

**POMPANO BEACH  
COMMUNITY REDEVELOPMENT AGENCY**

4

Meeting Date: July 19, 2016

Agenda Item \_\_\_\_\_

**REQUESTED CRA BOARD ACTION:**

Resolution(s)     Consideration     Approval     Other

**SHORT TITLE OR MOTION:**    A RESOLUTION OF THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING AND AUTHORIZING THE PROPER OFFICIALS TO EXECUTE AN AMENDMENT TO WORK AUTHORIZATION NO. 9 EXTENDING THE SCHEDULE FOR TECHNICAL SERVICES RELATING TO ANALYSIS, REGULATION AND CITY ADOPTION OF A LOCAL ACTIVITY CENTER THAT INCLUDES THE EAST CRA REDEVELOPMENT AREA, PURSUANT TO THE MASTER CONSULTING AND MANAGEMENT AGREEMENT BETWEEN THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY AND REDEVELOPMENT MANAGEMENT ASSOCIATES, LLC.; PROVIDING AN EFFECTIVE DATE.

**Summary of Purpose and Why:**

In July 2015, the CRA Board approved Work Authorization No. 9 for RMA to provide the City of Pompano Beach with technical services related to the Broward County Land Use Plan Amendment application for the proposed Local Activity Center (LAC), which includes portions of the Atlantic Overlay District (AOD) and areas in and outside of the East CRA. Although service contracts are typically for a one year period, this project's schedule is dictated by external entities therefore an extension to the schedule of this Work Authorization No. 9 is required to complete the process. This initiative has also spurred additional planning review functions by RMA staff that as a result of having the Agency involved in the major planning measures affecting the CRA districts and beyond, ensures that neighborhoods are redeveloped with good urban design principles promoting compatibility with surrounding neighborhoods.

**QUESTIONS TO BE ANSWERED BY ORIGINATING DEPARTMENT:**

- (1) Origin of request for this action:    Staff
- (2) Primary staff contact:    Kim Briesemeister    Ext. 5535
- (3) Expiration of contract, if applicable:    Adoption of LAC by the City
- (4) Fiscal impact and source of funding:    N/A

<u>DEPARTMENTAL COORDINATION</u>	<u>DATE</u>	<u>DEPARTMENTAL RECOMMENDATION</u>	<u>AUTHORIZED SIGNATURE OR ATTACHED MEMO NUMBER</u>
_____	_____	_____	_____
_____	_____	_____	_____

- CRA Executive Director
- CRA Attorney
- Finance Director

  
 \_\_\_\_\_  
 Claudia M. McKenna  
  
 \_\_\_\_\_

**ACTION PREVIOUSLY TAKEN BY CRA BOARD:**

<u>Resolution</u>	<u>Consideration</u>	<u>Other:</u>
<u>Results:</u>	<u>Results:</u>	<u>Results:</u>
_____	_____	_____
_____	_____	_____



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## MEMORANDUM

**To:** Pompano Beach CRA Board

**From:** Kim Briesemeister, Co-Executive Director

**Date:** July 19, 2016

**Subject:** Amendment to RMA Work Authorization No. 9 for Technical Services Relating to Analysis, Regulation and City Adoption of a Local Activity Center in the East CRA Redevelopment Area

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### Background

In July 2015, the CRA Board approved Work Authorization No. 9 for RMA to provide the City of Pompano Beach with technical services related to the Broward County Land Use Plan Amendment application for the proposed Local Activity Center (LAC)), which includes portions of the Atlantic Overlay District (AOD) and areas in and outside of the East CRA. RMA staff previously assisted the City and its planning department in preparing and processing a major, comprehensive land use amendment to create a downtown district called the Downtown Pompano Transit Oriented Corridor (DPTOC). A similar effort was needed in the East CRA District because the current zoning does not protect the area from potentially poor redevelopment projects.

The scope of services under Work Authorization No. 9 included the update to the parcel analysis and master plan, amendments to the land development regulations (zoning) for the East Transit Oriented Corridor (ETOC) and the implementation and adoption process of the zoning during a one year period. The scope also included a specific number of meetings with staff, Mayor and City Commissioners, stakeholders, East CRA Advisory Board, Economic Advisory Board and P&Z Board for the implementation and adoption process of the ETOC. Because of the community's concern over additional height, density and traffic in the ETOC, the analysis portion of the scope expanded to enable RMA to be able to respond to residents' concerns on each and every parcel regarding development impact and to identify preferred development patterns. In addition, RMA staff has been requested to attend a number of additional meetings that were not stipulated in the original Work Authorization. Some of those additional meetings included a special P&Z workshop conducted in April 2016, one-on-one meetings with the

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Commissioners for the LUPA application and multiple meetings with staff regarding the zoning text amendments. RMA staff has invested over 240 additional man hours to accommodate and prepare for these additional meetings and forums.

This ETOC project has required a significant investment of time thus far, and it is anticipated that RMA staff will need to attend even more additional meetings in the upcoming months (see enclosed Meeting List). Although service contracts are typically for a one year period, this particular project is dictated by a schedule that is outside the control of RMA. At this time the schedule extension of Work Authorization No. 9 needs to be modified to reflect the totality of the approval schedule, however the additional work associated will need to be addressed in the next budget cycle. This initiative has also spurred additional planning review functions by RMA staff based on policy set forth by the City Manager (see Administrative Policy enclosed), which will also need to be addressed in the upcoming fiscal year.

Having the Agency involved in the major planning initiatives affecting the CRA districts and beyond, ensures that neighborhoods are redeveloped in a strategic manner and that zoning is discussed with City staff at the early stages of a new initiative.

**ETOC: Meeting List**

Meetings highlighted in red are not in original scope

<b>Meetings</b>	<b>In Scope</b>	<b>Outside of Scope</b>
3 staff meetings to review zoning text amendments (12 hours)	2016: 2/17; 2/18; 2/23	2015: 10/16; 11/2; 11/5; 12/18; 2016: 2/24; 3/7; 3/11; 3/14; 3/16; 3/28; 4/12; 6/6; 6/24 (Additional meetings will follow after second draft submission on 8/1/16)
One-on-one meetings with Commissioners/Mayor (8 hours)	11/5/2015 2/24/2016	
1 Stakeholder Workshop (4 hours)	11/12/2015 (replaced with CC Workshop)	
1 ECRA Advisory Board Presentation (4 hours)	3/16/2016	
1 EDC Presentation (4 hours)	4/16/2016 (replaced with Saturday Public Meeting)	
<b>P&amp;Z Special Workshop</b>		4/20/2016
1 P&Z Rehearsal Meeting with staff for COMP Plan & Zoning (4 hours)	5/25/2016 (COMP Plan only)	
1 P&Z Meeting for COMP Plan & Zoning (4 hours)	5/25/2016 (COMP Plan only)	P&Z Meeting for Zoning scheduled for January 2017
<b>One-on-one meetings with Commissioners/Mayor</b>		2016: 6/7; 6/8; 6/13
1 CC 1 <sup>st</sup> Reading Meeting for COMP Plan & Zoning (4 hours)	CC1 Meeting for COMP Plan scheduled for 6/28/16	CC1 Meeting for Zoning scheduled for April 2017
<b>BCPC 1<sup>st</sup> Reading (LUPA)</b>		9/22/2016
<b>ECRA/Stakeholder Workshop (Zoning)</b>		November 2016
<b>BCC 1<sup>st</sup> Reading (LUPA)</b>		November 2016
<b>DRC (Zoning)</b>		12/7/2016
<b>BCPC 2<sup>nd</sup> Reading (LUPA)</b>		February 2017
<b>BCC 2<sup>nd</sup> Reading (LUPA)</b>		April 2017
1 CC 2 <sup>nd</sup> Reading Meeting for COMP Plan & Zoning (4 hours)	CC2 Meeting for COMP Plan and Zoning scheduled for May 2017	

**CITY OF POMPANO BEACH  
ADMINISTRATIVE POLICY**

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**TITLE:** LAND USAGE CODE  
AMENDMENT COORDINATION

**Number:** 142.02

**Effective Date:** May 24, 2016

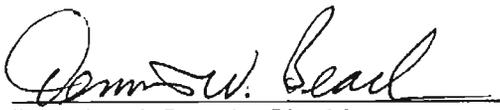
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Purpose: The purpose of this administrative policy is to foster a comprehensive approach and facilitate coordination and communications between the Development Services Department (DSD) and the Pompano Beach Community Redevelopment Agency (PBCRA) concerning Title XV: Land Usage of the City of Pompano Beach Code of Ordinances.

Procedures:

1. Effective immediately, the DSD and PBCRA shall coordinate any and all proposed amendment(s) to the Title XV: Land Usage of the City of Pompano Beach Code of Ordinances with each other to allow each agency an opportunity to review, comment and reach agreement on such proposed amendment(s) before they are submitted to the Planning and Zoning Board and/or City Commission for action.
2. If the DSD and PBCRA are unable to come to an agreement on the proposed amendment(s), the parties shall then schedule a meeting with the City Manager to resolve any and all dispute(s) pertaining to the proposed amendment(s) before they are submitted to the Planning and Zoning Board and/or City Commission for action.
3. The agenda cover sheet for the proposed amendment(s) shall be submitted to the City Manager's Office with all required signatures, including those of the PBCRA Co-Executive Director and PBCRA Attorney, before the item can be placed on a City Commission agenda.
4. A representative of the PBCRA shall attend all Development Review Committee meetings and those pertaining to proposed amendment(s) to Title XV: Land Usage of the City of Pompano Beach Code of Ordinances.

  
Dennis W. Beach, City Manager

RESOLUTION NO. \_\_\_\_\_

**POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY**

**A RESOLUTION OF THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY, APPROVING AND AUTHORIZING THE PROPER OFFICIALS TO EXECUTE AN AMENDMENT TO WORK AUTHORIZATION NO. 9 EXTENDING THE SCHEDULE FOR TECHNICAL SERVICES RELATING TO ANALYSIS, REGULATION AND CITY ADOPTION OF A LOCAL ACTIVITY CENTER THAT INCLUDES THE EAST CRA REDEVELOPMENT AREA, PURSUANT TO THE MASTER CONSULTING AND MANAGEMENT AGREEMENT BETWEEN THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY AND REDEVELOPMENT MANAGEMENT ASSOCIATES, LLC.; PROVIDING AN EFFECTIVE DATE.**

**BE IT RESOLVED BY THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY THAT:**

**SECTION 1.** The Amendment to Work Authorization No. 9 extending the schedule for technical services relating to the City's application for a local activity center that includes the East CRA Redevelopment Area, pursuant to the Master Consulting and Management Agreement between the Pompano Beach Community Redevelopment Agency and Redevelopment Management Associates, LLC., a copy of which Amendment is attached hereto and incorporated by reference as if set forth in full, is hereby approved.

**SECTION 2.** The proper officials are hereby authorized to execute the Amendment to Work Authorization No. 9.

**SECTION 3.** This Resolution shall become effective upon passage.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of July, 2016.

\_\_\_\_\_  
**LAMAR FISHER, CHAIRPERSON**

**ATTEST:**

\_\_\_\_\_  
**MARGARET GALLAGHER, SECRETARY**

**Redevelopment Management Associates  
Amendment to Work Authorization No. 9  
Analysis, Regulation and City Adoption of a Local Activity Center  
East CRA Redevelopment Area**

This Amendment to Work Authorization No. 9 is made as follows:

Work Authorization No. 9 is to provide the City of Pompano Beach with technical services related to the Broward County Land Use Plan Amendment application for the proposed Local Activity Center (LAC) which includes portions of the Atlantic Overlay District (AOD) and areas in and outside of the East CRA.

The paragraph entitled "Schedule" provides as follows:

The term of this work authorization is for the duration of the amendments, but not to exceed One Year (1 Year), terminating on July 21, and is effective upon execution by both parties. All rates, services and fees are based on the annual schedule effective as of the execution date of this agreement.

The LAC has not yet been approved and the services relating to its approval and adoption of amendments relating to the LAC are not yet completed. Accordingly, the paragraph entitled "Schedule" is amended to read as follows:

This work authorization shall continue in effect until such time as the LAC is approved and all amendments relating to LAC have been adopted by the City. All rates, services and fees are based on the annual schedule effective as of the execution date of this work authorization.

**APPROVED** and **ACCEPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**"CRA"**

Witnesses:

**POMPANO BEACH COMMUNITY**

**REDEVELOPMENT AGENCY**

\_\_\_\_\_

By: \_\_\_\_\_

LAMAR FISHER, CHAIRPERSON

Print Name: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

By: \_\_\_\_\_  
MARGARET GALLAGHER, SECRETARY

Print Name: \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF BROWARD

I HEREBY CERTIFY, that on this \_\_\_\_\_ day of \_\_\_\_\_, 2016 before me personally appeared LAMAR FISHER, Chairperson of the Pompano Beach Community Redevelopment Agency, and he acknowledged that he executed the foregoing instrument as the proper Official of the Pompano Beach Community Redevelopment Agency, and the same is the act and deed of said Pompano Beach Community Redevelopment Agency.

NOTARY'S SEAL:

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

\_\_\_\_\_  
(Name of Acknowledger Typed, Printed or Stamped)

\_\_\_\_\_  
Commission Number

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by MARGARET GALLAGHER as Secretary of the Pompano Beach Community Redevelopment Agency, who is personally known to me.

NOTARY'S SEAL

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

\_\_\_\_\_  
(Name of Acknowledger Typed, Printed or Stamped)

\_\_\_\_\_  
Commission Number

"CONSULTANT"

Witnesses:

**REDEVELOPMENT MANAGEMENT ASSOCIATES, LLC**, a Florida limited liability company

Adriane Esteban  
Print Name: Adriane Esteban

**Managing Member:**  
MetroStrategies, Inc.  
By: [Signature]  
Kim Briesemeister, President

Dahlia Baker  
Print Name: Dahlia Baker

**Managing Member:**  
By: [Signature]  
Christopher J. Brown, Manager

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 14<sup>th</sup> day of July, 2016 by Kim Briesemeister, President of MetroStrategies, Inc., as Managing Member of Redevelopment Management Associates, LLC on behalf of the limited liability company. She is personally known to me or who has produced [Signature] (type of identification) as identification.

NOTARY'S SEAL



CATHERINE TRENKLE  
NOTARY PUBLIC  
STATE OF FLORIDA  
Comm# EE839199  
Expires 9/30/2016

[Signature]  
NOTARY PUBLIC, STATE OF FLORIDA  
CATHERINE TRENKLE  
(Name of Acknowledger Typed, Printed or Stamped)  
EE839199  
Commission Number

STATE OF FLORIDA  
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me this 14<sup>th</sup> day of July, 2016 by Christopher J. Brown, as Managing Member of Redevelopment Management Associates, LLC on behalf of the limited liability company. He ~~is personally known~~ to me or who has produced \_\_\_\_\_ (type of identification) as identification.

NOTARY'S SEAL



CATHERINE TRENKLE  
NOTARY PUBLIC  
STATE OF FLORIDA  
Comm# EE839199  
Expires 9/30/2016

Catherine Trenkle  
NOTARY PUBLIC, STATE OF FLORIDA  
CATHERINE TRENKLE  
(Name of Acknowledger Typed, Printed or Stamped)  
EE839199  
Commission Number