

# City of Delray Beach

COMMUNITY REDEVELOPMENT AGENCY  
20 North Swinton Avenue - Delray Beach, FL 33444  
Phone: (561) 276-8640 - Fax: (561) 276-8558  
[www.delraycra.org](http://www.delraycra.org)



## CRA Meeting

Thursday, May 29, 2025

4:00 PM

Regular Meeting at 4:00 PM

Commission Chambers  
Delray Beach City Hall

## Community Redevelopment Agency

*CRA Board of Commissioners*

*Chair Angela Burns*  
*Vice-Chair Tom Markert*  
*Deputy Vice-Chair Juli Casale*  
*CRA Commissioner Thomas F. Carney, Jr.*  
*CRA Commissioner Rob Long*

## **RULES FOR PUBLIC PARTICIPATION**

**PUBLIC COMMENT:** Any citizen is entitled to speak on items under the Old or New Business sections at the time the items are heard by the CRA Board of Commissioners ("CRA Board"). Comments are limited to 3 minutes unless otherwise specified.

**ADDRESSING THE CRA BOARD:** Members of the public will be requested to complete a form or other document in order to inform the CRA Board of a desire to be heard. At the appropriate time, please step up to the lectern and state your name and address for the record. All comments must be addressed to the CRA Board as a body and not to individuals. Any person making disruptive, impertinent, or slanderous remarks or who becomes boisterous, while addressing the CRA Board and refuses to stop may be requested to leave by the meeting Chair. Any person who, at a Board meeting, willfully interrupts or disturbs the meeting in violation of Section 871.01, Fla. Stat., entitled "Disturbing Schools and Religious and Other Assemblies," is subject to arrest by those law enforcement officers present.

**SIGN IN SHEET:** Prior to the start of the CRA Board Meeting, individuals attending the meeting should sign in on the sheet located on the right side of the dais. The primary purpose of the sign-in sheet is to assist staff with record keeping.

## **APPELLATE PROCEDURES**

Please be advised that if any person decides to appeal any decision made by the CRA Board with respect to any matter considered at this meeting, that person will need a record of the proceedings, and that, for such purpose, the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

**1. Call to Order****2. Roll Call****3. Approval of Agenda****4. May PowerPoint Presentation (For Informational Purposes Only)****4A. MAY POWERPOINT PRESENTATION**

Attachments:      [May 29, 2025 - CRA Board Meeting Presentation](#)

**5. Staff Reports (For Informational Purposes Only)****5A. MONTHLY WORK PLAN REPORT**

Attachments:      [Monthly Work Plan Report - May 2025](#)

**5B. ARTS WAREHOUSE REPORT**

Attachments:      [Arts Warehouse Report - May 2025](#)

**5C. FUNDING ASSISTANCE AND COMMUNITY OUTREACH REPORT**

Attachments:      [Funding Assistance and Community Outreach Report - May 2025](#)

**5D. PROPERTY MANAGEMENT REPORT**

Attachments:      [Property Management Report - May 2025](#)

**5E. DISSEMINATION OF REDEVELOPMENT INFORMATION REPORT**

Attachments:      [Dissemination of Redevelopment Information Report - May 2025](#)

**6. Public Comments on Agenda & Non-Agenda Items****7. Consent Agenda****7A. REGULAR BOARD MEETING MINUTES**

Attachments:      [April 30, 2025 - CRA Regular Board Meeting Minutes](#)

**7B. CRA FINANCIAL REPORT - APRIL 2025**

Recommendation: Receive and File.

Attachments:      [Agenda Cover Report](#)  
                         [Exhibit A - April 2025 Financial Statements](#)

- 7C.** AWARD INVITATION TO BID CRA NO. 2025-02 FOR THE CONSTRUCTION OF EXTERIOR IMPROVEMENTS FOR THE CRA-OWNED COMMERCIAL BUILDING LOCATED AT 102 NW 5TH AVENUE TO PERSONS SERVICES CORP., IN AN AMOUNT NOT TO EXCEED \$327,099

**Recommendation:**

1. Award Invitation to Bid (ITB) CRA No. 2025-02 for the construction of exterior improvements for the CRA-owned one-story commercial building located at 102 NW 5th Avenue (Project) to Persons Services Corp., in an amount not to exceed \$327,099; and
2. Approve the Contract for the Project, in substantially the attached form, and authorize the CRA Board Chair to execute the Contract for the Project and any and all related documents for the Project in a form that is acceptable to the CRA Legal Counsel.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - Location Map](#)

[Exhibit B - ITB CRA No. 2025-02 and Addendums](#)

[Exhibit C – Contract for Exterior Improvements – 102 NW 5th Avenue](#)

[Exhibit D - Resolution 2025-09](#)

- 7D.** APPROVE AN AGREEMENT FOR PROFESSIONAL COMMERCIAL PROPERTY REAL ESTATE MARKETING SERVICES WITH JONES LANG LASALLE AMERICAS, INC. ON A CONTINUING CONTRACT BASIS

**Recommendation:**

Approve an Agreement for Professional Commercial Property Real Estate Marketing Services with Jones Lang LaSalle Americas, Inc., for the provision of commercial property real estate marketing services on a continuing contract basis and authorize the CRA Board Chair to execute the Agreement and any and all related documents.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - Agreement for Professional Commercial Real Estate Marketing Serv](#)

- 7E.** APPROVAL OF FIFTH AMENDMENT TO THE LANDSCAPE MAINTENANCE SERVICES AGREEMENT WITH SOD UNLIMITED, INC.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - Agreement and Amendments](#)

[Exhibit B - Fifth Amendment Landscape Maintenance Services](#)

[Exhibit C - Amended CRA-owned Property List \(Exhibit C of Agreement\)](#)

**7F. APPROVE A FIRST AMENDMENT TO THE AGREEMENT WITH CHRISTOPHER JOHNSON ARCHITECTURE, LLC FOR ARCHITECTURAL SERVICES FOR 182 NW 5th AVENUE**

**Recommendation:** Approve a First Amendment to the Agreement with Christopher Johnson Architecture, LLC for architectural services for the CRA-owned property located at 182 NW 5th Avenue (Subject Property) and authorize the CRA Board Chair to execute the First Amendment and any and all related documents.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Location Map](#)  
[Exhibit B - Agreement with Christopher Johnson Architecture, LLC](#)  
[Exhibit C - First Amendment to Agreement](#)

**7G. THIRD AMENDMENT TO THE INTERLOCAL AGREEMENT WITH TREASURE COAST REGIONAL PLANNING COUNCIL FOR THE DELRAY BEACH CRA REDEVELOPMENT PLAN AMENDMENT**

**Recommendation:** Approve the Third Amendment to the Interlocal Agreement with the Treasure Coast Regional Planning Council (TCRPC) for the Delray Beach Community Redevelopment Agency's (CRA) Redevelopment Plan Amendment, in an amount not to exceed \$50,000 and authorize the CRA Board Chair to execute the Amendment and any and all related documents.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Third Amendment to ILA with TCRPC](#)  
[Exhibit B - Interlocal Agreement and Amendments](#)

**7H. APPROVE WORK ASSIGNMENT FOR ARCHITECTURAL SERVICES WITH TAMARA PEACOCK COMPANY ARCHITECTS OF FLORIDA, INC. dba PEACOCK ARCHITECTS FOR A DUE DILIGENCE STUDY FOR THE PROPERTIES LOCATED AT 2400 and 2410 NORTH FEDERAL HIGHWAY IN AN AMOUNT NOT TO EXCEED \$7,550**

**Recommendation:** Approve the Work Assignment for Architect Services with The Tamara Peacock Company Architects of Florida, Inc. dba Peacock Architects (Peacock) for the properties located at 2400 and 2410 North Federal Highway in an amount not to exceed \$7,550, and authorize the CRA Board Chair to execute any and all related documents.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Location Map](#)  
[Exhibit B - Continuing Consulting Services Agreement with Peacock Architects](#)  
[Exhibit C - Work Assignment and Proposal](#)

- 7I. APPROVE WORK ASSIGNMENT FOR ARCHITECTURAL SERVICES WITH TAMARA PEACOCK COMPANY ARCHITECTS OF FLORIDA, INC. DBA PEACOCK ARCHITECTS FOR A DUE DILIGENCE STUDY FOR THE PROPERTIES LOCATED AT 330, 350, AND 358 NE 4TH STREET IN AN AMOUNT NOT TO EXCEED \$7,550

**Recommendation:**

Approve the Work Assignment for Architectural Services with The Tamara Peacock Company Architects of Florida, Inc. dba Peacock Architects (Peacock) for the properties located at 330, 350, AND 358 NE 4th Street (Properties) in an amount not to exceed \$7,550 and authorize the CRA Board Chair to execute any and all related documents.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - Location Map and Pictures](#)

[Exhibit B - Continuing Consulting Services Agreement with Peacock Architects](#)

[Exhibit C - Work Assignment and Proposal](#)

- 7J. APPROVE FIRST AMENDMENT TO THE PURCHASE AND SALE AGREEMENT WITH BETTY J. MOORE AND KENNETH MACK NEAL THOMAS FOR THE PURCHASE OF THE PROPERTY LOCATED AT 235 SE 2nd AVENUE TO EXTEND THE CLOSING DATE

**Recommendation:**

1. Approve the First Amendment to the Purchase and Sale Agreement with Betty J. Moore and Kenneth Mack Neal Thomas for the purchase of a property located near 235 SE 2nd Avenue (PCN 12-43-46-16-04-087-0110) (Subject Property) to extend the Closing Date to August 29, 2025, in a form acceptable to the CRA Legal Counsel;

AND

2. Authorize the CRA Board Chair to execute the First Amendment to the Purchase and Sale Agreement, and any related documents, in a form acceptable to the CRA Legal Counsel.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - Location Map](#)

[Exhibit B - Purchase and Sale Agreement](#)

[Exhibit C - First Amendment to Purchase and Sale Agreement](#)

## 8. Old Business

**8A. DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY - REDEVELOPMENT ADVISORY COMMITTEE APPLICATIONS FOR 2025-2026 AND NEW ASSIGNMENTS**

**Recommendation:**

Authorize CRA Staff to post a sixty (60) day requesting applicants for the CRA Redevelopment Advisory Committee (RAC) pursuant to Article 3.2 of the RAC Resolution and direction on future RAC assignments.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - RAC with Updated Terms](#)

[Exhibit B - RAC Appointment Application Form](#)

**8B. NOTICE OF INTENT TO LEASE TWO (2) TENANT BAYS AT 102 NW 5th AVENUE - SUITE 108 AND 110**

**Recommendation:**

Provide direction on issuing the Notice of Intent to Lease for the two (2) tenant bays (Suite 108 and 110) at the CRA-owned property at 102 NW 5th Avenue.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - Location Map and Photos](#)

**9. New Business**

**9A. DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY FISCAL YEAR 2025-2026 DRAFT BUDGET OVERVIEW**

**Recommendation:**

CRA Board Discussion.

**Attachments:**

[Agenda Cover Report](#)

[Delray Beach Community Redevelopment Agency Fiscal Year 2025-2026](#)

**9B. DEVELOPMENT OF SW 600 - 800 BLOCKS OF WEST ATLANTIC AVENUE**

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - Location Map](#)

[Exhibit B - West Atlantic Avenue Sketches](#)

[Exhibit C - West Atlantic Avenue Analyses](#)

[Exhibit D - 2018 RFP 600-800 West Atlantic Avenue and Addendums](#)

[Exhibit E - DRAFT RFP 2025-04 - SW 600 Block of West Atlantic Avenue](#)

**10. Other Business**

A. Comments by Executive Director

B. Comments by Board Attorney

C. Comments by Commissioners

## **11. Adjournment**