



CRA Board Regular Meeting Minutes
Wednesday, October 20, 2021 – 4:00 p.m.
Arts Warehouse
Delray Beach, FL 33444

STAFF PRESENT:

Renee Jadusingh, Esq.
Kim N. Phan
Tara Toto

Lori Hayward
Ivan Cabrera

Alexina Jeannite
Tracy Waterlander

OTHERS PRESENT:

Brent Baker
Aimee Carlson

William Hatcher
Nicole Myers

Chinasa Thompson
Leydis Colomina Power

1. Call to Order

Chair Johnson called the meeting to order at 4:01 p.m.

2. Roll Call

CRA Board Members Present: Chair Shirley Ervin Johnson, Vice Chair Angie Gray, Deputy Vice Chair Juli Casale, Commissioner Ryan Boylston, Commissioner Kelsey Cordell Brooks, and Commissioner Shelly Petrolia.

3. Approval of Agenda

Motion by Vice Chair Gray, seconded by Commissioner Petrolia, to approve the agenda as amended. In a roll call vote, the **motion** passed (6-0).

4. Powerpoint Presentation for October Board Meeting

Included for information only.

5. Staff Reports

- a. **Monthly Work Plan Report**
- b. **Arts Warehouse Report**
- c. **Funding Assistance and Community Engagement Report**

- d. **Property Management Report**
- e. **Social Media Report**

Included for information only.

6. Public Comments on Agenda & Non-Agenda Agenda Items

None.

7. Consent Agenda

- a. **September 28, 2021 – Regular Meeting Minutes**
- b. **CRA Financial Report – July 2021**
- c. **Accept The Modifications To The Site Development Assistance Program**
- d. **Perpetual Sidewalk Easement Agreement – Public Right Of Way Accessibility Improvements, 57 SW 5th Avenue, Delray Beach, FL**
- e. **Temporary Use Agreement – Community Outreach Project, Inc. – 606 W. Atlantic Avenue**

Motion by Commissioner Petrolia seconded by Commissioner Boylston, to approve the Consent Agenda items 7a through 7e. In a roll call vote, the **motion** passed (6-0).

8. Old Business

Renee Jadusingh, CRA Executive Director, asked if items 8a and 8b could be moved after 8d. Chair Johnson confirmed there were no objections to this request.

- c. **Update on the Carver Square Workforce Housing Development from Pulte Group – Speakers: Brent Baker (Main Presenter) and Aimee Carlson**

Mr. Baker provided an update on the Carver Square Workforce Housing Development Project. The project consists of twenty single family workforce housing home on 8.6 acres in Delray Beach. The inspection period ended on June 11, 2021 and closing will occur when all twenty building permits have been issued by the City. They anticipate the building permits to be issued within the next two to three weeks, with completion before Thanksgiving. He highlighted five areas within the Delray Beach CRA partnership. The five highlights were: Honor 2020 Income Category Pricing; Coordinate a WHP Orientation meeting for Delray Beach residents to learn about Carver Square and how to qualify for WHP; Identify local trade partners to work on aspects of the project; Support Delray Beach tree canopy efforts in Carver Square; and work with AT&T to provide high speed internet to these homes at a discounted rate.

Mr. Baker noted there will be a dedicated orientation program on October 21 for residents interested in Carver Square and certification by the county for eligibility to purchase one of the homes. There are over 100 residents signed up for the virtual program. He described the

updated project timeline. They anticipate closing on the property in November/December 2021, starting construction in December 2021/January 2022, first sales signups in April/May 2022, and first home closings in August/September 2022. The plan is to go to sale in groups of five and all homes will be available on a first-come, first-served basis.

Mr. Baker shared their website, LiveatCarverSquare.com goes live today and outlines the sales process and timeline for potential buyers. He outlined the price points for the homes and noted the addition of a larger home with almost 2,400 square feet. He noted all the floor plans, specifications, and features are all located on the website. All homes will be smart homes with latest technology hotspots and upgraded hardwiring.

Additionally, Mr. Baker showed a pilot project that Pulte is currently working on near the Carver Square project, which features additional workforce housing. The project's aim is to keep Legacy families in the neighborhood.

Commissioner Petrolia asked for clarification on the new project of turning private residences into workforce homes. Mr. Baker answered the new workforce homes have a deed restriction, so those home cannot be sold for fifteen (15) years. He also shared the families must still meet the County's income requirement.

Depute Vice Chair Casale asked about prioritization of the families selected for the Carver Square homes. Mr. Baker stated the County's interest is a first-come, first-served model but Pulte is doing their best to provide the most comprehensive information to Delray residents.

Vice Chair Gray inquired if there are any issues with the City and the project. Mr. Baker confirmed there are none at this point. To her follow up question, Mr. Baker stated the way they have been identifying Legacy families has been conversations with private lot owners.

Chair Johnson asked for clarification of the total lot number. Mr. Baker confirmed it's always been twenty lots. Chair Johnson asked whether the residents are able to select their own fruit trees. Aimee Carlson, from Pulte, replied that the residents will have a few to choose from including mango, avocado, and other trees that have been used in the area. Chair Johnson expressed her concern with any trees varieties that might grow too large for the lot.

Chair Johnson stated she hopes many, if not all the homes, will go to Delray Beach residents, but understands Pulte is working within the County's guidelines. Mr. Baker outlined the certification process for homeownership within the County.

Chair Johnson asked if there are resources available for homeowners if they run into financial difficulty. Mr. Baker said if a homeowner is unable to make their payments, there are things within the restrictions outlining how the County would then get involved. Chair Johnson asked whether the County would have an opportunity to purchase any home if it was foreclosed on and Mr. Baker replied he would follow up with an answer. Ms. Jadusingh shared they can talk with the County to gain a better understanding of the process in the event of foreclosure.

Chair Johnson inquired about the discounted AT&T program. Mr. Baker does not have a final agreement to date, but they are pursuing a five (5) year discount program.

Mr. Baker explained the two main local non-profits that have been assisting with identifying buyers are the CDC and CLT.

Vice Chair Gray asked about selection process for the buyers. Mr. Baker reiterated the process will be first-come, first-served for those who submit applications, provided they have followed all the County certification guidelines. He confirmed the certification process is two classes and, on average, takes four to six (4-6) weeks to complete.

d. Hatcher Construction and Development, Inc. Loan Commitment Letter And Third Amendment To The Ground Lease – 20 And 26 NW 6th Avenue

Ms. Jadusingh presented the item.

Mr. William Hatcher, President of Hatcher Construction, noted they are close to obtaining the building permit and the only outstanding item is the receipt of the survey of the plot.

Kim Phan, CRA Legal Advisor, outlined the details of the loan commitment letter, including the loan amount of \$1.4 million, to be paid back over seven (7) years at 3% interest. She mentioned a local hiring requirement was added. The Third Amendment to the Ground Lease is an extension to the Site Plan Analysis until December 14, 2021 while the City permit review is pending.

Mr. Hatcher shared they plan to meet or exceed the local hiring requirement. Chair Johnson asked for the geographic parameter to designate a contractor as local. Mr. Hatcher confirmed they will be primarily focused on Delray Beach contractors and vendors and expanding throughout Palm Beach County if needed. Mr. Johnson shared that local contractors and vendors can visit the Hatcher website for contact information.

Vice Chair Gray wondered if there is an opportunity to engage local youth in the project. Mr. Hatcher agreed they could ask their vendors and non-profits to consider local students available for common labor. Ms. Petrolia also mentioned The Milagro Center is a good resource for young women who might be interested in being involved.

Motion by Commissioner Petrolia seconded by Deputy Vice Chair Casale, to approve the third amendment to the Ground Lease – 20 And 26 NW 6th Avenue. In a roll call vote, the **motion** passed (6-0).

a. Project Consultancy & Design Services Funding Application – Jerk & Lime At Nicole's House, LLC (182 NW 5th Avenue)

Alexina Jeannite, CRA Community Engagement Director, provided background on Nicole's House, including the pursuit of a multi-year lease with the CRA. Nicole's House is requesting \$15,000 to assist with the cost of design services to retrofit the space for a restaurant. If awarded, the conceptual designs and plans would be used to apply for Site Development Assistance funding. Ms. Jeannite read the recommendation into the record.

Chair Johnson opened the floor for discussion on item a 8a.

Ms. Jadusingh added there have been discussions with Nicole's House about financing and they are aware CRA is not paying 100% of the costs. Ms. Meyers shared they estimated approximately \$32,000 to build the kitchen and they already have that amount secured in personal funding. Additionally, she explained they would need \$95,000 in additional funding for backup inventory, a point-of-sale system, and working capital and are looking into an SBA loan.

Chair Johnson asked when the operation would open. Ms. Meyers replied the goal would be to open by July 2022.

Chair Johnson noted a future item to discuss is the exterior of the cottages, including the one Nicole's House would be located in.

Motion by Commissioner Boylston seconded by Vice Chair Gray, to approve the project consulting and design services funding application for Jerk & Lime at Nicole's House, LLC. In a roll call vote, the **motion** passed (6-0).

b. Project Consultancy & Design Services Funding Application – Let's Talk Innovation, LLC (D/B/A Let's Talk Café) (186 NW 5th Avenue)

Ms. Jadusingh noted the applicant was unable to attend due to childcare transportation issues. She recommended the item be moved to next month's meeting. The Board asked if they could discuss without their attendance and Ms. Jadusingh noted they can.

Mr. Boylston asked whether the budget projections have been received yet. Ms. Jeannite replied that Let's Talk has not yet shared whether they secured bank funding. She noted they were going to provide cash flow projections for startup and business operations at today's meeting. Mr. Boylston replied he'd feel more comfortable knowing they had secured funding. Ms. Jadusingh shared the applicants did confirm they had approximately \$20,000 in personal funding secured, \$30,000 from investors, and were seeking additional funding from a grant.

Chair Johnson asked if there is a timeline for the cottage applicants. Ms. Jadusingh confirmed both applicants for the cottages are prepared to sign the lease agreements once they are approved, which should be November 2021. The lease agreements have a timeline for buildout, which range from six (6) to ten (10) months.

Motion by Commissioner Petrolia seconded by Commissioner Boylston, to adopt table item 8b. until next month's meeting. In a roll call vote, the **motion** passed (6-0).

9. New Business

a. Temporary Use Agreement With David Mancini & Sons, Inc. – 362 NE 3rd Avenue

Mr. Cabrera, Redevelopment Manager, provided an update on the NE 3rd Avenue streetscape project. Mancini & Sons have requested to use half the parking lot of 362 NE 3rd Avenue for staging the construction equipment from November 21, 2021 until May 20, 2020.

Deputy Vice Chair Casale asked staff whether the CRA would typically charge for use of space. Ms. Jadusingh answered no, particularly when the project is a CRA project. However, they have requested Mancini redo the entire parking lot after use.

Commissioner Petrolia suggested the equipment be stored near the back of the lot since the front section is utilized as overflow for local businesses. She asked why the proposal is to store the equipment in the front. Mr. Cabrera noted the Mancini would like to use the front for easier access to the equipment. Ms. Power noted when Mancini & Sons are working on NE 3rd Avenue, there will be no direct access to the parking lot from that street.

Motion by Commissioner Boylston seconded by Vice Chair Gray to approve the temporary use agreement. In a roll call vote, **motion** passed (6-0).

10. Other Business

a. Comments by Executive Director

Ms. Jadusingh announced the CRA was awarded the Solid Waste Authority grant of \$80,652 to demo two properties. The item will be on next month's agenda.

Ms. Jadusingh shared the 26th Annual Winter GreenMarket will be open from October 23, 2021-May 21, 2022. They are finalizing the SNAP policies and procedures and that option should be available in November. The new location for GreenMarket is in the Front Lawn of Cornell Museum of Art/Kitty Litter area.

There will also be a once-a-month Maker's Market on Libby Wesley in December, January, and February.

Ms. Jadusingh noted a few staff members will be attending the 2021 Florida Redevelopment Association Conference from October 27-29 in Fort Myers. Members have been asked to present or join panel discussions at the conference.

f. Comments by Board Attorney

None.

g. Comments by Commissioners

Commissioner Boylston thanked Ms. Jadusingh about the recent meeting and the pivot to a listening and discussion session and how much residents appreciated her leadership.

Deputy Vice Chair Casale agreed with Commissioner Boylston and also thanked Ms. Jadusingh for her leadership. She also asked any Old School Square instructors who may need a location to contact the Arts Warehouse at 561-330-9614.

Vice Chair Gray also thanked all CRA staff for their leadership during the meeting and all the ongoing project information they shared with the community. The community expressed a desire to be treated as partners with CRA, the same way they see the relationship between CRA and developers.

Chair Johnson also thanked Ms. Jadusingh for her leadership during the community meeting and wondered whether any of the projects discussed during the meeting will be brought back to the Board. Ms. Jadusingh noted many things the residents are concerned with is demonstrated in the work the CRA is currently doing. Ms. Jadusingh also confirmed all agendas are available for all attendees at the community meeting.

11. Adjournment

There being no further discussion, the meeting was adjourned at 5:26 p.m.

Renee Jadusingh, Executive Director

Shirley Ervin Johnson, Board Chair