



## Cover Memorandum/Staff Report

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**File #:** 24-024 CRA

**Agenda Date:** 5/30/2024

**Item #:** 8B.

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**TO:** CRA Board of Commissioners  
**FROM:** Christine Tibbs, Assistant Director  
**THROUGH:** Renée A. Jadusingh, Esq., CRA Executive Director  
**DATE:** May 30, 2024

### **UPDATE ON THE WEST ATLANTIC MASTER PLAN/THE SET TRANSFORMATION PLAN AMENDMENT AND STEERING COMMITTEE DISCUSSION**

#### **Recommended Action:**

Update on the West Atlantic Master Plan/The Set Transformation Plan Amendment and Steering Committee discussion.

#### **Background:**

The CRA is currently in the process of updating the West Atlantic Master Plan (WAMP) that was adopted by the City of Delray Beach on October 20, 2020.

At the July 25, 2023, CRA Board meeting, the Board discussed updating the WAMP. CRA Staff informed the CRA Board that the CRA is in the process of updating the CRA Redevelopment Plan and it was suggested that the CRA consider updating the WAMP after completing the CRA Redevelopment Plan update.

On October 17, 2023, the CRA and City held a joint workshop to discuss future development on CRA and City-owned properties in the West Atlantic Area. At that workshop, CRA Board members discussed starting the update for the WAMP sooner rather than later and brought up the possibility of updating Section 5 - Implementation Plan of the WAMP to narrow the scope of work.

On November 16, 2023, CRA Staff presented an item to the CRA Board seeking direction on how to proceed with the WAMP update and presented several options on how to proceed. The Board voted to proceed with obtaining proposals to update the entirety of the WAMP and if the proposals are over \$65,000, CRA Staff should bring the matter back to the CRA Board for direction on how to proceed.

Since the November 16, 2023, Board Meeting, CRA Staff obtained several quotes with various scopes of work. Ultimately, based on the quotes provided and the costs associated with the scopes of work, CRA Staff will be updating portions of the WAMP in house to reduce the overall cost of the WAMP update. An agreement with BusinessFlare, LLC was executed to update the demographic information/data and charts throughout the WAMP and a draft of the WAMP with all the updates will be provided to the CRA Board before the July 18, 2024, CRA Board meeting.

**STEERING COMMITTEE**

Finalization of the WAMP update will require the establishment of a Steering Committee to review the draft and provide feedback, edits, etc. At the July 18, 2024, CRA Board meeting, CRA staff will be including an item on the agenda for CRA Board members to choose members for the Steering Committee.

At this time, CRA Staff is requesting the CRA Board to discuss the composition and selection of the Steering Committee.

**CRA Attorney Review:**

N/A

**Finance Review:**

N/A

**Funding Source/Financial Impact:**

N/A

**Overall need within the Community Redevelopment Area:**

Removal of Slum and Blight

Downtown Housing

Land Use

Infrastructure

Economic Development

Recreation and Cultural Facilities

Affordable Housing