



CITY OF FORT LAUDERDALE

DRAFT

**ECONOMIC DEVELOPMENT ADVISORY BOARD (EDAB)
MEETING MINUTES**

**CITY OF FORT LAUDERDALE
100 NORTH ANDREWS AVENUE
8TH FLOOR CONFERENCE ROOM**

WEDNESDAY, DECEMBER 12, 2018 – 3:45 P.M.

January-December 2019

<u>Board Member</u>	<u>Attendance</u>	<u>Present</u>	<u>Absent</u>
Jason Crush, Chair	P	1	0
Jordan Yates, Vice Chair	P	1	0
Steve Buckingham	P	1	0
Michael Buonaiuto	P	1	0
Christopher “Kit” Denison	A	0	1
Mick Erlandson	A	0	1
Nicholas Kuchova	P	1	0
Bernice Lee	A	0	1
David Neal	P	1	0

Staff

Michael Chen, City Liaison, Economic and Business Development Manager
Lutecia Florencio, Economic Development Program Aide
John Travers, Building Official
Andre Cross, Building Assistance Coordinator
Ben Sorensen, Vice Mayor, City of Fort Lauderdale
Jamie Opperlee, Recording Secretary, Prototype, Inc.

Communications to the City Commission

None.

I. Call to Order & Determination of Quorum

Vice Chair Yates called the meeting to order at 3:51 p.m. It was noted that a quorum was present.

II. Approval of December 12, 2018 Meeting Minutes

A correction was noted on p.2, paragraph 5: Fort Lauderdale’s first Sister City was Mar del Plata, Argentina.

Motion made by Mr. Kuchova, seconded by Mr. Neal, to approve as corrected. In a voice vote, the **motion** passed unanimously.

The following Items were taken out of order on the Agenda.

IV. Greater Fort Lauderdale Sister Cities Update

Russell Weaver, President of Greater Fort Lauderdale Sister Cities International, explained that this organization is a 501(c)(3) that works with Fort Lauderdale to promote educational, cultural, and economic programs with 17 Sister Cities around the world.

Each month the City, Sister Cities International, the Greater Fort Lauderdale Chamber of Commerce, and the Greater Fort Lauderdale Alliance partners with the Tower Club for a presentation featuring a different country. On Wednesday, January 23, 2019, at 6 p.m., Australia and New Zealand will be featured for the first time. Honorary consuls from both countries will be present. Mr. Weaver characterized this meeting as a business networking event. He invited the Board members to attend if possible.

Mr. Weaver continued that the Sister City of Sao Sebastiao, Brazil, will bring six high school students and two teachers to participate in Pompano Beach High School's International Summit. Sao Sebastiao has participated in a previous exchange event that brought teachers to observe public and private Broward County schools.

An organization promoting the nation of Chile has recently assigned a new Consul General to South Florida. Sister Cities International hopes to host a business reception for the Consul General.

Mr. Neal asked if the EB-5 visa program is involved in any Sister Cities activities. Mr. Weaver replied that Sister Cities has not partnered with this program to his knowledge. Mr. Chen advised that he has been hesitant to involve the City with the EB-5 program, as concerns have been raised about this program in the past.

Chair Crush requested an update on outreach to the city of Oslo, Norway. It was noted that this city does not participate in the Sister Cities program at present. Mr. Weaver stated that he would prepare a presentation on the process of becoming a Sister City for the next Board meeting.

Mr. Buonaiuto asked how Sister Cities International capitalizes on the public relations aspect of its events. Mr. Weaver acknowledged that the organization may need additional work to bring its website and social media outreach up to date.

Mr. Kuchova emphasized the importance of strategic alliances with cities that share significant concerns with Fort Lauderdale, such as adaptive planning for climate change. He suggested exploring an alliance with a city or cities in the Netherlands, as many of these cities have technologies that provide assistance to similar cities

throughout the world. Mr. Weaver noted that in his experience, smaller cities may prove to be more responsive partners than larger cities.

Marianne Winfield, also representing Greater Fort Lauderdale Sister Cities International, pointed out that companies interested in relocating to Fort Lauderdale have expressed interest in the City's plans to address climate change. Mr. Chen confirmed this, noting that visiting delegations from China have expressed concern with climate change, sea level rise, and emergency management in coastal cities.

Ms. Winfield emphasized the importance of learning from Fort Lauderdale's existing Sister Cities, which are more closely focused on sustainability than the United States. Mr. Kuchova pointed out that while many of these cities may be ahead of the U.S. regarding sustainability solutions, they often use U.S. technology and data as the backbone of their systems.

It was determined by consensus that Mr. Kuchova would serve as the Board's liaison to Greater Fort Lauderdale Sister Cities International, and would provide a presentation on the program's opportunities and outreach at the next Board meeting, with an emphasis on cities that share Fort Lauderdale's interests and challenges regarding sea level rise. These cities may be able to share their collective wisdom and inform Fort Lauderdale of opportunities for new businesses focused on adapting to and combating the effects of climate change.

V. Presentation –

A. John Travers – Building Official – Overview for Building Services Division of the City of Fort Lauderdale

Building Official John Travers and Building Assistance Coordinator Andre Cross provided a presentation on the City's Building Services Division. With regard to the previous discussion, he advised that the City has been a member of the Climate Change Compact for five years. This group includes eight to ten Florida municipalities. Fort Lauderdale has undertaken steps such as raising the height requirement for its seawalls and installing tidal valves in existing drainage areas. The City participates in annual Compact meetings and invites cities from outside Florida to attend in order to hear different perspectives.

Mr. Travers showed a PowerPoint presentation to the Board, stating that the City issues approximately 25,000 building permits per year. Job valuation consists of construction costs for everything that is being built, remodeled, or altered. The City has been over \$1 billion in job valuation for the last three years, with \$380 million submitted thus far in the first quarter of 2019. Development remains steady in Fort Lauderdale.

In 2016, the Building Services Division had a staff of 60, although 86 approved positions were available. Mr. Travers introduced a retention and recruitment incentive to

encourage talent to come to the City. This incentive has since been merged into the salaries of technical plans examiners and inspectors. As of December 2018, the Division has 116 approved positions, 111 of which are filled.

Mr. Travers stated that the average time in which a residential permit is reviewed is required to be 30 days or fewer under Florida Building Code. Commercial permits typically have a turnaround time of approximately 40 days. These time frames do not take the Development Review Committee (DRC) process into account. Projects that take more than 180 days for review are removed from the data, as these are atypical and can skew the average results.

In fiscal year (FY) 2018, the City undertook over 115,000 plan reviews, which averages to 459 reviews per day. There were 156,000 field inspections, or 622 inspections per day. More than 16-18 inspections are not assigned to an individual field inspector per day. Once plans have been reviewed, they are either ready for issuance of a permit or the applicant must make corrections.

Since 2014, the Division has introduced an automated queueing system for applicants and an express lane for individuals who require lesser services. Mr. Travers has also implemented a system that attaches a static tracking chip to all materials that come into the Building Services Division. This allows Staff to locate these materials when necessary. He reviewed the process by which individuals go through the system, noting out that there are 250 to 280 visitors per day to this Division. An exit survey is available for all permit applicants, which provides the opportunity for individuals to offer improvement suggestions.

The Building Services Division hopes to move to full digital plan review by March 2019, using a new land management program. This is intended to increase efficiency. Applicants are required to provide construction value on their permit application, and a percentage of this value is applied to cover the Division's costs.

A 2017 bill required the Building Services Division to move toward payment card industry (PCI) compliance, which allows fees to be processed through credit card payments. This also allows the Division to offer several services online. By moving to a percentage of job valuation fee schedule, the Division established a minimum fee, which has recently been implemented. Revenue is being adjusted downward so it matches costs and expenditures. Building departments may only earn enough in fees to operate the departments themselves.

Mr. Travers briefly addressed projects on the horizon in 2019, including the following:

- Accessibility and fire safety improvements to the Parker Playhouse
- Renovations to the Swimming Hall of Fame
- Addition of a garage and People Mover at Port Everglades
- Expansion of the Broward Convention Center

Because Broward County's biggest economic generator is the Fort Lauderdale International Boat Show, improvements must be phased in a way that will allow them to be completed without affecting the Boat Show. Mr. Travers emphasized that this is an internationally recognized event which generates more money than what is typically produced by a Super Bowl.

Mr. Kuchova asked if the Building Services Division takes traffic and congestion into account for building projects. Mr. Travers replied that the DRC looks at the overall concept of projects with participation from the Fire, Police, and Transportation and Mobility Departments, among others. This process typically involves a meeting before the City Commission to ensure projects are appropriate for their locations. Chair Crush advised that the new City Commission is working to address congestion issues, along with the Department of Transportation and Mobility.

III. Staff Updates

Mr. Chen reported that the Economic and Business Development Department has approved two qualified target industry (QTI) relocation projects in December 2018. QTI is a state incentive program that seeks to attract businesses to Florida. He suggested inviting the Greater Fort Lauderdale Alliance to make a presentation on this topic at a subsequent meeting. In 2016, Fort Lauderdale attracted more corporate relocation than any other city in the state.

A. Update on the Communications to the City Commission

Mr. Chen continued that the City Commission has endorsed the Board's priorities sent via the December 2018 communication. He recommended that the Board begin updating the Strategic Action Plan for Economic Development. The City has already met with a consultant to develop mission and vision statements. Mr. Chen suggested that beginning in February 2019, time should be set aside at future meetings to update the Strategic Plan.

Mr. Chen recalled that the Board should also work toward the creation of a publication advising how to start or develop a business in Fort Lauderdale. He requested that Chair Crush provide input on how to improve a previous flyer to make it more valuable for prospective entrepreneurs. He also provided a list from the South Florida Business Journal of certified public accountant (CPA) and legal firms within the City by size, which will be part of the publication.

VI. Old Business

It was determined that Mr. Buckingham would provide an update on branding ideas at the February 2019 meeting. An Agenda Item related to the update of the Strategic Action Plan will also be scheduled for that meeting.

VII. New Business

There being no further business to come before the Board at this time, the meeting was adjourned at 5:11 p.m.

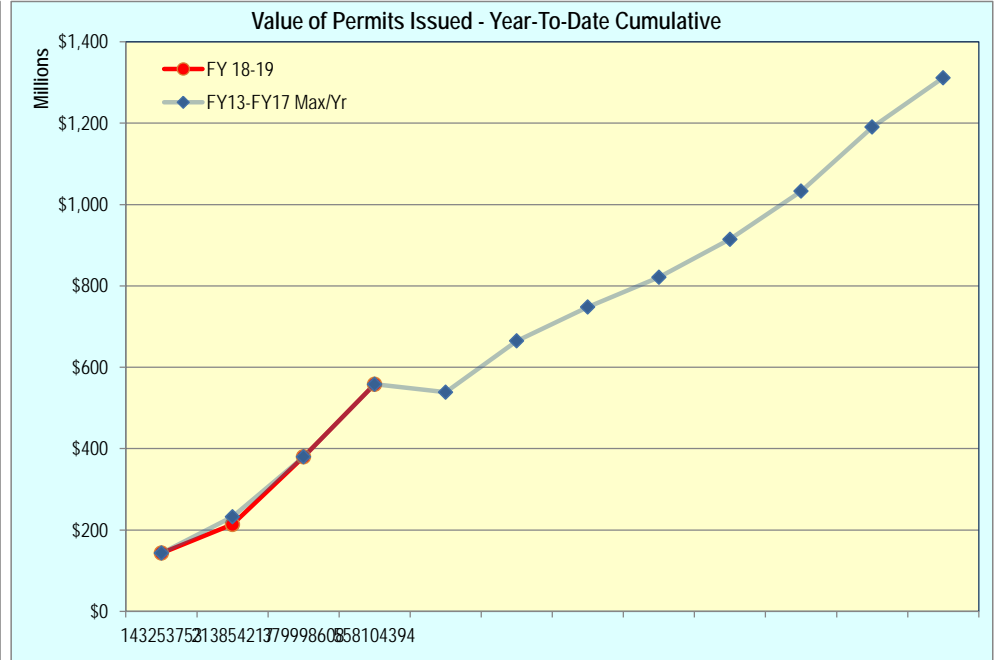
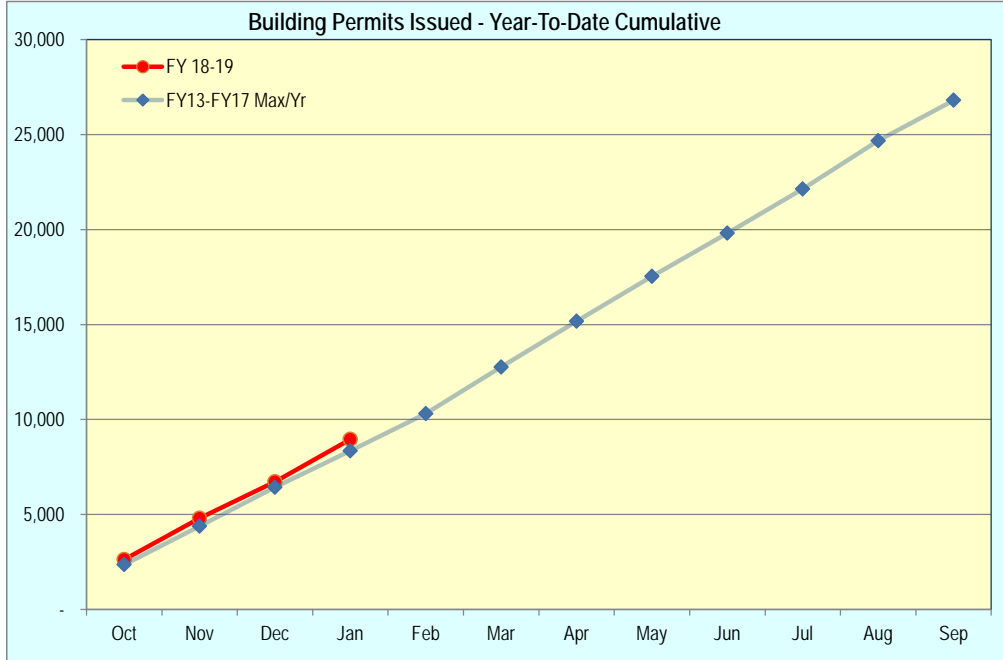
Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

[Minutes prepared by K. McGuire, Prototype, Inc.]

**Economic Development Advisory Board
Building Permit Activity - Year To Year Comparison**

Monthly	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YTD
Permits FY 18-19	2,636	2,172	1,917	2,231									8,956
Permits FY 17-18	2,335	2,050	2,043	1,436	2,187	2,610	2,324	2,550	2,265	2,340	2,446	2,221	26,807
Permits FY 16-17	2,029	2,050	2,198	1,933	1,831	2,554	2,074	2,567	2,572	2,244	2,622	1,485	26,159
Permits FY 15-16	2,364	1,913	2,144	1,934	1,895	2,011	2,152	1,979	2,411	2,166	2,684	2,151	25,804
Permits FY 14-15	2,320	1,720	2,165	1,928	2,182	2,454	2,404	1,969	2,359	2,352	2,282	2,207	26,342
Permits FY 13-14	2,158	1,671	1,693	1,886	1,783	2,042	2,078	2,065	2,028	2,222	1,912	2,043	23,581
Value FY 18-19	\$143,253,753	\$70,600,464	\$166,144,391	\$178,105,786									\$558,104,394
Value FY 17-18	\$55,661,618	\$152,958,665	\$59,740,113	\$104,002,784	\$166,456,881	\$125,893,691	\$83,165,944	\$73,267,651	\$93,544,442	\$118,108,562	\$157,473,439	\$121,357,825	\$1,311,631,615
Value FY 16-17	\$123,921,353	\$108,563,274	\$75,270,124	\$112,116,500	\$94,746,424	\$122,726,209	\$64,674,735	\$93,242,310	\$74,129,480	\$150,244,475	\$111,698,782	\$142,682,256	\$1,274,015,922
Value FY 15-16	\$67,511,481	\$41,287,431	\$55,726,954	\$51,741,512	\$117,489,505	\$63,955,076	\$60,652,318	\$108,422,328	\$98,494,053	\$95,107,284	\$52,612,981	\$56,908,667	\$869,909,590
Value FY 14-15	\$62,631,335	\$44,325,918	\$66,895,725	\$37,769,253	\$134,708,176	\$53,122,983	\$40,303,422	\$88,610,251	\$104,410,391	\$85,687,521	\$43,890,285	\$58,245,665	\$820,600,925
Value FY 13-14	\$49,569,089	\$57,617,057	\$49,464,796	\$38,609,216	\$80,585,113	\$50,258,813	\$67,893,253	\$69,968,615	\$41,056,018	\$101,347,490	\$77,109,091	\$54,555,381	\$738,033,932

Y-T-D Cumulative	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Permits FY 18-19	2,636	4,808	6,725	8,956								
Permits FY 17-18	2,335	4,385	6,428	7,864	10,051	12,661	14,985	17,535	19,800	22,140	24,586	26,807
Permits FY 16-17	2,029	4,079	6,277	8,210	10,041	12,595	14,669	17,236	19,808	22,052	24,674	26,159
Permits FY 15-16	2,364	4,277	6,421	8,355	10,250	12,261	14,413	16,392	18,803	20,969	23,653	25,804
Permits FY 14-15	2,320	4,040	6,205	8,133	10,315	12,769	15,173	17,142	19,501	21,853	24,135	26,342
Permits FY 13-14	2,158	3,829	5,522	7,408	9,191	11,233	13,311	15,376	17,404	19,626	21,538	23,581
FY13-FY17 Max/Yr	2,364	4,385	6,428	8,355	10,315	12,769	15,173	17,535	19,808	22,140	24,674	26,807
Permits FY 18-19	\$143,253,753	\$213,854,217	\$379,998,608	\$558,104,394								
Value FY 17-18	\$55,661,618	\$208,620,283	\$268,360,396	\$372,363,180	\$538,820,061	\$664,713,752	\$747,879,696	\$821,147,347	\$914,691,789	\$1,032,800,351	\$1,190,273,790	\$1,311,631,615
Value FY 16-17	\$123,921,353	\$232,484,627	\$307,754,751	\$419,871,251	\$514,617,675	\$637,343,884	\$702,018,619	\$795,260,929	\$869,390,409	\$1,019,634,884	\$1,131,333,666	\$1,274,015,922
Value FY 15-16	\$67,511,481	\$108,798,912	\$164,525,866	\$216,267,378	\$333,756,883	\$397,711,959	\$458,364,277	\$566,786,605	\$665,280,658	\$760,387,942	\$813,000,923	\$869,909,590
Value FY 14-15	\$62,631,335	\$106,957,253	\$173,852,978	\$211,622,231	\$346,330,407	\$399,453,390	\$439,756,812	\$528,367,063	\$632,777,454	\$718,464,975	\$762,355,260	\$820,600,925
Value FY 13-14	\$49,569,089	\$107,186,146	\$156,650,942	\$195,260,158	\$275,845,271	\$326,104,084	\$393,997,337	\$463,965,952	\$505,021,970	\$606,369,460	\$683,478,551	\$738,033,932
FY13-FY17 Max	\$143,253,753	\$232,484,627	\$379,998,608	\$558,104,394	\$538,820,061	\$664,713,752	\$747,879,696	\$821,147,347	\$914,691,789	\$1,032,800,351	\$1,190,273,790	\$1,311,631,615



Economic Development Advisory Board
FY 2019 (YTD) Building Permit Activity

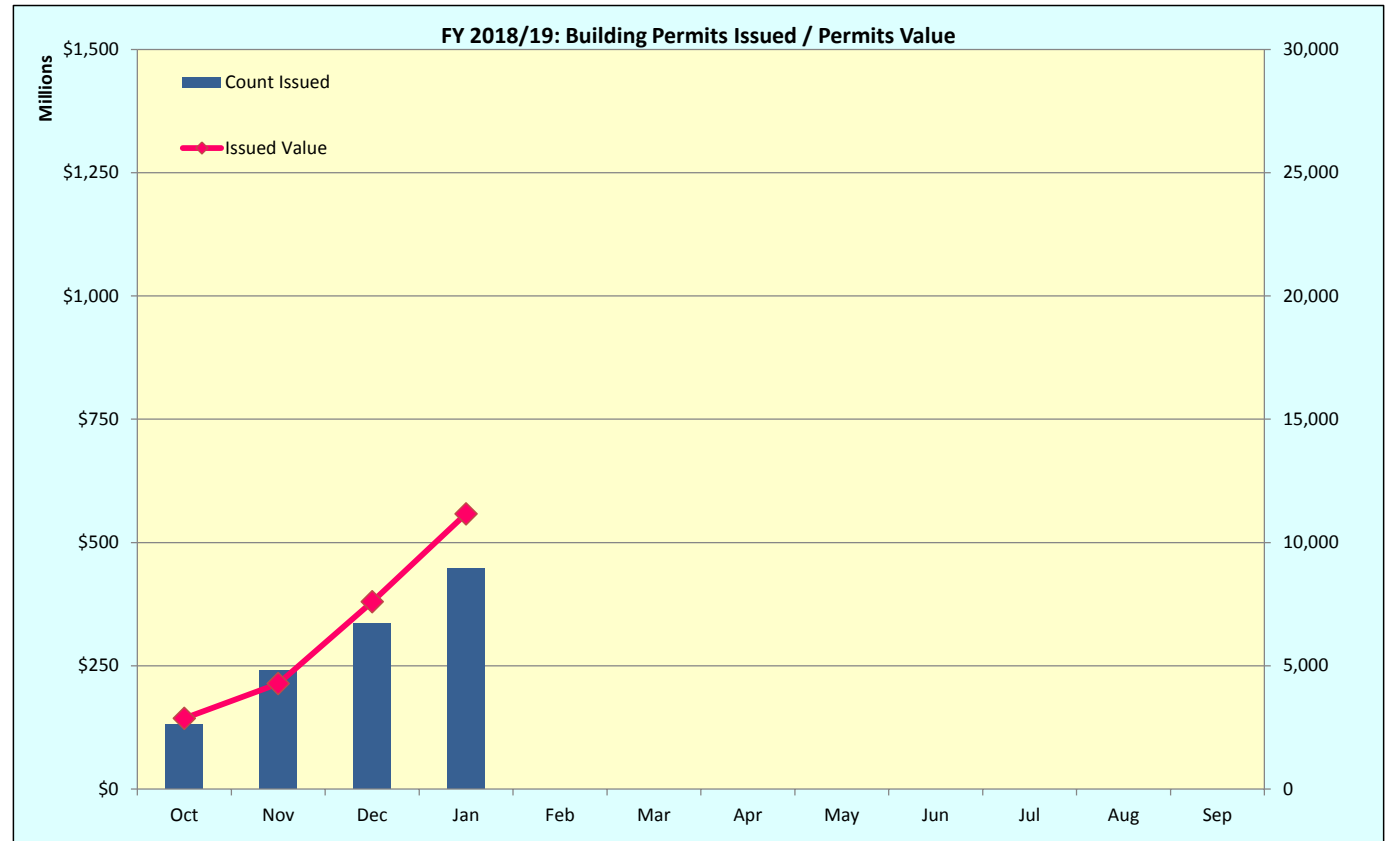
Month	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Year-To-Date
Count Issued	2,636	2,172	1,917	2,231									8,956
Value	\$143,253,753	\$70,600,464	\$166,144,391	\$178,105,786									\$558,104,394
Cumulative													
Count Issued	2,636	4,808	6,725	8,956									
Value	\$143,253,753	\$213,854,217	\$379,998,608	\$558,104,394									

NOTE: The data that comprise the totals in this summary is constantly being updated. Therefore, these total do not necessarily match the total from the monthly data.

FY 2019 YTD Permits Issued by Trade		
Trade	Issued	Value
Building	3,566	337,495,154
Electrical	1,936	44,819,350
Engineering	340	2,900,421
Flood	7	827,131
Landscaping	248	676,812
Mechanical	1,104	25,412,438
Plumbing	1,747	66,483,677
Permit by Affidavit	5	79,562,117
Grand Total	8,953	558,177,100

Peak Building Permit Activity: FY05/06
 Applications: 35,681
 Permits Issued: 31,870
 Permit Value: \$1,446,456,647

NOTE: Hurricane Wilma hit in Oct of 2005. This caused an abnormally high volume of permit applications and permits issued.



ECI BUSINESS PIPELINE

January 2019		Subject(s) Discussed
1	QTI Prospect 1	Potential business relocation opportunity
2	QTI Prospect 2	Potential business relocation opportunity
3	Benchmark Meeting (2)	Foundation for ECI's Strategic Plan
4	Ocean Alexander	Follow up from taiwan - Potential new service center for large Taiwanese yacht builder
5	Broward College	Explore new ways to work together.
6	IEDC	Dinner w/ S FL ED leaders and Jeff Finkle, IEDC Pres
7	QTI Prospect 2	Potential business relocation opportunity
8	Alliance, Broward Workshop, Aero	Attending committee meetings/events to support partners
9	Florida International University (2)	Potential partnership for an entrepreneurial resource center in Ft Lauderdale
10	Tree Planting	CG Israel - TU B'SHEVAT
11	Sister Cities	CG Austrailia / CG New Zealand
12	Chamber Breakfast	C Lagerbloom
13	Magic Leap	Developing relationship
14	NFBPA SFL Chapter Leadership	Broward, Palm Beach, Orange Cnty - B Henry
15	IEDC Leadership Summit	Invited to join Leadership Roundtable / Invited to join their ED Research Partners
16	FAU Center for Economic Education	Presentation to 30 Broward High School teachers
17	Career Source Interview	ED SAP focus group

Balance Scorecard

Economic and Community Investment (ECI)

Mission

ECI works to sustain and elevate a robust environment by fostering the success and growth of our businesses to provide a better quality of life for our citizens.

Vision

The City of Fort Lauderdale shall be globally recognized as a premier business hub supporting diverse industries.

Values

To uphold integrity
To stimulate innovation
To be results driven
To deliver expertise
To embrace diversity
To achieve success
To foster collaboration



OPENING YOUR BUSINESS IN FORT LAUDERDALE IS EASY!



Fort Lauderdale is the heart of a robust, high-growth region. As the geographic center of the **Miami-Fort Lauderdale-West Palm Beach Metropolitan Statistical Area (MSA)**, Fort Lauderdale has everything you need to succeed - diversified workforce; large market with disposable income; easy access to national/international markets; world-class educational options; business friendly government; and outstanding lifestyle.



In 2016, Fort Lauderdale captured more corporate headquarter relocations than any other city in Florida, generating +\$61 million of capital investment and +\$98 million of annual wages - Governor Rick Scott

ONCE YOU HAVE THE BRIGHT IDEA, STARTING A BUSINESS TAKES 3 EASY STEPS!



- 1** Business Structures: Common forms of business are the sole proprietorship, partnership, corporation (C and S), and various Limited Liability Company (LLC) structures. Each form of business has legal, risk, and tax impacts - consider consulting an attorney.
- 2** Business Registration: Companies must register their name to establish a business. Corporations must register with the Florida Division of Corporations. Professional businesses must register with the Florida Department of Professional Regulation.
- 3** Employer ID Number: Businesses should to obtain a Federal Employer Identification Number (EIN). You may apply for your EIN online and receive it immediately. This is a free service offered by the Internal Revenue Service. Without an EIN you will have to use your Social Security number to set up accounts, which puts you at risk for identity theft.



Starting a business is easy, but running a successful business is a challenge. Consider taking a FREE Fort Lauderdale BEAMs program to create a SOLID FOUNDATION.



OPEN YOUR BUSINESS IN FORT LAUDERDALE!

- 1 Find the Right Location:** Find the building and location that suits your needs, BUT before you commit to purchase or lease contact the City's Urban Design & Planning Division to confirm that your business is an allowed use at that location. You can do a preliminary check by using the FUTURE LAND USE MAP posted at www.fortlauderdale.gov
- 2 City of Fort Lauderdale Business License:** All entities engaged in any business, profession, or occupation within the City limits (at a commercial or residential location) must obtain a business license from the City.
- 3 Businesses in Residential Zones:** You are permitted to have a limited home business if you live in the residence in which you run the business. Rules are established to assure that a business does not detract from the ambiance of a residential neighborhood.
 - The business is conducted only by persons residing on the premises.
 - There is no external evidence of the business, including advertising or signage.
 - No product or service shall be sold or offered for sale from the residential dwelling.
 - The business may not occupy more than one-quarter ($\frac{1}{4}$) of the area of one (1) floor of the principal structure and not occupy any accessory or secondary building.
 - No traffic shall be generated by the business other than by residents of the premises.
 - No equipment shall be used in the home business which creates noise, vibration, glare, fumes, or odor which is detectable from the exterior of the dwelling.
- 4 Signage for Businesses:** Permits are required for all outdoor signs. Signage in the City is highly regulated and the number of signs is determined by the number of roadways the site abuts. Specific information regarding signage can be found on MuniCode, or the Fort Lauderdale Code of Ordinances, which can be found at www.fortlauderdale.gov.
- 5 Building Services Permitting Process:** Fort Lauderdale has been designated a "Platinum City" for providing first-rate experience when going through the development, permitting, and inspection process for office/industrial properties. Fort Lauderdale has designated a City staff member as a single point of contact to assist a company through the permitting process.



CRITICAL CONTACTS FOR YOUR FORT LAUDERDALE BUSINESS.

- For information about relocating or opening a business; general business resources; or to enroll in the Fort Lauderdale BEAMs Academy, please contact the Economic & Community Investment Division at (954) 828-6430.
- For assistance with obtaining a commercial permit or tracking a pending permit application, please contact the Business Concierge at (954) 828-5102 or across@fortlauderdale.gov.
- Information on zoning, landscaping, parking, signs, setbacks, home-based businesses, or property use, please contact the Urban Design & Planning Division at (954) 828-6163.
- Information on business licenses in the City of Fort Lauderdale, please contact the Business Tax Office at (954) 828-5195 or businesstax@fortlauderdale.gov.

