APPROVED
MINUTES
NORTHWEST PROGRESSO – FLAGLER HEIGHTS
REDEVELOPMENT ADVISORY BOARD
FORT LAUDERDALE
100 NORTH ANDREWS AVENUE
8th FLOOR CONFERENCE ROOM
NOVEMBER 16, 2011 – 3:30 P.M.

Cumulative Attendance

		May 2011 - April 2012	
Members Present	**Attendance**	**Present**	**Absent**
Steve Lucas, Chair	P	6	0
Ella Phillips, Vice Chair	A	5	1
Jessie Adderley	A	5	1
Sonya Burrows	P	5	0
Ron Centamore	P	6	0
Nate Ernest-Jones	P	5	1
Alan Gabriel	P	5	1
Mickey Hinton	P	5	1
Brice Lambrix	P	5	1
Yvonne Sanandres	P	4	2
Doug Sterner	P	5	1
Scott Strawbridge	P	3	0
John Wilkes	P	4	2
Samuel Williams	A	5	1

Currently there are 14 appointed members to the Board, which means 8 would constitute a quorum.

Staff
Alfred Battle, Director, CRA
Sandra Doughlin, Clerk III, CRA
Mina Samadi, CRA
Barbara Hartmann, Recording Secretary, Prototype, Inc.

Communications to City Commission

Motion made by Mr. Gabriel, seconded by Mr. Wilkes, to accept the recommendation of Transportation and Mobility Staff and deny the request to open a roadway between NW 25th Avenue and NW 9th Court. In a voice vote, the **motion** passed unanimously. [This communication to the City Commission has not yet been approved by the City Clerk's Office.]

I. Call to Order / Roll Call

Chair Lucas called the meeting to order at 3:35 p.m. and roll was called.

II. Approval of Minutes from October 26, 2011 Meeting

Motion made by Mr. Gabriel, seconded by Ms. Burrows, to approve the minutes of the October 26, 2011 meeting. In a voice vote, the **motion** passed unanimously.

III. Request to Open Roadway – NW 25th Avenue and NW 9th Court

Mr. Battle explained that the County has requested to open a roadway at this intersection. The two streets would provide access onto NW 24th Avenue, which is the boundary line between the incorporated City and Broward County. The Item has been brought to the Board as a courtesy for purposes of discussion.

He noted that NW 24th Avenue is not a straight roadway, although a portion of it lies on a straight diagonal. The street is heavily traveled by pedestrians and allows access for heavy truck traffic into the neighborhood. Transportation and Mobility Staff does not feel opening a roadway at this location is a good idea. Mr. Battle concluded that the Board's input will be provided to City Staff, who will in turn forward their responses to Broward County, along with the City's official response to the request.

Mr. Hinton advised that the Durrs Neighborhood Association is not in favor of opening the roadway. He described the layout of roadways in the neighborhood. Mr. Ernest-Jones commented that most requests of this nature are made because the nearby community is asking for a roadway to be opened; however, in this instance it does not seem to be the case.

Motion made by Mr. Gabriel, seconded by Mr. Wilkes, to accept Staff's recommendation to deny. In a voice vote, the **motion** passed unanimously.

Motion made by Mr. Gabriel, seconded by Mr. Wilkes, to send the above motion as a communication to the City Commission. In a voice vote, the **motion** passed unanimously.

IV. Funding for Strategic Priorities

Mr. Battle stated he would like to get the Board's feedback on where they stand from a funding standpoint and how they might use funds through the 2011-12 fiscal year. They may also be able to refinance or pursue another bond issuance in the future.

He recalled that a balloon payment of $13 million will be due in June of 2013. At present, $9 million of this has been set aside, along with an additional $1.8 million set aside for debt services and payment in the current budget. Next year's budget will reflect an appropriation of $2 million, which will satisfy the total obligation. He advised that prior to June 2013, there will be further discussion of refinancing the existing debt so there will be funds available for projects rather than "paying as you go." Mr. Battle pointed out that tax increment financing (TIF) revenue has declined from an annual $5 million collection in 2010-11 to $4.6 million in 2011-12. Operating expenses are $2 million, which means a pay-as-you-go approach would still leave approximately $3 million annually for projects.

He continued that the best way to undertake major projects without committing for a number of years in advance is through a bond issuance. Mr. Battle distributed information on this option to the members, including the City Manager's memorandum to the City Commission regarding available funding. The memo notes that $1.46 million in TIF revenue is available at this time, and $11 million is set aside for transfer to debt service.

Mr. Battle explained that the Department of Housing and Urban Development (HUD) is paid back by the identification of HUD-eligible projects for which CRA funds are being used; the CRA is then given credit from the federal government for these projects. At present, no such projects have been identified, although some pending projects may be appropriate for this classification.

He continued that $3 million total is available in Series A bonds, which includes capital improvement projects such as streetscapes, park improvements, underground utilities, and similar neighborhood improvements. $1.395 million is being removed from the Series A total to pay for the remainder of the Sistrunk Boulevard project. This bond dates back to 2005, which means these dollars should be spent as soon as possible.

The Series B bond is intended to be used for purchasing property, demolition, renovations, and other projects associated with acquisition. Mr. Battle stated there is $1.5 million in this account. These monies have not been used because it was anticipated that some of the right-of-way would need to be purchased for the Sistrunk project; however, this was not necessary, as sidewalk and utility easements became available for the project. He added that it may also be in the best interest of the CRA to purchase certain properties from the City in order to have some control over their disposal.

He concluded that the Board may advise him on how they would like to spend the $6,027,283 between now and September 30, 2012. There will be forthcoming discussions of TIF revenue, as well as further discussions of prioritizing and spending funds.

Mr. Battle noted that at the last meeting, the members had decided to aggressively pursue the redevelopment of all vacant properties at the intersection of 6th and 7th Avenues. Incentives could include build-out funds for many of the substandard spaces, as well as dollars to help with façade grants, streetscape enhancements, and other upgrades of a similar nature. Small business incentives and seed capital for the business incubator program are other possibilities.

He continued that the CRA has provided $250,000 in its operating budget to pay for zoning Code changes, which means these expenses would not be allocated from the TIF revenue or bond dollars. Investment in infrastructure and capital improvements, including streetscape improvements and neighborhood enhancements, would require dedication of approximately $1.6 million.

Mr. Battle said the goal of providing home ownership by using infill lots is a two-part project: a portion of the available TIF balance would be used, as well as some money from bond funds, to purchase more property as available. The Board would have the opportunity to review these allocations and make a recommendation to the CRA Board.

While no allocation is associated with the 7th-9th Connector, roughly $40,000 has been set aside in the current operating budget to spend on marketing. Most of these funds will be used to develop a comprehensive marketing plan for the new consolidated City Department containing Planning, Zoning, Economic Development, and Building. As this plan is developed by individuals in this Department, it will be presented to the various advisory boards for further comment.

The Board discussed some of the funding priorities included on the list. Mr. Wilkes requested clarification of what would become of HUD funds that come back to the City. Mr. Battle confirmed that these funds would go back into the CRA, as they are dedicated to specific projects.

Mr. Wilkes asked if the CRA is actively considering refinancing the repayment obligation due in 2013. Mr. Battle confirmed this, and advised that by January 2012 he might have information on the prospective reduced interest rates.

Chair Lucas commented that the documents were easily mapped out and simple to understand; however, he felt there was a missing piece to the discussion, which was the Board's plan for the CRA and for Flagler Village. He stated that Flagler Village is the CRA's primary TIF generator, which means the Board should invest more aggressively in this area. Mr. Battle said he would need to look at this project and advise not only on the present but future years. He noted

that the projects are reshuffled each year, and suggested that a next step regarding this project might be to provide the Board with an update on how the project might look in the future.

Mr. Strawbridge asked what it meant for Flagler Village to be the CRA's primary TIF generator. Chair Lucas explained that building in this area brought in the most TIF revenue. Mr. Strawbridge remarked that he felt $40,000 is insufficient for the planning and marketing of properties, and stated he would like to consider the entire CRA as a potential TIF generator. Mr. Sterner agreed with this, stating that the Board's mission is to improve the entire CRA area: while Flagler Village may be the major TIF generator, the goal should be to make the other areas generate a similar level of revenue

Mr. Centamore asserted that the Board should develop a plan, pointing out that the lack of a concrete plan had been one criticism given to the Board by the City Commission.

Mr. Strawbridge stated that the CRA is currently past its halfway point and a good deal of planning should have been completed by this time. He noted that there are several plans that are currently shelved, and suggested that the Board revisit these plans, as there appears to be a lack of sufficient information to move forward at present.

Mr. Battle stated that a housing study will be provided to both the City Commission and the Board, reporting how many units have been developed within the CRA, the current mix of units, their location, how they have been absorbed into the community since their construction, and recommendations on housing opportunities. He advised that these issues are not limited to tax credit projects or affordable housing, but apply to housing in general.

He concluded that if the Board agreed with the allocation of resources listed in the documents, they could make a motion to advise the City Commission that they are in favor of the funding distribution.

Mr. Wilkes asked if the proposed allocations were intended to be general outlines, as there are no details available at present. Mr. Battle confirmed this, stating they would be presented to the City Commission as a concept. Mr. Gabriel advised that he would then be more comfortable referring to the allocations as conceptual plans so there was no suggestion that the funds were approved to be spent as allocated.

Motion made by Mr. Centamore, seconded by Ms. Adderley, to recommend in concept the recommended distribution for fiscal 2011-12. In a voice vote, the **motion** passed unanimously.

V. City-Owned Property in NPF CRA

Mr. Battle provided the Board members with a list of City-owned properties, noting that this information would be followed by a tour of properties at next month's meeting. The list includes whether or not the properties are buildable according to current Code or are combined with an adjacent parcel, as well as information on how and at what price they were purchased, among other information. No parcels within the CRA are currently under contract. The tour will not stop at individual properties. Members will be given a tally sheet on which they can make a selection for the dispersal of the properties; the members will then be asked to make a recommendation based on these findings.

Mr. Strawbridge observed that very few parcels are over 10,000 sq. ft. in size, which would make it difficult to construct anything other than a single-family home on them. He noted that it could be useful to know not only their present zoning, but the maximum dwelling units per parcel, as this would help show what can be built in the space.

Mr. Wilkes asked what the process might be for purchasing properties from the Parks Department, as Real Estate is now managed under this Department. Mr. Battle said the City Manager had asked the Real Estate Officers to prepare a list of a few properties at a time, to be presented at meetings to discuss their disposal. The Board will then provide feedback on the potential disposal of the properties by Real Estate.

It was determined that the December Board meeting would be held on Wednesday, December 28, at 3 p.m.

VI. Update on NW 7th/9th Connector

Mr. Battle stated that he had hoped to have a presentation ready for the Board at this time, but are currently still preparing it. He expected that the presentation would be ready in early 2012. The CRA has been asked to look at the project from a redevelopment standpoint and study the impact that will occur after the roadway is built or not built.

VII. Director's Report

Mr. Battle noted again that the Board will need to be more deliberate in spending CRA funds. He advised that as new projects are brought before the Board, Staff will remind the members of the 2011-12 funding balances.

He thanked those in attendance at the recent groundbreaking of a commercial project, and reminded the Board that Light Up Sistrunk will be held on December 9. A grand opening will be held at the 6th Street Plaza.

He added that they will continue to study the housing issue in greater detail and Staff will provide more information to both the Board and the City Commission.

VIII. Communication to CRA Board

This communication was previously discussed.

IX. Old / New Business

Mr. Lambrix noted that magnolia trees had been planted on the east side of Peter Feldman Park, although oaks have been planted along the street. He asked if the Board had any input on this, noting that oak trees on the street are part of the standard for Flagler Village. Mr. Battle said he would follow up on this.

Ms. Adderley asked how long the lights would be out on both sides of Sistrunk Boulevard during the installation phase. Mr. Battle said this is a concern, and he would look into this. Ms. Samadi said there had been a fuse issue, possibly related to recent rainfall; the new lighting on the south side of the street would be turned on before the end of 2011. Further work will be necessary before the north side's lights can be turned on.

Ms. Adderley expressed concern that the recent rain had washed up some of the new trees planted along Sistrunk. Ms. Samadi said these trees would be replaced. She noted that the trees will remain the contractor's responsibility at present and in years to come.

Chair Lucas recalled that at a previous meeting, the Board had seen a presentation on streetscapes by a neighborhood civic association. He requested an update on this presentation. Mr. Battle said he would determine where the City was with this and present this information at the next meeting.

Mr. Wilkes recalled that at the previous evening's City Commission meeting, the Commission had effectively turned down three projects for which the Board had recommended funding. He asked to know the basis for these projects' denial, and what should be done differently in the future.

Mr. Battle said in the future, the Board will need to have a better process with respect to the entities that come before the Board seeking a local government contribution for a tax credit. This would mean Staff should advertise whether or not the meeting is open or closed, and all submissions would be presented at the

same time rather than at separate meetings. He added that the presenters cannot be approved at the time presentations are made if they have not also presented to the local civic associations.

Finally, Staff will need to study the housing market within the CRA and provide the Board with this information as they evaluate all applications. This information will also be presented to the City Commission. The study will include a look at where affordable housing is in demand and should be placed, and the optimal mix of properties for rent or for sale. The goal is to make the overall CRA a better place.

X. Adjournment

There being no further business to come before the Board at this time, the meeting was adjourned at 5:07 p.m.

[Minutes prepared by K. McGuire, Prototype, Inc.]