



Delray Beach Community Redevelopment Agency

Regular Board Meeting

Wednesday, April 30, 2025

At 4:00 P.M.

Commission Chambers at City Hall

Item 4B.

Presentation by CBIZ CPAs

Audit Presentation, FY 2023-2024

[Click here to view the Audit, FY 23-24](#)



Item 8A.

Community Redevelopment Agency Redevelopment Advisory Committee Term Review





REDEVELOPMENT ADVISORY COMMITTEE

(RAC) MEMBERS

Chair Angela Hill (Sub Area 4)

Vice-Chair Lucika Suarez (Sub Area 8)

Robin Keller (Sub Area 5)

Samuel Spear Jr. (Sub Area 6)

Kristina Lebrevelec (Sub Area 7)



REDEVELOPMENT ADVISORY COMMITTEE (RAC) MEETING SCHEDULE

Meeting Location: All RAC Meetings are scheduled to be held at 98 NW 5th Avenue, Delray Beach, FL 33444 (Second Floor) unless otherwise noted.

Past Meetings

Kickoff Meeting: Wednesday, September 4th, 2024, at 5:30 PM

RAC Meeting: Monday, October 7th, 2024, at 5:30 PM

RAC Meeting: Thursday, December 12th, 2024, at 5:30 PM

RAC Meeting: Thursday, March 20th, 2025, at 5:30 PM

**March 20th RAC Meeting – NEW Location: CRA Office, 22 N. Swinton Avenue, Delray Beach, FL 33444*

Upcoming Meetings

RAC Meeting: Thursday, June 26th, 2025, at 5:30 PM





Article 3.3 of the RAC Resolution states:

3.3. RAC Term Review. Three (3) months before the expiration of the first RAC member's term, the CRA Executive Director shall place RAC on a Board meeting agenda for discussion by the CRA Board. The CRA Board may discharge and dissolve RAC at that time by a majority vote of the CRA Board Members.

Board Action:

CRA Staff of seeking direction from the Board regarding the same.





Item 9A.

Appointment of CRA Officer:
Deputy Vice-Chair



Item 9B.

CRA Budget Amendment No. 2, FY 2024-2025

Fiscal Year 2024-2025

Proposed Budget Adjustments for Discussion

4005	City - TIF Revenue	\$ (67,692)
4010	County - TIF Revenue	\$ (51,575)
4900	Interest Revenue	<u>\$ 25,000</u>
City Request Adjustments		
5200	Crest Theatre Historical Preservation	\$ 500,000
5367	SW 8th and SW 2nd Improvements	\$ 211,000
		<u>\$ 711,000</u>
Other- Adjustments		
5610	Land Acquisition-Other	\$ (836,967)
6211	Utilities- 98 NW 5th Ave	\$ 3,500
6218	Maintenance- 98 NW 5th Ave	\$ 25,000
6303	Maintenance - Redevelopment	\$ 17,700
6395	Legal - Redevelopment	\$ 2,500
7313	CRA Grant Programs	\$ (42,000)
7375	A-GUIDE Funding	\$ 25,000
	Other -Adjustments	<u>\$ (805,267)</u>
	NET ADJUSTMENTS	<u>\$ -</u>





Improvements to Crest Theatre

The City of Delray Beach is currently in the process of renovating and modernizing the interior of Crest Theatre. The planned renovations include updates and modernization to the auditorium, stage, backstage areas, dressing rooms, bathrooms, corridors, balcony, lighting/sound and their associated control rooms, follow spot booth, and all other adjacent areas as necessary.

A RFQ for the architectural/engineering design & construction administration portion of the project was issued by the City in January 2025 and is currently progressing through the procurement phase. The City's RFQ for Crest Theatre stated that the CRA would be the funding source for the renovations and improvements, however, the CRA has not yet considered such a request. The City has estimated that the entirety of the project will cost about \$5.5 million.

CITY FUNDING REQUEST FOR FISCAL YEAR 2024-2025:

\$500,000 to go towards accomplishing the planned improvements to Crest Theatre.

ACTION NEEDED:

CRA staff is seeking input and direction in allocating \$500,000 of CRA funds for improvements to Crest Theatre.





Removal of Roundabout at SW 8th Avenue and SW 2nd Street

The City of Delray Beach is currently working with a consultant to develop a design plan for the removal of the roundabout on SW 8th Avenue and SW 2nd Street and installation of a raised intersection.

CITY FUNDING REQUEST FOR FISCAL YEAR 2024-2025:

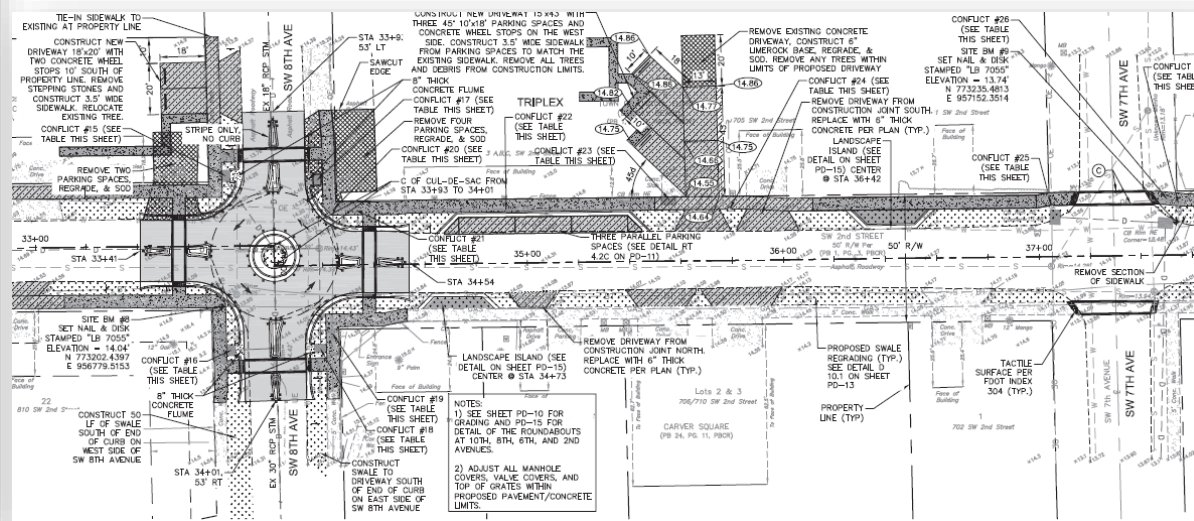
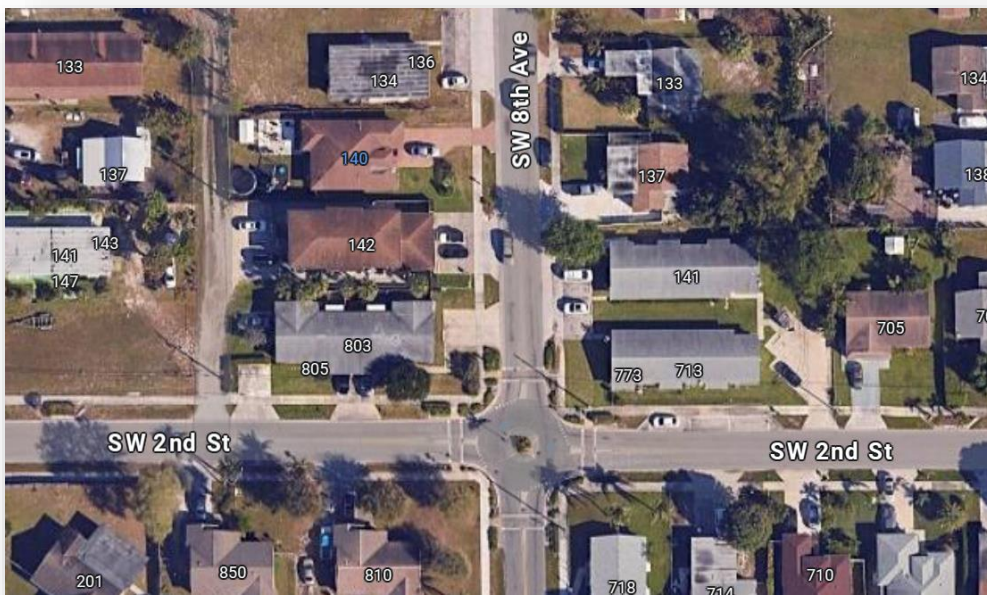
\$31,000 for engineering design

\$180,000 for construction

Total Request: \$211,000

ACTION NEEDED:

CRA staff is seeking input and direction in allocating \$211,000 of CRA funds for the removal of the roundabout at SW 8th Avenue and SW 2nd Street for the installation of a raised intersection.





Item 9C.

First Amendment to CIP ILA
for FY 2024-2025



Implementation of Old School Square Master Plan

FY 2024 – 2025 CRA Budget

\$500,000 is currently allocated within CRA's Fiscal Year 2024-2025 Budget to implement improvements to the OSS Campus contemplated within the approved Old School Square Master Plan.



OSS Master Plan Proposed Site Plan
Approved by City on November 20, 2017

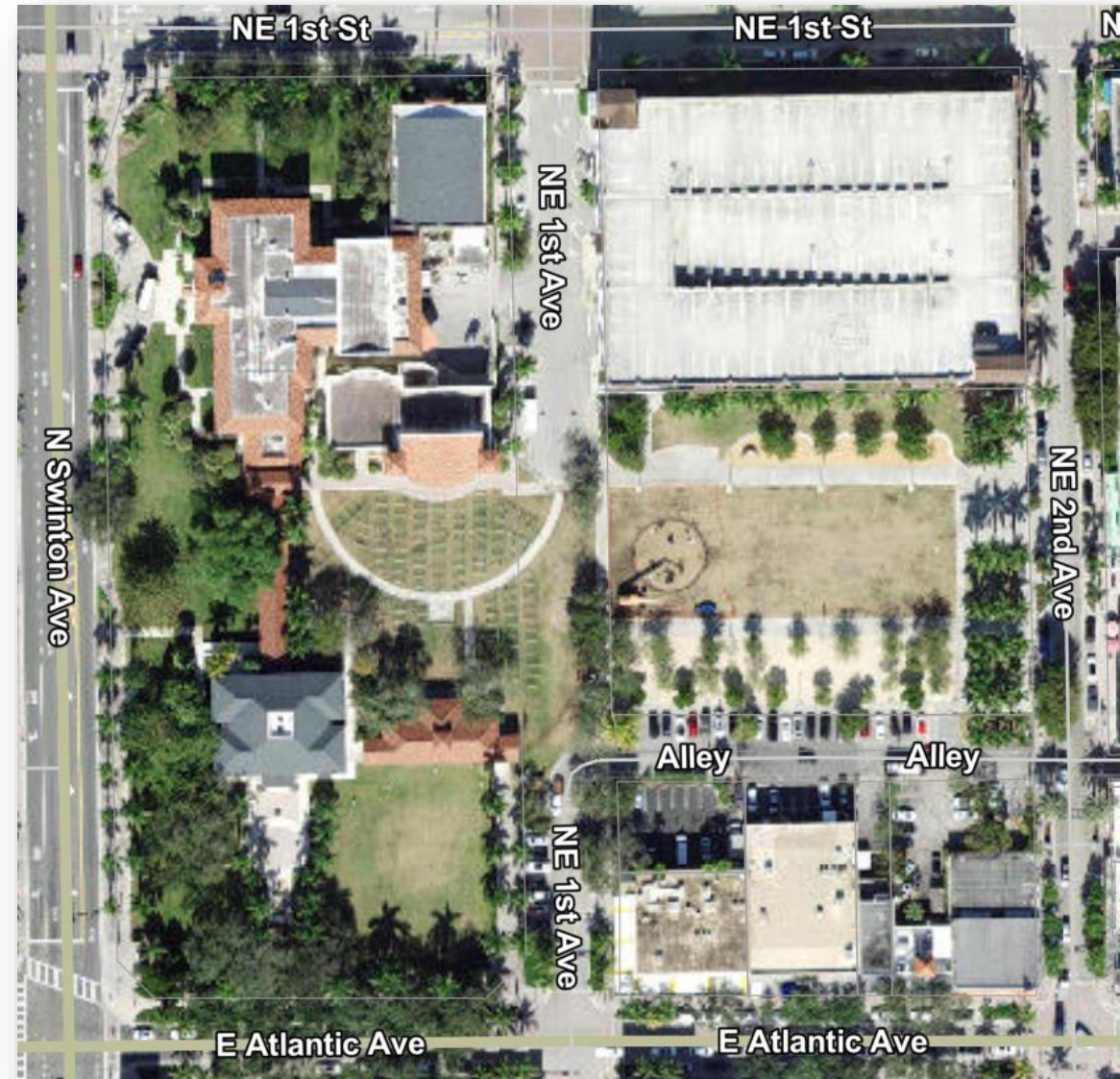


CRA staff met with City staff to discuss potential improvements that would best meet current and future needs, while taking into account the most effective use of the current budgeted CRA funds, and have determined that the funds should go towards:

- 1) the purchase and installation of turf block pavers along the NE 1st Avenue section of OSS Campus grounds that is currently sodded; and
- 2) updates to the electrical system that services the OSS Campus grounds.

ACTION NEEDED:

CRA staff is seeking input and direction in utilizing the allocated \$500,000 of CRA funds for turf block pavers and updates to the electrical system.





Improvements to Crest Theatre



The City of Delray Beach is currently in the process of renovating and modernizing the interior of Crest Theatre. The planned renovations include updates and modernization to the auditorium, stage, backstage areas, dressing rooms, bathrooms, corridors, balcony, lighting/sound and their associated control rooms, follow spot booth, and all other adjacent areas as necessary.

CITY FUNDING REQUEST FOR FISCAL YEAR 2024-2025:

\$500,000 to go towards accomplishing the planned improvements to Crest Theatre.

ACTION NEEDED:

CRA staff is seeking input and direction in allocating \$500,000 of CRA funds for improvements to Crest Theatre.



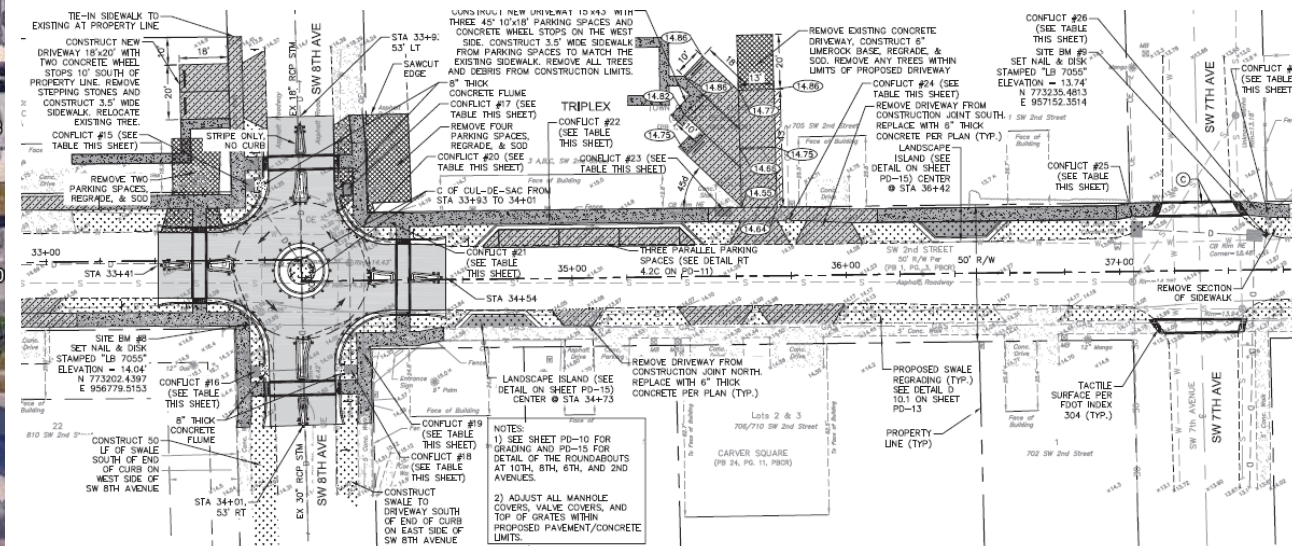
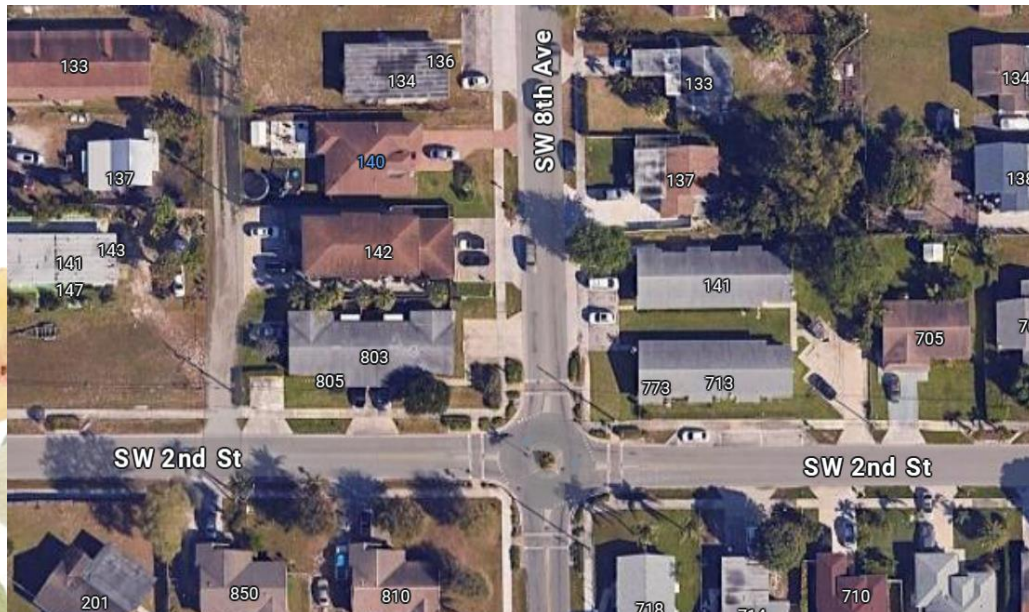
A decorative illustration of blue and yellow flowers, likely forget-me-nots, with green leaves and stems, positioned in the bottom right corner of the page.



Total Request: \$211,000



CRA staff is seeking input and direction in allocating \$211,000 of CRA funds for the removal of the roundabout at SW 8th Avenue and SW 2nd Street for the installation of a raised intersection.

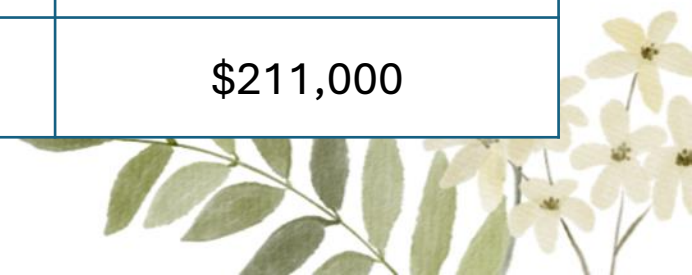




CRA staff is seeking input and direction from the CRA Board as to:

- 1) The improvements to the OSS Campus that implement the Old School Square Master Plan utilizing the \$500,000 allocated within the CRA’s Fiscal Year 2024-2025 Budget; and
- 2) The funding requests from the City as stated below:

		Fiscal Year 2024-2025 Projects – First Amendment	
CRA GL#	City Project #	Project Name	CRA Funding
5203	TBD	Improvements to Crest Theatre	\$500,000
5367	TBD	Removal of Roundabout at SW 8 th Ave and SW 2 nd ST	\$211,000





Item 9D.

Update and Direction on CRA-Owned Properties on NW 5th Avenue





186 NW 5th Avenue (Historic Harvel House)

CRA received six (6) applications, and all applications were reviewed by the review committee which was made up of three (3) CRA staff members, one (1) City staff member, and one (1) community partner member. After two meetings, the review committee selected Visual Adjectives to occupy the Harvel House for the growth and development of their business.

Visual Adjectives:

Visual Adjectives was founded by the Stinson family—Edward Jr., Michelle, and their son Edward III—in 2006. The company emerged from their collective passion for creativity and their desire to make publishing accessible to all.

Visual Adjectives' mission is not just to publish books but to empower authors and artists by providing them with the tools, resources, and support they need to succeed. They offer a variety of publishing packages that include Hybrid Publishing, Traditional Publishing and Self-Publishing. In addition, they offer a range of add-on services, including Editorial, Review, Cover Design, and Layout.

Overview of Lease Terms:

Lease Term: 4 years with two (2) options to renew at 1-year terms

Lease Amount:

- \$20 per square foot (1,080 square feet)
- \$1.00 per square foot increase annually upon third anniversary of lease

Lease Commencement: May 1, 2025

Buildout Period: Two months





98 NW 5th Avenue – Edmonds Baine Building:

On May 30, 2024, a second Notice of Intent to Lease was issued for the remaining two (2) bays – Suite 103 and 104 – and ten (10) submissions were received.

Review Committee:

With only two (2) bays left at the Edmonds Baine Building, and with limited commercial space on the NW/SW 5th Avenue corridor in general, the review committee and CRA staff reviewed all submissions with the following in mind:

- needs and desires of the community, the goals and objectives for the historic NW/SW 5th Avenue commercial corridor stated within the CRA Community Redevelopment Plan
- 2012 West Atlantic Needs Assessment
- 2016 Focus on 5th Initiative

The review committee, made up of three (3) CRA staff members, one (1) City staff member, and one (1) community partner member, held two review committee meetings and was not able to select any potential tenants to move forward with the negotiation process and decided the best course of action is to reissue a Notice of Intent to Lease and seek additional community input as to the types of businesses the community would like to occupy the remaining bays.



Additional Specifications for Third Notice of Intent

- Incorporating feedback from the community and the CRA Board within the Notice of Intent to Lease
- Excluding salons and barber shops as there are several in the immediate area - two (2) barbershops on NW 5th Avenue (102 NW 5th Avenue and 135 NW 5th Avenue), one (1) salon at 98 NW 5th Avenue in the build out phase, and one (1) barbershop at 26 NW 6th Avenue (Hatcher Building).



98 NW 5th Avenue – Edmonds Baine Building:



Overview of Lease Terms:

Lease Term: 4 years with two (2) options to renew at 1-year terms

Lease Amount:

- \$18 - \$23 per square foot (650 - 664 square feet)
 - o \$23 per square foot for Unit 101
 - o \$18 per square foot for Units 102-105
- 6% increase annually
- Buildout Period: Open for Negotiation



Board Action

- Provide additional input from the as to the types of businesses the community would like to occupy the remaining bays, and
- Approve issuance of a Notice of Intent to Lease, with additional specifications related to the types of businesses desired for the two (2) vacant tenant bays at 98 NW 5th Avenue, Edmonds Baine Building.



135 NW 5th Avenue (West Settlers Building):

The West Settlers Building is comprised of two commercial bays on the first-floor (both owned by the CRA) and four privately-owned residential condominiums (one on the first-floor and three on the second-floor). The building maintenance is overseen by the West Settlers Condominium Owners' Association, which the CRA manages.

Currently, Unit C5 (south unit) is occupied by LaShon Harris of Upper Cutz Barbershop and Salon, Inc. The CRA executed a Commercial Lease Agreement with Upper Cutz on October 3, 2017, with the initial termination date of September 30, 2020. There was one amendment to the Upper Cutz Agreement that extended the termination date until September 30, 2025, with no additional options to renew and/or amend the termination date available at this time. The current rent, inclusive of West Settlers Condominium Association Fees is \$1,338.23.



135 NW 5th Avenue (West Settlers Building):

CRA staff recommends the following Lease Terms for Unit C5:

Lease Term: 4 years with two (2) options to renew at 1-year terms

Lease Amount:

- \$21 per square foot (875 square feet)
- 6% increase annually
- Lease amount would be inclusive of the West Settlers Condominium Association fees (\$1745 per quarter)

Buildout Period: Open for Negotiation



Board Action

CRA Board direction on the Lease Terms for 135 NW 5th Avenue, Unit C5, and approval to issue a Notice of Intent to Lease for the 135 NW 5th Avenue, Unit C5 of the West Settlers Building.



Notice of Intent to Lease

Anticipated issue date: Monday, May 5, 2025

Anticipated submission deadline: Friday, June 20, 2025

The CRA intends to lease the properties to qualified individuals or entities for commercial uses with daytime, nighttime, and weekend operating hours. Commercial uses shall be retail/specialty shop, professional offices, financial services, health/wellness services (including, but not limited to pharmacy, medical, optical, dentistry services) and/or artist gallery/workspace as permitted within the Central Business District zoning district, more particularly described in the City's Land Development Regulations.

Non-profit organizations, religious institutions, adult entertainment establishments, adult gaming centers, alcohol/tobacco retailers, firearms/weapons and fireworks retailers, CBD retailers, or medical marijuana dispensaries shall be excluded and will not be considered.

The Notice of Intent to Lease and Application will be accessible via the CRAs website and hard copies will be available upon request.





Application Process:

- 1) Issue Notice on **Monday, May 5, 2025.**
- 2) Accept applications online via Jotform until **June 20, 2025.**
- 3) CRA Staff conduct preliminary reviews of application submissions to ensure completion and eligibility
- 4) Selection Committee meets to review and score complete and eligible submissions using a Scoring Rubric.
 - Selection Committee CRA Executive Director as Chairperson and one (1) City staff member, three (3) CRA staff members, one (1) community member as reviewers.
- 5) First Round: Applicants scored according to Scoring Rubric. Final scores of 80% or above will be accepted to move forward. Applicants will be selected by highest ranking.
- 6) Second Round: if further clarification is needed, applicants will meet in-person or have a phone interview with CRA staff to answer questions set forth by the Selection Committee.
- 7) Lease Agreements will be drafted and will include specific terms and conditions including provisions related to Insurance, Indemnification, Licensing, Default, etc.
- 8) The CRA Executive Director to execute the referenced agreements, as previously approved by the CRA Board.



Board Action

1. Provide direction on any additional specifications for the Notices of Intent to Lease for 98 NW 5th Avenue (Suites 103 and 104) and 135 NW 5th Ave (Suite C5);
2. Provide direction as to the Lease Terms for 135 NW 5th Ave (Suite C5);
3. Approve the issuance of the Notices of Intent to Lease and the Applications for the two units at 98 NW 5th Avenue, Edmonds Baine Building (Suite 103 and 104), and the one unit at 135 NW 5th Avenue (Unit C5), West Settlers Building.





Item 9E.

Discussion - SW 600-800 Atlantic Avenue



CRA-owned Properties

SW 600 – 800 Blocks of West Atlantic Avenue



CRA Properties

- CRA Building
- Ground Lease
- Park
- Public Parking Lot
- Vacant Land



2018 Request for Proposals:

A Request for Proposals (RFP) was issued for the SW 600 – 800 Blocks of West Atlantic Avenue in 2018. The 2018 RFP included all CRA-owned properties within the SW 600 – 800 Blocks between SW 6th Avenue and SW 9th Avenue, bounded by West Atlantic Avenue to the north and SW 1st Street to the south.

The key elements in the 2018 RFP included:

- Provision of housing, including workforce housing on-site or off-site on CRA-owned vacant properties.
 - Inclusion of community needs identified in the 2012 West Atlantic Area Needs Assessment as follows:
 - Full-service grocery store – no less than 20,000 square feet;
 - Pharmacy*;
 - Health and wellness facilities (urgent care, clinic, fitness center);
 - Financial institution (Bank or credit union)*; and
 - Family/social entertainment (sports bar, jazz club/lounge, amusement venues)
- *Note: Pharmacy & Financial Institution may be located with the Grocery Store.
- Space for local small businesses in the new development.
 - Local hiring and inclusion plan to provide construction job opportunities for local residents and bid opportunities for local subcontractors and vendors.





2025 Request for Proposals:

CRA staff is requesting the CRA Board to provide direction on drafting a new RFP for the SW 600, 700, and 800 Blocks of West Atlantic Avenue. CRA staff is proposing to issue an RFP in July 2025.

If the CRA Board desires CRA staff to draft and issue an RFP within that timeframe, CRA staff is requesting the CRA Board to discuss and provide general direction as it relates to the specifications desired within the RFP, and more specifically, on the following:

- 1) A full-service grocery store was a community need identified in the 2012 West Atlantic Area Needs Assessment and included as a key element in the 2018 RFP that needed to be included within a potential developer's submitted proposal.
 - Should a full-service grocery store with a minimum of 20,000 SF remain a key element in the 2025 RFP?
 - Is there a desire to allow potential developers to propose alternative fresh food retailers?
 - Is there a desire to reduce the minimum square footage?





2). The 2018 RFP included all CRA-owned properties within the SW 600 – 800 Blocks between SW 6th Avenue and SW 9th Avenue, bounded by West Atlantic Avenue to the north and SW 1st Street to the south, and potential developers were required to propose a development that encompassed all CRA-owned properties contained in the RFP.

- Is there a desire to release the 2025 RFP with the same structure and requirement?
- Is there a desire to release three (3) separate RFPs – one (1) RFP for each block of CRA-owned properties?
- Is there a desire to release one (1) RFP that includes all CRA-owned properties within the SW 600-800 Blocks of West Atlantic Avenue, but allow potential developers the option to choose which of the CRA-owned properties on which it would like to develop?



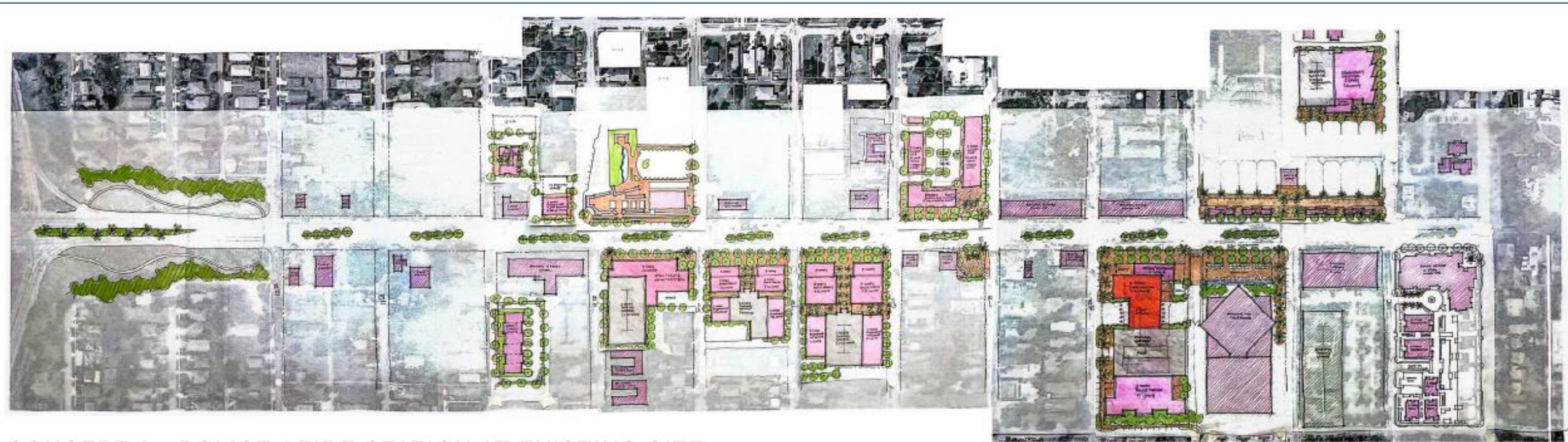


3). Is there a desire to include the development sketches that showed conceptual development opportunities for CRA and City-owned properties along West Atlantic Avenue, which included the CRA-owned properties in the SW 600, 700, and 800 blocks of West Atlantic Avenue as presented to the CRA Board at the October 29, 2024, CRA Board Workshop within the 2025 RFP?



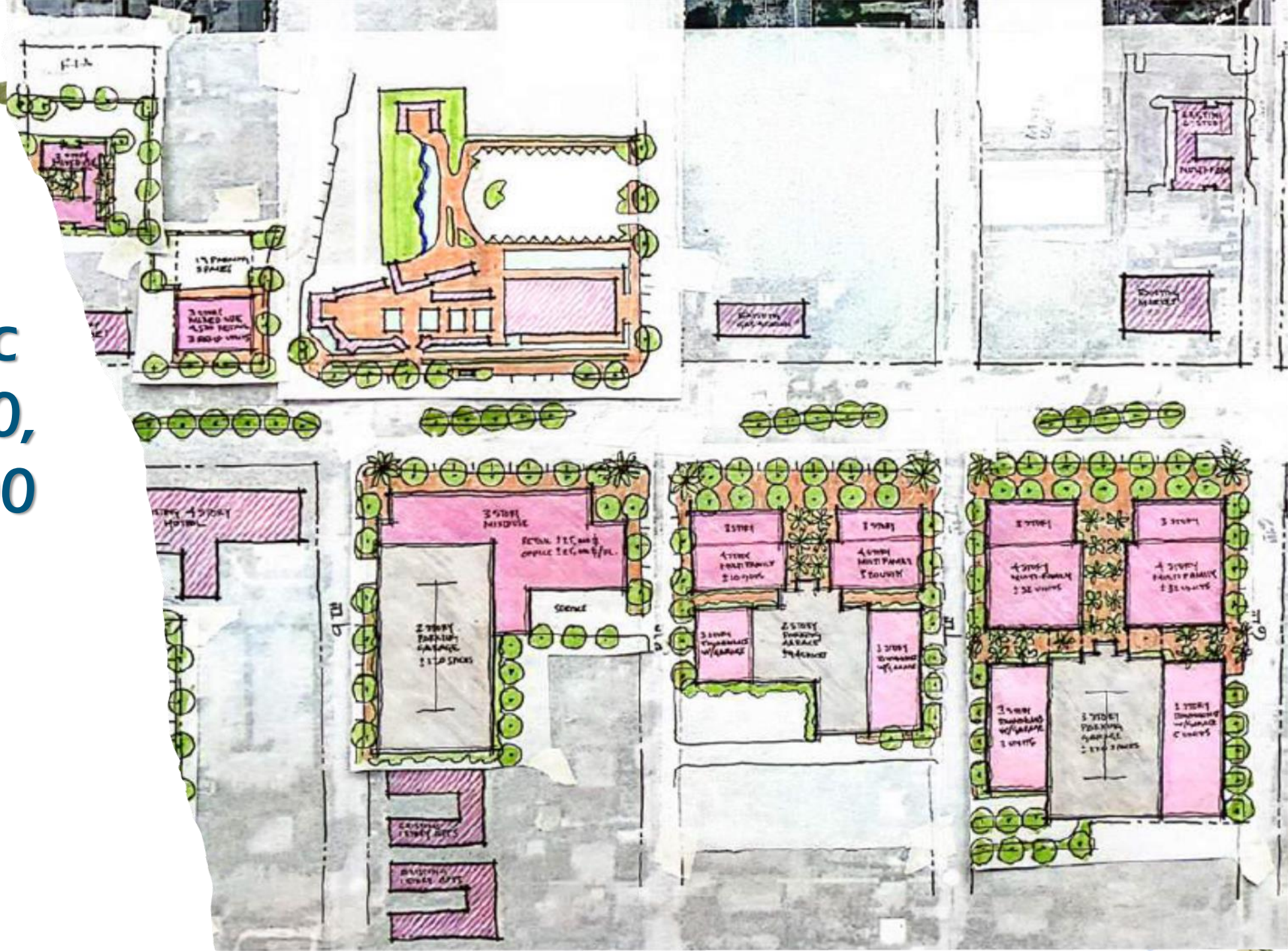


West Atlantic Avenue Sketches



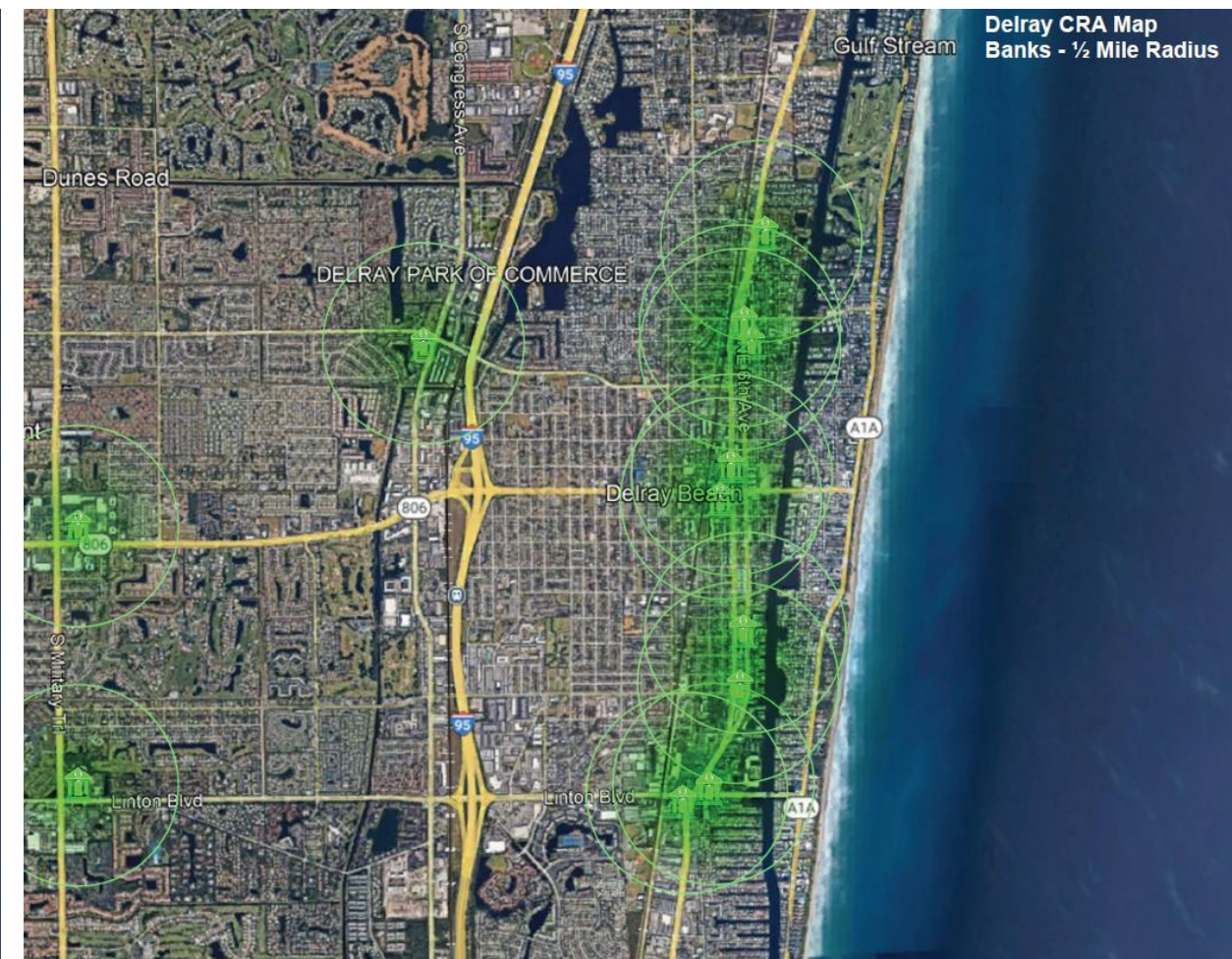
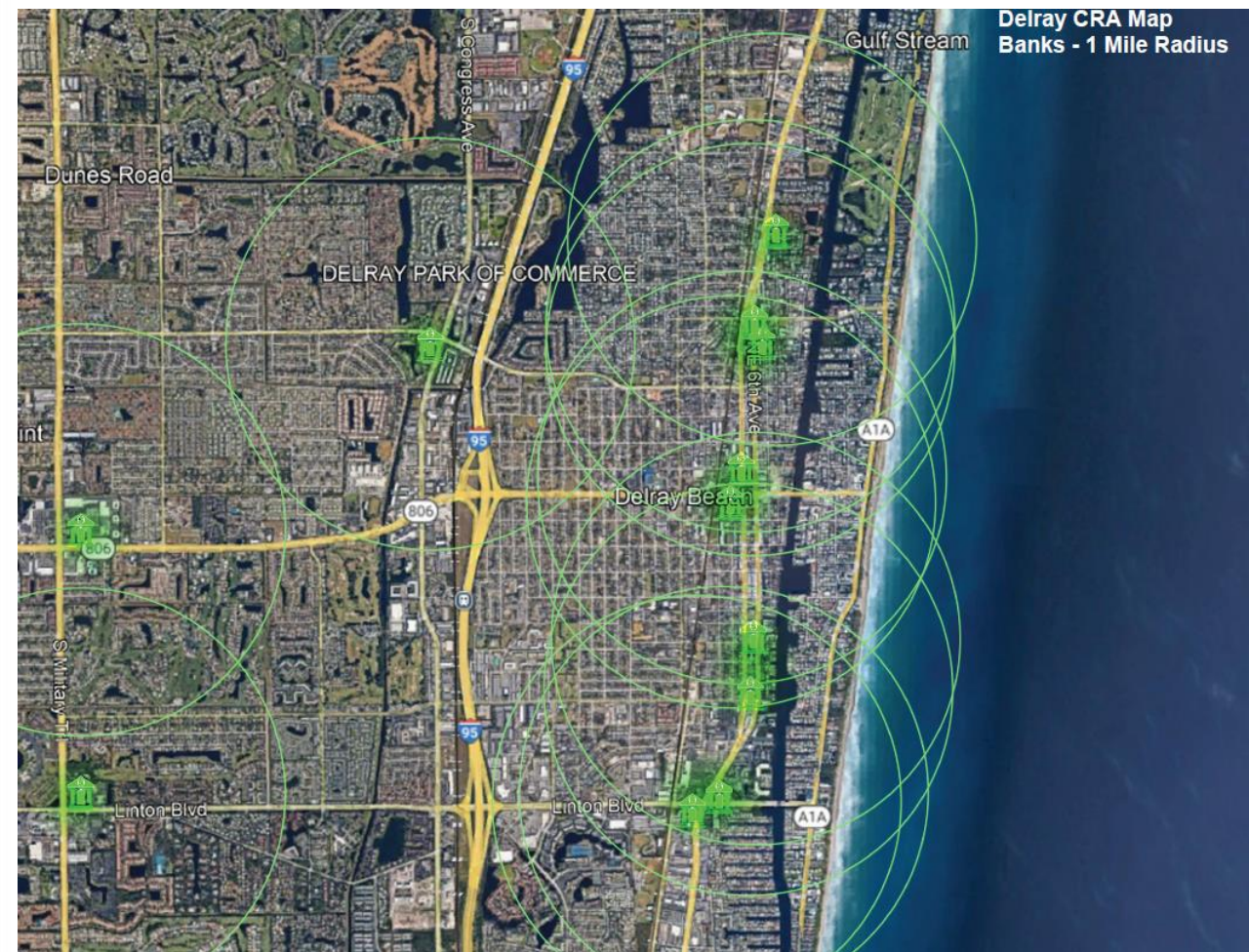


SW Atlantic Avenue 600, 700 and 800 Blocks



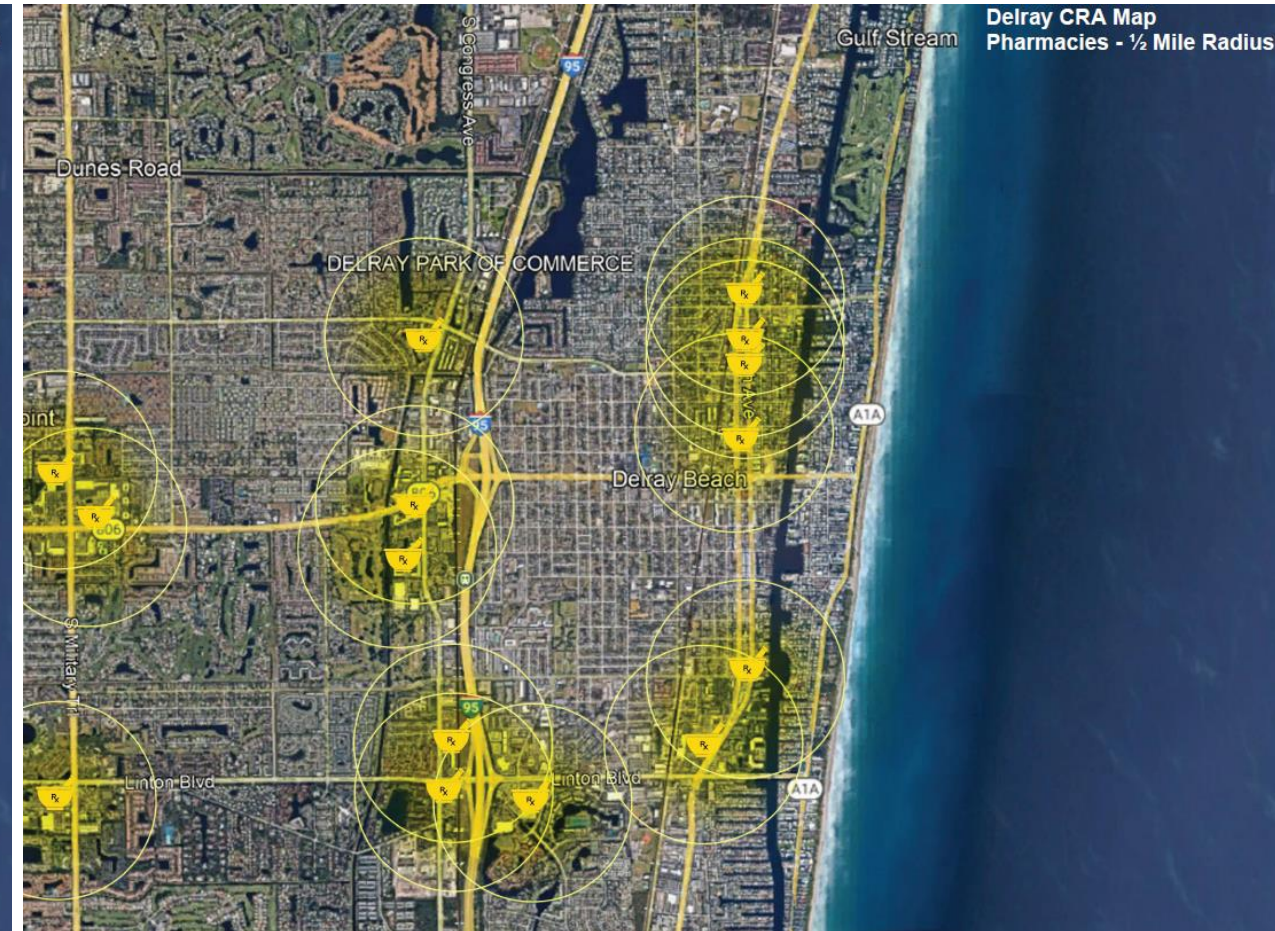
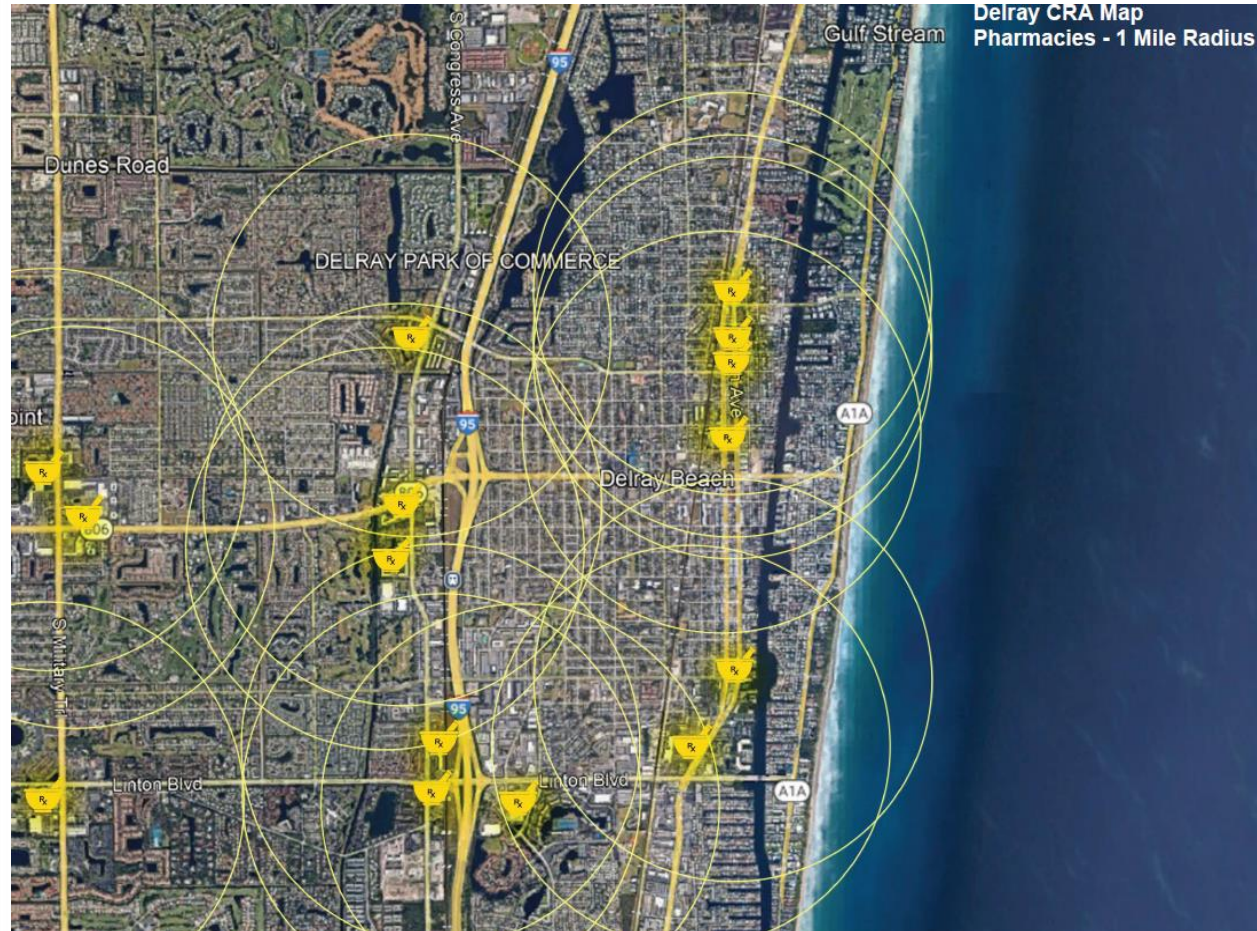


SW Atlantic Avenue 600, 700 and 800 Blocks Bank Map Analysis



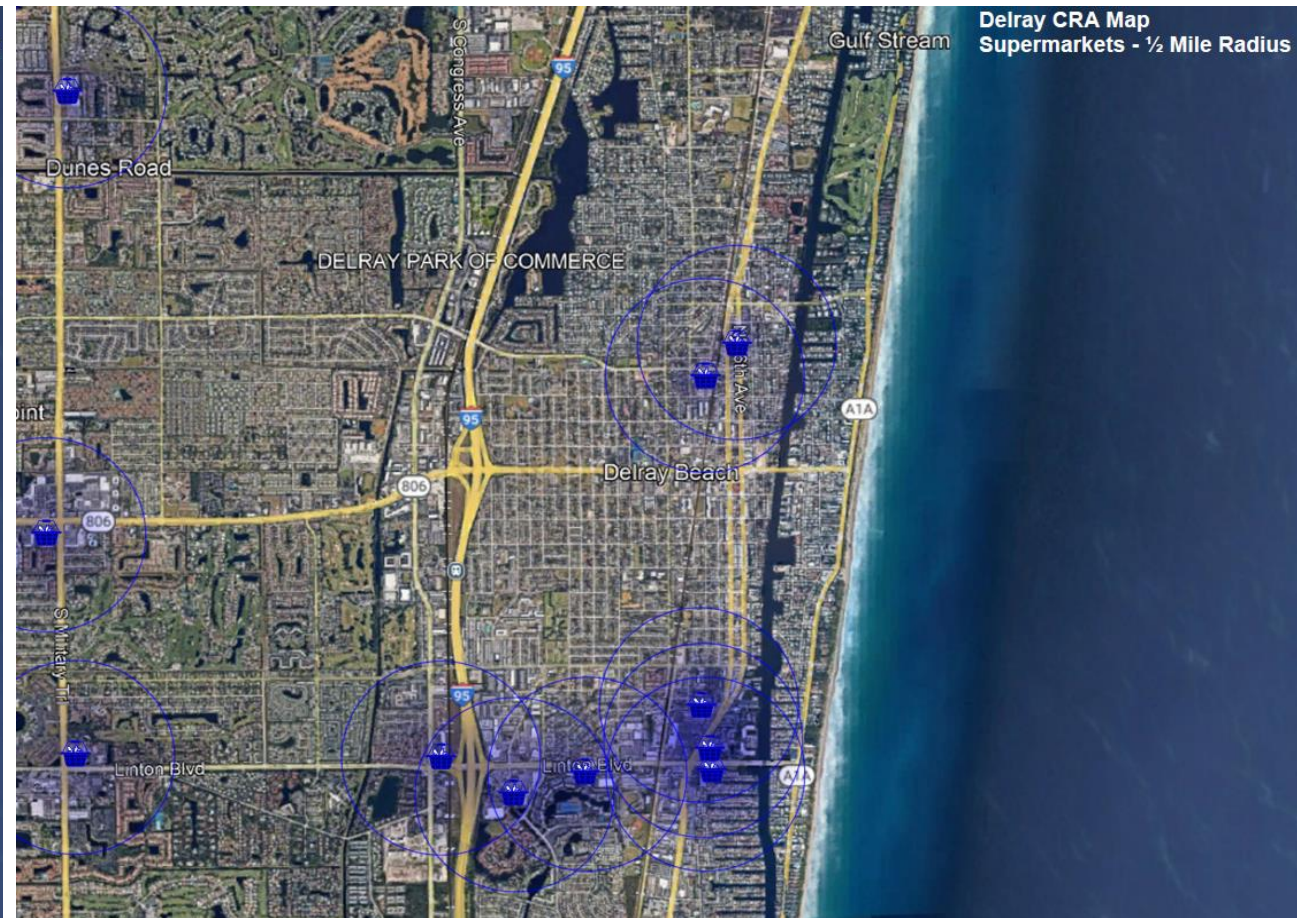
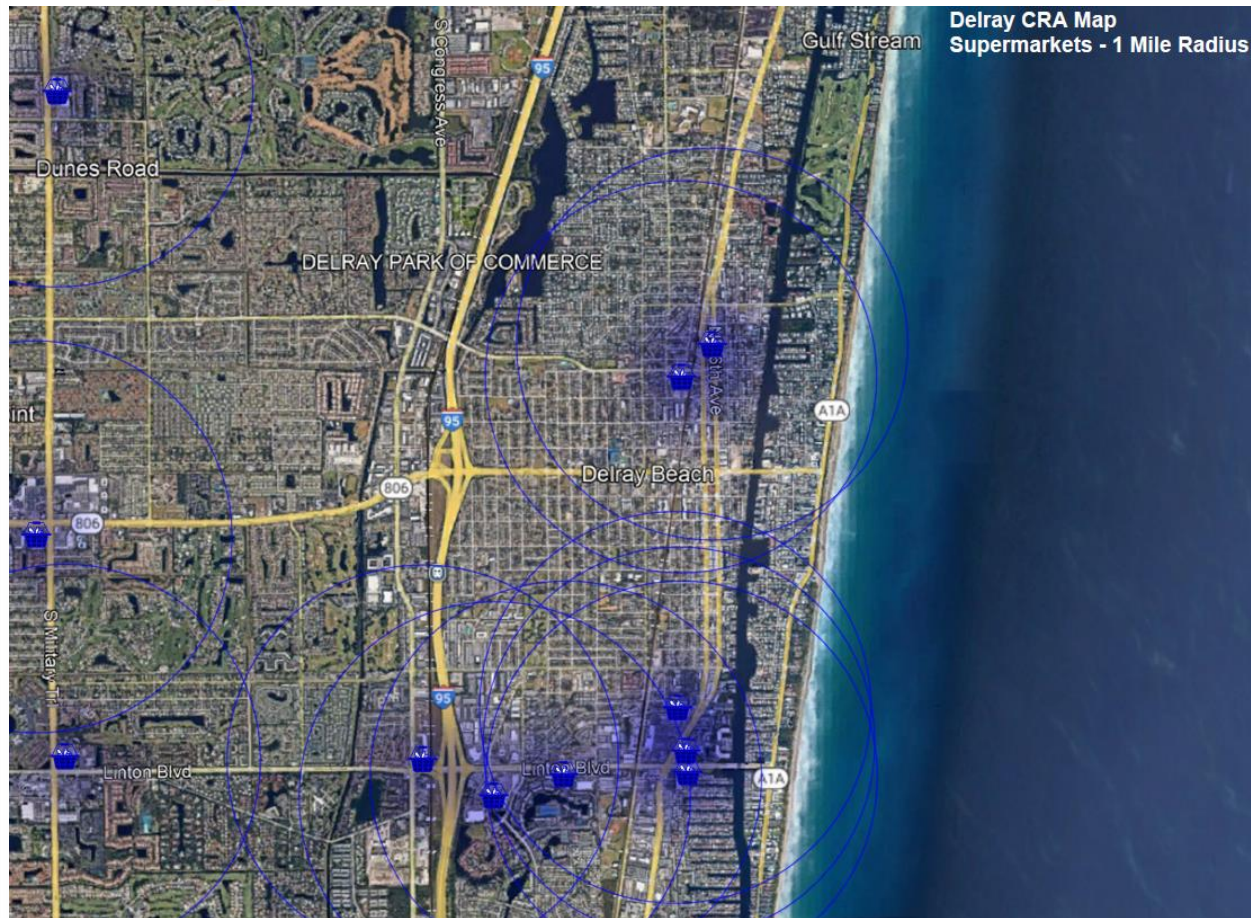


SW Atlantic Avenue 600, 700 and 800 Blocks Pharmacy Map Analysis



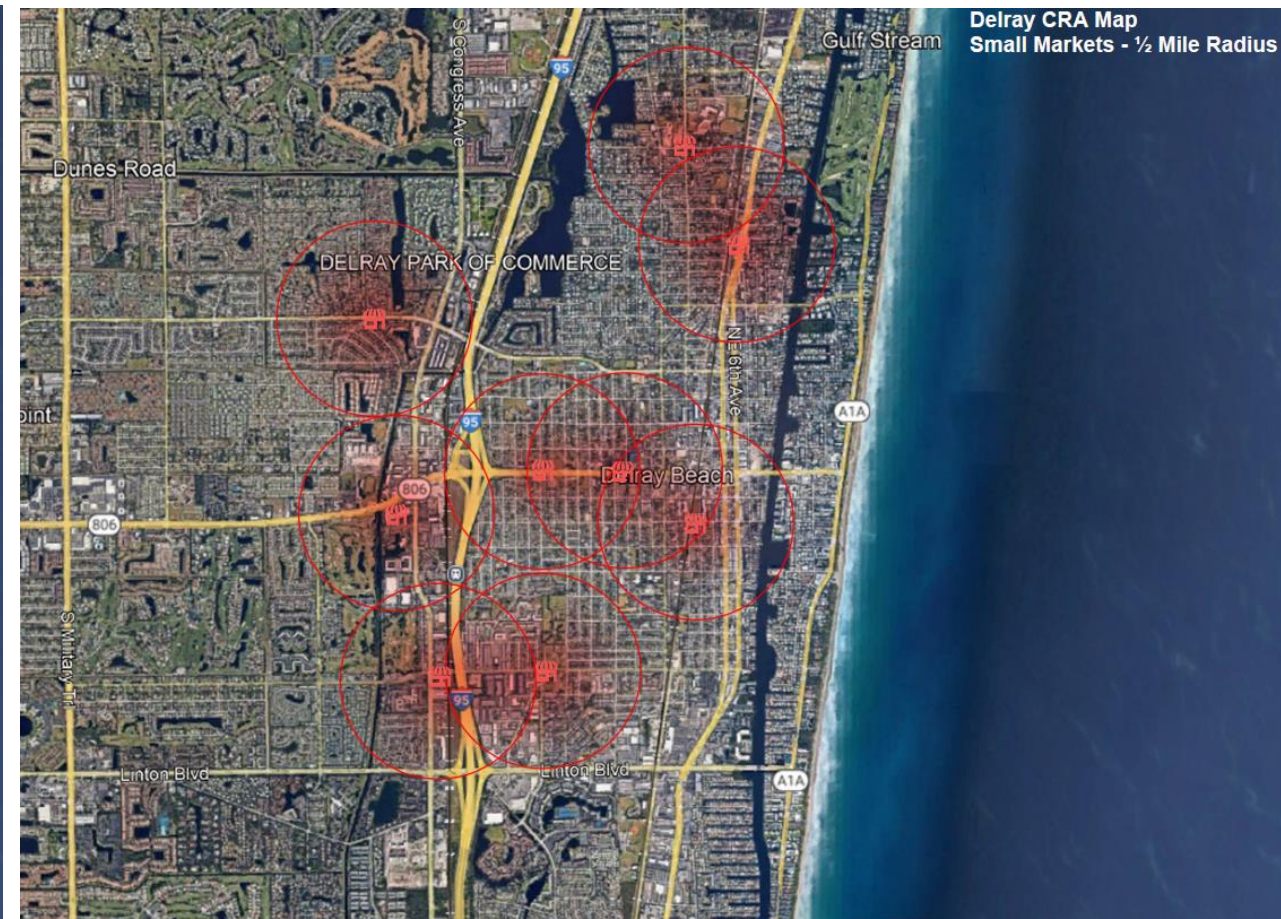
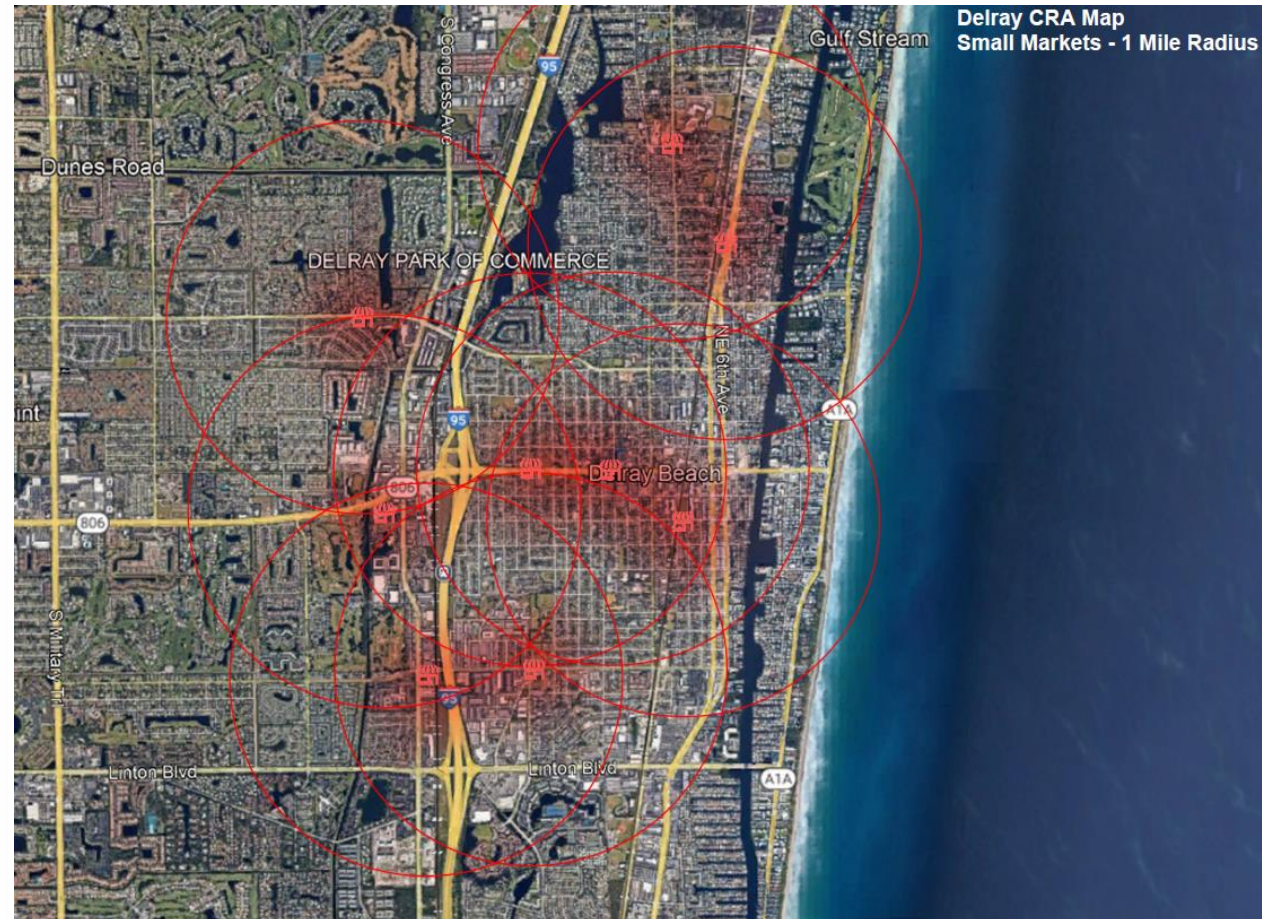


SW Atlantic Avenue 600, 700 and 800 Blocks Supermarket Map Analysis





SW Atlantic Avenue 600, 700 and 800 Blocks Small Markets Map Analysis





Item 9F.

Discussion - Potential Acquisition of
330, 350, and 358 NE 4th Street
(Artist Alley Warehouses)



Four single-story commercial and warehouse buildings that total approx. 32,636 SF, with the land totaling approximately 1.91 acres (83,200 SF).





Facing subject 350 building from Artists Alley (north and west elevations shown)



View down Artist Alley



Facing subject 330 building from NE 4th St (east and north elevations shown)



Facing subject 358 building from Artists Alley (north and west elevations shown)





BACKGROUND

- In August 2014, the Properties were foreclosed upon and were set to be sold at public auction in November 2014, which was later rescheduled to February 2015.
- In October – November 2014, CRA began attempts to acquire the Properties and obtained an appraisal of the Properties. Ultimately, the CRA was not able to purchase the Properties at the time of public auction, nor at the time when the Properties were later sold to the Seller.
- In May 2024, the Seller's representative contacted CRA Staff and stated that the Properties were available and listed for sale. Subsequently, CRA Staff requested two appraisals in 2024, and the Seller's representative provided a third appraisal in 2025.
- At the March 25, 2025, CRA Board meeting, the CRA Board expressed its desire to potentially acquire the Properties for the development of affordable/workforce housing.





APPRAISALS

PREPARED FOR CRA

Report Date	Appraiser	Sales Comparison Value
10/3/2024	Callaway and Price, Inc.	\$ 19,200,000
7/25/2024	Anderson Carr	\$ 19,250,000

PREPARED FOR SELLER

Report Date	Appraiser	Sales Comparison Value
3/24/2025	Aucamp, Dellenback & Whitney	\$ 20,200,000



BOARD ACTION

Discuss and provide direction on how the CRA Board wishes to proceed as it relates to the properties located at 330, 352, 358 NW 4th Street.



CRA Director Updates



Corey Jones Isle



**PBC OFFICE OF EQUAL BUSINESS OPPORTUNITY
and THE RIVIERA BEACH CRA**
presents

**DOING BUSINESS WITH PALM BEACH COUNTY
SPECIAL TAXING DISTRICTS**

**MAY 6, 2025
11:00 AM - 4:00 PM**

**RIVIERA BEACH MARINA
190 E. 13TH STREET
RIVERA BEACH, FL 33404**

WHAT YOU'LL LEARN:

- Understanding Special Taxing Districts
- Benefits for Businesses
- Compliance Requirements
- Procurement opportunities

WHY ATTEND:

- Network with industry professionals
- Discover new opportunities for business growth

SPECIAL TAXING DISTRICTS ATTENDING INCLUDE:

Port of Palm Beach · Solid Waste Authority PBC · PBC Library District
Riviera Beach CRA · Lake Worth CRA · Delray Beach CRA · Westgate CRA ·
Village of Wellington · Boca Raton Housing Authority · Boynton Beach CRA ·
Delray Beach Housing Authority · Northern Palm Beach County
Improvement District · PBC Housing Authority · Special District Services, Inc.
West Palm Beach CRA · City of West Palm Beach Downtown Development
Authority

FOR MORE INFORMATION - CONTACT
561-616-6840 | asmith5@pbc.gov



[HTTPS://SURVEY.PBCGOV.COM/S3/
OEBO-DOING-BUSINESS-WITH-PALM-
BEACH-COUNTY-S-SPECIAL-
DISTRICTS](https://survey.pbcgov.com/S3/OEBO-DOING-BUSINESS-WITH-PALM-BEACH-COUNTY-S-SPECIAL-DISTRICTS)



**'Doing Business with Palm Beach
County Special Taxing Districts'**

Tuesday, May 6, 2025

From 11:00 AM – 4:00 PM

Riviera Beach Marina
190 E. 13th Street, Riviera Beach, FL
33404

What you'll learn:

- Understanding Special Taxing Districts
 - Benefits for Businesses
 - Compliance Requirements
 - Procurement Opportunities



2025 Annual Housing Heroes Luncheon –

Wednesday, May 14, 2025



The Housing Heroes Awards recognizes individuals, organizations and municipalities who have demonstrated a commitment to the improvement of housing, as evidenced by their passion, their housing development projects or their advocacy for increased workforce or affordable housing in Palm Beach County.

May 14, 2025, | 11:00 AM – 1:30 PM

[Cohen Pavilion, Kravis Center](#)

701 Okeechobee Blvd West Palm Beach, FL 33401





2025 Small Business Expo

Thursday, May 22, 2025

9:00 AM - 12:00 PM

Pompey Park

1101 NW 2nd Street,
Delray Beach, FL

This event will be a day packed with opportunities, connections, and insights designed to bring together small business owners, entrepreneurs, and city employees.



2025 SMALL BUSINESS EXPO

The City of Delray Beach is hosting the 2025 Small Business Expo at Pompey Park. Don't miss a day packed with opportunities, connections, and insights!

PRESENTERS



9 AM - 12 PM



THURSDAY
MAY 22ND 2025



1101 NW 2ND STREET
DELRAY BEACH, FL

FOR MORE INFO CONTACT:



Rob Evans
Economic Development Manager
EvansR@mydelraybeach.com



Terrence Moore
Delray Beach
City Manager



Kirk Buffington
PBC Small Business
Representative



Jackie Ramirez
SBDC at FAU
Assistant Director

SCAN THE QR CODE
TO REGISTER!



SCAN ME



AMERICAN **BAR** ASSOCIATION

Forum on Affordable Housing and Community Development

**Forum on Affordable Housing &
Community Development Law 2025
Annual Meeting**

**May 21, 2025 – May 23, 2025
Salamander Washington, D.C.**



As we prepare for the change in Administration, we will explore how and if these changes will impact housing. We will build on the Forum's long-standing tradition of providing a venue for the discussion of the latest developments in affordable housing and community development law, while offering an opportunity to consider broader forces affecting the nation's affordable housing and community development resources.



PUBLIC OUTREACH MEETING

ABOUT THE

*West Atlantic Master Plan
(AKA Set Transformation Plan)*

Now is the time to get involved!
At this meeting you can:

- ☒ Ask Questions to Staff
- ☒ Share your ideas and suggestions about the Plan

Join Us

WEDNESDAY, MAY 28

5:30PM - 7:30PM

Delray Beach Public Library Auditorium
100 W. Atlantic Ave, Delray Beach, FL 33444



DELRAY BEACH CRA
COMMUNITY REDEVELOPMENT AGENCY

MORE INFORMATION

561-276-8640

DELRAYCRA.ORG

Join Us

**Public Outreach Meeting
West Atlantic Master Plan
(Aka Set Transformation Plan)**

**Wednesday, May 28, 2025
5:30 – 7:30 PM**

**Delray Beach Public Library Auditorium
100 W. Atlantic Avenue, Delray Beach, FL 33444**





Thank you!