

Regular Meeting of the
Downtown Development Authority
Thursday, June 12, 2008
Broward Center for the Performing Arts
New River Room West Side

ROLL CALL

BOARD PRESENT: Jack T. Loos, Chair
Gale Butler, Vice Chair
Charles B. Ladd, Secretary
Alan Hooper, Treasurer
D. Fredrico Fazio, Board Member
William R. Scherer, Board Member
Peter Feldman, Board Member

ALSO PRESENT:

John M. Milledge, DDA Legal Counsel	Hans Huseby
Chris Wren, DDA Executive Director	Richard Mancuso
Elizabeth Veliky, Planning & Design Manager	Clay Wieland
Marti Brown, Administrative Coordinator	Coleman Prewitt
Chadwick Blue, Urban Planner	Charlie Palmer
Doug Eagon	Mark Nerenhausen
Chuck Adams	Joe Abruzzino
John Lafferty	Ron Centamore
Frank Adderley	Patsy Mennuti
Karen Dietrich	Bob McSweeney
Henry St Jean	Jonathan Roberson
Robin Campbell	

PRESIDING: Jack T. Loos, Chair

Chairman Loos called the meeting to order at 8:45 a.m. Roll call was taken by Marti Brown. All Board members were present.

CONSENT AGENDA

Chairman Loos asked if there were any items anyone wanted to pull and hearing none, he asked if there was a motion approving the items on the Consent Agenda. *A motion was moved by Mr. Hooper and seconded by Mr. Fazio. All board members were in favor.* The following items were unanimously approved:

- C-1) Approval of the minutes and follow-ups from the May 8, 2008 DDA Regular Board Meeting and the following Committee Minutes:
Marketing: 4/28/08, 5/5/08, 5/12/08, 5/19/08, 6/2/08
- C-2) Approval of Outdoor Event Application – TeamFootWorks Corporate Run, 3/31-4/2/09, John

Hans Huseby

- C-3) Approval of Outdoor Event Application – Take Steps for Crohn’s & Colitis, 3/28/09, Craig Konhauzer

REGULAR AGENDA

R-1 Police Items

a) Police Report

Captain Dietrich said the continuing item is still vehicle burglaries at night. She said the community policing unit has refilled up and the name is now Community Crime Response Team. She said this is a 6 person unit and they will be deployed where patterns develop. She added that in four weeks, they’ve made 39 arrests. She said they are a very active unit and that they were instrumental in catching a rapist. She introduced Officer Henry St. Jean who is assigned to the unit and to the DDA during the day.

Mr. Hooper mentioned an arrest that was made about a year ago when the Mill Lofts was under construction where copper was stolen. He said one of the individuals received 14 months in the County jail and the other individual is in jail for multiple years at a State prison. He said he appreciated the help from the police department.

c) Resolution to Frank Adderley

Chairman Loos asked Chief Adderley to approach the table. He presented a Resolution to him on behalf of the DDA thanking him for all his efforts. Chairman Loos said he will be a great Chief. A photo was taken.

Chief Adderley thanked the DDA for all their support and said they worked great together and will continue working great together. He said the DDA supported him. He said he wished Bruce Roberts was present because he wanted to thank him. He said Mr. Roberts provided an opportunity for him and prepared him for this position. He said that Mr. Roberts supported the DDA as well.

b) Resolution to Bruce Roberts

Chairman Loos said that the DDA had prepared a Resolution to Bruce Roberts. He said the DDA thanks him for his many years of service to the DDA, the downtown and the entire community.

Mr. Wren mentioned another award that they had to present today which was on behalf of the TMA to Jack Loos. The TMA wanted to thank Mr. Loos for his outstanding service and Mr. Loos was given the award. Chairman Loos thanked the TMA and everyone involved.

R-2 PACA Update

Charlie Palmer said they are trying to identify funding needs for repairs. He said they are in the first stage of the fundraising process.

Mr. Nerenhausen said the Broward Center is nearing the two decade mark. He said they have prepared a 5 year rolling capital plan. He said \$1 million is needed on capital repairs and maintenance. He said the County previously contributed \$350,000 a year but this was cut last year. Mr. Nerenhausen said the equipment and systems are 17 years old (mechanical, audio, lighting, furnishings, etc.). He said they’ve put a \$2.2 million performance contract in place with Honeywell

for equipment and that the project has been financed. He said in the 17 years, they've had 600,000 patrons per year and it's taken a toll on the Center. He talked about the capital needs projections. Mr. Nerenhausen said the immediate need is \$26 million. He went through the near term and long term needs. He talked about production issues which include the pit lift. He said they put in a more efficient chiller and replaced old air handlers. He said the salt air has caused corrosion on the building. He said there are condensation issues which affect the wood finishes. He said there are hot water tank issues and that they are upgrading the elevator systems. Mr. Nerenhausen talked about exterior issues which include roof repairs, west façade repair, sidewalks, tiles, railing corrosion, etc.). He showed a list in his presentation. He said that one door repair took 14 man hours. He said there are constant repairs to the dressing rooms, the chairs, the bathrooms/showers in the dressing rooms and the seats in the theatre. He said the Honeywell contract is underway and almost complete.

Mr. Palmer said they are trying to identify sources of monies to fund the capital needs. He talked about tourist tax monies. He said they are looking to the DDA to help them with the Tourist Development Council and the City Commission to help secure a permanent source of funding.

Mr. Hooper asked about the \$350,000 from the County and where it came from. Mr. Palmer said that it came out of the general fund. He said they get \$500,000 for capital improvements and repairs but they are looking for another source of funding. Mr. Hooper asked about the tourist tax and rental car tax. Mr. Palmer said that keeping the Center in top shape helps get tourists into the community. Further discussion was held after which Mr. Nerenhausen said that when they are talking about tourist dollars, they are not talking about support for the arts directly but for the bricks and mortar. Brief discussion held. Mr. Milledge said he's attended meetings with the County.

Mr. Hooper said they should support it and if there is a future committee, they should show support. Mrs. Butler said she's involved with the foundation board already. Chairman Loos asked if there was a motion in support. Mr. Palmer recommended appointing two members from the DDA to be involved. Mr. Hooper volunteered and since Mrs. Butler is on the foundation board, Mr. Feldman said he would be the 2nd appointee. At this time, ***Mr. Hooper made a motion to support any and all efforts that the PACA makes towards following through with their goals and vision and that the DDA supports them wholeheartedly. Chairman Loos said to make it a conceptual motion and staff can organize this. Mrs. Butler seconded the motion. All were in favor.***

R-3 Tunnel Park Update

Mr. Wren said they've been following and supporting Rio Vista's neighborhood association and the City on this project.

Joe Abruzzino and Clay Wieland were present. Mr. Abruzzino showed the Board a rendering. Mr. Wieland said they both are residents of Rio Vista. He said they were awarded a \$35,000 NCIP Grant, the DDA was awarded a \$25,000 BCIP Grant and they have the original \$500,000 from the DDA plus additional funds from Smoker Park. He described what they are doing. He said they've met with the City and they've received engineering comments. He said this should be up for bid in a couple of months and construction should begin by the end of the year.

Chairman Loos thanked them for their efforts on behalf of the DDA. Chairman Loos thanked Mr. Palmer for the trees and said he's done a lot for the community. Chairman Loos said that Mr. Scherer was very involved in this and that they should thank him as well.

R-4 Transit

a) Project Transition

Mr. Wren said that there has been a project transition. He said Mr. Lafferty is now the Project Manager in the day to day operations and that Mr. Smelley is still involved with project oversight.

Mr. Wren added that information is also included in their package on the project transition to Broward County Transit (BCT) staff. He mentioned that the DDA staff and consultants have been meeting with BCT staff on a general level, but will be meeting on specifics in the next few months.

b) 30 Day Forecast

Mr. Wren said this acts as the contract checks and balances. Mr. Wren said they are within scope and are within budget.

c) FTA Submittal

Mr. Wren said this is about how the remaining scope items will be submitted through the County to the FTA. He said right now it's anticipated they will be going to the County in August. He said they will be submitting to the FTA in September.

Mr. Lafferty said they are scoped to facilitate some items and they've already spoken with BCT. He said that regarding the FTA schedule, the application is due the first week in September. He said they will come out with formal instructions at the end of this month which outlines what needs to be submitted and when. Chairman Loos said that Mr. Lafferty has done an excellent job and that he is pleased to see him take a leadership role. Chairman Loos thanked him for his update.

R-5 General Marketing Accounting

Mr. Wren said that Mr. Ladd wanted an overview of general marketing expenditures and he's going to have Ms. Veliky go through this. Ms. Veliky said they've spent \$70,000 out of the \$79,000 which was budgeted. She said they've spent monies for TMA Marketing, Art in the Downtown, Go Riverwalk and other expenses outlined in the memo. She said they are on target not to go over the budgeted amount.

Mr. Hooper said the Board should continue with marketing past the transit project promoting efforts of the DDA. He said the TMA luncheon was last week and he wanted to thank Mrs. Butler, Mr. Feldman, Mr. Loos and staff. He said Congressman Klein was present as well as City Commissioners and an Admiral. He said they had 300 people in attendance and that Mike Jackson spoke. He said it was a great event. Mr. Hooper said he thinks the DDA should have an annual event. He said this didn't cost the TMA anything after all was done and that they made \$4,000. Mr. Hooper said the DDA should do this as part of marketing. Mrs. Butler said this was a good idea and she would be happy to work on it. Mr. Ladd said it is a great idea. He said it may be a great way to get an annual revenue source to cover managing Huizenga Park.

Chairman Loos suggested that they carefully coordinate the date so it doesn't overlap or hurt the efforts of others such as the Riverwalk Trust or the Downtown Council.

Mr. Fazio said the Art in the Downtown catalog was great and that staff did a terrific job. He asked who receives the catalog and maps. Mr. Blue said they were distributed to the Museum of Discovery and Science and the Museum of Art as well as the Chamber of Commerce and Chaz Adams at the City. Mr. Fazio said they did a great job.

Chairman Loos said that artists who display their work are hopeful of selling and he doesn't know by looking at the catalog how much the pieces are. He said there should be some mechanism organized that these artists are loaning the pieces for display but that they want to sell them and then some sort of clearing house of asking prices. He said they want to encourage this program. Mr. Fazio said they should also put down where their studio is and their phone number and the Board suggested including their website if they have one as well. Chairman Loos said the program has been wonderful for the downtown. Mr. Hooper said Mr. Blue did a great job.

Mr. Feldman said this is a great effort and at some point, he'd be happy to see the northern part of the downtown included in this program. He said there is a brand new park to be developed and maybe they can include the Chamber of Commerce as well as some others.

R-6 DDA 2008/2009 Budget Schedule

Mr. Wren said this is the first step in the 2008/2009 process. He said the Board needs to set their public hearings in September. He said there will be another budget message in July. He said he's hired Chuck Adams to assist with the budget.

Mr. Wren said he's already had the public hearing dates cleared by Mr. Milledge and recommends the Board makes a motion approving the following: Changing the September 11, 2008 regular meeting from 8:30 a.m. to 4:00 p.m. with the 1st public hearing following at 5:01 p.m. and scheduling the 2nd public hearing for September 25, 2008 at 5:01 p.m.

Mr. Wren said there is a budget shortfall. He said this is the first year with the new State Legislative mandates to trim the budget. Other shortfall issues were that the County decided not to operate the courthouse shuttle which was revenue they anticipated and Board actions not anticipated in the original budget. Mr. Wren said in the recapitalization of the PACA garage, the City contract came in less than anticipated which created a surplus. He said he believes he can prepare a budget without any significant cuts in operations and services. He added that the downtown assessed values went up approximately 6%. *A motion approving the above budget hearing dates and times was moved by Mr. Hooper and seconded by Mrs. Butler. All were in favor.*

DIRECTOR'S REPORT

D-1 Hospice Regatta Clam Bake Event on 5/16-5/19/08 (Emergency Approval)

Mr. Wren said the DDA helped the City by having the event in Huizenga Plaza due to them double booking Esplanade Park so they had to do an emergency approval. He put this on the agenda so the Board was aware. He said the event will now be in Huizenga Plaza each year since they enjoyed the location. He said they made \$2,000 on the event. He added that one of the things they loved about the park was the lighting project.

D-2 FTA Grants Status

Mr. Wren said they've been working with Broward County staff and that they will be pulling out some of the first funds within 6-8 weeks.

D-3 Broward Alliance Marketing Campaign

Mr. Wren said Broward Alliance has a new marketing strategy and information is contained in their package.

Other Business

Mr. Fazio said he was asked to look into the fee arrangement with John Milledge. He said he's been legal counsel for 17 years and his last raise was about 10 years ago. Mr. Fazio said that Mr. Milledge has requested \$275 per hour and he believes this is fair and recommends the Board approve this. ***Mr. Fazio made a motion that the Board approves the fee of \$275 per hour for Mr. Milledge and Mr. Scherer seconded the motion. Roll call was taken and all approved.***

Mr. Fazio said that Mr. Wren asked him to look into the current pension plan which affects Elizabeth, Marti and Chad. He said presently there is a 401 plan with an "up to" 5% employer contribution with an employee match of the same percentage. He said there is no flexibility to the plan in the fact that all employees must do the same contribution once a percent is decided upon. He said he's been researching what others are doing and how they can come up with a revised plan to attract and retain good employees and to provide for the future. The Board discussed various options available including vesting term suggestions. Discussion was held about what other agencies do such as the City, County, School Board and Miami DDA. Chairman Loos said they need to come up with something that is financially responsible to tax payers and fair to the employees. The Board will consider all available options and bring this item back for further discussion.

As there was no other business to come before the Board, Chairman Loos adjourned the meeting at 9:57 a.m.