

**TOWN OF DAVIE
COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING MINUTES
LOCATION: TOWN COUNCIL CHAMBERS
6591 ORANGE DRIVE
DAVIE, FL 33314
FEBRUARY 5, 2020**

I. PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:00 p.m.

II. ROLL CALL

Present at the meeting were Chair Paul, Vice-Chair Luis, Board Members Caletka, Hattan and Starkey. Also present were CRA Executive Director/Town Administrator Lemack, CRA Director Holste, CRA Attorney LoConte, CRA Program Manager Ellett and Board Secretary Brewster recording the minutes.

III. PRESENTATION – FIRST QUARTER FINANCIAL UPDATE, WILLIAM W. ACKERMAN, BUDGET & FINANCE DIRECTOR

Mr. Ackerman gave a brief First Quarter Financial Update regarding the CRA. Mr. Ackerman mentioned the presentation was for transparency and excludes the Budget Amendment which was presented at the January 15, 2020 CRA meeting to true-up the CRA Reserves and Capital Projects accounts.

Mr. Ackerman indicated the CRA Revenue snapshot included two main categories. Intergovernmental which includes the Tax Increment Financing revenues from Broward County, North Broward Hospital District, South Broward Hospital District, Central Broward Water Control District, and Children’s Services Council. The Town’s TIF Payment of \$2,342,143 is shown under the miscellaneous revenue/other sources category and the use of \$5.6 million in reserves is shown as part of the estimated carry over. These funds are recognized as revenue in previous years.

Mr. Ackerman mentioned that in order to budget the expenditures for the current year budget, Finance budgeted on the revenue side shown under Other Sources. This allowed for the expense of the reserves for the CRA. The CRA expenditure snapshot reflects personnel services which includes benefits such as health and pension for full time employees. As of December 31, 2019, the CRA was at 19% of payroll which is just under the 19.8% of payroll periods that have been expended through December 31, 2019. He indicated this was right in line with the budget, which is expected with no vacancies.

The CRA is operating at approximately 8% spent through December 31, 2019. Of the \$114,156 nearly 80% is for Administrative Fees and Insurance Premiums. A significant expense that did not occur until January 2020 was the first quarter payment to the General Fund for nearly \$93,000 for CRA Policing Services.

Approximately \$15,000 has been spent through the first quarter for Capital Outlay. Mr. Ackerman stated that two payments are made annually for Debt Service. These payments are made in December and June of each year.

The Grants and Aids account is used for various Sponsorships, Property Improvement Grants and Development Incentives. To date, zero has been spent.

A transfer to the Vehicle Maintenance Fund was made in the Other Uses account to purchase a vehicle for the Enhanced Community Maintenance Program. This vehicle will be used for the new Maintenance Tech 2 position.

Mr. Ackerman indicated overall the expenditures look good and the CRA was on target. The CRA had \$5.6 million in fund balances, compared to \$6.3 million in FY2019 and \$18.7 million in FY2018.

Mr. Ackerman reported there are 9 months remaining and a lot can still happen and staff will continue to review the CIP projects and if necessary, a Budget Amendment and CIP Amendment will be brought forward.

COMMUNITY REDEVELOPMENT AGENCY MINUTES

February 5, 2020

IV. APPROVAL OF CONSENT AGENDA

Minutes

1. DECEMBER 4, 2019 MEETING MINUTES

Chair Paul asked for a motion to approve the CRA Minutes from January 15, 2020. Vice-Chair Luis made a motion, seconded by Board Member Hattan to approve. In a voice vote, all voted in favor. (Motion carried 5-0)

Resolutions

2. BID SELECTION - A RESOLUTION OF THE TOWN OF DAVIE COMMUNITY REDEVELOPMENT AGENCY APPROVING ITB #RM-20-27 FOR MAINTENANCE OF DAVIE ROAD AND CRA PROPERTIES TO EDJ SERVICE, LLC; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

Chair Paul asked for a motion to approve Item #2 with the revisions. Board Member Starkey made a motion, seconded by Vice Chair Luis to approve. In a voice vote, all voted in favor. (Motion carried 5-0)

3. SPONSORSHIP - A RESOLUTION OF THE TOWN OF DAVIE COMMUNITY REDEVELOPMENT AGENCY, APPROVING A SPONSORSHIP CONTRIBUTION IN THE AMOUNT OF \$30,000 TO THE DAVIE PRO RODEO FOR THE 2020 SOUTHEASTERN CIRCUIT FINALS RODEO; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Chair Paul asked for a motion to approve Item #3 with the revisions. Board Member Hattan made a motion, seconded by Board Member Starkey to approve. In a voice vote, all voted in favor. (Motion carried 5-0)

V. DISCUSSION OF CONSENT AGENDA ITEMS

VI. PUBLIC HEARING

VII. OLD BUSINESS

VIII. NEW BUSINESS

IX. SCHEDULE OF NEXT MEETING

4. REQUEST FOR SECOND CRA MEETING ON MARCH 18, 2020 AT 6:00 P.M.

Chair Paul asked for consensus to approve a second meeting in March. Board Member Caletka asked if a second meeting was necessary. Director Holste indicated a second meeting was necessary to approve the CRA Annual Report. Board Member Caletka asked if the March 4th CRA meeting could be cancelled. Board Member Hattan made a motion, seconded by Board Member Caletka to approve. In a voice vote, all voted in favor. (Motion carried 5-0)

X. CHAIR AND BOARDMEMBER COMMENTS

- Board Member Hattan mentioned the Broward County Point-In-Time count was held on January 29th and 30th, 2020 and the Town of Davie was used as the central hub for this event. Board

COMMUNITY REDEVELOPMENT AGENCY MINUTES

February 5, 2020

Member Hattan thanked Chief Engle along with Officers David Rodriguez and Richard Spradling all their efforts with this event.

- Board Member Starkey mentioned in reviewing the Community Policing Report she noticed the homeless numbers were up. Board Member Starkey asked for a copy of the Action Plan for SR84 and 595. She wondered if the report showed where the homeless are living, where they have lived in the past and indicated she wanted to get more involved. Chair Paul mentioned there are approximately 15 homeless individuals in the CRA area and the officers made 50+ contacts during the month. The 50+ contacts included meeting with the same individual more than one time during the month.

XI. CRA DIRECTOR COMMENTS

- CRA Director Holste mentioned the CRA should be hearing something soon regarding the Surtax funding for the Davie Road Phase III Project. He indicated while funding will not cover the entire project, it will allow us to reallocate funds towards other projects if approved.

- **XII. CRA ATTORNEY COMMENTS - NONE**

XIII. REPORT ITEMS

ADJOURNMENT

There being no further business to discuss and no objections, the meeting was adjourned at 6:14 p.m.

April 15, 2020

Date

Judy Paul, Chair

Davie Community Redevelopment Agency

ATTEST:

Gillian Brewster, Board Secretary