



# City of Hallandale Beach Community Redevelopment Agency

400 S. Federal Highway  
Hallandale Beach, FL 33009  
www.cohb.org

Chair Joy F. Cooper  
Vice Chair Keith S. London  
Director Michele Lazarow  
Director Anabelle Taub

Executive Director Roger M. Carlton  
HBCRA Attorney Steven W. Zelkowitz  
Clerk to the Board Mario Bataille, CMC

## Meeting Minutes

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Monday, August 14, 2017

6:00 PM

City Commission Chambers

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### 1. CALL TO ORDER

*The meeting was called to order at 6:07 p.m. by Chair Cooper.*

### 2. ROLL CALL

**Present** 4 - Chairperson Joy F. Cooper, Vice Chair Keith S. London, Director Michele Lazarow, and Director Anabelle Taub

*Executive Director Roger M. Carlton and HBCRA Attorney Steven W. Zelkowitz were also present.*

### 3. PLEDGE OF ALLEGIANCE

### 4. ORDER OF BUSINESS

*Vice Chair London requested item #12 to be addressed after Public Participation.*

### 5. PUBLIC PARTICIPATION - Items not on the agenda (Speakers must sign-in with the Clerk prior to the start of the meeting)

*None*

### 6. PRESENTATIONS

*None*

### 7. DIRECTOR COMMUNICATIONS - Items not on the Agenda

#### A. DIRECTOR LAZAROW

*No Communication.*

#### B. DIRECTOR TAUB

*Commissioner Taub voiced her concern regarding City Developers reaching out to her. Further stating the complaints received by developers on the lack of communications from the City.*

**C. VICE CHAIR LONDON**

*Vice Chair London requested the removal of former Director Sanders' information from the Boards stationary.*

*Answering a question posed by Vice Chair London, Assistant City Manager Dr. Jeremy Earle indicated the full report on the Community Benefit Program will be presented in September.*

*Answering a question posed by Vice Chair London, Executive Director Carlton provided an update on the status of the forensic audit.*

**D. CHAIR COOPER**

*Chair Cooper requested the status on the Public Records request received by Community Redevelopment Agency Board and possible legal issues.*

*HBCRA Attorney Zelkowitz informed the Board of the Public Records requested received by the City Clerk from HBC Medical LLC. Attorney Zelkowitz requested to review the records before distribution and further stated that HBC Medical LLC requested a pre-suit mediation to the potential lawsuit.*

**8. APPROVAL OF DRAFT MINUTES**

*None*

**9. CONSENT AGENDA****A. AFTER ACTION FOLLOW-UP MEMO. (STAFF: EXECUTIVE DIRECTOR)**

*Director Taub requested additional information on Code Compliance practice within the City. She expressed her concerns with the practice of using a Police Officer instead of a Code Enforcement Officer.*

*Executive Director Carlton indicated he will meet with Director Taub during their bi-weekly meeting to discuss code compliance operations.*

*Answering a question posed by Chair Cooper regarding Item A2 of the Follow-Up Memo, Executive Director provided an overview of the Grants Office and Grants Coordinator position.*

*Chair Cooper spoke on the unsolicited MOD POD Development and requested a public display of the proposed development be posted on the City website to keep the community informed.*

**A motion was made by Director Lazarow, seconded by Vice Chair London, that this After Action Follow-Up Memo be approved. The motion carried by a unanimous vote.**

## **10. AGENCY BUSINESS**

**A. DISCUSSION AND DIRECTION ON COLLECTION AND/OR WRITE-OFF OF DELINQUENT COMMUNITY REDEVELOPMENT AGENCY LOAN PORTFOLIO. (STAFF: EXECUTIVE DIRECTOR)**

*City Clerk Bataille introduced the Item.*

*Executive Director Carlton stated the item's context, current past-due Community Redevelopment Agency loans. Requesting the authority from the City Commission to write-off the current past due loans and requesting authority to grant the Community Redevelopment Agency Executive Director to write-off loans under \$1,000 going forward.*

*Vice Chair London recommended resolving the most current past-due loans.*

*Director Lazarow requested additional information on the Higher Vision loan on current payment plans.*

*Community Redevelopment Specialist Lovern Parks provided clarification, stating a portion of the loan met the five-year forgiveness criteria outlined in the agreement. Adding, in 2012 former Commissioner Anthony Sanders volunteered to repay the forgiveness portion of \$7,500, with a remaining balance of under \$2,500.*

*Commissioner Lazarow questioned if the loan is paid off and satisfied. Community Redevelopment Specialist Parks stated the portion required for repayment was paid off and satisfied in 2009, meeting the requirements for satisfaction.*

*Answering a question posed by Vice Chair London, Ms. Parks stated the current loans requested to be written off are associated with foreclosed properties and bankruptcy loans.*

*Answering a question posed by Chair Cooper, Ms. Parks clarified the specifications between a loan and a grant.*

**A motion was made by Director Taub, seconded by Vice Chair London, to approve the Executive Director's request as presented. The motion carried by the following vote:**

**Ayes:** 4 - Chairperson Cooper, Vice Chair London, Director Lazarow and Director Taub

**Nays:** 0

- B. AUTHORIZATION TO RELEASE REQUEST FOR PROPOSALS FOR THE COMMUNITY REDEVELOPMENT AGENCY LEGAL SERVICES. (STAFF: EXECUTIVE DIRECTOR)

*City Clerk Bataille introduced the Item.*

**A motion was made by Chairperson Cooper, seconded by Director Taub, that this Discussion be tabled. The motion failed by the following vote:**

**Ayes:** 2 - Chairperson Cooper and Director Lazarow

**Nays:** 2 - Vice Chair London and Director Taub

*Chair Cooper shared concerns with the item being brought before the board without any backup and does not believe it is within the purview of the Executive Director. She continued to suggest this Item should be brought back as a discussion of the Board.*

*Director Taub voiced her concern with the Item as presented.*

*City Attorney Merino caution the board on discussing matter related to a HBCRA staff member due to the potential of litigation as that staff member is represented by Counsel.*

*Vice Chair London concurred with the comments made by Director Taub. In addition, Vice Chair London recalled his conversation with HBCRA Attorney Zelkowitz concerning this Item and a proposal provided by Mr. Zelkowitz which potentially can be a cost saving to the Agency.*

*Vice Chair London recommended the Board give direction to allow Vice Chair London, Executive Director Carlton, City Attorney Merino, and Human Resources Director Dodea to negotiate a legal services contract with Attorney Zelkowitz. Like the way the City Commission authorized Vice Mayor London to negotiate the contract of City Manager Carlton and City Attorney Merino.*

*HBCRA Attorney Zelkowitz shared his willingness to review his legal service contract and is open to continued communication on the matter with the Executive Director.*

*Chair Cooper spoke in opposition of the recommendation made by Vice Chair London.*

*At the request of Chair Cooper, HBCRA Attorney Zelkowitz presented his proposed rates and scope for legal services for HBCRA.*

**A motion was moved by Chair Cooper, seconded by Director Taub, to bring back the item for discussion. The motion failed by the following vote:**

**Ayes:** 2 - Chairperson Cooper and Vice Chair London

**Nays:** 2 - Director Lazarow and Director Taub

**A motion was moved by Director Lazarow, seconded by Vice Chair London, to have Vice Chair London, Executive Director Carlton and City Attorney Jennifer Merino negotiate legal services contract with HBCRA Attorney Zelkowitz and be brought back for approval by the Board. The motion carried by the following vote:**

**Ayes:** 3 - Vice Chair London, Director Lazarow and Director Taub

**Nays:** 1 - Chairperson Cooper

- C. A RESOLUTION OF CHAIR AND BOARD OF DIRECTORS OF THE HALLANDALE BEACH COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE HBCRA EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH MAULDIN & JENKINS, LLC FOR AN AMOUNT NOT TO EXCEED THIRTY EIGHT THOUSAND DOLLARS (\$38,000) FOR A TWO YEAR TERM TO CONDUCT AN ANNUAL INDEPENDENT FINANCIAL AUDIT OF THE HBCRA AS A SEPARATE ENTITY FOR THE FISCAL YEARS ENDING SEPTEMBER 30, 2017 AND 2018 WITH OPTIONAL RENEWALS; AND PROVIDING AN EFFECTIVE DATE. (STAFF: EXECUTIVE DIRECTOR)

*City Clerk Bataille introduced the Item.*

*Answering a question posed by Vice Chair London regarding the ranking sheet, Finance Director Celeste Lucia outlined the evaluation process of the audit approach and cost proposal.*

*Vice Chair London shared concerns with the difference in cost between the 1st ranked firm and 2nd ranked firm.*

**A motion was made by Vice Chair London, seconded by Director Lazarow, to authorize the HBCRA Executive Director to negotiate and execute an agreement**

with the second ranked firm RSM US LLP and should negotiations fail to move forward with the first ranked firm. The motion carried by the following vote:

**Ayes:** 3 - Vice Chair London, Director Lazarow and Director Taub

**Nays:** 1 - Chairperson Cooper

- D. DISCUSSION OF EXISTING AND PROPOSED BUDGET FOR THE MEMORANDA OF UNDERSTANDING BETWEEN THE CITY OF HALLANDALE BEACH AND THE HALLANDALE BEACH COMMUNITY REDEVELOPMENT AGENCY. (STAFF: EXECUTIVE DIRECTOR)

*Executive Director Carlton provided an update on the status of the Memoranda of Understanding between the City and HBCRA noting the Item will be before the board during their next meeting.*

#### 11. HBCRA ATTORNEY COMMUNICATIONS

*No Communications*

#### 12. EXECUTIVE DIRECTOR COMMUNICATIONS

*-STATUS REPORT ON CITY CENTER UNSOLICITED PROPOSAL.*

*Executive Director Carlton updated the Board with a status report of the ongoing City Center proposal and further stated the developers are currently reviewing the drafts provided by the City with changes.*

*Chair Cooper questioned the HBCRA Attorney involvement during negotiations with developers.*

*Executive Director Carlton clarified that negotiations were not made; the meeting was clarification for business points.*

*Chair Cooper recommended that any development or agreement that comes forward before the HBCRA should include the HBCRA Attorney's review as has been done in the past. She continued to request background information, finance history and experience with redevelopment within South Florida from the City Center Developers.*

*Answering a question posed by Vice Chair London regarding the IMC proposals, Attorney Zelkowitz indicated he was not often involved with that proposal.*

*Executive Director Carlton stated the legal expense is currently over budget.*

*HBCRA Attorney Zelkowitz clarified that based on current staff information provided to the Board, legal expenses are not over-budgeted.*

*Executive Director Carlton stated an amendment needed to be made from the original allocation funds for legal services.*

**-STATUS REPORT ON BLOOMBERG PHILANTHROPIES MAYORS CHALLENGE.**

*Executive Director Carlton informed the Board of the current opportunities for the City to be trained on how to properly apply for grants. Further stating the synopsis of the Bloomberg Philanthropies meeting held by Mayor Joy Cooper.*

*Transportation Planner Eric Houston discussed the Grants available for application through the Complete Streets and Other Localized Initiative Programs and the extensive application process. The two projects the City is currently focusing on are: the Northwest Street Extension and the Adaptive Signal Measurement on Hallandale Beach Boulevard.*

*Mayor Cooper recommended filing the Adaptive Signal measurement on Hallandale Beach Boulevard to be tied to Broward County Transit as a pilot program.*

*Vice Chair questioned if all thirty-one (31) cities have applied for the grant.*

*Transportation Planner Houston stated that not all cities apply, however, up-to five projects can be granted.*

**-UPDATE ON MEETING WITH THE TREASURE COAST REGIONAL PLANNING COUNCIL REGARDING THE TRANSIT STATION DEVELOPMENT.**

*Executive Director Carlton gave a report with the Treasure Coast Regional Planning Council. Transit Station Development will need to be completed by the City or a Public/Private Partnership.*

**-REPORT WITH FLORIDA DEPARTMENT OF TRANSPORTATION REGARDING VARIOUS MATTERS.**

*\*\*Discussed under the Bloomberg Philanthropies Mayors Challenge report.\*\**

**13. INFORMATIONAL ITEMS: (No Action Required)**

**14. ADJOURN**

*There being no further business to discuss before the Hallandale Beach Community Redevelopment Agency Board of Directors, the meeting adjourned at 8:06 p.m.*

