

DRAFT MINUTES

**DRAFT
MEETING MINUTES
NORTHWEST-PROGRESSO-FLAGLER HEIGHTS
REDEVELOPMENT ADVISORY BOARD
FORT LAUDERDALE
8TH FLOOR CONFERENCE ROOM, CITY HALL
October 11, 2018 – 3 :00 P.M.**

**Cumulative Attendance
July 2018 – June 2019**

<u>Members Present</u>	<u>Attendance</u>	<u>Present</u>	<u>Absent</u>
Ron Centamore, Chair	P	10	1
Leann Barber	P	11	0
Sonya Burrows	P	1	0
Lisa Crawford (arrived at 3:10 p.m.)	P	1	0
Alan Gabriel	P	10	1
Rhoda Glasco Foderingham, Vice Chair	P	9	2
Mickey Hinton	P	6	5
John Hooper	A	7	4
Dylan Lagi (arrived at 3:19 p.m.)	P	10	1
Steffen Lue	P	9	1
Michelle Nunziata	P	1	0
Diane Randolph	P	6	2
Scott Strawbridge (by phone)	P	11	0
Tina Teague (arrived at 3:09 p.m.)	P	11	0
John Wilkes (arrived at 3:19 p.m.)	P	8	3

Staff

Vanessa Martin, CRA Business Manager
Sandra Doughlin, NPF-CRA
Clarence Woods, III, NPF CRA Manager
Alan Budde, Planner
Eleni Ward Jankovic, Project Coordinator
Jaimie Opperlee, Prototype-Inc.

I. Call to Order/Roll Call

Ron Centamore, Chair

Chair Centamore called the meeting to order at 3:07 p.m. and roll call was called.

Motion made by Mr. Gabriel, seconded by Mr. Lue, to allow Mr. Strawbridge to participate by phone. In a voice vote, the **motion** passed unanimously. (13-0)

II. Approval of Minutes

NPF CRA Board

- September 11, 2018

Motion made by Ms. Glasco Foderingham, seconded by Mr. Gabriel, to approve the September 11, 2018 minutes. In a voice vote, the **motion** passed unanimously. (13-0)

III. Project Funding Update

**Vanessa Martin,
Business Manager**

Ms. Martin provided a brief update on project funding and noted that there was \$1,068,721 at the end of Fiscal Year 18; they were not able to encumber the Boys and Girls Fund. The Jack and Jill Club was pushed into this Fiscal Year and was approved on October 9, 2018. Fiscal Year 19 started with about \$8,158,662 and \$3.7 million has already been encumbered, leaving an available balance of \$4,365,662.

IV. Sun Trolley Funding Request

**Robyn Chiarelli,
Executive Director
of TMA**

Ms. Chiarelli distributed route maps and provided an update on the Sun Trolley Funding Request. Trolley service has been provided in partnership with the City of Fort Lauderdale since 1992. In Fiscal Year 19, the Sun Trolley is facing a major funding shortfall; therefore, some routes are being temporarily suspended and operations of other routes are being reduced. There has been about a 37% cut towards overall services system-wide. In trying to make their budget work for Fiscal Year 19, routes operating within the CRA boundaries have been considered, which include the Northwest Community link, and the Downtown link; the effort is to minimize impacts to those routes and increase service where possible. Ms. Chiarelli mentioned the airport link that operates on weekends from FLL to and from the Himmarshee District to accommodate visitors that have long layovers at the airport. That service is being temporarily suspended because there is no funding available at this time. Routes operating north of the CRA boundaries are needed for basic services to reach education and employment and to provide the economic drive that is needed in that area. The thought process was to come up with an additional funding request for that area. During a data sifting exercise, it was learned that the Northwest Community link was being used throughout the day with no real peak period despite the gap in service in the middle even with one trolley coming once every hour and a half. There was not a clear peak, so the need was recognized for all day for the Northwest Community. As a result, the City Transportation Planner came up with a way to provide two vehicles all day on that route and that is one reason for the increase in the funding request. An outreach process was conducted from Melrose Manors to Lake Aire Palm View, Lauderhill Manors, etc. to see where the highest performance was and there was a lot of performance in the Lauderhill Manors area. Some of the winding was reduced in and out of the neighborhoods to make the route more efficient and the route was changed to go all the way along the Sistrunk Boulevard corridor as far west as the African American Research Library and as far east of Federal Highway, near the Winn Dixie and Fresh Market Ms. Chiarelli mentioned the second map distributed and noted that it was the Northwest Community link.

NOTE: Mr. Lagi and Mr. Wilkes arrived at 3:19 p.m.

Alan Budde, Planner, added that the previous route went in one direction and all the way around to get back to the destination. The route was made to go in two directions; if the trip is short, it would be a much shorter return trip. The hope is that this would be more efficient.

Ms. Barber questioned where existing funding came from and why it was cut.

Mr. Budde explained that the budget is multi-dimensional. The City General Funds are put into the Sun Trolley budget and Parking Fund also goes into that budget. FDOT provides money through grants and Broward County funds supplemental routes; they fund a dollar amount per hour of service,

which comes to \$15 per hour, which is 15% to 20% of the cost to run the routes. The Sun Trolley stops have Charter and advertising that generates income as well as a farebox from the beach and Las Olas routes. There is not a loss of funding from the City, it is funded at the same amount, but the big change was relying on these buses until new buses can be purchased, which has a significant six-figure cost a year. One of the FDOT grants ended, which was \$300,000.

Ms. Chiarelli stated that when hours were cut, the company they contract to operate the service raised their hourly rate; fixed costs remained the same, but the money was stretched thinner.

Mr. Budde advised that they are trying to secure additional funding from Broward County, which would be around \$80,000 per year, and they are pursuing over \$1 million from FDOT for another route in the works.

Ms. Chiarelli requested that everyone vote "Early Vote, Vote Often" on November 6, 2018. There is a surtax measure for transportation that is requesting an increase in sales tax by 1%, so instead of 6% sales tax, 7% would provide funding towards transportation in Broward County. As for the Community Bus Program, busses are in place and drivers are ready; they are ready to spend the money if received to put more trolleys out there and operate service. Passing of the Transportation Surtax would be a game changer for the centralized system; they would be receiving \$45 per hour from BCT for the routes currently funded instead of \$15 per hour and the contribution would increase from \$280,00 to \$720,000.

Ms. Crawford mentioned feedback regarding the neighborhood and noted that it appears the neighborhood link route is being streamlined.

Mr. Budde stated that areas of low ridership, less than ten people per day, were cut. The way this route was set up, it meets with the Lauderhill community bus system, which is similar. People could transfer there and access all destinations in Lauderhill.

Ms. Chiarelli advised that they worked very hard to ensure that the CRA was not paying anything towards transportation outside of the CRA boundaries.

Mr. Gabriel questioned what was previously approved.

Ms. Chiarelli referenced Page 2 of the memo and stated that the chart says, "Prior Funding Request" and shows that \$261,000 was previously approved.

Ms. Glasco Foderingham questioned when the proposed routes would start and how the community would be notified of the changes if all gets approved.

Mr. Budde referenced the October 23, 2018 City Commission meeting and noted that a public hearing was scheduled regarding the new proposed routes.

Ms. Glasco Foderingham suggested advertising in the Westside Gazette.

Ms. Barber questioned if sales tax were received if extending routes to the high schools, specifically Dillard and Fort Lauderdale High Schools, would be considered.

Ms. Chiarelli replied, "Absolutely" and Mr. Budde thought that made a lot of sense.

Ms. Chiarelli stated that as part of the community outreach process, they went up to Lake Aire Palm View and Lauderdale and Melrose Manors. If additional funding is received a route could be expanded or a new route could be created for other places on the map. BCT requires a 7.1 passenger per our threshold to be eligible for their funds and they cannot afford the risk of not making that 7.1. Their focus is to serve the greatest number of people in the most efficient way.

Ms. Burrows questioned if a charge would be implemented or if it would remain a free service.

Ms. Chiarelli advised that there have been discussions, but nothing has been materialized. She believed that tourist fee routes could be increased to \$2, which would positively affect the budget. As the Executive Director of the TMA, Ms. Chiarelli would promote increasing a fair on those routes or implementing a fair on a route such as the water trolley that is currently free.

Mr. Budde commented that implementing a small fare will cause ridership to drop significantly. Mr. Budde recommended that the supervisors ask the City Commission for permission to charge a fare.

Ms. Teague questioned how people who want to ride the trolley for free are identified.

Mr. Budde stated that a survey was conducted online to collect feedback. Most of the people responded that they were interested in the trolley.

Ms. Chiarelli advised that the survey was published on their app and City Staff distributed it through City Communication Channels. It was distributed through the Homeowner's Associations and she would be happy to share those results. With any outreach effort, there is always more that can be done. The focus was on Homeowner's Associations because the belief was that it would reach the greatest number of people involved in their community.

Ms. Teague questioned if people who own homes and cars want the trolleys or are the people being asked the ones who need the routes. She questioned how people who need the routes were being contacted.

Ms. Chiarelli thought the results of the survey could probably communicate that answer. As Mr. Budde mentioned, people were asked if they currently taking the route, if they would like to take the trolley, and if they owned a car. Car ownership was a way to get an understanding whether people needed the public transportation or they preferred to drive their personal vehicle.

Ms. Glasco Foderingham believed that renters were missing and noted that they are the ones who would need the service more than homeowners who probably own a vehicle unless they would rather take public transit due to traffic congestion.

Ms. Burrows stated that their Homeowner's Association includes renters; that is why it was made a Civic Homeowner's Association.

Ms. Chiarelli indicated that another source of data used was the Transit Master Plan. The results can be found on fortlauderdale.gov/transitmp.

Mr. Budde advised that there was some general correlation with the U.S. census data.

Mr. Strawbridge complimented Ms. Chiarelli and her crew. He stated that the development of the routes was the result of a lot of outreach. There has been a huge improvement in the work

connection between transportation and mobility in the Downtown TMA and the Northwest Community. The use of portals was suggested through the YMCA. There is a large group of active older adults who meet at the YMCA several mornings a week who were offered a chance to take the survey. Surveys were also canvassed door to door and at rental offices.

Mr. Wilkes questioned when the response to the BCT funding was expected.

Mr. Budde stated that the request was submitted in January 2018, so hopefully there would be a response by the end of 2018. Money probably would not be available until Fiscal Year 20, which would be next September. Once information is received the CRA would be provided with an updated budget.

Mr. Wilkes questioned what successes have been made with the Master Plan.

Mr. Budde stated the transportation surtax would be a big piece. Given the City's current budget cycle, additional General Funds have been requested. The hope is to look at the east side of town and rework all those routes to operate better and more efficiently as well as combining some of the routes. The hope is also to increase fair box and ridership revenue since fares are charged on those routes. They are working on purchasing new buses, which would get rid of the leased vehicle cost.

Mr. Lue questioned how buses would be purchased when they are struggling.

Mr. Budde explained that a lot of Federal grants are very restricted. It is not too hard to get Federal money for capital purchases; the money cannot be used for operations, but it can only be used to make a big one-time purchase. They are working on getting the Federal Transportation Administration Grant approved, which would be in the amount of about \$4.5 million; the majority would go to buying new buses and the rest would be invested into ADA and bus stop infrastructure. Currently, the Sun Trolley is on a waive and ride plan and one of the reasons is because as per Federal ADA requirements, there cannot be a bus stop if it is not an ADA accessible, so the remainder of that money would be for ADA accessible bus stops as well as physical bus stops where there are none.

Ms. Chiarelli stated that the Federal funding is lined up; the funding is programmed. There is a process they must go through with the Federal Government involving Federal Government, DOT, and the MPO to transfer the funds to the right box so the City could push the "Go button" on the procurement. Funding is there, and it is programmed for vehicles. The City has released two requests for information from the vendor community to learn what the current technologies available are.

Mr. Budde noted that FDOT would be approving the detailed plans and the specific kind of vehicles desired. The RFP for the vendors would be released in the next few months and the expectation is that the City would select the vehicles early next year. Manufacturing takes about six to 12 months to get all the vehicles. Realistically, the bulk of the vehicles would not be received until later next year, but that would set them up from Fiscal Year 20 on so there would not be any more payments for leasing the buses, which would save about \$200,000 per year.

Ms. Chiarelli stated their contract with their operations manager is ending September 2019. That is another part because currently, the vehicles are leased from them and if the City is going to have their own fleet, they have put the vendor contract out to bid, which incites competition. It is also a big

unknown for the hourly operations rate because they are expecting to release an RFP for the operations as well.

Ms. Nunziata questioned if funding was received back from the WAVE and how that money tied into anything that could be offered.

Ms. Chiarelli indicated that there is an opportunity to apply those funds to either continuing proper transit services or doing something different like micro transit or some other approach that is available in the market place right now. It would be her recommendation to start having those conversations, so the Board is well positioned once the funds are available to implement something.

Motion made by Ms. Glasco Foderingham, seconded, to approve the Funding Request. In a roll call vote, the **motion** passed unanimously. (13-0)

Ayes: Glasco Foderingham, Barber, Burrows, Crawford, Gabriel, Hinton, Lagi, Lue, Nunziata, Randolph, Teague, Wilkes, Centamore
Nays: None

Mr. Wilkes reiterated the importance of planning now, so we are ready when the funds are available.

Mr. Strawbridge commented that he made a motion to the City Commission asking their permission to allow this Board to set up a Transportation Task Force to work with the TMA. The City Commission was in favor and the TMA Board agreed. The City Commission needs to formally approve the structure of a sub-committee and that group would have to abide by Sunshine Laws.

Mr. Woods was requested to follow up on this.

V. Funding Request -
Crave Madness, LLC, Jamaican Jerk Shack
at the Shoppes on Arts Avenue

Clarence E. Woods, III

Christine and Garfield Mills were present. Mr. Garfield presented a Power Point presentation.

Commissioner Steve Glassman, District 2, stopped by to say hello and thanked the Board for all they do. He also wanted to make sure that everyone knows Pratima Raju, his District 2 Aide.

Ms. Garfield explained that the space is a five-year lease for 1,770 square feet for \$70,000 per year, with an option to extend. The total cost to open was \$306,000. They need approval for three outside signs, six outdoor tables, and eight indoor tables plus a bar. Mr. Garfield advised that they have already invested about \$7,000 to \$8,000 for architectural drawings, etc. The request was for \$245,000 and part of that was for a façade program and the CRA PDIP Program. Ms. Garfield indicated that they would like to open in June. They would like to have live entertainment from Thursday through the weekend. Their hours depend; other restaurants in the area close around 9:00 p.m.; they were thinking around 10:00 p.m.

Ms. Barber questioned if there was enough parking for a restaurant.

Mr. Woods advised that the applicants must meet code and noted that the shopping center has parking.

Mr. Garfield stated that they must test the market and gradually bring the market into their culture. Mr. Garfield commented that this is a nice piece of real estate and people eat with their eyes; people are always attracted to an attractive building.

Mr. Woods stated there was a little over \$3.5 million so the impact of this expenditure does not put us under \$3 million for the rest of Fiscal Year 19. From staff's perspective, this is competent enough to continue with what is left for the fiscal year with other projects.

Mr. Wilkes commented that the space is approximately \$39 per square foot for rent. The applicants are asking for 80% of costs against a lease the Board has not yet seen, and 20% is being borrowed from a family member; there at least needs to be sufficient capital to get through the first year. Milton Jones continues to overcharge. Mr. Wilkes suggested not funding the project and letting Mr. Jones come back to the Board to get a real deal with the CRA and get the people in there. The loan is unsecured, and the lease rights are unknown; the Board would not have any rights. For those reasons he would vote against approving the loan itself unless a lesser sum was requested with more contribution.

Mr. Woods advised that after discussions with Milton and Sean Jones, they have agreed to concessions on the rent, whether it is a reduced price for square footage or free rent for six months. As far as security against the loan, there would not be any security against the building because they did not want provide a mortgage on the building; however, some of the things provided would be equipment, which could be secured with a UCC filing to ensure whatever equipment is purchased will stay with the building if the business did not make it for some reason. The build out basically benefits the property owner, but the Board wanted to make sure there was some benefit to the business and to any other business that would come there in the event the business did not make it. These conversations have been held with the Jones's and will be part of the lease. Most inline stores want to be able to control the build out; however, owners usually want to do the build outs themselves.

Ms. Burrows stated that local business owners should be the motivation.

Motion made by Ms. Burrows, seconded by Mr. Gabriel, to approve the funding request. In a roll call vote, the **motion** passed. (10-3)

Ayes: Glasco Foderingham, Barber, Burrows, Crawford, Gabriel, Hinton, Lagi, Lue, Teague, Centamore

Nays: Nunziata, Randolph, Wilkes

VI. Old/New Business

NPF CRA Board

Chair Centamore advised that there will be a Workshop after the next meeting. Handouts were distributed.

VII. Communication to CRA Board

NPF CRA Board

None.

VIII. Public Comment

Lisa Sapp is going to open a non-profit for homeless and abused women in the Sistrunk area. She wanted to listen to the presentation, so she would be prepared when she comes before the Board.

IX. Adjournment

There being no further business to come before the Board at this time, the meeting was adjourned at 5:20 p.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

[Minutes prepared by C. Guifarro, Prototype-Inc.]

**PROJECT FUNDING
UPDATE**

Northwest Progresso Flagler Heights Project Tracking

COMMUNITY REDEVELOPMENT AGENCY (Beginning Balance as of 10.1.2018)

As of 11/3/2018

FY 2019 REPORT SUMMARY

Color indicates assistance will be paid in FY 2020/FY 2021

Color indicates PROJECTS WILL BE DISCUSSED WITH THE ADVISORY BOARD

NPF Incentive Summary

	Fiscal Year 2017 FINAL	Fiscal Year 2018 FINAL	Fiscal Year 2019
Revised Incentive Balance	\$ 12,390,000	\$ 6,958,727	\$ 8,115,662
Less FY 17 /FY 18 Obligated/Spent & FY 19 Projected Spend	\$ (10,728,116)	\$ (5,935,535)	\$ (4,158,460)
Transfer in Funds from P11987 (Mizell Center Upgrade)	\$ -	\$ 1,050,529	\$ -
FY 17/FY 18 Remaining & FY 19 Projected Remaining Funds	\$ 1,661,884	\$ 1,023,192	\$ 3,957,202

TOTAL APPROVED INCENTIVE AMOUNT	BUSINESS INCENTIVES	Assignee	CAM #	CAM DATE	PROJECT STATUS	BASIS	% Done	Advisory Board Recommended Funding	CRA Board Approved Funding	Total \$ Approved / Encumbered for Payment to Date	Revised Appropriated Balance	FY 19 Obligated & Proposed Obligated Funds	Proposed FY 19 Remaining Funds
Property Tax Reimbursement CRA091905											\$ 380,474		\$ 380,474
Development Incentive CRA091904											\$ 4,100,000		
\$ 10,000,000	YMCA - Year 3	G. Hall	17-0875	8/22/2017	In Progress	Funding Assistance	0.0%			\$ 1,250,000		\$ 3,750,000	\$ 350,000
\$ 7,000,000	The SIX13 - Year 3	G. Hall	17-0633	6/6/2017	In Progress	Funding Assistance	0.0%			\$ 1,000,000			
\$ 1,400,000	Sistrunk Market Project (NW 6th Investment LLC)	B. Wojcik	17-1331	12/5/2017	In Progress	Funding Assistance	0.0%			\$ 500,000			
\$ 2,500,000	Jack and Jill - MOVED TO FY19. \$1,000,000 Funds proposed for FY 19	Project Manager	18-0837	10/9/2018	In Progress	Funding Assistance	0.0%						
Streetscape Enhancement CRA091903											\$ 274,233		
	401 NE 8th Street	E. Ward-Jankovic				Funding Assistance	0.0%			\$ -		\$ 42,000	\$ 332,233
Property & Business Improvement CRA091902											\$ 2,610,955		
	401 NE 8th Street	E. Ward-Jankovic				Funding Assistance	0.0%					\$ 294,600	\$ 2,316,355
\$ 245,000	Cravemadness - Jamaican Jerk Resturant	B. Wojcik	18-1228	12/4/2018	In Progress	Funding Assistance	0.0%						
Commercial Façade Improvement CRA091901											\$ 50,000		
	401 NE 8th Street	E. Ward-Jankovic				Funding Assistance	0.0%					\$ 71,860	\$ (21,860)
	Cravemadness - Jamaican Jerk Resturant	B. Wojcik	18-1228	12/4/2018	In Progress	Funding Assistance	0.0%						
*** BUSINESS INCENTIVES FUNDING TOTAL:											\$ 7,415,662	\$ 4,158,460	\$ 3,257,202
TOTAL APPROVED INCENTIVE AMOUNT	RESIDENTIAL INCENTIVES	Assignee	CAM #	CAM DATE		BASIS	% Done	Advisory Board Recommended Funding	CRA Board Approved Funding	Total \$ Approved / Encumbered for Payment to Date		FY 18 Obligated & Proposed Obligated Funds	Proposed FY 19 Remaining Funds
Residential Rehabilitation Program (Single-Family homes) CRA091906											\$ 375,000	\$ -	\$ -
						Up to \$55,000/\$75,000	0.0%			\$ -			\$ 375,000
Purchase Assistance Program (Single-Family homes) CRA091907											\$ 325,000	\$ -	\$ -
						Up to \$45,000/Affordability need				\$ -			\$ 325,000
*** RESIDENTIAL INCENTIVES FUNDING TOTAL:											\$ 700,000	\$ -	\$ 700,000

**MOBILITY MASTER PLAN
PRESENTATION**



CITY OF FORT LAUDERDALE

COMMUNITY REDEVELOPMENT AGENCY

MEMORANDUM

DATE: November 13, 2018

TO: NPF CRA Advisory Board Members

FROM: Clarence E. Woods III, NPF CRA Manager *CW*

BY: Bob Wojcik, Housing and Economic Development Manager

SUBJECT: NPF-CRA Mobility Master Plan Presentation

At their meeting of September 4, 2108, the CRA Board of Commissioners approved funding not to exceed \$250,000 for the Northwest-Progresso-Flagler Heights Community Redevelopment Area Mobility Master Plan, also known as the NPF-CRA Mobility Master Plan as recommended by the NPF CRA Advisory Board on June 12, 2018 and on July 17, 2018.

The CRA will be utilizing the consulting services of Kittelson & Associates for this project. They will make a presentation to the Advisory Board at the November 13th 2018 meeting to describe the scope of the project and get your input on the public involvement process. The project will be managed by the City's Transportation and Mobility Department.

Attachments

Exhibit A: PowerPoint Presentation



NPF-CRA
Mobility
Master Plan

Northwest-Progresso-Flagler Heights CRA

Advisory Board Presentation | November 13, 2018

 **KITTELSON**
& ASSOCIATES



AGENDA

Project Purpose

Approach

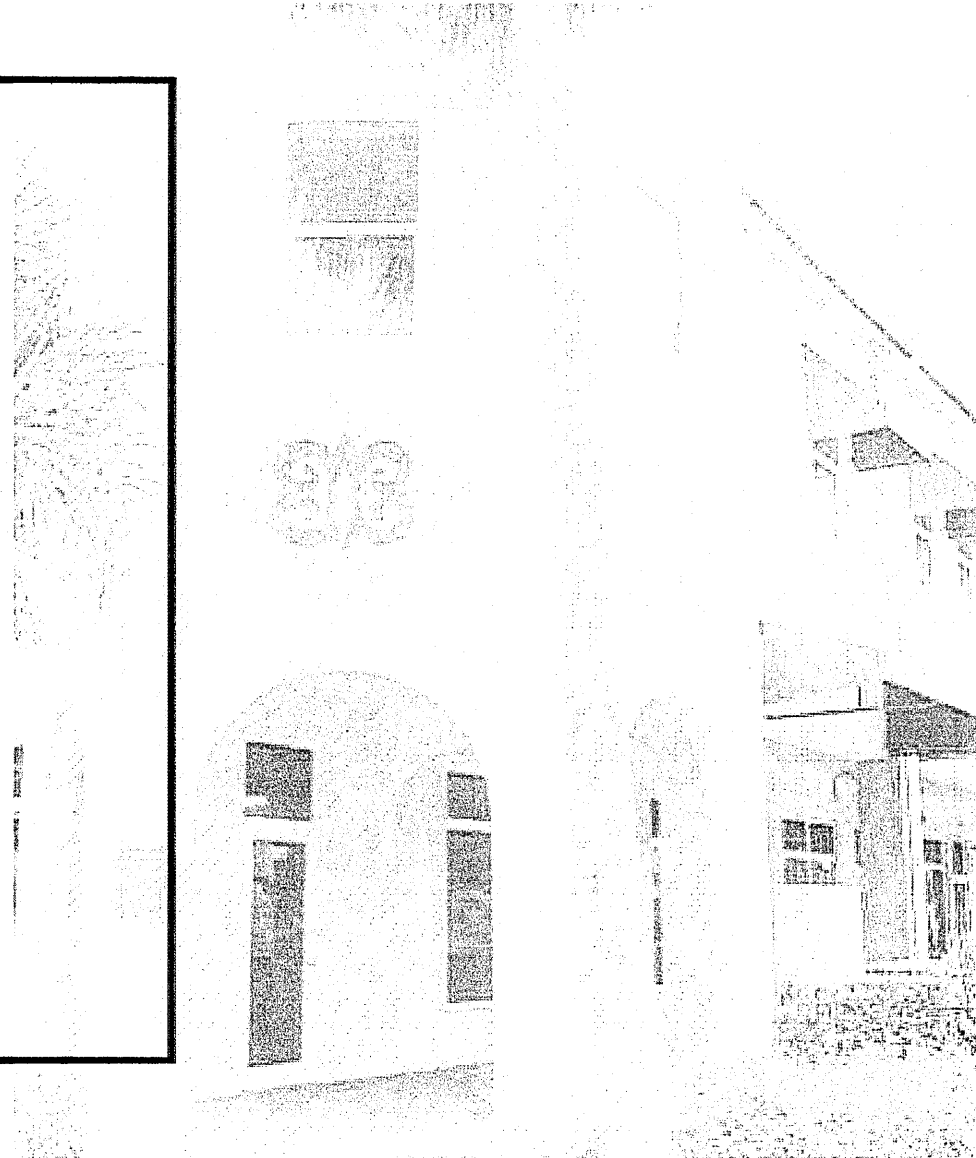
Timeline

Feedback + Next Steps

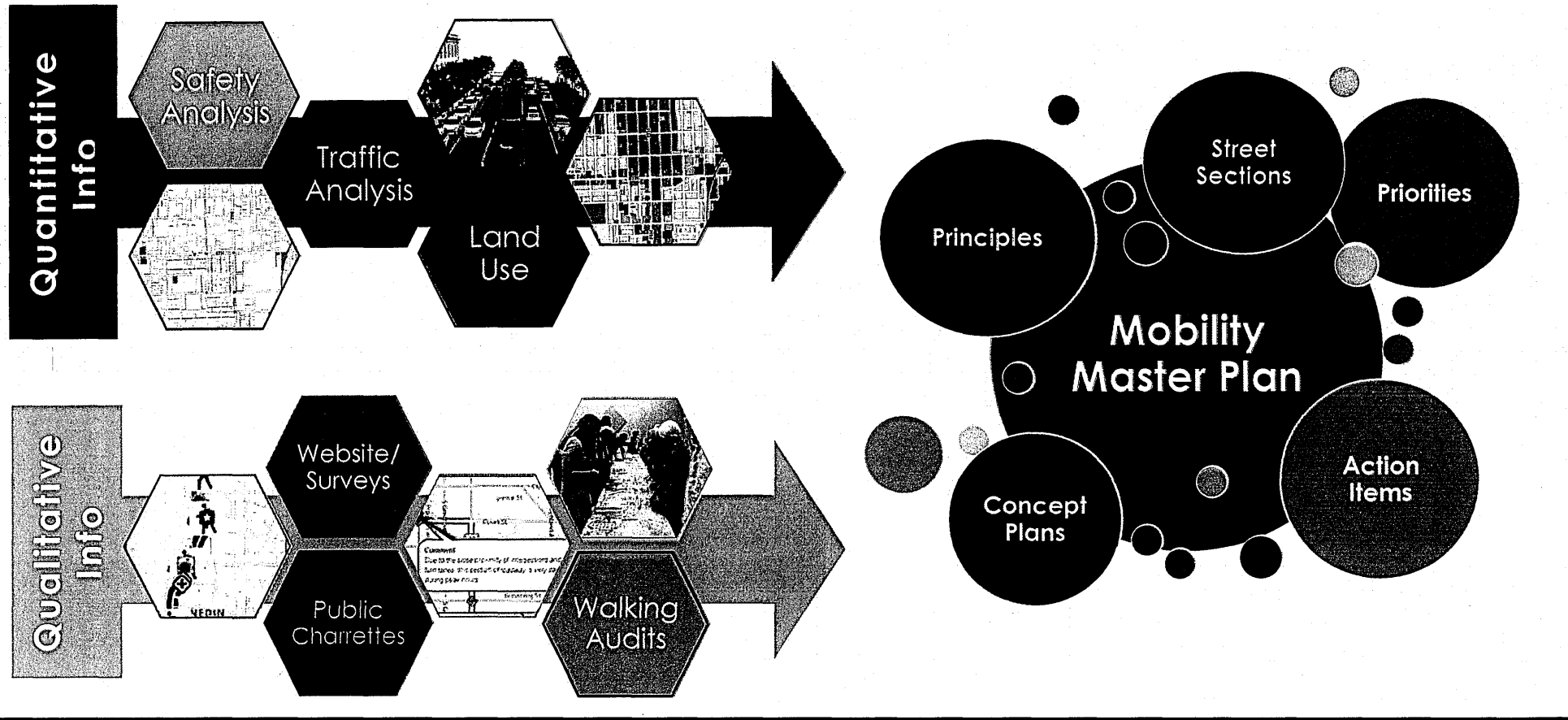


PURPOSE

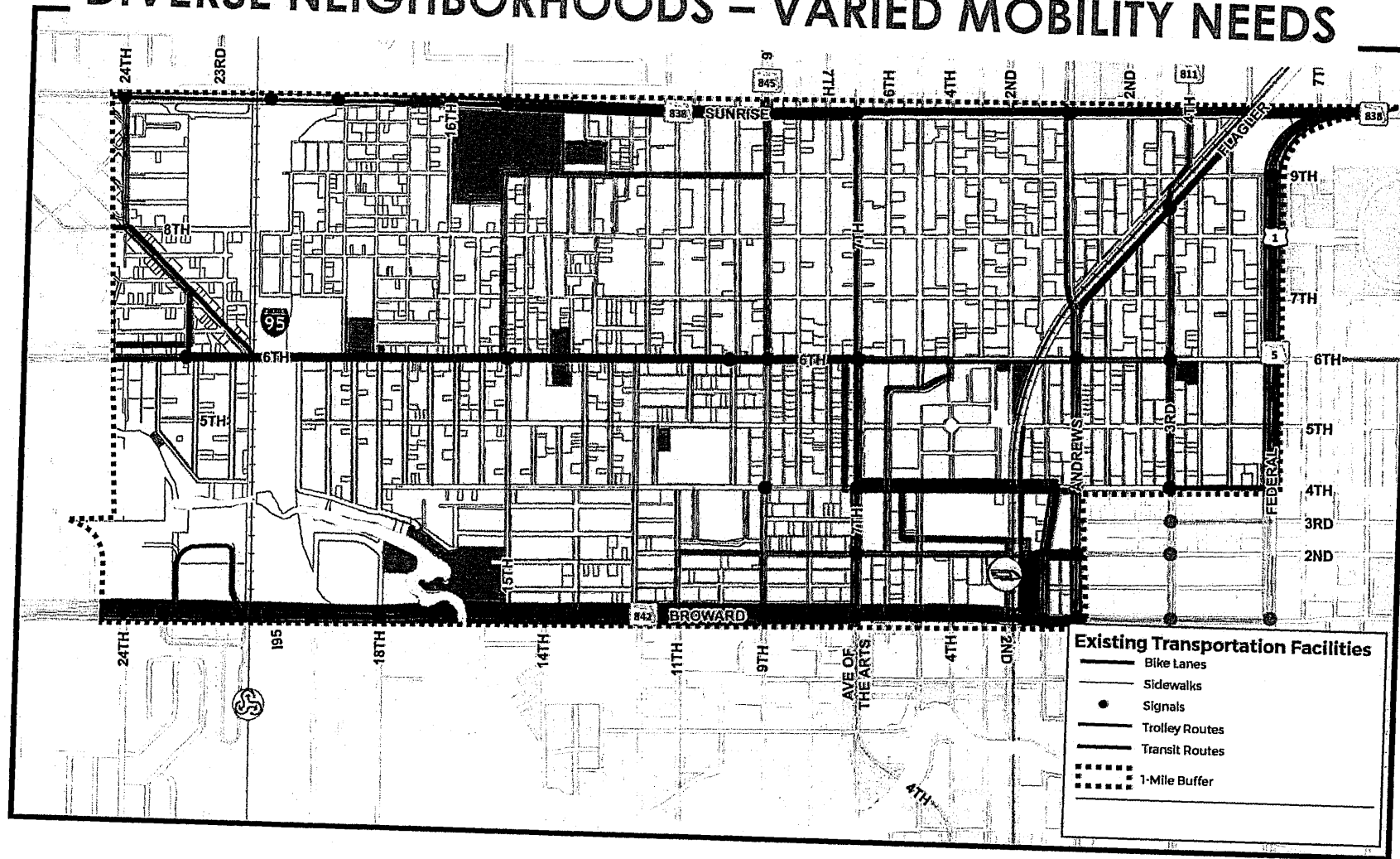
- **Analyze Overall Mobility**
 - Safety
 - Sidewalk Network
 - Transit
 - Traffic Operations
 - Multimodal Level of Service
- **Identify Issues & Opportunities**
- **Develop Context-Sensitive Solutions**
- **Concept Development for
NW 7th Avenue + NW 9th Avenue**
- **Create a Prioritized, Implementable, +
Community-Based List of Action Items**



APPROACH



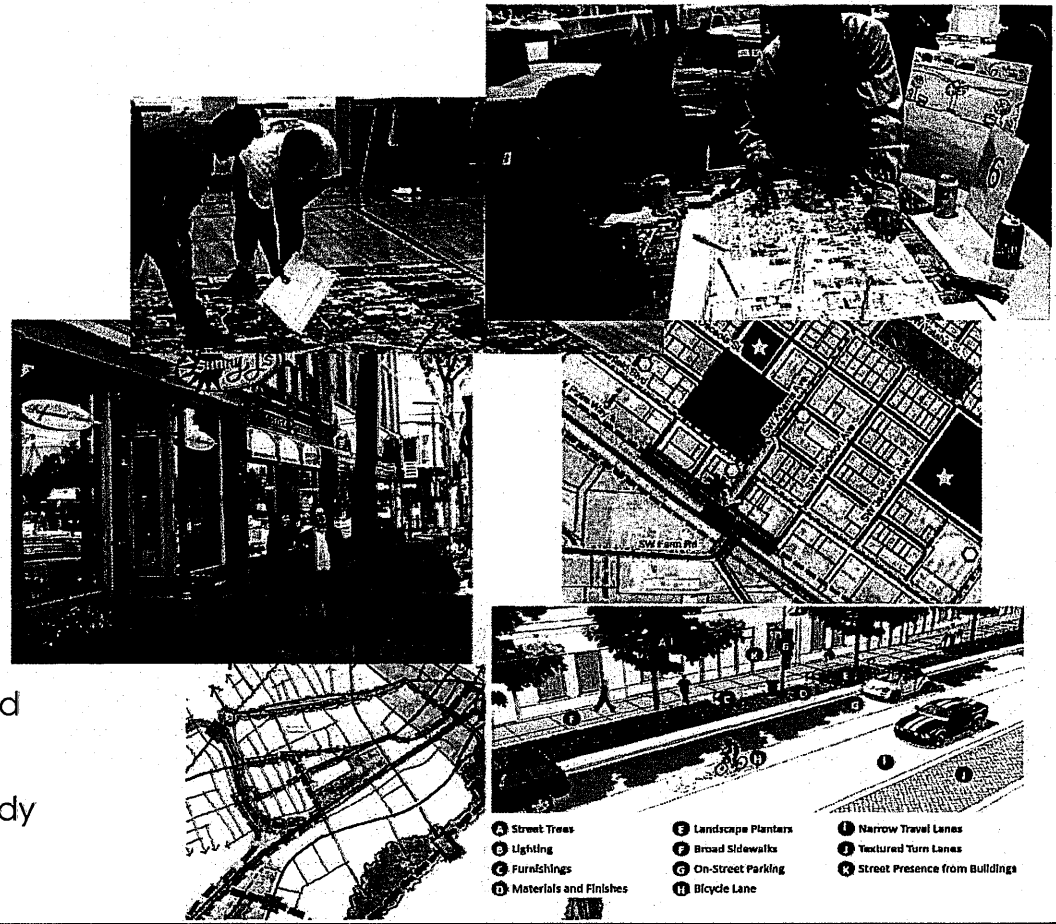
DIVERSE NEIGHBORHOODS - VARIED MOBILITY NEEDS



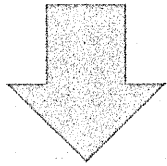
NPF-CRA Mobility Master Plan

PUBLIC ENGAGEMENT – CHARRETTES

- Three (3) Charrettes
 - Held On-site with Full Project Team
 - Three (3) Days Each
 - Highly Interactive with Engaging Activities!
- Speaking Engagements
- One-on-One Outreach
- Highly Flexible
 - Central Location
 - Advertised location for residents to attend
 - “Travelling Show”
 - Half the team travels to venues in the study area to directly engage



PROJECT TIMELINE



Fall 2018
Research +
Analysis +
Website Input

Jan 2019
Charrette #1
Issues +
Opportunities

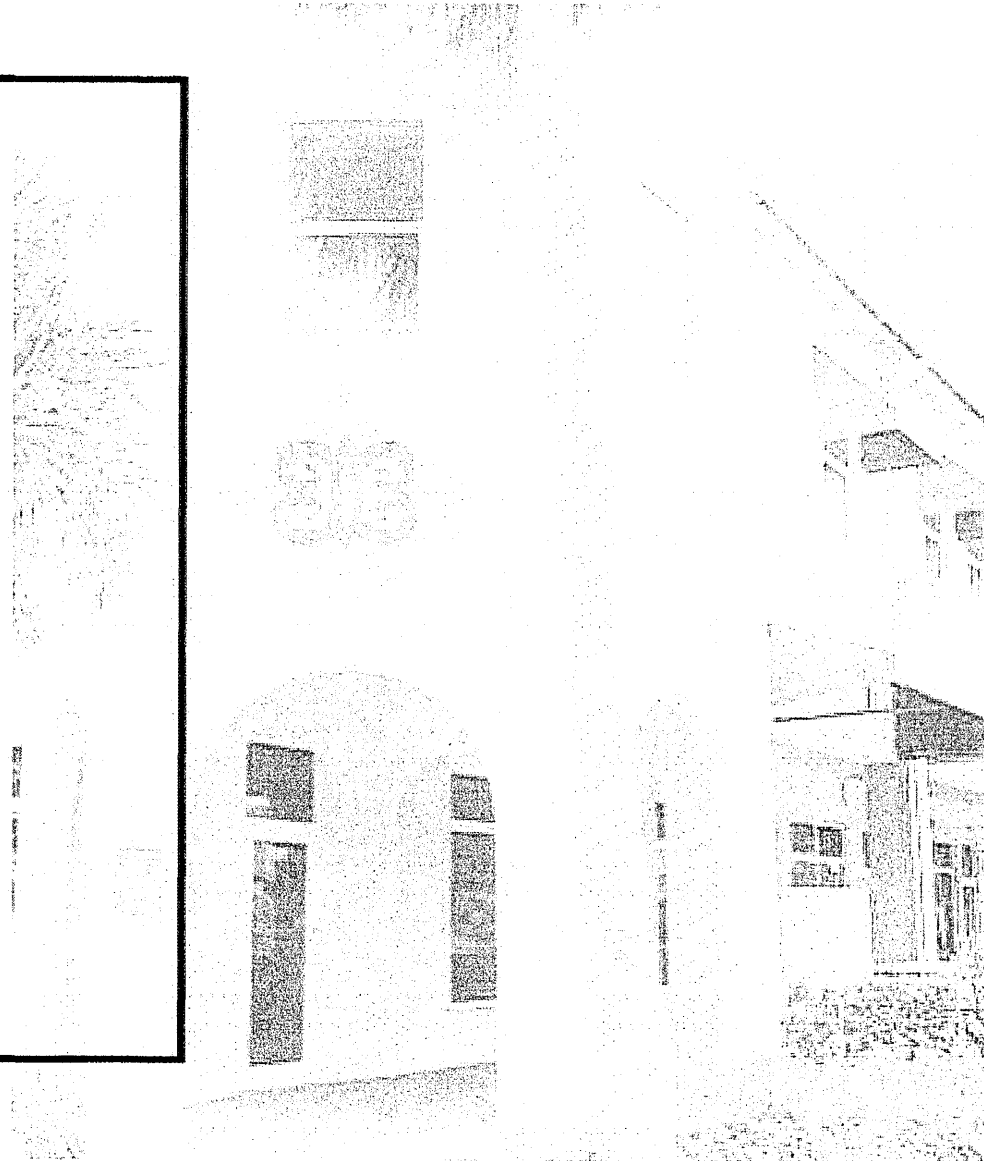
May 2019
Charrette #2
NW 7th + NW
9th Concept
Development

Aug 2019
Charrette #3
Alternatives +
Prioritization

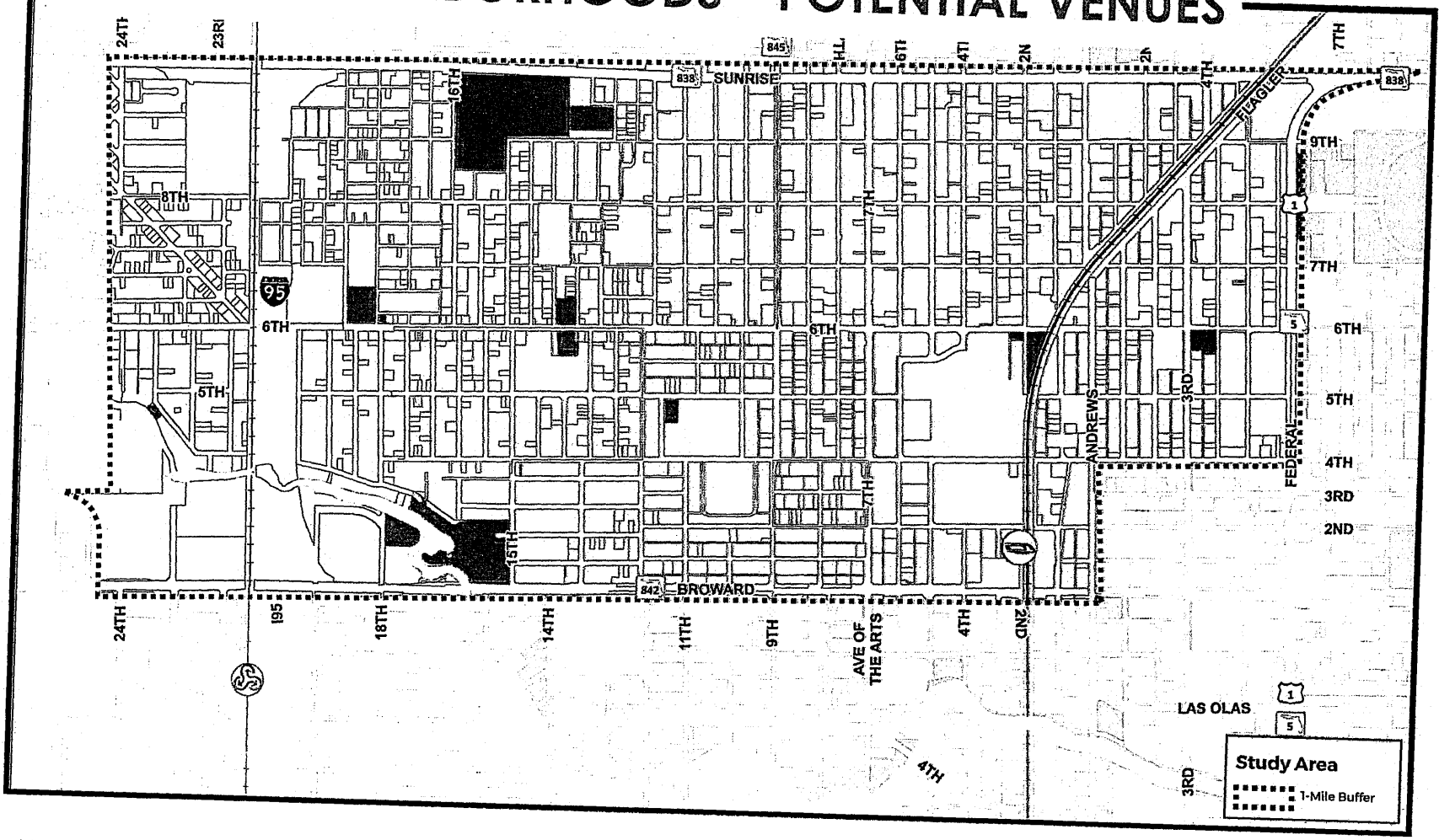
Oct 2019
Final Report
Final
Presentation

NEXT STEPS

- **Your Questions**
- **Appropriate Stakeholders**
 - Who should we engage?
- **Potential Venues**
 - Host Location?
 - Central Place for Information
 - “Travelling Show” Venues?
 - We go to the Neighborhoods



DIVERSE NEIGHBORHOODS – POTENTIAL VENUES





NPF-CRA
Mobility
Master Plan

THANK YOU!