



REINVENTING YOUR CITY

To: CRA Board of Commissioners

From: Diane Colonna, Executive Director

Date: April 13, 2016

RE: MCRA Monthly Status Report

The following is a summary of Margate Community Redevelopment Activities through March 31, 2016.

Administration	
<i>Activity</i>	<i>Status</i>
General	<ul style="list-style-type: none">• Staff meetings• Monthly agenda preparation for CRA Board Meeting• Preparation of meeting minutes• Attend City's Senior Staff meetings• Weekly meeting with CRA Property Manager• Participated in DRC meetings• Executive Director participated in interviews for Business Development Coordinator position
CRA Finance/Budget	<ul style="list-style-type: none">• Processed bills, prepared purchase orders and payment requests• FY 2017 Budget planning meeting with Finance staff and City Manager• FY 2015 Audit presented to CRA board for approval and distributed to taxing authorities• FY 2015 Annual Report of CRA activities completed, printed, and distributed to taxing authorities
CRA Incentive Programs/Economic Development	<ul style="list-style-type: none">• Processed payment reimbursement request for Margate Auto (Giant Tire)• Continue to provide information to property owners/tenants
CRA Office Space	<ul style="list-style-type: none">• Initial interior painting (primer) completed by Public Works• Continuing to get quotes from subcontractors• Selected general contractor and drafted agreement• Obtaining quotes for interior furnishings• Coordination ongoing with IT and Purchasing departments for telecommunications, other equipment.

Capital Improvement Projects (other than City Center)	
<i>Activity</i>	<i>Status</i>
Landscape/Median Maintenance	<ul style="list-style-type: none"> • Oversight of ongoing maintenance/irrigation repair work
Coconut Creek Parkway (Medians, landscaping)	<ul style="list-style-type: none"> • Negotiated final payment with DP Development, closing out contract.
Copans Road (Medians, landscaping)	<ul style="list-style-type: none"> • County Beautification Agreement tentatively scheduled for Broward County Commission approval April 26th.
Melaleuca/NW 61 st Ave (Sidewalks, landscaping)	<ul style="list-style-type: none"> • Revised landscape plans submitted to provide color/flowering trees/shrubs
Kaye Stevens Park (Memorial feature)	<ul style="list-style-type: none"> • Pedestal, sidewalks and statue installed • Designed and distributed invitations for statue dedication ceremony; coordinated various aspects of the event
David Park/Community Center Improvements	<ul style="list-style-type: none"> • Met with Parks and Recreation Director and CPZ Architects, walked site to determine improvements/updates needed to exterior of building/park; reviewing CPZ proposal to commence planning and design of improvements
Sports Complex	<ul style="list-style-type: none"> • Met with Parks and Recreation Director and Saltz Michelson Architects to discuss plans for new facility on the CRA owned vacant lot
Colonial Drive	<ul style="list-style-type: none"> • Met with North Broward Medical Center COO and CFO and City staff to discuss pedestrian safety issues on this roadway; Keith and Associates preparing proposal to address potential traffic calming measures
Winfield Blvd.	<ul style="list-style-type: none"> • Met with DEES staff and representatives from Keith & Associates to discuss potential beautification measures; Keith & Assoc. submitted scope for design

City Center	
<i>Activity</i>	<i>Status</i>
Development Agreement	<ul style="list-style-type: none"> • Held weekly meetings with developer and attorneys to discuss and negotiate terms of Development Agreement
Community Center	<ul style="list-style-type: none"> • Reviewed presentations from two proposers who responded to the RFP for the Community Center Feasibility Study--conducting further evaluation to select a firm
Waterfront Promenade	<ul style="list-style-type: none"> • Reviewed task order from Craven Thompson engineers for planning/conceptual design of Waterfront Promenade and revised the scope. • Met with DEES staff to review condition of utilities serving City Center site and discuss need for possible upgrades
Stormwater Master Permit	<ul style="list-style-type: none"> • Permit issued by Broward County
Comp Plan Amendment	<ul style="list-style-type: none"> • Amendment submitted to Broward County Planning Council

Marketing and Special Events	
<i>Activity</i>	<i>Status</i>
Chamber of Commerce	<ul style="list-style-type: none"> • Attended Chamber breakfast on 3/24/16 and provided updates on CRA activities/events
Marketing	<ul style="list-style-type: none"> • Prepare weekly citizen informational email newsletter • Monthly business information email newsletter • Monitoring social media analytics • Onsite visits with local businesses • Planning for April “In the Biz” merchant program • Press releases prepared on MCRA events/activities • Update CRA website as necessary • Executive Director participated in Sun-Sentinel and WLRN interviews to discuss City Center and Margate’s plans
Sounds at Sundown	<ul style="list-style-type: none"> • Sponsored & attended Sounds at Sundown event • Manned information tent, provided give-a-ways, took surveys • Prepared press releases and advertisement • Promoted event on social media
Image Committee Meetings	<ul style="list-style-type: none"> • Attend bi-weekly Image Committee meetings

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 • Tenant leases/issues—new lease signed for hair salon • Walk sites prior to/after events on CRA property • Met with liquor store owner to discuss options for relocating his business to City Center/other CRA property • Met with Ace Plaza tenants to discuss landscape improvements outside in courtyard • Drafted City-CRA lease for shared office space
Property Acquisition	<ul style="list-style-type: none"> • RFP for Real Estate Broker Services under Purchasing Department review/issuance
Other	
<i>Activity</i>	<i>Status</i>
Comprehensive Plan	<ul style="list-style-type: none"> • Approved by City Commission to forward application to Broward County for review
Engineering/Architectural Services	<ul style="list-style-type: none"> • Contract with Craven Thompson for engineering services on March 9, 2016 agenda for approval all others previously approved on February 10th