

MINUTES OF MEETING
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
TUESDAY, SEPTEMBER 12, 2017 – 6:00 P.M.

1. Call to Order/Roll Call

Chairman James called the meeting to order at 6:00 p.m.

Present:

Chairman:	Tamara James
Vice-Chairman:	Bill Harris
Board Member:	Bobbie H. Grace
Interim Director:	Kathleen Weekes
City Attorney:	Thomas Ansbro
CRA Secretary:	Louise Stilson

Absent:

Board Members:	Chickie Brandimarte Marco A. Salvino, Sr.
----------------	--

2. Citizen Comments

Craig Urbine, 38 SW 5 Street, spoke of a zoning change in his neighborhood in 2010, related to mixed use property.

Vice-Chairman Harris noted he addressed the issue with Marc LaFerrier, Director of Community Development, and he was going to look into what would be required to reverse it.

Janet & Terrell McCombs, 41 SW 5 Street, spoke of a zoning change in 2010, which went before the Planning & Zoning Board. She requested to know how residents were notified of the change. The property she is interested in is at 22 SW 6 Street, which was included in the 2010 rezoning.

3. Presentations

3.1 Downtown Dania Beach market Analysis September 2017 by Redevelopment Management Associates

3.2 DBCRA Marketing Plan presented by Redevelopment Management Associates

Both presentations by Redevelopment Management Associates were postponed until a Special meeting on September 26, 2017 at 6:00 p.m. due to Hurricane Irma.

4. Consent Agenda

- 4.1 Minutes:
Approve Minutes of August 22, 2017 CRA Board Meeting
- 4.2 Travel Requests: None
- 4.3 Authorization to pay Redevelopment Management Associates \$5,037.50 for Invoice #4032, and \$450.00 for Invoice #4017
- 4.4 Request to contract with Kimley Horn Services, for Economic Development Projects, in an amount not to exceed \$5,000.00
- 4.5 Approve Commercial Property Improvement Grant Program Application for Barbee Jo Collectibles, located at 60 N. Federal Highway, in an amount not to exceed \$13,000.00
- 4.6 RESOLUTION #2017-CRA-003

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.

4.7 RESOLUTION #2017-CRA-004

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 REAL TIME MARKETING GROUP (RTMG) TO PROVIDE DIGITAL MARKETING SERVICES TO PROMOTE THE DANIA BEACH CRA DISTRICT, IN AN AMOUNT NOT TO EXCEED \$28,200.00 FOR FISCAL YEAR 2017-2018; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

4.8 RESOLUTION #2017-CRA-005

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 WITH REDEVELOPMENT MANAGEMENT ASSOCIATES, LLC (RMA) WITHOUT COMPETITIVE BIDDING IN AN AMOUNT NOT TO EXCEED TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) TO PROVIDE PUBLIC-PRIVATE CONSULTING SERVICES FOR THE CITY CENTER PROJECT AND FURTHER AUTHORIZES THE CRA TO EXCEED THE ANNUAL VENDOR THRESHOLD OF TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) FOR FISCAL YEAR 2017-2018, PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

4.9 RESOLUTION #2017-CRA-006

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, APPROVING THE CRA FINANCING AND IMPLEMENTATION PLAN AND ADOPTING THE FINAL ESTIMATES OF REVENUE AND EXPENDITURES FOR THE FISCAL YEAR COMMENCING ON OCTOBER 1, 2017, AND ENDING ON

SEPTEMBER 30, 2018; APPROPRIATING FUNDS AS MAY BE NEEDED OR DEEMED NECESSARY TO DEFRAY ALL EXPENDITURES AND LIABILITIES OF THE CRA FOR SUCH FISCAL YEAR; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

Board Member Grace motioned to approve the Consent Agenda; seconded by Vice-Chairman Harris. The motion carried on the following 3-0 Roll Call vote:

Board Member Brandimarte	Absent	Vice-Chairman Harris	Yes
Board Member Grace	Yes	Chairman James	Yes
Board Member Salvino	Absent		

Board Member Grace questioned the budget, in particular adding money in for the Arts & Seafood Festival and repayment of the loan to Broward County.

Interim Director Weekes noted the debt service amount has to be left in until we are notified by the County that the loan has been converted to a grant. She explained the future steps necessary to accomplish this.

Interim Director Weekes said she estimated \$140,000 for the Arts & Seafood Celebration; she wants to reschedule the workshop with the CRA Board and organizations to discuss the 2018 celebration.

Dan Murphy, Economic Development Manager gave an update on façade grants.

Board Member Grace questioned sprucing up Federal Highway through partnerships with the businesses.

Mr. Murphy noted the focus of the Merchant Meetings is a basis for having the businesses upgrading themselves.

Steven Casper, 34 S Federal Highway, agreed the buildings on Federal Highway need to be spruced up. He asked what happened to the trees that were supposed to be planted in front of The Place at Dania Beach. He said we are building too many vanilla buildings; there is nothing exciting.

5. Proposals and Bids

There were no proposals on this agenda.

6. Discussion and Possible Action

- 6.1 Redevelopment Management Associates proposal for Marketing and Consulting Services in an amount not to exceed \$65,000.00, and Financial Services in an amount not to exceed \$8,000.00, for Fiscal Year 2017-2018

Board Member Grace motioned to continue the proposal from Redevelopment Management Associates for Marketing and Consulting Services, in an amount not to exceed \$65,000.00, and Financial Services in an amount not to exceed \$8,000.00 until the Special September 26, 2017 CRA Board Meeting at 6:00 p.m.; seconded by Vice-Chairman Harris. The motion carried unanimously.

6.2 CRA Executive Director Recruitment Update

Kathleen Weekes, Interim CRA Director, noted Human Resources and CRA staff will make phone calls to the four candidates prior to CRA Board interviews. She would like to schedule the interviews as soon as possible.

Board Member Grace noted CRA staff had the same candidates as she. She wants questions during the phone calls to include: willingness to relocate to the City of Dania Beach, full knowledge that this is a CRA moving in the right direction, assurance that all of the projects in place will move forward, awareness that City Hall needs to be upgraded or torn down and rebuilt, and willingness to work with a grant writer hand in hand to obtain funding. They have to be able to hit the ground on day one.

The City Clerk will schedule a date during the second week in October for CRA Board interviews.

7. Administrative Reports

Interim Director Weekes reported: the PATCH neighborhood garage sale is postponed until September 23rd, we are on schedule for the Business Luncheon on September 21st, the Neighborhood Ambassador event is on schedule for September 28th, the Streetscape Conceptual Plan will be presented to the Board on October 10, and the City Center RFQ closes on September 22nd.

8. Board Member Comments

Board Member Grace complimented the Commission Members in the Chamber for being hurricane ready. She noted Texas residents need help. She also noted we have an abundance of water to assist our neighbors west of I-95.

Chairman James thanked everyone for attending the meeting tonight.

City Attorney Ansbro advised he reached out to lobbyist Josh Gaboton to assist with FEMA through the end of September, and he agreed to add these services to his contract.

Board Member Grace motioned to amend the Gaboton contract at no additional cost; seconded by Vice-Mayor Harris. The motion carried unanimously.

9. Adjournment

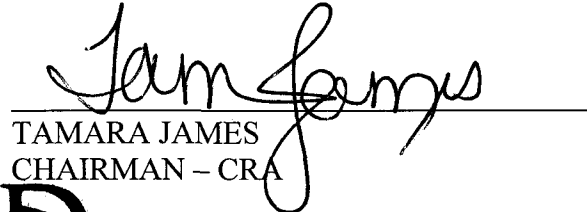
Chairman James adjourned the meeting at 6:46 p.m.

ATTEST:



LOUISE STILSON, CMC
CRA SECRETARY

COMMUNITY REDEVELOPMENT
AGENCY



TAMARA JAMES
CHAIRMAN – CRA

Approved: October 10, 2017





**REQUEST TO ADDRESS
CITY OF DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY
REGULAR OR SPECIAL MEETINGS**

The Community Redevelopment Agency (CRA) is required by state law to keep minutes of CRA Board meetings. To properly identify persons who address the CRA in those minutes, the CRA requests that this form be completed and provided to the CRA Secretary, before the meeting begins.

DATE OF CRA BOARD MEETING: 7/12, 2017

PRINT NAME: Craig Urbane

ADDRESS: 38 SW 5 ST

PHONE NO. (optional): 305 978 1599

PLEASE CHECK ONE OR BOTH OF THE ITEMS BELOW:

1) ☒ CITIZEN COMMENTS:

Comments by Dania Beach citizens or interested parties that are not part of the regular printed agenda may be made during each CRA Board meeting during the period set aside for "Citizen Comments." 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 CRA Secretary immediately prior to the beginning of the meeting of their intention to speak.

PLEASE BRIEFLY DESCRIBE THE SUBJECT MATTER OF YOUR COMMENT:

Rezoning that took place in 2010

2) _____ AGENDA ITEM # _____ (AS PRINTED ON AGENDA)

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 ONE HUNDRED DOLLARS (\$100.00) REGISTRATION FEE FOR EACH PRINCIPAL OR EMPLOYER. REGISTRATION FORMS ARE AVAILABLE ON THE CITY WEBSITE: WWW.DANIABEACHFL.GOV. (ORDINANCE #2012-019)



**REQUEST TO ADDRESS
CITY OF DANIA BEACH
COMMUNITY REDEVELOPMENT AGENCY
REGULAR OR SPECIAL MEETINGS**

The Community Redevelopment Agency (CRA) is required by state law to keep minutes of CRA Board meetings. To properly identify persons who address the CRA in those minutes, the CRA requests that this form be completed and provided to the CRA Secretary, before the meeting begins.

DATE OF CRA BOARD MEETING: Sept 12, 2017

PRINT NAME: Janet & Terrell McCombs

ADDRESS: 41 SW 5 Street, DB 33004

PHONE NO. (optional): 954-830-7722 cell

PLEASE CHECK ONE OR BOTH OF THE ITEMS BELOW:

1) ☒ CITIZEN COMMENTS:

Comments by Dania Beach citizens or interested parties that are not part of the regular printed agenda may be made during each CRA Board meeting during the period set aside for "Citizen Comments." 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 CRA Secretary immediately prior to the beginning of the meeting of their intention to speak.

PLEASE BRIEFLY DESCRIBE THE SUBJECT MATTER OF YOUR COMMENT:

Zoning change in 2010
SW 5th and SW 6th St.

2) _____ AGENDA ITEM # _____ (AS PRINTED ON AGENDA)

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.

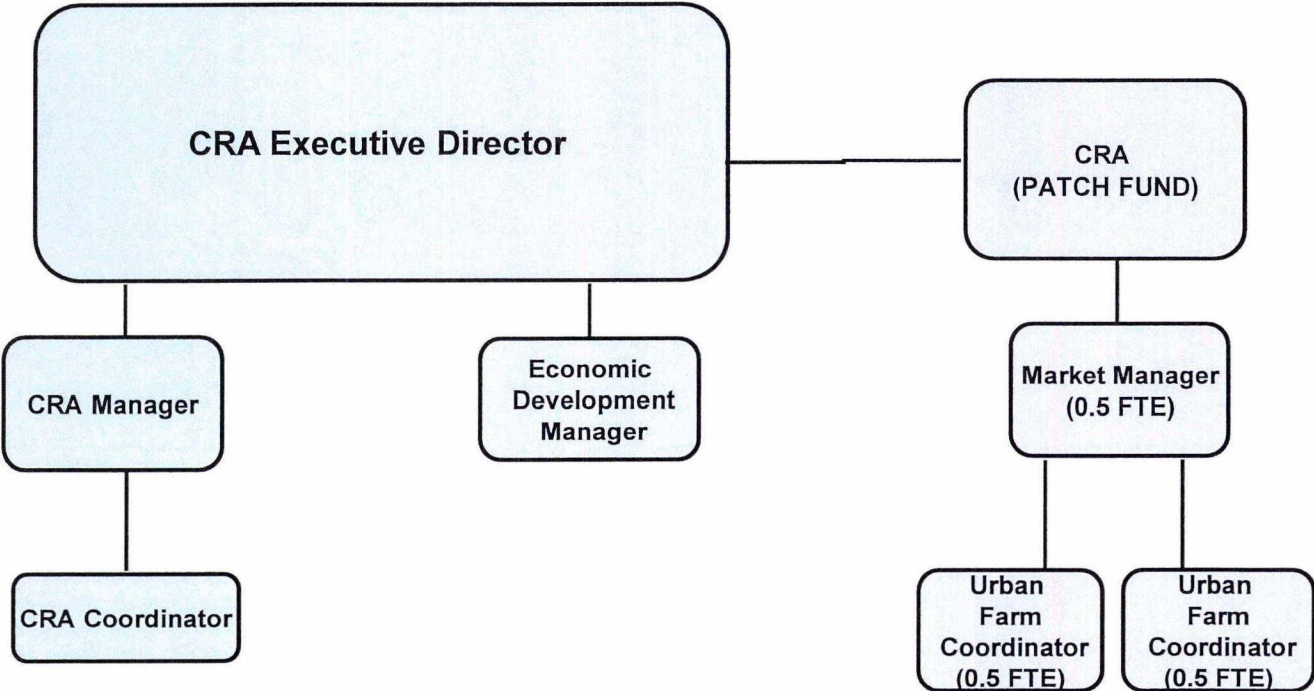
LOBBYIST REGISTRATION IS REQUIRED. PRIOR TO ENGAGING IN ANY LOBBYING ACTIVITIES, WHETHER OR NOT COMPENSATION IS PAID OR RECEIVED IN CONNECTION WITH THOSE ACTIVITIES, EACH LOBBYIST SHALL FILE WITH THE CITY CLERK AN ANNUAL REGISTRATION STATEMENT AND PAY AN ANNUAL ONE HUNDRED DOLLARS (\$100.00) REGISTRATION FEE FOR EACH PRINCIPAL OR EMPLOYER. REGISTRATION FORMS ARE AVAILABLE ON THE CITY WEBSITE: WWW.DANIABEACHFL.GOV. (ORDINANCE #2012-019)

Dania Beach Community Redevelopment Agency

Recommended Budget Fiscal Year 2017/2018



Community Redevelopment Agency
FY 2017-2018



FY 2016/17		17/18
Staff FTE - 5.5		5.5

CRA Fund

	2015 Actual	2016 Actual	2017 Budget	2018 Executive Director Recommended
Fund: 106 Community Redevelopment Agency				
Revenue				
33 Intergovernmental revenue	30,000	-	-	-
36 Miscellaneous Revenues	122,501	142,720	90,000	83,000
38 Other Sources	1,169,170	1,169,170	1,688,853	1,650,324
Revenue Totals	1,321,671	1,311,890	1,778,853	1,733,324
Expenditures				
10 Personal Services	387,270	272,805	307,443	478,182
30 Operating Expenditures	516,173	555,135	670,570	338,500
70 Debt Service	-	-	-	250,000
90 Other Uses	460,170	429,170	399,170	279,331
Division 01 Total: Admin	1,363,613	1,257,110	1,377,183	1,346,013
Division: 02 City Center				
30 Operating Expenditures	29,547	30,331	145,000	79,030
60 Capital Outlay	-	-	-	112,015
Division Total: 02 City Center	29,547	30,331	145,000	191,045
Division Total: 03 College Gardens	-	-	13,000	-
Division 07: Sunny Garden Isles	32,274	-	103,000	-
Division 08: City-Wide				
30 Operating Expenditures	8,204	48,213	140,670	196,266
Division Total: City-Wide	8,204	48,213	140,670	196,266
Division 09: Phase 1 PATCH Bus Plan	27,100	-	-	-
Expenditure Totals	1,460,739	1,335,654	1,778,853	1,733,324
Net Surplus (Deficit)	\$ (139,068)	\$ (23,764)	\$ -	\$ -

Community Garden - PATCH Fund

	2015 Actual	2016 Actual	2017 Budget	2018 Executive Director Recommended
Fund: 112 CRA Community Gardens PATCH				
Revenue				
36 - Miscellaneous Revenues	\$ 26,853	\$ 34,425	\$ 30,000	\$ 30,000
38 - Other Sources	181,000	150,000	120,000	135,000
Revenue Totals	207,853	184,425	150,000	165,000
Expenditures				
10 Personal Services	-	12,765	55,786	57,228
30 Operating Expenditures	202,503	136,890	88,156	92,772
60 Capital Expenditures	-	-	6,058	-
90 Other Sources	-	-	-	15,000
Expenditure Totals	202,503	149,655	150,000	165,000
Net Surplus (Deficit)	\$ 5,350	\$ 34,770	\$ -	\$ -