



CITY OF FORT LAUDERDALE

APPROVED
REGULAR MEETING MINUTES
NORTHWEST-PROGRESSO-FLAGLER HEIGHTS
REDEVELOPMENT ADVISORY BOARD
CITY OF FORT LAUDERDALE
July 08, 2025 – 3:00 P.M.

<u>Board Members</u>	<u>Attendance</u>	Cumulative Attendance	
		<u>Present</u>	<u>Absent</u>
Rhoda Glasco Foderingham, Chair	P	1	0
Jinny Bissainthe	P	1	0
Jeffrey Burns	A	0	1
Sonya Burrows	P	1	0
Kenneth Calhoun	P	1	0
Noel Edwards [via Zoom]	P	1	0
Marion Howard	P	1	0
Matthew Kohen	P	1	0
Christopher Murphy	P	1	0
Alfredo Olvera	P	1	0
John Quailey, Vice Chair	P	1	0
Brian Stafford [arrived 3:10]	P	1	0
Mallory Sullivan	P	1	0

Currently there are 13 appointed members on the Board, which means seven (7) would constitute a quorum.

Staff

- Lizeth DeTorres, Sr. Administrative Assistant
- Vanessa Martin, CRA Business Manager
- Clarence Woods, III, NPF CRA Manager
- Jonelle Adderley, CRA Project Coordinator
- J. Opperlee, Prototype Inc. Recording Secretary

Communication to the CRA Board of Commissioners

None

I. Call to Order/Roll Call

Chair Foderingham

Chair Foderingham called the meeting to order at 3:00 p.m. Roll was called and a quorum was present.

Ms. Sullivan and Mr. Kohen introduced themselves to the Board.

II. Approval of Minutes

NPF CRA Board

- May 13, 2025 Minutes

Motion made by Ms. Bissainthe, seconded by Mr. Calhoun to approve the Board's May 13, 2025 minutes. In a voice vote, motion passed unanimously.

III. Project Funding Update

Vanessa Martin
Business Manager

Ms. Martin explained the report. Between 2017 and 2025, \$115 million had been awarded, \$70 million of which was in progress and \$44 million of which had been completed. She said the Arcadian was 95% complete.

Ms. Martin said in-progress projects were aware that the funding cuts could preclude them from requesting additional funding. Mr. Woods noted they did not want to leave any in-progress projects unfinished but they must also prioritize. He said he and staff were constantly evaluating the projects.

Mr. Stafford arrived at 3:10.

IV. • Budget Recommendation

Vaness Martin
Business Manager

Ms. Martin provided the budget summary and reported the ILA to extend the CRA for 10 years, with two-year reviews had been approved by the Board of Commissioners in June. This would decrease the TIFF by 50%. She estimated they would receive \$6.1 million, \$3.2 million of which would be allocated to incentives.

Mr. Murphy asked about cutting operating expenses and Ms. Martin said she would need to make some cuts over the next year.

Motion by Mr. Quaily, seconded by Mr. Olvera, to approve the Fiscal Year 2026 Budget recommendation as presented. In a roll call vote, motion passed 11-1 with Mr. Edwards opposed.

V. Funding Request and Recommendation:

Addition of the Commercial Property and Safety Enhancement Program to Existing NPF-CRA Incentive Programs, with a Proposed Allocation of \$250,000

Jonelle Adderley
CRA Staff

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Ms. Burrows recused herself from voting on this item, citing a conflict.

Ms. Adderley reviewed the Commercial Property and Safety Enhancement Program, which offered up to \$10,000 to applicants for safety or security related improvements. She stated they were requesting \$250,000 for fiscal year 2026. All applicants were required to contribute 25% in matching funds. The funding would be available to entities that owned or operated commercial properties within the Northwest Progresso Flagler Heights CRA area. A detailed list of appropriate improvements was included in the Board's packet. The CRA director or manager could approve additional expenses not specifically listed in the guidelines. Staff recommended applicants be required to undergo a Crime Prevention Through Environmental Design [CPTED] security assessment by a certified Fort Lauderdale Police Detective. Ms. Adderley said recent crime statistics underscored the need for security interventions for businesses. Staff recommended approval of the program and the allocation of \$250,000 for fiscal year 2026.

Ms. Burrows recalled the Police Department had informed Sistrunk business owners that they would be eligible for federal funds for security hardening. Ms. Adderley agreed to ask the Police Department about this. Mr. Calhoun wondered why CRA funds should be used. He questioned whether crime had increased in the Northwest Progresso neighborhood more than in other neighborhoods. Mr. Edwards did not feel that \$250,000 would make much difference and pointed out that it was unheard of to give the owner of a \$5 million building \$10,000 toward security; it may be appropriate for small businesses. He was therefore opposed to this recommendation.

Mr. Woods said this was aimed at smaller businesses with less ability to pay for security. He said they did not want to pay for the Police Enhancement Program anymore and this program would allow them to help small businesses.

Motion by Mr. Stafford, seconded by Mr. Howard, to approve staff's recommendation. In a roll call vote, motion passed 10-1 with Mr. Edwards opposed and Ms. Burrows abstaining.

VI. Funding Request and Recommendation:

Proposed Modifications to the NPF-CRA Residential
Façade and Landscaping Incentive Program, with a
Total Allocation of \$500,000 for FYs 2026 and 2027

Jonelle Adderley
CRA Staff

Ms. Adderley said this had been approved in February 2019 and was targeted in areas with CRA infill development. The program had received over \$950,00 in funding and over 139 residential properties had been improved. Due to increased interest in the program and an increase in costs, staff was recommending the following changes: increase the amount per property from \$5,000 to \$10,000; expand the list of eligible improvements to

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include some work needed to comply code violations; reduce the required number of estimates from three to two. Staff recommended maintaining the restriction to residential properties, noting that two-to-four-unit multifamily properties were eligible, subject to the discretion of the CRA Manager. The CRA would continue to administer the program. Staff recommends approval of these modifications and allocation of \$500,000 in funding for two fiscal years: 2026 and 2027.

Chair Foderingham suggested a minimum of two estimates but requiring three for fencing. Mr. Calhoun thought staff would be capable of assessing the fairness of the bids. Ms. Adderley said Corey Ritchey, CRA Project Manager, would review the estimates. Mr. Woods said the intent was to require at least two estimates. Mr. Woods said staff would create a list of qualified professionals from which applicants could choose. Mr. Edwards asked if there was a clawback provision in the event that landscaping failed. Mr. Woods said they tried to avoid approving sod unless the property had irrigation. Mr. Calhoun noted there was a maintenance requirement included in the program. Mr. Woods said staff also evaluated whether someone who had irrigation could afford to keep up with watering.

Motion by Ms. Bissainthe, seconded by Mr. Stafford, to approve staff's recommendation. In a roll call vote, motion passed 12-0.

VII. Old/New Business

CRA Update

Chair Foderingham reported the CRA had been approved to continue for another 10 years. She stated the Open House would be held on Thursday from 6 PM until 8 PM at the Midtown Commerce Center at 1033 NW 6th Street. She encouraged Board members to attend.

Mr. Edwards asked about Donna's Restaurant and Mr. Woods stated it had been leased to a different operator and was still a restaurant, which was in compliance with the CRA rules.

VIII. Public Comments

None

IX. Adjournment

There being no further business to come before the Board at this time, the meeting was adjourned at 3:54 PM.

The next regular NPF-CRA meeting will be held **Tuesday – August 12, 2025.**

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

Minutes by J. Opperlee, Prototype Inc.

MEMORANDUM

DATE: July 8, 2025

TO: NPF CRA Advisory Board Members

FROM: Clarence E. Woods III, NPF CRA Manager

BY: Jonelle Adderley, CRA Planner

SUBJECT: Funding Request and Recommendation: Addition of the Commercial Property and Safety Enhancement Program to Existing NPF-CRA Incentive Programs, with a Proposed Allocation of \$250,000

FUNDING REQUEST AND RECOMMENDATION

It is recommended that the Northwest-Progresso-Flagler Heights Community Redevelopment Agency (NPF CRA) establish a new incentive program titled the Property and Safety Enhancement Program (PSEP) as an addition to its existing incentive programs. A budget allocation of \$250,000 is proposed for the implementation of this program.

BACKGROUND

The Property and Safety Enhancement Program (PSEP) is designed to deter criminal activity, promote a safer business environment, and encourage private reinvestment by providing financial assistance for eligible safety-related improvements. Through this program, the NPF CRA will offer forgivable loans to qualifying applicants.

Award amounts will vary by location: up to \$10,000 will be available for properties located within the designated focus area—defined as the Sistrunk corridor between NW 24th Avenue and the FEC Railway—and up to \$7,500 for eligible properties located elsewhere within the NPF CRA boundaries. All applicants will be required to contribute a 25 percent match, with the CRA covering the remaining 75 percent of the total project cost to ensure shared investment and commitment.

The program will be open to individuals, sole proprietorships, partnerships, nonprofit organizations, and other legally recognized for-profit entities that own or operate commercial property within the NPF CRA area. Both property owners and business tenants may apply.

Eligible improvements include access control systems, intrusion detection technologies, closed circuit television surveillance, motion-activated and perimeter lighting, reinforced doors and windows, panic alarms, fire safety systems, and strategic landscaping that

helps deter criminal activity. The CRA Executive Director or CRA Manager will also have the discretion to approve additional security-related expenses not specifically listed.

To ensure that improvements are impactful, all applicants will be required to participate in a Crime Prevention Through Environmental Design (PSEP)-based security assessment. These assessments will be conducted by certified Environmental Crimes Detectives from the Fort Lauderdale Police Department and will evaluate physical conditions, environmental vulnerabilities, and crime patterns. Based on their findings, applicants will receive expert recommendations for improvements such as lighting, fencing, visibility enhancements, and ongoing maintenance practices.

According to data provided by the Fort Lauderdale Police Department's Criminal Analysis Unit, 257 business burglaries occurred within the NPF CRA between January 2022 and March 2025, including 81 incidents in 2024 alone. These statistics underscore the urgent need for targeted security interventions. The PSEP is designed to directly address these challenges by helping protect business assets, promote reinvestment, and foster a greater sense of safety and stability throughout the community.

CONSISTENCY WITH THE NPF-CRA COMMUNITY REDEVELOPMENT PLAN

This proposed program is consistent with Section 8.C. of the NPF CRA Community Redevelopment Plan, which authorizes the creation and modification of financial incentives to address redevelopment challenges. As revitalization continues across the CRA area, the PSEP will support the CRA's broader efforts to improve public safety, stimulate private investment, and enhance overall quality of life.

RECOMMENDATION

CRA staff recommends approval of the Property and Safety Enhancement Program, along with the allocation of \$250,000 to support its implementation beginning in Fiscal Year 2026.

EXHIBIT



PROPERTY SAFETY ENHANCEMENT PROGRAM (PSEP)

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Program Overview - Fort Lauderdale CRA

The Property Safety Enhancement Program (PSEP) is a matching incentive that provides financial assistance to support eligible property safety enhancements within Fort Lauderdale's Community Redevelopment Areas (CRA's). The program is designed to strengthen the safety and security of commercial properties and mixed-use corridors, encouraging reinvestment and revitalization.

Property safety enhancements are interior or exterior upgrades that help reduce crime, improve security, and support the renewal of businesses and mixed-use districts. By funding security upgrades, the PSEP aims to reduce criminal activity, enhance public safety, and foster a more secure and vibrant environment for both property users and surrounding communities.

Collaborative Approach & CPTED Strategies

The program is a partnership between the Fort Lauderdale CRA and the Fort Lauderdale Police Department's Environmental Crime Unit, leveraging Crime Prevention Through Environmental Design (CPTED) strategies focused on improving the built environment to deter crime, protect assets, and improve the safety of employees, customers and the broader community.

As part of the application process, the Fort Lauderdale Police Department will conduct a pre-screening inspection to help identify existing internal and external security gaps and recommend effective enhancements. This collaborative evaluation ensures that each project aligns with local safety priorities.

Funding Structure

The Fort Lauderdale CRA will cover 75% of total eligible project costs, while the applicant is responsible for the remaining 25% match. Funding amounts are determined by property location:

- Up to \$10,000 for properties located within designated Focus Areas
- Up to \$7,500 for those located outside Focus Areas, but still within the boundaries of a Community Redevelopment Area.

Eligibility

To qualify for the CPSE Program, applicants must be a business, non-profit, or owners/tenants of commercially zoned properties located within one of the two designated target areas: Northwest-Progresso-Flagler Heights (NPF) or Central City.

Program Conditions & Additional Information

Note, applicable restrictions and conditions apply. These may include limitations on eligibility improvements, required documentation, and compliance with CRA and City of Fort Lauderdale guidelines. For further details, navigate to the relevant section below.

Program Elements

I. Eligible Areas

PSEP is only applicable in the Northwest-Progresso-Flagler Heights (NPF) CRA and the Central City CRA Areas. Within these designated areas, there are Focus Areas strategically selected where revitalization efforts are concentrated to accelerate positive impacts and attract additional private investments.

A. NPF Focus Areas

- 1) Sistrunk Boulevard (between NW 24th Avenue and the FEC Railway), including one block north and south

B. Central City Focus Areas

- 1) Sunrise Boulevard (Northside only, between I-95 and the FEC Railroad)
- 2) NE 4th Avenue (between Sunrise Boulevard and NE 13th Street)
- 3) NE 13 Street (between NE 4th Avenue and the FEC Railroad)

II. Property Eligible Requirements

A property must meet the following requirements.

A. Property Type

- 1) Be an existing free-standing commercial building used for office, retail, or service-oriented operation.
- 2) Be located within a mixed-use building with active ground-floor commercial uses and residential units above, in accordance with the City's Unified Land Development Regulations (ULDR).

B. Regulatory Compliance

- 1) Be consistent with applicable CRA Redevelopment Plan
- 2) Have a current business tax receipt.

III. Eligible Improvements

PSEP supports improvements that enhance the safety and security of commercial and mixed-use corridors. Eligible improvements include both physical security and environmental or landscape design features.

A. Security Measures

- 1) Access Control Systems (e.g., key cards, pin codes, biometric entry)
- 2) Intrusion Detection Systems (e.g., motion sensors, alarms)
- 3) Closed-circuit Television (CCTV) surveillance systems
- 4) Fencing, gates, locks and reinforcement doors
- 5) Hurricane Impact Resistant windows and doors
- 6) Exterior and perimeter lighting (e.g., motion-activated, parking lot lighting)
- 7) Fire safety systems (e.g., signage, alarms, sprinkler systems, panic buttons)
- 8) Emergency Communication and Evaluation Systems

B. Environmental Design & Landscape (CPTED-based enhancements)

- 1) Surveillance
 - Use of adequate lighting (e.g., parking lot lighting and camera surveillance).
 - Placement of windows to overlook sidewalks and parking lots.
 - Clear sight lines e.g., (low or see-through landscaping that is under 2-3 ft) near sidewalk or entry point.
 - Tree canopies pruned above 6-7 feet to maintain visibility.
 - No large bushes near doors or window.
- 2) Access Control
 - Natural barriers that restrict movement or guide people entering and exiting a space through design.
 - Dense shrubbery or thorny bushes along windows or fences to deter loitering or forced entry.
 - Boulders, bollards or large planters in front of entrances to block vehicle access or ramming prevention.
 - Secured access points and monitored entries.
- 3) Territorial Reinforcement and/or target hardening
 - Clear property boundaries (e.g., fences, signs, gates, or defined walkways).
 - Design elements like pavement treatments.
 - Use of symbolic barriers (like flower beds or benches).

- Stronger locks, gates, security cameras, and fencings to prevent break-ins.

Additional enhancements not specifically listed may be approved at the discretion of the CRA Executive Director or CRA Manager, provided they are aligned with the program's core objectives to improve safety and security.

IV. Ineligible Business Types

The following types of businesses are not eligible:

- 1) Pawn shops
- 2) Sexually oriented retail
- 3) Adult entertainment establishment
- 4) Nightclubs, bars, or lounges that primarily generate revenue from alcohol sales.
- 5) Massage Parlors
- 6) Check-cashing or payday loan establishments
- 7) Bail Bond Companies
- 8) Tattoo parlors and body piercing studios
- 9) Cannabis or CBD, dispensaries/retail
- 10) Smoke shops, vapor/E establishments
- 11) Gambling establishments, including internet or simulated gaming venues
- 12) Mobile businesses
- 13) Golf courses
- 14) Firearm sales, shooting ranges

Other ineligible businesses are businesses engaged in any business use that does not further the goals and objectives of the NPF CRA or Central City CRA Plan as determined by NPF CRA or Central City CRA or the City of Fort Lauderdale in the exercise of its reasonable discretion.

V. Eligibility and Funding Conditions

- Applicants must either own or lease a qualifying property that is designated for commercial, retail or non-profit activity.
- Tenants must be in good standing at the time of application and must get consent from the property owner.
- Applications will be reviewed on a first-come, first-served basis.
- Applicants are required to undergo a CEPTED assessment, conducted by the Fort Lauderdale Police Department's Crime Prevention Unit.

VI. Funding Terms and Maximum Award

- A. 5 year lease – tenant applicants must have a minimum of 5 year lease at the time approval or a existing lease with options to renew that collectively equal a minimum of 5 years.
- B. Matching Requirement
CRA will contribute up to 75% of eligible improvement costs, the applicant will be responsible for the remaining 25% match.
- C. Funding Amounts
Properties within a designated focus area are eligible for funding up to \$10,000, whereas properties in the broader redevelopment area are eligible for funding up to \$7,500.
- D. Disbursement of Funds
 - No reimbursement will be provided for expenses incurred prior to CRA approval and execution of the funding agreement.
 - All project cost must be paid upfront by the applicant.
 - All improvements must be fully completed within one (1) year of funding approval.
 - All work must be completed by properly licensed, insured, and reputable business authorized to perform such services under local and state law.
 - If applicable, the applicant must obtain all required permits and schedule any necessary inspections through the City of Fort Lauderdale.
 - Applicants are required to submit itemized invoices and corresponding receipts for all completed work as part of the reimbursement request.
 - The applicant must also submit copies of all required permits, and final inspection approvals.
 - The CRA will issue reimbursement only after final inspection and written approval by the CRA Project Manager.
 - The CRA reserve the right to withhold reimbursement if documentation is incomplete, inaccurate, or inconsistent with the approved scope of work.

VII. Forgiveness Terms

Funding is provided as a forgivable loan that will convert to a grant after five (5) years, contingent upon the following:

- The business continues operations at the funded location
- All CRA-funded safety and security improvements are properly maintained

- The business remains compliant with applicable local licensing requirements, inspections, and CRA guidelines

The CRA reserves the right to deny advance funding requests that do not meet established criteria or documentation standards. Failure to meet these conditions may result in full or partial repayment of the forgivable loan.

DRAFT

VIII. Application Process

- 1) **Application Submission** – The applicant must submit a complete application along with all required supporting documentation.
- 2) **Eligibility Review** – CRA staff will review the application to verify eligibility with program requirements and schedule a date and time for a CPTED assessment with PD Environmental Crime Unit.
- 3) **Approval** – The CRA will issue a written approval notification.
- 4) **Submit (3) estimates for eligible improvements** – Applicant will be required to submit (3) estimates for each type of eligible improvement(s) you are applying for. For example, if you are requesting funding for multiple types of improvements – such as fencing, lighting and security cameras- you must submit a total of (9) estimates (i.e., three estimates per improvement type).
- 5) **Loan Agreement Execution** – A formal agreement will be executed between the applicant and the CRA outlining all terms and conditions. Project activities may commence only after the agreement has been fully executed.
- 6) **Project Implementation & Reimbursement** – The applicant will complete the approved improvements and submit all required documentation for reimbursement.

Final Inspection – CRA staff will conduct a final site inspection to verify completion and compliance prior to disbursing any funds.

Property Safety Enhancement Program (PSEP) Checklist

❖ Eligibility Requirements

- 1. Property located within the NPF CRA or Central CRA Boundaries
- 2. Property is used for commercial uses.
- 3. Have a current Business Tax Receipt.
- 4. Applicant is the property owner or a tenant written owner approval.

❖ Required Documentation

- 1. Completed PSEP Application
- 2. Proof of current Business Tax Receipt.
- 3. Proof of property ownership or current lease agreement.
- 4. Letter of approval from the property owner (if applicant is the tenant) .
- 5. Copy of current business tax receipts or proof of nonprofit status.
- 6. Photos of the existing conditions of the property .
- 7. Preliminary scope of work and cost estimate (3 estimates per improvement type).
- 8. Documentation showing contractor(s) are licenses and insured, where applicable.
- 9. Completed PSEP security Assessment Form

❖ Prior to Reimbursement

- 1. All work must be performed by licensed, insured and reputable business, vendor or contractor.
- 2. List of permits obtained, and proof of inspection completed (if applicable).
- 3. Final invoices and itemized receipts for all completed work.
- 4. Work completed within one (1) year of CRA Approval.
- 5. Final Site Inspection scheduled with CRA Staff

Property Safety Enhancement Program PSEP Application

1)	Name <i>(First, Last)</i> <i>*Business Owner or authorized signatory</i>		
2)	Phone Number		
3)	Email address		
4)	Do you own the property?	<input type="checkbox"/> YES	
		<input type="checkbox"/> NO - <i>if selected, provided landlord name, phone number and email #12 & #13</i>	
BUSINESS INFORMATION			
5)	Business Name		
6)	Select location of Business	<input type="checkbox"/> Northwest-Progresso Flagler Heights CRA	
		<input type="checkbox"/> Central City CRA	
7)	A) Business Physical Address	A)	B)
	B) Mailing Address if different		
8)	Type of Business		
9)	Current number of employees		
10)	Duration Business has operated in the location		
11)	Business Structure/ Type of Entity <i>(ENTITY: SS, Partnership, LLC, S-Corp, C-Corp, Non-Profit)</i>		
12)	Landlord Information	Name	
		Phone Number	
		Email Address	
13)	Have you obtained written consent from the owner for the work?		

Please provide a detailed list of the proposed improvements that focus on enhancing security and safety to the interior or exterior of the property. This may include, but is not limited to, items such as security lighting, surveillance cameras, reinforced windows or doors, fencing, gates, signage or other Crime Prevention measures (CEPTED)

STAFF SECTION ONLY

<input type="checkbox"/> Reviewed	Inspection Date
<input type="checkbox"/>	