

# COMMUNITY REDEVELOPMENT AGENCY BOARD

## REGULAR MEETING

June 12, 2019

### MINUTES

#### Present:

Arlene Schwartz  
Antonio V. Arserio  
Joanne Simone  
Anthony Caggiano, Vice Chair (via phone)  
Tommy Ruzzano, Chair

#### Also Present:

Sam May, Executive Director  
David Tolces, Goren, Cherof, Doody & Ezrol, P.A.  
Robert Massarelli, Assistant Executive Director  
Cale Curtis, Assistant City Manager  
James Nardi, Advanced Asset Management

The regular meeting of the Margate Community Redevelopment Agency having been properly noticed was called to order at 7:05 p.m., on Wednesday, June 12, 2019, by Chair Tommy Ruzzano. Roll call was taken. There was a moment of silence followed by the Pledge of Allegiance.

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#### 1A. MINUTES FOR APPROVAL - (4/10/19 Regular)

After David Tolces, Board Attorney, read the item title and Mr. Caggiano made the following motion, seconded by Ms. Simone:

**MOTION:** SO MOVE TO APPROVE

**ROLL CALL:** Mr. Arserio, Yes; Ms. Schwartz, Yes; Ms. Simone, Yes; Mr. Caggiano, Yes; Mr. Ruzzano, Yes. The motion passed 5-0.

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#### 1B. MINUTES FOR APPROVAL - (5/18/18 Emergency)

After David Tolces, Board Attorney, read the item title and Ms. Schwartz made the following motion, seconded by Ms. Simone:

**MOTION:** SO MOVE TO APPROVE

**ROLL CALL:** Mr. Arserio, Yes; Ms. Schwartz, Yes; Ms. Simone, Yes; Mr. Caggiano, Yes; Mr. Ruzzano, Yes. The motion passed 5-0.

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#### 2. PUBLIC DISCUSSION

No one came forward to speak.

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#### 3A. RESOLUTION 601: AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE CITY OF MARGATE POLICE DEPARTMENT AND THE MARGATE COMMUNITY REDEVELOPMENT AGENCY (MCRA) FOR SPECIAL DUTY DETAIL AT MCRA SPONSORED EVENTS

After David Tolces, Board Attorney, read the resolution title, Mr. Arserio made the following motion, seconded by Mr. Caggiano:

**MOTION:** SO MOVE TO APPROVE

There was no discussion.

**ROLL CALL:** Mr. Arserio, Yes; Ms. Schwartz, Yes; Ms. Simone, Yes; Mr. Caggiano, Yes; Mr. Ruzzano, Yes. The motion passed 5-0.

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#### 3B. RESOLUTION 602: AUTHORIZING A FIFTH AMENDMENT TO THE AGREEMENT WITH ADVANCED ASSET MANAGEMENT TO PROVIDE FOR OWNER REPRESENTATIVE SERVICES FOR CHEVY CHASE PLAZA CAPITAL IMPROVEMENTS

After David Tolces, Board Attorney, read the resolution title, Mr. Caggiano made the following motion, seconded by Mr. Arserio:

**MOTION: SO MOVE TO APPROVE**

There was a short discussion about the timeline and status of the project. Samuel A. May, Executive Director, explained that cost estimates were being obtained for several items including the parking lot lighting and sidewalks. Ms. Schwartz asked if the windows would be similar to Ace Plaza's. James Nardi, Advanced Asset Management, said Chevy Chase did not have jalousie windows and no glasswork was planned. He explained some of the differences between the work scopes for Ace and Chevy Chase plazas noting that the parking lot at Chevy Chase was larger and asphalt work would be more expensive, the building at Chevy Chase had more concrete which would require more stucco work, painting, stone work, etc., and the roof at Chevy Chase would be a big part of the project. He said he and Robert Massarelli did a walk through with Craven, Thompson & Associates for the parking lot improvements and they had discussed incorporating some planters and hedges. Ms. Schwartz asked if the color palette would be similar to Ace Plaza and Mr. Nardi said that it was the intent to do so.

**ROLL CALL:** Mr. Arserio, Yes; Ms. Schwartz, Yes; Ms. Simone, Yes; Mr. Caggiano, Yes; Mr. Ruzzano, Yes. The motion passed 5-0.

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3C. **RESOLUTION 603:** AUTHORIZING THE APPROVAL OF AN AMENDMENT TO THE TASK ORDER FOR KIMLEY-HORN AND ASSOCIATES, INC., FOR PROFESSIONAL CONSULTING SERVICES FOR THE COPANS ROAD MEDIAN IMPROVEMENT PROJECT.

After David Tolces, Board Attorney, read the resolution title, Mr. Arserio made the following motion, seconded by Mr. Caggiano for discussion:

**MOTION: SO MOVE TO APPROVE**

Mr. Caggiano commented that the additional fee was well warranted. Ms. Schwartz questioned the need for an engineer and she asked why the amount could not be back billed to the contractor. Samuel A. May, Executive Director, explained that it was a Broward County roadway and that when the Board directed a change to the original design and asked to have the glass aggregate removed and replaced with concrete, that change had to be resubmitted to Broward County Engineering. Chair Ruzzano concurred and said it was a reasonable price. Mr. Arserio cited a few of his concerns. He commented that the MCRA was helping the County and he asked why they were not helping by paying for the engineering. He commented about the expensive median improvements the County was making in Coral Springs. He said the project on Copans Road looked horrible and additional landscaping was needed. Mr. May said another landscape architect would be needed and the plan would need to go to the County. Mr. Arserio asked whether the County had any programs for cities to beautify County medians. Mr. May said it would be done through the Metropolitan Planning Organization (MPO). Mr. Arserio said he would like to know what Margate's MPO representative had been working on.

**ROLL CALL:** Mr. Arserio, Yes; Ms. Schwartz, Yes; Ms. Simone, Yes; Mr. Caggiano, Yes; Mr. Ruzzano, Yes. The motion passed 5-0.

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4A. **DISCUSSION & POSSIBLE ACTION:** WINTER FESTIVAL 2019

Chair Ruzzano read the item title and said that Mike Jones had some ideas in response to prior discussions on the Winter Festival. Samuel A. May, Executive Director, explained that there had been three major ideas raised at previous meetings for consideration: a big named band; fireworks; and, a snow village.

Michael Jones, Director, Parks and Recreation, said that he had listened to the Board's feedback from prior meetings, spoke with the Executive Director, reviewed the budget, and evaluated the feasibility of different options. He recommended that the event expand its services to include a snow village which would include two, double 15-foot toboggan slides that were about 20-30 foot in length that could be used by both adults and children. He said there would also be a kiddie slide that would be five-foot high and wide enough for six kids to go down at once. He said the event would include the snow piles as it had in the past. A platform stage would be set up at the clock tower area with a small two or three-piece band, a bar, food events, and tables and chairs to create an adult atmosphere in that section of the event. He said the new restaurant tenant at Ace Plaza could possibly partner with the event and receive some exposure. He said he preferred not to interfere with the main stage that featured all the community performances by

having a large scale band. He explained the event was for the family and it had many activities and moving parts to enjoy while a band tended to keep people in one place. He said the grassy area on the NW corner of Margate Boulevard and U.S. 441 would be winter themed and feature the snow piles and snow village, and an ice skating rink would be under the existing tent. He said they planned to add more tables and chairs and additional light towers, especially if overflow parking was needed on the east side of State Road 7. Mr. Jones said that it was not logistically feasible to do fireworks based on the event's layout and format.

Ms. Schwartz suggested reaching out to tenants in the plazas to see if they would like to participate in the event. Chair Ruzzano said he liked the concept and layout and he asked if the roundabout would be closed. Mr. Jones said the roundabout would be closed to accommodate the second stage and an area for 200-300 people to congregate. He said people traveling eastbound on Margate Boulevard would have direct access into and out of Ace Plaza. He spoke about the plan to use barricades to keep parked cars away from the tables at Chevy Chase Plaza.

Mr. Arserio asked about the status of sponsorships for all events and he commented that he was looking for a few sponsorships in the thousand-dollar range. He asked about offering a VIP tent and suggested he work with the City's Public Information Officer. Mr. Caggiano and Ms. Schwartz commented on the large number of sponsorships at St. Vincent's Brazilian festival. Mr. Jones said he would work on putting together a proposal, discuss it with the City Manager's office and move forward with the most appropriate approach. Ms. Schwartz suggested having Alison Saffold work on getting some news coverage of the event. Chair Ruzzano commented about television commercials that had been done for past carnivals which could be available to sponsors and he asked the cost. Mr. Jones said he would look into it to see what the options were. Chair Ruzzano suggested having sponsorship levels, and he mentioned Doc Reno, a Margate resident, who worked for FM station 105.9. Mr. Arserio said he would like to see a sponsorship plan and to set a goal.

Mr. Jones explained that the event would not be changing; rather, his recommendations would be add-ons that were in place of the previous Paintscaping attraction. Chair Ruzzano asked the Board members if they were in agreement and they gave consensus. He asked Mr. Jones if he could provide a layout of the event at the next MCRA meeting.

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#### 4B. **DISCUSSION & POSSIBLE ACTION:** APPOINTMENT OF AN INTERIM EXECUTIVE DIRECTOR

David Tolces, Board Attorney, read the item title. Chair Ruzzano advised that the current Executive Director's last day was June 13, 2019, and an Interim Executive Director needed to be appointed. Samuel A. May, Executive Director, explained that provisions were made at the last City Commission meeting to hire a part-time person but currently they were limited to naming a City employee because the position needed to be advertised for two weeks. After making an interim appointment, Chair Ruzzano asked the Board members if they wanted to discuss the future of the position.

Mr. Arserio commented that based on current precedent, it seemed that Cale Curtis would be the interim Executive Director. Mr. Caggiano said that would be fine for a short time, but the Board should get someone dedicated to the position. Chair Ruzzano asked Mr. Curtis to come up. Cale Curtis, Assistant City Manager/Interim City Manager, thanked the Board for their confidence in him. He said he felt it would be a short term assignment and additional compensation was not necessary, but if it did go longer term, it could be discussed then. Ms. Simone commented that they did not have a choice, and Mr. Ruzzano said they would have a choice in the upcoming process. Mr. Arserio said he was okay with the choice. Mr. Arserio made the following motion, seconded by Mr. Caggiano:

**MOTION:** TO APPROVE CALE CURTIS AS THE INTERIM EXECUTIVE DIRECTOR FOR THE MARGATE CRA COMMENCING UPON SAMUEL A. MAY'S LAST DAY

Mr. May said Mr. Curtis could reach out to him if he had questions.

Dara Kustler, Margate resident, asked the role and scope of the part-time position, the short term assignment that would be required, and what the relationship was between it and Robert Massarelli.

Chair Ruzzano explained that the action being taken was for the appointment of Mr. Curtis, and the next item would be about the future.

Ms. Simone commented that the Board had discussed looking for someone months ago and she questioned why it had taken so long to make this decision. She said a job description was supposed to have been done to ensure that it was what the Board members wanted and then advertised. Mr. May explained that when the situation was

reviewed, it was realized that there was not a mechanism in place to hire a contract position. He said the only way it could be done would be to hire a person, go with someone from within the City, or to go with an outside firm. He said the intent was to advertise immediately for the position. Ms. Simone asked that the job requirements include that the person be certified through the Florida Redevelopment Association (FRA).

Mr. Arserio agreed that the MCRA waited too long to take action and now it was being reactive. Mr. Caggiano commented that the FRA certification that Redevelopment Management Associates had did not help the MCRA.

**ROLL CALL:** Mr. Arserio, Yes; Ms. Schwartz, Yes; Ms. Simone, Yes; Mr. Caggiano, Yes; Mr. Ruzzano, Yes. The motion passed 5-0.

Chair Ruzzano said the next discussion would focus on what the Board was looking for in the MCRA Executive Director, including the process, job description and time line. He asked the Board members for their input. He said he was in favor of a part-time person because there were a number of projects going on that needed to keep moving, and once the lawsuit was settled, a full-time Executive Director would be needed. Mr. Caggiano agreed. Mr. Arserio agreed that long term the Executive Director should be a dedicated position. He said he was not in favor of the executive level positions being shared by City staff.

Discussion ensued about advertising of the position. Mr. May said the advertisement could be put out the following day for a two-week period, and the Board could review the applicants. Mr. Arserio suggested following the process used for the City attorney where all the applicants would be listed and each Board member would check off their top five choices and those with the most check marks moved on to the next round. Mr. May said the position would also be advertised through the FRA.

Chair Ruzzano commented that the plan would be to hold a special meeting in three weeks to review the applications, then interview prior to the next MCRA meeting.

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#### 4C. **DISCUSSION & POSSIBLE ACTION: RESTRUCTURING OF MCRA STAFF**

Chair Ruzzano read the item title. He explained that he had been observing the progress of the Ace Plaza and it seemed that the procurement and/or financial approval process involved in getting something done took a lot of time. He said his thought was to eliminate City staff and restructure the MCRA staff. He suggested hiring a clerk, a licensed engineer, and a project manager. He commented that Mr. Massarelli did a good job but the MCRA portion might be too much. He would prefer to have the MCRA Board working with only MCRA dedicated staff which would free up City staff time.

Samuel A. May, Executive Director, explained that the MCRA would need to continue to operate in part under a hybrid system as it would not be feasible for it to have its own Public Works, Parks and Recreation, etc. He said the financial portion, i.e., accounting, budgeting, procurement, should be separated similar to what had already been done for legal services. He said they could be a separate team of City employees or contracted employees.

Chair Ruzzano said having a licensed engineer on staff would speed up projects and save a lot of time.

Mr. Arserio said he agreed with separating staff and that maybe the interim Executive Director could make some recommendations. He asked if the engineer could be a dual position with the City and MCRA. He suggested MCRA staff report back to them at the next meeting with their thoughts.

Ms. Schwartz questioned whether the separate positions would be paid for through the MCRA budget and where they would be located. She also asked about the current positions that were partially MCRA/City funded. Mr. May said those were items that needed to be discussed. He said the MCRA would need to continue to use City services but the financial part could be split up. He said there would be an impact to both the City and MCRA's budget.

Mr. Caggiano agreed that the interim Executive Director should report back to them on the best way to restructure things.

Chair Ruzzano said he was mainly concerned with the finance portion and an engineer position which could be split with the City.

Mr. Curtis said he would not want to saddle the part-time Executive Director with the task and that the project should be reserved for the permanent Executive Director. He said it would be difficult to turn around an accurate plan in three weeks of what positions were needed, how they would be funded, the impact, etc. Ms. Schwartz asked if they could at least get the budget information. Chair Ruzzano asked for a document that detailed current MCRA staffing costs. Robert Massarelli, Assistant Executive Director, recommended holding a workshop on the proposed budget for next year at which time they could go through the positions, etc.

Dara Kustler, resident, asked for the qualifications and duties of the MCRA Executive Director and how they were different or similar to those of Mr. Massarelli's job. Chair Ruzzano said the job description could be emailed to her the following day. Ms. Kustler commented that the job description should be updated to reflect changes in the City's density and use. Ms. Schwartz responded that those items were not the role of the MCRA and she explained. Ms. Kustler asked what Mr. May had accomplished in the time he was Executive Director. Chair Ruzzano named a variety of projects that Mr. May had overseen. Attorney Tolces explained that everything the MCRA did was consistent with State law and addressed slum and blight within the CRA area. Mr. May suggested that she read the MCRA Redevelopment Plan which explained the MCRA's goals and everything it could and could not do. Ms. Schwartz read off the list of some of the current MCRA projects that were underway.

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## 5. EXECUTIVE DIRECTOR'S REPORT

### 5A. TENANT UPDATES

James Nardi, Advanced Asset Management, advised that rents at Ace Plaza were up to date and there was one tenant, Pop's Chicken & Waffles, at Chevy Chase that was almost two months behind. He said the tenant has had the space for almost a year and had not opened, and his recommendation was to have the tenant come in to speak with the Executive Director about his plans. He said the space was completely built out and ready to go. He said Sweet Spot acknowledged they were late with their rent but they did pay it.

Mr. Nardi reported that Way Back When took the additional space in Ace Plaza, and Flynn's arcade and the restaurant also signed leases. He said Ace Hardware was looking to relocate from their spaces next to Pete's Barber Shop to consolidate with their current retail location. He said he was working with the Board attorney on the lease. The move would open up an additional 3,600 square feet on the east end of the plaza. He said a general contractor for windows and doors was looking at a portion of the space.

### 5B. ICSC CONFERENCE RECAP

Robert Massarelli, Assistant Executive Director, gave a PowerPoint presentation that provided an overview of the activities at the ICSC Conference. His presentation had three parts: Preparation, Recruitment, and Education/Learning.

In the area of Preparation, Mr. Massarelli made the following points:

- the need to be careful about the information disclosed as Margate was in competition with neighboring cities
- the success in attracting new businesses was relationship driven and built over several years. Conversations with other cities emphasized the importance of relationships
- Margate was at the beginning of the process of developing relationships and identifying businesses to attract
- it was a long term process and took 3 to 5 years for a company to decide to locate to a certain area
- contact was made with a large number of attendees; most did not respond which was not unusual. Several did respond that South Florida was not in their expansion plans.
- had success with setting up appointments with two franchises. Conversations with other cities indicated it was a good success rate.
- he showed the list of businesses that were contacted which included a variety of restaurants and retailers
- follow-up will be made with them prior to Orlando to set up meetings in an effort to build a relationship

Mr. Arserio commented that he did not recognize many of the names on the list and that he was disappointed. He said he did not feel that the MCRA was prepared for the conference. He questioned why he and the Board had not been given the list and whether research had been done on the companies. Mr. Massarelli explained that they had worked with Buxton as well as researching them on the internet. He explained that while some of the businesses were not in Florida today, the interest was in developing a long term relationship for future opportunities. Mr. Arserio asked for a copy of a sample email template that was sent.

In the area of Recruitment, Mr. Massarelli made the following points:

- they walked the Convention Center and asked companies whether they were in the South Florida market and, if so, were they looking to expand; if not, were they looking to expand to South Florida.
- they gathered information for a database for follow-up from those that expressed a future interest

Mr. Arserio suggested that maybe he could have asked to have some of the Board members make follow-up phone calls because titles held a little more weight. He said he was embarrassed because they had no materials to present at the conference and were not given any direction. He asked what would be done to make the conference in Orlando a success. Mr. Massarelli strongly disagreed. He said they were very prepared. They had identified potential companies for Margate and they listened to advice from Buxton and information from other cities on the approach to use. He said they were at the point in the process of identifying potential prospects. He said it would be a waste of the Board members time to call companies that had no interest in coming to Margate. He said they collected information on the type and size of space the companies would be looking for, as well as any other requirements. He said Paul Robinson, Business Development Coordinator, was matching the data against that of the Margate shopping centers. Mr. Arserio reiterated his overall disappointment with the conference; he said he expected much more at the next conference. Mr. Massarelli said that Buxton and other cities had advised against handing out materials at their stage in the process.

Ms. Schwartz said she was asked to bring her iPad so that she could show a presentation, but she had nothing to give to someone who might have been interested. She referenced a speech given by a keynote speaker who spoke about how success in selling experiences. She suggested looking at businesses such as incubators that were geared towards the next generation. She asked Mr. Massarelli what Buxton was giving him. Mr. Massarelli said that Buxton had been extremely useful and they had provided him with a great deal of information that he had been able to share in their meetings with the Margate shopping centers. He said Buxton had also identified several businesses to target and correspondence had been sent to them. He said they also hosted them for one of the meetings they held. Ms. Schwartz asked if the Board members could have access to the Buxton information. He said Mr. Robinson had submitted a request for access to Buxton that afternoon.

Mr. Massarelli continued with the presentation:

- they asked interested companies the amount of square footage and other requirements they were looking for to compare against the database that Development Services had for Margate's shopping centers
- thanked them and obtained their contact information for follow-up on a regular basis
- they got good leads on possible franchises for now and in the future

In the area of Education, Mr. Massarelli spoke about the six sessions he had attended which included: The Recipe: Crafting Restaurant Deals; Lease Workouts: Negotiating Rent Reductions, Concessions, and other Workouts; How Experiential Retail is Revolutionizing Center Formats, Tenant Mixes and Leasing Structures; The Future of Food Halls; The Omni-Channel Evolution; and, The Self-Driving Revolution.

Discussion ensued about the upcoming Orlando ICSC conference. Mr. Massarelli said Development Services would contact companies that they had tried to reach in the past to see if they would be in Orlando and set up appointments. He said he had been advised against bringing a lot of handouts because they typically got thrown away. Ms. Schwartz agreed and said she preferred visual and interactive items. Mr. Massarelli said they did not currently have the technology to do interactive but Development Services was putting together a catalog of all the shopping centers with pertinent information about each of them. He said the Orlando conference was more focused on the Florida market. Mr. Arserio commented that Darden Restaurants and the University of Central Florida's Hospitality College would likely have a big presence there. He said there was a need to be more prepared and he expected to have a portfolio of MCRA property, access to Buxton, a digital version of the incentive programs flyer, one appointment to attend, and a recommendation of three booths to visit. He said he would be willing to make phone calls as well. Mr. Massarelli said that he would receive the information prior to Orlando.

Chair Ruzzano commented that he did not understand why Mr. Massarelli indicated that it was a lengthy process to attract businesses. He mentioned his experience with Chick-Fil-A. He suggested calling companies and sending them a business plan and the incentive program. Mr. Massarelli explained that the lead time had to do with the amount of time it took for companies to identify an area that they wanted to be in first. He said Chick-Fil-A had already identified that they wanted to be in this market, and the next step was closing the deal. He said many companies they spoke with did not have a franchisee in the area, and they would need to get one, train them, etc., which took time. He said it was rare that a business would make a quick decision, and national chains in particular had a process that they had to go through. Chair Ruzzano spoke about taking a different approach by asking businesses to come to Margate and talking to them about the many things Margate could offer. He said Duffy's had expressed an interest in coming here.

He questioned why other shopping centers in the City were being promoted at the conference. Mr. Massarelli explained that one of the roles of the MCRA was to eliminate slum and blight which was the economic development of the entire MCRA area, not just MCRA owned properties. He said the MCRA owned plazas were included in the packages that they had been put together but they were run down. He said they acted as matchmakers between prospective businesses and available properties. Mr. Arserio suggested speaking to businesses that were looking at other cities. Ms. Schwartz suggested having a list of the available properties at the next conference. Mr. Massarelli said they would have more information this year and he would work with Melissa Lay on the presentation. Ms. Schwartz suggested telling prospective companies about what Margate had to offer rather than asking them what they were looking for. Mr. Massarelli commented that putting out too much information was not useful; rather, it had been recommended that they be targeted and focused. She suggested using a dual approach.

Mr. Massarelli commented that a previous discussion he had with the Board about economic development and their key targets resulted in a discussion about prospective fast food restaurants for Margate. Several Board members disagreed.

Mr. Arserio said he expected to see a plan of action for the conference at the next CRA meeting, and to be used as a resource at the conference since he was a licensed realtor.

Chair Ruzzano commented that the outreach the MCRA has done has been expensive and the results have been nominal. Mr. Massarelli agreed that Margate had not marketed itself well. He explained that a program was being put together to turn it around through the creation of a vision, a strategy, and working with Buxton using their tools and information. Ms. Schwartz asked that he share copy of the City's economic development vision with the Board. He said he would provide them with a copy and the date of the meeting.

Dara Kustler, resident, suggested developing a theme for Margate to establish itself as a destination and not just a gateway. She said an anchor was needed, something other than the clock tower. She commented on the need for a vision and the need for enthusiasm and optimism in the process. She spoke about the role of Margate's demographics in the vision. Mr. Arserio suggested looking at Margate from a regional standpoint.

##### 5. **EXECUTIVE DIRECTOR'S REPORT** (continued)

Samuel A. May provided the following updates:

**Budget Transfer:** A budget transfer of \$5,000 done from the Contingency account to Professional Services to cover the cost of a survey that was being done on the property at 911 North State Road 7 to amend a cross access agreement with the Prince of Peace Church.

**Ace Plaza Construction:** Procurement guidelines required the Board be notified of Purchase of Services over \$50,000. A purchase order was done for \$92,244 for LeLack Construction for stucco work, column framing, decorative stone installation and wall repair. The contract was 69 percent services and 31 percent materials. Also, a purchase order was done for additional roof repair work needed to cover the existing mansard for \$21,000. This was in addition to the original purchase order for Kraft Roofing for roof repairs in the amount of \$45,270.

Mr. May advised that the delivery of the stone was being delayed from two weeks to 41 days. He said the expected delivery date was July 16<sup>th</sup>. James Nardi, Advanced Asset Management, commented on the ordering process. He mentioned some ideas for the columns so they would not look unfinished until the stone was installed such as painting or wrapping them for July 4<sup>th</sup>. Chair Ruzzano agreed with the wrapping the columns.

Mr. Nardi provided additional updates on the project. He said the asphalt vendor fixed the low spots and striping would be finished later in the week. The stucco work was planned to be completed by the following Friday. He said the paint vendor was ready to start painting the window frames. He said the columns were 95 percent done, and electric had been put in that day. He said the permit was approved and inspections were underway. He said conversations had been held with the beverage store about their window signage and the owner was told that he needed to submit the plan in order to get a permit, and that if he did not get it done, it was going to be cut down if necessary. Mr. Nardi also said the irrigation was in.

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A BRIEF RECESS WAS TAKEN. THE MEETING RESUMED AT 9:56 PM

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**Winfield Boulevard Entry Sign Update:** Two sign quotes were received using aluminum construction and one was received using concrete. At the direction of Board, staff was currently soliciting revised quotes based on a modified specification for an all concrete sign wall as opposed to aluminum. He said staff was working with Purchasing on the specification. Mr. May said based on previous quotes, it was anticipated that the work would be deemed a service under \$50,000 and could be approved by the Executive Director, in accordance with purchasing guidelines.

Discussion ensued about the use of concrete versus aluminum. Chair Ruzzano commented that he had never seen a sign with water and stone that was done in aluminum. Mr. May said the sign would be done in concrete. Chair Ruzzano commented that he was totally against having the entranceway signs made out of aluminum. Mr. May said that the signs would not be made out of concrete because the Florida Department of Transportation (FDOT) would not allow them in the right-of-ways. He said the plans using concrete would be brought to FDOT for them to review and advise on what they wanted. Mr. May said all the signs in Margate were break away signs. Mr. Arserio commented that the chemicals used to treat the water would corrode the aluminum. Mr. May said the signs would be built based on FDOT's direction. He said the Winfield Boulevard sign would be built out of concrete as it was in a City right-of-way.

Mr. May explained that State Road 7 north and south was a State road; Atlantic Boulevard east of State Road 7 was a State Road; and Sample Road was a State Road. He said the County roads were Copans Road; Coconut Creek Parkway; and, Atlantic Boulevard west of State Road 7. He said the City roads included Rock Island, Southgate Boulevard; and Royal Palm Boulevard.

Mr. Arserio asked if there were any funding programs available to assist with the entranceway signage and landscaping that was being planned on the County and State roads. He also thanked the Planning and Zoning Board chair and staff for coordinating the last special Planning and Zoning Board meeting with outside officials, and he said he would like to see more round table discussions.

**Atlantic Boulevard Wall Project:** Craven Thompson was currently preparing a scope of work for the creation of a bid package. Ms. Schwartz commented on the issue of the straightness of the wall and she suggested maybe the use of stone should be revisited and an alternate considered if the wall was never going to look straight and could end up being very costly. Mr. May asked the Board if they wished to cancel the project. Chair Ruzzano said the Board was frustrated that the project was taking so long. He said staff was working with the engineers to prepare a scope of work for \$15,000. Chair Ruzzano asked the Board if they were comfortable with putting it out to bid for installing the stone, putting in turf, painting the wall, and running the project, noting that the project had been discussed for the past eight months. Mr. May said he thought it could be done. Chair Ruzzano asked when the scope would be back; Mr. May said it should be ready for the next meeting and then it would go out to bid.

**Chevy Chase Plaza Property Improvements:** MCRA staff was moving forward with improvements to the plaza. Craven Thompson was putting together a scope of work for the creation of a bid package.

**David Park:** A pre-construction meeting was scheduled on Tuesday, June 18, 2019 with Burke Construction.

**Covered Sports Field:** A public meeting for negotiations related to MCRA RFQ #2019-02 Design/Build Sports Field Covered Play Structure with MBR Construction was scheduled for Thursday, June 13, 2019 at 3:30 p.m. He said the goal was to have the entire project come in under budget.

**Utility Box Project:** Public Works was scheduled to clean the utility box located at the corner of NW Banks Road and Copans Road on Thursday, June 13<sup>th</sup> and installation of the wrap was scheduled for Friday, June 14<sup>th</sup>, weather permitting.

## 6. BOARD MEMBER COMMENTS

**Ms. Simone:** Thanked Sam May for his service to the MCRA and wished him all the best.

**Mr. Arserio:** Said that he would like to see a plan for the upcoming conference at the next MCRA meeting. He also recommended that the new Executive Director coordinate a roundtable discussion with MCRA staff, and to have representatives from the Florida Department of Transportation, the County, the State, etc., similar to the one held with Planning and Zoning. He said the meeting should be in-person and could be held during business hours.



He said he would like to have his two utility boxes wrapped with the art that was used on the utility box at City Hall.

**Ms. Schwartz:** Thanked Mr. May and told him that she appreciated his service and that it had been a lot of fun.

**Mr. Caggiano:** Thanked Mr. May for his service and his help and he wished him all the best. He ended the phone call.

**Board Attorney David Tolces:** On behalf of himself and Attorney D.J. Doody, he said it had been a pleasure working with Mr. May, thanked him for the time they worked together, and wished him good luck in the future.

**Mr. Ruzzano:** Told Mr. May that it was a great pleasure to work with him and that he would be missed.

He suggested having a bronze dedication plaque done with Mr. May's name on it as the MCRA Executive Director for placement on a wall at Ace Plaza when it was completed.

**Samuel A. May**, Executive Director, said it was great working with everyone. He said he learned a lot, there was a great team effort, and a lot had been accomplished in the time he had been with the MCRA.

There being no additional business, the meeting adjourned at 10:21 p.m.

Respectfully submitted,

Transcribed by Rita Rodi, CRA Coordinator

Tommy Ruzzano, Chair