



CRA Board Regular Meeting Minutes
Thursday, November 16, 2023 – 4:00 p.m.
City Hall Commission Chambers
Delray Beach, FL 33444

STAFF PRESENT:

Renee Jadusingh, Esq.
Ashlyn Darden, Esq.

Christine Tibbs
Tracy Waterlander

Gina Clayton

OTHERS PRESENT:

Sanaz Alempour
George Long

1. Call to Order

Chair Frankel called the meeting to order at 4:00 p.m.

2. Roll Call

CRA Board Members Present: Chair Adam Frankel, Vice-Chair Angela Burns, Deputy Vice-Chair Shelly Petrolia, and CRA Commissioner Ryan Boylston

3. Approval of Agenda

Motion by Commissioner Boylston, seconded by Deputy Vice-Chair Shelly Petrolia, to approve the Agenda. In a roll call vote, **motion** passed (4-0)

4. November PowerPoint Presentation (Included for information only)

A. NOVEMBER POWERPOINT PRESENTATION

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

George Long, 46 N. Swinton, provided public comment on construction projects.

6. Consent Agenda

A. A.-G.U.I.D.E. WORKSHOP MINUTES

B. REGULAR BOARD MEETING MINUTES – SEPTEMBER 28, 2023

- C. JOINT CITY COMMISSION & CRA BOARD WORKSHOP MINUTES – OCTOBER 17, 2023
- D. CRA FINANCIAL REPORT – AUGUST 2023
- E. DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY BUDGET AMENDMENT NO. 3, FISCAL YEAR 2022-2023
- F. SECOND AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN THE CITY OF DELRAY BEACH AND DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY FOR FUNDING CONSTRUCTION/PROFESSIONAL SERVICES – FY 2022-2023
- G. INTERLOCAL AGREEMENT BETWEEN THE CITY OF DELRAY BEACH AND DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY FOR FUNDING CONSTRUCTION/PROFESSIONAL SERVICES – FY 2023-204
- H. INTERLOCAL AGREEMENT BETWEEN THE CITY OF DELRAY BEACH AND THE DELRAY BEACH REDEVELOPMENT AGENCY FOR THE PARTNERSHIP FOR THE 2024 DELRAY BEACH OPEN TENNIS TOURNAMENT -- \$905,000
- I. FIRST AMENDMENT TO THE LANDSCAPE MAINTENANCE SERVICES AGREEMENT
- J. RETROACTIVE APPROVAL TO APPLY FOR FISCAL YEAR 2023-2024 SOLID WASTE AUTHORITY OF PALM BEACH COUNTY BLIGHTED AND DISTRESSED PROPERTY CLEAN-UP GRANT
- K. SITE DEVELOPMENT ASSISTANCE FUNDING – BLANC BEAUTY SALON HAIR AND NAIL, INC. (26 NW 6TH AVENUE) FOR AN AMOUNT NOT TO EXCEED \$32,141
- L. FIRST AMENDMENT TO PROJECT CONSULTANCY AND DESIGN SERVICES FUNDING AGREEMENT – ROMAUI, LLC
- M. PAINT-UP & SIGNAGE FUNDING AGREEMENT – HNM ARCHITECTURE (143 SOUTH SWINTON AVENUE, CRA SUB AREA #2)

Ms. Jadusingh, Executive Director, requested to move Item 6E to 7AA.

Motion by Deputy Vice-Chair Petrolia, seconded by Commissioner Boylston, to approve the Consent Agenda, as amended. In a roll call vote, **motion** passed (4-0).

7. Old Business

AA. DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY BUDGET AMENDMENT NO. 3, FISCAL YEAR 2022-2023

Ms. Gina Clayton, Director of Finance and Operations, provided a brief background on the item. She noted they updated line Items 5140 and 6208 B.

Motion by Deputy Vice-Chair Petrolia, seconded by Commissioner Boylston, to approve Item 7AA. In a roll call vote, **motion** passed (4-0).

A. UPDATE ON THE DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY REDEVELOPMENT ADVISORY COMMITTEE

Ms. Jadusingh provided a brief background on the item. She stated they received 15 total applications but only 8 could be considered for the Committee. She requested to reopen the process for another 60 days to generate more applications.

Motion by Commissioner Boylston, seconded by Vice-Chair Burns, to approve the request, In a roll call vote, **motion** passed (4-0).

B. AWARD REQUEST FOR PROPOSALS CRA NO. 2023-2024 WORKSPACE OPERATOR FOR 98 NW 5TH AVENUE

Ms. Tibbs provided a brief background on the item, including the objective and RFQ details. She stated one proposal was received by the due date. She stated the Evaluation Committee noted the limited relevant experience of the Proposer, Co-Space, LLC, as it related to operating, managing, and programming similar shared workspace environments. The CRA Board recommended to award the RFQ and enter negotiations with the Proposer based on the success of programming Co-Space achieves since March 2023. She reviewed the Co-Space, LLC proposal, 3-Phased Approach, and Business Needs. Ms. Tibbs summarized the recommended action options.

Commissioner Boylston asked staff their opinion on the funding and rent forbearance. Ms. Jadusingh said they initially discussed \$50K for startup costs and would need to negotiate with Proposer if they move forward. She noted they did not anticipate the request for 12 months of rent forbearance.

Commissioner Boylston is comfortable with moving forward with negotiation and three months of rent forbearance. He stated the five years of required experience may have limited the number of responses.

Vice-Chair Burns said the property is already furnished and questioned the proposed funding for a few items. She asked about the podcast studio. Ms. Tibbs explained there is a privacy booth for an individual person.

Deputy Vice-Chair Petrolia noted she is a bit shocked at the proposed funding and it feels over the top. She expressed concern about a commitment to the proposed business needs. She would support rethinking or reissuing the RFP if the negotiation does not pan out.

Motion by Commissioner Boylston, seconded by Deputy Vice-Chair Petrolia, to authorize the CRA Executive Director to negotiate an agreement for the workspace operator of 98 NW 5th Avenue with Co-Space, LLC. In a roll call vote, **motion** passed (4-0).

C. REQUEST FOR QUALIFICATIONS – NW 600 BLOCK – WEST ATLANTIC AVENUE

Ms. Tibbs provided a brief background on the item. She summarized the recommended action options.

Deputy Vice-Chair Petrolia asked if there is a chance to acquire the private property in order to make the area contiguous. Ms. Tibbs confirmed they have attempted to purchase it for years.

Commissioner Boylston stated he would prefer the most residential as possible.

Ms. Jadusingh said, based on the RFQ language, they cannot do all residential. There needs to be some commercial or mixed-used component.

Vice-Chair Burns said they need to have truly affordable housing and to minimize the commercial.

Motion by Commissioner Boylston, seconded by Vice-Chair Burns, to approve Item 7C. In a roll call vote, **motion** passed (4-0).

8. New Business

A. UPDATE ON WEST ATLANTIC MASTER PLAN

Ms. Jadusingh provided a brief background on the item. She said there is desire from the community to update the entire West Atlantic Master Plan and not only the Implementation Plan. She asked for direction from the Board.

Commissioner Boylston said the implementation component is throughout the master plan. He recommended updating the implementation plan and then updating data census data or the data collected by the City or partners.

Deputy Vice-Chair Petrolia agreed it is a good time to update the plan but not do a complete overhaul. She noted the length of time it would take to redo the entire master plan.

Ms. Jadusingh explained they would seek a consultant to assist with the update. She asked for direction if the RFQs received are above \$65,000.

Motion by Commissioner Boylston, seconded by Deputy Vice-Chair Petrolia, to keep the scope under \$65,000 in order to hand pick the consultant. a roll call vote, **motion** passed (4-0).

9. Other Business

A. Comments by Executive Director

Ms. Jadusingh highlighted that in October the Delray Beach CRA attended the annual Florida Redevelopment Association (FRA) Conference. During the conference, we accepted the award for Best Annual Report for the fiscal year 2022.

Ms. Jadusingh also shared some upcoming events including: the annual Warehouse Market, 'Crafted on the Ave,' the December CRA Social, and the Hatcher Ribbon Cutting Ceremony.

Ms. Jadusingh wished everyone a happy thanksgiving.

B. Comments by Board Attorney

Ms. Alempour had no comments.

C. Comments by Commissioners

No Board comments.

10. Adjournment

There being no further discussion, the meeting was adjourned at 5:46 p.m.

Renee Jadusingh, Executive Director

Adam Frankel, Chair