

City of Delray Beach

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www.delraybeachfl.gov



Minutes - Draft

Monday, March 9, 2026

4:00 PM

Workshop Meeting at 4:00 PM

Delray Beach City Hall or Watch on YouTube:
<https://www.youtube.com/@cityofdelraybeachfl/streams>

City Commission

Mayor Thomas F. Carney, Jr.
Deputy Vice Mayor Angela Burns
Commissioner Tom Markert
Commissioner Juli Casale

Pursuant to Section 3.12 of the Charter of the City of Delray Beach, the Mayor has instructed me to announce a Workshop Meeting of the City Commission to be held for the following purposes:

The March 9, 2026 Workshop Meeting was called to order at 4:04 p.m. Alexis Givings, City Clerk, called the roll and the following were present:

Present: 4 - Mayor Thomas F. Carney, Jr., Deputy Vice Mayor Angela Burns, Commissioner Juli Casale and Commissioner Tom Markert

Others present were:
Terrence Moore, City Manager
Lynn Gelin, City Attorney
Alexis Givings, City Clerk

WS.1. PUBLIC COMMENTS

Mayor Carney opened the floor to anyone who wished to provide public comment.

Seeing no one present, Mayor Carney closed public comment.

WS.2. POLICY CONSIDERATIONS REGARDING NON-PROFIT FUNDING

Sponsors: City Manager Department

Attachments: [Agenda Cover Report](#)
[Funding Agreement - Achievement Ctr for PG and VA and Amendment 1](#)
[Funding Agreement - Achievement Ctr for Programming and Amendment 1](#)
[Financial and Performance - Achievement Center for both Agreements](#)
[Funding Agreement for Arts Garage](#)
[Lease with Creative City Collaborative \(Arts Garage\) with Amendments 1 and 2](#)
[Funding Agreement - Boys and Girls Club and Amend 1](#)
[Lease Boys & Girls Club of PBC 6-01-97](#)
[Audit Only - Boys and Girls Club](#)
[Performance Report Only - Boys and Girls Club](#)
[Funding Agreement - DB Historical Society and Amendments 1 and 2](#)
[Lease for Delray Beach Historical Society- expiration Sept. 30,2028](#)
[Financial and Performance - DB Historic Society](#)
[Funding Agreement - Sandoway and Amendments 1-4](#)
[Sublease for Sandoway -expires 08-09-2055](#)
[Financial and Performance - Sandoway](#)
[Funding Agreement - Spady \(EPOCH\) and Amendments 1-4](#)
[Lease for Spady Museum](#)
[Financial and Performance - Spady Museum](#)
[Funding Agreement - Delray Beach Public Library Association Inc](#)
[Library 2005 Business Lease for 99 years w-Amendment 1](#)
[Management Agreement with DB Public Library and Amendment 1](#)
[Tripartite and Interlocal Agreement for Library w-highlight](#)
[Financial and Performance - DB Public Library](#)
[Revocable License Agreement - Mae Volen Senior Center, Inc. \(Western Community Center\) - Expires 09-30-2026](#)
[ScoutHut LeaseAgreement 2024 PE](#)
[A-Guide Transition Presentation to the CC July 2025](#)
[Non-profit funding and lease agreement charts - v2F 03.05.26](#)
[March 9 2026 Workshop - Non Profit funding and leasing presentation.](#)
[Tripartite Agreement for PG and VA -sEP 2026](#)

Janai Bowens, Education and External Opportunities Manager, presented an overview of the current nonprofit funding structure, internal grants policy, and potential future grant processes, identifying seven nonprofit agencies currently funded by the City Manager's Office: Achievement Center for Children and Families, Boys and Girls Club of Delray Beach, Spady Cultural Heritage Museum, Delray Beach Public Library, Delray Beach Historical Society, Sandoway Discovery Center, and Arts Garage; noting support for educational programming, historical preservation, and

community services. Grants are awarded annually through a continuous process without a formal application or a Request for Proposal (RFP), and all funding agreements expire on September 30, 2026.

Jeff, Oris, Assistant City Manager, noted that the funding agreement with the Delray Beach Public Library has no expiration date or fixed amount but includes an annual allocation. The City's 2025 internal grants policy outlines procedures for most grants, excluding programs such as the Community Development Block Grant (CDBG), State Housing Initiative Partnership (SHIP), Urban Development Action Grant (UDAG), and recurring City grants.

Ms. Bowens stated that if a competitive grant process is implemented, it would require eligible applicants to be 501(c)(3) nonprofits operating at least two years in Palm Beach County, financially accountable, align with funding priorities, and, if a new applicant, not have received City funding within the past year. She outlined a five-phase process for a potential competitive system; planning and design, Notice of Funding Opportunities (NOFO) or RFP development, solicitation and outreach, proposal and evaluation by a committee, award, monitoring, and closeout. She noted that grant administration is currently decentralized across City departments, while Finance and Purchasing oversees monitoring, financial reporting, reimbursements, and closeout. The City Commission must decide the nonprofit funding structure after the 2026 agreements expire.

Three potential funding approaches were presented: maintain the current annual agreements, as the Commission could not bind future Commissions to multi-year commitments; implement a fully competitive grant process, where the Commission would set funding priorities and require organizations to apply through a formal process. Lynn Gelin, City Attorney, clarified that multi-year agreements are possible but must include termination provisions and cannot guarantee consistent annual funding. Staff noted nonprofits' concerns about funding instability under annual or competitive models and emphasized that City funding helps support their operations as well as stewardship of city-owned properties. However, a competitive process could improve accountability through clearer performance standards and financial documentation requirements, including upfront financial verification and end-of-year receipts. Option three; a hybrid approach, allowing the City Commission to maintain some level of existing funding while introducing competitive elements, adjusting funding levels over time, or prioritizing certain applicants, depending on the Commission's goals.

Mayor Carney inquired if nonprofit funding could be allocated based on the type of services provided, differentiating between organizations that

provide services directly to the City and suggested that funding policies could reflect these differences. He also inquired whether the City has policies that tie funding amounts to factors such as a nonprofit's revenue, operating budget, or per capita formulas. Mr. Oris responded that the current policy is general and such specific criteria would be defined in a request for proposals. Mayor Carney further asked how Delray Beach compares to other municipalities in terms of nonprofit funding levels. Mr. Oris indicated no formal analysis has been conducted, though practices vary widely across cities, with some providing no funding and others offering significant support through formal programs. Additional discussion highlighted that Delray Beach provides relatively substantial support, including leasing city-owned historic properties to nonprofits, which is less common in other municipalities. Mayor Carney also sought clarification on total funding amounts following the transition of Community Redevelopment Agency (CRA) responsibilities to the City, noting that the City has now assumed full responsibility for those funds.

Commissioner Casale estimated direct City nonprofit funding at approximately \$1.9 million, or \$2.2-\$2.3 million, including lease values, excluding the library, lease-only arrangements, and certain smaller or externally funded entities, and emphasized that lease support and direct funding should be considered separately.

Mayor Carney questioned whether the City has evaluated the value of benefits received, particularly for below-market leases. He indicated a preference to maintain the current funding approach in the short term while developing a more structured policy and allowing for a transition period if moving to a competitive process, while Commissioner Casale raised concerns about funding allocations and budget impacts.

Discussion ensued among the Commission that highlighted the need to determine the total budget allocation for nonprofits before deciding on funding methods.

Mr. Oris emphasized the need to strengthen performance standards in grant agreements, citing the agreement with the Arts Garage as a model that requires nonprofits to specify how funds will be used and to provide detailed end-of-year reports, including receipts and measurable outcomes. He noted that current standards are too general.

Mr. Moore recommended maintaining the current funding approach for the upcoming fiscal year due to timing constraints with the budget process, while incorporating performance measurement improvements and addressing policy updates during an upcoming annual goal-setting session anticipated in May. He further advised against increasing the overall

funding allocation at this time and suggested continuing with existing funding levels as a practical and financially responsible approach.

The Commission discussed the importance of establishing clear goals, priorities, and accountability measures before implementing significant changes, with consensus to proceed with the current group of funded nonprofits and maintain existing funding levels for the next fiscal year. It was also clarified that no new organizations would be added during this period, and that further policy development, including performance standards and funding strategies, would occur alongside the budget and goal-setting processes.

There being no further business to discuss, Mayor Carney adjourned the meeting at 4:45 p.m.

The City shall furnish appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of a service, program, or activity conducted by the City. Please contact the Human Resources Department at (561) 243-7125 at least 24 hours prior to the program or activity for the City to reasonably accommodate your request. Adaptive listening devices are available for meetings in the Commission Chambers.