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Riviera Beach Community Redevelopment Agency Meeting

Riviera Beach Marina Event Center

190 East 13th Street

Riviera Beach, Florida

Wednesday, December 13, 2017

6:33 p.m. to 7:55 p.m.

APPEARANCES:

Chair KaShamba Miller-Anderson

Vice Chair Tonya Davis Johnson

Commissioner Terence Davis

Commissioner Lynne Hubbard

Commissioner Dawn Pardo

Attorney Michael Haygood

Interim Executive Director Scott Evans

Administrative Assistant Tamara Seguin

1 CHAIR MILLER-ANDERSON: We're going to go ahead and get  
2 started with the CRA meeting here.

3 I want to call to order the Riviera Beach CRA meeting,  
4 December 13, 2017, 6:00 p.m.

5 Madam, roll call.

6 (Upon roll call by Administrative Assistant Tamara Seguin, the  
7 following were present: Chair KaShamba Miller-Anderson,  
8 Commissioner Terence Davis, Commissioner Lynne Hubbard,  
9 Commissioner Dawn Pardo. Also present: Attorney Michael  
10 Haygood and Interim Executive Director Scott Evans.)

11 CHAIR MILLER-ANDERSON: We'll have a moment of silence,  
12 followed by the Pledge led by Councilwoman Hubbard.

13 (Moment of silence, followed by the Pledge of Allegiance.)

14 CHAIR MILLER-ANDERSON: Do we have any additions and  
15 deletions?

16 INTERIM EXECUTIVE DIRECTOR EVANS: No, Chairperson  
17 Miller-Anderson.

18 CHAIR MILLER-ANDERSON: Let the record reflect Councilwoman  
19 Davis Johnson is on the dais.

20 Any disclosures by commission or staff?

21 Do we have a motion to adopt the agenda?

22 COMMISSIONER PARDO: So moved.

23 COMMISSIONER DAVIS: Second.

24 CHAIR MILLER-ANDERSON: Madam Clerk.

25 (Vote taken.)

1 THE CLERK: Motion carries.

2 (Motion passed unanimously.)

3 CHAIR MILLER-ANDERSON: Consent agenda. Any person who  
4 would like to speak on an agenda item please fill out a blue  
5 public comment card located in the back of council chambers and  
6 give it to the staff prior to the beginning of the meeting.  
7 Members of the public shall be given a total of three minutes  
8 for all items listed on the consent agenda. Members of the  
9 public will be given three minutes to speak on each regular  
10 agenda item. In no event will anyone be allowed to speak on an  
11 agenda item after the resolution is read or the item is  
12 considered.

13 Do we have anyone that would like to pull an item from the  
14 consent agenda?

15 VICE CHAIR DAVIS JOHNSON: Madam Chair, I'd like to pull  
16 item 2.

17 CHAIR MILLER-ANDERSON: Item 2.

18 Anyone else?

19 Do we have a motion for the consent agenda with item number  
20 2 being pulled?

21 COMMISSIONER DAVIS: So moved.

22 COMMISSIONER PARDO: Second.

23 (Vote taken.)

24 THE CLERK: Motion carries.

25 (Motion passed unanimously.)

1 CHAIR MILLER-ANDERSON: Item number 2.

2 VICE CHAIR DAVIS JOHNSON: The question that I have --

3 CHAIR MILLER-ANDERSON: Hold on. Do you want to read off  
4 item number 2?

5 THE CLERK: Item number 2, Request for the approval of  
6 minutes, November 29, 2017 CRA Workshop.

7 CHAIR MILLER-ANDERSON: Go ahead, Ms. Davis Johnson.

8 VICE CHAIR DAVIS JOHNSON: The question that I have, I  
9 believe that I was late to the meeting. I came in late to the  
10 meeting but I don't see in the minutes where it was reflected.

11 THE CLERK: I believe you came in late at the end of the  
12 first meeting.

13 VICE CHAIR DAVIS JOHNSON: No, not at the workshop. These  
14 are the minutes -- I want the regular minutes, item 1, I'm  
15 sorry.

16 CHAIR MILLER-ANDERSON: You want 1 or 2?

17 VICE CHAIR DAVIS JOHNSON: One.

18 CHAIR MILLER-ANDERSON: Okay. So we'll make a correction  
19 for item 1 to be pulled instead of 2.

20 VICE CHAIR DAVIS JOHNSON: Thank you.

21 COMMISSIONER DAVIS: So do we have to dismiss this motion  
22 by approving this first and then reconsidering 2 -- 1?

23 CHAIR MILLER-ANDERSON: Ask your attorney over there.

24 COMMISSIONER DAVIS: Excuse me?

25 CHAIR MILLER-ANDERSON: Ask your attorney over there.

1 MR. HAYGOOD: It may be best to, just for the record, to  
2 clarify that the consent agenda was approved except for item 1.

3 So if you just redo the motion. I apologize.

4 CHAIR MILLER-ANDERSON: Say that again.

5 MR. HAYGOOD: If you would just restate the motion and say  
6 that it's being approved except for item 1, correcting the  
7 record.

8 CHAIR MILLER-ANDERSON: So we're striking -- we're going to  
9 withdraw that other motion --

10 MR. HAYGOOD: Yes, ma'am.

11 CHAIR MILLER-ANDERSON: -- to accept all of the other?

12 MR. HAYGOOD: Yes.

13 CHAIR MILLER-ANDERSON: Because we accepted 1 and 3, and  
14 pulled 2.

15 MR. HAYGOOD: Yes. Just restate the motion.

16 CHAIR MILLER-ANDERSON: That we're pulling item number 1  
17 instead of item number 2.

18 MR. HAYGOOD: Yes, ma'am.

19 CHAIR MILLER-ANDERSON: And will that motion -- second  
20 still stand? For those who made the motion --

21 COMMISSIONER PARDO: Yeah. Madam --

22 CHAIR MILLER-ANDERSON: -- and the second?

23 COMMISSIONER PARDO: -- Chair. Madam Chair. So I made the  
24 motion, so I would like to rescind the original motion. My new  
25 motion is to approve item 2 and 3 and pull item 1.

1 COMMISSIONER DAVIS: Second still stands.

2 CHAIR MILLER-ANDERSON: Alright.

3 (Vote taken.)

4 THE CLERK: Motion carries.

5 (Motion passes unanimously.)

6 CHAIR MILLER-ANDERSON: So item number 1.

7 VICE CHAIR DAVIS JOHNSON: Thank you, Madam Chair. I  
8 remember attending late but I don't show where I was recognized  
9 as having been on the dais. Or does --

10 MS. HATCHER: It's actually on page 15.

11 VICE CHAIR DAVIS JOHNSON: I sure didn't see it. Hold on.

12 MS. HATCHER? "Chair Miller-Anderson: Let the record  
13 reflect Ms. Davis Johnson is on the dais."

14 VICE CHAIR DAVIS JOHNSON: Where?

15 MS. HATCHER: On page 15.

16 VICE CHAIR DAVIS JOHNSON: I'm looking at page 15.

17 MS. HATCHER: Under regular minutes.

18 VICE CHAIR DAVIS JOHNSON: Okay. I overlooked that.

19 Because I got through the end and I was like when do I start  
20 talking, when was I recognized. Thank you for pointing that  
21 out. Because I do read them. I just overlooked it. Thank you.

22 CHAIR MILLER-ANDERSON: Anyone else for item number 1?

23 Madam Clerk.

24 (Vote taken.)

25 THE CLERK: Motion carries.

1 (Motion passes unanimously.)

2 CHAIR MILLER-ANDERSON: That's the end of the consent  
3 agenda.

4 Regular business, item number 4.

5 THE CLERK: A resolution of the Board of Commissioners of  
6 the Riviera Beach Community Redevelopment Agency approving  
7 amendments to the Agency's Comprehensive Policies and Procedures  
8 Manual, providing an effective date.

9 COMMISSIONER PARDO: So moved.

10 CHAIR MILLER-ANDERSON: Do we have a second?

11 COMMISSIONER DAVIS: Second.

12 CHAIR MILLER-ANDERSON: Okay. Who is presenting?

13 INTERIM EXECUTIVE DIRECTOR EVANS: Good evening, Board.

14 In October we extended Palm Beach Consulting Group's  
15 contract, Mr. Arnold Broussard's work to complete assisting us  
16 in our Finance Department as interim finance director; and we  
17 also added some work to help us move forward, some policies and  
18 procedures update.

19 And Mr. Broussard has a brief presentation on this agenda  
20 item.

21 CHAIR MILLER-ANDERSON: Okay.

22 MR. BROUSSARD: Madam Chairperson, members of the Board of  
23 Commissioners. Thank you for this opportunity to appear before  
24 you.

25 In front of you you have -- probably one of the most

1 important things that an organization does is the putting in  
2 place a policies and procedures manual which identifies and lays  
3 out and presents the -- in many ways the day-to-day operational  
4 activities that staff go through; and in the case of the  
5 situation where we have a board where the board interacts with  
6 staff.

7       What we've done is the interim executive director  
8 identified several areas that he wanted to start to address in  
9 terms of bringing the CRA's policies and procedures more in line  
10 with those policies and procedures followed by the, by the City.  
11 Especially over the past year, with your assistance and  
12 direction and guidance we, the CRA has been moving to move its  
13 financial operations under the, under the oversight and  
14 management of the City's Finance Department. And with that we  
15 will gain a number of operational efficiencies and the interim  
16 CRA director will have the ability of having senior financial  
17 support and management over the Finance Department staff of the  
18 agency.

19

20       In connection with that we identified several areas that we  
21 wanted to be able to address immediately in terms of redoing  
22 some of the policies and procedures of the agency. And at the  
23 same time make the board aware of the fact that there will be a  
24 need for us to comprehensively look at the policies and  
25 procedures manual, policies and procedures that the agency



1 follows, as we become more in line with the City's operations.

2 Little by little we -- you know, given the fact that the  
3 CRA has some very specific legal mandates that it must follow  
4 from a programmatic standpoint. From an operational standpoint  
5 the agency can look more and more like a city department in many  
6 ways. And that's one of the main things that we're trying to be  
7 able to accomplish.

8 So what we have in front of you identify two separate  
9 categories of policies and procedures. The category A ones,  
10 there were two areas that were addressed by the agency's  
11 auditors during the last audit that would require a change in  
12 agency policy. And one of those areas dealt with the fact that  
13 the, that the agency and the city had difficulties in  
14 reconciling balances, receivables and payable balances between  
15 the City and the CRA. And during the audit from two years ago,  
16 and not as much the last year's audit, those differences or the  
17 reconciliation of those differences created some major problems  
18 with respect to the City being able to finish and complete its  
19 audit that's mandated by the state.

20 So one of the findings that we're addressing is a finding  
21 that was mentioned in the 2015 audit, and then it came up again  
22 in the 2016 audit. And we have made some procedural changes  
23 there, and we need to get your approval to incorporate that  
24 change and the next change that I'll discuss to the CRA's  
25 procedures manual.

1           The second area that the auditors identified dealt with  
2 long outstanding checks that the agency had written that would  
3 not -- had not been cashed by the individuals who the checks  
4 were written to. And according to state law at a point those  
5 amounts, if an entity cannot find the owner of those funds, then  
6 they should be turned over to the state in the unclaimed  
7 property area; and it becomes the state's responsibility to  
8 either find the owners of those funds or to otherwise dispose of  
9 those properties, if you will.

10           So these two procedures were, you know, were somewhat  
11 fairly straightforward in terms of us putting together  
12 procedures in order to be able to address them and identify them  
13 in category A, because I think they're very much different from  
14 the ones that we have in the second category and that I'll  
15 discuss soon.

16           So I'll first start off by asking you if you have any  
17 questions on those two areas.

18           CHAIR MILLER-ANDERSON: Anyone have any questions?

19           COMMISSIONER PARDO: Yeah. Madam Chair.

20           CHAIR MILLER-ANDERSON: Go ahead.

21           MR. BROUSSARD: Yeah, and I apologize. These policies and  
22 procedures are probably the next worst thing to -- it's like  
23 having a root canal. It's not an exciting topic area.

24           COMMISSIONER PARDO: No. But, you know what, but sometimes  
25 we really need to revisit them.

1 MR. BROUSSARD: Absolutely.

2 COMMISSIONER PARDO: Okay. So you mentioned the checks  
3 that have not been cashed.

4 MR. BROUSSARD: Yes.

5 COMMISSIONER PARDO: Is that the same policy that the City  
6 has?

7 MR. BROUSSARD: I don't know what the -- I don't know what  
8 policy the City is following. What we did was the auditors  
9 identified the section of state law that needed to be addressed,  
10 and that's what we went to --

11 COMMISSIONER PARDO: Do we have a number of checks still  
12 outstanding?

13 MR. BROUSSARD: It's a small amount. It's not that they  
14 were major in terms of amounts or the number, it was more the  
15 fact that we had a few that were there that we had not done  
16 anything with.

17 COMMISSIONER PARDO: Thank you.

18 MR. BROUSSARD: But it was not material, nothing material.

19 COMMISSIONER PARDO: Okay. Thank you.

20 CHAIR MILLER-ANDERSON: Anyone else? Questions?

21 MR. BROUSSARD: Okay. The second category of policies and  
22 procedures dealt with annual and sick leave, travel, small  
23 purchases, and the use of purchasing cards.

24 In the annual and sick leave area, again these were two  
25 areas that the CRA in terms of looking at what it does as

1 opposed to what the City does, there were some very minor  
2 differences that existed. One of the major areas was in the  
3 area of annual leave, where the City has a -- for employees who  
4 have been with the City in excess of five years, there's a  
5 little bit of an increase in the number of annual leave -- in  
6 the amount of annual leave that may be awarded to an employee  
7 who has been with the City for in excess of five years. Other  
8 than that the basic procedures that are in place at the CRA and  
9 the City were very much in line. The City's procedures were in  
10 more detail. And I felt it was -- in terms of the review that I  
11 was making I felt that given the amount of additional discussion  
12 if you will that the City had in terms of its policies and  
13 procedures that it might be better for us to more -- to better  
14 utilize what the City was doing from the standpoint of the  
15 clarification that it provided to -- in this particular area.

16 There are also minor word changes that were made because I  
17 don't write the same way that whoever wrote the City's  
18 procedures wrote. But other than that, and correcting some of  
19 the wording, if you will, the basic policies and procedures in  
20 those two areas are basically the same.

21 And what I'll try to do is address, if you don't mind,  
22 answer any questions that you might have as it relates to annual  
23 and sick leave before moving on.

24 COMMISSIONER DAVIS: Madam Chair.

25 VICE CHAIR DAVIS JOHNSON: Mr. Davis.

1 COMMISSIONER DAVIS: I just want to say to Mr. Broussard --

2 THE WITNESS: Sir? I'm sorry, Mr. Davis.

3 COMMISSIONER DAVIS: I just want to say thank you for,  
4 definitely for the work that you've done. We're helping tighten  
5 up these departments and providing a stronger structure in place  
6 so that we can have something to build off of. This is  
7 something that would never get promoted, that we're actually  
8 doing our job, we're making sure we're having transparency and  
9 things that allows us to follow a simple blueprint. And I want  
10 to say thank you for your job, for the effort and the time. I  
11 can see from reading there's a lot of time put into this. But I  
12 didn't have any other -- no other questions at this time. But I  
13 just wanted to say just thank you for the work that you've done  
14 on this particular item.

15 MR. BROUSSARD: Thank you for your comments, Mr. Davis.

16 I'd like to go on to the small purchases area at this  
17 stage. Small purchases are identified as purchases of \$25,000  
18 or less. The issue area that the CRA was having is one that had  
19 been basically addressed by the City but not by the CRA and that  
20 was purchases, small purchases up to, up to and including \$2500.  
21 The process that's normally, that has normally been followed at  
22 the CRA is for purchases under \$25,000, that in order to  
23 identify a competitive price, if you will, three quotations were  
24 requested.

25 The City -- the City's policies and procedures more

1 specifically look at small -- well, small purchases are  
2 identified too as \$25,000 and below. But at the same time when  
3 you come to a purchase of \$2500 or less the City has an  
4 abbreviated procedure in place generally that can be followed by  
5 staff. And we're talking about \$2500 or less; most of the time  
6 it's the or less. Because if somebody wants to buy some memo  
7 pads, you know, they've had to go through the process of making  
8 three -- you know, of getting three quotations on memo pads in  
9 order to make a purchase, which becomes quite an inefficient  
10 process at a period -- at a point, you know, because, you know,  
11 things like that you can easily, you know, find competitive  
12 prices at Office Depot or Staples, and it's just a matter of  
13 you're looking at an ad in a paper sometimes and being able to  
14 identify some of those things. So it became -- it becomes  
15 burdensome on small purchases, small purchase like that. And  
16 what the City has done is it allows, it allows employees to, you  
17 know, to make small purchases like that without having to go  
18 through that three, you know, bid process or three quotation  
19 process, but go through the process of looking for competitive  
20 prices and then documenting what those, you know, those  
21 competitive prices might be. And what this procedure, what the  
22 proposed procedure does is one that basically tracks what the  
23 City's policy is and procedures are in that purchase of items of  
24 \$2500 or less. That's the only addition, if you will, to the  
25 procedure that's proposed.

1           And I'll stop and address any questions again at this  
2 point.

3           VICE CHAIR DAVIS JOHNSON: Are there any questions for  
4 Mr. Broussard regarding the small purchases?

5           Hearing none, please proceed, Mr. Broussard.

6           MR. BROUSSARD: The next area is purchasing cards or credit  
7 cards. The City at a -- commissioners at a point in time had  
8 CRA credit cards. And as you realize -- you know, today you  
9 don't have CRA credit cards. But determination was made -- the  
10 City made a determination to allow council members and  
11 commissioners the ability to use the credit cards that they had  
12 for the City to also make purchases that were CRA related. And  
13 that they process all of the paper the same way, necessary  
14 communications are made between the CRA -- I mean between the  
15 City and the CRA as those purchases are made and reconciled in  
16 order to keep track of purchases but --

17           COMMISSIONER PARDO: Madam Chair.

18           CHAIR MILLER-ANDERSON: Go ahead.

19           COMMISSIONER PARDO: Okay. But I think you need to make it  
20 clear that the only purchases that the commission can use their  
21 credit card for is travel, and that's it. So I think it -- you  
22 know, you just need to make that clear. We're just using it for  
23 travel and nothing else. Not supplies, promotion, nothing.  
24 Just travel.

25           MR. BROUSSARD: You're quite right, Commissioner Pardo.

1 Travel is the primary area where those cards are being used.

2 COMMISSIONER PARDO: The only area.

3 MR. BROUSSARD: And with the work that we're doing in terms  
4 of coming under the control of the City, if you will, from the  
5 finance standpoint, you know, that process should and will  
6 continue to work I think fairly effectively for the CRA and the  
7 City. We're not aware of any -- I haven't been made of any --  
8 although I haven't talked with any of you all directly, in my  
9 communications with the Finance Department I haven't identified,  
10 you know, any areas where the use of that one card has presented  
11 a problem for the purposes that, you know, that you all have  
12 used the card in the past.

13 So from the standpoint of the CRA, the procedure that's in  
14 front of you, proposed procedure that's in front of you right  
15 now very specifically deals with CRA employees and does not  
16 cover the issuance or the control of purchasing cards by  
17 commissioners because you don't have any. And it's not proposed  
18 at this time that you have this type of card issued by the CRA.

19 So the procedure that's in front of you right now is  
20 basically what the City does in terms of procurement cards, but  
21 it's very particular and very specific as it relates to the, to  
22 CRA -- issuance of credit cards or purchasing cards to CRA  
23 employees.

24 CHAIR MILLER-ANDERSON: Alright.

25 MR. BROUSSARD: And I'll address, you know, any -- if there



1 are any questions that you might have along those lines.

2 CHAIR MILLER-ANDERSON: Anyone have any questions?

3 MR. BROUSSARD: I saved the best one for last. Travel.  
4 The travel, the proposed travel policy, and what I did was in  
5 looking at the proposed travel policy we took the City's travel  
6 policy and went through the City's travel policy word for word.  
7 You know, there are some changes, there are some differences  
8 between what the City did and what the CRA did. One of the  
9 major ones was in the area of using the GSA schedule that the,  
10 that the federal government uses. And it was primarily used in  
11 order to facilitate a process for dealing with costs associated  
12 with travel to high cost areas, New York, Washington, D.C., you  
13 know, places like that. Many other cities pretty much fall  
14 into -- you know, there may be some regional, you know, regional  
15 highs and lows but there are some very high cost areas; and the  
16 GSA schedule pretty much tracked and followed those. But as we  
17 went through the -- as we went through the -- and using the GSA  
18 schedule created some problems for the CRA in terms of the last  
19 audit that we had. And I'm not sure if it was a problem with  
20 just the auditors understanding what the -- how the policy  
21 worked. But it turned out to be more convenient for us to look  
22 at the City's approach because the City's approach gives the,  
23 you know, we feel gives the traveler, in this case our  
24 commissioners and the executive director and those few staff  
25 people who travel, it gives those individuals the same

1 flexibility to be able to deal with some of those high cost  
2 situations without running into a situation where it creates  
3 just an administrative burden if you will or a nightmare in  
4 terms of being able to administer.

5 So, you know, from a travel standpoint one of the things  
6 that we did, the City's policy, excuse me, the City's policy and  
7 procedures specifically indicates that the city council members,  
8 the city manager, and the city attorney make their own travel  
9 arrangements. The CRA's policy was different than that because  
10 it identified the executive director as approving the travel for  
11 board members.

12 The way the policy reads right now tracks the City policy  
13 in that board member travel is authorized by board members, and  
14 the executive director authorizes his or her travel and any  
15 travel of people travelling on behalf of the CRA or CRA staff.

16 And that -- those two areas are the primary areas where  
17 there's a difference between what the City does and what the CRA  
18 used to do. And again we're coming more in line with what the  
19 City's policies are. And hoping that as we step through not  
20 only the policy changes that we're recommending to you today but  
21 as we look at any policy and procedural changes moving forward,  
22 that this represents an effort, you know, to give you a  
23 situation where you're dealing with one set of rules, you don't  
24 have to worry about a CRA set of rules and the City's set of  
25 rules in the process. Things should be simplified from that

1 standpoint, from the standpoint of staff, with the relationship  
2 being brought closer to the city, there's one set of rules that  
3 the staff follows and they're basically going to be the same set  
4 of rules that are followed by the City. And only in those areas  
5 where we -- where there's a need from a statutory standpoint or  
6 a problematic standpoint, where there needs to be a difference,  
7 will there be identified, you know, any change, if you will, in  
8 the proposed policies and procedures. And I'll open up to any  
9 questions as it relates to travel.

10 CHAIR MILLER-ANDERSON: Do we have anyone that have any  
11 questions or concerns?

12 COMMISSIONER HUBBARD: None, Madam Chair, for me.

13 CHAIR MILLER-ANDERSON: Anyone else?

14 COMMISSIONER DAVIS: Madam Chair.

15 CHAIR MILLER-ANDERSON: Go ahead.

16 COMMISSIONER DAVIS: While I do support this item, the one  
17 concern I've always had, CRA staff has always spent quite a bit  
18 of time on our items when it comes to travel. So now as this  
19 has shifted over to the City's -- well, the records and stuff  
20 which we submitted to the City, our staff will be taking on that  
21 responsibility.

22 Now, on the City's side --

23 MR. BROUSSARD: I'm glad you raised that but I'll --

24 COMMISSIONER DAVIS: I'll wait.

25 MR. BROUSSARD: Finish your question. But I'm glad you

1 raised that.

2 COMMISSIONER DAVIS: One of the things is though, how do we  
3 address now that staff is going to be doing something for an  
4 entity that they're not employed by or receiving any kind of  
5 compensation for?

6 MR. BROUSSARD: From the City's standpoint?

7 COMMISSIONER DAVIS: From the City's standpoint. Because  
8 the City's staff now has to do all the reconciliations.

9 MR. BROUSSARD: I'm going to address that one first and  
10 then I'm going to go to -- you know, to answer another question  
11 that I feel was implied in the -- you know, in where you were  
12 going.

13 Right now the CRA pays the City for certain services that  
14 it provides to the Agency. Purchasing, you know, the City  
15 handles, the City handles our purchasing, the CRA's purchasing.  
16 Human resources, the City handles the CRA's human resources, you  
17 know, issues. There are a lot of things that are happening  
18 right now that the City provides services for and the CRA pays,  
19 you know, pays, you know, it's budgeted and, you know, it's been  
20 approved by you from the CRA's budget stand -- your side, and by  
21 the City Council as it relates to the, you know, the City's  
22 budget, if you will.

23 And the one thing that we keep in mind is that -- and, you  
24 know, at Mr. Evans' direction I made sure that I talked with the  
25 City Finance Director to make sure that, you know, the work that

1 we were talking about them picking up, you know, from the --  
2 that the City's Finance Department is going to be picking up,  
3 that is going to be covered under the budget that's in place or  
4 we'll have discussions about what needs to be done in order to  
5 modify that. So we're thinking about things from that, you  
6 know, definitely from that standpoint.

7 COMMISSIONER DAVIS: So the person that now would be  
8 working on the City's side -- that was working on the CRA's  
9 side -- will be handling that responsibility on the City's side?

10 MR. BROUSSARD: Now I'm going to get to that part of your  
11 question.

12 The City -- the CRA still has a -- just like -- and I'll  
13 use the Recreation Department. The Recreation Department has an  
14 accountant internally within the Recreation Department who has a  
15 relationship and relates to the Finance Department. That  
16 accountant, you know, they do all of the paperwork processes,  
17 all of the requisitions, purchase orders, you know, they do all  
18 of that for the Recreation Department. Send their paperwork  
19 into the Finance Department for overall review, budget checks,  
20 and processing. Your payments come out of the Finance  
21 Department, but all of it's based upon the work that the  
22 accountant for the Recreation Department, you know, the  
23 interface that they have. We still will have -- the CRA will  
24 still have a staff -- accountants on staff to perform that same  
25 function. And they're going to be interacting with and relating

1 to the Finance Department the same way that any other  
2 departmental city department accounting staff person, you know,  
3 would be.

4 The Finance Department will be writing, you know, will be  
5 processing purchase orders, you know, like they do for the  
6 Recreation Department. They'll be writing checks for the CRA  
7 like they do for the Recreation Department. You know, a lot of  
8 those activities will be handled, you know, through the Finance  
9 Department, you know, based on, you know, that type of  
10 relationship.

11 Now, there's still pieces that have to be worked out in  
12 that process. I'm not going to say to you that, you know, that  
13 everything is done but -- because this is a -- you know, we're  
14 in transition, you know, the City Finance Department is working  
15 with our, with the CRA staff, you know, in order to, in order to  
16 make all of the pieces work. So we're in transition. But as we  
17 see it there shouldn't be any difficulties moving forward.

18 So in many ways we're going to look just like a department,  
19 if you will, of the City from an operational standpoint.

20 CHAIR MILLER-ANDERSON: That's it?

21 Anyone else? Other questions?

22 That's the end of your presentation?

23 MR. BROUSSARD: That's it.

24 CHAIR MILLER-ANDERSON: Madam Clerk.

25 (Vote taken.)

1 THE CLERK: Motion carries.

2 (Motion passes unanimously.)

3 CHAIR MILLER-ANDERSON: Item number 5.

4 THE CLERK: A resolution of the Board of Commissioners of  
5 the Riviera Beach Community Redevelopment Agency authorizing the  
6 execution of a Development Agreement, Agreement for Sale and  
7 Purchase, and properties of Distinction Grant Agreement, by and  
8 between the Agency and Blue Lagoon Plaza, LLC, for the sale and  
9 development of the Blue Lagoon Plaza; finding that the sales  
10 price represents fair value; finding that the project eliminates  
11 slum and blight; and directing and authorizing the chairman and  
12 executive director to take such actions as shall be necessary  
13 and consistent to carry out the intent and desire of the Agency;  
14 providing an effective date.

15 COMMISSIONER PARDO: So moved.

16 COMMISSIONER DAVIS: Second.

17 CHAIR MILLER-ANDERSON: Okay.

18 INTERIM EXECUTIVE DIRECTOR EVANS: Good evening, Members of  
19 the Board.

20 The proposed agenda item and resolution is the next step in  
21 the redevelopment of CRA owned property. It's located on the  
22 northwest corner of Avenue F and Blue Heron Boulevard. And this  
23 is a picture of the site right there.

24 On March 29th the CRA Board approved resolution accepting  
25 the proposal from Blue Lagoon Plaza, LLC, to redevelop the

1 property. And the address is 200 West Blue Heron Boulevard.  
2 The proposal comes from Mr. George Steel, who's operated Tony's  
3 Subs Restaurant for the last 21 years, located at 64 West 21st  
4 Street in Riviera Beach. And the board authorized staff to  
5 negotiate a development agreement to include a property of  
6 distinction grant and the sale of the property to bring a new  
7 commercial building that would allow Tony's Subs to relocate and  
8 expand their business and operations.

9 At the meeting the board established high expectations for  
10 the design of the building, and directed that the future tenants  
11 of the other two bays be controlled or limited in the  
12 development agreement.

13 And a picture of the concept plan is shown above. The plan  
14 that was presented to the board, this was shown on September  
15 27th, and it was developed by the applicant after the feedback  
16 that was provided by the board in March. The project will build  
17 three commercial spaces within a building that establishes a new  
18 standard for commercial development on Blue Heron Boulevard, and  
19 that will complete redevelopment of the site that was formerly  
20 blighted and boarded up when the CRA first purchased it.

21 The largest space, approximately 2700 square feet, will be  
22 used by Tony's Subs for their relocated restaurant. And the  
23 development in order -- the development agreement before you  
24 tonight includes two separate incentives. The first is a  
25 Property of Distinction grant in the amount of \$195,000 to



1 complete the project. This grant is provided from the board  
2 approved 2018 budget. The Property of Distinction Commercial  
3 Grant Incentive Program enables the CRA to stimulate development  
4 in our major corridors and it allows us to create customized  
5 grants to leverage CRA dollars to bring new development to the  
6 City.

7 The CRA will -- the second portion of the incentive is  
8 we'll sell the property to the owner of Tony's Subs. Mr. Steel  
9 offered the appraised value of \$180,000. We had the property  
10 appraised in 2016. And then this debt would be held as a  
11 subordinated mortgage for ten years at zero interest.

12 If the project has complied with all requirements of the  
13 development agreement the mortgage will then be forgiven after  
14 ten years.

15 Mr. Steel will prepare development plans, obtain  
16 construction permits, build the new commercial building, and it  
17 will have a total project value of over one million dollars on  
18 the property.

19 The next step in the project following tonight would --  
20 Mr. Steel will be required to complete a site plan application  
21 to the City's Department of Community Development and obtain  
22 site plan approval from the City Council. The CRA will only  
23 disburse up to \$7,500 of the grant until the site plan is  
24 approved and the construction loan is approved. And then once  
25 it begins -- that once the project then moves forward the rest

1 of the grant would be disbursed.

2 At the previous meeting the CRA board expressed concern  
3 about future tenants that would be located in the new project.  
4 The proposed agreement allows a specific list of uses that are  
5 permitted to be located on the site. These include office,  
6 beauty salon, barber shop, medical office, retail -- but only  
7 limited to clothing, flowers, arts and crafts, marine  
8 accessories, and jewelry -- restaurants, professional services,  
9 banking, security services, and media businesses such as web  
10 design, social media and graphic arts. If the project wishes to  
11 rent to a different tenant, then they'll be required -- other  
12 than that approved list, then they'll be required to obtain CRA  
13 Board approval.

14 The project will generate over \$100,000 in new tax revenue  
15 over the next 10-year period. It brings a new much needed  
16 commercial redevelopment to the Blue Heron corridor. And it  
17 establishes a new standard of development.

18 It will also allow the expansion of an existing local  
19 business who's been in the community over 20 years; and provide  
20 space for two new businesses.

21 Mr. Paul Skyers has assisted the CRA to bring this project  
22 forward, along with Mr. George Steel. And both of them are here  
23 this evening as well.

24 Thank you.

25 VICE CHAIR DAVIS JOHNSON: Madam Chair.

1 CHAIR MILLER-ANDERSON: Do we have any public comment cards  
2 for this item?

3 THE CLERK: No, Madam Chair.

4 CHAIR MILLER-ANDERSON: Okay. Go ahead.

5 VICE CHAIR DAVIS JOHNSON: So I certainly am pleased to see  
6 this come before us. And certainly I am pleased that we have  
7 now -- and are now providing an opportunity for someone who's  
8 been in the city for 20 plus years providing a service,  
9 operating a business. So to see that growth, it shouldn't --  
10 certainly it shouldn't take us 20 years. But we're at this  
11 point, and I'm so elated that we are at this point.

12 I am very appreciative of the fact that we have the user  
13 restrictions in because we are trying to certainly brand the  
14 corridor and help it to flow in line with what we will  
15 ultimately do on Broadway.

16 But I want to congratulate you for staying the course, for  
17 being diligent and persistent in wanting to see this dream  
18 become a realty.

19 And certainly I am excited for us as a city to be able to  
20 have a new project go online in that space, offering the  
21 residents an opportunity to have a service, a restaurant where  
22 they can get fresh foods prepared. So I am just elated.

23 And I want to commend Scott and the team, Mr. Skyers, thank  
24 you so much for all of your efforts and making sure that our  
25 desires were met. So I'm appreciative and I am most excited

1 about this project.

2 CHAIR MILLER-ANDERSON: Anyone else?

3 COMMISSIONER DAVIS: Madam Chair.

4 CHAIR MILLER-ANDERSON: Yes.

5 COMMISSIONER DAVIS: I must piggyback off what my colleague  
6 just stated pertaining to this project. I've watched Mr. --  
7 watched Tony and his family really go from a very small space  
8 where they were next door in the very beginning to where they  
9 are now currently, and it's great to see, you know, your son's  
10 working as a police officer in this great city.

11 This is something that our residents, you know, this will  
12 probably be one of the most proud ground breaking ceremonies for  
13 myself, I would say. A piece of me would like to see could we  
14 even do more to help this business, support this business. You  
15 know, and I look at what we did for -- and what we did, we did  
16 great, you know. I wish we could do even more financially to  
17 support this business. Because this is -- we talk about  
18 business being prepared. I hear my colleagues say all the time,  
19 they need to have their stuff ready. And this is one of those  
20 businesses that's done that for quite sometime, you know. But  
21 I'm happy with what we have, you know. This day has come.

22 Thank you. I'm proud of you. You always have this board's  
23 support. I don't -- there's no one in the city who's ever  
24 talked anything but greatness about your business.  
25 Especially -- I call it your flu soup. You know, your soup has

1 saved my life on plenty of flu seasons, and brought me back to  
2 life.

3 And I want to say thank you all for doing such a wonderful  
4 job, you know. This is, this is one of those nights that we can  
5 proudly say job well done.

6 And I got to do this one time. And if the board says no,  
7 cool. You know, I got to do it, it's in my heart. If it's in  
8 our budget to do more to help out with the equipment, with the  
9 grant, will my colleagues be willing to entertain some funds to  
10 assist with the --

11 MR. HAYGOOD: We have some restrictions on the use of the  
12 money. We're trying to do vertical construction. Trying to  
13 do -- and we went through the source and uses with Mr. Skyers so  
14 that we tailored it to those areas that we thought we could  
15 justify as far as use of the CRA money.

16 COMMISSIONER DAVIS: So what -- where on here that would be  
17 justifiable?

18 MR. HAYGOOD: Say it -- I'm sorry?

19 COMMISSIONER DAVIS: Which item on here would be  
20 justifiable?

21 MR. SKYERS: The CRA was challenged because of state rules  
22 to be selective with regards to what kinds of equipment it could  
23 use public funds to invest in. And standard is no rolling  
24 stock. In other words, you can invest in an air conditioning  
25 unit that's set up and fixed to the building. You can invest in

1 a hood system within a kitchen environment. But you can't  
2 invest in the cart, anything that has wheels on it, that the  
3 state frowns on so...

4 COMMISSIONER DAVIS: And that's what I was talking about  
5 related to equipment. I know a lot of restaurants, those hoods,  
6 those grease traps, cost quite a bit of money. If there's more  
7 that this board can do to address that specific equipment, you  
8 know, support of that, I would like to at least entertain some  
9 conversations to discuss that, to see if it's possible that we  
10 can do more to help. This business has done a wonderful job for  
11 over the last decade.

12 COMMISSIONER HUBBARD: Madam Chair.

13 CHAIR MILLER-ANDERSON: Go ahead.

14 COMMISSIONER HUBBARD: I too am excited to see a small  
15 business in the City of Riviera Beach grow. One especially who  
16 I should own stock in. And have -- that they have -- they have  
17 provided a service and they've always been very generous to the  
18 community and have community days where they just give to the  
19 community. So we are, we are pleased with you and we are  
20 honored to have you as a business here. And we're glad to see  
21 that you are the recipient of this particular award, and well  
22 deserving.

23 You know, as you go along your way in developing this plan  
24 and building this, if there, you know, is a need for you to come  
25 back before us for further assistance, I would definitely go

1 along with entertaining that at that time.

2 And I too want to say I want to continue to see more small  
3 business like yours thrive. And you're setting a good example.  
4 And I think that it will give the rest of the community, small  
5 businesses hope. Because a lot of times people just need to see  
6 someone else ignite that light and see that, yes, we don't have  
7 to give up, there's going to be opportunities for the local  
8 small businesses, for the local residence.

9 And I know your daughter has purchased a home here, and  
10 your son is serving for us, and you've served us, you know,  
11 continually, so we definitely consider you a viable part of this  
12 community. And I'm definitely entertaining -- interested in  
13 doing anything that we can to help. So if there is a need in  
14 the future then I can look forward to you coming back to make us  
15 aware of that.

16 Thank you. And congratulations.

17 COMMISSIONER PARDO: Madam Chair.

18 CHAIR MILLER-ANDERSON: Yes.

19 COMMISSIONER PARDO: Okay. Sir, congratulations. And  
20 it's -- you know, my colleague said everything that needs to be  
21 said. But I'm excited for you. I'm glad that the agency was  
22 able to work out this financial plan with you. And, you know,  
23 it's a, you know, another great day for the City of Riviera  
24 Beach, because we're cleaning up another blighted parcel. And,  
25 you know, little by little we're cleaning up the city. It takes

1 a long time. But it takes commitment from people like you who  
2 are looking to expand, who are looking to build something  
3 spectacular on that little blighted corner.

4 So I'm excited for you and I'm excited for everyone in the  
5 City of Riviera Beach. Today is a good day. And I look forward  
6 to cutting that ribbon, sir. So thank you.

7 CHAIR MILLER-ANDERSON: And I'd just like to say that I'm  
8 especially excited because it is in District II and we have not  
9 had a lot going on in our district for a while. So I'm very  
10 pleased to see this coming along.

11 I certainly would be in support of assisting you all in any  
12 way that we can. But I just want to, you know, make sure that  
13 we're cautious of, you know, just randomly doing this and  
14 throwing it out there because as you all know we get calls, we  
15 get e-mails all the time from different organizations,  
16 businesses, non-profits, trying to get assistance. And I want  
17 to make sure that we sort of be consistent in a way in which  
18 we're assisting everyone. Because we don't want it to seem like  
19 we favor one over the other. We want to see everyone thrive and  
20 be successful.

21 So I'm certainly happy to see something new coming right  
22 there at that corner. That corner has been empty for a very  
23 long time. And as someone that is a resident in that area it  
24 really pleases my heart to see something coming there. And one  
25 of the restaurants that many people go to any way. It's just a



1 little closer now, so we won't have to do as much travelling to  
2 get to it.

3 So I just want to say congratulations to you all. And I  
4 look forward to ground breaking day.

5 COMMISSIONER DAVIS: Madam Chair.

6 CHAIR MILLER-ANDERSON: Yes.

7 COMMISSIONER DAVIS: As we talk about other businesses  
8 coming, one thing I know, we have three bays there; Tony's Subs  
9 will be the catalyst, will be the draw. And I know, being the  
10 man that he is, the man of God that he is, he will be the  
11 catalyst that will help other businesses come to the area and be  
12 sustainable.

13 Helping this project -- well, not just helping just one  
14 project -- helping this project helps three businesses. And,  
15 you know, tomorrow is not promised to none of us. I don't know  
16 what's going to happen to me when I leave this room today. But  
17 this is an opportunity to help a business that's going to help  
18 other businesses, where they won't have to come before us; and  
19 that's less heavy lifting for us. And I definitely have to  
20 definitely ask my colleagues to at least entertain doing  
21 something that will help the other businesses, maybe creating an  
22 allotment or something that may do the exterior signage for all  
23 the businesses, all the bays there, as they promote the lot  
24 or -- or cover an allotment that covers all the grease traps for  
25 all the businesses that may come to the area or something. Not

1 just saying that a business may come -- there may be another  
2 restaurant. But if they do, that we may have an allotment set  
3 aside that we can address that so that that will help -- also  
4 help out with any costs or any other future business that may  
5 need to occur; and they won't have to come before this board to  
6 ask for that assistance.

7 VICE CHAIR DAVIS JOHNSON: Madam Chair.

8 CHAIR MILLER-ANDERSON: Yes.

9 VICE CHAIR DAVIS JOHNSON: Mr. Davis, while I can  
10 appreciate the sentiment that you're expressing, I think that it  
11 is -- it would probably be improper for us to do such a thing  
12 simply because when you have other businesses that are going to  
13 go online that request is going to come back and we don't have  
14 an abundance of funds to help with the establishment.

15 I think it's admirable. But I think that we have to  
16 understand, and businesses have to understand, what the cost of  
17 doing business looks like for them. And we cannot position  
18 ourselves to financially become responsible for certain aspects  
19 of the business's operation. So I think that, you know, we have  
20 to be careful as to what we do. And I believe that with regards  
21 to, I think it was vertical construction and those kinds of  
22 things, and maybe there is some other grant that may possibly be  
23 out there, but I think that we need to be a little careful when  
24 we think about that.

25 Maybe there are some -- maybe the County has some dollars

1 through Housing and Economic Development.

2 COMMISSIONER DAVIS: Do they?

3 VICE CHAIR DAVIS JOHNSON: I don't know. It's a question  
4 we can ask Mr. Brown, who is the new executive director there.

5 COMMISSIONER DAVIS: Here's why -- Madam Chair.

6 CHAIR MILLER-ANDERSON: Go ahead.

7 COMMISSIONER DAVIS: Here's why I said that. Because  
8 looking at the last two years of what we've done in the CRA,  
9 specifically District II and various areas of your area, the  
10 only -- the last two years of grants that was expended was along  
11 Dixie, which is JW, he had a strong grant, and what we had on  
12 Broadway, was the exterior for --

13 COMMISSIONER PARDO: The facade program.

14 COMMISSIONER DAVIS: The facade program. There's a lot of  
15 money that carry over -- that went back into the general fund  
16 from last year. And there's a lot of funding that's still in  
17 the budget that we will not expense this year coming because I  
18 don't see any businesses coming online this year other than this  
19 one project.

20 So being careful is one thing I would consider doing. But  
21 if we're going to do something to help a business now, that we  
22 haven't done a lot in the last two or three years, I don't see  
23 anything happening for the next year or two significant that we  
24 can say that's going to happen until -- outside of this marina  
25 development project or some neighborhood improvements. And also

1 we got the potential housing issues that we're going to do, that  
2 Mr. Evans at some point is going to bring back before this  
3 board.

4 Like I said before, you know, I cannot go to sleep without  
5 trying. And with this particular project, this is not about  
6 favoritism. This is a project that's -- company that's been in  
7 business for more than a decade. We all support this company.  
8 This is a company that's bringing their own money. This is a  
9 company that have their own lenders. They have their own  
10 collateral. They have their own history. They have a structure  
11 in place. They've done it right.

12 A lot of folks come before us need to see businesses like  
13 this make it, and knowing what's required when they come before  
14 us. And they can also go buy and as we all do go spend money  
15 and eat there, to see what's being done. You know what, I went  
16 before the board and I asked for this on this date but I see  
17 what I didn't have because they had this, they had the finance,  
18 they had their own money, you know, they had some things in  
19 place that I didn't realize which was needed. So now I can  
20 understand because in the next five years what is our plan to  
21 spend any funding with a lot of the small businesses. Or who  
22 are we recruiting, who are we having discussions with, and with  
23 our future planning short-term and long-term.

24 So, you know, I just got -- you know, it's just something  
25 to think -- Mr. Evans, I have a question.

1 INTERIM EXECUTIVE DIRECTOR EVANS: Yes, sir.

2 COMMISSIONER DAVIS: What do we have in our budget that we  
3 haven't spent for this year for these businesses, this grant  
4 program now?

5 INTERIM EXECUTIVE DIRECTOR EVANS: We have 350,000 reserved  
6 for the commercial facade program. And that closes on December  
7 22nd. So those applications will be ranked and brought before  
8 you in February.

9 And then the Property of Distinction Grant Program has over  
10 \$600,000 in it. And that money is earmarked for this project.  
11 And then if the board decides to move forward with improvement  
12 of the corner of Broadway and Blue Heron, which was the subject  
13 of our workshop at the last meeting.

14 COMMISSIONER DAVIS: \$600,000 for which property?

15 INTERIM EXECUTIVE DIRECTOR EVANS: For Properties of  
16 Distinction grants. So this project would utilize --

17 COMMISSIONER DAVIS: That's the project on Broadway and the  
18 corner that we was discussing how we're going to spend the  
19 funding?

20 INTERIM EXECUTIVE DIRECTOR EVANS: Yes. So it's not  
21 expended at this time.

22 COMMISSIONER DAVIS: So \$600,000 for Broadway improvements.

23 COMMISSIONER HUBBARD: And when does that close?

24 INTERIM EXECUTIVE DIRECTOR EVANS: Of the six hundred, two  
25 hundred -- one hundred ninety-five would go to this project.

1 That would leave about four hundred --

2 COMMISSIONER PARDO: Madam Chair.

3 CHAIR MILLER-ANDERSON: Are you finished, Mr. Davis?

4 COMMISSIONER DAVIS: Yeah, I'm done.

5 CHAIR MILLER-ANDERSON: Okay. Go ahead.

6 COMMISSIONER PARDO: Okay. One other thing we need to  
7 remember. I understand what you're trying to do. And I totally  
8 respect it. And if he feels, you know, once construction is  
9 underway that he runs into an issue, he can always come back.

10 But, you know, hopefully the moratorium that we have along  
11 the Broadway corridor and along parts of Blue Heron Boulevard  
12 are going to be lifted soon. And I know there are several  
13 businesses that are chomping at the bit to be able to come in  
14 and file plans with the City for some of the parcels along  
15 Broadway. So I would hate to use all of the money that we have  
16 allocated right now toward one project. And then, you know,  
17 what we're doing then is just handcuffing ourselves and we won't  
18 be able to assist other properties.

19 But like I said, if we don't -- you know, if he runs into  
20 an issue, the other funds haven't been expended --

21 COMMISSIONER DAVIS: I can wait.

22 COMMISSIONER PARDO: -- then --

23 COMMISSIONER DAVIS: I'll wait.

24 COMMISSIONER PARDO: -- you know, then fine.

25 COMMISSIONER DAVIS: I'll wait.

1 COMMISSIONER PARDO: But I think right now, I think it's a  
2 pretty good deal.

3 COMMISSIONER DAVIS: I can wait.

4 CHAIR MILLER-ANDERSON: Anyone else?

5 Madam Clerk.

6 (Vote taken.)

7 THE CLERK: Motion carried.

8 (Motion passed unanimously.)

9 CHAIR MILLER-ANDERSON: Item number 6.

10 THE CLERK: A resolution of the Board of Commissioners of  
11 the Riviera Beach Community Redevelopment Agency approving the  
12 lease agreement between the Agency and the Riviera Beach  
13 Community Development Corporation for property located at 1101  
14 Avenue E, for the annual rent of one dollar, for a term of five  
15 years with one five-year option to renew, providing an effective  
16 date.

17 CHAIR MILLER-ANDERSON: Do we have a motion?

18 COMMISSIONER DAVIS: We didn't carry a motion for this  
19 already?

20 CHAIR MILLER-ANDERSON: For item number 6?

21 VICE CHAIR DAVIS JOHNSON: So moved.

22 COMMISSIONER DAVIS: Oh. So moved.

23 CHAIR MILLER-ANDERSON: Do we have a second?

24 COMMISSIONER DAVIS: Second.

25 CHAIR MILLER-ANDERSON: Mr. Evans.

1 INTERIM EXECUTIVE DIRECTOR EVANS: Yes. The CRA's Director  
2 of Neighborhood Services, Annetta Jenkins, will present this  
3 item.

4 MS. JENKINS: Good evening. Annetta Jenkins, Director of  
5 Neighborhood Services.

6 Commissioners, thank you for your attention to this matter.

7 This is a new lease for the 1101 Avenue E property. A  
8 lease would be between the CRA and the Riviera Beach Community  
9 Development Corporation.

10 Just to give you a little background, in February of 2013  
11 the CRA approved a similar lease with the Riviera Beach CDC,  
12 that also included a sublease to Healthy Foods, Healthy Living.  
13 That lease will expire on February 13th of 2018 and we are  
14 bringing back a new lease to you to enter into a new five-year  
15 opportunity with the CDC, with the intent for the same  
16 programming on that site.

17 COMMISSIONER PARDO: Madam Chair?

18 CHAIR MILLER-ANDERSON: Are you finished, Ms. Jenkins?

19 Do you have a question for Ms. Jenkins?

20 COMMISSIONER PARDO: Yeah. Are you done with your  
21 presentation?

22 MS. JENKINS: Yes.

23 COMMISSIONER PARDO: Thank you.

24 So when we approved this several years ago -- what was it?  
25 Five years now?



1 MS. JENKINS: Yes.

2 COMMISSIONER PARDO: -- so we approved a food bank. And  
3 the food bank has turned into -- they're now distributing  
4 limited clothing services for the homeless and near homeless  
5 people, a referral service -- and I don't see it here, but  
6 they're storing all kinds of stuff outside. I was there before  
7 the hurricane, and they had all kinds of furniture, all kinds of  
8 stuff, cars. And I went by after the hurricane and the stuff  
9 was scattered everywhere. So -- and to me, I haven't been  
10 inside the pantry in quite a while, but from the outside it  
11 seems to me that there would be rodents all around because of  
12 all the debris that is around there.

13 So are we -- and I haven't been down there probably since  
14 the hurricane, so I don't know what they finally did with all of  
15 the items that they had. And there were multiple, multiple  
16 items. So is anyone monitoring the food pantry? Are we  
17 allowing them to store all of the furniture and cars and  
18 everything else in there?

19 You know, it just seems to me it went from a food pantry to  
20 a bring whatever you want and just drop it. And I don't think  
21 that was the intent.

22 So perhaps you can go over and look at it.

23 And some of the neighbors around there complained about it.

24 INTERIM EXECUTIVE DIRECTOR EVANS: Commissioner Pardo, I do  
25 share your sentiments.

1 I met with the food bank two weeks ago to discuss how we  
2 can -- how they need to make improvements to how they keep the  
3 outside of the property. And we're working with them to try and  
4 create a new awning that would help improve the outside. And  
5 the agreement we have with them is that they will then no longer  
6 continue to store all of those items outside that are a hazard  
7 obviously to wind and just really not an acceptable place to  
8 store furniture. So we are actively working with them to try  
9 and get that site cleaned up.

10 COMMISSIONER PARDO: Well, I wish the site was cleaned up  
11 prior to you bringing this contract to us. Because we need to  
12 make certain that the, you know, that that facility is cleaned  
13 up.

14 And, you know, I understand you want to put an awning, but  
15 I don't want an awning out there so they can store more junk  
16 under the awning. You know, it's...

17 CHAIR MILLER-ANDERSON: So did anyone else have any  
18 questions or comments regarding? Maybe, Ms. Pardo, you would  
19 like to motion that it comes back after the conversation that  
20 they have? If anyone else has any comments.

21 MR. HAYGOOD: The only thing I would add, Madam Chair, is  
22 the way the lease is drafted, it's limited -- it's to a food  
23 distribution center.

24 COMMISSIONER PARDO: Exactly.

25 MR. HAYGOOD: So I mean if in fact you pass -- you agree to

1 this, you can have some enforcement. You can default -- you  
2 know, you have a -- have some teeth to it so you could go in and  
3 default them or you do have some provision to make them comply  
4 with.

5 CHAIR MILLER-ANDERSON: Yeah, but I would think that the  
6 conversation -- if they've been operating in that manner for a  
7 while you would want to have a conversation with them to let  
8 them know that it's going to change prior to the lease being  
9 signed.

10 COMMISSIONER PARDO: Yeah. Madam Chair.

11 CHAIR MILLER-ANDERSON: Yeah.

12 COMMISSIONER PARDO: Yeah. If no one else has a comment  
13 I'd like to make a motion just to table this --

14 CHAIR MILLER-ANDERSON: Hold on. Did you have a comment?

15 VICE CHAIR DAVIS JOHNSON: Yeah. I simply want us not to  
16 lose sight that she's providing a very valuable service. So  
17 certainly if there are issues and there needs to be the clean up  
18 then we can table it. But I don't want us to hold this up --  
19 well, does it prevent --

20 CHAIR MILLER-ANDERSON: Well, it's not until February -- it  
21 expires in February.

22 VICE CHAIR DAVIS JOHNSON: Okay. So she has time to come  
23 into compliance. But I certainly want to see the service  
24 continue on. And if Mr. Evans has already been in contact with  
25 her and had conversations regarding this we should give her a

1 deadline to make those -- to come into compliance before it  
2 comes back to us.

3 COMMISSIONER PARDO: And, Madam Chair --

4 CHAIR MILLER-ANDERSON: Go ahead.

5 COMMISSIONER PARDO: Yeah, and I totally agree, I don't  
6 want to see the service go away. But I don't want the food  
7 bank -- the food bank has turned into a junk yard. It really  
8 has. So let's clean it up and bring the contract back.

9 COMMISSIONER DAVIS: Madam Chair.

10 CHAIR MILLER-ANDERSON: Go ahead.

11 COMMISSIONER DAVIS: The last time we was at this stage we  
12 did discuss -- was the nonprofit still working with the food  
13 bank?

14 MS. JENKINS: To the best of our ability, yes.

15 COMMISSIONER DAVIS: Okay. So are they two separate  
16 entities or are they the same?

17 MS. JENKINS: I'm sorry. The food bank is operated by  
18 Healthy Food, Healthy Living.

19 COMMISSIONER DAVIS: Which is a nonprofit, right?

20 MS. JENKINS: Yes.

21 COMMISSIONER DAVIS: At any point have we had a chance to  
22 review their books to see what they're taking in?

23 MS. JENKINS: We have not in the last 18 months. The  
24 commission removed the requirement for us to be able to do that.

25 COMMISSIONER DAVIS: Because I remember there was a

1 discussion --

2 COMMISSIONER PARDO: Right. With Jim Gibbs.

3 COMMISSIONER DAVIS: -- with Mr. Jim Gibbs at the time,  
4 that there's monies mixed -- stuff being donated and collected,  
5 we not knowing how much and what is being collected with us.  
6 While we do want to support the service we still need to know  
7 what everyone is doing in that backyard. So I definitely want  
8 to definitely at least ask nicely, you know.

9 MS. JENKINS: That was an original requirement in the  
10 sublease agreement.

11 CHAIR MILLER-ANDERSON: Okay. You're done?

12 COMMISSIONER DAVIS: I guess. I think it would be -- if it  
13 does come back that would be one of the things I would like to  
14 see questions being asked as they come -- as it comes -- that it  
15 comes back with that information.

16 CHAIR MILLER-ANDERSON: Did you have any comments,  
17 Ms. Hubbard?

18 COMMISSIONER DAVIS: That's all I have.

19 COMMISSIONER HUBBARD: My comment would be the -- based on  
20 the services that that particular nonprofit provides, it sounds  
21 like clothing for homeless, food for the needy; and the  
22 donations that come there help to provide food and clothing, be  
23 they clothing donations, food donations, or monetary donations.  
24 Because if you do go out to that food pantry you have to pay for  
25 gas, you have to rent the van, and you have to provide your own

1 persons to go with you to load and to come back and unload. So  
2 there's costs associated with running that food service and  
3 being a member of that -- to be able to pick up those foods from  
4 the different facilities that allow them to get it.

5 I just want to understand a little bit more about us  
6 looking at their books. Exactly what do we think that they are  
7 receiving that we're missing out on?

8 COMMISSIONER DAVIS: Was that a question for me?

9 COMMISSIONER HUBBARD: Yes.

10 COMMISSIONER DAVIS: Here's the thing that have taken  
11 place. When we approved this before there was questions about  
12 that nonprofit, of how much funding they were getting.

13 COMMISSIONER HUBBARD: From who?

14 COMMISSIONER DAVIS: From people from all over the county,  
15 if not the state. From those who have the resources to give  
16 back. And with the lease agreement and how much they may or may  
17 not have versus how we structure this lease does play a role.

18 So it was just something we didn't know because we never  
19 had a chance, haven't had a chance to look. And I didn't think  
20 it was fair to staff for them to negotiate a lease without even  
21 knowing -- it would be different if it was a start-up nonprofit,  
22 it would be different. Now are we going to keep the services  
23 going? At least know what's going on, that's all. Not to  
24 prohibit but to know.

25 COMMISSIONER HUBBARD: Well, no. And I understand what

1 you're saying. Again we have the -- it provides a valuable  
2 service that provides the very basic needs of an individual.

3 We also provide for the Fishing Academy monies. And I'm  
4 just using them as an example. Do we review their books?

5 And I guess what I'm saying is, this is -- this speaks to  
6 the very core of somebody's daily existence. And this is --  
7 some people, this is all they have. But it's -- if that's  
8 something that we think that they are cuffing or we're not -- or  
9 receiving, you know, lots of funds or something, then I guess  
10 that would bring about this question. But I guess I just didn't  
11 see them -- I just see them kind of barely surviving.

12 COMMISSIONER DAVIS: Madam Chair.

13 CHAIR MILLER-ANDERSON: Go ahead.

14 COMMISSIONER DAVIS: I'm not saying that anyone was  
15 cuffing. It was just --

16 COMMISSIONER HUBBARD: I know.

17 COMMISSIONER DAVIS: -- for information only.

18 I don't want nobody to interpret -- to hear that and go  
19 running with that. I want to be very clear of that.

20 COMMISSIONER HUBBARD: I misspoke, Mr. Davis.

21 COMMISSIONER DAVIS: Okay.

22 COMMISSIONER HUBBARD: That was a word that --

23 COMMISSIONER DAVIS: Like I said, I just wanted to know  
24 that this came up and --

25 COMMISSIONER HUBBARD: And you're right.

1 COMMISSIONER DAVIS: -- years ago.

2 COMMISSIONER HUBBARD: You're right. That might not have  
3 been an appropriate word to use. But I'm just saying I think  
4 that --

5 COMMISSIONER DAVIS: And if the Fishing Academy is doing  
6 the same -- collecting money, I would love to know from them as  
7 well.

8 COMMISSIONER HUBBARD: Okay. Thank you.

9 CHAIR MILLER-ANDERSON: So, Ms. Pardo, did you -- were you  
10 making a -- were you --

11 COMMISSIONER PARDO: Yeah, thank you, Madam Chair. I'd  
12 like to make a motion to table this item until the next CRA  
13 meeting in January.

14 COMMISSIONER DAVIS: Second.

15 CHAIR MILLER-ANDERSON: Madam Clerk.

16 (Vote taken.)

17 THE CLERK: Motion carries.

18 (Motion passed unanimously.)

19 MS. JENKINS: Thank you.

20 CHAIR MILLER-ANDERSON: Thank you.

21 Do we have any items tabled?

22 INTERIM EXECUTIVE DIRECTOR EVANS: No, Chairperson  
23 Miller-Anderson.

24 CHAIR MILLER-ANDERSON: Do we have any public comment  
25 cards?



1 THE CLERK: Yes, Madam Chair. We have two.

2 CHAIR MILLER-ANDERSON: Okay.

3 THE CLERK: The first one is Margaret Shepherd. And Marie  
4 Davis.

5 MS. SHEPHERD: Margaret Shepherd, Riviera Beach.

6 CHAIR MILLER-ANDERSON: Good evening.

7 MS. SHEPHERD: Good evening, Council.

8 COMMISSIONER PARDO: Good evening, ma'am.

9 MS. SHEPHERD: I wasn't coming out today but I thought it  
10 would just be robbery if I did not come out and thank the board  
11 of the CRA for such a wonderful time for the Riviera Beach  
12 senior citizens at Lindsey Davis. It was a phenomenal time.  
13 And I want to make it clear that the seniors really don't go out  
14 at night, but I kept telling them to come out, come out, come  
15 out, and they will enjoy, because I know Mrs. Jenkins will be  
16 topnotch. And she did not, she did not, not at all, make it  
17 what I said it would be. It was a phenomenal event. And I  
18 thank the vice chair for coming out, Mr. Scott Evans for coming  
19 out, and meeting with the seniors. And I'm so glad they were  
20 sitting there saying who is that now, who is that? And of  
21 course being a senior myself, I repeat myself over and over.  
22 But they enjoyed theirselves. The Caribbean music was fantastic.  
23 The food was fantastic. And we want to thank the CRA.  
24 I wanted to come out again tonight because we met with  
25 Ms. Jenkins, the board -- we are forming the Lindsey Davis

1 Senior Citizens Garden Club. And I want to tell you they are  
2 excited that we are now getting ready -- and I keep hearing the  
3 chair, Miss Alice, say, my green thumb, my green thumb. I don't  
4 have a green thumb but I'm looking with the help of Dennis and  
5 that group to get a green thumb.

6 And we want to make sure -- I think it's in your district,  
7 Mrs. Hubbard. I think it's in your district. We're looking for  
8 you to come out and support us. We are a 501(c)(3) so we do  
9 need your support. We need everybody's support.

10 And with that, I thank you very much.

11 I have a few seconds, and I want to say thank you to  
12 Mrs. Carolyn Bradden over at Hilltop Missionary Baptist Church.  
13 I keep forgetting to talk about her and thank her for a good job  
14 she has done at Hilltop for Reverend Davis's 52nd Annual  
15 Appreciation. It was a real wonderful event. And I thank  
16 Carolyn for just -- last year he cried. This year he was  
17 smiling. And I want to say thank you, Carolyn. I hope they go  
18 back and tell her for putting on such a wonderful, wonderful  
19 fiasco for the Reverend Griffin Davis, Sr., and Mrs. Griffin  
20 Davis.

21 And with that, I'm a stickler detail for birthdays. If you  
22 miss my birthday I get very upset. My children know that.

23 So I want to say happy birthday to Ms. Miller-Anderson's  
24 mother's birthday. She had a birthday.

25 CHAIR MILLER-ANDERSON: Her birthday was in October.

1 MS. SHEPHERD: It was in October?

2 CHAIR MILLER-ANDERSON: Yeah.

3 MS. SHEPHERD: Well, I don't know, somebody started telling  
4 me about her birthday.

5 CHAIR MILLER-ANDERSON: Yes, it was October.

6 MS. SHEPHERD: October. Well, happy birthday anyway.  
7 Many, many, many more.

8 Let's give her a hand. Isn't she beautiful?

9 Thank you. Thank you, CRA and to Mr. Scott Evans.

10 CHAIR MILLER-ANDERSON: Appreciate it.

11 MS. SHEPHERD: My birthday is in April so you got lots of  
12 time.

13 CHAIR MILLER-ANDERSON: Happy birthday to you too. Early  
14 birthday.

15 THE CLERK: Marie Davis.

16 MS. DAVIS: Good evening. And Merry Christmas.

17 CHAIR MILLER-ANDERSON: Good evening.

18 MS. DAVIS: My name is Marie Davis, and I reside at 3001  
19 Lake Drive on Singer Island. And I'm here on behalf of our  
20 homeowners' association. And the name of it is Yacht Harbor  
21 Estates.

22 Recently we received numerous complaints about the noise at  
23 the Ocean Mall, specifically the Two Drunken Goats, mainly the  
24 weekend noise. I live probably the farthest west on Lake Drive  
25 and I can hear the music. There are people who live on Cabana

1 and other streets a little closer, and closer to me, that can't  
2 have their windows open at all because of the noise.

3 I've also had complaints from other -- probably a dozen  
4 neighbors. And I guess they know I have a big mouth, so here I  
5 am again complaining on their behalf.

6 And they asked me -- one person asked me to confirm that  
7 the lease had been approved by the City Council and CRA from, I  
8 guess GSF to whatever the new lessee, whoever that is.

9 So that's my question, I guess, to Scott.

10 And what do we do about the noise level?

11 Thank you.

12 COMMISSIONER PARDO: Madam Chair.

13 CHAIR MILLER-ANDERSON: Go ahead.

14 COMMISSIONER PARDO: Okay. So I can address the noise  
15 because I've received numerous complaints from people in your  
16 neighborhood and down on the other side of Park Avenue. So the  
17 City is -- oh. And also from residents in the Ritz Carlton  
18 again. So the police are aware of it. And the city attorney is  
19 aware of it. And they are, and they are working on it right  
20 now. So I'll just leave it like that. They are working on it  
21 and there should be a solution shortly.

22 MS. DAVIS: Okay. So would it be help to have residents  
23 write letters to the --

24 COMMISSIONER PARDO: No, I have numerous letters.

25 CHAIR MILLER-ANDERSON: Ms. Marie, we're still in public

1 comment so the three minutes is up. But Ms. Pardo comes around  
2 and just provides the answer so --

3 MS. DAVIS: Thank you.

4 CHAIR MILLER-ANDERSON: Thank you.

5 Is that the end of public comment?

6 The report of the executive director.

7 INTERIM EXECUTIVE DIRECTOR EVANS: I just want to remind  
8 everyone that our second family movie night is this Friday, and  
9 the movie is The Grinch. So I just wanted to remind the board  
10 and our residents that we'll have popcorn and there will be food  
11 trucks there. And so all -- everyone is invited to come out and  
12 enjoy the movie.

13 CHAIR MILLER-ANDERSON: Discussion by the board.

14 Ms. Pardo?

15 COMMISSIONER PARDO: No, I don't have anything.

16 CHAIR MILLER-ANDERSON: Mr. Davis?

17 COMMISSIONER DAVIS: I would just say congratulations to  
18 the CRA for the first movie night that we had in the park. I  
19 was able to attend for about an hour. It was really wonderful  
20 to see this get back started. And I wish you well as you  
21 continue those efforts. Let us make sure that we all tell  
22 somebody to tell somebody to come out and bring their families  
23 out.

24 And I also want to say if we don't see you for the next CRA  
25 meeting, Merry Christmas. Be safe over the holidays and just

1 really enjoy yourselves as we get ready to kick off the New  
2 Year.

3 Thank you.

4 CHAIR MILLER-ANDERSON: Ms. Davis Johnson.

5 VICE CHAIR DAVIS JOHNSON: With regards to the movie night,  
6 are we bringing the heaters down? Because it's -- we're on the  
7 water, it's supposed to get a little chillier. So are we going  
8 to have some, have those heaters maybe --

9 INTERIM EXECUTIVE DIRECTOR EVANS: It was discussed  
10 actually as an idea. But because there are so many children  
11 running around, we felt it would be a safety concern to have the  
12 heaters down there.

13 VICE CHAIR DAVIS JOHNSON: Are these the tall heaters that  
14 we're talking about?

15 INTERIM EXECUTIVE DIRECTOR EVANS: Yes. But at the last  
16 movie event the children were playing in the park quite a bit,  
17 so we were concerned that -- but what we can look at doing is  
18 there is an area where we set up tables, where you can sit and  
19 eat from the food trucks. So we'll look and see if we could  
20 perhaps bring the heaters out to that area.

21 VICE CHAIR DAVIS JOHNSON: Okay. Just thinking about the  
22 weather and being out there in the elements. So if we've -- if  
23 you've discussed it and you've taken a look at it at this point,  
24 maybe that would be a good alternative.

25 INTERIM EXECUTIVE DIRECTOR EVANS: Okay.

1 COMMISSIONER PARDO: And everyone bring a blanket.

2 VICE CHAIR DAVIS JOHNSON: You know, you need lots of  
3 blankets for that event.

4 So I'm excited and looking forward to that. We will  
5 certainly blast that to our constituents.

6 I also want to extend a Happy Holidays, Merry Christmas,  
7 Happy Hanukkah, to all of our residents.

8 Thank you.

9 CHAIR MILLER-ANDERSON: Ms. Hubbard.

10 COMMISSIONER HUBBARD: I just would like to take this  
11 opportunity to wish everybody a Merry Christmas and safe happy  
12 holidays. We won't see you again before the New Year.

13 CHAIR MILLER-ANDERSON: And I'd like say the same thing,  
14 Happy Holidays to everyone.

15 And do we have a motion to adjourn?

16 COMMISSIONER HUBBARD: So moved.

17 (Proceedings concluded at 7:55 p.m.)

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CERTIFICATE

THE STATE OF FLORIDA  
COUNTY OF PALM BEACH

I, Claudia Price Witters, Registered Professional Reporter,  
certify that I was authorized to and did report the foregoing  
proceedings at the time and place herein stated, and that the  
foregoing is a true and correct transcription of my stenotype  
notes taken during said proceedings.

IN WITNESS WHEREOF, I have hereunto set my hand this 26th  
day of December, 2017.

Claudia Price Witters  
CLAUDIA PRICE WITTERS  
Registered Professional Reporter





## ADJOURNMENT

The CRA Regular Meeting was adjourned at 7:55 P.M. The minutes were approved  
by the Board of Commissioners on \_\_\_\_\_.

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KaShamba Miller-Anderson, Chairperson

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Interim Executive Director Scott Evans

/cw  
Florida Court Reporting