



CRA Board Meeting Minutes  
Tuesday, September 10, 2019 – 1:30 p.m.  
City Commission Chambers – 100 NW 1<sup>st</sup> Avenue  
Delray Beach, FL 33444

**STAFF PRESENT:**

Renee Jadusingh	Danielle Arfin	Krista Walker	Tara Toto
Ivan Cabrera	Lori Hayward	Alexina Jeannite	Jill Brown

**OTHERS PRESENT:**

Jonathan Hague	Kristin Alexa	Christina Morrison	David Tolces
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**1. Call to Order**

Chair Petrolia called the meeting to order at 1:30 p.m.

**2. Roll Call**

**Present:** Chair Shelly Petrolia, Vice Chair Shirley Johnson, Deputy Vice Chair Angie Gray, Treasurer Bill Bathurst, Commissioner Pamela Brinson, Commissioner Adam Frankel, and Commissioner Ryan Boylston.

**3. Approval of Agenda**

Deputy Vice Chair Gray asked that items 9A and 9B be moved to the Consent Agenda in the interest of time.

Chair Petrolia said there is a monetary issue with 9B, and she was unsure she was comfortable moving it.

Board Attorney David Tolces noted item 9B was on the agenda as a discussion item.

**Motion** by Deputy Vice Chair Gray, seconded by Commissioner Frankel, to move item 9A to the Consent Agenda. In a roll call vote, the **motion** passed unanimously (7-0).

**Motion** by Deputy Vice Chair Gray, seconded by Commissioner Frankel, to move item 9B to the Consent Agenda. In a roll call vote, the **motion** passed (4-3). Commissioner Bathurst, Commissioner Boylston, and Chair Petrolia voted no.

Mr. Tolces stated both items would be added to the Consent Agenda. In response to a question from Commissioner Boylston, he stated pursuant to the Board rules, an item could be pulled from the Consent Agenda for discussion. He said that would be his advice on the matter.

**Motion** by Deputy Vice Chair Gray, seconded by Commissioner Frankel, to approve the agenda as amended. In a roll call vote, the **motion** passed unanimously (7-0).

#### **4. Approval of Minutes**

##### **a. Minutes of April 9, 2019 Regular Meeting**

**Motion** by Commissioner Boylston, seconded by Vice Chair Johnson, to approve the minutes of the April 9, 2019 Regular Meeting. In a roll call vote, the **motion** passed unanimously (7-0).

#### **5. Presentations**

##### **a. Update – Wayfinding Signs**

Jonathan Hague with Kimley Horn provided an update on progress.

Mr. Hague showed the design inspiration and early concept sketches with color variations for a few different concepts.

Commissioner Boylston stated this is an incredible investment of time and funds and wants to be sure it is something timeless.

Commissioner Bathurst agreed, and stated he likes the coastal influences.

The Board offered input on specific designs they liked pieces of.

Mr. Hague stated the goal is to make it readable, keeping in mind the current signage is difficult for vehicular traffic to read.

Chair Petrolia said Kimley Horn hit it out of the park and that she was looking forward to seeing the outcome.

#### **6. Public Comments on Agenda and Non-Agenda Items**

*Christina Morrison*, passed out flyers for a partnership between the Chamber of Commerce and the City in a follow-up to the Girls Build program. A career fair for the auto industry will be held on September 19. She noted the event is aimed at those with a high school diploma or equivalent and focuses on a top industries in the City.

## **7. Consent Agenda**

- a. CRA Monthly Financial Report – July 2019**
- b. CRA Monthly Progress Report – August 2019**
- c. Terminate Interlocal Agreement Between the City and CRA for City Purchasing Agent Position**
- d. Third Amendment to Interlocal Agreement Between the City and CRA FY2018/19 for Transportation Services**
- e. Amendment to the Delray Beach CRA By-Laws Regarding Public Comment**
- f. Third Amendment to Agreement for Purchase & Sale – 300 SW 5<sup>th</sup> Ave.**
- g. Second Amendment to the Purchase & Relocation Agreement with 215 NE 7<sup>th</sup> LLC – 215 NE 7<sup>th</sup> Ave. Historic Home**
- h. 700 West Atlantic Ave., Units 710, 712, and 714 – Month to Month Tenancy Between the CRA and Hatcher Construction & Development, Inc.**
- i. Discussion – Site Development Assistance Program Funding Application – Ceasar's Catering and More, LLC (37 SW 5<sup>th</sup> Ave.)**

Commissioner Boylston asked that Item 7G was removed from the Consent Agenda as he had a conflict, and item 7I be removed for discussion.

**Motion** by Commissioner Boylston, seconded by Commissioner Frankel, to approve the Consent Agenda as amended. In a roll call vote, the **motion** passed unanimously (7-0).

**Motion** by Commissioner Frankel, seconded by Deputy Vice Chair Gray, to approve Item 7G on the Consent Agenda. In a roll call vote, the **motion** passed unanimously (6-0). Commissioner Boylston abstained from the vote.

## **8. Old Business**

- a. Resolution No. 2019-10 – Adoption of FY 2019/20 CRA Budget**

Mr. Tolces read Resolution 2019-10 by title only.

Lori Hayward, Finance and Operations Director, explained there had been only a few modifications to the budget since it was last discussed. She pointed to the Board book for a list of the major projects budgeted for the fiscal year.

Vice Chair Johnson thanked staff for all the hard work put into trying to balance all of the requests for funds.

Deputy Vice Chair Gray stated she just came back from the Housing Summit in Orlando and there is a huge focus on affordable housing. She asked that budgeted dollars be moved from Pompey Park to Carver Isle because the community is in crisis.

Ms. Hayward stated there will be additional money being carried forward at the end of FY 2018/19, and details will be available at the October meeting.

Deputy Vice Chair Gray said she would rather see the funds allocated to Carver Isle and have carry-over applied to Pompey Park if available.

Ms. Jadusingh stated Carver Square is still in site plan approval, so it is not 100 percent ready for construction. She clarified the funds for Pompey Park are for construction documents.

Deputy Vice Chair Gray noted she did not want to take Pompey Park off the table but wanted to lobby Tallahassee for funds and focus on housing.

Vice Chair Johnson clarified the amount for the construction documents for Pompey Park.

Ms. Jadusingh stated the RFQ for Pompey Park has been prepared, but the City is waiting for funds to be procured before sending it out.

Deputy Vice Chair Gray asked staff to explain a project that was inherited by the CRA, using funds which could have been going to the housing project.

Ms. Jadusingh stated Deputy Vice Chair Gray was referring to infrastructure improvements and parking lot on NE 3<sup>rd</sup> Ave./Artist Alley, a project which has been in the City CIP since 2011. She said this fiscal year funds were put into the CRA budget for that project, and it is her understanding private developers are building contingent upon the development taking place.

Continuing, Ms. Jadusingh noted there has been discussion regarding scaling the project back, and the budget reflects that adjustment, spreading the funds over two (2) years.

Mr. Boylston added it is not just the new construction waiting on the improvements, but several local artists who have been waiting almost a decade to move forward in the area.

Deputy Vice Chair Gray said she agreed they had been waiting, but it was a City commitment, not a CRA commitment. She stated Carver Isle has also been waiting for affordable housing.

Commissioner Bathurst stated the budget was not taking Carver Isle off the radar.

In response to a question from Commissioner Boylston, Ms. Jadusingh explained staff cut the NE 3<sup>rd</sup> Ave. funding in half to put \$1 million into Carver Isle.

The Board and staff discussed priorities and budgeting, as well as places to move funds into affordable housing.

Vice Chair Johnson asked that funds going into the Curb Appeal Grant program be looked at, as she has issues with how spending is being handled.

Chair Petrolia stated the \$200,000 for the master plan at Old School Square could be removed, as the Board had previously discussed not funding that line item until they were ready to move forward on the project.

Ms. Hayward pointed to \$500,000 in the budget for land acquisitions which could be discussed as an additional place to cut.

In response to a question from Deputy Chair Gray, Ms. Jadusingh stated the budget previously included a few million dollars for land acquisition, but the Board advised scaling back acquisitions.

Chair Petrolia stated she would hesitate to take money from that fund, as it puts future housing projects at risk.

The Board and staff discussed the Pompey Park project and whether it could be held for carry-over funds.

Commissioner Boylston asked for staff recommendation.

Ms. Hayward stated she would recommend approving the budget as presented and making amendments later.

**Motion** by Commissioner Boylston, seconded by Commissioner Frankel, to approve the budget as presented. In a roll call vote, the **motion** passed (4-3). Vice Chair Johnson, Deputy Vice Chair Gray, and Commissioner Brinson voted no.

Mr. Tolces stated staff would come back with additional ideas in November.

## **9. New Business**

### **a. 700 West Atlantic Ave., Units 710, 712, and 714 – Month to Month Tenancy Between the CRA and Hatcher Construction & Development, Inc.**

Item moved to Consent Agenda.

### **b. Discussion – Site Development Assistance Program Funding Application – Ceasar's Catering and More, LLC (37 SW 5<sup>th</sup> Ave.)**

Ms. Jadusingh stated a funding agreement was approved with Ceasar's in June 2018, and since that time Mr. Ceasar has had to return to the Board for additional requests.

Ms. Jadusingh explained based on the current structure of the agreement, the balance of the funds are not available to him, and staff is asking that plan be amended.

Chair Petrolia stated the money is tied to specific things, and now because the project has been scaled back in some areas, full funding is not available. She asked if that had been done for other businesses in the past.

Ms. Jadusingh said she was not aware of this type of exception having been made in the past but noted the Board does have discretion.

Chair Petrolia stated she is concerned the Board is setting a precedent. She noted the participation is a requirement of the grant program, and she wants to avoid making decisions based on emotional attachment to Ceasar's.

Commissioner Frankel said it is his understanding Mr. Ceasar has been trying to open for a couple of years, and put his faith in the wrong contractors, leading to an increase in costs. He stated Chair Petrolia's concerns are valid but thinks Mr. Ceasar has shown good faith effort.

Commissioner Brinson provided additional background information on the issue with the contractors and permits.

Ms. Jadusingh stated a variation was approved in January for the addition and noted the Ceasars still would have a large amount of investment.

Chair Petrolia asked what assurances were in place that the business would be able to open if these funds are approved.

Ms. Jadusingh stated staff recommendation is to approve \$34,612 for the project, with the final 25 percent payment held contingent upon the Ceasars putting in their out-of-pocket expenses.

**Motion** by Commissioner Frankel, seconded by Deputy Vice Chair Gray, to approve staff's recommendation. In a roll call vote, the **motion** passed unanimously (7-0).

### **c. Appointment of CRA Officers: First Vice Chair and Treasurer**

Mr. Tolces explained pursuant to the CRA bylaws, the Board selects the First Vice Chair and Treasurer.

**Motion** by Commissioner Frankel, seconded by Vice Chair Johnson, to name Commissioner Angie Gray as First Vice Chair. In a roll call vote, the **motion** passed unanimously (7-0).

**Motion** by Commissioner Frankel, seconded by Vice Chair Johnson, to name Commissioner Bill Bathurst as Treasurer. In a roll call vote, the **motion** passed unanimously (7-0).

**d. Resolution No. 2019-11 – Adopting Delray Beach CRA Purchasing Policy**

Mr. Tolces read Resolution 2019-11 by title only.

Mr. Tolces explained the Resolution stemmed from the most recent legislative session, requiring the CRA adopt the procurement policies of the governing municipality.

**Motion** by Deputy Vice Chair Gray, seconded by Commissioner Frankel, to adopt Resolution 2019-11. In a roll call vote, the **motion** passed unanimously (7-0).

**10. Other Business**

**a. Comments by Commissioners**

Deputy Vice Chair Gray thanked Ivan Cabrera for coming in and finally getting the transportation issues together.

The Board discussed the staff efforts and noted the FreeBee vehicles are in operation.

Vice Chair Johnson congratulated staff on work with the Caesers and thanked them for working with a minority small business owner who produces a great product.

Commission Boylston said there had been buzz around the FreeBee launch on social media and asked if there had been thought to promotion of the BH3 project.

Ms. Jadusingh stated she was meeting with BH3 the following day and would be looking at their thoughts to activate the project.

**b. Comments by Board Attorney**

None.

**c. Comments by Executive Director**

Ms. Jadusingh congratulated the Board on passing a budget.

**10. Adjournment**

There being no further discussion, the meeting was adjourned at 2:32 p.m.



Renee Jadusingh, Executive Director



Shelly Petrolia, Board Chair

