



Florida's Dynamic  
Waterfront Community

**Community Redevelopment Agency Regular Meeting**

**Agenda**

**Marina Event Center- 190 E. 13th Street, Riviera Beach, FL 33404**

**March 13, 2024**

**6:00 PM**

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*Be advised, that the meeting location is subject to change. The public is encouraged to visit the Riviera Beach CRA (RBCRA) website, [www.rbcra.com](http://www.rbcra.com), for up to date information on meeting location and information.*

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**Chairperson**

Douglas A. Lawson- District 5

**Chair Pro-Tem**

Shirley D. Lanier - District 3

**CRA Commissioners**

Tradrick McCoy - District 1

Julia A. Botel - District 4

KaShamba Miller-Anderson- District 2

**Administration**

Jonathan Evans, CRA Executive Director

Sherley Desir, Interim CRA Clerk

Pittman Law Group

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### **ADA Notice**

This meeting is open to the Public. In accordance with the Americans with Disabilities Act of 1990, persons in need of a special accommodation to participate in the proceedings shall contact the RBCRA Clerk at 561-844-3408 no later than 2 days (48 hours) prior to the proceedings.

To request material in accessible format, sign language interpreters, hearing impaired accommodation, or any accommodation to review any document or participate in these proceedings, please contact the Florida Relay Services 1-800- 955-8771 (TDD) or 1-800-955-8770 (voice) for assistance.

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### **Public Comments Information**

If anyone wants to speak on an agenda item, please complete a public comment card located at the front desk and give it to the RBCRA Clerk staff prior to Board discussion and before the public comments section is announced. In no event will anyone be allowed to submit a comment card to speak on an agenda item after the title of the item is read or considered.

**Consent Agenda:** Total time allotted for comment on the Consent Agenda to each member of the public is three (3) minutes.

**Regular Agenda:** Members of the public will be given three (3) minutes to speak on any regular agenda item.

Please note that the time limit for public comment may be reduced by a vote of the Board based on the voluminous nature of public comment cards.

**Civility and Decorum:** Please be reminded that the Riviera Beach CRA is committed to civility and decorum by its officials, employees, and members of the public who attend this meeting. The Board has adopted "Rules of Decorum Governing Public Conduct during Official Meetings", which provides in pertinent part:

- Officials shall be recognized by the Chair and shall not interrupt a speaker.
  - Public comment shall be addressed to the Board as a whole and not to any individual on the dais or in the audience.
  - Displays of anger, rudeness, ridicule, impatience, lack of respect and personal attacks are strictly prohibited.
  - Unauthorized remarks from the audience, stamping of feet, clapping, whistles, yells and similar demonstrations shall not be permitted.
  - Offenders may be removed from the meeting.
  - Please mute or turn off cell phone at the start of the meeting. Failure to do so may result in being barred from the meeting.
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## **CALL TO ORDER**

**Roll Call**

**Invocation**

**Pledge of Allegiance**

## **AGENDA APPROVAL**

**Additions, Deletions, and Substitutions**

**Disclosures by Commission and Staff**

**Adoption of Agenda**

**Comments from the Public on Consent Agenda (Three Minute Limitation)**

## **CONSENT AGENDA**

Routine Board Business. The Consent Agenda is approved by a single majority vote. Item(s) may be removed for open discussion at the request of the any RBCRA Commissioner.

### **1. Minutes**

#### **1.a January 17, 2024 Regular Meeting Minutes**

Sherley Desir, Interim CRA Clerk, 561-844-3408

Staff recommends the approval of the January 17, 2024 Regular Board Meeting Minutes.

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[1. January 17, 2024 CRA Regular Meeting Minutes.pdf](#)

#### **1.b January 31, 2024 Workshop Meeting Minutes**

Sherley Desir, Interim CRA Clerk, 561-844-3408

Staff recommends the approval of the January 31, 2024 Workshop Meeting Minutes.

[Cover Page](#)

[1. January 31, 2024 CRA Workshop Meeting.pdf](#)

#### **1.c February 14, 2024 Regular Meeting Minutes**

Sherley Desir, Interim CRA Clerk, 561-844-3408

Staff recommends the approval of the February 14, 2024 Regular Board Meeting Minutes.

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[1. February 14, 2024 CRA Regular Meeting Minutes.pdf](#)

**2. Invoice**

**2.a Monthly Vendor Invoices**

Tonya Davis, Finance Specialist, 561-844-3408

Staff recommends approval of the monthly vendor invoices.

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[1. Monthly vendor invoices for March 13, 2024 meeting.pdf](#)

[2. Chen Moore & Associates \\$11,437.00 #147036.pdf](#)

[3. Pittman Law Group \\$10,000.00 #127.pdf](#)

[4. Pittman Law Group \\$10,000.00 #128.pdf](#)

[5. Pittman Law Group \\$12,825.00 #129.pdf](#)

[6. Jones Lang LaSalle Americas Inc. \\$25,000.00 #US002PI005838.pdf](#)

**3. Resolutions on Consent**

**END OF CONSENT AGENDA**

**4. UNFINISHED BUSINESS**

**5. PRESENTATIONS**

**6. DISCUSSION**

**6.a CRA Bylaw - Adding to the Bylaw procedures after an accusation of malfeasance**

Christopher Smith, Esquire, CRA Attorney, 561-844-3408

Staff recommends the approval of the attached language "Exhibit A", and authorization to bring forth a Resolution authorizing the changes to the Riviera Beach CRA Bylaw.

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[1. Exhibit A - Section 10.pdf](#)

**Comments from the Public (7:30 P.M. Non-Agenda Items. Three-Minute Limitation)**

*Public Comments shall begin at 7:30 P.M. unless there is no further business of the CRA Commissioners, which in the event is shall begin sooner. In addition, of an item is being considered at 7:30 P.M., then comments from the public shall begin immediately after the item has concluded.*

**7. REGULAR AGENDA**

**7.a Resolution No. 2024-07 approving an amendment to the Interlocal Agreement between the Riviera Beach Community Redevelopment Agency**

**and the City of Riviera Beach for underground utility conversion by Florida Power and Light and roadway enhancements by the Florida Department of Transportation.**

Scott Evans, AICP, Director of Planning and Development, 561-844-3408

Staff recommends the approval of Resolution No. 2024-07 authorizing the amendment to the Interlocal Agreement between the Riviera Beach Community Redevelopment Agency, the City of Riviera Beach for Underground Utility Conversion along the US-1 Broadway Corridor.

[1. Memo - Resolution No. 2024-07 Amendment to Interlocal Agreement between RBCRA, CRB and FPL.pdf](#)

[2. Resolution No. 2024-07 Amendment to Interlocal Agreement between RBCRA, CRB & FPL.pdf](#)

[3. Interlocal Agreement between RBCRA, CRB and FPL WR #6133446.pdf](#)

[4. Attachment - Resolution No. 2023-14 Interlocal Agreement between RBCRA, CRB and FPL.pdf](#)

[5. Attachment - FDOT Project Information.pdf](#)

[6. Attachment - FDOT Cost Estimate.pdf](#)

**7.b Resolution No. 2024-09 approving an amendment to the application and the process of the Commercial Grant and Signage Grant Incentive Program**

Scott Evans, AICP, Director of Planning and Development, 561-844-3408

Staff recommends the approval of Resolution No. 2024-09 authorizing an administrative process for awarding the Commercial and Signage Grant.

[1. Memo - Approving an amendment to the Commercial and Signage Incentive Program.pdf](#)

[2. Resolution No. 2024-09 Approving an amendment to the Commercial and Signage Grant.pdf](#)

[3. Presentation - Signage Improvement Grant Program.pdf](#)

[4. Attachment - Program Application.pdf](#)

**7.c Resolution No. 2024-08 authorizing the execution of an agreement with Creative Contracting Group (E&F Florida Enterprises) to not exceed \$143,900.00 with a contingency of \$14,390.00 for unforeseen circumstances to renovate and refresh the Marina Event Center; authorizing the Chairman and Executive Director to take such actions as shall be necessary and consistent to carry out the intent and desire of the Agency providing an effective date.**

Annetta Jenkins, Director of Neighborhood Services, 561-844-3408

Staff recommends the lowest responsive and responsible bidder, Creative Contracting Group (E&F Florida Enterprises) be awarded as the contractor to renovate and refresh the Marina Event Center.

[1. Memo - Marina Event Center Refresh.pdf](#)

[2. Resolution No. 2024-08 Authorizing agreement with Creative Contracting](#)

Group.pdf

3. Attachment - E&F Florida Enterprises, Inc. Contract .pdf

4. Attachment - Bid cost proposal sheet .pdf

5. Attachment - Certificate of insurance.pdf

6. Attachment - Memo Refresh recommendation (City Memo).pdf

## **DISCUSSION BY EXECUTIVE DIRECTOR**

## **DISCUSSION BY GENERAL COUNSEL**

## **STATEMENTS BY THE RBCRA COMMISSION**

## **ADJOURNMENT**

### **Appeals**

*If any interested person desires to appeal any decision of the Board with respect to any matter considered at this meeting, at his or her own expense, that person will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, F.S. The City of Riviera Beach does not prepare or provide such a record.*