

**POMPANO BEACH
COMMUNITY REDEVELOPMENT AGENCY**

Meeting Date: January 16, 2018

Agenda Item 6

REQUESTED CRA BOARD ACTION:

 Resolution(s) Consideration X Approval Other

SHORT TITLE OR MOTION: **A DISCUSSION ITEM OF THE POMPANO BEACH COMMUNITY REDEVELOPMENT AGENCY REGARDING A MANAGER TO PLAN, PROGRAM AND MANAGE THE CULINARY KITCHEN INCUBATOR PROGRAM AT THE E. PAT LARKINS COMMUNITY CENTER, 520 MLK JR. BOULEVARD, POMPANO BEACH, FLORIDA, 33060**

Summary of Purpose and Why:

This is a discussion item regarding a proposal for a manager for the Culinary Kitchen Incubator Program.

Staff recommends approval to move forward with a contract with Ms. Chrissy Beniot.

QUESTIONS TO BE ANSWERED BY ORIGINATING DEPARTMENT:

- (1) Origin of request for this action: Staff
- (2) Primary staff contact: Dahlia Baker Ext. 7866
- (3) Expiration of contract, if applicable: N/A
- (4) Fiscal impact and source of funding: \$40,000.00 CRA Budget 150-19b-539-84-64

<u>DEPARTMENTAL COORDINATION</u>	<u>DATE</u>	<u>DEPARTMENTAL RECOMMENDATION</u>	<u>AUTHORIZED SIGNATURE OR ATTACHED MEMO NUMBER</u>
<u>X</u> CRA Executive Director			<u>Kim Briesemeister</u>
<u>X</u> CRA Attorney			<u>Claudia M. McKenna</u>
<u>X</u> Finance Director			<u>A. Jean-Pierre</u>

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

Date: January 16, 2018

To: Pompano Beach CRA Board

Through: Kim Briesemeister, Co-Executive Director
Christopher J. Brown, Co-Executive Director

From: Dahlia Baker, CRA Workforce Program Director

Subject: Discussion Item – Manager to Plan, Program and Operate the Culinary Kitchen Incubator Program at the E. Pat Larkins Community Center

This item is for a discussion regarding a manager to plan, program and manage the Culinary Kitchen Incubator Program at the E. Pat Larkins Community Center, 520 MLK Jr. Boulevard, Pompano Beach, Florida, 33060.

Over the past year, the Pompano Beach CRA has been actively pursuing a Culinary Kitchen Incubator Program based on feedback from the NW community and noting that the State of Florida, according to Enterprise Florida, the Official Economic Development Organization for the State, lists leisure and hospitality, which includes culinary, as one of the industry forecasted for economic growth.

In June 2017, the CRA received interests from two individuals to run the Kitchen. In an effort to encourage greater participation and for transparency; on July 10, 2017, at the NW Advisory Committee meeting, CRA staff reported the interests and mentioned that once it has all the approvals for the Kitchen in place, an RFP would be advertised for a manager of the Kitchen and asked the Committee for recommendations for a Selection Committee. On July 18, 2017, the Pompano Beach CRA Board approved a license agreement between the City and CRA for the use of the E. Pat Larkins Community Center for the establishment of a Culinary Kitchen Incubator Program. The companion item was approved at the Pompano Beach City Commission meeting on July 25, 2017. Staff then asked the Purchasing Department to develop a RFP, which was distributed to the NW Advisory Committee at the end of its summer break and distributed to the Selection Committee for input, the final RFP was advertised on September 27, 2017. The RFP closed on October 25th, with no proposal received. CRA Staff then reached out to the original two proposers from June. One was no longer interested and the other was Ms. Chrissy Beniot.

Ms. Beniot created “The Production Kitchen” with the idea of helping small food businesses get up and running in a financially safe way, while being available to coach, assist and provide resources to help them make business decisions, get licensed or find direction. She opened two of these such kitchens while operating her restaurants. She helped



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entrepreneurs in many areas of food production from food truck to green market ideas. She also helped culinary entrepreneurs mass produce products for retail. She used her experience as well as professional friends to provide value.

She has done every aspect of the food business including building and operating food trucks, redesigning and building restaurants, catering company, cooking classes and cooking on TV. She has negotiated leases, worked in conjunction with cities in both building and improving restaurants some from the ground up. She understands health code and the relationship needs with the inspectors for both Dept. of Agriculture and Department of Business and Professional Regulation. She has installed kitchen equipment, fire suppression systems and understands the basic maintenance and responsible upkeep of commercial kitchen equipment. She understands marketing, website design, accounting, expense tracking and the relationships between the IRS and a small business on an operating level, UCT6, Payroll taxes, Sales tax, food costing, contract writing, menu writing, logistics and HR topics for staff to name just some of the important areas vital to successful food service.

She has many classes already designed from prior programs as well as new ones designed once she learned of this Program and its 8-week start to finish layout that offers a more complete experience for new entrepreneurs.

The Culinary Kitchen Incubator Program has been created to support upcoming chefs and bakers venturing into their own food businesses. It will offer a shared workspace, equipment and business advice for small catering companies, food vendors, bakers and specialty-food makers. It is an opportunity to operate a food business legally out of a fully licensed commercial kitchen. This will create self-sufficient businesses that benefit themselves, their families, their community, and the whole city. The Culinary Incubator will also be a workforce development tool for future talent needs with programs designed to get kids excited about careers in the culinary industry.

The manager will support the development and operation of the premises as an income generating commercial kitchen for the City where food trucks and other food service providers can rent to prepare food. Pricing to be defined on a resident and non-resident structure.

The Premises to be used for development and operation of a culinary kitchen incubator program for the period of three consecutive one-year intervals.

12/16/2017

Re: Kitchen Program

Chrissy Benoit

321-424-9149/ benoitchrissy@gmail.com

To Whom it may concern,

My name is Chrissy Benoit and I'd like to be considered to run the entrepreneurial kitchen program for the city or Pompano Beach.

There are many reasons I'd love to get this program up and running. I'd like to take the topics one by one as well as elaborate on why I feel I would be the best choice for the city and for this program.

First and foremost I created "The Production Kitchen," in 2009 with the idea of helping small food businesses get up and running in a financially safe way, while being available to coach, assist, and provide resources to help them make business decisions, get licensed or find direction. I opened 2 of these such kitchens while operating my own restaurants. I helped entrepreneurs in many areas of food production, with food trucks to green market ideas and licensing. I also helped some independents mass produce their products for retail. It was very rewarding and I enjoyed drawing from my background as well as my circle of professional friends to enhance the experience.

I have opened many restaurants both in the corporate world as well as on my own as an independent operator and experienced many difference circumstances both fortunate and unfortunate which I learned great lessons from. I have done every aspect of the food business, as well as building and operating my own food truck, redesigning and building two restaurants a catering company, cooking classes and cooking on TV. I have negotiated leases, worked in conjunction with cities in both building and improving restaurants some from the ground up. I understand health code and the relationship needs with the inspectors for both Dept. of Agriculture and Department of Business and Professional Regulation.

I have also installed kitchen equipment, fire suppression systems; I understand the basic maintenance and responsible upkeep of these expensive pieces of equipment as well as freezers, refrigerators, stoves, grease traps, hood systems and waste management. I believe respect for the equipment is a critical factor in shared kitchens, both out of respect for the investment as well as the benefits learned from respecting the tools of the trade that will benefit users once they are the source of the investment.

I also have experience with the many topics that are critical but often overlooked by new business owners. I understand marketing, website design, accounting, expense tracking and the relationships between the IRS and a small business on an operating level, UCT6, Payroll taxes, Sales tax, food costing,

contract writing, menu writing, logistics and HR topics for staff to name just some of the important areas vital to successful food service.

I find joy and reward in helping others realize their dream, or helping them safely realize it might not be for them. Both realizations are good when they help people make good decisions. Before I developed my skills in the kitchen, I taught classes on many hospitality classes for the opening of many restaurants, I enjoy teaching and helping people get the information they need to move forward. I sat on the culinary advisory board for South Tech Culinary Program to assist and advise students and programs for students in the culinary program. I possess the leadership traits to get these things across and accomplished.

I have many classes already designed from prior classes as well as new ones I have written since learning of this program and the 8 week start to finish layout that offers a more complete experience for new entrepreneurs.

I also love working with the community and have done many events. Florida Parent and Children's Day Museum of Fashion and Lifestyle, Taste of the Nation/No Kid Hungry, community cooking classes, children's food classes with Orlando Cares Garden Project, teaching food matters for folks on a budget who want to learn to stretch their food choices and still eat healthy. I would love to bring some of these ideas to life to benefit the people within the CRA district as well those living nearby.

Attached are some of the articles written about my previous kitchens, as well as my resume with most of my background. I appreciate your time and consideration as well as your foresight and willingness to bring this very necessary program to life.