



REINVENTING YOUR CITY

To: CRA Board of Commissioners  
From: Diane Colonna, Executive Director  
Date: May 11, 2016  
**RE: MCRA Monthly Status Report**

The following is a summary of Margate Community Redevelopment Activities through April 30, 2016.

<b>Administration</b>	
<i>Activity</i>	<i>Status</i>
General	<ul style="list-style-type: none"><li>• Staff meetings</li><li>• Monthly agenda preparation for CRA Board meeting</li><li>• Preparation of meeting minutes</li><li>• Attend City's Senior Staff meetings</li><li>• Weekly meeting with CRA Property Manager</li><li>• Participated in DRC meetings</li><li>• Attended the ICSC Broward Next Generation and P3 Retail Program</li><li>• Met with County Commissioner Bogen regarding City Center</li></ul>
CRA Finance/Budget	<ul style="list-style-type: none"><li>• Processed bills, prepared purchase orders and payment requests</li></ul>
CRA Incentive Programs/Economic Development	<ul style="list-style-type: none"><li>• Ongoing efforts to provide information on programs to property owners/tenants</li><li>• Spoke with property owner/architect regarding new façade application for commercial property</li><li>• Drafted a new incentive program for review/discussion at May 11 CRA Board meeting</li></ul>
CRA Office Space	<ul style="list-style-type: none"><li>• Contractor agreements drafted and placed on May 11<sup>th</sup> CRA meeting agenda for approval by Board</li><li>• Interior furnishings quotes received and ordered</li><li>• Coordination ongoing with IT and Purchasing departments for telecommunications, other equipment.</li><li>• Plans submitted to Building Department for initial review/comments</li></ul>

<b>Capital Improvement Projects (other than City Center)</b>	
<i>Activity</i>	<i>Status</i>
Landscape/Median Maintenance	<ul style="list-style-type: none"> <li>• Oversight of ongoing maintenance/irrigation repair work</li> </ul>
Copans Road (Medians, landscaping)	<ul style="list-style-type: none"> <li>• Beautification Agreement approved April 26 County Commission meeting</li> <li>• Installation/Maintenance agreement drafted between City of Margate/CRA for approval by CRA Board</li> <li>• Improvements permit pending Broward County approval</li> </ul>
Melaleuca/NW 61 <sup>st</sup> Ave (Sidewalks, landscaping)	<ul style="list-style-type: none"> <li>• Final landscape plans provided/notifications sent to Melaleuca Drive property owners to provide opportunity for review</li> <li>• Cost/ tabulation sheets provided by Kimley-Horn to prepare documents for project bidding</li> </ul>
Kaye Stevens Park (Memorial feature)	<ul style="list-style-type: none"> <li>• Planning/logistics of statue unveiling ceremony held April 5<sup>th</sup>.</li> </ul>
David Park/Community Center Improvements	<ul style="list-style-type: none"> <li>• Task Order agreement signed by CPZ Architects to provide services on the preliminary designs for improvements</li> <li>• CPZ Architects measured the site including structure, drop off area and playground</li> </ul>
Sports Complex	<ul style="list-style-type: none"> <li>• Met with Saltz Michelson Architects to discuss preliminary plans for new facility on the CRA owned vacant lot</li> <li>• Saltz Michelson Scope of Services on May 11 CRA Board meeting for discussion/approval</li> </ul>
Colonial Drive	<ul style="list-style-type: none"> <li>• Task order agreement signed with Keith and Associates to provide services on preliminary plans for potential traffic calming measures</li> </ul>
Winfield Blvd.	<ul style="list-style-type: none"> <li>• Task order agreement signed with Keith and Associates to provide services on preliminary beautification designs for Winfield Blvd.</li> </ul>

<b>City Center</b>	
<i>Activity</i>	<i>Status</i>
Development Agreement	<ul style="list-style-type: none"> <li>• Continuing meetings with developer and attorneys to discuss and negotiate terms of Development Agreement</li> </ul>
Community Center	<ul style="list-style-type: none"> <li>• Evaluation Committee reviewed and received presentations on the proposals submitted to complete a feasibility study</li> <li>• Committee recommendation/agreement on May 11 Agenda for CRA Board review/approval</li> </ul>
Waterfront Promenade	<ul style="list-style-type: none"> <li>• Craven Thompson engineers Scope of Services approved at the April meeting for the planning/conceptual design of Waterfront Promenade</li> </ul>

	<ul style="list-style-type: none"> <li>• Met with Kimley-Horn and New Urban developers regarding Storm Water Permit requirements</li> <li>• Getting quotes for the removal of the Australian Pines/Brazilian Pepper on the former “Swap Shop” property</li> </ul>
Comp Plan Amendment	<ul style="list-style-type: none"> <li>• Amendment submitted to Broward County Planning Council</li> </ul>
<b>Marketing and Special Events</b>	
<i>Activity</i>	<i>Status</i>
Chamber of Commerce	<ul style="list-style-type: none"> <li>• Sponsored Chamber breakfast on 4/28/16 and gave Power Point presentation on CRA activities/events</li> <li>• Sponsored Chamber Golf Tournament Luncheon on 4/29/16 and provided information on CRA property improvement programs. Presented a Certificate of Recognition to MCRA façade improvement grant recipient</li> </ul>
Marketing	<ul style="list-style-type: none"> <li>• Prepare weekly citizen informational email newsletter</li> <li>• Monthly business information email newsletter</li> <li>• Monitoring social media analytics</li> <li>• Onsite visits with local businesses</li> <li>• Planned/provided logistics for the April “In the Biz” merchant program</li> <li>• Planning the May “In the Biz” merchant program</li> <li>• Planning MUM event series for August-November</li> <li>• Press releases prepared on MCRA events/activities</li> <li>• Update CRA website as necessary</li> </ul>
Sounds at Sundown	<ul style="list-style-type: none"> <li>• Sponsored &amp; attended the April Sounds at Sundown event</li> <li>• Manned information tent, provided give-a-ways, took surveys</li> <li>• Prepared press releases and advertisement</li> <li>• Promoted event on social media</li> </ul>
Image Committee Meetings	<ul style="list-style-type: none"> <li>• Attend bi-weekly Image Committee meetings</li> </ul>

<b>Property Management</b>	
<i>Activity</i>	<i>Status</i>
CRA Owned/Common Area Maintenance	<ul style="list-style-type: none"> <li>• Oversight of Advanced Asset Management for property management services</li> <li>• Oversight of bus shelter maintenance</li> <li>• Oversight of landscape maintenance services</li> <li>• Tenant leases/issues—new lease signed for hair salon</li> <li>• Walk sites prior to/after events on CRA property</li> <li>• Met with Parks and Recreation Director regarding quote for additional landscaping for ACE Plaza</li> </ul>
Property Acquisition	<ul style="list-style-type: none"> <li>• Awaiting appraisal report – Lion’s Club property</li> </ul>
<b>Other</b>	

<i>Activity</i>	<i>Status</i>
Legal Services	<ul style="list-style-type: none"><li>• Three firms submitted proposals for consideration</li><li>• Selection Committee reviewed and qualified two of the firms to present to the CRA Board at the May 11 meeting.</li></ul>