

Clayton, Gina

From: Joseph Palotta <jlpscales@gmail.com>
Sent: Friday, January 9, 2026 1:29 PM
To: Clayton, Gina
Subject: Re: CRA timeline

Dear CRA Board Members,

I am writing to explain the circumstances surrounding the installation of my sign prior to receiving final grant approval.

My understanding of the process was that it was a two-step review. I believed the initial step was to determine whether my sign and overall project met the board's program requirements and funding guidelines. I understood that once compliance was confirmed, the project would then be brought before the board at a subsequent meeting for a final determination on funding approval.

Based on that understanding, and believing that my sign would meet the program requirements, I proceeded with the installation sooner than I should have. I now realize that I should have waited for formal approval before moving forward, and I sincerely apologize for this misunderstanding.

There was no intention to disregard CRA procedures or policies. I have great respect for the program and the board's process, and I appreciate the opportunity the CRA provides to support local businesses and improvements within the district.

I respectfully ask the board to consider this explanation and my good-faith intent as you review my application. Thank you for your time, consideration, and continued support of the community.

Sincerely,

Joe Palotta

On Fri, Jan 9, 2026 at 12:46 PM Clayton, Gina <ClaytonG@mydelraybeach.com> wrote: