

CRA Work Plan Progress Report – FY 17/18

7/6/2018

Item #	Project Description	Emp.	Status
	AREAWIDE & NEIGHBORHOOD PLANS		
1.	West Atlantic Avenue Redevt.		
a.	The Set Transformation Plan	JC/KC	Consideration of The Set Transformation Plan by WARC took place on 12-7-17 and was approved for implementation (with acknowledged edits for the final plan document) by Resolution No. 2017-01. At the 1-11-18 CRA Board meeting, the CRA Board recommended approval with changes including suggested language to address the legal concerns regarding the Plan and responses to Board comment/concerns. These were addressed via the inclusion of a Preface and revisions to Chapters 4 and 5. A presentation of the Plan was made to the City Commission at the 1-23-18 meeting. The WARC Board was presented the recommended changes by the CRA Board on 2-1-18 and requested that the new preface to the Plan include more information regarding WARC's engagement as well as the definition of the Community Management Team (CMT) to include the NWSWNA and The Village Elders. Final adoption by the City Commission is pending.
b.	CRA Land acquisition	JC/KC	Pursuit of acquisitions on-going. Negotiations are on-going for several key commercial and residential properties in The Set to continue revitalization efforts and meet affordable housing objectives. 98 NW 5th Avenue - At the 6-11-18 meeting, the Board approved CRA Resolution No. 2018-11 for the Agreement for Purchase and Sale for the acquisition of 98 NW 5th Avenue for the purchase price of \$1,400,000. The CRA is conducting its due diligence as stipulated in the Purchase and Sale Agreement.
	1) SW 900 Block – (WAA between SW 9 th and SW 10 th Avenues)	JC/KC	No updates at this time.
	2) North 600 Block (NW 6 th – 7 th Ave)	JC/DL/KC	No updates at this time.
	3) South 600-800 Blocks (SW 6 th to 9 th Aves)	JC/RJ/ KC/JG/DL	46 SW 8th Ave – Staff applied for a Solid Waste Authority (SWA) Blighted and Distressed Property Clean-up and Beautification Grant for the demolition of the structure and was notified on 2-28-18 that the CRA was awarded \$54,058.38. The Interlocal Agreement between SWA and the CRA was approved by the Board at the 3-22-18 meeting and executed by both parties. The CRA executed an agreement for the demolition of the property and a Notice to Proceed was issued in March 2018. Demolition will be completed by mid-July. SW 600 – 900 Blocks RFQ/P - The item was discussed at the 2-22-18 Board Workshop, the 3-8-18 and 3-22-18 CRA Board meetings, and was further discussed at the 5-7-18 regular meeting. On 4-9-18, the CRA received a letter of interest from Equity Delray, LLC expressing their continuing interest in the CRA-owned properties in the SW 600 – 800 Blocks of W. Atlantic Avenue, based on the original agreement between the CRA and Equity Delray, LLC. At the 5-7-18 CRA Board meeting, the Board directed staff and CRA General Counsel to enter

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			into negotiations with Equity Delray, LLC for a new agreement based on the terms of the original agreement, which required the publication of a new thirty (30) day Notice as required by Florida Statutes Chapter 163.380(3)(a). The thirty (30) day notice expired on 6-11-18. The Purchase & Sale Agreement with Uptown Atlantic, LLC (formerly Equity Delray, LLC) and the Letters of Interest in response to the Notice of Intent to Accept Proposals related to the offer received by Equity Delray, LLC to purchase CRA owned properties at the 600-800 Blocks of W. Atlantic Avenue will be discussed at the 7-9-18 CRA Board Workshop.
	4) 700-1000 Blocks (NW 7 th – 11 th Ave)	JC/RJ/ DL/KC	19 NW 10th Avenue –The structure will be demolished utilizing the Solid Waste Authority (SWA) Blighted and Distressed Property Clean-up and Beautification Grant referenced above. The Interlocal Agreement between SWA and the CRA was approved by the Board at the 3-22-18 meeting and executed by both parties. The CRA executed an agreement for the demolition of the property and a Notice to Proceed was issued in March 2018. Demolition will be completed by mid-July. 15 NW 11th Avenue (Foundation Hope for Haiti Property) – At the 2-22-18 meeting, the Board approved CRA Resolution No. 2018-02 for the Agreement for Purchase and Sale for the acquisition of 15 NW 11th Avenue for the purchase price of \$250,000. The CRA closed in May and demolition is anticipated within the next 2-3 months. 51 NW 9th Avenue (Desjean Property) - At the 2-22-18 meeting, the Board approved CRA Resolution No. 2018-03 for the Agreement for Purchase and Sale for the acquisition of 51 NW 9th Avenue for the purchase price of \$264,000. The CRA is conducting its due diligence as stipulated in the Purchase and Sale Agreement. NE Corner of W. Atlantic Ave & NW 11th Ave - At the 6-11-18 meeting, the Board approved CRA Resolution No. 2018-10 for the Agreement for Purchase and Sale for the acquisition of two (2) vacant lots at the corner of W. Atlantic and NW 11th Avenues for the purchase price of \$495,000, closing is anticipated in July.
	5) Unique Oil (805 W. Atlantic)	JC/RJ/DL	The remediation system was shut down in December 2017. The first quarter Post Active Remediation Monitoring (PARM) groundwater samples from the monitoring wells were collected on 5-9-18 for analysis. All dissolved hydrocarbon parameters were below Groundwater Cleanup Target Levels, and were also below the lab method detection limits for all analytes. The PARM report was completed in June 2018 with favorable results. FDEP may require one (1) year of PARM at below GCTL's before they approve site restoration.
	6) 1100 Block (SW 11 th – 12 th Ave)	JC/KC	No activity to report at this time.
	7) SW 13 th Ave and SW 14 th Ave	JC/KW	No activity to report at this time.

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c.	<u>Work Plan Project # 10:</u> W. Atlantic Avenue Beautification/I-95 Interchange CRA funded FDOT managed	BK	The project is being administered by FDOT. The project has been awarded to Russell Engineering, Inc. on 5-16-18. A notice to proceed was issued to commence work on 6-26-18, with a 60 day procurement time period (actual work to commence 8-25-18). A preconstruction conference was conducted on 6-28-18 (FDOT).
d.	CRA Project development/implementation		Pending further acquisitions and negotiations with property owners.
2.	<u>Downtown Master Plan</u>		
a.	<u>Work Plan Project #11:</u> OSS Building Maintenance CRA funded – City CIP Project	IK/BK	Phase II: The City's Purchasing Department issued the bid for the HVAC upgrades on 12-27-17, with a bid submittal deadline on 1-31-18. Resolution 20-18 was approved at the 5-15-18 City Commission meeting, awarding a Construction Agreement to Marvi Builders, LLC for the Old School Square HVAC & Electrical Upgrades in a total not to exceed amount of \$372,574. A preconstruction meeting is schedule for 7-10-18.
b.	<u>Work Plan Project #18:</u> OSS Park Upgrades	JC/KM	The final Conceptual Master Plan was presented to and approved by the City Commission at the 11-20-17 regular meeting. Each "project" (or "phase") will be brought to HPB (with all appropriate applications) when it is designed with materials, colors, etc. The campus identification signage associated with said master plan was discussed at the HPB meeting held on 1-17-18, with positive feedback. An Amendment to the Sign Regulations has been processed to allow digital identification signs. The 1 st Reading of the proposed LDR Amendment was disapproved at the 6-19-18 City Commission Regular meeting. A portion of the FY 2017-18 funding will be utilized to re-sod OSS Park and the Amphitheatre lawn.
c.	<u>Work Plan Project #12:</u> SE 1 st Street/Swinton - Mast Arm Traffic Signal CRA funded Palm Beach County managed	BK/IK	On 3-15-16, the City Commission approved ILA between City & County. The anticipated construction start date in February 2017 was delayed due to utility conflicts. The mast arm base was installed on 6/5/18. The installation of the mast arm itself is being coordinated with the City and FPL, which is anticipated in the coming weeks. (<i>Palm Beach County is responsible for project construction and oversight</i>).
d.	Downtown Roundabout Trolley from Tri-Rail station to beach CRA funded – City CIP Project	XF	On 2-22-18, the City Manager presented various initiatives of the Parking Management Plan to the CRA Board to provide a more holistic approach to address parking and mobility challenges that require collaboration with various City partners including the CRA. A RFP for Multi-modal Mobility Program that will provide the City residents, visitors, and business employees with convenient and efficient transportation options has been advertised. Submittal deadline was 6-12-18. The City is currently conducting the proposal evaluations.
e.	<u>Work Plan Project #15:</u>	JC/BK	The FDOT Permit for the work was issued on 11-7-17. The Bid was advertised on 3-5-18, and

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	Parking Study Implementation (E. Atlantic Ave Crosswalk Upgrades – Venetian/Gleason (East Atlantic Avenue Crosswalk Upgrades) CRA funded – City CIP Project		the bid closing date was 4-5-18. Resolution No. 61-18 to award an Agreement with R & D Paving, LLC for Venetian Drive and Gleason Street Intersection Improvements along Atlantic Avenue in a total agreement value not-to-exceed \$329,359 was approved at the 6-19-18 City Commission meeting.
f.	<u>Work Plan Project #7 & 8:</u> Parking Management Plan (Security & Revenue Collection Systems – Level by Level Parking Garage Counting System and License Plate Recognition Software/Equipment) CRA funded – City CIP Project	JA/BK	The license plate recognition software/equipment has been installed. A Request for Proposals (RFP) for the Parking Count and Guidance System was issued on 6-19-18, with a solicitation deadline is on 7-25-18.

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g.	Fourth & Fifth (Old Library Site) Redevelopment (Dumpster Relocation) CRA Project	JC/RJ/DL	On 5-7-18, the CRA board approved the agreement with JHB Properties, LLC for the dumpster enclosure construction reimbursement in an amount not to exceed \$52,164.09. Construction of the dumpster enclosure is ongoing. 
3.	Southwest Neighborhood Plan		
a.	<u>Work Plan Project #2:</u> Roadway Reconstruction (SW Neighborhood) SW 3rd Court, SW 4th Street, SW 6th Street, and SW 7th Avenue (The Set) CRA funded – City CIP Project	RJ/KM/BK	An agreement with Baxter & Woodman, Inc. DBA Mathews Consulting was approved by the City Commission on 9-26-17 in a not-to-exceed amount of \$579,257, for the design of the project. A project kick-off meeting with the consultant was held on 10-26-17. Surveys have been completed for the original project area. A public outreach community meeting to provide project information and answer questions from residents was conducted on 1-10-18. Residents expressed concerns about flooding, speeding, insufficient lighting, type of landscaping, etc. within the area, which will be considered in the design. Change Order No. 1, for additional services to add the design of a reclaimed water main to the project was approved by the City Commission at the 2-20-18 regular meeting in a not-to-exceed amount of \$48,988. The additional survey work for the reclaimed water main has been completed. Change Order No. 2 to the agreement to include landscaping and alleyway lighting is tentatively scheduled for City Commission approval on 7-10-18. The consultant is currently working on 50% design which is anticipated to be submitted to the City in July 2018.

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b.	<u>Work Plan Project #13:</u> Block 63 Alley CRA funded – City CIP Project	KM/BK	Construction drawings have been completed. Utility relocation must be completed before the RFB is released. Utility pole(s) relocation is in progress and should be completed soon. Blocks 17 & 63 will bid as a single RFB. The RFB was submitted to the City's Purchasing Department for bid advertisement. The bid release date is pending.
c.	<u>Work Plan Project #16:</u> SW Neighborhood Alleys (5 alleys) CRA funded – City CIP Project	RJ/KM/BK	A Work Assignment (WA) with Calvin, Giordano & Associates, Inc. (CGA) for the design of five (5) alleys in the SW Neighborhood was approved by the CRA Board on 6-23-16. Construction drawings were completed on 5-26-17. Utility relocations are ongoing. Two (2) of the five (5) designed alleys were bid out separately along with an associated water main upgrade on SW 10 th Ave. This was done because there are less utility conflicts in said alleys and a workaround is possible. The bid was released on 12-12-17, a pre-bid meeting was conducted on 1-4-18, and the bid submittal deadline was 1-24-18. A bid protest was filed with City and has been processed accordingly. The bid award is tentatively schedule for City Commission approval in July 2018.
d.	<u>Work Plan Project #9:</u> Merritt Park Playground & Poured in Place Surfacing CRA funded – City CIP Project	TBD	No activity at this time
e.	<u>Work Plan Project #4:</u> Catherine Strong Park (New Building/ Pool) CRA funded – City CIP Project	TBD	No activity at this time.
4.	<u>Osceola Neighborhood Plan</u>		
a.	Osceola Park Redevelopment Plan Update	JC	An Interlocal Agreement between the City and CRA for the CRA to provide funding for the updates to the Osceola Park Redevelopment Plan in an amount not to exceed \$65,000 will be presented to the Board for consideration at the 7-12-18 meeting.
b.	Residential Area Improvements CRA funded – City CIP Project In design from previous fiscal year, therefore no corresponding FY 17-18 project #.	RJ/KM/BK	Complete Neighborhood - An RFQ for an entity to oversee all phases of development, design through construction, was issued on 2-15-17. The agreement with the top ranked firm, Baxter & Woodman, Inc. DBA Mathews Consulting was approved by the City Commission on 9-26-17 in a not-to-exceed amount of \$815,531. The first public meeting for this project was conducted on 11-16-17. The survey work was completed in March 2018. Temporary traffic calming measures which included a roundabout, chicanes, and speed cushions were also completed. The consultant submitted a preliminary design report early May 2018. City review comments were provided to the consultant at a project progress meeting held on 5-24-18. The

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			final design report is pending.
5.	<u>Other</u>		
a.	<u>Work Plan Project #6:</u> Reclaimed Water Distribution System – Area 9 CRA funded – City CIP Project	CF	The City (CRA funded) has an upcoming Complete Neighborhood project in the NW Neighborhood of The Set that will cover the same area as considered in Area 9 (Roadway Reconstruction OCI 0-42). The reclaimed water main will be included with that project to achieve a cost savings and minimize disruption in the project area.
b.	<u>Work Plan Project #1:</u> Roadway Reconstruction Design (OCI 0-42) (The Set) CRA funded – City CIP Project	KM/BK	The RFQ for the upcoming Complete Neighborhood project in the NW Neighborhood of The Set is currently being reviewed by the City's Purchasing Department for advertisement. The advertisement release date is pending.
c.	<u>Work Plan Project #3:</u> Storage Building – 100 Ft. Christmas Tree CRA funded – City CIP Project	IK	The City's consultant, Song + Associates, Inc., has commenced the design work for the new storage facility. The City received preliminary conceptual drawings from the consultant on 2-27-18. The City met with Song and Assoc. on 4-3-18 to discuss housing Santa's Villages (expanding size of building) on the Police Impound lot at the Public Works Complex. An updated building concept was received by the City on 4-20-18. This project is currently on hold (City looking to rent a facility).
d.	Neighborhood Enhancements (Neighborhood Identification Signs) CRA Project	JC/RJ/KC/ DL	The design plan was recently completed and is currently under review by CRA staff. The required surveys for sign location and easements, as necessary, are being prepared. Authorization to release the Request for Bids (RFB) is tentatively scheduled for 8-15-18 CRA Board meeting.
e.	<u>Work Plan Project #17:</u> Sidewalks (Throughout CRA District) CRA funded – City CIP Project	KM/BK	On 4-3-18, the City Commission awarded a contract to City-Tech Construction, Inc. for the Sidewalk project in a total amount not-to-exceed \$330,012. A Service Authorization for CEI services was also approved. A notice to proceed was issued for the project with a proposed start date of 7-2-18.
f.	<u>Work Plan Project #19:</u> Pompey Park Master Plan CRA funded – City CIP Project	AG/PR/KC	An RFQ for the Pompey Park Community Center And Campus Pre-Design Study And Master Plan was issued on 8-2-17 and closed on 9-6-17. The City Commission awarded an Agreement to Wannemacher Jensen Architects, Inc. for Pompey Park Community Center & Campus Pre-Design Study & Master Plan Services in a total amount not to exceed \$727,200.00 at the 12-5-17 City Commission meeting. Parks and Recreation and Pompey stakeholders met with Wannemacher on 1-11-18 for an initial introduction and to discuss the scheduling moving forward. Wannemacher has begun initial site survey and Phase 1 work. A stakeholders meeting for the public was conducted 4-4-18, and one for City staff 4-5-18. A draft Environmental Site Assessment (ESA Ph I) report was submitted to the City on 5-22-18.

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JC – Jeff Costello, RJ – Renee Jadusingh, KM – Kevin Matthews, DL – DJ Lee, JG – Joan Goodrich, EB – Elizabeth Burrows, KC – Kristyn Cox, JB – Jill Brown, BK – Begona Krane, IK – Isaac Kovner, JA – Jorge Alarcon, XF – Xavier Falconi, PR – Parks & Recreation Dept., BD – Bob Diaz, CF – Cynthia Fuentes, AG - Alberta Gaum

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			On 6-24-18, the consultant met with various City Commissioners (individually), for input in the preparation of the conceptual plans.
g.	<u>Work Plan Project #5:</u> Hilltopper Stadium Restrooms / Concession Stand CRA funded – City CIP Project	BD/PR	The City is currently coordinating with the School District of Palm Beach County (Owner) to get approval for the proposed improvements. The conceptual design is 60% complete.
	REDEVELOPMENT PROJECTS		
6.	<u>NW/SW 5th Avenue Beautification</u>		
a.	NW 5 th Ave Entrance Feature CRA Project	JC/RJ/DL	The design is complete and under review by staff. Permission to release a Request for Bids (RFB) will be sought by staff at the August 2018 CRA Board meeting.
b.	<u>Work Plan Project #14:</u> NW 5 th Ave Alleys (MLK - Lake Ida Rd) CRA funded – City CIP Project	KM/BK	Construction of three unimproved alleys (Blocks 17, 25 and 26) East and West of NW 5th Avenue between Lake Ida Road and MLK Jr. Dr. Service Authorization with Wantman Group, Inc. was approved by City Commission on 11-17-15 in the amount of \$77,995.00. CRA Board Attorney is assisting in resolving title issues for Blocks 25 and 26. Construction drawings have been completed. Utility relocation must be completed and the title issues resolved before the RFB on those two blocks can be released. Blocks 17 & 63 (Item #3.b. above) will bid as a single RFB. The RFB was submitted to the City's Purchasing Department for bid advertisement. The bid release date is pending.
c.	NW/SW 5 th Avenue Project Development/Implementation (Between MLK Jr. Dr. & SW 1 st St.) CRA Project	JC	No activity at this time.
7.	<u>Carver Square Neighborhood</u>		
a.	Remediation/site development CRA Project	JC/RJ/KM/ KC	On 8-24-17, the CRA Board awarded the RFQ for the design of single family homes (Workforce Housing) to the top two (2) ranked firms for the Carver Square lots and the Carver Row properties respectively (Brooks + Scarpa Architects and Pasquale Kuritsky Architecture). On 1-11-18, the CRA Board approved the agreements with both firms. The survey work for both properties was completed in January 2018 and the design work has commenced. The conceptual plans were presented to the CRA Housing partners at the Housing Collaborative Meeting on 3-14-18. The consultants are now finalizing the conceptual plans, and will make a presentation at the next Housing Collaborative Meeting on 7-11-18 and to the CRA Board in

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			August 2018.
8.	Economic Development Initiatives		
a.	Economic Development Leads-Prospects	JG/EB	OED is working with more than 83 prospects who could possibly create/retain 824 jobs; develop-redevelop 31 acres, absorb-construct 726,911 sq. ft. of commercial, office and industrial space while making an investment of more than \$52.15 million in the CRA District and/or in the City of Delray Beach.
b.	Economic Development Incentives	JG	OED is pleased to announce that 3 of the City of Delray Beach's Census Tracts (67, 68.01 and 68.02) primarily known as "The Set" – were recently awarded Federal Opportunity Zone status by the U.S. Treasury and on the previous recommendations of Governor Rick Scott and Palm Beach County Government. This designation will allow for private investment in eligible projects located within this key area to be incentivized with temporary deferrals on federal capital gains taxes. Eligible projects include commercial businesses and housing rental developments. While more information will be released later this summer on how to leverage this designation, this is good news as we begin to accelerate our collective efforts to implement the updated vision of The Set Transformation Plan with the community.
c.	A-Guide Grants	JG	2Q A-Guide reports were submitted, filed and accepted by the CRA Board at their 6-11-18 meeting for EPOCH, Delray Beach Community Land Trust, Delray Beach Historical Society, Delray Beach Library and Old School Square.
d.	CRA Business Funding Assistance	EB	2 Curb Appeal Grant applications (Kelker, Peacock) and 2 Business Funding Assistance applications (Erin L. Deady, P.A., Ceasar's Ribs) were approved by the CRA Board at their 6-11-18 CRA Board meeting. OED is currently working on 1 Curb Appeal Grant and 2 Business Funding Assistance applications for consideration by the CRA Board at their 7-12-18 meeting. For details on the CRA's Paint Up & Signage, Rent Assistance and Site Development Assistance Funding Assistance Programs, contact Elizabeth Burrows at 561.243.7009 or visit delraycra.org .
e.	Focus on 5th Initiative	JG	OED is supporting new efforts by the Thrive Foundation to build an innovative, activation plan to be launched during 2018 Delray Beach Restaurant Week (and beyond) in The Set and along Historic 5 th in order to support the accelerated growth of local culinary entrepreneurs. This new effort is a part of a year-long pilot program which will be discussed with the CRA Board in more detail at their August meetings.
f.	G.E.A.R. (Grow, Expand and Retain) Program and Business Retention-Expansion Strategy	EB	OED is working with the CRA's Marketing-Public Relations Coordinator and Executive Team to submit an entry to the 2018 FRA Awards about the impact of the G.E.A.R. program. G.E.A.R. was established in 2015 to keep Delray Beach's "back-door" closed and front door open to businesses looking to grow, stay and start-up in our community. This highly collaborative effort is powered by more than 10 local economic development partners and features an account

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			management system, business walks, business surveys, advocacy and more. The next quarterly G.E.A.R. team meeting will be held on Thursday, 8-2-18 at 9:00 a.m.
g.	We ♥ Small Biz	EB	After making a “Keep It Local” presentation to the Greater Delray Beach Chamber of Commerce in collaboration with the City’s Purchasing and Human Resources Department, OED continued its advocacy to update the City’s policies around local procurement of goods and services including those decisions made under the \$65,000 level. As a result, a new “Keep It Local” workshop is being planned for mid-to-late October 2018 along with internal steps to better educate buyers and staff procuring goods and services from local suppliers-vendors. 
h.	Building Talent and Filling Skill Gaps	JG	OED created and taught “Presentation Skills” to 15 of the City’s 22 college Summer Interns in 2 sessions occurring on June 18 and June 21, 2018 in order to help build their soft skills during their intern experience with the City of Delray Beach.
i.	Warehouse/Arts Incubator	JC/JB	CRA Arts Warehouse 7 month updates: • June 1st was first Friday Art Walk in Pineapple Grove 500 people visited the facility. • Growing rentals • Max Weinberg is in partnership with the Arts Warehouse as a sponsored studio. He is currently setting up a display and will be working with our Artist in Resident program and education program...more to come as we launch this exciting adventure. • Curating our exhibition schedule is full through 2019 • Working with Sustainability Department on Rising Tides education through Art Exhibits • Developing and expanding events, workshops, exhibit extensions and rentals; The Arts Warehouse is expanding the following programs: Art Working: Business skills for artist/creatives launching workshops over the next 3 months, Art Lab: hands on learning, Art Talks: guest speakers/critiques; adding partnership programs • Working out logistics on occupancy issues. • Developing marketing/advertising practices and utilizing social media – will combine website with social media and work with partners to develop shared marketing/advertising plan • Developing Summer Makers Market – launched call to artist. August event • Working with Film Commission on location site and events • Launched Lunch – N – Art program • Developing partnership with 3rd/3rd for an art and food event • People continue to tell us that there is very little to do off season for those people who live here year round. So we are working on ideas to help this concept. Lunch N Art is a new program that was launched June 21st or the 3rd Thursday of the month; we

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			hope to run it year round. We will offer a different food truck at the Arts Warehouse each month; giving the food truck AKA small local business an opportunity to continue to grow. Inside the Arts Warehouse we set up tables for people to use to eat lunch and enjoy the art. They are also able to visit the Artist in Resident studios while they are here. This is a win for everyone the food trucks get exposure and revenue Artist in residents get exposure and opportunities to sell the Arts Warehouse gets marketing and exposure for the entire facility We are offering something a little different in the area Kind of a get out of the break room and into the art room. This also drives people to this area.