



Cover Memorandum/Staff Report

File #: 23-312 CRA

Agenda Date: 4/23/2024

Item #: 7H.

TO: CRA Board of Commissioners
FROM: Ashlyn Darden, Legal Advisor
THROUGH: Renée A. Jadusingh, Executive Director
DATE: April 23, 2024

PROJECT CONSULTANCY & DESIGN SERVICES FUNDING ASSISTANCE APPLICATION - RABBIT HOLE DELRAY, LLC (98 NW 5TH AVENUE) IN AN AMOUNT NOT TO EXCEED \$4,845.

Recommended Action:

Approve a Project Consultancy & Design Services Funding Assistance Agreement (Level 2 Design Services) with Rabbit Hole Delray, LLC for the proposed improvement project located within the building located at 98 NW 5th Avenue, for an amount not to exceed \$4,845.

Background:

Rabbit Hole Delray, LLC, owned by Ms. Dee Woods and Mr. Samuel Woods (Owners), is requesting funding assistance under the Project Consultancy & Design Services Program for an improvement project located within the building located at 98 NW 5th Avenue (Building) for an amount not to exceed \$4845; the Building is owned by the CRA within CRA sub-area #3.

The Owners are leasing a suite within the Building to provide a cafe to the general public. Funding assistance is requested to design interior space that maximizes the available square footage of the suite, allowing the most efficient and flexible layout for a variety of functions necessary to turn the space into a space able to be used as a café. If awarded, the completed designs and plans produced under the Project Consultancy & Design Services Program will be used so that the Owner can apply for the Site Development Assistance Funding Program to help with the actual construction and improvement costs.

A funding assistance award to Rabbit Hole Delray LLC will help further the CRA's mission by supporting and promoting business activity within the CRA District and aligns with the goals stated within the CRA Redevelopment Plan for the area.

At this time, CRA staff is requesting the CRA Board approve a Project Consultancy & Design Services Funding Assistance Agreement (Level 2 Design Services) with Rabbit Hole Delray, LLC, in an amount not to exceed \$4,845.

Attachments: Exhibit A - Location Map; Exhibit B - Photos of Existing Conditions; Exhibit C - Funding Assistance Detail Sheet; Exhibit D - Application Form; Exhibit E - Project Consultancy & Design Services Program Guidelines; Exhibit F - Funding Agreement

CRA Attorney Review:

N/A

Funding Source/Financial Impact:

\$4,845.00 to be allocated from - Grant Programs - Project Consultancy & Design Services

Overall need within the Community Redevelopment Area:

Removal of Slum and Blight

Land Use

Economic Development

Affordable Housing

Downtown Housing

Infrastructure

Recreation and Cultural Facilities