

City of Delray Beach

COMMUNITY REDEVELOPMENT AGENCY
20 North Swinton Avenue - Delray Beach, FL 33444
Phone: (561) 276-8640 - Fax: (561) 276-8558
www.delraycra.org



CRA Meeting

Tuesday, June 23, 2020

4:00 PM

Virtual

Community Redevelopment Agency

CRA Board of Commissioners
Chair Shelly Petrolia
Vice Chair Shirley Ervin Johnson
Deputy Vice Chair Angie Gray
Commissioner Juli Casale
Commissioner Adam Frankel
Commissioner Ryan Boylston
Commissioner Kelcey Brooks

VIRTUAL CRA BOARD MEETING
RULES FOR PUBLIC PARTICIPATION

Pursuant to Executive Order 20-69, during the COVID-19 State of Emergency, CRA Board meetings may be held virtually. Members of the public wishing to view CRA Board meetings should log into the City's website, <http://www.delraybeachfl.gov/i-want-to/watch/city-meetings>, where the meeting will be live-streamed for the public.

Due to the closure of City Hall, members of the public wishing to participate may do so by submitting their comments via voicemail. Any member of the public wishing to comment publicly on any matter, including public comment or public hearing items, may submit their comments by dialing **561-243-7557** and leaving a voicemail message that will be played during the CRA Board meeting and made a part of the public record:

1. State your full name
2. State your address
3. Leave a comment no longer than 3 minutes

Comments and Inquiries on Non-Agenda and Agenda from the Public:

Public comments will be accepted until 3:00 p.m. on the day of the meeting.

General Rules:

All public comments must be addressed to the Commission as a body and not to individual Board Members or staff. Personal verbal attacks upon Board Members and/or staff will not be tolerated. Members of the public shall refrain from making comments that are impertinent, obscene, personally insulting, defamatory, or slanderous remarks. If any member of the public requires additional information about making public comments, please contact:

The Delray Beach Community Redevelopment Agency

20 N. Swinton Ave

Delray Beach, FL 33444

561-276-8640

1. Call to Order**2. Roll Call****3. Approval of Agenda****4. Approval of Minutes****4A. MAY 26, 2020 - REGULAR MEETING MINUTES**

Attachments: [May 26, 2020 - Regular Meeting Minutes](#)

5. Public Comments on Agenda & Non-Agenda Agenda Items**6. Consent Agenda****6A. CRA FINANCIAL REPORT - FEBRUARY 2020**

Recommendation: Receive and File.

Attachments: [Agenda Cover Report](#)
 [FinStmt- Feb 20](#)

6B. CRA FINANCIAL REPORT - MARCH 2020

Recommendation: Receive and File.

Attachments: [Agenda Cover Report](#)
 [FinStmt- March 20](#)

6C. CRA FINANCIAL REPORT - APRIL 2020

Recommendation: Receive and File.

Attachments: [Agenda Cover Report](#)
 [FinStmt- April 20](#)

6D. CRA MONTHLY PROGRESS REPORTS, JUNE 2020

Recommendation: Receive and File.

Attachments: [Agenda Cover Report](#)
 [Exhibit A1 - Monthly Report](#)
 [Exhibit A2 - Corey Isle Update](#)
 [Exhibit B - Arts Warehouse Report](#)
 [Exhibit C - Property Management Report](#)
 [Exhibit D - Funding Assistance Report](#)

6E. FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT - TREASURE COAST REGIONAL PLANNING COUNCIL - CRA REDEVELOPMENT PLAN UPDATE

Recommendation: Approve the First Amendment to the Interlocal Agreement with the Treasure Coast Regional Planning Council for the CRA Redevelopment Plan Update.

Attachments: [Agenda Cover Report](#)
[Exhibit A - First Amendment to the Interlocal Agreement](#)

6F. PURCHASE AND SALE AGREEMENT - DELRAY BEACH COMMUNITY LAND TRUST -102 NW 14TH AVENUE AND 1311 NW 14TH AVENUE

Attachments: [Agenda Cover Report](#)
[Exhibit A - Resolution No. 2020-02](#)
[Exhibit B - Purchase and Sale Agreement](#)
[Exhibit C - Repurchase Agreement](#)
[Exhibit D - Delray Beach Community Land Trust Proposal](#)
[Exhibit E - Location Maps and Photos](#)

6G. PAINT-UP & SIGNAGE FUNDING AGREEMENT - ANDREW LUCHEY (107-109 SW 9th AVENUE & 822-824 SW 1st STREET) IN AN AMOUNT NOT TO EXCEED \$3,842.50

Recommendation: Approve a Paint-Up & Signage funding assistance agreement with Andrew Luchey, for the proposed exterior painting improvements at 107-109 SW 9th Avenue and 822-824 SW 1st Street, within CRA sub-area #8, in an amount not to exceed \$3,842.50.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Maps](#)
[Exhibit B - Photos of Existing Conditions](#)
[Exhibit C - Funding Assistance Detail Sheet](#)
[Exhibit D – Paint-Up & Signage Funding Program Guidelines](#)

6H. SITE DEVELOPMENT ASSISTANCE FUNDING - MARION ASSOCIATES, LLC (131 NW 1ST AVENUE) FOR AN AMOUNT NOT TO EXCEED \$75,000

Recommendation: Approve the Site Development Assistance Program Funding Agreement with Marion Associates for the proposed interior and exterior improvement project located at 131 NW 1st Avenue, in an amount not to exceed \$75,000.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Photos of Existing Conditions](#)
[Exhibit C - Renderings & Floor Plans](#)
[Exhibit D - Funding Assistance Detail Sheet](#)
[Exhibit E - Application Form](#)
[Exhibit F - Project Narrative](#)
[Exhibit G - Business Plan & Financial Projections](#)
[Exhibit H - Site Development Assistance Program Guidelines](#)

6I. CURB APPEAL RESIDENTIAL IMPROVEMENT GRANT - 709 SW 9th COURT IN AN AMOUNT NOT TO EXCEED \$14,227.50

Recommendation: Approve a Curb Appeal Residential Improvement Grant for the Brown property located at 709 SW 9th Court, in an amount not to exceed \$14,227.50.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Quote Information Sheet](#)
[Exhibit C - Photos of Existing Conditions](#)
[Exhibit D - Curb Appeal Program Guidelines](#)

6J. REVISED SECOND AMENDMENT TO COMMERCIAL LEASE AGREEMENT - 182 NW 5 AVENUE (THE MONOGRAM CLOSET)

Recommendation: Approve the Revised Second Amendment to the Commercial Lease Agreement for The Monogram Closet at 182 NW 5th Avenue.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Revised Second Amendment to Lease Agreement \(Monogram Close](#)

6K. CHANGE OF SEPTEMBER CRA BOARD MEETING DATE

Recommendation: Approve the proposed change to the CRA Board meeting schedule from September 22, 2020 to September 29, 2020.

Attachments: [Agenda Cover Report](#)

6L. AMENDMENT TO CURB APPEAL RESIDENTIAL IMPROVEMENT GRANT - 313 SW 8TH STREET (WHIGHAM)

Recommendation: Amend the Curb Appeal Residential Improvement Grant for the property located at 313 SW 8th Street, within CRA sub-area #8, for an amount not to exceed \$13,650.00.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Quote Information Sheet](#)
[Exhibit C - Photos of Existing Conditions](#)
[Exhibit D - Curb Appeal Program Guidelines](#)

7. Old Business

7A. DISCUSSION – SUMMER GREENMARKET

7B. CARVER SQUARE CONSTRUCTION STRATEGY DETERMINATION

Attachments: [Agenda Cover Report](#)
[Exhibit A - Carver Square Location Map](#)
[Exhibit B - Carver Square Colored Elevations](#)
[Exhibit C - PBC Workforce Housing Program Flyer](#)

7C. NW 600 BLOCK DEVELOPMENT

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Hatcher Construction Elevations](#)
[Exhibit C - Conceptual Site Plan](#)

8. New Business

8A. CRA AUDITED FINANCIAL STATEMENTS - FISCAL YEAR 2018-2019

Recommendation: Approve the fiscal year 2018-2019 CRA Audited Financial Statements Report as presented by Caler, Donten, Levine, Cohen, Porter, & Veil P.A.

Attachments: [Agenda Cover Report](#)
[CRA Audit Report 2019](#)

8B. AMENDMENT TO CRA ACCOUNTING POLICIES AND PROCEDURES MANUAL

Recommendation: Approve the proposed amendments to “Accounting Policies and Procedures Manual” for the Delray Beach Community Redevelopment Agency.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Financial Policies Procedures Agenda Draft](#)

8C. POINT-TO-POINT TRANSPORTATION SERVICES - THIRD AMENDMENT TO THE ORIGINAL AGREEMENT - CONTRACT RENEWAL WITH BEEFREE, INC. D/B/A FREEBEE

- Recommendation:** 1. Approve the renewal of the agreement for the Point to Point Transportation Services with BeeFree Inc. d/b/a Freebee for an additional one-year term and authorize the Board Chair to execute all documents necessary for said purpose.
2. Provide direction regarding advertising on the vehicles as part of the renewal.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Third Amendment to Transportation Services with Freebee 5.19.20](#)

8D. DISCUSSION - LOT 11 OF SUNDAY AND TENBROOK ADDITION TO DELRAY, FLORIDA - COMMENTS ON USE OF PROPERTY BY THE CITY OF DELRAY BEACH

- Recommendation:** Discussion regarding the property located at 421 SW 5th Avenue, Delray Beach, Florida (Lot 11, Sundry & Tenbrook Addition to Delray, Florida) (Property) and City of Delray Beach's (City) use of the property.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Notice of Intent to Sell](#)
[Exhibit C - Res 09-12 for Lot 11](#)
[Exhibit D - Contract Vacant Land](#)

8E. DELRAY BEACH COMMUNITY LAND TRUST PROPOSAL TO PURCHASE - 309 SW 5th AVENUE - LOAN FORGIVENESS

Attachments: [Agenda Cover Report](#)

8F. DISCUSSION - LEASE AGREEMENT - 186 NW 5 AVENUE (CAREERSOURCE)

- Recommendation:** Discussion regarding the Lease Agreement (Agreement) for CareerSource Palm Beach County, Inc. (CareerSource) at 186 NW 5th Avenue

Attachments: [Agenda Cover Report](#)
[Exhibit A - Lease Agreement](#)
[Exhibit B - CareerSource Letter Requesting Lease Extension](#)
[Exhibit C - Location Map](#)

8G. DISCUSSION - FORMAT FOR CRA EXECUTIVE DIRECTOR ANNUAL REVIEW

9. Other Business

- A. Comments by Executive Director
- B. Comments by Board Attorney
- C. Comments by Commissioners

10. Adjournment