



REINVENTING YOUR CITY

To: CRA Board of Commissioners

From: Diane Colonna, Executive Director

Date: October 6, 2016

RE: MCRA Monthly Status Report

The following is a summary of Margate Community Redevelopment Activities through September 30, 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• Participate in DRC meetings• Process Public Records Requests
CRA Finance/Budget	<ul style="list-style-type: none">• Processed bills, prepared purchase orders and payment requests• FY2017 Budget approved 9.14.2016
CRA Incentive Programs/Economic Development	<ul style="list-style-type: none">• Met with owner of 2333 N St Rd 7 on façade program• Worked with Façade applicant for October 6 MCRA Board meeting
CRA Office Space	<ul style="list-style-type: none">• Plumbing under construction• Vanities installed• Carpet/tile installed• Ceiling tiles installed• Soliciting quotes for communication tower• Painting trim work/walls are completed with exception of touch up

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 • Amendment drafted to LSP contract to include a provision for repair work due to accidents/pedestrian damages
Copans Road (Medians, landscaping)	<ul style="list-style-type: none"> • County comments/revisions resubmitted to county for review
Melaleuca/NW 61 st Ave (Sidewalks, landscaping)	<ul style="list-style-type: none"> • Agreement with PE Services approved 9.14.2016 • Preconstruction meeting scheduled for 10.6.2016
David Park/Community Center Improvements	<ul style="list-style-type: none"> • Finalizing design elements of playground/pavilion and restrooms to present to Board
Sports Complex- covered multi-purpose field	<ul style="list-style-type: none"> • Preliminary design presented 9.14.2016 • Preparing to submit for site plan approval
Colonial Drive pedestrian improvements	<ul style="list-style-type: none"> • Concept plan presented to hospital administration on improving pedestrian safety, staff conducting additional review.
Winfield Blvd. beautification	<ul style="list-style-type: none"> • Community input meeting held 9.28.2016 • Regroup with Engineers to discuss options based on public input meeting
Wayfinding Signage	<ul style="list-style-type: none"> • Preliminary designs presented to Image Committee for input • Comments submitted to Axia to do redesign of some elements

City Center	
<i>Activity</i>	<i>Status</i>
Development Agreement	<ul style="list-style-type: none"> • Developer Due Diligence being conducted • Attorney drafting Declaration of Continuing Obligations
Community Center	<ul style="list-style-type: none"> • Consultants presented options at a September 14, 2016 workshop for Board input • Revising study to include options 1 & 2 as discussed by the Board
Waterfront Promenade	<ul style="list-style-type: none"> • Survey work completed, overlaid onto preliminary site plan • Tree removal complete
Comp Plan Amendment	<ul style="list-style-type: none"> • Broward County Commission approved transmittal to state at meeting of September 27, 2016
Marketing, Special Events and Business Development	
<i>Activity</i>	<i>Status</i>
Chamber of Commerce	<ul style="list-style-type: none"> • Worked with Executive Director on sponsorship of October Breakfast
Marketing/Business Development	<ul style="list-style-type: none"> • Prepare weekly citizen informational email newsletter • Monthly business information email newsletter

	<ul style="list-style-type: none"> • Monitoring social media analytics • Onsite visits with local businesses • Planned/prepared/attended September “In the Biz” merchant program • Press releases prepared on MCRA events/activities • Update CRA website as necessary • Prepared agreement for holiday lighting vendor for the October 6th agenda • Prepared agreement for Paintscaping, Inc., for holiday lighting show for October 6th agenda • Working on update/revision to MCRA Marketing Plan • Executive Director participated in presentations on CRA to Paradise Gardens HOA and Palm Lakes HOA
Margate Under the Moon	<ul style="list-style-type: none"> • Held MUM event on September 10th • Worked on all aspects of MUM with event coordinator • Promoted event on social media • Prepared press releases and advertisements for October event
Image Committee Meetings	<ul style="list-style-type: none"> • Attend Image Committee meetings • Presented wayfinding design options for input

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 • Walk sites prior to/after events on CRA property • Continue to handle damage claims on median and vacant properties due to traffic accidents
Other	
<i>Activity</i>	<i>Status</i>
Legal Services	<ul style="list-style-type: none"> • Review of CRA Agenda Items • Declaration of Restrictive Covenants – City Center • Amendment to City-CRA lease agreement • CRA Rules of Procedure • Reviewed LSP Agreement and prepared amendment to agreement • Rules of Order for MCRA Board meetings
CRA Plan Revision	<ul style="list-style-type: none"> • Worked on redlined draft of CRA Plan amendment