



Cover Memorandum/Staff Report

File #: 25-118 CRA

Agenda Date: 7/16/2025

Item #: 7C.

TO: CRA Board of Commissioners
FROM: Christine Tibbs, Assistant Director
THROUGH: Renée A. Jadusingh, Executive Director
DATE: July 16, 2025

FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF DELRAY BEACH AND DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY FOR IN HOUSE PROJECT MANAGEMENT SERVICES

Recommended Action:

Approve a First Amendment to the Interlocal Agreement between the City of Delray Beach and Delray Beach Community Redevelopment Agency for funding for In House Management Services, and authorize the CRA Board Chair to execute any and all related documents in a form

Background:

The implementation of many of the projects contained in the Community Redevelopment Plan, particularly the public infrastructure projects resulting from the adopted Neighborhood and Redevelopment Plans, require a joint City of Delray Beach (City) and Delray Beach Community Redevelopment Agency (CRA) effort.

On September 26, 2013, the Interlocal Agreement for In House Management Services (ILA) was executed by the CRA and City. Under the ILA, the City provides project management services to the CRA relating to projects within the CRA District through the shared use of one (1) In House Project Manager within the City's Engineering Division of the Public Works Department; in return the CRA shall pay 100% of the actual cost of that In House Project Manager position.

At this time, a First Amendment to the ILA is needed to add one (1) additional In House Project Manager within the City's Engineering Division of the Public Works Department to provide additional project management services to the CRA relating to projects within the CRA District. Under the First Amendment to the ILA, the CRA will continue to share the use of both In House Project Managers and will continue to pay 100% of the actual cost of the two (2) In House Project Managers.

CRA Staff is requesting the CRA Board approve the First Amendment to the Interlocal Agreement for In House Project Management Services and authorize the CRA Board Chair to execute any and all related documents.

Attachments: Exhibit A - ILA for In House Project Management Services; Exhibit B - First Amendment to ILA for In House Project Management Services

CRA Attorney Review:

The CRA Legal Counsel has reviewed the attached First Amendment to the Interlocal Agreement for legal sufficiency and form and determined it to be acceptable.

Funding Source/Financial Impact:

Funding has been allocated in General Ledger #7337

**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