



Deerfield Beach Community Redevelopment Agency Meeting Minutes

Tuesday, May 19, 2009

6:15 P.M.

City Commission Chambers, Deerfield Beach City Hall

The meeting was called to order by Chair Noland at 6:15 p.m. on the above date in the City Commission Chambers, City Hall.

Roll Call:

Present: Mr. Bill Ganz
Mr. Joseph Miller
Mr. Martin Popelsky
Vice Chair Sylvia Poitier
Chair Peggy Noland

Also Present:

Michael Mahaney, City Manager
Andrew Maurodis, City Attorney
Ada Graham-Johnson, CMC, City Clerk

APPROVAL OF MINUTES

TAPE 1, COUNT 026

April 21, 2009 Meeting Minutes
April 30, 2009 Special CRA Meeting Minutes

MOTION was made by Vice Chair Poitier and seconded by Mr. Miller to approve the minutes as submitted.

Voice Vote: YEAS: Mr. Ganz, Mr. Miller, Mr. Popelsky, Vice Chair Poitier, and Chair Noland. NAYS: None.

APPROVAL OF THE AGENDA

TAPE 1, COUNT 41

May 19, 2009

MOTION was made by Mr. Miller and seconded by Vice Chair Poitier to approve the agenda as submitted.

Voice Vote: YEAS: Mr. Ganz, Mr. Miller, Mr. Popelsky, Vice Chair Poitier, and Chair Noland. NAYS: None.

OLD BUSINESS**ITEM 1****TAPE 1, COUNT 45**

Discussion by the Board regarding employing someone to manage CRA operations on a full-time basis. (***Tabled from April 30, 2009 Special Meeting.***)

Mr. Popelsky asked what the functions are for the position and whether it would be a part-time or full-time position.

Michael Mahaney, City Manager, said there is an existing job description and the person normally reports to Gerald Ferguson, Director of Planning & Growth Management/ Building. He said that based on the changes and needs, the City is moving at a rapid pace, more so than what was in the approved plan, i.e. restrooms, pier improvements, etc; these things all take time and at this pace, additional personnel will be needed.

Mr. Ferguson stated that the City does not have enough personnel to give projects the adequate focus needed.

Mr. Popelsky asked who is handling the responsibilities now and if they can continue to do so.

Mr. Mahaney said that he, Mr. Ferguson, and Charles DaBrusco, Director of Public Works & Environmental Services, have been handling the responsibilities. He said that working over the weekends has been tiring, and he cannot continue to work at this pace.

In response to Mr. Popelsky's question, Mr. Mahaney replied it is not fair for them to work under this strain; if continue to move at this pace, assistance is needed.

Mr. Popelsky said the strain should be borne by everyone in the City; whatever resources are available should be utilized. Currently, the entire City is in a strain and it would not be feasible to hire additional people, in order to lessen the workload. He said that Staff is hired to perform various responsibilities and if the CRA is not his responsibility, how was the former CRA Director able to perform, along with being the economic development manager. He said he is not in favor of hiring for this position, not unless it can be demonstrated that it is at least a 50 hour workweek.

Vice Chair Poitier said that it was her understanding that everyone would take part in additional duties; therefore, she is not in favor of hiring only a CRA Director. She stated that if the City were venturing into a massive development, then a CRA would be needed. She commented on the CRA Directors positions in Hollywood and Riviera Beach; but that the City is willing to expend funds. She reiterated that she is not in favor of hiring anyone, not until the Fiscal Year 2009/2010 Budget is reviewed.

OLD BUSINESS – CONTINUED

Mr. Ganz asked how much of the CRA Director's salary will be covered by CRA funds.

Mr. Mahaney replied 100%; assuming that the Board moves forward with restrooms, restaurants, and pier renovations, plans and specifications must be prepared. Further, moving forward with a restaurant will require an RFP. Once these projects are under control, the CRA Director could expand to other duties. He said that some have expressed interest to be more involved in legislative agendas in Tallahassee, and other interests; wherein, this person could be used for these additional tasks.

Mr. Popelsky asked what experience would be required for this position.

Mr. Ferguson said that the individual would be experienced in economic development; it's not an engineering position, it is more organizational. He said that this request is not from staff; CRA work is part-time work for all involved, it's mixed in with their regular duties. However, to do the job correctly, someone needs to work full-time. The request is on the agenda because it was requested by the Board. He said that they are not trying to shirk duties, but depending on what level of work the Board wants for coordinating the CRA efforts, and performing at best, in accordance with the current pace, there needs to be someone who can focus on CRA efforts. He said that they are willing to continue with the current arrangement, but they may not be able to quickly respond to some of the tasks.

Mr. Popelsky stated that the CRA Director should be a technical individual, due to the ongoing communication with engineers and understanding engineering techniques. He said that you will be looking for a clerk, someone to look over activities and advise the Board as to what is occurring; similar to Dean Payne, Project Manager, who was responsible for overseeing two (2) major projects in the City. He said that a technical person would not be needed now, at least not for the next couple of months.

Mr. Ganz said that CRA fund brings in approximately \$3 to \$3.5 million each year. He said that he does not think that there would be a department in the City with this type of budget, without having a dedicated department head. Furthermore, a CRA Director is needed to make sure that past mistakes do not reoccur. He also questioned what the responsibility will be, as he has not reviewed the previous job description; nevertheless, the person should answer directly to the City Manager. Further, he stated that a part-time person would not suffice, as the person would need to dedicate their time to what is going on in the City and that funds are being utilized responsibly. However, if the Board wishes to parley the position in with an economic development director, then it can be discussed at a later time. In closing, Mr. Ganz recommended this position be dedicated on a full-time basis.

Vice Chair Poitier said that if we consider an economic development director, we would have to split the salary. She said that we previously discussed a retreat and visioning, and asked what the vision of the beach area is. She said that CRA funds are generated through general ad valorem tax dollars, and they must be guarded. She further stated that the funds are specified for that targeted area; however, she has never been briefed

OLD BUSINESS – CONTINUED

on what the goal is for the CRA/beach area. She asked what the director will do in the area, and addressed what the CRA funds could be used for.

Mr. Ganz said that the reason a director is needed is because there are too many projects and money coming in to not have a dedicated person watching over it. He said that someone is needed to direct these projects on a full-time basis. With this amount of funding, there should be a project manager/department head overseeing the money.

Chair Noland agreed with Mr. Ganz. She advised that someone needs to look at the grants that are in Washington and Tallahassee. She said this person can be the CRA Director, to apply for grants and an economic development person. She stated that 60% of former CRA Director's salary came from the CRA and 40% from the City's fund. Currently, we do not have a director to assist and help businesses get into empty spaces. The former director communicated with the Cove Restaurant owners about enhancing their building(s). She said that upcoming projects will prohibit Mr. DaBrusco and Mr. Ferguson from doing these sorts of things.

Mr. Miller spoke in favor of hiring a director, as a hybrid position, not strictly CRA. He said he agrees that the person can assist with securing grants. Mr. Miller said that the City Manager is very busy with the City business. He said that good stewardship includes watching over the funds. He reiterated that someone is needed, but would like the individual to focus more on grants.

Mr. Popelsky said that he does not have a problem with the direction of the Board; however, we currently hired a grants manager, Peter Parkin, who should handle the responsibility.

Vice Chair Poitier stated that Mr. Parkin is not a grants manager, but a Community Development Manager.

Mr. Ferguson said that Mr. Parkin's responsibility is full time.

MOTION was made by Mr. Ganz and seconded by Mr. Miller to approve the hiring of a CRA Director and with the permission of the City Commission, to look into expanding that role to include economic development, and perhaps grant writing.

Roll Call: YEAS: Mr. Ganz, Mr. Miller, Mr. Popelsky, Vice Chair Poitier, and Chair Noland. NAYS: None.

NEW BUSINESS**ITEM 2****TAPE 1, COUNT 718**

A Resolution of the Board of Commissioners of the Community Redevelopment Agency of the city of Deerfield Beach, Florida, approving a \$58,514.17 construction change directive for the Hillsboro Streetscape Project.

The Resolution was read by title only.

Charles DaBrusco, Director of Public Works & Environmental Services, explained a situation with an existing drainage pipe that was installed in the 60's, and the problems that they are experiencing. He said the pipe had to be removed because it did not conform to DOT standards. However, he received a permit from DOT to install a new system, tying into their system because it was pre-existing and the construction aspect totals \$13,700.00. The second change order directive pertains to the 2006 FDOT agreement stating that the City was responsible for maintaining existing drainage issues on Hillsboro Boulevard. Unfortunately, the drainage system is severely old and every joint is leaking. He explained other issues that are occurring and stated that the pipes need to be sealed; for a total cost of \$44,770.00.

Chair Noland said that it is cheaper to do it now, than to come back at a later date and demolish the road after the construction has begun.

Mr. DaBrusco stated that he is not repairing the pipes that are outside the road surface; the ones underneath the brick pavers will not be realigned. He said some of the issues may be addressed, but they will not be realigned due to cost.

Chair Noland asked why not begin work now while construction is going on.

Mr. DaBrusco replied that certain portions are not as bad and he is waiting to see some of the results reviewed through cameras.

In response to Chair Noland's statement, Mr. DaBrusco said that he may have time to review it later, but it may not be as critical as what is occurring now. He said that Hillsboro Boulevard is rough to ride on now, and for approximately \$4,000.00, he can run a paving machine from Hillsboro to the Cove.

In response to Chair Noland's question, Mr. DaBrusco replied that \$4,000.00 is for the cost of the asphalt. He explained a situation that occurred earlier in the day and stated that construction is difficult, and things happen.

MOTION was made by Mr. Ganz and seconded by Mr. Popelsky to adopt CRA Resolution 2009/003, and the additional \$4,000.00 for the road repairs.

Roll Call: YEAS: Mr. Ganz, Mr. Miller, Mr. Popelsky, Vice Chair Poitier, and Chair Noland. NAYS: None.

NEW BUSINESS – CONTINUED**ITEM 3****TAPE 1, COUNT 866**

Consideration for 50% Matching Funds for Façade Improvements to the Cove Professional Building in the Cove Shopping Center.

Gerald Ferguson, Director of Planning and Growth Management/Building, stated that the commercial façade improvement program is a CRA Board creation; there are no outside agency rules, i.e. federal guidelines; but there must be legality. He explained that Roger Hampton, representing the Cove Professional Condominium Association, is requesting an exception to the program or to change the program. Currently, the façade grant program has matching funds cap of \$10,000 from the CRA. They are proposing to make façade improvements to the building, which estimates approximately \$57,000. He is requesting approval of a 50% match. He said that one of the rational is that there are several owners to the building.

Chair Noland asked to table this item to the next meeting; because she has questions and the amount is \$19,000 more than what is normally given.

Vice Chair Poitier asked if the referenced building is the 1500 Building.

Mr. Ferguson replied yes, it is directly on Hillsboro Boulevard.

MOTION was made by Vice Mayor Poitier and seconded by Mr. Ganz to table to the next CRA meeting.

Voice Vote: YEAS: Mr. Ganz, Mr. Miller, Mr. Popelsky, Vice Chair Poitier and Chair Noland. NAYS: None.

ITEM 4**TAPE 1, COUNT 961**

Report on City Manager's meeting with the property owners of the former Pal's Charley's Crab restaurant site.

Chair Noland said that a report was provided to the Board and recommended that the item be tabled until the next meeting due to time constraints. She said unless the City purchases the entire property, the property is not for sale.

MOTION was made by Mr. Ganz and seconded by Mr. Miller to table until the next meeting.

Voice Vote: YEAS: Mr. Ganz, Mr. Miller, Mr. Popelsky, Vice Chair Poitier and Chair Noland. NAYS: None.

BOARD/ADMINISTRATION COMMENTS

Mr. Ganz – No Report.

Mr. Miller – No Report.

Mr. Popelsky – No Report.

Vice Chair Poitier – No Report.

Chair Noland – No Report.

ADJOURNMENT

There being no further discussion, the meeting was adjourned at 7:05 PM.

PEGGY NOLAND, CRA CHAIR

ATTEST:

ADA GRAHAM-JOHNSON, CMC, CITY CLERK