

To: CRA Board of Commissioners

From: Diane Colonna, Executive Director

Date: March 11, 2015

RE: MCRA Status Report for February 2015

The following is a summary of Margate Community Redevelopment Activities conducted by RMA staff for the month of February 2015:

Administration	
<i>Activity</i>	<i>Status</i>
General	<ul style="list-style-type: none"> • Held weekly staff meetings • Monthly agenda preparation for CRA Board Meeting • Prepared 2016 capital budget for submittal to the Finance Department • Prepared 2016 CRA Performance Measures • Weekly staff meeting with Property Manager • Participated in the DRC meetings • Participated in Parks Master Plan meetings
CRA Office Relocation	<ul style="list-style-type: none"> • Secured an architect for floor plan design and construction management • Met with IT to discuss relocation needs
CRA Incentive Programs/Economic Development	<ul style="list-style-type: none"> • Exploring options to create additional CRA incentive/grant programs • Met with real estate brokers re Career Source relocation

Capital Improvement Projects	
<i>Activity</i>	<i>Status</i>
Coconut Creek Parkway (Medians, landscaping)	<ul style="list-style-type: none"> • Working on permit submittal to Broward County/City of Margate anticipate work to begin mid to end of March
Margate Boulevard/58 th Avenue (Maintenance)	<ul style="list-style-type: none"> • Benches purchased for Margate Boulevard/NW 58th Avenue • Bid completed for pressure cleaning/sealing and repairs to Margate Blvd/NW 58th Avenue and contractor selected for CRA approval
Copans Road (Medians, landscaping)	<ul style="list-style-type: none"> • Final design phase for submission for Broward County approval and permit
Melaleuca/NW 61 st Ave (Sidewalks, landscaping)	<ul style="list-style-type: none"> • Met with City staff to discuss project. Scope of Services requested from Kimley-Horn for sidewalk/landscape design
Kaye Stevens Park (Memorial feature)	<ul style="list-style-type: none"> • Obtained estimates for a custom bronze memorial (statue, plaque, bust)

City Center	
<i>Activity</i>	<i>Status</i>
City Center Project	<ul style="list-style-type: none"> • RFQ review committee formed • Committee reviewed & ranked proposers - recommendation scheduled for CRA Board meeting March 11th • City Center RFP drafted for issuance to qualified developers • Surveys/appraisals of CRA owned properties underway
Stormwater Master Permit	<ul style="list-style-type: none"> • 60% design completion – meeting scheduled for March 4th to get staff input

Marketing and Special Events	
<i>Activity</i>	<i>Status</i>
Chamber of Commerce	<ul style="list-style-type: none"> • Attend Chamber of Commerce monthly breakfast meetings
Marketing	<ul style="list-style-type: none"> • Attend the monthly Sounds at Sundown event staff information tent, oversee intercept surveys and giveaways • Pole banner designs completed for CRA Board presentation • Business survey formed for issuance in March • Request For Proposal/Quotes issued for Social Media Services • Creating information collateral pieces for CRA programs and annual report
Marketing Committee Meetings	<ul style="list-style-type: none"> • Attend Marketing Committee meetings with City Staff

Property Management	
<i>Activity</i>	<i>Status</i>
CRA Owned/Common Area Maintenance	<ul style="list-style-type: none"> • Oversight of Advanced Asset Management for property management services • Oversight of bus shelter maintenance • Oversight of landscape maintenance services • Secured temporary landscape maintenance services contractor until permanent contractor is selected through an RFP process • Drafted RFP for landscape maintenance services • Processed March rent reductions per board direction