



Redevelopment Advisory Committee (RAC) Appointment Application

We invite you to submit an application to be considered for RAC Member by completing the application below.

On August 22, 2023, the Delray Beach Community Redevelopment Agency Board of Commissioners (CRA Board) adopted Resolution 2023-03 creating RAC. You are encouraged to read Resolution 2023-03 for full details on the regulations that govern RAC's membership and duties.

- RAC's mission is to advise the CRA Board regarding implementation of aspects of our Community Redevelopment Plan and encourage community input as needed. (See CRA Redevelopment Plan at <https://delraycra.org/plans/>)
- RAC shall serve only in an informational advisory capacity with no voting powers and shall hear matters that are assigned by the CRA Board.
- RAC's Term is a one (1) one-year term.
- There shall be no more than one (1) appointed member of the RAC engaged in the same profession at a given time.
- No member of RAC may concurrently serve on any other advisory board or committee.
- Appointed members of RAC shall own residential or commercial property in the CRA District, or rent residential property in the CRA District at the time of appointment. (See CRA District Property Map at <https://delraycra.org/property-map/>)
 - If the appointed member owns residential property, it must be the appointed member's homestead.
 - If the appointed member owns commercial property, it must be the appointed member's primary place of business.
 - If the appointed member rents residential property, he or she must have rented residential property within the CRA District for the previous five (5) years and shall have a written lease agreement(s) for the previous five (5) years.
- RAC shall consist of eight (8) members who shall be appointed by the CRA Board and shall serve at the pleasure of the CRA Board without compensation.
- CRA Board shall appoint a Chair and Vice-Chair from the RAC members on an annual basis. They shall serve for a one-year term.
- The Chair shall:
 1. attend all CRA Board meetings;
 2. preside at all meetings of the RAC and perform such other duties consistent with his or her office as may be imposed by the CRA Board including presenting at CRA Board meetings as necessary;
 - 3.

ensure that report(s) is prepared on each assignment that has been assigned to the RAC which shall include backup supporting documentation and individual reports from each RAC member that includes their findings and recommendations on the matter at issue; and

4. be considered the official head of the RAC for ceremonial purposes.

- The Vice-Chair shall in the absence or disability of the Chair, perform the duties of the Chair. The Vice-Chair shall also assist the Chair generally and perform such other duties as shall be prescribed by the CRA Board.
- Four (4) regular meetings shall take place at a CRA Property. The CRA Board has discretion to approve additional RAC meetings.
- A RAC member's absence at two (2) or more regular meetings of the RAC, during a twelve (12) month period, shall be grounds for removal from the RAC.
- RAC members shall each prepare individual reports including their findings and recommendations on assignments assigned by the CRA Board.
- When matters are assigned to RAC, reliance on CRA staff should be minimized to the extent possible. The RAC and the RAC members may not assign work to CRA staff members including drafting reports. Research by the members of RAC should be done independently.
- RAC members serve at the pleasure of the CRA Board and may be removed with or without cause at any time by a majority vote of the CRA Board.
- No member of the RAC derives any property rights in the position on the RAC.
- All communications between the RAC or individual RAC members with the CRA Board or individual CRA Board members should be in a public meeting, on the CRA agenda, to promote transparency.
- RAC shall be subject to the Florida Sunshine Laws pursuant to Chapter 286, Florida Statutes and Public Records Act pursuant to Chapter 119, Florida Statutes.
- RAC shall be subject to the Palm Beach County Code of Ethics pursuant to the Memorandum of Understanding between the CRA and the Palm Beach County Commission on Ethics. Appointees shall complete required ethics training as required by the Palm Beach County Commission on Ethics within 30 days of appointment and shall provide a certificate of completion to the CRA Executive Director.

Timeline of RAC matters (subject to change):

June 5, 2025 - August 4, 2025 (60 Days)	RAC Appointment Application
Late June 2025	Pre-Submission Meeting Held by CRA Staff for RAC Appointment Application
September 30, 2025, CRA Board Meeting	CRA Board Appointment of RAC Members and CRA Board Approval of RAC Meetings Dates
October or November 2025 (TENTATIVE)	RAC's First Meeting

Delray Beach Community Redevelopment Agency
20 N. Swinton Avenue
Delray Beach, Florida 33444
561-276-8640

Personal Information:

Full Name *

Middle Name

Last Name

First Name

Address (Please note: There shall be no more than one appointed member of the RAC representing one of the eight subareas within the Delray Beach CRA District at a given time. Subareas are based on address. (See CRA District property map at <https://delraycra.org/property-map/>.) *

Street Address

Street Address Line 2

City

State

Zip Code

Country

Phone Number *

Area Code

Phone Number

E-mail

example@example.com

Are you over the age of 18 years old? *

Yes

No (STOP: You are not eligible.)

Date of Birth *

Month Day Year

Are you the property owner (residential or commercial) of the property stated on this RAC application or the residential property renter of the property stated on this RAC application, and that property is within the Delray Beach CRA District? (See <https://delraycra.org/property-map/>) *

Yes

No (STOP: You are not eligible.)

Do you own the residential property that is stated on this RAC application and the property is your homestead within the Delray Beach CRA District? (See <https://delraycra.org/property-map/>) *

Yes

No

The property is owned by my legal spouse, it is homesteaded, and I reside in the property.

The property is owned by a trust, it is homesteaded, I am the sole beneficiary, and I reside in the property.

The property is owned by a corporation or LLC. (STOP: You are not eligible.)

Do you own commercial property that is stated on this RAC application and the property is your primary place of business within the Delray Beach CRA District? (See <https://delraycra.org/property-map/>) *

Yes

No

The property is owned by my legal spouse, and the property is my primary place of business.

The property is owned by a corporation or LLC. (STOP: You are not eligible.)

Do you currently rent residential property that is stated on this RAC application and the property is your primary place of residence within the Delray Beach CRA District? (See <https://delraycra.org/property-map/>) *

Yes

No

If you currently rent residential property that is stated on this RAC application, have you rented residential property within the Delray Beach CRA District for the previous five (5) years? *

Yes

No

If you rent residential property within the Delray Beach CRA District, please upload rental agreements from the previous five (5) years.

1. Rental Address and Dates of Rental Period:

2. Rental Address and Dates of Rental Period:

3. Rental Address and Dates of Rental Period:

4. Rental Address and Dates of Rental Period:

5. Rental Address and Dates of Rental Period:

**** If you answered "No" to all the previous questions - STOP: You are not eligible. ****

Do you currently serve on any other advisory board or committee (Please note: No member of the RAC may concurrently serve on any other advisory board or committee)? *

Yes

No

If you answered "Yes" to the previous question and you do currently serve on another advisory board or committee, will you resign from the other advisory board or committee if you are appointed to the RAC?) *

Yes

No (STOP: You are not eligible.)

Are you a U.S. citizen? *

Yes

No

Are you aware of any potential conflict of interests that may arise from your serving on the RAC to which you are seeking appointment? *

Yes

No

If yes, please explain:

If you are appointed as a member of RAC, are you interested in being appointed as Chair? *

Yes

No

If you are appointed as a member of RAC, are you interested in being appointed as Vice-Chair? *

Yes

No

Are you a vendor or employed by a vendor that does business with the Delray Beach CRA? *

Yes

No

If yes, please explain:

Are you a lobbyist or employed by a lobbyist as defined in the Palm Beach County Registration Ordinance? *

Yes

No

Do you, any member of your immediate family, your employer or your business (or any entity in which you have a controlling interest) currently have any contractual relationship with or do business with the Delray Beach CRA or has there been any such relationship within the past five (5) years? *

Yes

No

If yes, please explain:

Have you ever been found to have violated or had a complaint filed against you alleging a violation of the Florida Code of Ethics for Public Officers and Employees or the Palm Beach County Code of Ethics (or any other ethics code)? *

Yes

No

If yes, please explain:

Have you ever been filed a lawsuit against the City of Delray Beach or the Delray Beach CRA? *

Yes

No

If yes, please explain (please include as much details as possible including case name, parties involved, subject matter of the lawsuit, year complaint was filed, disposition of the case, etc.):

Have you ever served on the Delray Beach City Commission? *

Yes

No

If yes, please provide dates of service:

Have you ever served on the Delray Beach CRA Board of Commissioners? *

Yes

No

If yes, please provide dates of service:

Current Employment Information:

Current Employer Name *

Occupation/Job Title: (Please note: There shall be no more than one (1) appointed member of the RAC engaged in the same profession at a given time. *

Employer Business Address *

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Employer Business Phone Number *

Area Code Phone Number

Start Date *

Month Day Year

Number of years employed with this employer? *

List any certifications or licenses:

Briefly describe why you wish to serve as a member of the RAC and how your personal experience and background relate: *

List any other community/civic involvement which you would like the Delray Beach CRA Board to consider (If none, please write n/a): *

Educational Background:

Highest level of education completed: *

e.g. High School/Undergraduate/Graduate/etc.

Highest level of school attended: *

Name of School

Number of Years Attended *

Graduated? *

Yes

No

Area of Study

Degree received

Trade School/Other

Name of Trade/Technical/Other School Attended

Number of Years Attended

Graduated?

Yes

Area of Study

Degree/Certificate received

Declaration of Personal Information Exemption:

Personal information provided in this application is public information unless the applicant qualifies for an exemption pursuant to Florida Statutes.

You are encouraged to thoroughly read the applicable sub-sections of section 119.071, Florida Statutes (http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0100-0199/0119/Sections/0119.071.html).

If you qualify, your address and phone number are protected information.

You may contact the Delray Beach CRA Legal Advisor, Ashlyn Darden, Esq., at 561-276-8640 if you have any questions.

Do you qualify for an exemption under Florida Statutes? *

Yes

No

If yes, please indicate below which statutory provision you are citing for the exemption.

Curriculum Vitae/Resume:

Please agree with the following statement: I understand the duties and responsibilities of the RAC for which I am applying. *

I agree

By signing below, I certify that all of the information provided by me on this application is true and complete, and I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected.

E-Signature of Applicant: *

First and Last Name

Today's Date *

Month Day Year