

COMMUNITY REDEVELOPMENT AGENCY BOARD

REGULAR MEETING

January 12, 2016

MINUTES

Present:

Frank B. Talerico, Chair
Joanne Simone, Vice Chair
Lesa Peerman
Joyce W. Bryan
Tommy Ruzzano

Also Present:

Eugene M. Steinfeld, Board Attorney
Kim Vazquez, CRA Project Manager
Douglas Smith, City Manager
Ben Ziskal, Economic Development Director

The regular meeting of the Margate Community Redevelopment Agency having been properly noticed was called to order at 7:00 p.m., on Tuesday, January 12, 2016 by Chair Frank Talerico. There was a moment of silence followed by the Pledge of Allegiance. Roll call was taken.

1A. **MINUTES FOR APPROVAL:** (9/16/2015)

After Eugene M. Steinfeld, Board Attorney, read the item title, Ms. Simone made the following motion, seconded by Ms. Bryan:

MOTION: SO MOVE TO APPROVE

ROLL CALL: Mr. Ruzzano, Yes; Mrs. Bryan, Yes; Mrs. Peerman, Yes; Ms. Simone, Yes;
Mr. Talerico, Aye. The motion passed 5-0.

1B. **MINUTES FOR APPROVAL:** (12/2/2015)

After Eugene M. Steinfeld, Board Attorney, read the item title, Ms. Simone made the following motion, seconded by Ms. Peerman:

MOTION: SO MOVE TO APPROVE

ROLL CALL: Mr. Ruzzano, Yes; Mrs. Bryan, Yes; Mrs. Peerman, Yes; Ms. Simone, Yes;
Mr. Talerico, Aye. The motion passed 5-0.

1C. **MINUTES FOR APPROVAL:** (12/8/2015)

After Eugene M. Steinfeld, Board Attorney, read the item title, Ms. Simone made the following motion, seconded by Ms. Bryan:

MOTION: SO MOVE TO APPROVE

ROLL CALL: Mr. Ruzzano, Yes; Mrs. Bryan, Yes; Mrs. Peerman, Yes; Ms. Simone, Yes;
Mr. Talerico, Aye. The motion passed 5-0.

2. **PUBLIC DISCUSSION** - No discussion

3A. **APPROVAL OF CRA CONTRIBUTION TO CITY FOR LOBBYING SERVICES**

After Eugene M. Steinfeld, Board Attorney, read the item title, Ms. Peerman made the following motion, seconded by Ms. Simone:

MOTION: SO MOVE TO APPROVE

ROLL CALL: Mr. Ruzzano, Yes; Ms. Bryan, Yes; Mrs. Peerman, Yes; Ms. Simone, Yes;
Mr. Talerico, Aye. The motion passed 5-0.

3B. **A RESOLUTION OF THE MARGATE COMMUNITY REDEVELOPMENT AGENCY, AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH ADVANCED ASSET MANAGEMENT FOR PROPERTY MANAGEMENT SERVICES.**

After Eugene M. Steinfeld, Board Attorney, read the item title, Ms. Peerman made the following motion, seconded by Ms. Bryan:

MOTION: SO MOVE TO APPROVE

ROLL CALL: Mr. Ruzzano, Yes; Ms. Bryan, Yes; Ms. Peerman, Yes;
Mr. Talerico, Aye. The motion passed 5-0.

4. **DISCUSSION AND POSSIBLE ACTION**

4A. **SELECTION OF ARCHITECTURAL FIRMS FOR CONTINUING CONTRACT SERVICES**

After Eugene M. Steinfeld, Board Attorney, read the item title, Ms. Peerman made the following motion, seconded by Mr. Ruzzano:

Kim Vazquez, CRA Project Manager summarized that in November 2015 the CRA issued a Request for Qualifications for on-going architectural services for design, construction and administration. There were five respondents to the RFQ and three firms were invited to give presentations to the selection committee. The top three firms were then ranked as CPZ Architects (280 points), Saltz Michelson (263 points) and Walter Zachariah (257 points). The CRA would like to enter into negotiations with the top two ranked firms.

Mr. Ruzzano asked if it has been clearly determined what is being built downtown. Are these services only for the downtown or the entire CRA? Ms. Vazquez stated the services are for the entire CRA district.

Mr. Talerico asked for the record if the two companies will work together on projects. Ms. Vazquez stated the companies will alternate jobs.

MOTION: SO MOVE TO APPROVE

ROLL CALL: Mr. Ruzzano, Yes; Ms. Bryan, Yes; Ms. Peerman, Yes;
Mr. Talerico, Aye. The motion passed 5-0.

4B. SELECTION OF ENGINEERING FIRMS FOR CONTINUING CONTRACT SERVICES

After Eugene M. Steinfeld, Board Attorney, read the item title, Ms. Peerman made the following motion, seconded by Mr. Ruzzano:

Ms. Vazquez summarized that an RFQ for Engineering Services was also issued. Currently, the CRA has an ongoing contract with Kimley-Horn. The issuance of the RFQ was done as part of the CCNA (Consultants Competitive Negotiation Act) process and for projects costing up to two million dollars. Any project over two million dollars must go through an additional bidding process. The CRA received nine submissions and five were invited to present to the Selection Committee. The two firms selected through this process were Keith and Associates and Craven Thompson and Associates. At this time staff recommends that the CRA enter into an agreement with both firms.

Ms. Peerman noted that on the previous item, Chen, Moore and Associates were listed as sub-consultants in the Architectural proposal by CPZ Architects. Ms. Vazquez stated just to clarify; any of the firms can come back and bid on any of the projects over \$2,000,000.

MOTION: SO MOVE TO APPROVE

ROLL CALL: Mr. Ruzzano, Yes; Ms. Bryan, Yes; Ms. Peerman, Yes;
Mr. Talerico, Aye. The motion passed 5-0.

5. EXECUTIVE DIRECTOR'S REPORT

Ms. Vazquez reported the monthly status report was provided in the agenda back-up. Regarding the CRA office space the tenant vacated the building on December 10. The floor plans and CAD drawing are in progress. The CRA is soliciting quotes for renovations and is coordinating with the Purchasing and IT departments regarding equipment and supplies that will be needed.

Coconut Creek Parkway Project is completed. The final punch list items have been addressed. The County has signed off. We are anticipating change orders through DP Development. They will come back to the CRA Board to address the issue of not meeting the project deadline.

The pedestal design for the Kaye Stevens statue has to go through the Development Review Committee on Thursday, January 14, 2016. When the approval process is completed they can apply for permitting.

Ms. Vazquez addressed some problems that had been experienced at the recent Sounds at Sundown event. She clarified there were some issues with port-o-lets and trash cans. There was a miscommunication between the CRA and the Parks Department. During the event people were escorted to City Hall to use the restrooms. In the future the trash cans will be coordinated through the Parks Department. Additionally, there was a vendor selling items that did not meet the standards of the City and CRA. Atlantic Studios has spoken with the vendor and the items will not be sold at future events. The CRA has a marketing coordinator on site that handles logistics. Going forward, the CRA will have an additional staff member in attendance to monitor the event.

Mr. Ruzzano asked when the CRA office will move into the new location. Ms. Vazquez responded the move is being planned for the end of March. Mr. Talerico commented he is not crazy about the ferns on Coconut Creek Parkway. Ms. Vazquez stated that the County determines the current landscaping. The CRA is required to leave the medians 'as is' for one year because the County is holding the bond. Ms. Peerman asked when we can change the pavers. Ms. Vazquez responded one year after project completion. Ms. Bryan stated she also had concern regarding the ferns. Additionally, the public was happy about the

demolition of the housing located next to the Fire Department. They were amazed at how quickly it was completed and how great the property looks now.

Ms. Peerman asked if the CRA has received the finalized lighting and landscaping design for Melaleuca Drive. We would like to share the design aspects with the residents. Ms. Vazquez stated that Kimley-Horn is working on the designs and has not submitted them to the CRA to date.

TENANT UPDATES

Ms. Vazquez reported that an updated Rent Roll has been provided to the Board and reflects payment received from Way Back When Antique Shop. There are two tenants that are late and have received notices. They include the tax service located in the Chevy Chase plaza and O'Meara's.

6. BOARD MEMBER COMMENTS

Ms. Peerman commented that the Sounds of Sundown event had some issues; however, for the first event of this season it went well. She stated she spoke with the Parks Director about the food trucks being further back so the people listening to the music would not hear the generators. She suggested adding tables and chairs for people to eat in addition to the ones provided by the food truck vendors.

Ms. Bryan: No comment

Mr. Ruzzano commented he would love to see glass aggregate in the medians on 441 and Sample Road. He stated he appreciated Ms. Vazquez addressing the bathroom situation at Sounds at Sundown.

Ms. Simone: No comment

Mr. Talerico asked for the status of the parking situation on CRA properties. Businesses were using the lot for their customers. Ms. Vazquez responded that the CRA property manager went in and spoke with the businesses today. Additionally, 'No Trespassing Signs' have been posted in the lots.

There being no additional business, the meeting adjourned at 7:21 p.m.

Respectfully submitted,

Transcribed by Courtney Easley

Frank B. Talerico, Chair