

1 RIVIERA BEACH COMMUNITY REDEVELOPMENT AGENCY

2 Regular Meeting

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6 - - -7 Marina Village Event Center
8 190 East 13th Street
9 Riviera Beach, Florida
10 Wednesday, October 13, 2021
11 6:01 p.m. - 6:54 p.m.12 - - -
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20 IN ATTENDANCE:

21 Chair Shirley Lanier
22 Vice Chair KaShamba Miller-Anderson
23 Commissioner Julia Botel
24 Commissioner Tradrick McCoy
25 Executive Director Jonathan Evans
General Counsel Chris Smith
CRA Clerk Sherley Desir

1 BE IT REMEMBERED that the following Riviera
2 Beach Community Redevelopment Agency Regular Meeting
3 was had at the Marina Village Event Center on
4 Wednesday, October 13, 2021, beginning at 6:01 p.m.,
5 with attendees as hereinabove noted, to wit:

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7 CHAIR LANIER: We will call to order the City
8 of Riviera Beach Community Redevelopment Agency
9 meeting, October 13, 2021. It is 6:01 p.m.

10 Madam Clerk.

11 THE CLERK: Commissioner McCoy.

12 COMMISSIONER McCOY: Here.

13 THE CLERK: Commissioner Botel.

14 COMMISSIONER BOTEL: Here.

15 THE CLERK: Commissioner Lawson.

16 (No response.)

17 THE CLERK: Co-Chair Miller-Anderson.

18 VICE CHAIR MILLER-ANDERSON: Here.

19 THE CLERK: Chair Lanier.

20 CHAIR LANIER: Here.

21 THE CLERK: We also have Jonathan Evans, CRA
22 Executive Director; Chris Smith, the General Counsel
23 for CRA; and Sherley Desir, CRA Clerk.

24 CHAIR LANIER: Thank you. We will have a
25 moment of silence, the Pledge of Allegiance by

1 Commissioner McCoy.

2 (Moment of silence observed. Pledge of
3 Allegiance recited.)

4 CHAIR LANIER: Are there any additions,
5 deletions or substitutions for the agenda this evening?

6 EXECUTIVE DIRECTOR JONATHAN EVANS: None from
7 staff, Madam Chair.

8 CHAIR LANIER: Are there any disclosures of
9 any of these items that are listed on the agenda by
10 Commission or by staff? Can I get a motion to adopt
11 the agenda?

12 COMMISSIONER BOTEL: Move to adopt the
13 agenda.

14 COMMISSIONER McCOY: Second.

15 CHAIR LANIER: Madam Clerk.

16 THE CLERK: Commissioner McCoy.

17 COMMISSIONER McCOY: Yes.

18 THE CLERK: Commissioner Botel.

19 COMMISSIONER BOTEL: Yes.

20 THE CLERK: Co-Chair Miller-Anderson.

21 VICE CHAIR MILLER-ANDERSON: Yes.

22 THE CLERK: Chair Lanier.

23 CHAIR LANIER: Yes.

24 THE CLERK: Motion carries.

25 CHAIR LANIER: We are at the consent agenda.

1 All matters listed under this item are considered to be
2 routine, and action will be taken by one motion. There
3 will be no separate discussion of these items unless a
4 Councilperson so requests, in which event the item will
5 be removed from the general order of business and
6 considered in its normal sequence on the agenda.

7 Mr. Evans. I'm sorry, I was going to have
8 you to present it.

9 Anyone want to remove any of these items off
10 this agenda -- I mean off of this consent agenda? Can
11 I have a motion to approve?

12 COMMISSIONER BOTEL: Motion to approve the
13 consent agenda.

14 COMMISSIONER McCOY: Second.

15 CHAIR LANIER: Madam Clerk.

16 THE CLERK: Commissioner McCoy.

17 COMMISSIONER McCOY: Yes.

18 THE CLERK: Commissioner Botel.

19 COMMISSIONER BOTEL: Yes.

20 THE CLERK: Co-Chair Miller-Anderson.

21 VICE CHAIR MILLER-ANDERSON: Yes.

22 THE CLERK: Chair Lanier.

23 CHAIR LANIER: Yes.

24 THE CLERK: Motion carries.

25 CHAIR LANIER: We are at the next item on our

1 agenda, which is the presentations. Number two,
2 Mr. Evans.

3 EXECUTIVE DIRECTOR JONATHAN EVANS: Madam
4 Chair and members of the Board, if I can have
5 Ms. Kristen Hicks from the CRA and Mr. Scott Evans make
6 this presentation. I mean Annetta Jenkins. I'm sorry.

7 CHAIR LANIER: Food truck pilot update.

8 The acceptance of public comment cards is now
9 closed.

10 MS. HICKS: Good evening, Madam Chair and
11 Commissioners. It's a pleasure to speak in front of
12 you guys this evening. My name is Kristen Hicks, and
13 I'm here to give you an update on the pilot program for
14 our Thursday Tastes of Riviera Beach Food Truck Series.

15 Today we're going to update you on the
16 process, the approval and the kickoff of the Thursday
17 Tastes of Riviera Beach Series pilot program. We'll go
18 through the outreach, marketing of the series, food
19 truck interest, feeding and how the conversations
20 happen there, how the vendors were selected and the
21 recap of the last event we had on September the 16th.
22 We'll want to review a little bit about what the pilot
23 program consists of.

24 So what happened was at the Board meeting on
25 August the 26th, you guys voted four to one in approval

1 to move forward with the pilot series. The program
2 consists of three dates. The first one was September
3 the 16th, the next is October the 21st, and then
4 November 18th at the Spanish Courts and Riviera Beach
5 Marina.

6 The marketing for the program is as follows.
7 The series was marketed under both the CRA and City
8 websites' social media. It was also marketed on TV 18.
9 Eventbrite events were created, and newsletters from
10 the CRA and the City went out to all residents that had
11 signed up for the newsletters.

12 Flyers for the September 9th interest meeting
13 and the food truck events were posted on the CRA and
14 City websites. Facebook and LinkedIn events were
15 created, and press releases to the local media went
16 out. Flyers were posted on multiple Facebook groups,
17 and printed flyers were left at multiple City
18 buildings. Events were put on the calendars for
19 additional different websites, as Discover the Palm
20 Beaches, North Chamber of Commerce, Munchkin Fun and
21 various others.

22 The interest meeting was where we had them
23 come to the Event Center, and that was on September 9th
24 at 4:00 p.m. We reached out before that to Development
25 Services to get their list of trucks that they already

1 have and e-mailed them the flyer. And then we also
2 reached out to anyone that had their interest at the
3 City Council meeting to make sure that they got the
4 information. We distributed the interest flyer on all
5 of our social media platforms that you saw previously.
6 Trucks were e-mailed about their interest, and we asked
7 them before the meeting on September 9th to provide
8 their business tax receipt and their liability
9 insurance to us.

10 When we had the meeting, we gave them a
11 packet of information of all the details we needed,
12 including our sign-in sheet, and we had 11 trucks
13 attend this meeting. And any trucks that had their
14 interest that were unable to attend and had e-mailed
15 us, we e-mailed the packet the next day to them.

16 Development Services and Finance helped us
17 fast track the business tax license process for the
18 first event and did a phenomenal job.

19 So the selection process, this is how we
20 selected the trucks. So it was based on the packets,
21 receiving back their sign-up sheet, their business tax
22 receipt, or if they had submitted for fast tracking for
23 the event to our Finance, liability insurance and a
24 mixture of the food for variety at the actual event.

25 The number of trucks were placed based on the

1 attendance. So for our first event, we had four.

2 So we wanted to give a brief recap of what
3 happened at the event itself. So on September the 17th
4 we had Tastes of Rivera Beach food truck event, and
5 that night was a really bad rainstorm. So thankfully
6 we still had people come out, and they came out
7 underneath their umbrellas and they enjoyed the event.
8 We had an attendance of about 50 people that came out,
9 and food trucks were still able to make some form of a
10 profit during it.

11 We had media coverage on Channel 5 News,
12 Channel 10 and Channel 25. And these stations, they
13 came out in the rain to do interviews on site. We had
14 placement in multiple newsletters, also through press,
15 on television, and it was also listed in the Miami
16 Events and Festivals Newsletter.

17 So the event is set for an environment of
18 fun, good food and entertainment. And so we had a ten
19 piece band called N2Nation who were unable to perform
20 due to the rain. They had actually set up, did all of
21 their preset, and unfortunately, once the event
22 started, the rain started.

23 We had four food trucks. We had giant games
24 for kids to play, Uno, chess, checkers and Jenga, had
25 picnic tables for people to sit at, bistro lighting to

1 create a relaxed ambiance, and free parking there. The
2 Riviera Beach Police were out there to help direct
3 traffic and also help people park, and they even were
4 so wonderful and had umbrellas to take people to the
5 food trucks. And some of the trucks stayed through the
6 entire event. We only had one leave before the end.

7 So for our future events, in October, on
8 October 21st we'll be featuring a jazz guitarist for
9 the entertainment. Each event will have the giant
10 games for kids to play, picnic tables for people to
11 eat, the bistro lighting, the free parking and five to
12 seven food trucks.

13 And for our November event, we are planning
14 for a local DJ for entertainment, and we have already
15 reached out to multiple media entities, such as paper,
16 television and radio, with our press release so that we
17 can hopefully have them come out again to the event and
18 hopefully not have weather this time.

19 So with all of that said, we want to invite
20 everybody to come out to the event on Thursday, October
21 the 21st, which is next Thursday, from 5:30 to 7:30 at
22 the Spanish Courts at Marina Village. And we're here
23 to take any questions you guys have.

24 COMMISSIONER McCOY: Madam Chair.

25 CHAIR LANIER: Yes, go ahead.

1 COMMISSIONER McCOY: Thank you.

2 Ms. Hicks, I was the one person that didn't
3 support it because you guys didn't have a budget. I
4 would hope that we've gotten the budget, and if so, can
5 you give us some of those numbers?

6 MS. HICKS: For the permanent structure,
7 correct?

8 COMMISSIONER McCOY: No, just for the event
9 altogether.

10 MS. HICKS: For the temporary event?

11 COMMISSIONER McCOY: Yes. I mean we had a
12 band. I mean, obviously, there's police coverage. I
13 mean I think I want to kind of understand exactly what
14 was spent out and what should we expect that's going to
15 be --

16 MS. HICKS: Sure. So our total budget for
17 all three events is \$8,000, total.

18 COMMISSIONER McCOY: Inclusive of the band
19 and police?

20 MS. HICKS: Yes, sir.

21 COMMISSIONER McCOY: Okay. So I guess going
22 forward, do we have any measurables as to perhaps not
23 dollars, but how many attendees supported each
24 individual business?

25 MS. HICKS: Yes. So unfortunately, due to

1 the rain last time, we were only able to survey two
2 people. But our goal is when we're there, to be able
3 to count and measure by having a six question survey
4 for the public to write down their information so that
5 we can get their feedback for any type of future
6 events, if you guys agree and proceed to go to the next
7 level of this.

8 COMMISSIONER McCOY: Okay. Lastly, I guess I
9 was speaking in terms of the actual food trucks. If
10 they had 40 customers, that's 40 more than they would
11 have had. So at least going forward, is that something
12 that we can look at perhaps keeping track of so that
13 way we can know that, you know, we've served, you know,
14 on this Thursday night 200 people which we would have
15 not normally, you know, had that, I guess, impression
16 or contact with?

17 MS. HICKS: Definitely. So we are going to
18 definitely survey them, and we'll get the numbers to
19 you guys also.

20 COMMISSIONER McCOY: And the reason is when
21 you eat food, I don't know how genuine folks are going
22 to be with doing a survey. Maybe they're too full or
23 maybe not even interested. So at least from those
24 vendors that are benefiting, we can kind of know how
25 many, you know, families or customers that they've

1 touched.

2 MS. HICKS: We will definitely.

3 COMMISSIONER McCOY: Thanks.

4 CHAIR LANIER: Are there any other questions
5 in regards to this item?

6 Are there any plans to expand the number of
7 food trucks?

8 MS. HICKS: For the pilot series or for later
9 on?

10 CHAIR LANIER: Either one.

11 MS. HICKS: So right now we're looking at
12 having five to seven for this next event. Depending on
13 the attendance, that's where we can go even larger,
14 depending on if we need more trucks.

15 CHAIR LANIER: Very good. Thank you. Thank
16 you for your presentation.

17 MS. JENKINS: Thank you.

18 MS. HICKS: Thank you.

19 CHAIR LANIER: Our next item on the agenda is
20 number three, Madam Clerk.

21 THE CLERK: Resolution authorizing the
22 approval of Commercial Grant Incentive Program for
23 round four, totaling \$236,087, to assist local
24 businesses to complete external improvements to
25 businesses located in the Community Redevelopment

1 Agency area.

2 The acceptance of public comment cards is now
3 closed.

4 VICE CHAIR MILLER-ANDERSON: So moved.

5 COMMISSIONER BOTEL: Second.

6 CHAIR LANIER: Mr. Evans.

7 EXECUTIVE DIRECTOR JONATHAN EVANS: Madam
8 Chair and members of the Board, if I can have the
9 Director of Planning and Development Services,
10 Mr. Scott Evans, make this presentation.

11 MR. SCOTT EVANS: Good evening, Madam Chair
12 and members of the Board.

13 This item is to complete property
14 improvements for our local businesses that are in the
15 Community Redevelopment area. And on November 12th of
16 last year the CRA Board updated the scoring criteria
17 for this program and approved the new application
18 process going forward. And this allowed all of the
19 existing businesses who are located in the CRA to apply
20 for that current round of funding to make improvements
21 to their properties and their building.

22 In that current round of the applications, we
23 received eight for our Property Improvement Incentive
24 Program. And this program provides \$40,000, up to
25 \$40,000 to any local business owner who wants to invest

1 that in their project. And it requires a match, so
2 it's a four to one match. So for every dollar that the
3 local business owner puts into the improvement, the CRA
4 matches that at a four to one ratio, up to a maximum of
5 40,000.

6 And this program has resulted in various
7 improvements that have happened previously during our
8 previous rounds. This is -- I'll show a few of the
9 before and afters of some of the success of this
10 project.

11 This is the Integrated Care located at 31st
12 Street -- I mean, sorry -- 31 West 20th Street, and
13 this was the before picture. And they did a signs
14 package, they painted the building, added some aluminum
15 fencing. And you can see the after, after those minor
16 improvements. This particular one cost about 32,000,
17 total.

18 This is the Get Wet business, and they're
19 located on 237 East Blue Heron, which is the south side
20 of Blue Heron, just west of the Blue Heron bridge. And
21 they installed all new metal roofing, some landscaping
22 improvements and paint. And this is the before
23 picture. And this project turned out very nice. You
24 can see the after picture (audio disruption) made a
25 significant aesthetic improvement to the building.

1 COMMISSIONER BOTEL: Madam Chair.

2 CHAIR LANIER: Yes, go ahead.

3 COMMISSIONER BOTEL: Did we require them to
4 use a particular color scheme or anything, or we just
5 let them do what they wanted to do?

6 MR. SCOTT EVANS: For each application,
7 before they are permitted to proceed, they have to
8 apply for their building permits. And at that time the
9 CRA reviews what they're proposing to do, and then we
10 give them authorization to proceed. So we don't direct
11 the type of colors that they use, but we review them
12 before they proceed.

13 COMMISSIONER BOTEL: Thank you.

14 MR. SCOTT EVANS: This was the Boat Owners
15 Warehouse, which was located on the east side of
16 Broadway. And they made some major upgrades to their
17 property, from signage to the entire exterior of the
18 building. And this resulted in quite a significant
19 improvement of the way the building looks along
20 Broadway. It had been many years before it had
21 received any improvements. And this project cost
22 \$131,352, and the CRA provided a \$40,000 grant for it.

23 And the last one that was approved by the CRA
24 Board was to provide \$40,000 for the complete building
25 and site renovation for the Busch Canvas Shop. And

1 this is the before picture, seen above, and the after
2 picture is below. And that project took a very small,
3 older commercial building and made significant
4 expansion and renovations to the project.

5 COMMISSIONER BOTEL: Madam Chair.

6 CHAIR LANIER: Yes, go ahead.

7 COMMISSIONER BOTEL: Just wanted to say I
8 stopped in to visit them the other day, and they've
9 done a fantastic job with that space. And they're
10 looking to hire, in case anybody's interested in being
11 trained in the canvas making business -- not making,
12 but utilizing for upholstery. And it's a women owned
13 business. They've been in business since 1965 and
14 they're happy with their new location.

15 So thank you.

16 VICE CHAIR MILLER-ANDERSON: Madam Chair.

17 CHAIR LANIER: Yes, go ahead.

18 VICE CHAIR MILLER-ANDERSON: What was the
19 total of their project? Do you know?

20 MR. SCOTT EVANS: I don't have the total,
21 because it was such a large project. When they
22 applied, they only applied for, I think approximately
23 \$80,000 because it was just a component. So I didn't
24 provide that number because I'm not sure of the entire
25 cost of the project, but it was well into the hundreds

1 of thousands of dollars.

2 VICE CHAIR MILLER-ANDERSON: Okay, thank you.

3 COMMISSIONER McCOY: So can you clarify?
4 They applied for 80?

5 MR. SCOTT EVANS: Yes. Originally in the
6 round, they applied for a series of, I think it was
7 landscaping and exterior improvements that were just
8 part of their overall project. So we only had the data
9 on just that one aspect that they wanted to add to
10 their project, but we didn't have the total data on the
11 whole site renovation and expansion. But our
12 investment was a very small component of that total
13 overall improvement.

14 All the grant applications in this round were
15 reviewed and scored by myself, Andre Lewis, our
16 Project -- former Project Manager, and Scott Evans,
17 Planning and Development Director, and our Director of
18 Neighborhood Services, Annetta Jenkins.

19 The Board selected Commissioner Douglas
20 Lawson to assist us with this program, and Mr. Lawson
21 participated in the review of the submitted
22 applications.

23 Applications were scored based on the
24 underwriting criteria that the Board, this Board
25 approved back in November, and the purpose of the

1 scoring is it was implemented in order, one, to make
2 sure that a project meets the minimum criteria for
3 funding, but the primary reason was in previous rounds
4 we received more applications than the funding that was
5 available. So we implemented the scoring criteria in
6 order to provide the Board a ranking of the projects in
7 case there were more projects submitted than the
8 available funds that we had.

9 The total request for this round did not
10 exceed our available funding, so we are -- CRA staff is
11 recommending that all the grant requests are approved.

12 We received eight applications, for a total
13 of \$236,087. And applications were received from
14 Atkins Day Care, which is located on 10th Street just
15 east of Australian Avenue. And their request is for
16 improvements to their playground surfacing, ADA
17 accessibility improvements to the exterior, painting,
18 exterior lighting, and to replace some of their
19 exterior doors.

20 The Grator Gator has applied for 40,000 also,
21 and they're looking at also doing ADA accessibility,
22 installing hurricane impact doors and windows, and
23 doing some exterior painting and improvements to their
24 property.

25 The Crown Square Plaza, which is located on

1 the northwest corner of 10th Street and Barack Obama
2 Highway, have requested \$40,000 also, and they're
3 looking at doing a variety of improvements, from solar
4 panel installation, hurricane shutters, irrigation,
5 signage and exterior painting enhancements.

6 There's a small commercial building on the
7 east side of Broadway just north of 28th Street who is
8 requesting to make stucco repair and replacement, some
9 painting, parking lot improvements, and to do some
10 external power and electrical needed for their site.
11 And that's from Gem Keen Realty at 2826 Broadway. They
12 have requested \$29,841.

13 The Vilijo Coin Laundry, which is located
14 right at the base of the Blue Heron bridge, and they're
15 looking for a grant of \$32,000. And they're looking to
16 make major changes to the exterior of their building,
17 so they're looking at exterior painting, installing an
18 awning, doing some landscaping, enhancing their parking
19 lot and adding security, exterior lighting and
20 fixing -- replacing, rather, their sign.

21 And Sea Shell City has requested a grant of
22 \$27,000. And their property, this would be used to
23 repaint all of the exterior, install a new mural. When
24 that -- a new building was built adjacent to it and
25 expanded, then their mural that they had installed

1 became damaged as a result, because it was only
2 partial, and they repainted it, sort of. But so that
3 would add a new mural at the same time as repainting
4 the building, and they would also make improvements to
5 their parking lot and make ADA improvements for access
6 to their business.

7 Easton Boat Works has requested \$17,000, and
8 this would be for exterior fencing. Easton Boat Works
9 is located on Avenue C, across from Marina Village, and
10 they're looking to install security fencing on their
11 property. And they're looking at installing the
12 decorative aluminum type fencing, which would enhance
13 the appeal of the project.

14 And the last grant request we received was
15 for \$8,532 from Guacamoles Restaurant, and they're
16 located at 1281 Plaza Circle. And they're looking at
17 doing a new, very large awning that would enhance the
18 look of their building. And their building's right
19 across the street from the gas station, right beside
20 the Grator Gator on the south side of -- just south of
21 Blue Heron, rather.

22 As a component of the requested grants, we do
23 a series of things to ensure that the applicants
24 maintain compliance and complete the projects
25 accordingly. They have to apply for and receive

1 building permits for all of their improvements, and
2 they cannot apply for reimbursement until they get
3 approvals on inspections for those improvements that go
4 through the Building Department.

5 Each applicant is required to sign a grant
6 agreement. This ensures that the improvements are
7 completed in one year and that they're maintained for a
8 period of 60 months.

9 And additionally, we require a promissory
10 note. And this document holds the grantee or business
11 owner liable if the terms of the agreement are broken
12 and the Agency must seek legal remedy.

13 And prior to the execution of the individual
14 grant agreements, the CRA will hire an independent
15 contractor to review the scope of work and confirm that
16 the proposed cost is consistent with the planned
17 improvements. And we implemented this during the last
18 round, and that worked very well.

19 Once the applicants put all of their
20 application together for the Building Department to
21 make their submittal, we were then able to review those
22 plans and have a third party contractor look at them to
23 ensure that the dollars that are invested on behalf of
24 the CRA are being appropriately spent and that the cost
25 for the projects are equal to what the market is at the

1 time.

2 COMMISSIONER McCOY: Madam Chair.

3 CHAIR LANIER: Yes, go ahead.

4 COMMISSIONER McCOY: So speak to that a
5 little further, Mr. Evans. You said you had a third
6 party. Is that -- who is that party, and is that also
7 included in the budget going forward, because I see
8 there's a --

9 MR. SCOTT EVANS: Yes, we have professional
10 services funds that we use for that. Those costs range
11 between 500 and \$1,000 per project. And we get three
12 bids from local contractors to do the work. And I
13 think only in one case we did find that the costs
14 weren't exactly what we felt was fair, so we took the
15 bid from the third party contractor and offered that as
16 the grant. But that one did not proceed.

17 And so we would propose to do that for all of
18 these applicants before they receive their building
19 permit and permission to proceed for the grant related
20 improvements.

21 COMMISSIONER McCOY: Mr. Evans, let me ask
22 you, you said anywhere from 500 to \$1,000 per project.
23 Are we speaking of per applicant or per round?

24 MR. SCOTT EVANS: It's per applicant,
25 depending on the scope of their project. So a lot of

1 these projects cost between 50 and \$100,000, and so we
2 need a contractor to look over all of the items,
3 understand them, and then prepare a bid and a pricing
4 for it. And obviously, that's professional work done
5 by those contractors, not for the purposes of getting
6 the work, but for ensuring that we have a fair price.

7 COMMISSIONER McCOY: And lastly, is it one
8 person, or do we have a pool of third party contractors
9 that do the estimation service?

10 MR. SCOTT EVANS: For all of the projects, we
11 submit it to the pool of contractors.

12 COMMISSIONER McCOY: Okay. All right, thank
13 you.

14 MR. SCOTT EVANS: Staff recommends approval
15 of the eight commercial grant applications. The fiscal
16 budget, which was approved, included \$250,000 to fund
17 this round of commercial grants, and so the funding is
18 available. And I'm here to answer any Board questions,
19 and thank you.

20 COMMISSIONER McCOY: So, Madam Chair.

21 CHAIR LANIER: Yes, go ahead.

22 COMMISSIONER McCOY: I think it's a great
23 program, and I like it. I see that we had about
24 \$13,900, I guess, left over. And I guess that just
25 kind of ended up that way, that we were right under the

1 250,000 that was budgeted for?

2 MR. SCOTT EVANS: Yes, sir.

3 COMMISSIONER McCOY: And it was just those
4 eight applicants?

5 MR. SCOTT EVANS: Yes. This is all the
6 applicants that we received.

7 COMMISSIONER McCOY: Okay. Well, that's
8 good. I guess I would just -- I don't know how this
9 works, but going forward, if there's dollars left over,
10 instead of going into professional services, it would
11 really make sense that if we're going to have an
12 estimator review these plans, it should likely come out
13 of this budget as well.

14 That's just, I think, not a bad idea going
15 forward, because -- and I guess here's a better
16 question. What does it mean to have a round, because
17 the 2020 resolution shows that that was round four as
18 well. Are these not done by each fiscal year?

19 MR. SCOTT EVANS: They're done by fiscal
20 year. The projects take quite a bit of time from the
21 time that we offer the opportunity for them to apply.
22 Then they put their applications together, then they
23 submit them with the bids from the contractors, which
24 is the most lengthy part. And then they're evaluated
25 and finally approved by this Board.

1 So the approved budget has new dollars for a
2 new round that we would hope to bring back to the Board
3 in the next CRA Board meeting. And the approved budget
4 also included the funding from the previous round,
5 since that opportunity was made available to business
6 owners and we were processing their applications. So
7 this year's budget included both the funds rolled over
8 from the previous year and funds to issue a new round.

9 And per our discussions in November of last
10 year, we no longer are holding applicants who exceed
11 the one year that they have to proceed with the
12 project. Any applicant who has not initiated to move
13 forward, those grants have been rescinded. They were
14 already canceled, since the grant agreement was not
15 completed.

16 Because previous -- in previous years we had
17 grants that we were holding open in case the business
18 owner moved forward. And during our discussions in
19 November and previously, the Board had indicated that
20 they wanted to make sure that those funds were
21 utilized. So we are holding funds for this round, but
22 there's no other round that we're holding funds for for
23 projects that did not begin.

24 COMMISSIONER McCOY: Madam Chair.

25 CHAIR LANIER: Yes, go ahead.

1 COMMISSIONER McCOY: So are we sure in those
2 situations, Mr. Evans, that these are, I guess,
3 businesses that are holding over for some reason of
4 their own and not some delay in the permitting
5 department, correct?

6 MR. SCOTT EVANS: Yes. We reach out to these
7 applicants. Most of the ones that didn't proceed
8 didn't even complete a grant agreement. So they got
9 the grant, but then decided not to sign an agreement
10 and move forward with the project.

11 COMMISSIONER McCOY: Okay. So what did we,
12 if you know or recall, and if you don't, it's fine,
13 what do you remember that we rolled over from last year
14 as far as funds?

15 MR. SCOTT EVANS: Yes, well, the entire
16 amount for this round was what we rolled over, plus one
17 grant is for -- I forget the name of it, but there's a
18 church located just off of Avenue E, and they were in
19 the permitting process and trying to get information
20 from the contractor. And they had started work, so
21 they were part way through. So that's the only one
22 that was underway that wasn't completely reimbursed in
23 the previous year.

24 COMMISSIONER McCOY: Okay, thank you.

25 CHAIR LANIER: Any other questions in regards

1 to this item?

2 Madam Clerk.

3 THE CLERK: Commissioner McCoy.

4 COMMISSIONER McCOY: Yes.

5 THE CLERK: Commissioner Botel.

6 COMMISSIONER BOTEL: Yes.

7 THE CLERK: Co-Chair Miller-Anderson.

8 VICE CHAIR MILLER-ANDERSON: Yes.

9 THE CLERK: Chair Lanier.

10 CHAIR LANIER: Yes.

11 THE CLERK: Motion carries.

12 CHAIR LANIER: Madam Clerk, next item.

13 THE CLERK: Small Business Incubator Program.

14 CHAIR LANIER: Mr. Evans.

15 THE CLERK: The acceptance of public comment
16 cards is now closed.

17 EXECUTIVE DIRECTOR JONATHAN EVANS: Madam
18 Chair and members of the Board, if I can have the
19 Director of Neighborhood Services, Ms. Annetta Jenkins,
20 make this presentation.

21 MS. JENKINS: Good evening, Madam Chair,
22 Madam Pro Tem and Commissioners.

23 I am here to go through a proposed program
24 that we've mentioned during our budget season, and it's
25 here for you all to hopefully provide some comment and

1 feedback. And at a subsequent meeting we'd like to
2 bring the full program to you to approve, hopefully.

3 Before you is the Small Business Incubator
4 Program. We know that small businesses are the
5 backbone of our local economy. And as we embark upon
6 expanded and new economic development opportunities
7 here in the City of Riviera Beach, we need to ensure
8 that we have excellent small business support for our
9 various businesses, entrepreneurs, et cetera, by
10 offering incentives similar to what you've just heard,
11 capacity building, training and removal of barriers for
12 growth.

13 What you have included in your packet is a
14 description of staff's work and taking into account
15 comments and suggestions from this Board over the last
16 few months.

17 We're proposing that we have a program that
18 will be offered to businesses interested in
19 participating within the CRA, located in the CRA for
20 pop-up opportunities, et cetera.

21 The types of business uses or types of
22 businesses that would be eligible would be restaurants,
23 bakeries, insurance offices, gourmet food markets, and
24 there is a list that's included in the packet,
25 including marketing offices, accounting, small

1 boutiques, real estate offices, hair and nail salons,
2 take-out restaurants, florists and medical offices,
3 similar to other programs that we've presented over the
4 last few years.

5 Ineligible businesses that we would proffer
6 would be things like businesses that sell firearms, or
7 a shooting range, religious affiliated retail stores,
8 adult gaming arcades, liquor stores and bars, adult
9 entertainment, vapor cigarette stores, convenience
10 stores, discount stores, churches and places of
11 worship, alcohol or drug rehab centers or housing for
12 same; home based businesses would be ineligible; and
13 any other use that the CRA staff or Board determines
14 will not support the redevelopment of the area.

15 The program, as I said, would be open for
16 emerging or entrepreneurial participants for up to
17 three years of support. The submitter must ensure that
18 the proposed enterprise complies with all City
19 ordinances that apply within the CRA District. And
20 that will pertain to property location, the square
21 footage of the building, et cetera.

22 The proposer should provide a comprehensive
23 business plan during the process that clearly explains
24 the vision of the business, a complete SWOT analysis,
25 which is strengths, weaknesses, opportunities and

1 threats, and how the business venture will be
2 successful in the aforementioned location.

3 Financial verification. The proposer will be
4 prepared to furnish documentation so that the business
5 financials can be verified. And as part of the
6 program, the successful applicant will be required to
7 participate and successfully complete our business
8 rating certification program and training through the
9 CRA, or similar types of programs that are offered,
10 within one year of application.

11 And there would be, depending upon the type
12 of opportunity that we're moving forward with, it would
13 either be through an RFP process or a mini application
14 process. For instance, we heard a presentation on food
15 trucks. We might very well want to incentivize
16 expansion of our food truck program and offer some
17 small business support.

18 We would want to encourage some of our
19 businesses operating in the Tiki Market perhaps to
20 expand into a brick and mortar type of location. We
21 know that we're going to have several live/work lofts
22 that we hope to attract some small businesses on our
23 Broadway corridor, so those emerging businesses might
24 be eligible for this particular program.

25 So I'll stop there and just see if there is

1 any feedback or comments on the proposed program, and
2 we would take that and then bring back a complete set
3 of guidelines and applications for you.

4 CHAIR LANIER: So what's the budget for this
5 program?

6 MS. JENKINS: The budget that was set aside
7 and that was just approved is a total of \$115,000 for
8 this year, for this fiscal year. And if we're able to
9 move ahead, we're proposing to bring back the item
10 either at the November or December meeting and launch
11 the program shortly after approval.

12 COMMISSIONER BOTEL: Madam Chair.

13 CHAIR LANIER: Yes, go ahead.

14 COMMISSIONER BOTEL: So are we looking to --
15 I probably have misread it or something, but I just
16 want to know, are we looking to provide a space, as we
17 did with the one on Broadway, the original incubator
18 that we did? So we're looking for -- it's like the
19 Miami Subs, for example?

20 MS. JENKINS: We might very well provide
21 space. There may be an emerging business that -- where
22 they have their own space and they're looking for some
23 help with build-out or marketing or equipment,
24 et cetera. So it would depend upon the --

25 COMMISSIONER BOTEL: Case by case.

1 MS. JENKINS: On a case by case basis.

2 COMMISSIONER BOTEL: How's the one on
3 Broadway doing?

4 MS. JENKINS: Doing very well. From all of
5 the marketing outreach and the feedback that we've
6 received, the business is doing very well. We're very
7 proud of it.

8 COMMISSIONER BOTEL: And how long did we --
9 how long is that pilot extending?

10 MS. JENKINS: Three years.

11 COMMISSIONER BOTEL: So she's been in there,
12 what, a year and a half?

13 MS. JENKINS: Not quite. January 2022 will
14 be one year.

15 COMMISSIONER BOTEL: Okay, thank you.

16 MS. JENKINS: I want to also mention that
17 we've looked around and had some preliminary
18 conversations with potential partners, and I listed
19 them in the write-up, where we'd be looking to work
20 with the Office of Equal Business Opportunity, with the
21 County, the Black Business Investment Corporation, the
22 Black Chamber of Commerce, the Florida Hispanic
23 American Chamber of Commerce, Community Partners of
24 South Florida, Florida State Minority Supplier
25 Development Council, the National Development Council

1 with their small business arm, various small business
2 lenders, profit and not-for-profit, and various CDFIs
3 in our area.

4 So if there's any feedback or reaction or
5 input?

6 CHAIR LANIER: All right, very good.

7 COMMISSIONER McCOY: Question.

8 CHAIR LANIER: Yes, go ahead, sir.

9 COMMISSIONER McCOY: I think it's great. You
10 know, I was really looking. I think this captures all,
11 especially I can't tell you how many times folks ask
12 the question of is the City or the CRA doing anything
13 to help small or starting businesses, and you know, I
14 think this is a great program.

15 I just want to, I guess, ask the question.
16 It says the business can be in operation -- can only be
17 in operation for less than three years. And I guess my
18 only thinking in that is it's a great program to be an
19 incubator and that's just what it is, it's an
20 incubator. But you know, I hope there's a lot of
21 thought process into this, because you want two years
22 of tax returns, but I don't want someone coming in here
23 with just an idea that don't have a real viable plan
24 forward.

25 So obviously, you know, that first year is

1 going to be, I imagine, probably one of the most
2 difficult or challenging ones, but I just don't want
3 anyone to have just a great idea and expect that they
4 meet all the other criteria, that they can just be able
5 to get a free ride for three years.

6 So I just hope that there is a little more
7 consideration in that, because I mean if you make it
8 past one year, I think you're doing good; two years,
9 you're on your way. But you may have somebody that's
10 at that three year mark, and I don't want to close the
11 door on them, but, you know, it's almost -- it's a
12 delicate balancing act.

13 But I appreciate the overall program and what
14 you want to do. I think it's a great idea, especially
15 given where we are. And then obviously, if we move
16 forward with the Blue Lagoon and we do the
17 self-financing -- and I don't know what we're going to
18 do with that. I think we're still out on that. But I
19 think if those spaces come online, this is a good
20 template to use in those other two spaces if that's the
21 direction that we choose to go. But that's just my
22 only feedback.

23 Thank you, Ms. --

24 MS. JENKINS: Thank you, sir.

25 COMMISSIONER McCOY: Thank you.

1 CHAIR LANIER: Any other questions in regards
2 to this item?

3 VICE CHAIR MILLER-ANDERSON: No, I think it's
4 a great program if we're able to continue to expand on
5 it. I was looking -- are you finished with your
6 presentation, or are you still going through some
7 others?

8 MS. JENKINS: I'm done.

9 VICE CHAIR MILLER-ANDERSON: Okay. So I did
10 notice on the -- some more information about the
11 partners where you mentioned the different Chambers,
12 Black Chamber and a few others. And if you could add
13 the Palm Beach Chamber North on there, because Riviera
14 Beach, I know Dr. Botel and I, and sometimes Mr. Lawson
15 participate in their meetings and their committees, so
16 they're always trying to make sure that Riviera Beach
17 is included. So make sure that we reach out to them as
18 well. Thank you.

19 CHAIR LANIER: Madam Clerk.

20 THE CLERK: Commissioner McCoy.

21 COMMISSIONER McCOY: Yes.

22 THE CLERK: Commissioner Botel.

23 VICE CHAIR MILLER-ANDERSON: Who made a
24 motion? We didn't make a motion --

25 MS. JENKINS: There was no action, but if you

1 wanted to --

2 CHAIR LANIER: Oh, it wasn't? Okay.

3 MS. JENKINS: -- vote for consensus or
4 support, that's fine. But there was no action.

5 CHAIR LANIER: Okay. It was on a regular
6 agenda, so I assumed it was on the presentation that it
7 was a --

8 COMMISSIONER BOTEL: You have my support.

9 MS. JENKINS: Thank you.

10 CHAIR LANIER: All right, very good.

11 Actually, thank you for your presentation.

12 Mr. Evans.

13 EXECUTIVE DIRECTOR JONATHAN EVANS: Madam
14 Chair, that concludes the staff's presentation.

15 Real briefly, we did have the internal
16 conversations related to the Blue Lagoon opportunity,
17 and legal did look at the solicitation document and is
18 of the opinion that there is not substantive enough
19 changes that would necessitate going back out for a
20 solicitation. That's a pure policy decision that the
21 Board would consider. But we are going to look to
22 bring that item back for your consideration at your
23 meeting in November, to get direction from the Board.

24 But we do contemplate that any other
25 agreement, if the Board wanted to go back out for a

1 solicitation for that, you would have to conceivably
2 make the same type of concession, and maybe more so
3 just based on the aggressive nature of the market and
4 what we're seeing. So legal has done some research and
5 has provided that to staff.

6 And that concludes my comments specific to
7 that item, Madam Chair.

8 CHAIR LANIER: Very good. We will go to
9 public comments at this time.

10 THE CLERK: We have one public comment,
11 Ms. Mary Brabham.

12 CHAIR LANIER: Let me read my statement.

13 THE CLERK: Oh, I'm sorry.

14 CHAIR LANIER: Please be reminded that the
15 CRA Board of Commissioners has adopted rules of decorum
16 governing public conduct during official meetings which
17 has been posted at the front desk. In an effort to
18 preserve order, if any of the rules are not adhered to,
19 the Commissioner Chair may have any disruptive speaker
20 or attendee removed from the podium, from the meeting
21 and/or the building, if necessary. Please govern
22 yourselves accordingly.

23 Public comments shall begin at 7:30 p.m.
24 unless there is no further business of the CRA Board of
25 Commissioners, which in that event, it shall begin

1 sooner. In addition, if an item is being considered at
2 7:30, then comments from the public shall begin
3 immediately after the item has been concluded. Any
4 person who would like to speak during public comment,
5 please fill out a public comment card located at the
6 front desk and give it to the staff before the public
7 comment section is announced.

8 THE CLERK: Ms. Mary Brabham.

9 MS. BRABHAM: Good evening, Board.
10 Ms. Brabham has been up ever since 8:00 in the morning.
11 She has met with three community groups. And I'm going
12 to say: Ms. Brown -- she lives in a gated community --
13 I will get with you later this week, okay?

14 I was also over at the Port Board meeting
15 today too, so I had to dialogue some issues and stuff
16 with them as well. So Ms. Brabham has had a very, very
17 busy morning, as well as a busy day.

18 But I am here too because I think that last
19 week I forgot to make mention and give the kudos out to
20 the community, because you have been calling
21 Ms. Brabham about the mosquitoes. And this will impact
22 our business industry as well. So let me give the
23 general public some updates in what Ms. Brabham has
24 achieved.

25 Thanks to the City Manager, Ms. Deidre

1 Jacobs, Mr. Johnson from the Public Works Department,
2 and Mr. Sedrick. He has worked and implemented action
3 taken with the Clarke mosquito controller. They are
4 already doing this for our city. Traps will be placed
5 in the critical areas.

6 I made mention about in the city there's a
7 lot of canals and stuff in the back of, you know, these
8 residential homes, and we do know the habitation of any
9 standing water, mosquitoes and other pests will
10 penetrate. They are using (inaudible). They are doing
11 that in a 90 day prevention.

12 Also, as I was speaking, Mr. Sedrick was
13 already out in the various neighborhoods already
14 putting down those (inaudible) where those
15 inhabitation, where the mosquitoes are. They're being
16 dropped in our canals, the C-7 canals. And just to let
17 the public know, yes, management staff are on the ball
18 for us. So I wanted to share that with the general
19 public last week.

20 Also, I would like to say: Chairperson
21 Lanier, we are glad that your time will be completely
22 dedicated here where you serve. We are all human
23 beings with weaknesses and strengths. And with those
24 two, we build on those two, and that's what makes us
25 survivors. So we are all human beings, like I said to

1 the Port Board today.

2 I am in agreeance with the commercial
3 incentive incubators because they are (audio
4 disruption). So I am for that.

5 Thank you.

6 CHAIR LANIER: Thank you so much,
7 Ms. Brabham.

8 Public comments, is that it?

9 THE CLERK: That is all.

10 CHAIR LANIER: Discussion by the Executive
11 Director.

12 EXECUTIVE DIRECTOR JONATHAN EVANS: Yes,
13 Madam Chair, just a couple of announcements.

14 Obviously, we heard about our food truck
15 series. The next one is scheduled for October 21st
16 from 5:30 to 7:30 p.m. at Spanish Courts, so please
17 come out and enjoy great food, live entertainment and
18 fun for the family.

19 And then we have coming up December 3rd, from
20 5 p.m. to 9 p.m., and then December 4th, from 6 to 8,
21 and December 11th and December 18th our Winter
22 Wonderland at the Marina. And we have holiday lights
23 and snow, free photos with Santa, live entertainment,
24 train rides, a nine hole putt-putt golf course. And
25 then who said you couldn't go ice skating in south

1 Florida? We'll actually have an ice skating rink out
2 there for families to go out and participate in the
3 activities.

4 And then we have our Light Up Riviera Beach,
5 our holiday decoration contest that you can win up to
6 \$200 in gift certificates for best of show for a house,
7 a business, a boat. Please visit our website for more
8 information on some of these events.

9 And then last, but certainly not least, our
10 Santa Dash Fun Run/Walk Saturday, December 11th, and we
11 will be starting at the Singer Island Community Garden.
12 And so please sign up. Registration is available.
13 Registration packets are picked up at 7:30 a.m., and
14 the race starts at 9. So looking forward to a fun
15 filled holiday festivity. So if you're looking for
16 more information, please visit our website, follow us
17 on our social media channels.

18 And that concludes my comments, Madam Chair.

19 CHAIR LANIER: Thank you.

20 Discussion by General Counsel.

21 MR. SMITH: There is no discussion, Madam
22 Chair.

23 CHAIR LANIER: We'll start with the
24 Commission. Commissioner McCoy.

25 COMMISSIONER McCOY: No, ma'am.

1 CHAIR LANIER: Commissioner Botel.

2 COMMISSIONER BOTEL: Thank you. I said: No,
3 thank you.

4 CHAIR LANIER: Oh. I think -- thank you,
5 like she's going to do a whole soliloquy I thought she
6 was going to go to.

7 VICE CHAIR MILLER-ANDERSON: Right. We all
8 were expecting that.

9 CHAIR LANIER: Commissioner Miller-Anderson.

10 VICE CHAIR MILLER-ANDERSON: None, other than
11 I will send an e-mail. I had an opportunity to walk
12 with Ms. Bonnie Larson. You know, she hasn't really
13 been here to the meetings as much, but I had an
14 opportunity to meet with her, and she wanted to walk
15 around the areas of the Cash America and Smoothie Me,
16 Please.

17 And so I'll send an e-mail, along with some
18 pictures of some things that she's had concerns with.
19 One of the things was the white fence that we have
20 going around. There's a tree that has grown into that
21 fence and has totally destroyed the fence. That was
22 one of the things. But also, you know, just a lot of
23 debris and trash.

24 Doesn't Clean and Safe go over in that area?

25 EXECUTIVE DIRECTOR JONATHAN EVANS: Madam

1 Chair, if I may?

2 CHAIR LANIER: Yes, go ahead.

3 EXECUTIVE DIRECTOR JONATHAN EVANS: Yes,
4 staff is supposed to be over in that area.

5 VICE CHAIR MILLER-ANDERSON: Okay. So I'll
6 send the items and some photos along with it.

7 Thank you.

8 CHAIR LANIER: Thank you.

9 Dr. Botel.

10 COMMISSIONER BOTEL: Thank you.

11 Mr. Evans, if it's possible to do something
12 about the number of homeless that are now living or
13 frequenting the building on the corner of Broadway and
14 Blue Heron, it's become quite a nuisance. When I was
15 over at Busch Canvas the other day, they mentioned that
16 it's really getting kind of out of hand over there.

17 I suggested several weeks ago that maybe we
18 could reestablish the parking of an empty police car
19 there to help people be deterred from hanging out
20 there. I don't know, but if we could have somebody
21 just check in there, some of the things that are going
22 on are not conducive to sanitary conditions in the
23 neighborhood.

24 VICE CHAIR MILLER-ANDERSON: Madam Chair.

25 COMMISSIONER McCOY: Like what? Please tell.

1 VICE CHAIR MILLER-ANDERSON: Are we able to
2 put a fence up around that area?

3 EXECUTIVE DIRECTOR JONATHAN EVANS: Madam
4 Chair, if I may?

5 CHAIR LANIER: Yes, go ahead.

6 EXECUTIVE DIRECTOR JONATHAN EVANS: We should
7 have a fence up there probably in the next week or two,
8 because we're going to be moving forward with the
9 demolition of that site. So that is going to be coming
10 here in short order.

11 COMMISSIONER BOTEL: Great. Thank you.

12 CHAIR LANIER: Very good. I have no
13 comments.

14 This meeting is adjourned.

15 (Whereupon, at 6:54 p.m., the proceedings
16 were concluded.)
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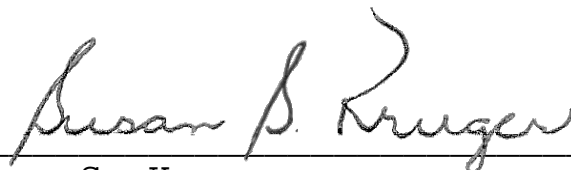
C E R T I F I C A T E

THE STATE OF FLORIDA)
)
COUNTY OF PALM BEACH)

I, Susan S. Kruger, do hereby certify that
I was authorized to and did report the foregoing
proceedings at the time herein stated, and that the
foregoing pages comprise a true and correct
transcription of my stenotype notes taken during the
proceedings.

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certifying reporter.

IN WITNESS WHEREOF, I have hereunto set my
hand this 19th day of October, 2021.



Susan S. Kruger

1 ADJOURNMENT

2 The CRA Regular Board Meeting was
3 adjourned at 6:54 p.m. The minutes were approved by
4 the Board of Commissioners on _____.

5
6
7 _____
8 Shirley Lanier, Chairperson

9
10 _____
11 Jonathan Evans, Executive Director