

MINUTES OF SPECIAL MEETING
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
TUESDAY, SEPTEMBER 26, 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 Members:	Chickie Brandimarte Bobbie H. Grace Marco A. Salvino, Sr.
Interim Director:	Kathleen Weekes
City Attorney:	Thomas Ansbrosio
CRA Secretary:	Louise Stilson

Board Member Grace felt the CRA Board should have been consulted before adding another applicant to the list to be interviewed for Executive Director. She wanted to know who approved it, and said she does not want to work with people who are not team players. She does not like the way it was done while she was out of town. The person was not originally on the list, and the Acting Chair should have called her to add another person to the list of interviewees. She stated this is unacceptable and if you do not want her on the Board, ask her to leave.

City Attorney Ansbrosio noted a Board Member asked to include another person on the list.

Board Member Salvino explained how and why he asked to include two additional people.

Board Member Grace said this should have been brought back to the Board, as the proper way to do it.

Board Member Grace motioned that Mr. Maxwell be removed from the list.

Chairman James noted Board Member Grace was delegated to select her four; that is what she told the City Manager. It was unanimously voted by the Board to go with Board Member Grace's selection.

Board Member Grace noted she did not do this on her own; she worked with Interim Director Weekes, Economic Development Manager Murphy and HR Generalist Milligan. She was surprised they all came up with the same people. She said some people just want to do what they want to do, but whatever the Board decides, she is telling them watch it.

Board Member Salvino apologized, he did not mean to create a problem or go behind someone's back; he just made a suggestion.

Board Member Brandimarte seconded the motion. The motion carried on the following 5-0 Roll Call vote:

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

Interim Director Weekes noted interviews for the CRA Executive Director position have been scheduled for Tuesday, October 3, 2017 beginning at 10:00 a.m. The Board will be provided with scripted questions to ask all the candidates. She asked the Board if they preferred a ranking system or scoring system.

Board Member Grace noted a ranking system would be preferred. She also wants the Board to ask questions on how the City will move forward and if the applicant will live in Dania Beach.

The consensus was to use a ranking system (1-4).

2. Citizen Comments

There were no citizen comments at this meeting.

3. Presentations

3.1 Dania Beach Streetscape Conceptual Design for NW 1st Street and NW 1st Avenue Presented by EDSA

Kona Gray, Principal with EDSA, reviewed the updated Dania Beach Conceptual Streetscape Design, which is attached to and incorporated into these minutes. This project is being done in cooperation with the City's Public Services and Community Development Departments to help redefine the downtown area and layout for a safe, practical pedestrian and vehicular traffic experience.

Board Member Grace said she is impressed; this is what we want for Dania Beach.

Board Member Salvino questioned how long it would take and how much it would cost.

Marc LaFerrier, Director of Community Development, responded these streets are good candidates for MPO projects, and will be brought forward to the Commission in October for approval. The cost is \$1-2 million for each street.

Board Member Grace asked if we could earmark Oasis money for this project. Community Development Director LaFerrier said yes, the Commission can budget the money toward the project.

Board Member Brandimarte said she does not want to borrow money.

- 3.2 DBCRA Marketing Plan presented by Redevelopment Management Associates and 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

Chris Brown, RMA, noted we did not receive any responses to the City Center RFP. He briefly reviewed the three times the City went out to bid for this project. This was a bold proposal to ask for the construction of a City Hall as part of the development. He wants to review the RFP and talk to developers who did not respond to it. Perhaps there could be a future Board discussion regarding going out for bid again.

Chairman James said her priority is not to move forward with this; we need a redeveloped City Hall and she wants individual meeting rooms.

Board Member Brandimarte does not support residences near the railroad tracks.

Vice-Chairman Harris questioned if we could move the location of City Hall. We could buy land and build somewhere else.

The Board consensus was to bring this back for discussion on October 10th.

Sarah Blake, Marketing Manager, reviewed the marketing overview and accomplishments for FY 2016-2017.

Sharon McCormick, RMA, reviewed the marketing plan and opportunities that are available for next year.

Mayor James asked that this item be continued until the October 10th meeting due to the time constraint.

4. Consent Agenda

- 4.1 Minutes: None

- 4.2 Travel Requests: None

5. Proposals and Bids

There were no proposals on this agenda.

6. Discussion and Possible Action

There were no discussion items on this agenda.

7. Administrative Reports

7.1 CRA Revised Calendar of Events

8. Board Member Comments

There were no comments at this meeting.

9. Adjournment

Chairman James adjourned the meeting at 6:56 p.m.

ATTEST:



LOUISE STILSON, CMC
CRA SECRETARY

COMMUNITY REDEVELOPMENT
AGENCY



TAMARA JAMES
CHAIRMAN – CRA

Approved: October 10, 2017



To: Chair, Vice Chair and Board of Commissioners
From: Kathleen Weekes, Acting Interim Executive Director and Dan Murphy, Economic Development Manager
Date: September 26, 2017
Re: **Addendum Item for the CRA Board Special Meeting September 26, 2017**
Discussion and Possible Action – Executive Director Recruitment

Update

- CRA Board interviews with Executive Director Candidates are to be scheduled for Tuesday, October 3, 2017 beginning at 9:30 am.
- The four shortlisted candidates for the position are:
Bradley S. Muckel, Hendrik M.K. Van Leesten, Rikelle Williams and Bernard V. Jones.
- Resumes, evaluation sheets and suggested questions will be provided to the CRA Board.

Required Action

Members of the Board were presented with a resume package of all candidates who applied for the position. If there are any other candidates, not on the short list that members of the Board would like to interview, please advise the CRA and the required arrangements will be made to set up interviews.

Stilson, Louise

From: Milligan, Kristin
Sent: Tuesday, September 26, 2017 12:01 PM
To: Weekes, Kathleen; Murphy, Dan
Cc: Stilson, Louise
Subject: CRA Executive Director Board Interview Schedule

Importance: High

Good Morning Kathleen,

Below is confirmation of the interview schedules for the CRA Executive Director position before the board on Tuesday, October 3, 2017:

10:00am – Rickelle Williams
10:30am – Hendrik Van Leesten
11:00am – Michael Maxwell
11:30am – Bradley Muckel
12:00pm – Bernard Jones

As we discussed, please advise the CRA Board tonight that the CRA and HR are developing scripted questions for use during the interview process. Please advise them that it is imperative that the scripted questions are utilized for each candidate to ensure equitable treatment and equal opportunity. Follow-up questions to the candidates' answers are expected and permitted, and will, of course, vary. I recommend that the CRA Board take turns asking questions to gain insight into how the candidates respond to various people.

In order to prepare the evaluation sheets, I need to know from the Board if they prefer a ranking system (one in which they wait until the end of the interviews and rank the candidates 1-5), or a scoring system (one in which they evaluate each candidate on a numerical scale in various areas, such as education, experience, etc. and then compile the scores at the end). As we discussed, there are pros and cons to either selection. I am happy to speak with any CRA Board members that have questions or feel they may need guidance during this process.

Also, I will need a copy of any notes you took during our phone calls today for the recruitment file. Dan has already provided me with his.

Please let me know if you have any questions.

Thank you,

Kristin Milligan, PHR, SHRM-CP
HR Generalist
Human Resources & Risk Management
City of Dania Beach
100 W. Dania Beach Blvd.
Dania Beach, FL 33004
Phone: 954-924-6800 x 3630
Fax: 954-924-6814

Stilson, Louise

From: Weekes, Kathleen
Sent: Tuesday, September 26, 2017 1:07 PM
To: James, Tamara; Harris, Bill; Brandimarte, Chickie; Grace, Bobbie; Salvino, Marco
Cc: Baldwin, Robert; Donnelly, Colin; LaFerrier, Marc; Navarro, Ronnie; Stilson, Louise; Schneider, Tom; Murphy, Dan; Payen, Kisha; Ansbro, Tom
Subject: Re: Conceptual Plan Design and Presentation to CRA Board on September 26, 2017
Attachments: Dania Beach Streetscape_100% Concept_REV_09.25.2017.pdf

Importance: High

Good afternoon CRA Board Members,

I am forwarding an electronic version of the Dania Beach Conceptual Streetscape design which will be presented by Kona Gray of EDSA at today's Board meeting.

This design is an updated version of the one you have in the Board Meeting package and I will also be providing you with hard copies today for your records. As noted before this plan is the first step in redefining the downtown area and layout for a safe practical pedestrian and vehicular traffic experience, and it is a project being done in cooperation with the City's Public Services and Community Development Departments.

The goal of the project is to enhance the economic vitality of the downtown area by transforming the City's main side streets, NW /SW 1st Avenue from Stirling Road to NW 3rd Avenue to provide a cohesive pedestrian-friendly experience with parallel parking, improved lighting, wayfinding, and better amenities. It is also envisaged that the redevelopment of NW 1st Street will provide a pleasant walkable and bicycle accessible link between Dania Pointe and the Downtown City Center.

Sincerely,

Kathleen

Kathleen A. Weekes, M.A. FRA-RP
CRA Manager
City of Dania Beach
Community Redevelopment Agency
100 W. Dania Beach Boulevard
Dania Beach, FL 33004
www.DaniaBeachCRA.org
954-924-6801 ext. # 3739
kweekes@ci.dania-beach.fl.us



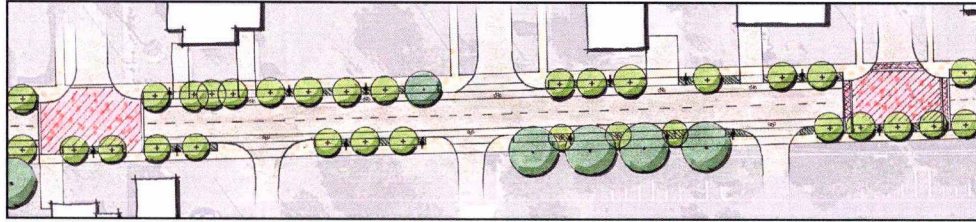


DANIA BEACH STREETSCAPE - 100% Conceptual Design

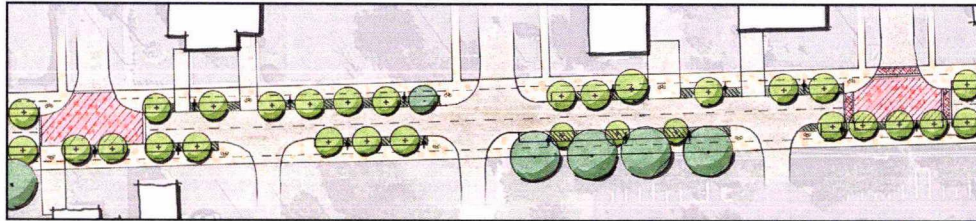
NW 1st Street & NW 1st Avenue
City of Dania Beach, Florida

September 26, 2017

NW 1ST STREET - ZONE A

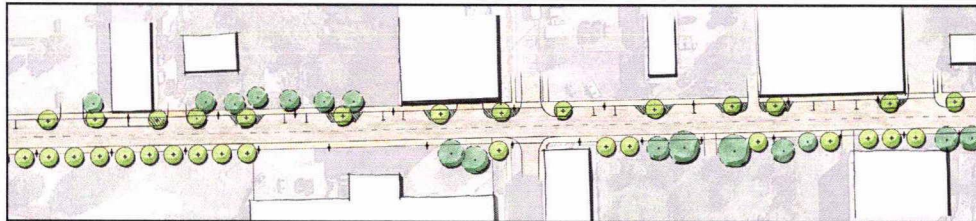


OPTION 1 - PREFERRED OPTION

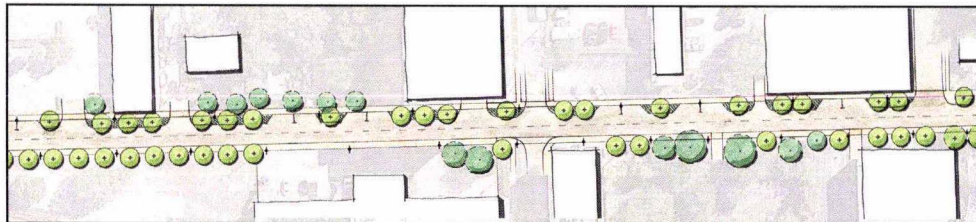


OPTION 2

NW 1ST AVENUE - ZONE C

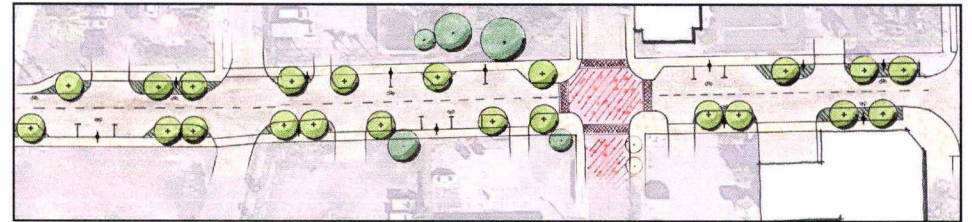


OPTION 1 (21 on street parking spaces shown) - PREFERRED OPTION

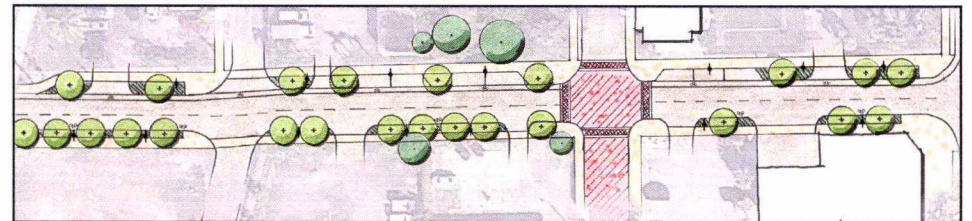


OPTION 2 (13 on street parking spaces shown)

NW 1ST STREET - ZONE B



OPTION 1 (13 on street parking spaces shown) - PREFERRED OPTION

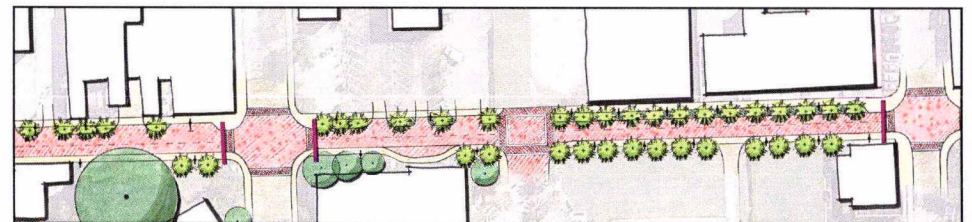


OPTION 2 (7 on street parking spaces shown)

NW 1ST AVENUE - ZONE D

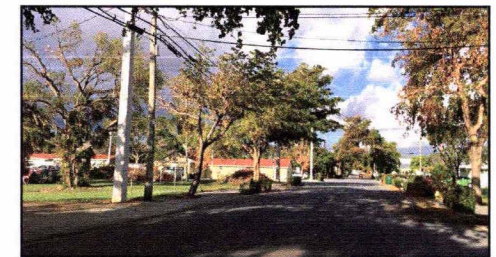
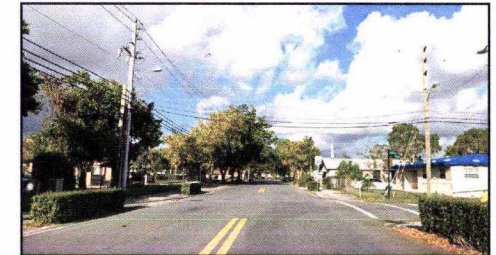
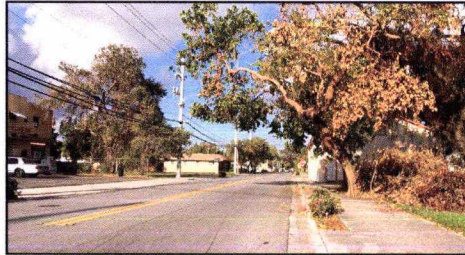


OPTION 1 (12 on street parking spaces shown)

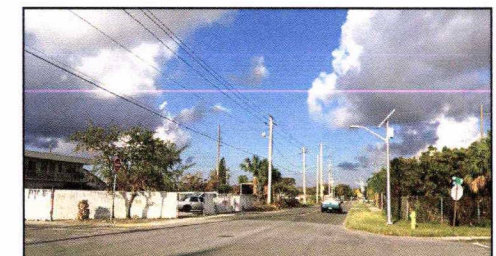


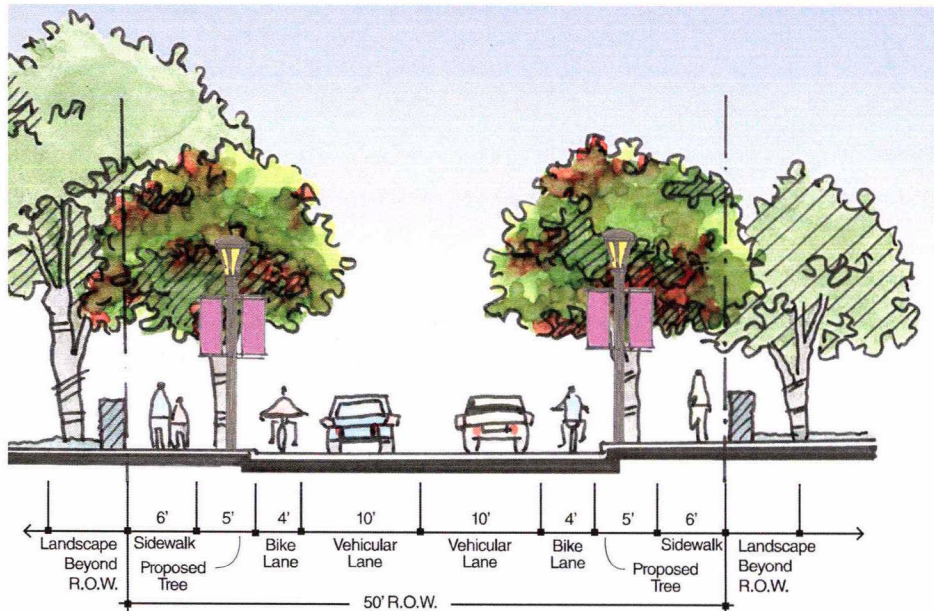
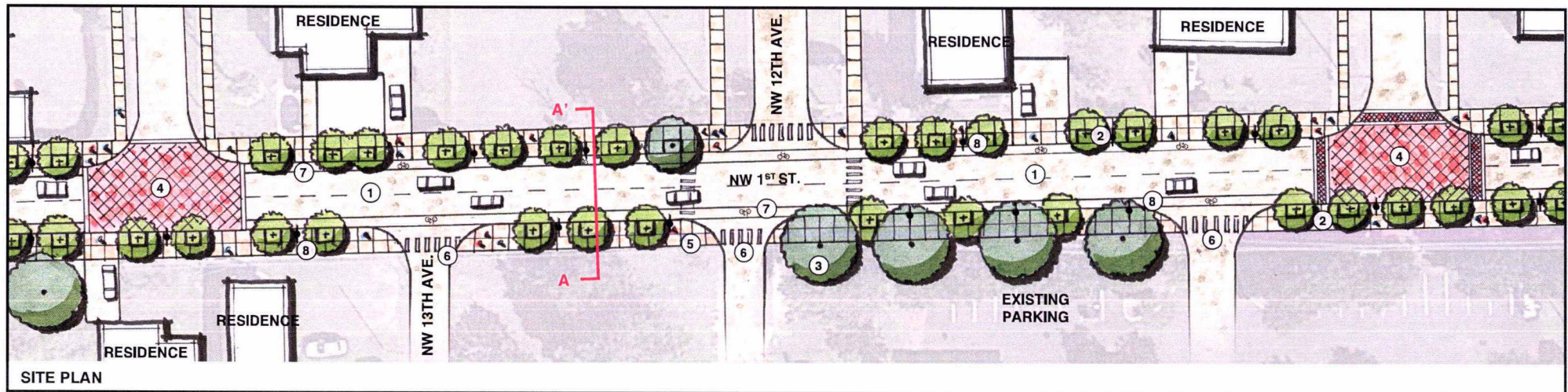
OPTION 2 (2 on street parking spaces shown) - PREFERRED OPTION

NW 1ST STREET - ZONE A



NW 1ST STREET - ZONE B





SECTION A-A': DEDICATED BIKE LANE NEXT TO VEHICULAR LANE

Improvements NW 1st Street

- The streetscape improvements allow accessibility for pedestrians, bicyclist and vehicular.
- Maximize provided parallel on-street parking on both sides along the street with a continuous sidewalk.
- Lighting and site accessories enhance the streetscape which include recommendations related to utility placement and areas outside of the existing R.O.W.
- All new trees are located in tree grates.
- The streetscape allows a 2' landscape easement on both sides, except where residential property is adjacent to R.O.W.



Dedicated Bike Lane Next to Vehicular Lane

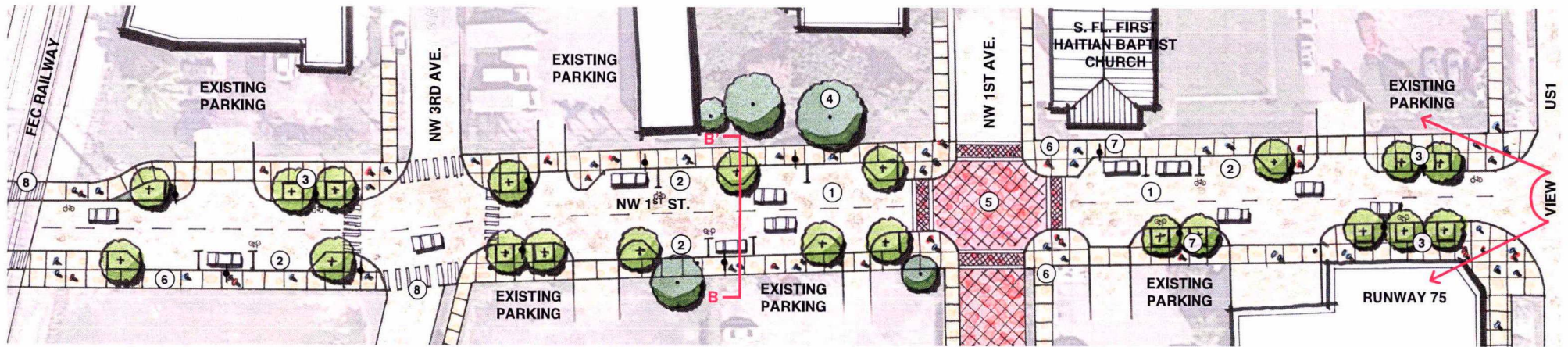
Scale 1" = 40'

0' 10' 20' 50' 100'

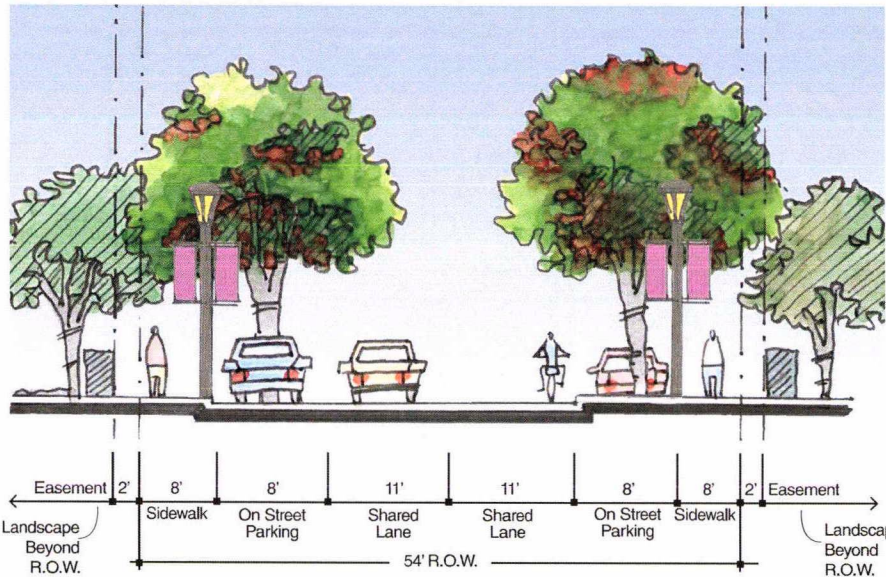


LEGEND

1. Vehicular Lane
2. Proposed Trees with Tree pit
3. Existing Trees
4. Special Paving
5. Sidewalk
6. Crosswalk
7. Dedicated Bike Lane
8. Street Light as existing



SITE PLAN



SECTION B-B': PARKING ON BOTH SIDES, SHARED BIKE LANES



Shared Lanes

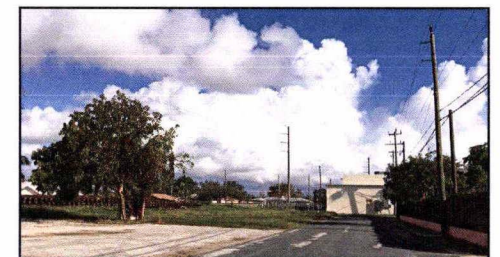
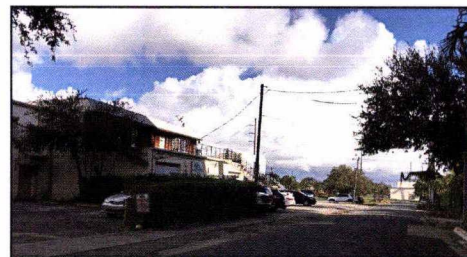


LEGEND

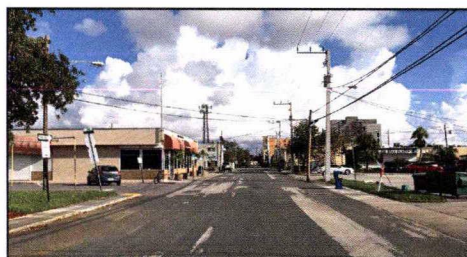
1. Vehicular and Bike Shared Lanes
2. On Street Parking
3. Proposed Trees with Tree Pit
4. Existing Trees
5. Special Paving
6. Sidewalk
7. Street Light as existing
8. Crosswalk

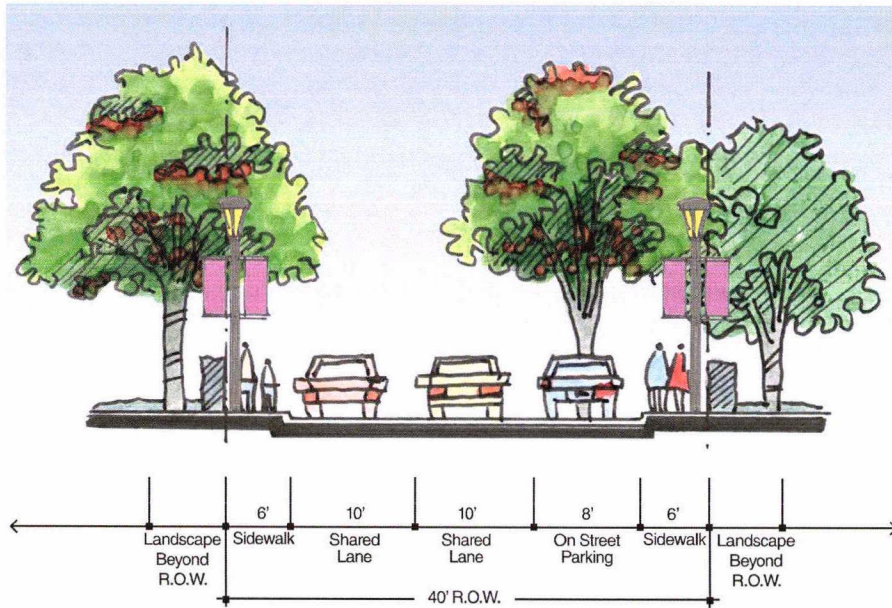
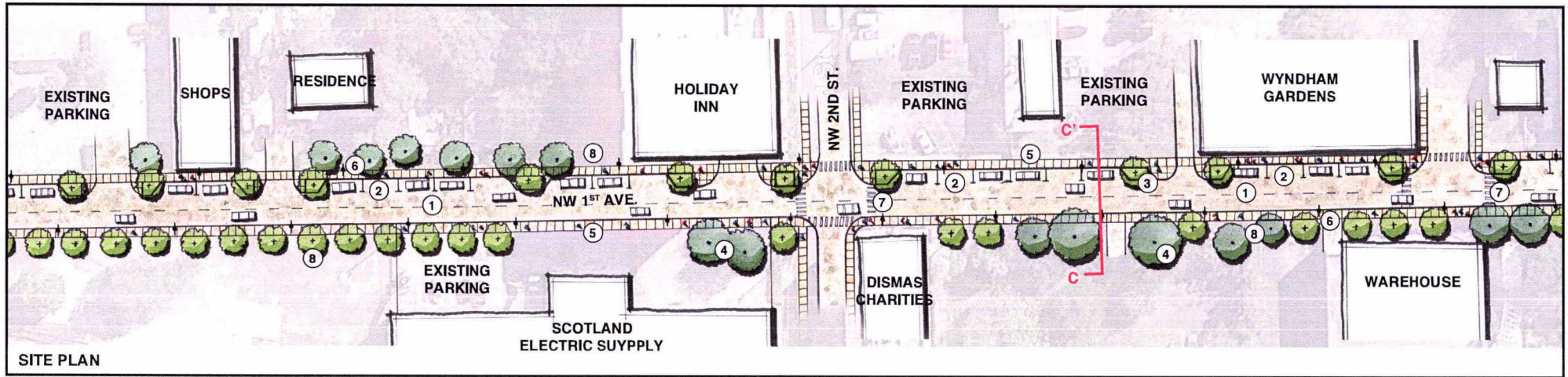


NW 1ST AVENUE - ZONE C



NW 1ST AVENUE - ZONE D





Improvements NW 1st Avenue:

- Maximize provided parallel on-street parking on one side along the street with a continuous sidewalk on both sides.
- Lighting and site accessories enhance the streetscape which include recommendations related to utility placement and areas outside of the existing R.O.W.
- The festival area is designed as a tabled roadway with no curbs, enhanced and special paving continue the development pattern by the City Hall Center.
- The Festival Area allows a 2' easement on both sides.
- Proposed palm trees give the festival area a special and unique identity.
- Proposed shade trees, beyond the Festival Area, are integrated in the existing streetscape.
- All new trees are located in tree grates
- The festival area is designed as a tabled roadway with no curbs, enhanced and special paving continue the development pattern by the City Hall Center to update anticipating future development with the opportunity for streets festivals and art walks.

Scale 1" = 60'

0' 20' 50' 100'



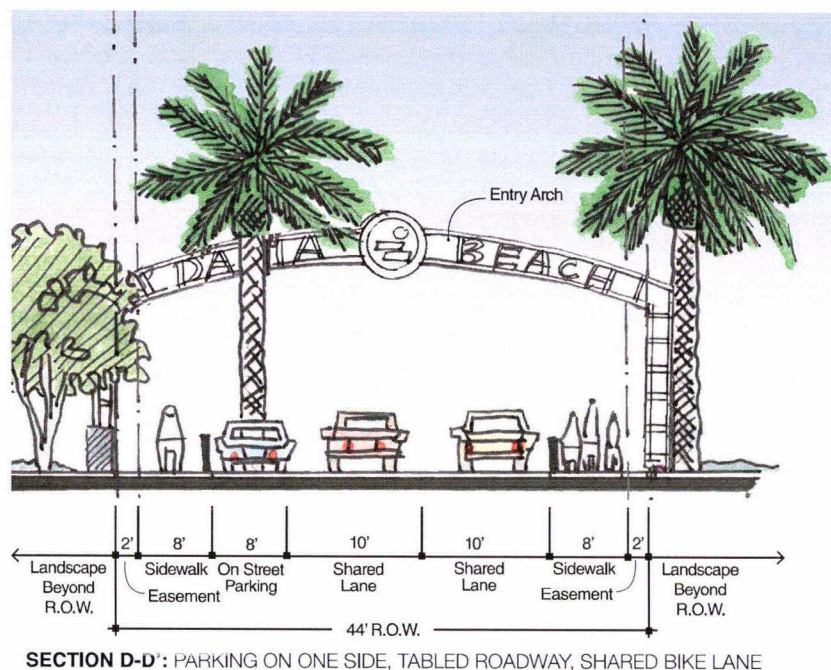
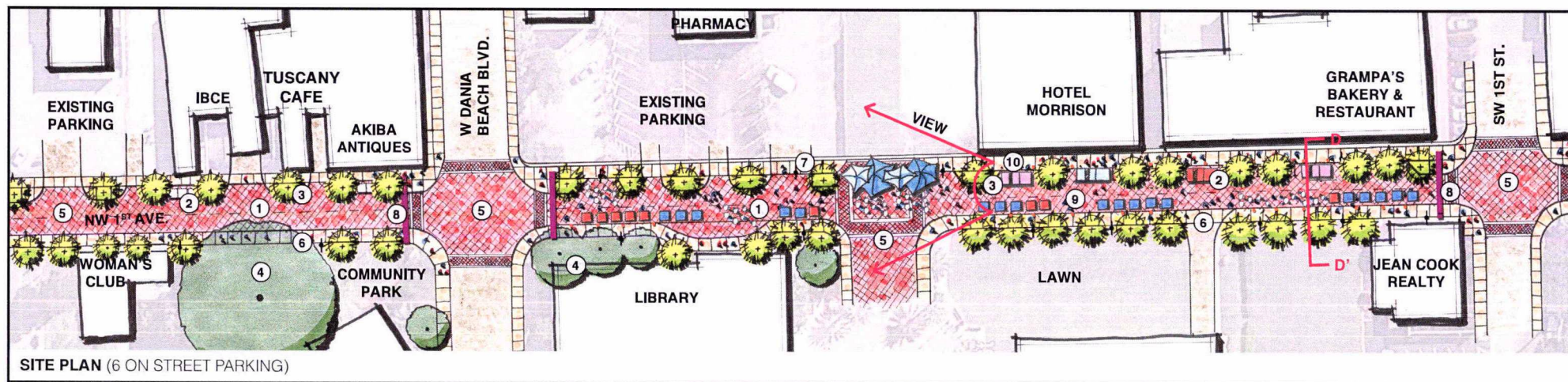
LEGEND

1. Vehicular and Bike Shared Lanes
2. On Street Parking
3. Proposed Trees with Tree Pit
4. Existing Trees
5. Sidewalk
6. Street Light as existing
7. Crosswalk
8. Landscape beyond R.O.W.



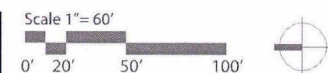
Shared Lanes





Entrance Area of the Festival Street (Between SW 1st St and W. Dania Beach Blvd.):

- No on street parking in this area, tabled roadway
- Install two rows of date palms to create a formal statement
- Add festival lighting



LEGEND

1. Vehicular and Bike Shared Lanes
2. On Street Parking
3. Proposed Trees with Tree Pit
4. Existing Trees
5. Special Paving
6. Sidewalk
7. Street Light as existing
8. Entry Arch
9. Festival Area
10. Bollards between Sidewalk and Street



FINISHES



Shared Lanes



Concrete Paver



Clay Paver



Seashell Aggregate/Paver



Exposed Aggregate

PLANT MATERIAL



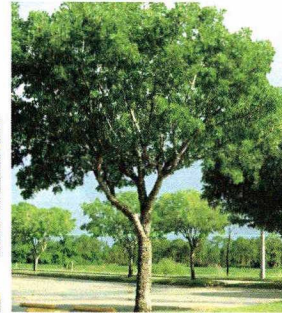
Featured Palm - Date Palm



Accent Palm - Bismarck Palm



Shade Tree - Live Oak



Shade Tree - Mahogany



Accent Tree - Crape Myrtle



Accent Tree - Silver Buttonwood

SITE FURNITURE & LIGHTING



Bench



Trash Bin



Bollard



Planter



Bike Rack



Solar Street Lighting as existing