the meeting to order at 5:31 p.m.

Present:

Chair:	A. J. Ryan IV
Vice-Chair:	Lori Lewellen
Board Members:	Joyce L. Davis
	Tamara James
	Marco A. Salvino, Sr.
Executive Director:	K. Michael Chen
City Attorney:	Eve Boutsis
CRA Secretary:	Elora Riera, MMC

2. Citizen Comments

There were no citizen comments.

3. Administrative Reports

Executive Director Chen presented his administrative report that was provided to the Board in their packets. He touched on the following topics:

- Innovation Ecosystem and the satellite CRA office will be available for occupancy at the end of August. He will work with Maxine on scheduling a grand opening event.
- 2023 Florida International Trade and Cultural Expo (FITCE) being held October 4th & 5th at the Greater Fort Lauderdale/Broward County Convention Center.
- Dan Marino Foundation Headquarters relocation to Dania Beach.
- West 1st Avenue Vision Plan and Arts and Entertainment District Branding work orders with Calvin Giordano and Associates.

By consensus, the Board agreed to hold a workshop on September 20, 2023 at 5:30 p.m.

- Rebuilding Together collaborated with the CRA to paint, repair, and landscape three houses with the Memorial Healthcare HERO volunteers on August 19th.
- CRA has been assembling the information needed for the PATCH to prepare a fact-based due diligence analysis of the current PATCH location (1201 W Dania Beach Blvd) versus the potential new site at 1399 Stirling Road.

Board Member Salvino commented about the proposed new location of the PATCH and suggested that the developer who purchases the land should be required to build a new PATCH as part of their development.

Discussion ensued regarding the proposed PATCH site location.

- Dania Beach Arts and Seafood celebration promotional collateral materials were submitted to the Florida Festivals and Events Association for consideration for a SUNsational award and the CRA has won in many categories.
- CRA/City Promotional Materials - CRA has been working on developing materials to promote the growth and prosperity of the CRA and Dania Beach citywide. These materials will be given to existing businesses, commercial property owners, investors, developers and other uses.

4. Presentations

None.

5. Consent Agenda

Board Member Salvino made a motion to approve the consent agenda. Vice Chair Lewellen seconded the motion which carried unanimously on voice vote.

5.1 Minutes: July 11, 2023 CRA Regular Meeting Minutes

Approved under consent agenda.

5.2 Travel Requests: Request to Attend Florida Redevelopment Association Annual Meeting October 25th through October 27th

Approved under consent agenda.

6. Proposals and Bids

There were no proposals on this agenda.

7. Discussion and Possible Action

7.1 Commercial Facade Grant Application - 50 E Dania Beach Blvd

Executive Director Chen introduced the item.

Board Member James made a motion to approve the item.

There was some discussion regarding the painting of the building.

The motion was seconded by Board Member Davis which carried unanimously on voice vote.

8. Board Member Comments

Board Member Davis commented on the rebuild together event and she was happy to be a part of that event.

Board Member James commented on the rebuild together event and she was happy to be a part of that event.

Board Member Salvino commented on item 7.1 and would like to know what the $19,000.00 is being spent on.

Mayor Ryan commented that it is an improvement to that building overall.

Vice Chair Lewellen suggested language be included in the application that would require them to explain what type of business it will be.

Vice Chair Lewellen commented on the rebuild together event and she was happy to be a part of that event.

Board Member James wished to rescinded her vote for item 7.1. She feels that Board member Salvino made some valid points.

Board Member James made a motion to reconsider item 7.1. The motion was seconded by Board Member Davis which passed 4-1 on roll call vote with Chair Ryan voting no.

Board Member James made a motion to continue item 7.1 to the next meeting on September 13, 2023 to be provided with more information. The motion was seconded by Board Member Salvino which carried unanimously on voice vote.

Mayor Ryan commented on the rebuild together event and was happy to see the event in Dania Beach. He thanked Executive Director Chen for his hard work and the Parks and Recreation department.

9. Information Items

None.

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10. Adjournment

Chair Ryan adjourned the meeting at 6:13 p.m.

ATTEST:	COMMUNITY REDEVELOPMENT AGENCY
______________________________	____________________________________
ELORA RIERA, MMC CRA SECRETARY	ARCHIBALD J. RYAN IV CHAIR – CRA

City of Dania Beach
Memorandum

DATE: 9/13/2023

TO: Chair and Board Members

FROM: Michael Chen, Executive Director

SUBJECT: The City and CRA met with the Broward MPO as a CSLIP pre-application meeting. The MPO's Complete Streets and other Localized Initiatives Program (CSLIP) provides funding for small local transportation projects that will improve the safety and mobility for all transportation users in Broward. This competitive grant program can fund projects such as (but not limited to): complete streets projects, traffic calming and intersection improvements, ADA upgrades, mobility hubs, bus shelters, bike racks and technology advancements such as transit signal priority and traffic control devices.

The objective of our interest in submitting a CSLIP application is to secure an additional source of funding for the construction of the W 1st Avenue streetscape improvements. As part of our application, the MPO requires an approved Resolution reflecting the Board's support/approval for the application.

Request:
Approve the Resolution reflecting the Board's support/approval for the CSLIP application.

Background:
Creating an Arts and Entertainment District, with an enhanced public realm has been a long-term goal of the CRA.

The adopted 2009 CRA Plan recommended "A redesigned NW 1st Avenue and its visual connectivity with Federal Highway may best exemplify a walkable site" and proposed a Master Plan to design an enhanced public realm for the NW 1st Avenue corridor.

The adopted 2023 CRA Plan proposed to generally designate the areas along Federal Highway from Old Griffin Road to SE 5th Street as an Arts & Entertainment District. Further, the Plan encourages streetscape and infrastructure improvements to help improve pedestrian safety and to increase the activity of the NW/SW 1st Avenue corridor.

At the June 13, 2023 CRA Meeting, the Board approved a CCNA Work Order with Calvin, Giordano & Associates, Inc. in the amount of $62,820.00 to provide professional services to develop a Streetscape Vision Plan for an Arts and Entertainment District centered along the West 1st Avenue corridor, from Stirling Road to NW 3rd Street.

Budgetary Impact

No cost impact.

Recommendation
Approve the Resolution reflecting the Board's support/approval for the CSLIP application.

RESOLUTION NO. 2023-CRA-______

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, SUPPORTING AN APPLICATION TO THE BROWARD METROPOLITAN PLANNING ORGANIZATION AS PART OF THE COMPLETE STREETS AND OTHER LOCALIZED INITIATIVE PROGRAM AND AUTHORIZING THE CITY APPLICATION TO SECURE FUNDING FOR THE CONSTRUCTION OF SOUTHWEST 1ST AVENUE / NORTHWEST 1ST AVENUE COMPLETE STREET PROJECT ALONG SOUTHWEST 1ST AVENUE / NORTHWEST 1ST AVENUE FROM NORTHWEST 3RD STREET TO STIRLING ROAD; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Broward Metropolitan Planning Organization (the "MPO") approved the Complete Streets and other Localized Initiatives Program (CSLIP) on July 9th, 2015; and

WHEREAS the Southwest 1st Avenue / Northwest 1st Avenue Complete Street Project, along Southwest 1st Avenue / Northwest 1st Avenue from Northwest 3rd Street to Stirling Road (the "Project") will be evaluated and ranked by the MPO, then vetted to determine programmability in accordance with the CSLIP policies; and

WHEREAS, a resolution from the City of Dania Beach (the "City'') Commission stating support for the Project is required to establish funding eligibility; and

WHEREAS, federally funded projects off the state highway system are delivered using the federally mandated Local Agency Program (LAP) process; and

WHEREAS, the City acknowledges that the project will be delivered under the Local Agency Program (LAP); and

WHEREAS, the LAP program is reimbursement-based as specified in the LAP agreement; and

WHEREAS, the City commits to funding upfront costs for design, Construction Engineering and Inspection (CEI) services, and construction to be then reimbursed as per the LAP agreement; and

WHEREAS, the City commits to program funding for construction contingency per the requirements of LAP; and

WHEREAS, the Project will be constructed within the agency's right of way; and

WHEREAS, it is the responsibility of the City, to maintain or coordinate the maintenance of the roadways after the project completion.

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 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 the CRA Board supports the Application for the construction of Southwest 1st Avenue / Northwest 1st Avenue Complete Street Project, along Southwest 1st Avenue / Northwest 1st Avenue from Northwest 3rd Street to Stirling Road for the Broward Metropolitan Planning Organization Complete Streets and Other Localized Initiatives Program.

Section 3. That the CRA Board commits to funding any operation and maintenance (O&M) costs and construction contingency per the requirements of LAP for the Project to the Broward Metropolitan Planning Organization.

Section 4. That the appropriate CRA officials are authorized to execute all necessary documents and to take any necessary action to effectuate the intent of this Resolution.

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 effective 10 days after passage.

PASSED AND ADOPTED on ____________________, 2023.

Motion by ___________________________, second by ____________________________.

FINAL VOTE ON ADOPTION:

Board Member Joyce Davis ______

Board Member Tamara James ______

Board Member Marco Salvino ______

Vice Chair Lori Lewellen ______

Chair Archibald J. Ryan IV ______

ATTEST:

____
ELORA RIERA, MMC
CRA SECRETARY

____
ARCHIBALD J. RYAN IV
BOARD CHAIRPERSON

APPROVED AS TO FORM AND CORRECTNESS:

____
EVE A. BOUTSIS
CRA ATTORNEY

City of Dania Beach
Memorandum

DATE: 9/13/2023

TO: Chair and Board Members

FROM: Michael Chen, Executive Director

SUBJECT: FY2024 CRA Budget

Request:
Approve the proposed FY2024 CRA Budget

Background:

Attached is a copy of the CRA's proposed FY2024 Budget. The line item costs and totals are the same as presented and discussed at the July 11 CRA Board Budget Workshop. The final version attached has been discussed with and reviewed by Frank DiPaolo, in his capacity as the CRA Treasurer.

The FY2924 CRA Budget is based on:

- Goals and Objectives in the adopted 2023 CRA Plan Update
- 2023 CRA Plan Update – Implementation Action Plan presentation (Feb 14, 2023)
- CRA Board direction
- Discussions at the July 11 CRA Board Budget Workshop

The content of accounts is itemized so you can identify the projects/programs included in each account – accounts with itemized expenses are highlighted to help visually identify their content. Some of the FY2023 line items have been deleted for FY2024, such as the CRA's production of Dania After Dark and Arts & Seafood Festival which will be managed by the City Parks and Rec Department. Some accounts have new expenses itemized and priced that were not included in FY2023, such as "Prof. Services CRA - Marketing / PR" which includes the GFL Alliance sponsored Livability Magazine and the Dania Beach Chamber's Sourcebook.

There are two line items that reflect the Calvin Giordano contracts approved at the June CRA Meeting. They reflect a contract value of $0 for FY2024. It is expected the visioning and conceptual design work will be completed during FY2024 and Calvin Giordano will provide a proposal for the construction/installation drawings to implement the disigns. Those contracts will require a Board action and, if approved, will require a funding transfer.

A few highlights of the proposed FY2024 budget are:

- CRA Expenses are reduced by $275,652, largely due to the production of Arts & Seafood and Dania After Dark being moved to Parks & Rec.
- The FY2024 Budget draft reflects the proposed CRA Staffing Reorganization:
    1. CRA: Net impact is going from 4 full-time and 1 part-time positions to 4 full-time positions.
        - Kathleen's Manager position, upgrade to a Deputy Director (discussed with Manager Garcia, HR, and Finance)
        - Kha's part-time position, upgrade to a full time accounting/admin position (discussed with HR and Finance)
        - Kisha's position, delete position (discussed with Manager Garcia, HR, and Finance)
    2. PATCH: net impact is going from 3 part-time positions, to 1 part-time position.
        - Keep Bianca as the Lead Coordinator, part-time. Bianca will continue her current job functions, which includes administrative tasks. (discussed with Finance)
        - The 2 general part-time Coordinator positions (currently vacant), delete positions. (Savings offset by Fruitful Fields operating agreement. (discussed with Finance)
- The wage/benefit costs are calculated by the Finance Department and reflect the proposed reorganization of CRA staff. The calculated values also reflect the cost of living raises committed to by the City. It should be noted, wage/benefit costs would increase in FY2024 even without the reorganization due to the cost of living raises.

Attachment: FY2024 Budget

Budgetary Impact

Recommendation

Approve proposed FY2024 CRA Budget

FY2024 COMMUNITY REDEVELOPMENT AGENCY BUDGET

FUND 106 - COMMUNITY REDEVELOPMENT AGENCY		FY2024 ACCOUNTS	
Acct #	**Account Description**	**Line Cost**	**Budget Item**
REVENUE 106-00-00			
361-10-	Interest and Other Earnings		$40,000
381-00-	Non-Op Transfer from General Fund		$1,600,000
389-90-	Non-Op Re-Appropriations Balance		$1,036,523
REVENUE TOTALS 106-00-00			**$2,676,523**
CRA EXPENSE 106-52-01-552			
12-10	Salaries and Wages Full-Time		$451,637
12-11	Salaries and Wages Part-Time (FRS Eligible)		$0
12-13	Salaries and Wages Expense Allowance		$6,000
12-14	Salaries and Wages Cell Phone Stipend		$1,440
14-10	Overtime Regular		$1,000
15-15	Special Pay Accrued Leave Buyback		$6,520
21-10	FICA Taxes		$28,373
21-20	FICA Medicare		$6,635
22-20	Retirement Contributions FRS Pension		$99,232
22-30	Retirement Contributions Deferred Comp Match		$10,470
23-10	Life and Health Insurance Insurance		$83,029
24-10	Workers' Compensation Premium		$650
31-10	Prof. Services General		$84,900
	Ann'l Rpt Layout	$5,000	
	Financial Consultant	$11,500	
	Financial Audit	$8,050	
	SCORE	$6,900	
	Web Hosting	$3,450	
	Other	$50,000	
31-20	Prof. Services Legal (Outside Legal)		$11,500
34-10	Contractual Services General		$15,855
	Environics/Claritas	$1,495	
	CoStar	$5,340	
	LocalIntel	$2,000	
	We Communicate	$4,600	
	Mail Chimp	$920	
	Go Daddy/SSL Security	$120	
	Zoom	$1,380	
40-10	Travel and Per Diem Training		$20,500
	FRA Conf (3 staff)	$4,500	
	FRA Training CRA Board	$6,000	
	ICSC Conf (3 staff)	$4,000	
	Misc Travel/Training staff	$5,000	
	Alliance Board Meetings	$1,000	
	~~FL Events Conf (2 staff)~~	$0	
41-10	Communications Services Telephone		$2,875
42-10	Freight & Postage Services Freight & Postage		$3,450
46-30	Repair & Maint. Services Vehicles		$2,300
47-10	Printing and Binding General		$3,000
48-17	Community Events - Mortorcycle Show		$5,750
49-20	Other Charges/Obligations Legal & Advertising		$3,000
51-10	Office Supplies General		$6,000
52-10	Operating Supplies Gasoline and Diesel Fuel		$1,000
52-20	Operating Supplies Miscellaneous		$3,600
	Storage	$3000	
	Uniforms	$600	
54-10	Books/Publications, Memberships, Subscriptions		$0
54-20	Books/Publications, Memberships, Subscriptions		$175
	South FL Business Journal	$75	
	Sun Sentinel	$100	
54-21	Trade Group / Agency Memberships		$4,480

FY2024 COMMUNITY REDEVELOPMENT AGENCY BUDGET

Acct #	Account Description	Line Cost	Budget Item
	GFL Alliance	$1875	
	Fl Redevelopment Assn	$995	
	Council of Development Finance Agencies	$550	
	Int'l Council of Shopping Centers	$350	
	Urban Land Institute	$220	
	BJs Wholesale Club	$115	
	FL Dept Economic Opp	$175	
	FL Housing Coalition	$200	
61-10	Land Acquisition (carry over)		$500,000
	Fund Transfers		$725,431
91-00	Intragov't Transfers Out General Fund	$353,876	
91-11	Intragov't Transfers Out CRA Community Gardens	$202,812	
91-51	Intragov't Transfers Out Transfer to Facilities Fund	$44,051	
91-52	Intragov't Transfers Out Transfer to Fleet	$14,196	
91-53	Intragov't Transfers Out Transfer to IT Systems	$110,496	
99-80	Other Uses Reserve for CRA		$0
CRA EXPENSES TOTAL 106-52-01-552			**$2,088,802**
CITY CENTER EXPENSES 106-52-02-552			
31-41	Prof. Services CRA - Marketing / PR		$159,221
	Website Rebuild	$30,000	
	Alliance Sourcebook	$5,456	
	Livability Magazine (GFLA)	$11,220	
	DB Chamber Sourcebook	$3,295	
	Economic Sourcebook	$4,140	
	Social Media Contract	$40,250	
	Dania Press	$13,800	
	Cohoots	$5,750	
	CultureOwl	$5,750	
	Graphic Design	$23,000	
	Photography/Videography	$11,500	
	Other Ads	$5,060	
31-42	Prof. Services CRA - Redevelopment Initiatives		$149,200
	Rebuild Together	$120,000	
	Surveys	$10,000	
	Appraisals	$10,000	
	Lawn Service	$9,200	
	Calvin Giordano - Branding Signage	$0	
48-10	Promotional Activities General		$13,800
	Awards for Presentations	$1,150	
	Event Ad-ons/Reimbursement	$6,900	
	Promotional Items	$5,750	
CITY CENTER EXPENSES TOTAL 106-52-02-552			**$322,221**
CITYWIDE EXPENSES 106-52-08-552			
31-10	Professional Services (C Giordano W 1st Ave Eng)		$0
31-42	Professional Services CRA - Redevelopment Initiatives		$0
31-43	CRA Economic Development Initiatives		$265,500
	CRA Satelite Office Rent	$60,000	
	CRA Satelite Office Op Expenses	$15,000	
	Commercial Facade Grant	$55,000	
	Business Attraction / Expansion Grant	$55,000	
	Dist Stimulus Incentives	$70,000	
	CRA Annual Lunch	$3,500	
	Hospitality Forum	$3,500	
	Banking Forum	$3,500	
CITYWIDE EXPENSES TOTAL 106-52-08-552			**$265,500**
FUND 106 - EXPENSE TOTALS			**$2,676,523**
FUND 106 - REVENUE TOTALS			**$2,676,523**

FY2024 COMMUNITY REDEVELOPMENT AGENCY BUDGET

Acct #	Account Description	Line Cost	Budget Item
FUND 112 - CRA COMMUNITY GARDEN PATCH		**FY2024 Accounts**	
Acct #	**Account Description**	**Line Cost**	**Budget Item**
PATCH REVENUE 112-00-00			
369-90-	Misc Revenues		$35,000
369-90-	Comm Garden Patch Sales		$10,000
381-01-	Non-Operating Transfer from CRA		$202,812
PATCH REVENUE TOTALS 106-00-00			**$247,812**
PATCH EXPENSES 112-52-09-552			
	Wages / Employee Costs		
12-11	Salaries and Wages Part-Time (FRS Eligible)		$33,495
14-10	Overtime Regular		
15-15	Special Pay - Accrued Leave Buy back		
21-10	FICA Taxes		
21-20	FICA Medicare		
22-20	Retirement Contributions FRS Pension		$4,545
24-10	Workers' Compensation Premium		$2,300
31-10	Professional Services General		$25,000
34-10	Fruitful Fields Operating Agreement		$77,865
34-20	Contractual Services Merchant Card Processing Fees		$1,800
40-10	Training, Travel, and Per Diem Expenses		$1,500
41-10	Communications Services Telephone		$200
43-10	Utility Services Water		$8,600
43-20	Utility Services Electricity		$2,500
44-10	Rentals and Leases Equipment		$5,000
46-10	Repair & Maintenance Services Equipment		$2,000
46-30	Repair & Maintenance Services Vehicles		$5,000
46-50	Repair & Maintenance Services Grounds		$9,348
47-10	Printing and Binding General		$1,500
48-10	Promotional Activ ities General		$12,000
49-30	Other Current Charges/Obligations Permits & Licenses		$600
51-10	Office Supplies General		$1,000
52-06	Operating Supplies Cost of Goods Sold (Patch)		$15,000
52-10	Operating Supplies Gasoline and Diesel Fuel		$1,500
52-20	Operating Supplies Miscellaneous		$15,000
91-51	Intragov't Transfers Out Transfer to Facilities Fund		$12,234
91-53	Intragov't Transfers Out Transfer to IT Systems Fund		$9,825
99-10	Other Uses Contingency		$0
Activity 552 - INDUSTRY DEVELOPMENT TOTALS			**$247,812**
Division 10 - USDA GRANT EXPENSES			
31-10	Professional Services General		$0
52-20	Operating Supplies Miscellaneous		$0
Division 10 - USDA GRANT TOTALS			**$0**
Division 11 - DELUCA GRANT EXPENSES			
31-10	Professional Services General		$0
46-30	Repair & Maintenance Services Vehicles		$0
52-10	Operating Supplies Gasoline and Diesel Fuel		$0
52-20	Operating Supplies Miscellaneous		$0
64-20	M&E Vehicles		$0
DIVISION 11 - DELUCA GRANT TOTALS			**$0**
FUND 112 - EXPENSE TOTALS			**$247,812**
FUND 112 - REVENUE TOTALS			**$247,812**
FUND 106 + 112 - GRAND TOTALS EXPENSE			**$2,924,335**
FUND 106 + 112 - GRAND TOTALS REVENUE			**$2,924,335**

RESOLUTION NO. 2023-CRA-______

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, ADOPTING THE FINAL ESTIMATES OF REVENUE AND EXPENDITURES FOR THE FISCAL YEAR COMMENCING ON OCTOBER 1, 2023~~2~~, AND ENDING ON SEPTEMBER 30, 2024; APPROPRIATING FUNDS AS MAY BE NEEDED OR DEEMED NECESSARY TO DEFRAY EXPENDITURES AND LIABILITIES OF THE CRA FOR THE FISCAL YEAR; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with Florida Statutes Chapter 189.016, the governing body of the Dania Beach Community Redevelopment Agency ("CRA"), operating as a special district, shall adopt a budget by resolution each fiscal year; and

WHEREAS, the proposed budget for the Fiscal Year commencing on October 1, 2023, and ending on September 30, 2024, has been prepared; and

WHEREAS, the proposed budget was presented to the CRA Board, discussed at the CRA Board Special meeting held on July 11, 2023, and subsequently adjusted to accommodate the CRA Board's direction; and

WHEREAS, the proposed budget for the Fiscal Year commencing on October 1, 2023, and ending on September 30, 2024 has been finalized by the CRA Board.

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 the final approved budget for the Community Redevelopment Agency as attached, marked Exhibit "A", which is incorporated and made a part of this Resolution by this reference, is adopted as the final and approved budget for the Fiscal Year commencing October 1, 2023, and ending on September 30, 2024.

Section 3. That all appropriations from the 2022-2023 fiscal year which are encumbered but unexpended as of the last day of the fiscal year, may be re-appropriated for the same purpose and incorporated into the budget for the 2023-2024 fiscal year at the discretion of the CRA Executive Director and approval of the CRA Board when applicable. The CRA Executive Director, with assistance from the CRA Treasurer, shall make the final determination on which encumbrances remain open (e.g. ongoing initiatives and/or capital projects) and which encumbrances are closed (e.g. monthly operations) as of the last day of Fiscal Year 2022-2023.

Section 4. That all other appropriations for the 2022-2023 fiscal year, which are unencumbered and unexpended as of the last day of the fiscal year, may be re-appropriated for the same purpose or project or reallocated pursuant to Exhibit "A", or if complete, shall be re-appropriated to a reserve account.

Section 5. That CRA staffing positions and capital expenditures reflected and approved in the annual budget establish CRA Board consent to the staffing and capital expenditures, and that any additions to staffing or capital expenditures are to be approved through CRA Board approval of an amendment to the approved budget.

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

PASSED AND ADOPTED on September 13, 2023.

ATTEST:

______________________________	______________________________
ELORA RIERA, MMC	ARCHIBALD J. RYAN IV
CRA SECRETARY	CHAIR

APPROVED AS TO FORM AND CORRECTNESS:

____

EVE A. BOUTSIS
CRA ATTORNEY

City of Dania Beach
Memorandum

DATE: 9/13/2023

TO: Chair and Board Members

FROM: Michael Chen, Executive Director

SUBJECT: Façade Grant – 50 E Dania Beach Blvd

Request:
The CRA requests your approval of the Façade Grant application for 50 E Dania Beach Blvd in an amount of $19,625.00 or 50% of the actual project cost as evidenced by paid receipts, whichever is less.

Background:
Background: 50 E Dania Beach Blvd is owned by Joshua Kodner, dba Signature Investment Holding II LLC.

The Project: Josh Kodner believes his Federal Highway/Dania Beach Boulevard location needs a fresh look to better attract and serve the guests of the nearby hotel and residents of the newly opened Soleste Seaside Apartments. Specifically, the owner is leasing the building to a restaurant operator. The façade improvement project includes the installation of new impact windows/doors and exterior painting. The renovation is estimated to cost from $31,580.00 to $39,250.00 (two estimates). The Façade Grant application is seeking $19,625.00, representing a 50% match of the higher estimated project cost. The owner's share of the construction costs will be self-funded.

Attachments:
Owner's Façade Grant application
Photos of the existing building
Copies of the construction estimates
BCPA folio sheet and map

Budgetary Impact
The funding for this grant is in account 106-52-08-552-31-43 of the FY2023 CRA Budget.

Recommendation
Approve the Façade Grant application for 50 E Dania Beach Blvd in an amount of $19,625.00 or 50% of the actual project cost as evidenced by paid receipts, whichever is less.

Dania Beach Community Redevelopment Agency
Commercial Property Facade Grant Program
Grant Application

PART 1: PROPERTY INFORMATION / PROJECT FUNDING SOURCES

Property Address: 50 EAST Dania Beach BLVD

Property tax folio: 504234013360 Property is in the CRA: Yes ☒ No ☐

Property is classified as a "Retail" or "Commercial" use under Broward County Property Assessor's use codes: Yes ☒ No ☐

The building at this address has received a City/County-managed financial assistance incentive: Yes ☐ No ☒

Property is within a shopping center: Yes ☐ No ☒

Property is owned or occupied by a tax-exempt organization: Yes ☐ No ☒

Property is occupied by a business defined as "ADULT ENTERTAINMENT" in CHAPTER 2.5 of the City of Dania Beach Code of Ordinances: : Yes ☐ No ☒

Property Is Owned By: An Individual ☐ A Corporation ☐ A Partnership or LLC ☒

Property Owner (Owner) Name: Signature Investment Holding II LLC

Applicant is the Owner: Yes ☒ No ☐ (proof of ownership required)

Applicant is authorized to make this application: Yes ☒ No ☐ (proof of authorization)

Owner Address: 750 Harrison St. Hollywood, FL 33019

Owner: Phone: 561-703-1043 Fax: N/A Email: ClientServices@JoshuaKodner.Com

Owner's business is the primary tenant (+50%) of the Property: Yes ☐ No ☒

If yes, business name: N/A ☐ ______

Date business established: ______ Business is +3 years old: Yes ☐ No ☐

Maximum CRA Cost Match: 50% ☒ 70% ☐

Total Project Cost: $ 39,250.00

Sources of Project Funds

Grant Request: $ 19,625.00 ($25,000 max)

Owner Equity: $ 19,625.00

Other Funds: $ ______

I hereby attest that the information on this application is accurate to the best of my knowledge.

______ 8/07/23

Property Owner/Applicant Date

Dania Beach Community Redevelopment Agency
Commercial Property Facade Grant Program
Grant Application

DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY

PART 2: PROJECT SCOPE OF WORK / SUMMARY PROJECT BUDGET

Applicant/Property Owner: Signature Investment Holdings II LLC

Owner's Address: 750 Harrison St Hollywood, FL 33019

Owner's: Phone: 5617031043 Fax: N/A Email: Clientservices@JoshuaKooner.com

Property Address: 50 E Dania Beach Blvd, Dania Bch, FL 33004

Market-rate costs (labor and materials) paid to third-party licensed contractors that construct the improvements are eligible costs. Grant funds cannot be used for acquiring property. All work must be performed in a first-class workmanlike manner in compliance with regulations of the City of Dania Beach and must meet all applicable codes. Portions of the Project cost not funded by the approved Grant must be funded by the Owner Any improvements undertaken prior to execution of the Grant Agreement, Declaration of Restrictive Covenants, and Promissory Note will be ineligible for reimbursement.

DESCRIBE THE OVERALL PROJECT AND THE OBJECTIVES OF THE PROJECT
It is the responsibility of the Applicant to demonstrate the proposed project is in alignment with the adopted CRA Plans. Provide a comprehensive description of the existing building façade, the Project scope of work, and what the Project will do to change the building's functionality and "curb" appeal. (Add more pages if required.)

Install Impact Windows & Paint Exterior

1. **TOTAL PROJECT COST:** $ 39,250.00

2. The total project cost must represent the reasonable, current costs of the Project. An itemized proposal for the work to be performed from a licensed general contractor must be attached. The contractor proposal must reflect your description of the Project,

3. **PROJECT FUNDING SOURCES:**

The total project funding must meet or exceed the total project cost and demonstrate that the applicant is able to meet their financial obligations as described in the Program.

Grant Request:	$ ~~25,000~~ 19,625.00
Owner Equity:	$ 19625.00
Other Funds:	$
Total Project Funding:	$ 39,250.00

I hereby attest that the information on this application is accurate to the best of my knowledge.

[signature] 8/7/23

Property Owner/Applicant Date

DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY

Dania Beach Community Redevelopment Agency

Facade Grant Program

Grant Application

PART 3: LINE ITEM BUDGET

Property Address: 50 E. Dania Beach Blvd

Applicant/Property Owner: Signature Investment Holdings II LLC

Owner: **Address:** 750 Harrison St, Hollywood **Phone:** 561-703-1043

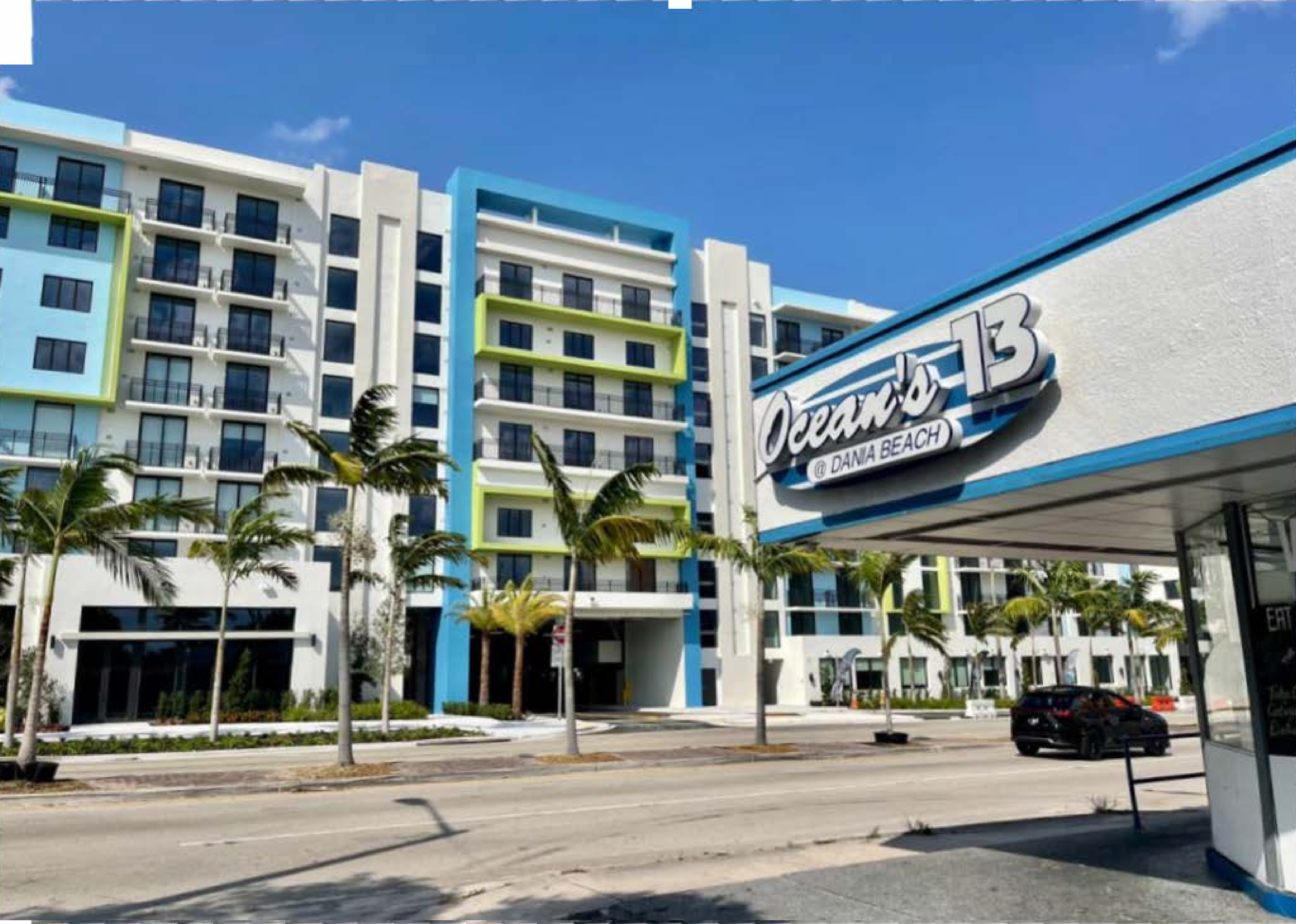
All work must be performed by contractor(s) with a valid Florida Contractor License and must be registered with the City of Dania Beach. Only improvements seen fron the building's street frontage (2 sides if the building is on a corner lot) will be eligible for a grant award. Eligibility of work included in the calculation of a grant award is at the sole discretion of the CRA.

Improvement Description	Line Item Cost
Architectural/engineering plans	$
Contractor fees	$
Removal of deteriorated or undesirable exterior alterations.	$
Exterior improvement, restoration, or rehabilitation	$
Repair, replacement, or installation of new storefront impact windows & Doors Inclusive	$ 39,250.00
Repair, replacement, or installation of new exterior doors	$
Repair, replacement, or installation of new awnings.	$
Repair, replacement, or installation of new exterior lighting.	$
Renewal or installation of new landscaping.	$
Exterior painting.	$
Signage,(Must be part of a bigger project and permanently affixed to the building. Maximum of ten (10%) percent of the total grant award)	$
Parking lot improvements (Must be part of a bigger project. Maximum of twenty (20%) percent of the total grant award.)	$
ADA compliance features/modifications	$
Roof repairs	$
Structural stabilization	$
Dumpster enclosure	$
General maintenance items	$
Other Improvements: (describe)	$
Other Improvements: (describe)	$
Other Improvements: (describe)	$
TOTAL PROJECT BUDGET	**$** 39250.

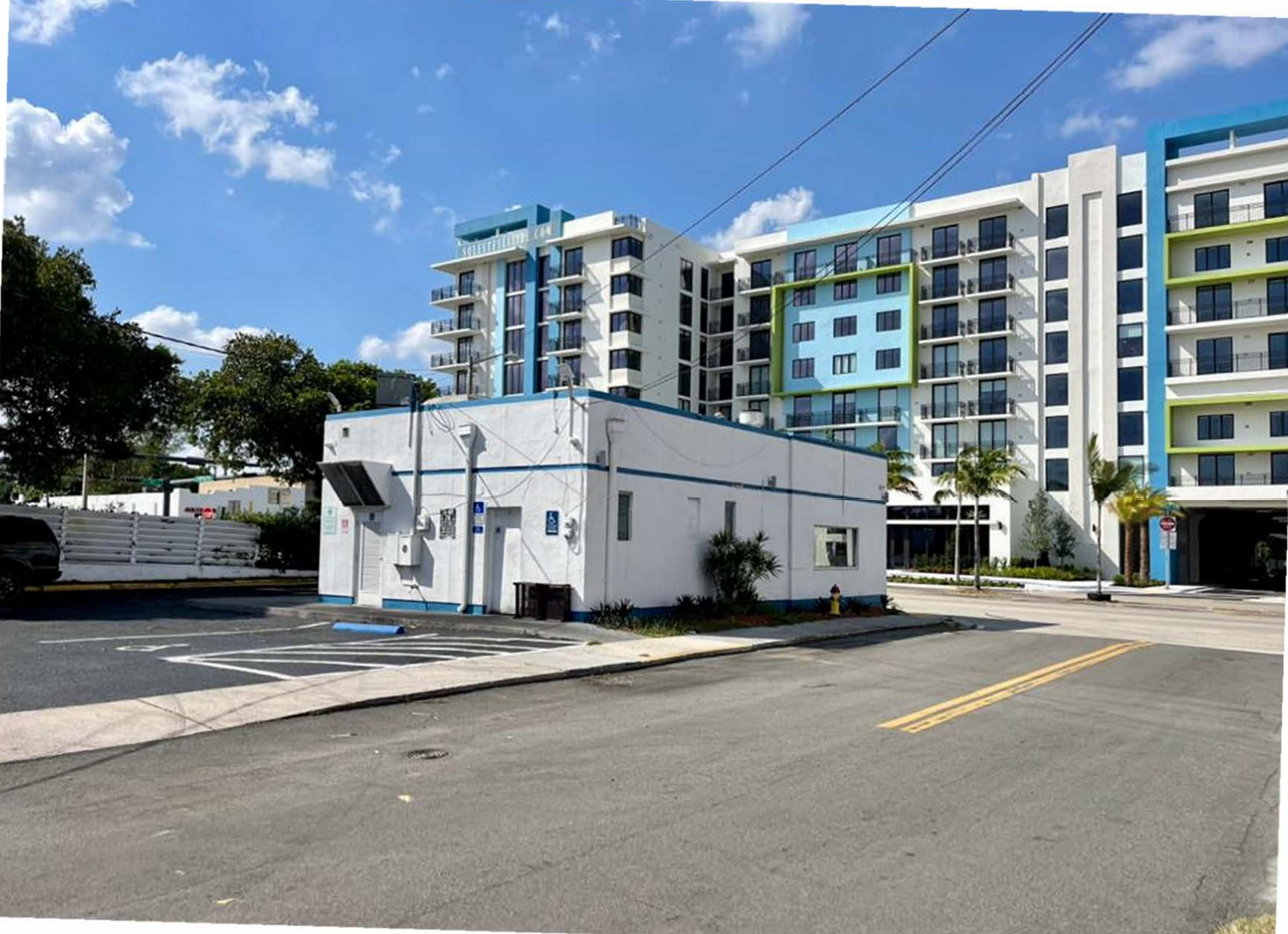
I hereby attest I am the Property Owner with authority to encumber the Property and the information on this application is accurate to the best of my knowledge.

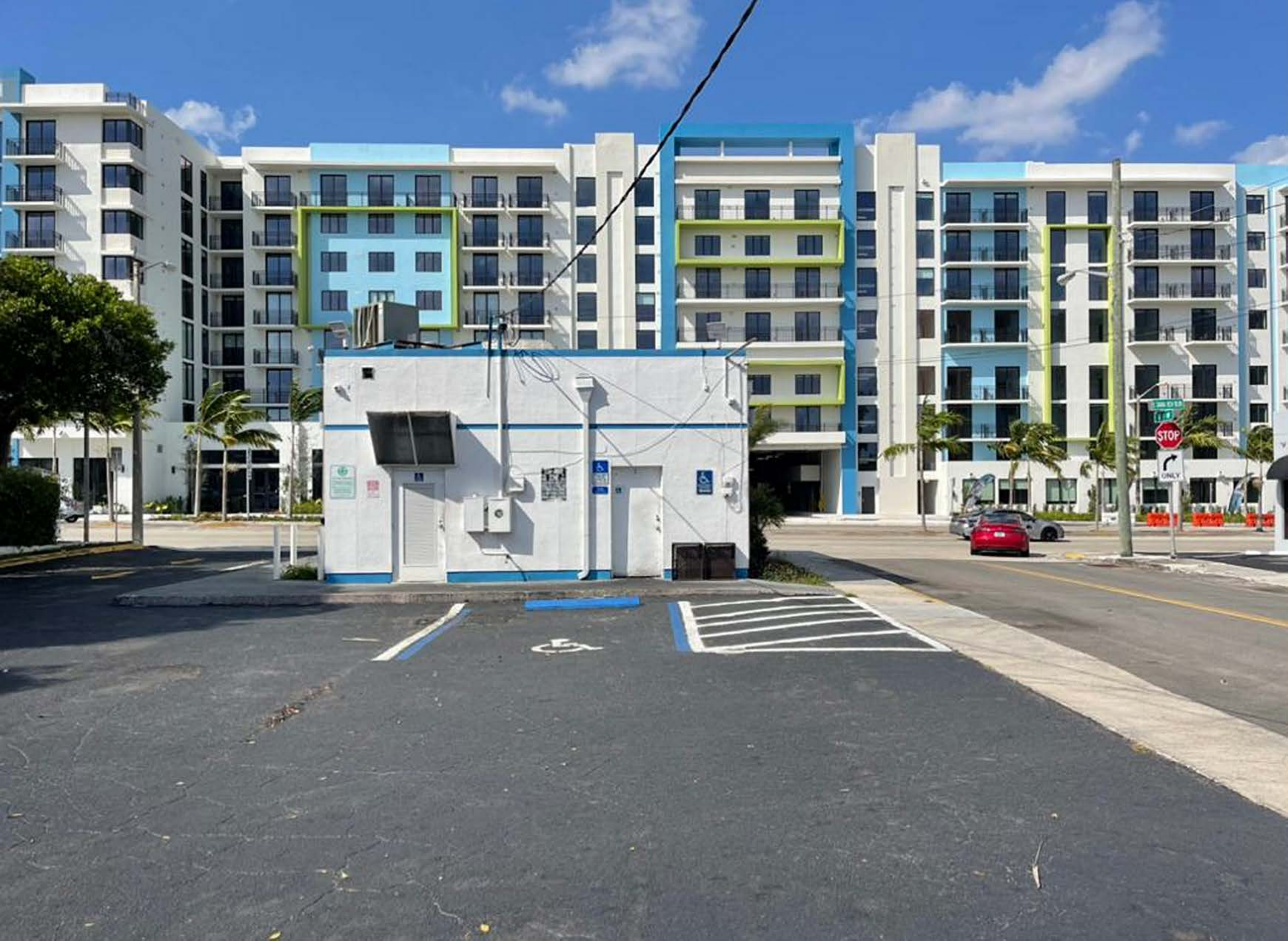
Property Owner/Applicant

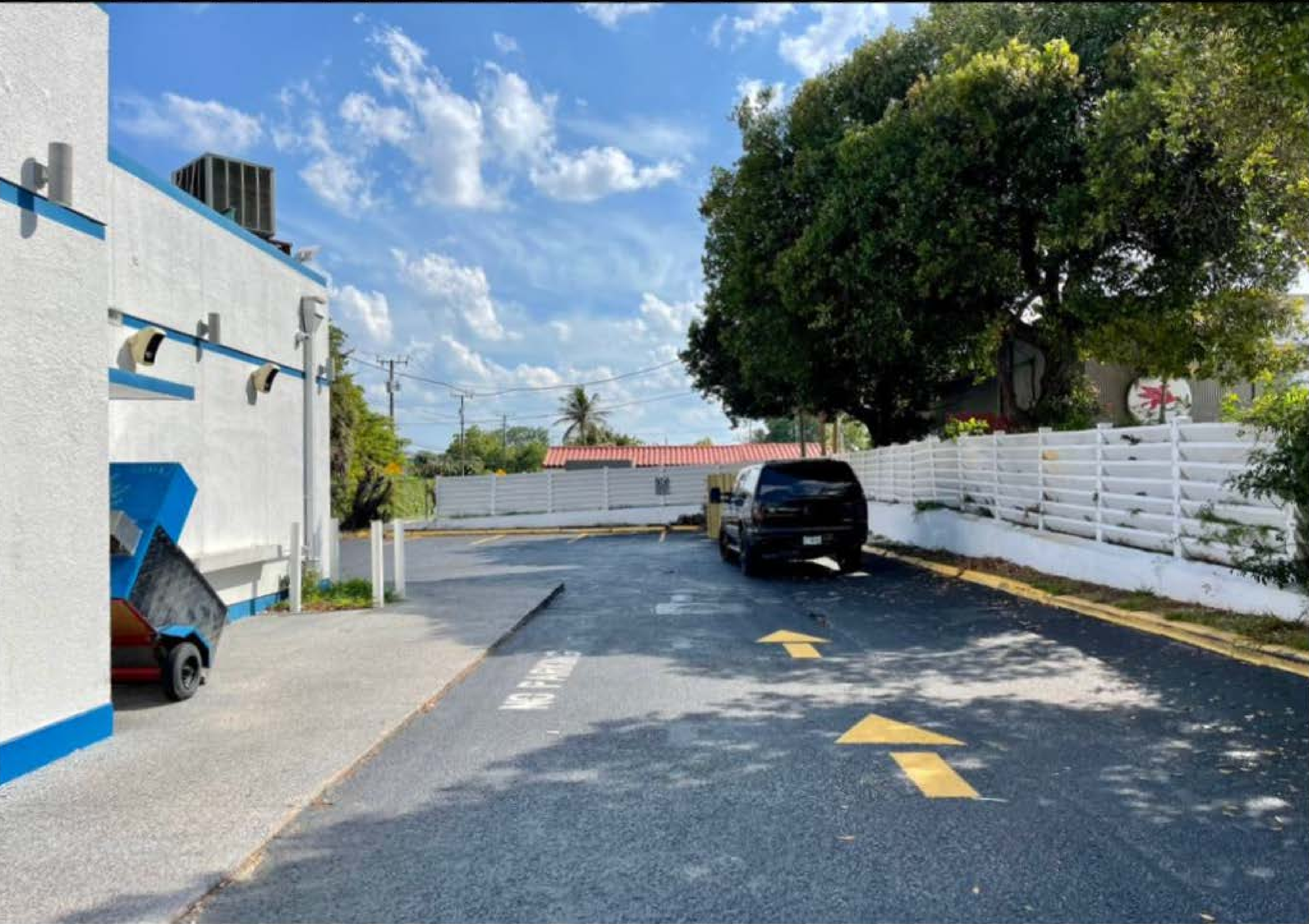
8/1/23
Date

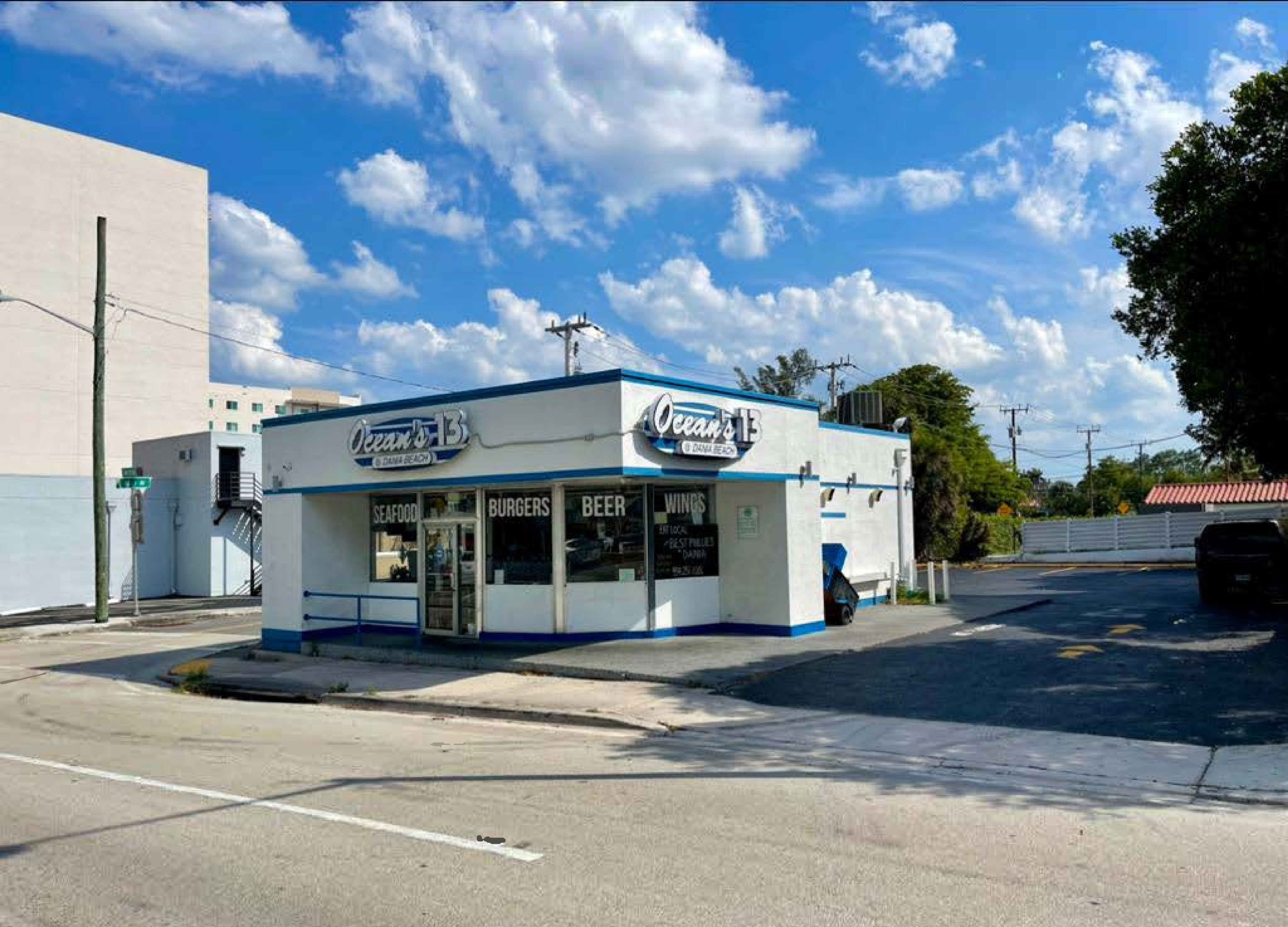


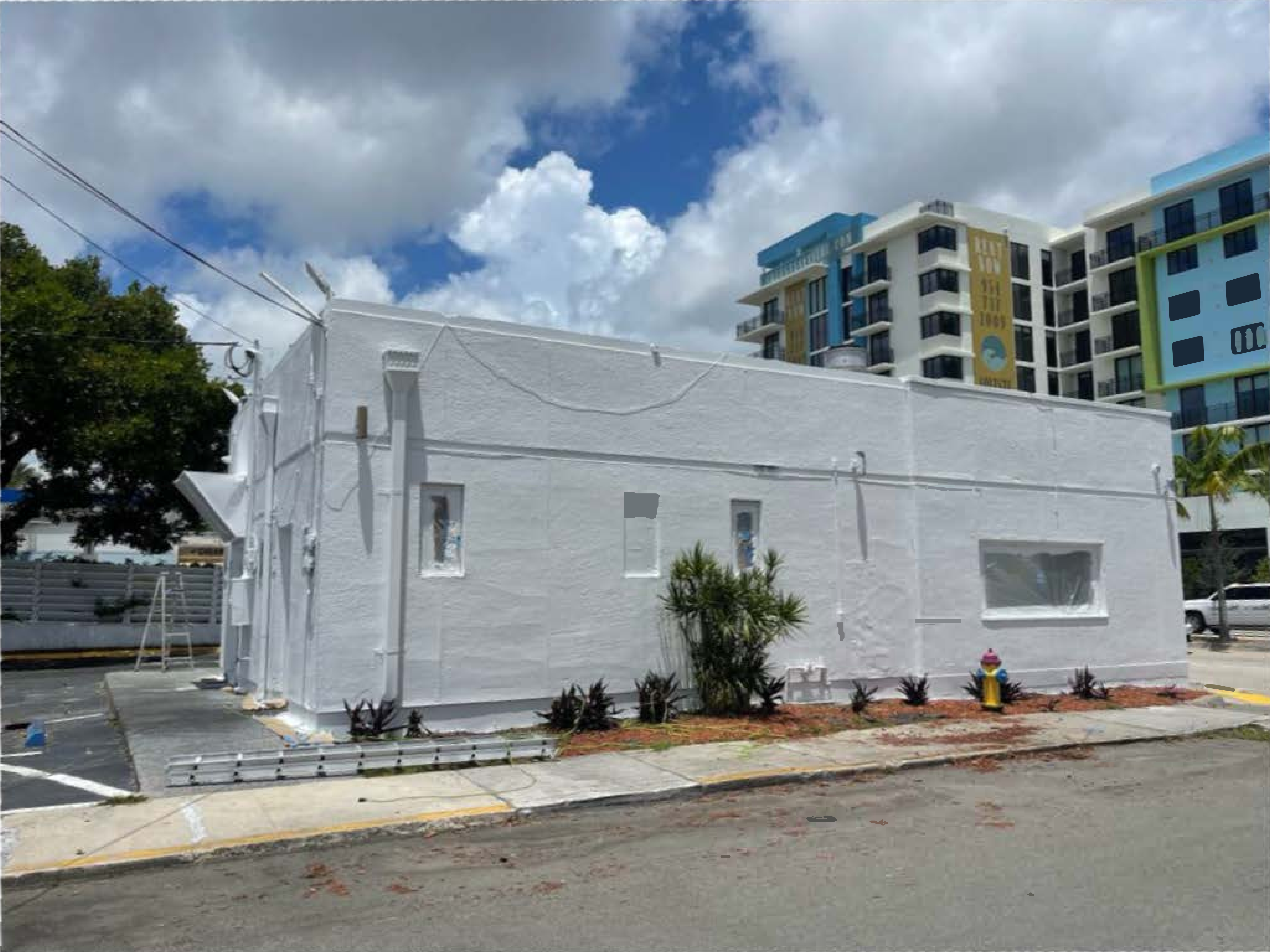
Ocean's 13
@ DANIA BEACH

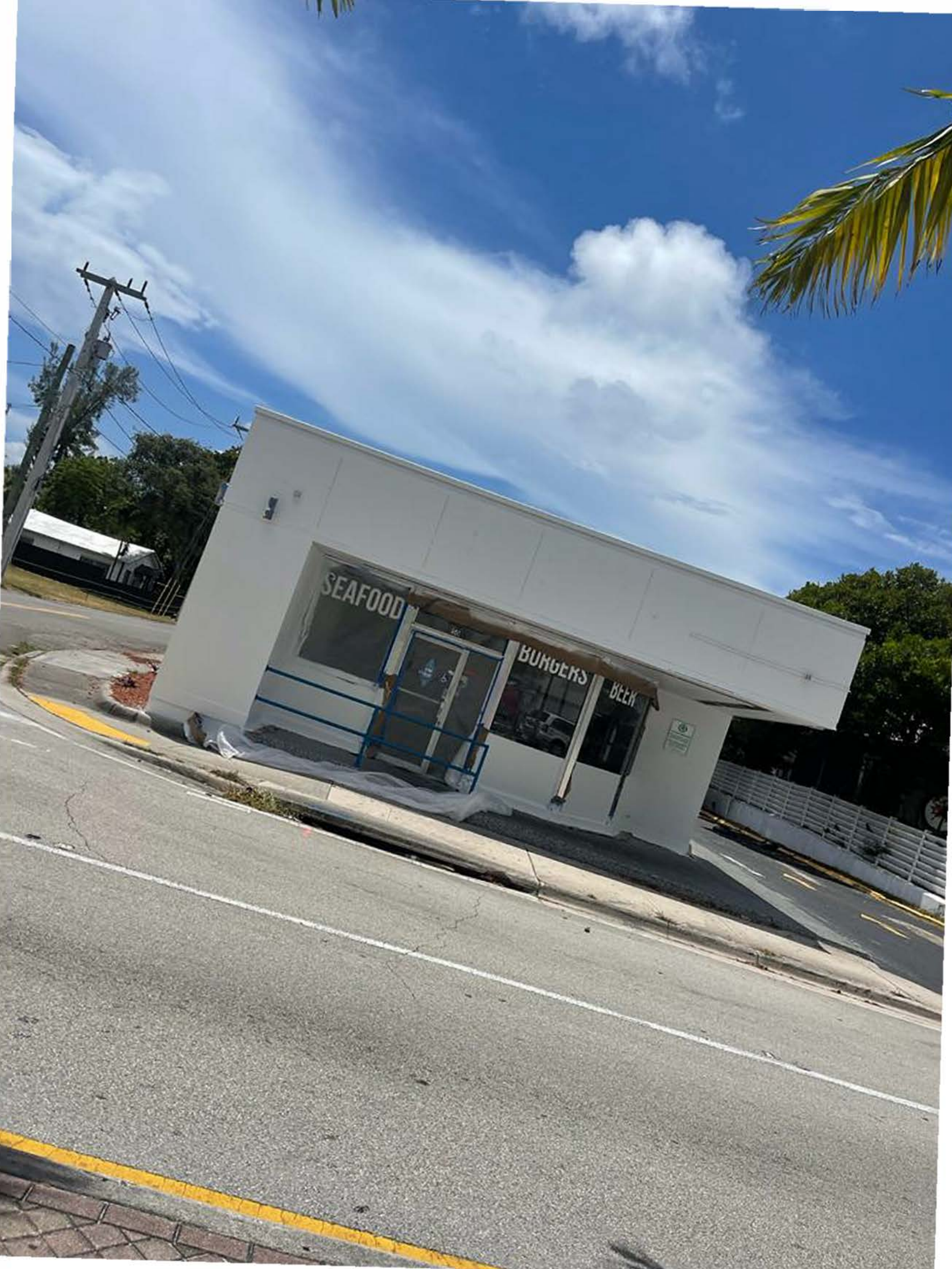



STOP
ONLY




Ocean's 13
@ DANIA BEACH
Ocean's 13
@ DANIA BEACH
SEAFOOD
BURGERS
BEER
WINGS


RENT NOW


SEAFOOD
BURGERS
BEER

A FLORIDA GLASS

EMERGENCY GLASS & BOARD-UP
24 HOURS - 7 DAYS A WEEK

OFFICE: (954) 452-1059 • FAX (954) 452-6069

INVOICE # R 8292

NAME Josh K.		JOB LOCATION	PHONE
ADDRESS		ADDRESS 50 East Dania	
CITY	STATE ZIP	CITY Dania STATE FL	ZIP
SALESMAN ROBERT	PHONE 561-703-1043	FAX	TERMS Est / DATE 5-23-23

	All new windows & Door to be glass Impact to be installed Anodized clear frame & tinted glass -	
4	Store Front Opening 60x102	
1	Double Door opening & transom	
1	Large Pw	
4	Windows	
1	Back Door	
1	Permit	
		SUB TOTAL 31,580
	Thanks Lou	SALES TAX
		TOTAL CK #
		DEPOSIT CK#
	Customer's Signature	BALANCE CK#

ALPHA Screen, Door & Windows Corp.

PARTS - SALES - SERVICE

7026 Pembroke Road - Miramar, Florida 33023

Dade 305.653.1172 - Broward 954.983.5955

CUSTOMER'S ORDER NO. DATE 6/2/23

NAME MR JOSH K

ADDRESS 50 EAST DANIA

PHONE 561) 703-1043

TERMS	DATE PROMISED	DATE STARTED	DATECOMPL.	SALESMAN	SERVICEMAN

QTY	DESCRIPTION	PRICE	AMOUNT
	(ESTIMATE)		
4	STORE FRONT APPROX 65"x103"		
4	NEW IMPACT WINDOWS		
2	NEW BACK DOOR'S		
1	DOUBLE DOOR WITH TRANSOM		
1	LARGE PICTURE WINDOW		
	(IMPACT RATED DOOR'S & WINDOW ANODIZED CLEAR FRAME & GRAY TINTINTED GLASS.) (ALL CODE APPROVED)		
	WITH ENGINEERING & PERMITS		
		$	39,250.00
		TOTAL	

********* SPECIAL ORDERS *********

BE ABSOLUTELY NO RETURNS, EXCHANGES, CREDITS...

MARTY KIAR BROWARD COUNTY PROPERTY APPRAISER

Site Address	50 E DANIA BEACH BOULEVARD, DANIA BEACH FL 33004
Property Owner	SIGNATURE INVESTMENT HOLDINGS II LLC
Mailing Address	19 S FEDERAL HWY DANIA BEACH FL 33304

ID #	5042 34 01 3360
Millage	0413
Use	21-01

Abbr Legal Description	TOWN OF MODELO (DANIA) B-49 D LOT 1 E 61 LESS RD,4 E 61,5 E 61 OF N 30 BLK 23

The just values displayed below were set in compliance with Sec. 193.011, Fla. Stat., and include a reduction for costs of sale and other adjustments required by Sec. 193.011(8).

Property Assessment Values

* 2023 values are considered "working values" and are subject to change.

Year	Land	Building / Improvement	Just / Market Value	Assessed / SOH Value	Tax
2023*	$80,110	$154,760	$234,870	$224,270	
2022	$80,110	$123,780	$203,890	$203,890	$4,967.34
2021	$80,110	$123,780	$203,890	$203,890	$4,948.13

2023* Exemptions and Taxable Values by Taxing Authority

	County	School Board	Municipal	Independent
Just Value	$234,870	$234,870	$234,870	$234,870
Portability	0	0	0	0
Assessed/SOH	$224,270	$234,870	$224,270	$224,270
Homestead	0	0	0	0
Add. Homestead	0	0	0	0
Wid/Vet/Dis	0	0	0	0
Senior	0	0	0	0
Exempt Type	0	0	0	0
Taxable	$224,270	$234,870	$224,270	$224,270

Sales History

Date	Type	Price	Book/Page or CIN
3/6/2023	WD-D	$700,000	118727150
6/21/2018	QCD-T	$100	115154778
11/1/1981	WD	$50,000	9897 / 842
6/1/1979	WD	$45,000	
1/1/1978	WD	$50,000	

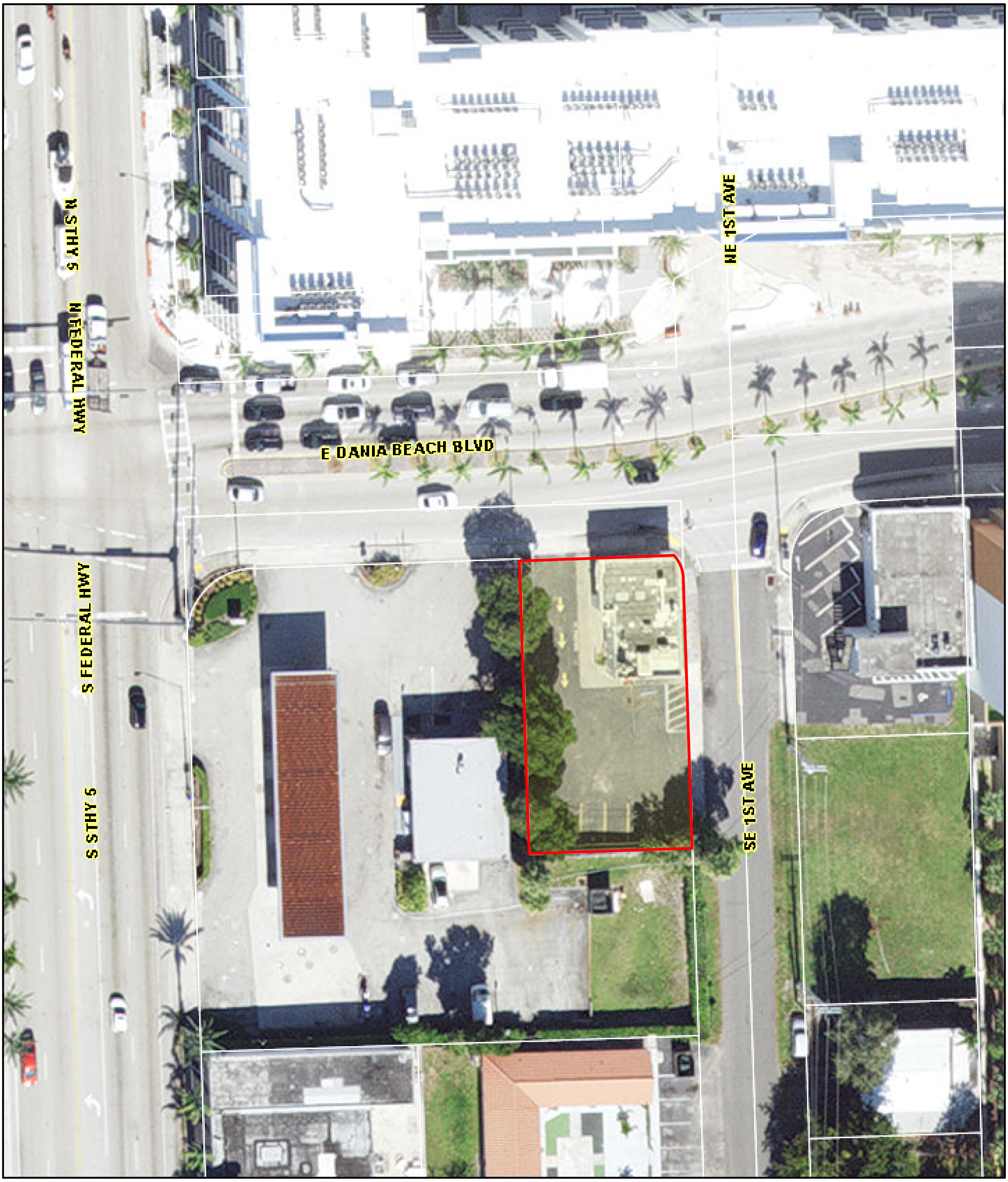
Land Calculations

Price	Factor	Type
$12.00	6,676	SF
Adj. Bldg. S.F. (Card, Sketch)		1085
Eff./Act. Year Built: 1963/1956		

Special Assessments

Fire	Garb	Light	Drain	Impr	Safe	Storm	Clean	Misc
04						DS		
C								
1085						10.5		

Property Id: 504234013360 **Please see map disclaimer



August 10, 2023

1:600
0 25 50 100 ft
0 5 10 20 m

Flight Date : Jan. 6 to Jan. 11, 2023 Broward County Property Appraiser

City of Dania Beach
City Attorney Memorandum

DATE: 9/13/2023

TO: Chair and Board Members

FROM:

VIA: Eve A. Boutsis, CRA Attorney

SUBJECT: CRA Executive Director Agreement with Michael Chen

Request:
Consideration by the Board to Grant a Two-Year Extension to Executive Director Michael Chen

Background:
Mr. Chen was hired on November 16, 2020. His two-year employment agreement was extended last year and shall expire on November 15, 2023. Mr. Chen is requesting an extension for a two (2) year term. Mr. Chen's current salary, including all COLAs, as of October 1, 2023, is $169,260.00. Mr. Chen is not asking for any salary increase and the CRA budget remains consistent (no changes in projected budget). Last year the Board provided the Director a five (5) day increase in vacation time. Mr. Chen proposes that the remaining terms remain the same:

1. Twelve weeks of severance will be provided if the Executive Director is terminated without cause during the term of the Agreement.
2. Vacation and Sick Leave will accrue at the same rate as City Department Heads.
3. Personal Days will be five (5) days per year.

Pursuant to section 2.1 of Mr. Chen's existing contract, the Board must provide at least 30 days prior notice should the CRA intend not to renew the contract.

Otherwise, pursuant to section 3.1 of the contract, if the Executive Director is later terminated without cause by the Board before the expiration of the term of employment, and during such time the Director is willing and able to perform the duties under this Agreement, then the Director shall receive a lump sum severance payment equal to twelve (12) weeks of his salary (in accordance with the Board's normal payroll practices and procedure) and shall be compensated for all earned and accrued sick leave and vacation leave as of the date of termination to the same extent as such accruals are earned by Department Heads of the City of Dania Beach, Florida. However, if termination without cause occurs within the last three months of the term, the severance payment shall not exceed the balance of time that remains before the term of employment otherwise expires.

Budgetary Impact
The annual salary will be $169.260.00, plus benefits. The actual cost of employment will be

calculated based on Mr. Chen's benefit elections and other factors.

Recommendation
The CRA Board is requested to discuss and to possibly take action.

RESOLUTION NO. 2023-CRA-______

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 A TWO-YEAR EXTENSION OF THE EXECUTIVE DIRECTOR, K. MICHAEL CHEN'S EMPLOYMENT AGREEMENT; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board desires to employ the Director to serve as the CRA Executive Director pursuant to Section 163.356(3)(c), Florida Statutes; and

WHEREAS, the Executive Director Michael Chen's current employment agreement expires November 15, 2023; and

WHEREAS, the CRA Board seeks to extend the Executive Director's agreement for a two-year term; and

WHEREAS, Mr. Chen desires to accept the extension; and

WHEREAS, the parties wish to set forth in writing, the terms of employment for the Executive Director of the CRA with the Board.

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 the proper CRA Board Officials to execute the Agreement with Mr. Chen, a copy of which Agreement is attached as Exhibit "A" and incorporated by reference into this Resolution.

Section 3. That the CRA Attorney is authorized to make minor revisions to the provisions of the Agreement as deemed to be necessary and in the best interest of the CRA.

Section 4. That all resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of such conflict.

Section 5. That this Resolution shall be effective 10 days after passage.

PASSED AND ADOPTED on ___________________, 2023.

Motion by __________________________, second by ___________________________.

FINAL VOTE ON ADOPTION:

Board Member Joyce Davis ______

Board Member Tamara James ______

Board Member Marco Salvino ______

Vice Chair Lori Lewellen ______

Chair Archibald J. Ryan IV ______

ATTEST:

______________________________ ______________________________

ELORA RIERA, MMC
CRA CLERK

ARCHIBALD J. RYAN IV
CRA BOARD CHAIR

APPROVED AS TO FORM AND CORRECTNESS:

____

EVE A. BOUTSIS
CRA ATTORNEY

EXTENSION OF EMPLOYMENT AGREEMENT FOR
CRA DIRECTOR, MICHAEL CHEN

THIS IS AN EXTENSION OF THE EMPLOYMENT AGREEMENT (the "Agreement") entered into on this ___________________, 2023, between THE BOARD OF COMMISSIONERS OF THE CITY OF DANIA BEACH, FLORIDA COMMUNITY REDEVELOPMENT AGENCY ("Board" or "CRA"), and K. MICHAEL CHEN, an individual (the "Director"), jointly referred to as "the Parties".

WHEREAS, the Board desires to employ the Director to serve as the CRA Executive Director pursuant to Section 163.356(3)(c), Florida Statutes; and

WHEREAS, the Executive Director Michael Chen's current employment agreement expires November 15th, 2023; and

WHEREAS, Pursuant to section 2.1 of the agreement, the Board must provide at least thirty (30) days prior notice should the Board intend not to extend the agreement; and

WHEREAS, the Board seeks to extend the Executive Director's agreement for two (2) years; and

WHEREAS, Mr. Chen desires to accept the extension; and

WHEREAS, the parties wish to set forth in writing, the terms of employment for the Executive Director of the CRA with the Board.

In consideration of the mutual covenants, terms and conditions contained in this Agreement, and other good and valuable consideration, the adequacy and receipt of which are acknowledged and agreed upon, the parties agree as follows:

Section 1 - Duties of the Director.

1.1 Director is employed by and shall report to the Board and shall perform the functions and duties specified in the job description (attached as Exhibit "A" and incorporated by this reference) and the services listed in Exhibit "B" (attached and incorporated by this reference) and such other functions and duties as otherwise prescribed by the Board from time to time.

1.2 The Director is not and shall not be considered an employee of the City. The Director shall not be covered by the City's Personal Policy Manual and City rules and regulations and shall have no rights under them.

1.3 The Director shall not be entitled to engage in any other employment or professional engagements without prior written consent of the Board. Director shall disclose at the next regularly scheduled Board meeting his involvement in any business, charitable and corporate (for profit and not for profit) organizations.

1.4 Director shall comply with the provisions of the State of Florida Ethics Code and the Broward County Code of Ethics, as each is amended from time to time.

Section 2 – Term.

2.1 Director agrees to remain in the exclusive employ of Board from the date of renewal, November 16, 2023 for a period of two (2) years (the "Term" of employment), through November 15, 2025, and the Director agrees neither to accept other employment nor to become employed by any other employer until such termination date, unless the termination date is altered as provided below. The Parties agree that this Agreement may be renewed upon their mutual written agreement. Board and Director shall mutually communicate their respective intent to renew at least thirty (30) days prior to expiration of the term.

2.2 Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Board to terminate the services of Director at any time, subject only to compliance with the provisions set forth in Section 3 of this Agreement. It is understood between the parties to this Agreement that Director shall be considered an "at will" employee, subject, however, to the terms of this Agreement.

2.3 Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Director to resign at any time from the position with the Board, subject only to compliance with the provisions set forth in Section 4 of this Agreement.

Section 3 – Termination.

3.1 The Board may terminate the employment of Director without cause at any time, without any reason or reasons given.

3.2 In the event the Director is terminated without cause by the Board before the expiration of the term of employment as set forth in Paragraph 2.1 of this Agreement, and during such time the Director is willing and able to perform the duties under this Agreement, then the Director shall receive a lump sum severance payment equal to twelve (12) weeks of his salary (in accordance with the Board's normal payroll practices and procedure) and shall be compensated for all earned and accrued sick leave and vacation leave as of the date of termination to the same extent as such accruals are earned by Department Heads of the City of Dania Beach, Florida (the "City"). However, if termination without cause occurs within the last three months of the term, the severance payment shall not exceed the balance of time that remains before the term of employment otherwise expires.

3.3 Notwithstanding the provisions of Section 3.2, in the event Director is terminated for misconduct as defined in Section 443.036(29), Florida Statutes, the CRA shall have no obligation to pay the Director any severance pay or any earned and accrued sick leave, vacation leave or both. Misconduct also includes but is not limited to: (i) breach of any material term or condition of this Agreement; (ii) conviction of a felony; (iii) gross insubordination; or (iv) willful neglect of duty.

Section 4 – Resignation

In the event Director wishes to voluntarily resign from the position before expiration of the Term of employment, then Director shall provide the Board with at least one (1) month's written notice in advance, unless the parties otherwise agree in writing. Upon receipt of such notice, the Board may, at its sole discretion, advance (accelerate) the effective date of such termination of employment to any earlier date as may be determined by the Board ("Actual Date of Termination") in which case the Board shall pay Director those wages that Director would have earned if not for the acceleration of the Proposed Date of Termination which in any event shall not exceed a maximum of thirty (30) days of wages. Such payment shall be paid in a single lump sum payment or in accordance with the Board's normal payroll practices and procedure during the thirty (30) calendar day period immediately following the Actual Date of Termination. In the event of resignation in good standing by the Director under this Section, the Board shall pay Director all earned and accrued sick and vacation leave calculated at the rate of pay in effect upon the date of the resignation, provided the Director has given proper notice as stated above.
Director understands and agrees that a resignation without notice will result in non-payment of all earned accruals by the Board.

Section 5 - Salary

5.1 The Director shall receive an annual salary of One Hundred Sixty-Nine Thousand, Two Hundred and Sixty Dollars ($169,260.00) payable in accordance with the same payment procedures that apply to Department Heads of the City. The Director's salary will increase to reflect an annual cost of living adjustment at the same rate and effective time as the cost of living adjustment provided to City of Dania Beach employees.

5.2 The Director may receive an annual performance evaluation from the Board and, if favorable, may be entitled to a merit-based salary increase in accordance with applicable City policies. Nothing in this Section shall limit the ability of the Board to evaluate the performance of the Director more frequently.

Section 6 - Hours of Work.

The Director is an exempt employee under the Fair Labor Standards Act and is required to work as many hours as are necessary to perform the duties of the position. However, the Director is expected to be ready, willing and able to work during the CRA's regular business hours, which are Monday through Friday, from 9:00 a.m. to 5:00 p.m. Director will be required to attend evening or weekend meetings in connection with CRA events and programs, and no additional compensation of any kind shall be paid to the Director for his participation in such events and programs or for other work or services performed outside of regular CRA business hours stated above.

Section 7 - Benefits.

As an employee of the Board, which operates under the same federal ID number as the City, Director will be eligible for health and pension benefits which will be made available to Director to the same extent as made available to City Department Heads. The Benefits Summary and Employee Benefits Handbook is attached as composite Exhibit “C” and is incorporated by this reference.

Section 8 - Professional Development.

Board agrees to pay the professional dues, memberships, subscriptions and travel expenses of Director for professional participation in meetings and conferences associated with Director’s employment and professional development. Travel must be requested and approved by the Board in advance and must be consistent with the travel policies of the City.

Section 9 - General Expenses.

The Finance Director of the City or designee is authorized to disburse funds from the appropriate Board account in the amount of $500.00 per month, on the same date as monthly expense allowance funds are disbursed to City Department Heads, for use by the Director for personal expenses associated with employment under this Agreement.

Due to the highly responsible nature of the position, the Director is expected to answer CRA-related calls outside of normal business hours. Therefore, Director shall have the option of receiving a cell phone stipend, subject to the same provisions as City Department Heads, or a City-issued cell phone to be used solely for business purposes.

Section 10 - Paid Leave

10.1 Director shall accrue 4.62 hours of vacation per pay period and it is subject to the same accrual provisions as City Department Heads.

10.2 Director shall accrue eight (8) hours of sick leave per month and it is subject to the same accrual provisions as City Department Heads.

10.3 Director shall be entitled to “personal” days to be accrued as follows: forty (40) hours (five (5) days) which will be afforded at the beginning of a calendar year, with one such day available upon the effective date of this Agreement, to be used before the end of this calendar year. Such days/hours must be used in the year in which they were afforded and they can neither be accrued nor converted to cash.

10.4 Director shall be entitled to paid holidays in accordance with the City policy applicable to full-time City employees.

Section 11 - Conflict of Interest Prohibition.

11.1 Director shall not, without the express prior written approval of the Board, individually, or as a partner, joint venturer, officer, shareholder or any other similar position of any kind or nature whatsoever, invest or participate in any business venture which conducts or intends to conduct business within the corporate limits of the City.

11.2 Except for purchase of a personal residence, Director shall not own or invest in any real property within the corporate limits of the City, without prior notification to and advance written approval by the Board, which approval may be withheld by the Board in its sole discretion.

Section 12 - Other Terms and Conditions of Employment.

12.1 The Board, in consultation with the Director, shall fix any such other terms and conditions of employment as the Board may determine from time to time, relating to the performance of Director, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, or any law.

12.2 The Board shall review the Director prior to the termination of the term of this Agreement.

12.3 In order to enhance the ability of the CRA to create the type of redevelopment that it desires and to leverage resources that are currently available, the CRA shall, during the tenure of the Director, continue memberships in the Florida Redevelopment Association, Florida Community Development Association, Florida Economic Development Council, and the Florida Housing Coalition, each of which are subject to funding availability as determined by the Board in its sole discretion.

Section 13 - General Provisions.

13.1 This Agreement contains the complete understanding of the parties and supersedes any oral statements or representations made by the parties. This Agreement shall not be amended unless the same formality is observed as was used in the formation of this Agreement.

13.2 The rights and obligations granted in this Agreement are personal in nature and cannot be transferred or assigned by the Director.

13.3 This Agreement shall become effective upon complete execution by both parties.

13.4 If any provision or any portion of this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement or unaffected portions of it shall not be affected and shall remain in full force and effect.

13.5 All claims, counterclaims, disputes and other matters in question between the Board and Director arising out of, relating to or pertaining to this Agreement, or the breach of it, or its duties or services, 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.

13.6 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, venue shall be in 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.

13.7 Director and Board each had assistance of legal counsel or the opportunity and means to retain such assistance in connection with the preparation and review of the terms of this Agreement and none of the provisions of this Agreement shall be construed more strictly against one party or the other, since the parties mutually negotiated the terms of this Agreement and it was prepared in writing accordingly.

[SIGNATURES ON THE FOLLOWING PAGE]

IN WITNESS OF THE FOREGOING, the parties have executed this Agreement effective on the date first appearing above.

DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY

ATTEST:

BY: ______________________________
Archibald J. Ryan, IV, CRA Chairperson

BY: ______________________________
Elora Riera, MMC, CRA Clerk

APPROVED AS TO LEGAL FORM AND CORRECTNESS:

BY: ______________________________
Eve A, Boutsis, CRA Attorney

Signed, sealed and delivered
in the presence of the following witnesses:

CRA EXECUTIVE DIRECTOR

____
PRINT NAME

____
Signature

____
PRINT NAME

____
Signature

____
Signature

K. Michael Chen
PRINT NAME

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, on__________________, 2023, by K. Michael Chen who is personally known to me or has produced______________________as identification and did (did not) take an oath.

____
Notary Public, State of Florida

My Commission Expires:

____
Printed Name of Notary