



City of Delray Beach

100 N.W. 1st Avenue
Delray Beach, FL 33444

Cover Memorandum/Staff Report

File #: 26-0019 CRA

Agenda Date: 1/27/2026

Item #: 7F.

TO: CRA Board of Commissioners
FROM: Gina Clayton, Finance & Operations Director
THROUGH: Renée A. Jadusingh, Executive Director
DATE: January 27, 2026

APPROVAL OF A PAINT-UP & SIGNAGE FUNDING ASSISTANCE AGREEMENT - CORE SHAKE STUDIO, LLC - 401 W. ATLANTIC AVENUE, IN AN AMOUNT NOT TO EXCEED \$3,661.00

Recommended Action:

Approve a Paint-Up & Signage Funding Assistance Agreement with Core Shake Studio, LLC for the proposed signage improvements at 401 W. Atlantic Avenue, within CRA Sub-Area #3, for an amount not to exceed \$3,661.00, and authorize the CRA Board Chair to execute any and all related documents in a form legally acceptable to the CRA Legal Counsel.

Background:

The Paint-Up & Signage Program (Program) was originally established by the Delray Beach Community Redevelopment Agency (CRA) in 2007 to encourage existing building owners or tenants to improve the exterior of their buildings through a new coat of paint and was later expanded to include exterior signage. The Program helps to enhance the aesthetics of neighborhoods in the CRA District by facilitating minor cosmetic improvements such as exterior painting and signage projects, with a maximum possible grant award of 50% of eligible exterior painting and/or signage improvement costs, up to \$5,000.

Core Shake Studio LLC (Applicant) currently leases the property located at 401 W. Atlantic Avenue and operates the property as a pilates studio. The Applicant contacted the CRA around October 2025 and inquired about the Program. After several communications shared between the CRA Staff and the Applicant, on October 21, 2025, the Applicant submitted an incomplete application requiring additional documentation.

The Applicant is requesting funding assistance to assist with the exterior signage improvements which includes fabrication and installation. The property owner, Nunzia, Inc., also provided written approval for the proposed exterior improvements. The Applicant provided two (2) estimates for the proposed exterior signage improvements: \$7,323.00 and \$7,490.00. As such, the Applicant is eligible to receive total funding assistance for \$3,661.00, representing 50% of the lowest bid amount (\$7,323.00 X 50%).

On December 5, 2025, the Applicant provided the additional documentation that was missing from the October 21, 2025 submittal. Thereafter, CRA Staff began reviewing the updated documentation submitted and preparing an agenda item to present to the CRA Board in January 2026.

While CRA Staff was in the process of preparing the January 2026 agenda item, the Applicant inadvertently proceeded with the installation of the sign on the property between December 9, 2025, through December 22, 2025. Thereafter, CRA Staff contacted the Applicant and informed the Applicant that pursuant to the guidelines, improvement projects that begin before the grant application is approved by the CRA Board are not eligible for funding assistance. The Applicant indicated that they misunderstood the guidelines and communications shared prior.

CRA Staff subsequently reviewed the guidelines which state in part that:

“The CRA may impose any additional or alternate terms and conditions it deems appropriate to protect the assets of the organization, with regards to funding and reimbursement.”

Due to the inadvertent mistake and the Applicant had a complete application pending CRA Board approval, CRA Staff would like to impose the following additional or alternate terms and conditions to protect the assets of the organization and proceed with considering the Applicants application:

- Amend Article 4 - Payment Procedures, Conditions
 - Reimburse the Grantee only and remove direct payment to vendor
- Submit complete project timeline including but not limited to, contracting with vendor; permitting; installation; and payment to vendor.
 - Timeline line must be within the time of submission of the Application to the CRA (December 5, 2025 through February 27, 2026).

A Paint-Up & Signage Funding Assistance award to Core Shake Studio, LLC, would help further the CRA mission by eliminating slum and blight and supporting a commercial improvement project that will result in the activation of a new commercial space in the West Atlantic Avenue area; enhancement of the non-residential tax base of the CRA District; and increase in business and pedestrian activity in a priority area of the CRA District, sub area #3.

CRA Staff is requesting approval of the Paint-Up and Signage Funding Assistance Agreement with Core Shake Studio, LLC in an amount not to exceed \$3,661.00 by the CRA Board and authorize the CRA Board Chair to execute any and all related documents in a form legally acceptable to the CRA Legal Counsel.

Attachment(s)F: Exhibit A - Location Map; Exhibit B - Site Photos Before and After Installation; Exhibit C - Funding Assistance Detail Sheet; Exhibit D - Paint-Up & Signage Funding Program Guidelines; Exhibit E - Paint-Up and Signage Application; Exhibit F - Paint-Up & Signage Funding Assistance Agreement; Exhibit G - Explanation by Applicant

CRA Attorney Review:

The CRA Legal Counsel has reviewed the Funding Assistance Agreement for legal sufficiency and form and determined it to be acceptable.

Funding Source/Financial Impact:

Funding has been allocated from CRA Grant Program GL# 7313

Overall need within the Community Redevelopment Area from Delray Beach

CRA Redevelopment Plan:

Removal of Slum And Blight

Land Use

Economic Development

Affordable Housing

Downtown Housing

Infrastructure

Recreation and Cultural Facilities