

**CITY OF FORT LAUDERDALE
CENTRAL CITY REDEVELOPMENT ADVISORY BOARD (CCRAB)
REGULAR MEETING
WEDNESDAY – OCTOBER 1, 2025
6:00 P.M
TOWER 101 – 11TH FLOOR CONFERENCE ROOM
101 NE 3 AVENUE, FORT LAUDERDALE, FL 33301**

1) The Pledge of Allegiance	
2) Call to Order / Quorum	Kimber White CCRAB Chair
3) CRA Funding Request – Art of Tea 900 NE 13 ST \$550,000	Eleni Ward-Jankovic CRA Housing and Economic Development Manager Rachel Walden Art of Tea Executive Assistant
4) Beacon Project Discussion Public Art and Placemaking Selection Process	Joshua Carden Cultural Affairs Officer
5) Board Discussion Rezoning PZB October 15 • Deciding Content of Formal Letter • Selecting Representative	Cija Omengabar CRA Planner
• Old Business Update	Cija Omengabar CRA Planner
6) New Business Suggestions	Cija Omengabar CRA Planner
7) Approval of Minutes September 9, 2025 Rescheduled Regular Meeting	Chair White CCRAB Chair
8) Adjournment	

THE NEXT CCRAB REGULAR MEETING WILL BE HELD ON – November 5, 2025

Ordinance No. C-13-08 purpose and duties of the board: (a) to review the Plan for the Central City CRA and recommend any changes to the plan; (b) to make recommendations regarding the exercise of the City Commission's powers as a community redevelopment agency in order to implement the Plan and carry out and effectuate the purposes and provisions of Community redevelopment Act in the Central City CRA; (c) to receive input from members of the public interested in redevelopment of the Central City CRA and to report such information to the City Commission sitting as the Community Redevelopment Agency.

Note: Two or more Fort Lauderdale City Commissioners or Members of City of Fort Lauderdale Advisory Board may be in attendance at this meeting.

Note: If any person decides to appeal any decision made with respect to any matter considered at this public meeting or hearing, he/she will need a record of the proceedings and for such purpose he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Anyone needing auxiliary services to assist in participation at the meeting should contact the City Clerk at (954) 828-5002, two days prior to the meeting.

Note: Advisory Board members are required to disclose any conflict of interest that may exist with any agenda item prior to the item being discussed.

Note: If you desire auxiliary services to assist in viewing or hearing the meeting or reading agendas or minutes for the meetings, please contact the City Clerk's Office at 954-828-5002 and arrangements will be made to provide these services.

1) The Pledge of Allegiance

*"I pledge allegiance,
to the flag,
of the United States of America,
and to the republic, for which it stands,
one nation, under God,
indivisible with liberty and justice for all."*

Kimber White
CCRAB Chair

2) Call to Order / Quorum

- 3) CRA Funding Request – Art of Tea**
900 NE 13 ST
\$550,000

Eleni Ward-Jankovic
CRA Housing and
Economic Development
Manager

Rachel Walden
Art of Tea
Executive Assistant

Attachments:

- 1) Memorandum: Funding Request - Art of Tea, LLC
900 NE 13 Street, Fort Lauderdale, FL 33304
\$425,000 - CRA Property and Business Improvement Program
\$125,000 - CRA Commercial Facade Improvement Program
- 2) Exhibits A-G
- 3) 900 NE 13 Street Presentation



**CITY OF FORT LAUDERDALE
COMMUNITY REDEVELOPMENT AGENCY**

MEMORANDUM

DATE: October 1, 2025

TO: Central City CRA Advisory Board Members

FROM: Clarence E. Woods III, NPF CRA Manager

BY: Eleni Ward-Jankovic, CRA Economic and Housing Development Manager

SUBJECT: Funding Request –Art of Tea, LLC
900 NE 13th Street, Fort Lauderdale, FL 33304
\$425,000 - CRA Property and Business Improvement Program
\$125,000 - CRA Commercial Façade Improvement Program

FUNDING REQUEST

The Central City Community Redevelopment Agency (CC CRA) has received an application from Art of Tea, LLC (“Developer”) for a forgivable loan for the renovation and modernization of an existing building located at 900 NE 13th Street, Fort Lauderdale, FL 33304 (the “Property”). The project will include the buildout of a commercial warehouse to consolidate retail, warehousing and operational processes under one roof. The requested forgivable loan amount of \$425,000 will come from the CRA’s Property and Business Improvement Program (“PBIP”) and \$125,000 from the CRA’s Commercial Façade Improvement Program, for a total forgivable loan amount of \$550,000. The CRA forgivable loan will be secured by a five-year, third mortgage on the property.

A copy of the Location Map; Broward County Property Appraiser Information with Current Photos; Architectural Plans and Renderings of Proposed Buildout; CRA Application and Supplemental Responses; Corporate Information and Articles of Organization; Contractor Quote; and Funding Breakdown of the proposed development are attached as Exhibits A through G.

BACKGROUND

Art of Tea, LLC is requesting a forgivable loan in the amount of \$550,000 to support the build-out and renovation of their recently acquired 22,915 square foot property located at 900 NE 13th Street. The company purchased the building in April 2025 for \$4.25 million, and it is committed to making a significant investment in both the facility and the surrounding neighborhood.

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914 SISTRUNK BOULEVARD, SUITE 200, FORT LAUDERDALE, FL 33311
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The renovation will include demolition of existing internal structures, followed by a comprehensive buildout, including the construction of modern office and meeting spaces, production and testing rooms, packing and conveyor spaces, storage and loading areas. Upgrades will also include new structural framing, drywall installation, painting, modernized restrooms, as well as updated plumbing, electrical, HVAC, and ventilation systems. The space will be outfitted with custom millwork, enhanced lighting, and specialized production equipment, such as three-compartment and hand-wash sinks, air compressors, production tables, and storage racks to support Art of Tea's operational needs, as well as terrace seating, a new parking lot and modern landscaping. Art of Tea plans to transform the site into its East Coast flagship location, consolidating warehousing, production, quality control, administrative offices, and dedicated client meeting areas under one roof. Architectural plans and professional renderings of the Project are attached as Exhibit C.

Art of Tea is seeking a CRA forgivable loan to support the redevelopment of its new Fort Lauderdale facility. This investment will accelerate the build-out process and allow the company to begin generating economic activity and employment in the area more quickly. The proposed project aligns with the CRA's objectives by activating a key commercial property, enhancing job creation, and fostering local business development within the Central City area.

The overall project cost, including the property acquisition is \$6,604,437.33. The total construction project cost is estimated at \$1,932,704. Of this amount, the CRA will contribute \$550,000, representing 28% of the total cost, while the Developer will cover the remaining \$1,382,704 using personal funds. To date, the Developer has paid approximately \$146,546.40 in preconstruction costs.

Although NE 13th Street falls within the Central City CRA Focus Area, making the project eligible for up to 90% funding under the CRA's PBIP program guidelines for renovation or new construction, the Developer has opted to use a contractor of their own choosing. As a result, the project qualifies for only 60% funding of the eligible costs under the program. Nonetheless, the CRA's contribution amounts to just 28% of the overall project cost.

Both the Property and Business Incentive and the Commercial Façade Incentive Programs seek to eliminate slum and blight by attracting new businesses to the CRA and retaining and allowing existing businesses to expand within the CRA. The maximum incentive funding allowed under the PBIP program is \$225,000, and under the Commercial Façade program it is \$125,000. The Developer's construction cost estimate

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for this project exceeds these program limits. To provide the necessary funds for this project, the CRA will request the CRA Board to waive the maximum incentive funding allowed under the PBIP program, as this project will have a positive economic impact on the community.

The company currently employs 27 individuals in various capacities and is committed to initially creating at least seven more full-time positions in the production, marketing, business development and management areas, with training and advancement opportunities.

Art of Tea is an award-winning, Los Angeles-based organic tea purveyor, recognized for its handcrafted tea blends, sustainable sourcing practices, and strong brand presence in the specialty beverage industry. As part of their strategic growth plan, they are expanding operations to Fort Lauderdale, with the goal of establishing this Central City location as their East Coast distribution center. The renovated facility will house retail, warehousing, and operational functions, creating a vital and versatile space for both the company and the local community.

The company is enthusiastic about becoming a part of the Fort Lauderdale business landscape and is committed to being a positive presence in the Central City CRA district. This includes not only transforming the property into a modern, functional, and sustainable facility but also creating new employment opportunities and contributing meaningfully to the ongoing revitalization of the area.

Art of Tea, LLC, was founded in 2004 by Steve Schwartz, from a passion for wellness, Ayurveda, alternative medicines and the ancient ritual of tea. Since its inception in Los Angeles, the company has grown from a small startup into an internationally recognized brand known for its handcrafted organic and specialty teas. Art of Tea products are distributed to luxury hotels, high-end restaurants, spas, as well as to individual customers throughout the United States and abroad.

The Developer has selected Fort Lauderdale as the location for its East Coast hub, a strategic decision aimed at enhancing national distribution capabilities. The recent purchase of the property at 900 NE 13th Street will allow the company to consolidate retail, warehousing, and operational functions in one location. This expansion will enable improved shipping efficiency and reduced freight costs for East Coast and Caribbean clients, better fulfillment and logistics infrastructure; the creation of local employment opportunities; and long-term contributions to the Central City CRA district's revitalization goals.

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The project is consistent with the Central City Community Redevelopment Plan, which identifies neighborhoods within the CRA to be revitalized and redeveloped. This area of the city has the potential to serve as a major source of investment and employment for the surrounding community. The CRA Plan identifies strategic objectives, goals and measurements that include targeting and attracting businesses, retail uses and industries to establish a presence in the redevelopment area and create jobs for area residents. In addition, it calls for investing in development projects that create job opportunities for area residents, promote public private partnerships and investment in the redevelopment area.

CONSISTENCY WITH CENTRAL CITY CRA COMMUNITY REDEVELOPMENT PLAN

The Central City CRA Community Redevelopment Plan is designed, in part, to stimulate private development of areas planned for commercial development. The project is consistent with the Central City CRA Community Redevelopment Plan which provides for physical improvements to enhance the overall environment, improve the quality of life and attract sound business and commercial development that provide employment and job opportunity.

RECOMMENDATION

Central City Community Redevelopment Agency staff recommends funding of this project from the Central City CRA Property and Business Improvement Program not to exceed \$425,000, and from the Commercial Façade Program, not to exceed \$125,000, for the build-out of The Art of Tea, LLC. There are sufficient funds available in this fiscal year to encumber funds for the PBIP and CFIP programs.

Attachments

- Exhibit A: Location Map
- Exhibit B: Broward County Property Appraiser Information and Photos
- Exhibit C: Architectural Plans and Renderings of Proposed Build Out
- Exhibit D: CRA Application and Supplemental Responses
- Exhibit E: Sunbiz Information and Articles of Organization
- Exhibit F: Contractor Quote
- Exhibit G: Cost and Funding Breakdown

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EXHIBIT A - Area Map





EXHIBIT B - BCPA Information

Site Address	900 NE 13 STREET, FORT LAUDERDALE FL 33304	ID #	4942 34 03 0620
Property Owner	FORT YNES LLC	Millage	0312
Mailing Address	57 C1 BOCA RATON FL 33433	Use	48-01
Abbr Legal Description	PROGRESSO 2-18 D LOT 7 LESS S 5.26, LOTS 8 THRU 13, LOT 14 LESS N 15 FOR RD, ALL IN BLK 109		

The just values displayed below were set in compliance with Sec. 193.011, Fla. Stat., and include a reduction for costs of sale and other adjustments required by Sec. 193.011(8).

* 2025 values are considered "working values" and are subject to change.

Year	Land	Building / Improvement	Just / Market Value	Assessed / SOH Value	Tax
2025*	\$343,730	\$3,030,690	\$3,374,420	\$2,363,370	
2024	\$297,900	\$1,850,620	\$2,148,520	\$2,148,520	\$44,405.11
2023	\$229,150	\$2,235,810	\$2,464,960	\$2,464,960	\$50,821.97

2025* Exemptions and Taxable Values by Taxing Authority				
	County	School Board	Municipal	Independent
Just Value	\$3,374,420	\$3,374,420	\$3,374,420	\$3,374,420
Portability	0	0	0	0
Assessed/SOH	\$2,363,370	\$3,374,420	\$2,363,370	\$2,363,370
Homestead	0	0	0	0
Add. Homestead	0	0	0	0
Wid/Vet/Dis	0	0	0	0
Senior	0	0	0	0
Exempt Type	0	0	0	0
Taxable	\$2,363,370	\$3,374,420	\$2,363,370	\$2,363,370

Sales History				Land Calculations		
Date	Type	Price	Book/Page or CIN	Price	Factor	Type
4/17/2025	SWD-Q	\$4,300,000	120179074	\$15.00	22,915	SF
12/20/2021	WD-Q	\$2,900,000	117821219			
2/25/2010	QCD-T	\$100	46919 / 1831			
6/5/2007	QCD-D	\$1,059,500	44235 / 1408			
7/16/2003	WD	\$700,000	35637 / 1033			
				Adj. Bldg. S.F. (Card, Sketch) 14838		
				Eff./Act. Year Built: 1980/1962		

Special Assessments								
Fire	Garb	Light	Drain	Impr	Safe	Storm	Clean	Misc
03						F2		
W								
14838						22915		

EXHIBIT B - BCPA Information



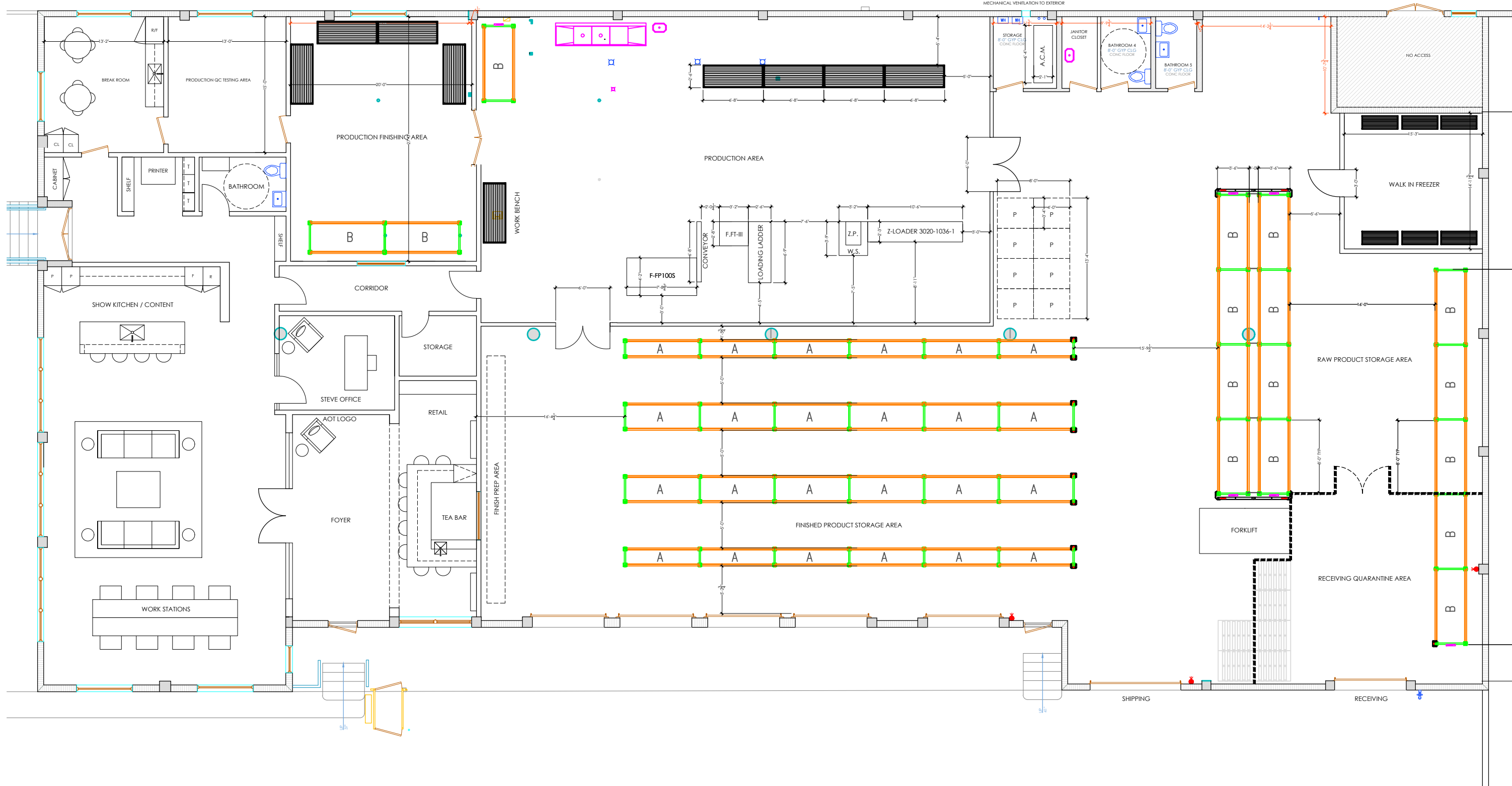
EXHIBIT B - BCPA Information



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EXHIBIT C - Architectural Plans and Rendering



AOT FLORIDA WAREHOUSE

900 NE 13TH STREET FORT LAUDERDALE, FL

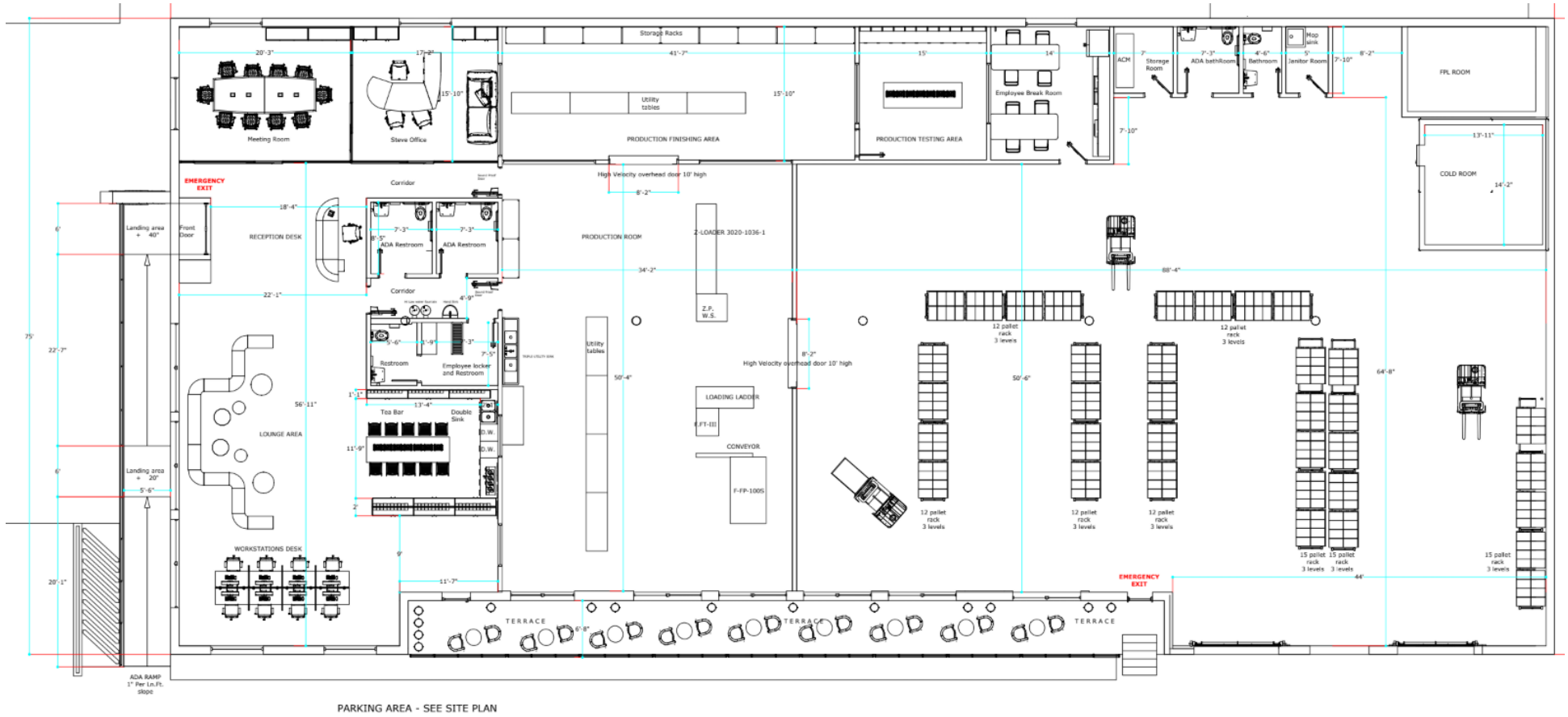
10.01.2025 CCRAB REGULAR MEETING

FLOOR PLAN - OPT A

SCALE: 3/32" = 1'-0"

7/9/25

EXHIBIT C - Architectural Plans and Rendering



ART OF TEA FORT LAUDERDALE
PROPOSED FLOOR PLAN

EXHIBIT C - Architectural Plans and Rendering



EXHIBIT C - Architectural Plans and Rendering



EXHIBIT C - Architectural Plans and Rendering



EXHIBIT C - Architectural Plans and Rendering



EXHIBIT C - Architectural Plans and Rendering



EXHIBIT C - Architectural Plans and Rendering



EXHIBIT C - Architectural Plans and Rendering



EXHIBIT C - Architectural Plans and Rendering



CITY OF FORT LAUDERDALE
Community Redevelopment Agency



APPLICATION FOR CRA FUNDING ASSISTANCE

EXHIBIT D - CRA Application - Supplemental Responses

Name of Principal Owner in Charge		Tel. No.	E-Mail Address
Primary Contact for this CRA Request Steve Schwartz		Tel. No. 213-493-6513	E-Mail Address Steve@artoftea.com
Name of Business		Tax I.D. No.	Company Website
Business Address		Tel. No.	Fax No.
City		State	Zip Code
Commencement Date to Begin Project: _____		<u>JOB INFORMATION</u>	
Completion Date for Project: _____			
Check Appropriate Description	Project Type	Facility Description	
↑ Existing Business <input type="checkbox"/>	↑ Expansion <input type="checkbox"/>	Existing Space _____ sq. ft.	
↑ New Business <input checked="" type="checkbox"/>	↑ Relocation <input type="checkbox"/>	New Space _____ sq. ft.	
NAICS Code / Industry Type	Date of Incorporation	State where the business was incorporated	
Proposed Project Location/City		Proposed Address	
Property Control Number(s)		Property Owner	
Owner Tel. No. (include Area Code)	Is there a lien on the property? ↑ Yes ↑ No		
Bank(s) Where Business Accounts for Projects Are Held			
1.		2.	
Name of Participating Bank/Lender			
Amount	Contact Person	Tel. No. (include Area Code)	Fax No. (include Area Code)
\$			
Name of Other Financial Source			
Amount	Contact Person	Tel. No. (include Area Code)	Fax No. (include Area Code)
\$			
Name of Other Financial Source			
Amount	Contact Person	Tel. No. (include Area Code)	Fax No. (include Area Code)
\$			
Name of Other Financial Source			
Amount	Contact Person	Tel. No. (include Area Code)	Fax No. (include Area Code)
\$			
Project Purpose and Economic Impact Art of Tea, a leading importer and purveyor of premium organic teas based in Los Angeles, is expanding its operations to Fort Lauderdale through the development of a new warehouse and office facility. This strategic move supports our continued national growth and positions Fort Lauderdale as a key hub in our supply chain and customer fulfillment operations. The new facility will not only increase logistical efficiency on the East Coast but also bring our signature blend of wellness, sustainability, and innovation to a broader audience. The Fort Lauderdale expansion represents a significant investment in infrastructure, workforce development, and long-term economic engagement in the region. Art of Tea is committed to being a long-term partner in Fort Lauderdale's continued economic vitality—bringing not only jobs and investment, but also a deeper sense of purpose, wellness, and community to the region.			

NOTE 1: If the project receives funds via another City, County, Federal or State program which also requires job creation/retention, the jobs created/retained for those programs must be in addition to the jobs required under this program.

NOTE 2: If project includes the purchase of equipment using CRA funds, then there must not be another UCC filing for the equipment.

EXHIBIT D - CRA Application - Supplemental Responses

Management: Owners, partners, officers, all holders of outstanding stock — 100% of ownership must be shown (*use separate sheet if necessary*).

Name	Complete Address	% Owned	From	To
Name	Complete Address	% Owned	From	To
Name	Complete Address	% Owned	From	To
Name	Complete Address	% Owned	From	To
Name	Complete Address	% Owned	From	To

PROJECT/ACTIVITY COST SUMMARY	
1. Please state the overall project cost:	\$ _____
2. Please state the overall project costs related to the CRA's assisted activity?	\$ _____
3. Please indicate the sources and uses of funds for the project on the following table.	

Project Source(s) of Funding	Amount	Rate	Term
Bank Loan (specify)			
City funds			
CRA funds			
Company's current cash assets			
Owner equity (specify)			
Other (specify)			
Other (specify)			
Other (specify)			
Total Sources			
Select the Use(s) of Funds and the Amount Need for Each	Sources of Funds (Yes or No)	Amount	
Land Acquisition			
Real Property Acquisition			
Utility and road infrastructure improvements			
New construction of commercial and industrial buildings			
Rehabilitation of commercial and industrial buildings			
Purchase and installation of equipment and fixtures			
Other (specify)			
Other (specify)			
Other (specify)			
Total Uses			

NOTE 3: Other "uses" include Architectural/Engineering Fees, Application Fees, Permit Fees Impact Fees

EXHIBIT D - CRA Application - Supplemental Responses

BUSINESS INDEBTEDNESS: Furnish the following information on all outstanding installment debts, code and other liens, notes and mortgages payable that relate to this project. The present balances should agree with the latest balance sheet submitted (*use a separate sheet if necessary*).

To Whom Payable	Original Amount	Original Date	Present Balance	Rate of Interest	Maturity Date	Monthly Payment
Name: _____	\$		\$	% 6.25%		\$
Name: _____	\$ 1,758,000		\$	% 6.376%		\$
Name: _____	\$		\$	%		\$
Name: _____	\$		\$	%		\$
Name: _____	\$		\$	%		\$

THE FOLLOWING ITEMS MUST BE COMPLETED AND SUBMITTED WITH YOUR APPLICATION

1. A business plan which describes the company mission, market analysis, applicant capacity, economic analysis and project feasibility, a brief history and description of the company (*including the founding of the company*), overview of operations, product information, customer base, method and areas of distribution, primary competitors and suppliers within the County.
2. A list of general and limited partners, officers, directors and shareholders of the company. Please provide a resume for all the principals and key management.
3. Corporate income tax returns for the last three years (*personal returns may also be requested*).
4. Two separate lists that detail the existing jobs on your payroll and the new jobs to be created (*within the list please provide the job title of each position, a brief description of each position, annual salary for existing and new positions and the industry average salary for those positions*).
5. If machinery and equipment are being purchased with CRA funds, provide a list of all the items to be purchased, with quotes on vendor's letterhead. Include a statement from the manufacturer, attesting to the economic life of the equipment.
6. If business is a franchise, include a copy of the franchise agreement;
7. Bank Commitment Letter detailing the conditions of the loan approval.
8. Copy of IRS determination letter as a non-profit organization (*required for all non-profit organizations only*).
9. Signed copy of resolution or minutes from the meeting of the governing body authorizing submission of the application (*required for all non-profit organizations only*).
10. Articles of Incorporation or Division of Corporations information identifying authorized signatories
11. Copy of the Property Deed (*if the applicant is the owner*)
12. Copy of By-Laws (*required for all non-profit organizations only*).
13. Please sign and submit *Statement of Personal History and Credit Check Release* (as attached).
14. If project involves construction, please provide a minimum of two (2) detailed cost estimates prepared by Architect/Engineer and/or General Contractor, preliminary plans and specifications, Architectural Illustration and photos of existing conditions.
15. Attach a street map showing the location of the proposed project, Property Folio number and Legal Description.
16. Preliminary Project Schedule.

The following items are also needed, if your funding request is \$500,000 or more

(not applicable for Commercial Façade, Streetscape Enhancement and Property and Business Improvement Incentive requests)

17. CPA audited corporate financial statements for the last three years (*Profit and Loss Statement and a Balance Sheet*).
18. If the most recent business return and/or financial statement is more sixty (60) days old, please submit a current Interim Financial Statement.
19. Three year financial pro formas which include operating statements, balance sheets, funding sources, and use details.
20. Ten year revenue and expense projection for the project
21. Copy of sales/purchase agreement when purchasing land or a building (*or an executed lease if applicable*).
22. Provide details regarding any credit issues, bankruptcies and lawsuits by any principal, owning 20% or more of the business.
23. The names of all affiliates and/or subsidiary companies, and their previous three (3) years financial statements and Interim Financial Statements if the financial statements are more than sixty (60) days old.
24. Letter from the Department of Sustainable Development (DSD) approving the proposed project with zoning and land use designations, and Plan Development Review number and comments.
25. Identification and qualifications of project development team (*i.e., attorney, engineer, architect, general contractor, etc.*).

EXHIBIT D - CRA Application - Supplemental Responses

- 26. Current Broward County Assessed Value, new capital investment dollars and total estimated new assessment when completed and placed into service.
- 27. Existing Leases, Lease commitments and tenant makeup *(if applicable)*.
- 28. Copy of Environmental Report showing there are no Environmental issues *(if applicable)*.
- 29. Copy of Appraisal Report *(if applicable)*.

THE FOLLOWING ITEMS ARE REQUIRED AFTER CRA BOARD APPROVAL AND PRIOR TO EXECUTION OF AN AGREEMENT AND RELEASE OF FUNDS

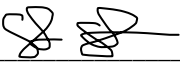
- 30. Evidence that all funds are in-place to fully fund the project.
- 31. A copy of the City approved project plans, contract with General Contractor and permits (Prior to Release of Funds)
- 32. Scope of work and all project costs
- 33. Copies of Insurance Certificates (Builders Risk/All Risk Policy, Commercial General Liability, Workers Compensation with the City of Fort Lauderdale and the Fort Lauderdale CRA listed as Additional Insured.

APPLICANTS CERTIFICATION

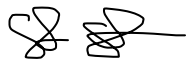
By my signature, I certify that I have read and understand the application, criteria, loan fees and program requirements. I further certify that all the information I (we) supplied is correct and accurate. All of the owners of the company/organization *(regardless of ownership percentage)* are aware of this loan and are in full agreement with the business securing financing for this project. My (our) signature(s) represent my (our) agreement to comply with City of Fort Lauderdale Community Redevelopment Agency, as it relates to this CRA funding request.

Each Proprietor, General Partner, Limited Partner and Business Owner, owning 20% or more must sign below. For all Non-Profit Organizations, all guarantors must be approved by City of Fort Lauderdale Community Redevelopment Agency.

Business Name: _____

By:  _____
 Signature and Title Date

Guarantors:

 _____
 Signature and Title Date

 Signature and Title Date

 Signature and Title Date

 Signature and Title Date

 Signature and Title Date

EXHIBIT D - CRA Application - Supplemental Responses

**Central City Area
Community Redevelopment Agency**

PERSONAL HISTORY STATEMENT

PLEASE READ CAREFULLY - PRINT OR TYPE

Each Proprietor (if a Sole Proprietorship), General Partner (if Partnership), Limited Partner (if Partnership), Officer, Director and Business Owner (owning 20% or more of the business), must complete a Personal History Statement. For all Non-Profit Organizations, all guarantors must complete this form and be approved as guarantors by the City of Fort Lauderdale Community Redevelopment Agency.

Applicant/Business Name: _____	Participating Bank/Lender: _____
City: _____ State: _____ Zip: _____	City: _____ State: _____ Zip: _____

Personal Statement of (if you do not have a middle name, put NMN):

First Name: _____ Middle: _____ Last: _____

Social Security No.: _____ Date of Birth: _____ Place of Birth: _____

Present Address: _____ City: _____ State: _____ Zip: _____ From: _____ To: _____	Previous Address: _____ <i>(needed if in present address less than 5 years)</i> City: _____ State: _____ Zip: _____ From: _____ To: _____
Loan Requested from CRA: \$ _____	Are you a U.S. Citizen: <input type="checkbox"/> YES <input type="checkbox"/> NO
Loan Request from Bank(s): \$ _____	If NO, are you a Lawful Permanent Resident Alien: <input type="checkbox"/> YES <input type="checkbox"/> NO
Percentage of Company Ownership: _____%	Alien Registration Number: _____

IT IS IMPORTANT THAT THE NEXT THREE (3) QUESTIONS BE ANSWERED COMPLETELY. AN ARREST OR CONVICTION RECORD WILL NOT NECESSARILY DISQUALIFY YOU. HOWEVER, AN UNTRUTHFUL ANSWER WILL CAUSE YOUR APPLICATION TO BE DENIED.

IF YOU ANSWER "YES" TO ANY OF THE QUESTIONS BELOW, PLEASE FURNISH DETAILS ON A SEPARATE SHEET. INCLUDE DATES, LOCATION, FINES, SENTENCES, WHETHER MISDEMEANOR OR FELONY, DATES OF PAROLE/PROBATION, UNPAID FINES OR PENALTIES, NAME(S) UNDER WHICH CHARGED, AND ANY OTHER PERTINENT INFORMATION.

1. Are you presently under indictment, on parole or probation? YES NO
(If YES, indicate the date parole or probation is to expire) _____
2. Have you ever been charged with and/or arrested for any criminal offense other than a minor motor vehicle violation? Include offenses which have been dismissed, discharged, or not prosecuted. YES NO
3. Have you ever been convicted, placed on pretrial diversion, or placed on any form of probation, including adjudication withheld pending probation, for any criminal offense other than a minor vehicle violation? YES NO

I hereby authorize the City of Fort Lauderdale to request criminal record information about me from the criminal justice agencies for the purpose of determining my eligibility.

Signature	Title	Date 7/25/2025
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***ORIGINAL SIGNATURES REQUIRED**

EXHIBIT D - CRA Application - Supplemental Responses

Central City Area
Community Redevelopment Agency

CREDIT CHECK RELEASE FORM

I authorize the City of Fort Lauderdale Community Redevelopment Agency to obtain such information (from any source necessary), as the City/CRA may require concerning statements made in the application for the CRA funding (including but not limited to, obtaining a copy of my credit report, current loan status reports and financial information from the Participating Bank/Lender).

PLEASE NOTE: Each Proprietor (if a Sole Proprietorship), General Partner (if Partnership), Limited Partner (if Partnership), Officer, Director and Business Owner (owning 20% or more of the business), must complete this Credit Check Release Form. For all Non-Profit Organizations, all guarantors must complete this form and be approved as guarantors by the City of Fort Lauderdale Community Redevelopment Agency.

First Name: _____ Middle: _____ Last: _____

Social Security No.: _____ Date of Birth: _____

Driver's License (State and Number): _____

Home/Cellular Phone No.: _____ Office No.: 213-493-6513

Current Home Address (PO Boxes not accepted): _____

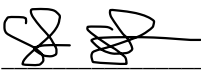
City: _____ State: _____ Zip Code: _____

Employer: _____

Employer Address: _____

City: _____ State: _____ Zip Code: _____

Company Phone No.: _____ Other No.: _____

Signature:  _____

Date: _____

***ORIGINAL SIGNATURES REQUIRED**

**Central City Area
Community Redevelopment Agency**

**APPLICATION REQUEST
SUPPLEMENTAL INFORMATION**

CRA Incentive Programs

Please select the incentive(s) you are applying for and insert the amount of funding assistance you are seeking:

<input type="checkbox"/> COMMERCIAL FAÇADE IMPROVEMENT PROGRAM	\$ _____
<input type="checkbox"/> PROPERTY AND BUSINESS IMPROVEMENT PROGRAM	\$ _____
<input type="checkbox"/> STREETSCAPE ENHANCEMENT PROGRAM	\$ _____
<input type="checkbox"/> DEVELOPMENT INCENTIVE PROGRAM	\$ _____
<input type="checkbox"/> PROPERTY TAX REIMBURSEMENT PROGRAM	\$ _____

Please provide a supplement sheet responding to the following numbered questions:

1. Please describe your project.
2. What is the address, folio number and legal description of the property.
3. What is the existing and proposed use of the property? Please note that certain uses are not eligible for CRA assistance. This includes convenience stores, pawn shops, check cashing stores, tattoo parlors, massage parlors, liquor stores and other uses as may be determined by the CRA that are inconsistent with the CRA Community Redevelopment Plan. Please note that there will be restrictive covenants placed on the property for minimum of 5 years restricting use of the property to only those uses for which CRA funding was provided.
4. Are the proposed improvements to the property being made on behalf of a proposed tenant for the property. If so, please provide a copy of the lease agreement.
5. What is the zoning of the property?
6. Are you the property owner? Please provide a copy of the deed of the property. You must be the owner of the property to apply.
7. Is your project new construction or is it renovation?
8. What is the total capital investment of your project and what is your hard construction and soft cost? (While property acquisition cost is not an eligible CRA expense, it may be included in your total capital investment)
9. What is the current Broward County Assessed Value of the property?
10. Is there a mortgage on the property? Please provide OR Book and Page. Please note that CRA funding is in the form of a 0% interest forgivable loan, forgiven after 5 year of project completion secured by a first

EXHIBIT D - CRA Application - Supplemental Responses

mortgage or subordinate mortgage on the property. Projects receiving over \$225,000 in CRA assistance will be secured by a forgivable loan forgiven after 7 years to 10 years depending on the level of CRA funding. Other forms of security in lieu of a forgivable mortgage will be considered on a case by case basis.

11. Are there any other liens or pending liens on the property? Please provide OR Book and Page.
12. Are there any code violations on the property? Identify.
13. Is the property listed "For Sale." Please note that properties listed for sale may not apply for CRA program funding.
14. How many new permanent jobs will be created by the project? Please describe the jobs to be created and projected salaries.
15. What is the estimated construction commencement date of the project? Please note that no work is to commence on the project unless a Program Agreement is approved and fully executed between the CRA and the property owner and that work must commence within 90 days of CRA funding approval.
16. What is the estimated completion date of the project? Please note that all approved projects must be completed within a maximum of three (3) years.
17. Please provide proof of your matching funds (i.e. bank statement, line of credit, etc.) and identify other proposed forms of financing for your project.
18. Do you have general liability and fire and casualty insurance on the property? You will be required to demonstrate proof of insurance and may include bonding requirements as required by the City/CRA prior to commencement of work. The cost of insurance may be included as part of your total project cost funded by the program.
19. Have you previously received funding from the CRA? Explain.

If you are applying for funding from the Commercial Façade Improvement Program, Property & Business Improvement Program and/or Streetscape Enhancement Program, please also complete the following:

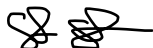
20. Do you have a detailed scope of work? If so, please include for CRA review and approval.
21. Do you have completed architectural drawings for the scope of work to be performed? Please include along with architectural illustration(s) of the proposed work, material specifications, color selections, etc. Please note that architectural cost may be included as part of your total project cost.
22. Have your project plans been submitted for City Development Review and/or permitting and if so what are the status of the plans and the plan review number? All work must be permitted and approved by the Building Official.
23. Do you have detailed, written contractor cost estimates? If so, please provide.
24. Have you selected a contractor from the attached City/CRA Approved Contractor List? Please note if your contractor is not on the City/CRA approved list, it may be possible to have your contractor become an approved CRA Contractor. He/She will need to complete the attached Contractor Application for consideration.
25. If you are applying for the Façade Program or Property and Business investment Program, and if you are not using a City /CRA Approved Contractor, you must secure two detailed licensed and insured contractor cost estimates and CRA funding is limited to 60% of the lowest cost estimate not to exceed \$50,000 which can only be funded on a reimbursement basis, rather than a direct payment to the contractor. In addition, all

EXHIBIT D - CRA Application - Supplemental Responses

projects over \$50,000 may be assigned a CRA Construction Review Specialist who will determine the scope of work to be funded and will secure contractor pricing for the project, manage funding request and provide general project oversight.

26. For Streetscape Enhancement Program projects, see additional requirements for projects in excess of \$300,000 as required by Florida Statute 255.20.

I _____ attest that the information is correct to the best of my knowledge. I further understand that the CRA program benefits are contingent upon funding availability and CRA approval and are not to be construed as an entitlement or right of a property owner/applicant. I further understand that I am responsible for providing all documentation required by The CRA.



Signature of Property Owner or Business Owner

Print Name

EXHIBIT D - CRA Application - Supplemental Responses

Project Purpose and Economic Impact: We recently purchased the building at 900 NE 13th Street (Closed in April 2025 for \$4.25M), and are committed to significantly improving this building and the surrounding area, as well as to hire for new jobs for our business, Art of Tea LLC, once the work is complete. Art of Tea is an award-winning, LA-based organic tea company known for our handcrafted blends and sustainable sourcing. As we expand operations to Fort Lauderdale, we intend to fully renovate our newly purchased property and establish it as a flagship East Coast hub—supporting retail, warehouse, and operations under one roof.

We're excited about the opportunity to become part of the Fort Lauderdale community and are committed to being good neighbors, responsible stewards of the space, and active contributors to the Central City area's growth and revitalization.

A business plan which describes the company mission, market analysis, applicant capacity, economic analysis and project feasibility, a brief history and description of the company (including the founding of the company), overview of operations, product information, customer base, method and areas of distribution, primary competitors and suppliers within the County.

Founded in 2004 by Steve Schwartz, Art of Tea was born from a deep passion for wellness, Ayurveda, and the ancient ritual of tea. With a mission to create a health-driven, sustainable tea experience that connects people to the world through tea, the company has grown from a small Los Angeles startup into an internationally recognized brand. Art of Tea hand-blends organic and specialty teas, distributing to luxury hotels, restaurants, spas, and direct-to-consumer customers across the U.S. and globally. Our curated offerings include wellness blends, matcha, dessert teas, and botanicals—crafted with a focus on sustainability and ethical sourcing. The Fort Lauderdale expansion is a strategic move to enhance our national footprint, reduce East Coast shipping times, and support job creation. Our customer base ranges from consumers seeking wellness-driven products to high-end hospitality groups such as Disney, The Boca Raton Hotel, Gordon Ramsey, Google, and Wolfgang Puck. Distribution is currently executed via our LA headquarters and through e-commerce, wholesale, and third-party logistics networks. The Fort Lauderdale warehouse will enhance regional fulfillment capabilities and reduce freight costs to our east coast customers including major cruise lines like Princess Cruises and Holland America. Our competitors in the county include traditional tea and coffee distributors; however, few offer the same blend of premium quality, sustainability, and storytelling. We source directly from global farmers and suppliers with long-term relationships, ensuring consistent quality and ethical integrity. With over 20 years of profitable operations, deep industry experience, and strong brand equity, Art of Tea is well-positioned for successful expansion and long-term contribution to Broward County's economic landscape.

2. A list of general and limited partners, officers, directors and shareholders of the company. Please provide a resume for all the principals and key management.

Steve Schwartz, Founder & CEO
Resume - [Steve Bio & LinkedIn](#)

EXHIBIT D - CRA Application - Supplemental Responses

4. Two separate lists that detail the existing jobs on your payroll and the new jobs to be created (within the list please provide the job title of each position, a brief description of each position, annual salary for existing and new positions and the industry average salary for those positions).

Existing

Assistant Production Supervisor

Supports the Production Supervisor in managing day-to-day floor activities, ensuring team efficiency, product quality, and safety compliance. Assists in coordinating schedules, training staff, and maintaining production targets.

Assistant Production Manager

Assists the Production Manager in overseeing the entire production process. Works closely with team leads to implement workflows, troubleshoot issues, and ensure product consistency and timely output.

Production Assistant

Supports all aspects of the production process including weighing, blending, packaging, labeling, and cleaning. Maintains quality standards and follows safety protocols. Multiple positions available.

Account Manager and Trainer

Manages customer accounts with a focus on hospitality and wholesale partners. Trains clients and internal staff on product knowledge, service protocols, and best practices to ensure brand consistency and satisfaction.

Staff Accountant

Handles accounts payable/receivable, reconciliations, general ledger maintenance, and financial reporting. Supports month-end closing and audit preparation.

Owner

Founder and visionary of Art of Tea. Oversees company mission, strategic direction, culture, and growth while supporting executive leadership and key partnerships.

Retail Shipping

Packs and ships direct-to-consumer retail orders with accuracy and care. Maintains packing stations and inventory accuracy while meeting daily shipping deadlines.

Shipping Manager

Oversees all outbound shipments including retail, wholesale, and Amazon orders. Manages a team of shippers and coordinates logistics to meet delivery timelines.

Manager of First Impressions

The Manager of First Impressions is the voice of the company, ensuring every Customer

EXHIBIT D - CRA Application - Supplemental Responses

receives a warm, professional, and helpful experience. This role supports customer service strategy, and leads the team responsible for setting the tone of all first interactions.

Chief Operating Officer (COO)

Leads cross-departmental operations, aligning strategic initiatives with execution. Oversees production, supply chain, HR, and logistics to ensure operational excellence.

Senior Supply Chain Manager

Manages end-to-end supply chain activities including procurement, logistics, inventory planning, and vendor relationships. Ensures timely, cost-effective sourcing of materials.

QA (Quality Assurance)/QC (Quality Control)

Implements and monitors quality systems to ensure compliance with food safety and product standards. Conducts inspections, audits, and process improvements.

Operations Assistant / AP

Provides operational and administrative support across departments. Manages accounts payable and assists with vendor communications, data entry, and document control.

Operations Manager

Oversees daily operations including production, logistics, and facility management. Ensures smooth workflow, cost efficiency, and cross-team collaboration.

Senior E-Commerce Manager (Retail.com)

Drives strategy and execution for Art of Tea's direct-to-consumer channels. Manages site optimization, digital campaigns, merchandising, and customer acquisition/retention.

Hospitality Sales Manager

Leads B2B sales initiatives in the hospitality sector. Develops and nurtures relationships with hotels, restaurants, and spas while identifying growth opportunities.

Production/Amazon

Focuses on production and fulfillment of Amazon-specific orders. Ensures compliance with Amazon's packaging and shipping standards.

Customer Relations Specialist

Delivers exceptional service across channels by responding to inquiries, resolving issues, and maintaining customer satisfaction. Acts as a brand ambassador.

National Sales Manager

Develops and executes national sales strategies to drive growth across retail, hospitality, and e-commerce channels. Manages regional reps and key accounts.

Office Manager

Manages office operations, facilities, and administrative functions. Supports HR and finance teams with scheduling, documentation, and team coordination.

EXHIBIT D - CRA Application - Supplemental Responses

Legal Counsel

Provides legal advice on contracts, compliance, trademarks, partnerships, and risk management. Works with leadership on strategic legal matters.

Marketing Coordinator

Supports marketing campaigns, social media, and content creation. Assists with brand initiatives, email marketing, and event planning.

Shipping Warehouse Assistant

Assists with warehouse organization, packing, and shipping. Prepares orders, stocks shelves, and helps maintain cleanliness and order accuracy.

Executive Assistant

Provides high-level administrative support to executives. Manages calendars, travel, communications, and special projects.

Sales Support Coordinator

Supports the sales team with administrative tasks, CRM updates, order entry, and client communications. Ensures timely follow-up and accurate reporting.

Lifecycle & Content Marketing Coordinator

Manages customer lifecycle communications and content marketing initiatives. Develops email flows, blog content, and promotional messaging to drive engagement.

Business Development

Identifies and develops new business opportunities across channels. Researches trends, negotiates deals, and builds partnerships to support company growth.

New Jobs - Operations Manager, Shipping Manager, 2 Production Assistants, Account Manager, Marketing Manager, Business Development.

Operations Manager

Oversees daily operations including production, logistics, and facility management. Ensures smooth workflow, cost efficiency, and cross-team collaboration.

Shipping Manager

Oversees all outbound shipments including retail, wholesale, and Amazon orders. Manages a team of shippers and coordinates logistics to meet delivery timelines.

Production Assistant

Supports all aspects of the production process including weighing, blending, packaging, labeling, and cleaning. Maintains quality standards and follows safety protocols. Multiple positions available.

EXHIBIT D - CRA Application - Supplemental Responses

Account Manager and Trainer

Manages customer accounts with a focus on hospitality and wholesale partners. Trains clients and internal staff on product knowledge, service protocols, and best practices to ensure brand consistency and satisfaction.

Business Development

Identifies and develops new business opportunities across channels. Researches trends, negotiates deals, and builds partnerships to support company growth.

Marketing Coordinator

Drives marketing campaigns, social media, and content creation. Oversees brand initiatives, email marketing, partnerships, paid media, and event planning.

Statement of Personal History

Steve Schwartz is a best-selling author, Master Tea Blender, and the Founder of Art of Tea, an award-winning tea purveyor based in Los Angeles. At Art of Tea, Steve applies his background in Ayurveda, initially cultivated during his time studying at the Ayurvedic Institute in New Mexico, to create award-winning blends that showcase his passion for the alchemy of combining herbs and botanicals.

Schwartz was originally drawn to the field after his mom died of cancer when he was 19 years old. He became fascinated with Eastern and preventative medicine as an alternative to Western medicine that failed to save his mom. Following his tenure at the Ayurvedic Institute, Schwartz traveled the world to meet with farmers in Asia, India, Africa, and the Middle East to broaden his knowledge of tea and learn how climate and terroir impact its expression and flavor. While he didn't initially plan to start a tea company, after settling back in his hometown of Los Angeles, he began experimenting with blending different teas and botanicals in his living room. He developed an underground following and started making custom formulations for chefs such as Wolfgang Puck while teaching others the art of blending.

As his enthusiasm for blending teas grew, Schwartz began honing in on a vision for the company that would become Art of Tea. He immersed himself in learning about entrepreneurship, initially through CDs on marketing & business strategy that he would listen to while traveling and driving to and from tastings. He took the leap to found Art of Tea in 2004 and has since grown the company from a small-scale operation in his living room to a world-renowned brand with a warehouse in Monterey Park, just outside Downtown Los Angeles.

Steve's passion for tea and ability to hand-craft the finest teas and botanicals has led to relationships with brands, acclaimed chefs, and restaurants such as Google, Vera Wang, #Slack, The Peninsula Hotels, Huntington Gardens, Wolfgang Puck, Adam Perry Lang, Rustic Canyon Group, Craft Los Angeles and more.

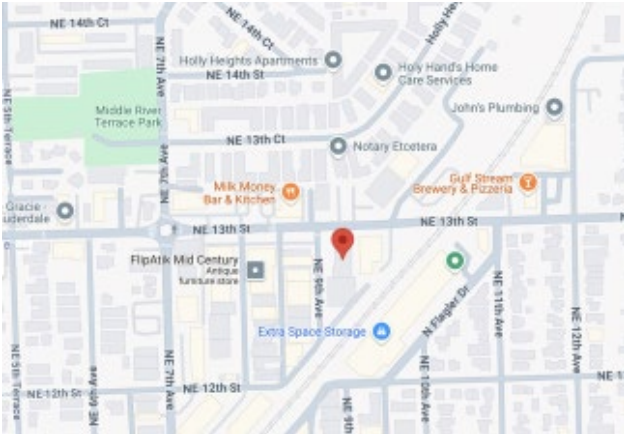
EXHIBIT D - CRA Application - Supplemental Responses

Existing Conditions:

<https://www.dropbox.com/scl/fo/db28l2eqbahsnm4kye0ny/AGFVlu5fUvg4rmmODTGWZ2Y?rlkey=i8fi10ll1nmlI5qt7dq7snh79&st=ay1cy9bd&dl=0>

15. Attach a street map showing the location of the proposed project, Property Folio number and Legal Description.

Street Map:



Folio Number: 49-42-34-03-0620

Legal Description: Lot 7, less the South 5.26 feet thereof; Lots 8 through 13 inclusive, and Lot 14; Less the North 15.00 feet thereof for road right of way; Together with the West 1/2 of the vacated alley, as set forth in that certain City of Fort Lauderdale, Florida Ordinance No. C-86-101, recorded in Official Records Book 13946, Page 98, of the Public Records of Broward County, Florida, abutting the aforesaid Lots, Block 109, PROGRESSO, according to the plat thereof, as recorded in Plat Book 2, Page 18, of the former Public Records of Miami-Dade County, Florida; Said lands now situate and being in Broward County, Florida.

16. Preliminary Project Schedule.

Design Discussions: April 2025 - Now

Submit permit process: Aug 1, 2025 - September 2025

Begin Demolition & Buildout: October 2025

Finalize: Early Jan/Feb 2026

1. Please describe your project. **(MATT GOODWIN)**

Renovate office, Warehouse, and production facility to be able to produce teas for the hospitality and DTC markets for SoFlo and East Coast.

The existing building is comprised of an existing warehouse and office. Art of Tea is going to demolish the existing interiors and ancillary spaces, and reconfigure it to

EXHIBIT D - CRA Application - Supplemental Responses

become a space for warehousing, production, quality control, office and client meeting spaces. This space will be the east coast flagship for Art of Tea including it's operations and client meeting. The renovation work will include new framing, sheetrock, painting, bathrooms, plumbing, electrical, heating and cooling systems, ventilation systems, millwork, lighting, specialized equipment including 3 compartment sinks, hand wash sinks, air compressors, art of tea production equipment and tables, storage racks, amongst other production and warehouse related items.

2. What is the address, folio number and legal description of the property.

Address: 900 NE 13th Street Fort Lauderdale, FL 33304

Folio Number: 49-42-34-03-0620

Legal Description: Lot 7, less the South 5.26 feet thereof; Lots 8 through 13 inclusive, and Lot 14; Less the North 15.00 feet thereof for road right of way; Together with the West 1/2 of the vacated alley, as set forth in that certain City of Fort Lauderdale, Florida Ordinance No. C-86-101, recorded in Official Records Book 13946, Page 98, of the Public Records of Broward County, Florida, abutting the aforesaid Lots, Block 109, PROGRESSO, according to the plat thereof, as recorded in Plat Book 2, Page 18, of the former Public Records of Miami-Dade County, Florida; Said lands now situate and being in Broward County, Florida.

3. What is the existing and proposed use of the property?

We recently purchased the commercial warehouse & office space at 900 NE 13th Street (Closed in April 2025 for \$4.25M), and are committed to significantly improving this building and the surrounding area, as well as to hire for new jobs for our business, Art of Tea LLC, once the work is complete. Art of Tea is an award-winning, LA-based organic tea company known for our handcrafted blends and sustainable sourcing. As we expand operations to Fort Lauderdale, we intend to fully renovate our newly purchased property in two phases, and establish it as a flagship East Coast hub—supporting retail, warehouse, and operations under one roof.

4. Are the proposed improvements to the property being made on behalf of a proposed tenant for the property. If so, please provide a copy of the lease agreement.

Our entity that purchased the building, Fort Ynes LLC, will be leasing the building to Art of Tea LLC, and Art of Tea LLC will be responsible for rent and other expenses.

5. What is the zoning of the property? B-3

7. Is your project new construction or is it renovation? Renovation

What is the current Broward County Assessed Value of the property?

EXHIBIT D - CRA Application - Supplemental Responses



Site Address	900 NE 13 STREET, FORT LAUDERDALE FL 33304	ID #	4942 34 03 0620
Property Owner	BAYSHORE GROVE LLC	Millage	0312
Mailing Address	7950 SW 68 TER MIAMI FL 33143	Use	48-01
Abbr Legal Description	PROGRESSO 2-18 D LOT 7 LESS S 5.26, LOTS 8 THRU 13, LOT 14 LESS N 15 FOR RD, ALL IN BLK 109		

The just values displayed below were set in compliance with [Sec. 193.011](#), Fla. Stat., and include a reduction for costs of sale and other adjustments required by [Sec. 193.011\(8\)](#).

* 2025 values are considered "working values" and are subject to change.					
Property Assessment Values					
Year	Land	Building / Improvement	Just / Market Value	Assessed / SOH Value	Tax
2025*	\$297,900	\$2,314,060	\$2,611,960	\$2,363,370	
2024	\$297,900	\$1,850,620	\$2,148,520	\$2,148,520	\$44,405.11
2023	\$229,150	\$2,235,810	\$2,464,960	\$2,464,960	\$50,821.97

10. Is there a mortgage on the property? Please provide OR Book and Page.

Yes there is a mortgage.

OR Book and Page

- **For the 1st mortgage**, it is - Instrument Number 120179075, Public Records of Broward County, Florida
- **For the 2nd mortgage**, it is Instrument Number 120179077, Public Records of Broward County, Florida

11. Are there any other liens or pending liens on the property? Please provide OR Book and Page. *No*

12. Are there any code violations on the property? Identify. *No*

13. Is the property listed "For Sale." Please note that properties listed for sale may not apply for CRA program funding.

No.

14. How many new permanent jobs will be created by the project? Please describe the jobs to be created and projected salaries. *7*

15. What is the estimated construction commencement date of the project? Please note that no work is to commence on the project unless a Program Agreement is approved and fully executed between the CRA and the property owner and that work must commence within 90 days of CRA funding approval. *September 15, 2025*

16. What is the estimated completion date of the project? Please note that all approved projects must be completed within a maximum of three (3) years.

EXHIBIT D - CRA Application - Supplemental Responses

February/March 2026

18. Do you have general liability and fire and casualty insurance on the property? You will be required to demonstrate proof of insurance and may include bonding requirements as required by the City/CRA prior to commencement of work. The cost of insurance may be included as part of your total project cost funded by the program.

Yes, we have commercial insurance - wind, hazard, and general liability for both entities = \$51.7K. Proof of Insurance uploaded in Serv-U.

19. Have you previously received funding from the CRA? Explain. No.

22. Have your project plans been submitted for City Development Review and/or permitting and if so what are the status of the plans and the plan review number? All work must be permitted and approved by the Building Official.

Not yet, but Arquigreen has collected paperwork to get approval on demolition.

EXHIBIT E - Sunbiz - Fort Ynes LLC and Articles of Organization



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Limited Liability Company
FORT YNES LLC

Filing Information

Document Number L25000096178
FEI/EIN Number NONE
Date Filed 02/25/2025
Effective Date 02/25/2025
State FL
Status ACTIVE

Principal Address

900 NE 13TH ST.
FORT LAUDERDALE, FL 33304

Mailing Address

21073 POWERLINE ROAD
SUITE 57 C1
BOCA RATON, FL 33433

Registered Agent Name & Address

SCHWARTZ, STEVEN N
21073 POWERLINE ROAD
SUITE 57 C1
BOCA RATON, FL 33433

Authorized Person(s) Detail

Name & Address

Title AMBR

SCHWARTZ, STEVEN N
21073 POWERLINE ROAD SUITE 57 C1
BOCA RATON, FL 33433

Annual Reports

No Annual Reports Filed

Document Images

[02/25/2025 -- Florida Limited Liability](#)

[View image in PDF format](#)

Florida Department of State, Division of Corporations

**Electronic Articles of Organization
For
Florida Limited Liability Company**

L25000096178
FILED 8:00 AM
February 25, 2025
Sec. Of State
wlawrence

Article I

The name of the Limited Liability Company is:

FORT YNES LLC

Article II

The street address of the principal office of the Limited Liability Company is:

900 NE 13TH ST.
FORT LAUDERDALE, FL. US 33304

The mailing address of the Limited Liability Company is:

21073 POWERLINE ROAD
SUITE 57 C1
BOCA RATON, FL. US 33433

Article III

The name and Florida street address of the registered agent is:

STEVEN N SCHWARTZ
21073 POWERLINE ROAD
SUITE 57 C1
BOCA RATON, FL. 33433

Having been named as registered agent and to accept service of process for the above stated limited liability company at the place designated in this certificate, I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relating to the proper and complete performance of my duties, and I am familiar with and accept the obligations of my position as registered agent.

Registered Agent Signature: STEVEN N SCHWARTZ

EXHIBIT E - Sunbiz - Fort Ynes LLC and Articles of Organization

Article IV

The name and address of person(s) authorized to manage LLC:

Title: AMBR
STEVEN N SCHWARTZ
21073 POWERLINE ROAD SUITE 57 C1
BOCA RATON, FL. 33433 US

L25000096178
FILED 8:00 AM
February 25, 2025
Sec. Of State
wlawrence

Article V

The effective date for this Limited Liability Company shall be:

02/25/2025

Signature of member or an authorized representative

Electronic Signature: STEVEN N SCHWARTZ

I am the member or authorized representative submitting these Articles of Organization and affirm that the facts stated herein are true. I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s.817.155, F.S. I understand the requirement to file an annual report between January 1st and May 1st in the calendar year following formation of the LLC and every year thereafter to maintain "active" status.

EXHIBIT F - Contractor Quote for Art of Tea



Arquigreen corp. 6130 NE 4th Ct, Miami, FL 33137. email: office@arquigreen.com CGC1511513 305-778-5961

9/29/2025

CONSTRUCTION PROPOSAL

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	project design and sign and sealed plans for city permits	\$89,500.00	\$89,500.00
3500	Drywall partition and framing in offices	\$58.00	\$203,000.00
3486	Drywall drop ceiling 15' height	\$42.50	\$148,155.00
12	Commercial Interior single doors 36x96	\$1,900.00	\$22,800.00
2	Double doors fire resistance	\$3,500.00	\$7,000.00
1	Exterior exit door, metal	\$1,950.00	\$1,950.00
24	Impact commercial doors fixed pane	\$5,500.00	\$132,000.00
1	Steve office side light window	\$2,500.00	\$2,500.00
1	demolition of existing office, and demolition of slab on grade for plumbing and miscellaneous	\$43,000.00	\$43,000.00
1	Plumbing including standard fixtures	\$127,500.00	\$127,500.00
1	electrical installation for new offices including wired network	\$170,000.00	\$170,000.00
1	Light fixtures (estimate)	\$45,000.00	\$45,000.00
1	AC conduits and difussers (not included new AC units)	\$59,500.00	\$59,500.00
1	Walk in cool room 14'x14'	\$24,500.00	\$24,500.00
3	Rooftop mounted 7 tons package AC units	\$25,000.00	\$75,000.00
3500	Office flooring	\$35.50	\$124,250.00
7599	Polish and selaing warehouse floors	\$21.00	\$159,579.00
1	painting	\$113,000.00	\$113,000.00
1	demolition of existing office, and demolition of slab on grade for plumbing and miscellaneous	\$39,000.00	\$39,000.00
125	Ln.Ft. of aluminum railing for Tea Terrace and ADA ramp	\$450.00	\$56,250.00
1	Structural Wall to receive Company sign	\$35,000.00	\$35,000.00
57	Exterior ADA compliant accesible ramp	\$800.00	\$45,600.00
8210	exterior parking hardscape	\$22.00	\$180,620.00
1	Landscaping, lawn sprinklers	\$28,000.00	\$28,000.00
	TOTAL		\$1,932,704.00

EXHIBIT G - Cost and Funding Breakdown

Art of Tea, LLC

Cost and Funding Breakdown

Item	Cost
Architectural and Preconstruction Costs	\$89,500.00
Drywall partition and framing in offices	203,000.00
Drywall drop ceiling (15' height)	148,155.00
Commercial Interior single doors 36x96	1,900.00
2 Double doors (fire resistant)	3,500.00
Exterior exit door (metal)	1,950.00
24 Impact commercial doors, fixed pane	5,500.00
Steve office side light window	2,500.00
Demolition of existing office space and slab on grade for plumbing	43,000.00
Plumbing including standard fixtures	127,500.00
Electrical installation for new offices including wired network	170,000.00
Light fixtures (estimate)	45,000.00
AC conduits and diffusers (new AC units not included)	59,500.00
Walk-in cool room (14'x14')	24,500.00
3 Rooftop mounted 7-ton package AC units	75,000.00
Office flooring	124,250.00
Polish and sealing of warehouse floors	159,579.00
Painting (indoor and outdoor)	113,000.00
Aluminum railing for Tea Terrace and ADA ramp	56,250.00
Structural wall for company sign	35,000.00
Exterior ADA compliant accessible ramp	45,600.00
Exterior parking lot	180,620.00
Landscaping with lawn sprinklers	28,000.00
TOTAL	\$1,932,704.00

Project Funding	
Owner Contribution (72%)	\$1,382,704.00
Funding Requested from CRA (28%)	<u>550,000.00</u>
TOTAL	\$1,932,704.00



900 NE 13th St.

Proposed renovations and improvements of existing warehouse/office building

11,000 SF



ART OF TEA

Who We Are

Art of Tea is a tea importer and wholesaler that has been in business for 20+ years.

The company was originally based in LA, and is now expanding our HQ to Fort Lauderdale.

We blend, pack, and custom craft the world's finest organic teas and botanicals.

Our teas are carefully selected directly from growers, each one offering a unique story.



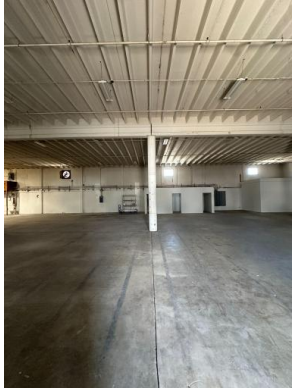
Exterior (existing)



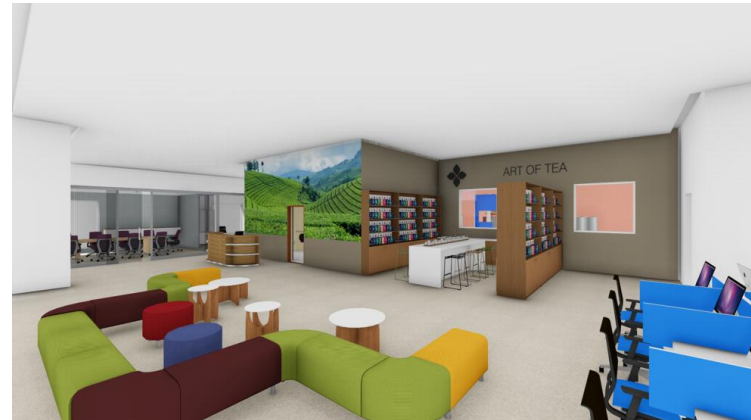
Exterior (proposed)



Interior (existing)



Interior (proposed renderings)



Project Benefits Overview

- Creation of at least 7+ new jobs and office space added for operations, shipping, marketing, production, and business development roles
- Transforming a vacant warehouse into an active business hub with elevated design & landscaping, and operated by company that has already been in business in CA for 20+ years
- Expanding Fort Lauderdale’s reputation as a hub for wellness and sustainability
- Reduced lead times to wholesale partners and retail customers by 50-60%, which will generate further economic growth for the business and new tax revenues (Pier 66, Princess Cruises, Carnival Cruises, Pura Vida)
- Increased foot traffic to the area through hosting events in the space in partnership with local businesses
- Increased awareness to the area via a coordinated press, social media, and influencer marketing strategy



Project Timeline

- **Design Phase:** May - August 2025 (architectural planning, design discussions, contractor scoping)
- **Permitting:** August - October 2025 (submit at secure city permits, prepare for interior demolition and build-out)
 - *Already approved for demolition permit*
- **Construction and Launch:** October/November 2025 - February 2026 (renovations and equipment installation, operational launch in Q1 2026)

Owner & CEO (based in South Florida, new member of CCA)

- Steve Schwartz is a best-selling author, Master Tea Blender, and the Founder of Art of Tea.
- His mother's brain cancer diagnosis and Western medicine's failure to cure her led Steve on a wellness journey to learn Ayurveda, which resulted in a passion for preventative medicine and the impact plants can have on the body and mind.
- Art of Tea has created custom blends for well-known brands like Disney, Carnival, the White House, Caesar's Palace, and The Peninsula Hotel, as well as sells DTC on artoftea.com
- The brand has been in business since 2005, with Steve evolving the business model, putting an emphasis on high-quality product & experience, and growing the team sustainably.
- Committed to creating impact, building a great culture, and delivering excellence



Contractor

Selected contractor, Alberto Sbarra of [Arquigreen](#), has been operating in the South Florida area for 24+ years and has managed and completed numerous successful residential and warehouse projects.



Project Costs & CRA Funding Requests

- **Overall Project Costs:** \$6,604,437.33
 - **Land/Building Acquisition:** \$4,250,000
 - Bank Loan: \$3,908,000
 - Owner Equity: \$200,000
 - **Construction Loan requested from bank (TBC):** \$1.25M
 - **CRA Funds requested:** \$550,000
 - Commercial Facade Improvement: \$125,000
 - Property and Business Improvement: \$425,000
 - **Other project costs:**
 - Commercial Insurance
 - Equipment purchasing
 - Application, Architect, and Permit Fees



Thank You CRA!



ART OF TEA

4) Beacon Project Discussion
Public Art and Placemaking
Selection Process

Joshua Carden
Cultural Affairs Officer



CITY OF
FORT LAUDERDALE

Public Art and Placemaking Artist Selection Process

Public Art and Placemaking Ordinance

Ordinance No. C-20-19, § 1 (7-7-20)

Purpose and Intent:

- The City of Fort Lauderdale recognizes that providing for public art and enhancing the appearance of buildings and spaces benefits the community by expanding the historical, cultural and creative knowledge of its citizens.
- The requirements of this article shall be construed to promote the aesthetic values of the entire community and to encourage the preservation and protection of works of art.



CITY OF
FORT
LAUDERDALE



The Public Art and Placemaking Advisory Board

Public Art and Placemaking Advisory Board

- The Public Art and Placemaking Advisory Board (PAPAB) serve in an advisory capacity to the city commission. This board consists of a maximum of seven (7) members. Members shall hold office in accordance with procedures established by the City Commission.
- Members of the public art and placemaking board shall be residents of, own property in, or be employed in the city and have a deep concern for public art.
- Four (4) members shall be from one (1) of the following occupations: a registered architect, landscape architect, professional artist, urban planner, or an engineer; two (2) members shall be residents of the City of Fort Lauderdale knowledgeable in the field of public art or public art education; and the chair of the Broward County's Public Art and Design committee, or his or her designee.

PAPAB Powers and Duties

The PAPAB shall have authority to make recommendations to the City Commission as to the following:

- Public art and placemaking guidelines and amendments.
- Public art and locations for public artworks, keeping in mind continuity around the city.
- Expenditures of the public art fund.
- The maintenance and insurance necessary to preserve and protect public art and placemaking items.
- The means by which artwork and placements may be obtained, including donations, designs, grants applications.

Art Selection Criteria

The PAPAB shall consider the following criteria in the recommendation of artwork:

- Maximum visual accessibility to pedestrian or vehicular traffic.
- Quality of artwork where visual appeal, use of reputable materials and sustainable works of art are at the forefront.
- Maintenance requirements.
- Appropriateness of artwork to the site and site environmental conditions.
- Location of areas used by tourists, including parks, thoroughfares, and at public or governmental facilities.
- Compatibility with the surrounding neighborhood.
- The proposed art or element is not detrimental to the public welfare and will not constitute a safety hazard.
- Any other criteria set forth in the public art and placemaking program guidelines, as may be amended from time to time.

Artist Selection Criteria

The PAPAB shall consider the following criteria in the selection of an artist:

- Ability of the artist to complete the project within a specified schedule and budget.
- Exhibition and sales history of the artist, as well as works of art in public collections and previous public art purchases or commissions.
- Any other criteria set forth in the public art and placemaking program guidelines, as may be amended from time to time.



Artist Selection Process

Project Planning

- Once a site and project are identified, staff prepares a *Call to Artists* (RFQ/RFP).
- The *Call to Artists* includes budget, site details, themes, and required documents (CV/resume, past work, narrative concept).
- This *Call to Artists* may be based upon a neighborhood feedback survey, commission direction, recommendations from the PAPAB, priorities identified in the Community Investment Program (CIP), or opportunities arising from private or philanthropic partnerships.

Initial Artist Submission

Interested artists submit a packet that typically includes:

- A concept or statement of interest addressing the project site or theme.
- Samples of previous work that demonstrate artistic quality, public art experience, budget and project management.
- A preliminary budget outline for the proposed work.
- A proposed maintenance plan and inventory sheet describing long-term care of the artwork.

Preliminary Review and Artist Shortlist

- The PAPAB (with staff support) reviews submissions for qualifications and completeness.
- Applications are screened to ensure artists meet minimum professional requirements and that proposals align with project scope, budget, and site parameters.
- The PAPAB selects a shortlist of approximately three to five qualified artists.
- Shortlisted artists are provided with an honorarium and one to two months to develop full concept proposals.
- Final proposals should include project renderings, detailed budgets, maintenance plans and costs, materials, and consultations with Florida-certified engineers, architects, fabricators, installation contractors, and project managers where applicable.

Neighborhood Feedback

Once renderings are available and the concept is more concrete:

- Shortlisted proposals are shared with the relevant neighborhood or community group(s).
- Residents and stakeholders are invited to provide feedback, ensuring the artwork reflects community identity and values.

PAPAB Artist Interviews and Recommendation

- At a publicly noticed PAPAB meeting, shortlisted artists present their proposals.
- The PAPAB interviews artists, asks questions about design, feasibility, and maintenance, previous projects and considers neighborhood feedback as part of its deliberation.
- After interviews, the PAPAB votes on the final artist recommendation. Selection is based on artistic quality, feasibility, alignment with site and community, durability, and budget.
- The PAPAB's recommendation is formally transmitted to the City Commission. The City Commission reviews and approves the selection, authorizing contracting, fabrication, and installation.

Contracting, Fabrication & Installation Oversight

- Upon Commission approval, the City enters into a formal contract with the selected artist.
- The agreement specifies project milestones, insurance, engineering requirements, permitting requirements and maintenance obligations.
- Artist proceeds with fabrication and installation, in coordination with City staff, contractors, and engineers.
- City staff and PAPAB provide oversight to ensure compliance with design, safety, and budget.
- Once completed and permitted, the work is installed in its approved location and integrated into the City's public art collection.



Thank you!

Joshua Carden
Cultural Affairs Officer
City of Fort Lauderdale
O: 954-828-5044
E: jcarden@fortlauderdale.gov

- 5) Board Discussion Rezoning PZB October 15 Cija Omengebar**
CRA Planner
- Deciding Content of Formal Letter
 - Selecting Representative

1. Rezoning Project – Mixed-Use Zoning Proposal
<ul style="list-style-type: none"> • October 15 PZB outreach efforts started. • 9/25/25 mailing PZB notice to property owners within the perimeter of the proposed area, and those within 300 ft of the area. 914 Letters, in (3) languages English, Spanish, Creole. • 9/26/25 public Notice Signs were posted along the perimeter of the proposed area. • 9/26/2025 – Meeting information email blast (295) recipients.
2. Commercial Incentive Programs
<ul style="list-style-type: none"> • Call of Africa Realty Inc., 920 NE 13 St Renovation - \$404,562- <i>In progress</i>. • Prospect – 900 NE 13 Street – “Art of Tea”- \$350,000 - In approval phase. • Prospect – 603 NE 13 Street – withdrawn. • Prospect – 1201 NE 5 Terrace – Homes Inc. - Out for revisions. • Prospect – 1301 N Dixie Highway- Animal Hospital – <i>pending application</i> •
3. Residential Paint & Landscaping
<ul style="list-style-type: none"> • In progress.
4. Property Safety Enhancement Program
<ul style="list-style-type: none"> • In progress.
5. Light poles installation at 8 permanent closed end streets
<ul style="list-style-type: none"> • Pending FDOT permit approval.
6. NE 4th Ave Complete Street Project - Light poles
<ul style="list-style-type: none"> • Work is progressing on this project. The light poles have been ordered and the contractor has begun preparing the are for their installation. While we are currently awaiting confirmation of the exact deliver date of the poles, we are closely monitoring the schedule and will keep everyone informed as soon as we have more details.
7. Event 409 Land Use Plan Amendment
<ul style="list-style-type: none"> • Scoping still under review of the procurement department. We will continue to monitor and report back with new updates.
8. Event 410 Capital Improvement Master Plan
<ul style="list-style-type: none"> • Negotiations with Procurement Department is still in progress. • Anticipate November or sooner City Commission award meeting.
9. Miscellaneous

6) Old Business Update

Cija Omengebar
CRA Planner

7) New Business Suggestions

CCRAB Members

8) Approval of Meeting Minutes

September 9, 2025 Regular Reschedule

Kimber White
CCRAB Chair

9) Adjournment



CITY OF FORT LAUDERDALE

2nd DRAFT
RESCHEDULED REGULAR MEETING MINUTES
CITY OF FORT LAUDERDALE
CENTRAL CITY REDEVELOPMENT ADVISORY BOARD
TUESDAY, SEPTEMBER 9, 2025 – 6:00 PM
914 SISTRUNK BLVD, FORT LAUDERDALE FL 33301

Board Members	Present/Absent	Cumulative Attendance	
		September 2024-August 2025	
		Present	Absent
Kimber White, Chair (<i>Via Zoom</i>)	P	1	0
Christopher Casey	A	0	1
Linda Fleischman	P	1	0
Fiona Johnson (<i>Arr. 6:09 p.m.</i>)	P	1	0
Thomas Mabey	P	1	0
Thomas Manos	P	1	0
Jason Ross (<i>Arr. 6:26 p.m.</i>)	P	1	0
Nikola Stan	P	1	0
Bobby Tinoco, Vice Chair	P	1	0
Olga Zamora (<i>Arr. 6:18 p.m.</i>)	P	1	0

Staff:

Tania Bailey-Watson, CRA Senior Administrative Assistant
 Cija Omengebar, CRA Planner/Liaison
 Elena Ward-Jankovic, CRA
 Clarence Woods, CRA Manager

Others:

K. Cruitt, Recording Secretary, Prototype Inc.

Communication to the City Commission:

None.

I. Pledge of Allegiance

Board members recited the Pledge of Allegiance.

II. Call to Order & Determination of Quorum

The meeting was called to order at 6:01 p.m. Roll was called, and it was noted that a quorum was present.

III. Approval of Minutes – August 6, 2025 Regular Meeting

Motion by Vice Chair Tinoco, seconded by Ms. Fleischman, to approve the August 6, 2025 minutes as presented. The motion passed unanimously by a voice vote.

Mr. Stan noted that the Board had previously agreed to move the approval of minutes toward the end of future meeting agendas. Ms. Omengabar will ensure that will be the case moving forward.

IV. Discussion and Recommendation: Property Safety Enhancement Program

Ms. Omengabar shared the revised program outline, noting that changes had been made following discussion at the last meeting. Members were directed to Page 11 of 38 in the back-up; a copy of which can be found in the public record. The following was verbally highlighted:

- Funding Structure. The distinction between focus areas and non-focus areas was eliminated; examples of funding scenarios were reviewed.
- Property Safety Enhancement Program. The name of the program was changed because non-profits would be allowed. It was stipulated that properties must be located within commercially zoned areas to be eligible.
- Funding Terms. It will be a forgivable loan, forgiven after three years. Funded property improvements and enhancements are to remain with the property.
- Hold Harmless Provision. This was included to protect the CRA and City from liability related to the project.
- Tenant Applicants. There must be a minimum of three years remaining on their lease, or a renewal option that provides a minimum lease term of three years.

Ms. Omengabar clarified that the CRA would continue to focus on commercial properties, including non-profits in commercial zones; she will revise the copy to make that more clear and anticipated being able to present the revised program to the CRA Board at their October meeting.

- Funding Tiers. Members recommended simplifying the language for the sake of clarity and consistency: Projects costing \$13,333 or less will qualify for \$7,500; those above that cost threshold will qualify for up to \$10,000.
- Ms. Omengabar highlighted that the three quote requirement had been eliminated as previously discussed; she noted that while Staff recommends two, one could be acceptable.
- Ineligible business types. The language in this section was discussed; members were in general agreement that the proposed revision was acceptable.

Chair White took a moment to welcome Ms. Olga Zamora as the newest member of the Board.

Ms. Omengabar stated that she will attempt to further simplify the program by seeking approval to eliminate the forgivable loan condition given that the waiver agreement was added, due to the limited amount of funds available and staffing shortage.

Motion by Vice Chair Tinoco, seconded by Ms. Johnson to approve the program as presented, with the understanding that if possible, the program will either be a forgivable loan forgiven after three years, or include a right of entry and liability waiver provision that allows

the property owner to hold the CRA harmless from any liability. The motion passed unanimously in a voice vote.

V. Communication to City Commission

None.

VI. Old Business Update

Chair White shared that Troy Ligget, President of Middle River Terrace, and Ed Catalano, President of South Middle River Terrace had expressed concerns about the sculpture and procedure as being managed by the Arts Board. He noted that the expectation of the CCRAB back in March was that this Board and community would have an opportunity to review the finalists and provide input. That was also the case when funds were authorized in June or July. It was his understanding at the last meeting that three designs would be presented but it appeared there had been some miscommunication. Chair White stated that he had raised the issue two weeks ago to Clarence Woods, Chris Cooper, and Anthony Fajardo. Mr. Stan acknowledged that he listened to the recording of the March meeting, and also understood from Josh Carden that the CCRAB would have input. Chair White heard that the Arts Board was scheduled to meet on August 16, 2025 to select three designs and the artist that would do the work; he was concerned that after two meetings with Mr. Carden, he had not heard further about them coming before this Board as was agreed in March. Mr. Woods indicated that he and Ms. Omengabar would discuss the matter with Mr. Carden to ensure that this Board would have the opportunity discussed; an update will be provided at the next CCRAB meeting. Ms. Omengabar clarified that there had been emails between Mr. Carden and the presidents of both associations.

Ms. Omengabar referred Members to Page 37 of 38 which summarized updates on ongoing projects and programs. She highlighted the following:

1. Rezoning Project. The tentative PZB date is still October 15, 2025.
2. Commercial Incentive Program. Elena Ward-Jankovic had been assisting with some applications; she was present and introduced to the Board earlier during the meeting.
3. Residential Paint and Landscaping. Applicants that had not yet submitted quotes will be emailed and encouraged to apply under the new program.
4. Light Pole Installation at Eight Permanently Closed End Streets. Ms. Omengabar will continue to follow up and provide an update at the next meeting.
5. NE 4 Avenue Complete Street Project. This is still in progress; lights have been ordered and are expected by the end of November. It was noted that the Broward County Grant Agreement will expire in December.
6. Event 409 Land Use Amendment. She will re-confirm the scope on September 10, 2025 as requested by Procurement.
7. Event 410 Capital Improvement Master Plan. Procurement was still in negotiation and expected to seek City Commission approval by November, if not sooner.
8. Miscellaneous: NE 13 Merger Inquiry from the Last Meeting. Ms. Omengabar was advised by TAM that no funds are available for a study, so she will look at the Capital Improvement Master Plan and the CIP budgets to identify any funding that may be available. Mr. Woods acknowledged that this area had been a concern for many residents; coordination would be required with other jurisdictional entities, such as TAM and the FEC, to find the best way to jointly fund the work needed. Chair White noted it would be

ideal to wait and discuss the matter with the consultants that would handle the rezoning and land use.

VII. New Business Suggestions

Members were asked to submit their suggestions via email to Ms. Omengebar directly.

Chair White stated that he learned from Chris Cooper the week prior that the revised six-year term limits were still with the attorney; they will mirror the updated Planning and Zoning limits and should be presented to the City Commission at their mid-October meeting. Any Members that 'term out prior' to the revision will be subject to current term limits. Ms. Omengebar agreed to follow up on this issue.

VIII. Adjournment

There being no further business before the Board, the meeting was adjourned at 7:01 p.m.

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