

Staff Member & Task	Deliverables	Status	Notes/Updates
Nguyen Tran (NT) - CRA Director			
Safety & Security			
	Professional Security Consultants (PSC)	Contract includes body cams & bicycles	Get statistics & receive monthly reports on new reporting template - Meeting scheduled?
	Meetings with BSO/Park Rangers/PSC	Bi-monthly meetings to discuss hotspots/other issues in both districts	KV
McNab House Relocation			
	Provide Oversight to Consultant (RMA)	Relocation of house approved	
	Site Plan	Conceptual site plan created	Meeting scheduled for 10/10 to review
	Architect	Architect on board	Building new community building?
	Attend Meetings		JV, KV
	Relocation of Trees	Tree mover contract - Cutting Edge	JV, prepping the trees
Grisham Property			
	Close out permit		
	Remediation required	Need contractor	
	Future RFP		
Land Development/Redevelopment			
	Hammondville/Gateway RFP (MLK /Dixie HWY)	Will go back out for RFP	Due 11/25
	NW 31st Ave Sports Park Residential Development	Developer's agreement has been signed	In DRC for approval, need flex
	Patagonia	Developer's agreement with developer	Board approval TBD
	Kensington		Waiting for permit
	Tax Deed Auctions/Property Acquisition	Monitoring	CL
Innovation District			
	Innovation District RLI/RFP	RFP due 2/5/2020	Three firms move on to next phase
	Opportunity Zone/Fund	Opportunity zones certified by Treasury	Awaiting rule making process to end for direction on opportunity zone funding
	University Partnership Exploration	Nova, Lynn, FAU, Broward College - Cushman Wakefield	
	Land Use Plan Amendment	Approved at City Commission	County approval required
Land Use/Zoning/Planning			
	Zoning Amendment	Building standards and use regulation plan	NW 6th (CL), P & Z (Max)
Leasing			
	11 NE 1st St. (Wash House)	Purchase agreement approved and signed	Closed 9/26/19
	44 NE 1st St.	Market for tenant occupancy	Pending Lease agreement approval - 2/2020
	165 NE 1st Ave.	Sublease agreement approved	First Amendment to Lease 2/2020
	Old Town Public Plaza	All back area leases secured/unified	Awaiting on a contractor bid to do work
Community Garden			
	Working on grants.		MC, DS

Kimberly Vazquez (KV) - CRA Project Manager			
McNab House Relocation			
	Attend Meetings Parks & Recreation Relocation of Trees	East CRA, P&Z, Parks & Rec., etc. Set up meeting to discuss park maintenance, schedules, etc. Tree mover contract	Remaining as is. Done
Leasing	737 MLK Blvd. 731 MLK Blvd. Parking 731 MLK Blvd. Face Lift 731 MLK Blvd. MG Pavini Tiles of Pompano Sun Beach & Patio	Purchase Contract Approved Permit parking for business owners Quotes to do interior reno to hallway and exterior paint & landscaping 2 office locations, 538 sq. ft. available 100 SE 20th Avenue 119 S. Federal Highway 35 N. Dixie Highway	Closing is pending Follow up w/ CB Quote Received - for interior Lease on 1/23/2020 meeting for approval by Board Month to month lease Lease coming up on 2 year term - April 2020 2nd 5 year term - expires 2022
Co-Working Space CRA Office Relocation - City Vista			
Safety & Security			
	Meetings with BSO/Park Rangers/PSC Working with FIOG	Bi-monthly meetings to discuss hotspots/other issues in both districts Training program	Ongoing every other month Pending - Spoke with FAU they are suppose to provide video training
Agendas	NW CRA Committee Meeting Agendas East CRA Committee Meeting Agendas CRA Board	Prepare, send monthly agenda items Prepare, send monthly agenda items Prepare, send necessary monthly agenda items	Next meeting Next meeting Next meeting, define hard agenda due dates
Budget	FY 2020 Budget	Budget Completed	Final budget approved by CRA board 09/17/19
Land Development/Redevelopment	Hunter's Manor CRA Plan Amendments	Development agreement Create an RFP for services	February CRA Board meeting Reach out to FRA
Property Management			
	731 MLK Blvd. 20th & Federal Hwy. FPI 11 NE 1st St. 44 NE 1st St.	Need to obtain quote for asbestos removal Capi Completed plan- GJB provided Quote for work Term Sheet Approved - Leases drafted being reviewed by tenant	Letter to tenants - Obtain contractor for asbestos removal Change of contractor/Plans Board up February CRA Board meeting
McClellan Relocation	Soil Reports Discuss status of project/timeline moving forward Minor Renovation -	Timeline/Cost/Budget Amendment/Lease draft for Board approval Quotes for windows, door and electrical	Received. Project approved conceptually by Board -
11 NE 1st Street	RFP for services		
Amend CRA Plans			

Dani Peruzzi (DP) - CRA Project Coordinator			
CRA Office Relocation			
Space planning with Design2Form/FOB/Furniture Planning	Finalized site plan	Submitted for permits, awaiting permit approval	
GJB Contract		Under contract.	
Furniture Planning	Ikea	Will reorder once closer to completion.	
CRA Office Furniture	Inspiring word art or art for the front of cubicles	Purchased conference table, chairs and credenza. Need individual office chairs.	
IT	Working with IT Department for transferring City equipment	TBD	
Security Cameras		Completed.	
Business Attraction Events			
Old Town Untapped	Monthly/ongoing	Event logistics/coordination	
Green Market Pompano Beach	Monthly/ongoing	November 2 - April 25, 2020	
Safety & Security			
Security Cameras - Old Town (CPTED)	Phase one cameras and signage installed and to be completed by 08/09	Waiting for Barbara Harrison regarding software installation.	
Security Cameras - Old Town (CPTED)	Phase two cameras	Greg approved quote, waiting go ahead to finalize contract for next phase.	
Community Benefit's Plan			
	Reaching Out to FRA & Larger Search	NW Meeting 02/04/20	
Grants/Incentives			
Studio Elements SIP	Working on Updated Presentation	East Meeting 02/06/20	
Annual Report			
		Due 03/31/20	
Marketing			
Event Advertising	Old Town Untapped/ Green Market	Monthly Cultural bi-fold. Print ads?	
Collateral Development	Design/rack cards/posters/ banners	In development	
Innovation District	Branding/collateral	Ongoing.	
Weekly Newsletter	Sent every Friday	On hold.	
Website	FRA	Update all projects and webpage	
Old Town Features			
Fire Fountain	Maintenance & testing schedule finalized (test once per week)	Working with Van Kirk Pools for Tile Repair, Public works and sensor replacement status	

Horacio Danovich (HD) - CIP Engineer & CRA			
Innovation District Director			
CRA Infrastructure			
Stormwater Master Plan - Innovation District Streetscape	Grant application was submitted to EDA	Application wasn't approved. Staff will consider re-applying in the October	
Annie Gillis Park	Plans are 100% complete.	Staff is reviewing cost estimate and looking to value engineer project as needed.	
Old Town Parking Lot	Contract with Kervin	Waiting on issuance of PO.	
Old Town Plaza/The Backyard Improvements	Plans are 90% complete. Team is working on County permits and budgets.	Staff is reviewing cost estimate and looking to value engineer project as needed.	
City Infrastructure			
Dixie Hwy & Atlantic Blvd Intersection (FDOT)	Grant was not approved. Team is moving forward with design and coordinating with FDOT.	Submittal to FDOT is next. Team addressing comments and working on schematic plans.	
Collier City Neighborhood Lighting	Agreements have been executed. FPL returned signed documents.	FPL working on work order.	
Traffic Light	Project is substantially complete.	Secure final sign off by Broward County Traffic.	
Blount Road Traffic Signal	Installation is 90% complete. Working on traffic barriers.	Secure final sign off by Broward County Traffic.	
Education Corridor - MLK Phase 3	MPO/FDOT is working of design efforts.	No major changes	
Pier Redevelopment (Pompano Beach Fishing Village)			
(C1) Pompano Beach House	Completed	RMA Adriane Esteban (AE)	
(C2) Oceanic	Construction completed	Open	
(R2) BurgerFi/Kilwins	Building is under construction. Interior buildouts TBD.	AE	
(R1) Alvin's Island	Under construction	AE	
(E) Lucky Fish	Under construction	Rent abatement extension approved (AE)	
(R5) Hilton	Under construction	AE	
Fishing Pier	Completed	Preliminary grand opening pending completion of work by Private Developer.	
Arch/Plaza	Arch installed/signs need to manufactured and installed	partial completion - end of December	

Marsha Carmichael (MC) - CRA Administrative Coordinator			
CRA Administrative Duties			
Receive, Record and Bank all BRC, 731 checks	Peter		
Generate Pay Docs. For CRA Office City Employees			
Public Records Requests			
Purchase Office Supplies & Equipment			
Receive & Pay All Invoices			
Various Administrative Projects	CRA document retention		Scheduled for 08/19
Type Correspondence as Needed			
Maintain Off-Site Storage Facilities & Properties			
Assist with Booking for Travel/Large Meetings/Charrettes			
Liaison with Central Stores/Purchasing			
Purchase Orders & Cash Requisitions			
Work with Local Vendors for Property Maintenance	CRA lots and buildings		
Maintain 50 CRA properties			
Audit and Enter All Contracts			

Dahlia Baker (DB) - CRA Workforce Development			
Programs			
	Community Outreach	Canvas the community with CRA and City happenings	1 day per month
Cassie LeMasurier (LM) - Real Property Manager			
Projects			
RMA Consultant Projects			
Special Projects & Budget			
	Pier Redevelopment	Adrienne Esteban (AE)	Adrienne Esteban (AE)
	McNab House Relocation	Chris Brown (CB) & Jenae Valentine (JV)	Chris Brown (CB) & Jenae Valentine (JV)
	McClellan Relocation	CB/AE	DS
	East CRA Property Acquisition	CB	CB