



REINVENTING YOUR CITY

To: CRA Board of Commissioners

From: Diane Colonna, Executive Director

Date: June 8, 2016

RE: MCRA Monthly Status Report for May 2016

The following is a summary of Margate Community Redevelopment Activities through May 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• Attended the annual ICSC RECON (Retail Conference)• Worked with Adam Reichbach on revised CRA travel policy
CRA Finance/Budget	<ul style="list-style-type: none">• Processed bills, prepared purchase orders and payment requests
CRA Incentive Programs/Economic Development	<ul style="list-style-type: none">• Ongoing efforts to provide information on programs to property owners/tenants• Met with property owners regarding new façade application for commercial property• Drafted a new incentive program for review/discussion at May 11 CRA Board meeting
CRA Office Space	<ul style="list-style-type: none">• Coordination ongoing with IT and Purchasing departments for telecommunications, other equipment. Construction contracts approved by board.
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
Copans Road (Medians, landscaping)	<ul style="list-style-type: none">• Installation/Maintenance agreement drafted between City of Margate/CRA for approved by CRA Board

Melaleuca/NW 61 st Ave (Sidewalks, landscaping)	<ul style="list-style-type: none"> • Bid documents prepared/submitted to Purchasing for review/issuance
David Park/Community Center Improvements	<ul style="list-style-type: none"> • CPZ Architects provided preliminary designs submitted for review by staff. Currently waiting on revisions by CPZ based on comments by staff.
Sports Complex	<ul style="list-style-type: none"> • Saltz Michelson Architects presented preliminary design elements/recommendations to CRA Board • Working on design based on comments from Board/Staff
Colonial Drive	<ul style="list-style-type: none"> • Preliminary recommendations to staff for discussion • Meeting to be set with Hospital staff to discuss
Winfield Blvd.	<ul style="list-style-type: none"> • Preliminary design elements reviewed. Waiting on revisions based on comments.
Wayfinding Signage	<ul style="list-style-type: none"> • Agreement with Axia Creative approved at the May 11th meeting • Met on site with Axia rep to drive area

City Center	
<i>Activity</i>	<i>Status</i>
Development Agreement	<ul style="list-style-type: none"> • Continuing to meet with developer and attorneys to discuss and negotiate terms of Development Agreement
Community Center	<ul style="list-style-type: none"> • Agreement with SFA for feasibility analysis approved at May 11th meeting. • Initial meeting held with staff to initiate process
Waterfront Promenade	<ul style="list-style-type: none"> • Quotes received for removal of Australian Pines/Brazilian Pepper on the former "Swap Shop" property • Requesting approval by Board of lowest quote on June 8 meeting
Comp Plan Amendment	<ul style="list-style-type: none"> • Amendment submitted to Broward County Planning Council and to the Broward County School Board for review
Marketing and Special Events	
<i>Activity</i>	<i>Status</i>
Chamber of Commerce	<ul style="list-style-type: none"> • Attended Chamber breakfast on 5/26/16 and provided updates on CRA activities/events • Attended the Small Business Person of the Year awards luncheon on 5/25/16 • Attended a business grand opening
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

	<ul style="list-style-type: none"> Planned/provided logistics for the May “In the Biz” merchant program; held event at Parrot’s Cove Planning the June “In the Biz” merchant program Planning MUM event series for August-November Attended the annual Realtors Mayor’s Breakfast and set up table with information/giveaways Press releases prepared on MCRA events/activities Update CRA website as necessary Prepared FRA/IDA Award applications Reviewed Social Media Request For Quote responses Met with Atlantic Studios to set logistics for MUM events
Sounds at Sundown	<ul style="list-style-type: none"> Sponsored & attended the May 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>
Property Acquisition/Disposal	<ul style="list-style-type: none"> Reviewed/processed response to RFP for Park Drive properties
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 Walk sites prior to/after events on CRA property Handled several damage claims to median and vacant properties due to traffic accidents
Other	
<i>Activity</i>	<i>Status</i>
Legal Services	<ul style="list-style-type: none"> Firm selected and an agreement approved for Legal Services