



REINVENTING YOUR CITY

To: CRA Board of Commissioners

From: Diane Colonna, Executive Director

Date: July 12, 2016

**RE: MCRA Monthly Status Report**

The following is a summary of Margate Community Redevelopment Activities through June 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>• Participate in DRC meetings</li><li>• Process Public Records Request</li><li>• Attended FRA Regional Workshop in Naples</li><li>• Gave presentation on MCRA to Margate Community College</li></ul>
CRA Finance/Budget	<ul style="list-style-type: none"><li>• Processed bills, prepared purchase orders and payment requests</li><li>• Worked on Draft FY2017 budget/capital projects</li></ul>
CRA Incentive Programs/Economic Development	<ul style="list-style-type: none"><li>• Spoke with property owner regarding new façade application for commercial property (Lakewood Plaza)/provided guidelines/application</li><li>• Finalized DIA program</li><li>• Working with potential applicant on a for DIA program application</li></ul>
CRA Office Space	<ul style="list-style-type: none"><li>• Demolition completed</li><li>• Telephone lines installed</li><li>• Building permits secured</li><li>• Contractor NTP's issued</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>Broward County final revision request submitted for approval</li> </ul>
Melaleuca/NW 61 <sup>st</sup> Ave (Sidewalks, landscaping)	<ul style="list-style-type: none"> <li>Bid documents finalized and issued</li> </ul>
David Park/Community Center Improvements	<ul style="list-style-type: none"> <li>Met with CPZ Architects to revise plans focusing on playground, outdoor restroom facilities and picnic pavilion area</li> </ul>
Sports Complex	<ul style="list-style-type: none"> <li>Oversight on the soil testing and property survey</li> </ul>
Colonial Drive	<ul style="list-style-type: none"> <li>Met with Hospital staff to discuss options for improving pedestrian crossings</li> </ul>
Winfield Blvd.	<ul style="list-style-type: none"> <li>2<sup>nd</sup> design provided and will be revised</li> </ul>
Wayfinding Signage	<ul style="list-style-type: none"> <li>Stakeholder meetings conducted, working on preliminary locations and design elements based on comments</li> </ul>

City Center	
<i>Activity</i>	<i>Status</i>
Development Agreement	<ul style="list-style-type: none"> <li>Held weekly meetings with developer and attorneys to discuss and negotiate terms of Development Agreement</li> <li>Met with Brookdale residents to discuss plan</li> <li>Master Development Agreement scheduled for July 12 Board meeting agenda</li> </ul>
Community Center	<ul style="list-style-type: none"> <li>Bi-weekly progress reports/meeting with staff</li> </ul>
Waterfront Promenade	<ul style="list-style-type: none"> <li>Contract finalized and NTP issued for work to begin after July 4th Celebration</li> </ul>
Comp Plan Amendment	<ul style="list-style-type: none"> <li>Amendment under review by the Broward County Planning Council and Broward County School Board</li> <li>Processed payment for the comp plan amendment Planning Council notifications</li> </ul>
Marketing and Special Events	
<i>Activity</i>	<i>Status</i>
Chamber of Commerce	<ul style="list-style-type: none"> <li>Attended Chamber breakfast and provided updates on CRA activities/events</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>• Reviewed Request For Quotes (Social Media Services) and contracted with provider</li> <li>• Planned/provided logistics for the June “In the Biz” merchant program</li> <li>• Planning the July “In the Biz” merchant program</li> <li>• Working on MUM event series for August-November</li> <li>• Press releases prepared on MCRA events/activities</li> <li>• Update CRA website as necessary</li> <li>• Ongoing meetings with Atlantic Studios on logistics for MUM events</li> <li>• Prepared draft FY2017 marketing budget</li> </ul>
Sounds at Sundown	<ul style="list-style-type: none"> <li>• Sponsored &amp; attended the June 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>

Property Management	
<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</li> <li>• Walk sites prior to/after events on CRA property</li> <li>• Continue to handle damage claims on median and vacant properties due to traffic accidents</li> <li>• Attended mediation on tenant eviction issue</li> </ul>
Other	
<i>Activity</i>	<i>Status</i>
Legal Services	<ul style="list-style-type: none"> <li>• Met with contracted CRA Attorney and provided overview on Margate operations/Granicus procedures</li> </ul>