



CRA Board Workshop Meeting Minutes
Tuesday, March 22, 2022 – 3:00 p.m.
Arts Warehouse
Delray Beach, FL 33444

STAFF PRESENT:

Renee Jadusingh, Esq.
Kim N. Phan, Esq.
Gina Clayton

Christine Tibbs
Alexina Jeannite
Tracy Waterlander

Lori Hayward
Ivan Cabrera

1. Call to Order

Chair Johnson called the meeting to order at 3:04 p.m.

2. Roll Call

CRA Board Members Present: Chair Shirley Ervin Johnson, Vice Chair Angie Gray, Deputy Vice Chair Juli Casale, Commissioner Ryan Boylston, Commissioner Kelsey Cordell Brooks, Commissioner Adam Frankel and Commissioner Shelly Petrolia.

3. Approval of Agenda

Motion by Vice Chair Gray, seconded by Commissioner Boylston, to approve the agenda. In a roll call vote, the **motion** passed (7-0).

4. Discussion

a. Updates to A-G.U.I.D.E. Application, Guidelines, and Funding Agreements

Alexina Jeannite, Community Engagement Director, provided the background and framework for the discussion.

Kim Phan, Esq. reviewed the 2010 opinion issued by the Attorney General and the connection to the 2014 audit. She stated the result of the 2014 audit was that the CRA needs to show more documentation that the activities that are funded are restricted to authorized uses within the Community Redevelopment Act and the CRA Redevelopment Plan.

Ms. Jeannite reviewed the A-G.U.I.D.E. eligibility and funding requirements for non-profit partners. She highlighted the following requirement: CRA support for non-profit partners that received funding in prior years will not receive an increase in their funding. In fact, the amount of funding

may be decreased according to availability of funds and the quality of their applications relative to these guidelines.

Renee Jadusingh, Executive Director, reviewed the first key question, which is to consider modifications to Overall Needs Areas for A-G.U.I.D.E. She asked the Board for feedback.

Commissioner Petrolia asked for clarification on the highlighted bullet in eligibility and funding that stated there would be no increases in funding. She noted increases in funding have occurred.

Ms. Jadusingh said the guidelines state that everything is subject to Board approval, so increases have occurred.

Commissioner Frankel asked about the temporary status of the A-G.U.I.D.E.

Lori Hayward, Finance and Operations Director, spoke on the original intent of the program and funding. She acknowledged the CRA did not have the intention of providing twenty-five percent of funding for an unlimited amount of time. The hope was for the partners to grow and identify other funding partners.

Deputy Vice Chair Casale stated she would not want to stop funding certain programs like the Library. She said they may want to look at decreased funding phased over a time period for certain programs.

Vice Chair Gray offered the language should say up to twenty-five percent funding and anything over that amount is subject to Board approval. She reiterated her belief that affordable housing needs to be separate from the other Overall Needs Areas.

Deputy Vice Chair Casale asked what percentage of funding is currently going to the three main areas of Affordable Housing, Recreation and Cultural, and Economic and Business Development.

Ms. Jadusingh replied they would have to do some calculations.

Commissioner Boylston noted he sees the A-G.U.I.D.E. as a tool for leveraging Community Partners. He said what is important to him when reframing the A-G.U.I.D.E. is that the Partners are providing a service that the CRA, or the City has identified a need for and would be providing a service otherwise.

Commissioner Petrolia asked if the Library is owned by the City.

Chair Johnson stated the City owns the building, but the Library is run by a non-profit.

Commissioner Petrolia expressed concern about verifying the budgets of A-G.U.I.D.E. partners. She said there needs to be more checks and balances.

Ms. Hayward stated they used to analyze budgets and reduce funding if necessary. She mentioned the CRA Board changed the process.

To address Commissioner Petrolia's concern, Ms. Jadusingh skipped to the end of the presentation to review the recommendations to modify the funding agreement. One recommendation is to require additional supporting documentation with quarterly reports to justify expense of CRA funds for the quarter such as receipts, cancelled checks, paid invoices, etc.

Vice Chair Gray expressed concern about requiring documentation for small purchases.

Deputy Vice Chair Casale said they are beyond accepting just a spreadsheet and a verbal narrative.

Ms. Jadusingh reviewed the recommended modifications under Types of Support.

Chair Johnson acknowledged the past challenges of the program. She recommended a two-pronged approach to funding non-profits.

Commissioner Boylston agreed with Vice Chair Gray about supporting affordable housing partners in a different manner.

Ms. Hayward noted the A-G.U.I.D.E. was originally created because the City was funding the non-profits one hundred percent. She noted the Library does not receive the full twenty-five percent of funding.

Ms. Jadusingh said the Library utilizes funding to open on Sundays and Mondays and enhance regular offerings.

Vice Chair Gray said she would like to see an Open Call for non-profits.

Chair Johnson noted they could consider developing a grant funding program for stand-alone programs.

To address Vice Chair Gray's suggestion, Ms. Jadusingh reminded the Board that A-G.U.I.D.E. non-profits are required to be located on City or CRA property.

A brief discussion ensued about funding current non-profits and opportunities for new non-profits.

Deputy Vice Chair Casale spoke on the funding allocated for Old School Square.

Commissioner Boylston reiterated his stance on the A-G.U.I.D.E. and non-profit partners. He supports the recommended modifications to clean up the A-G.U.I.D.E.

Ms. Jadusingh reviewed the staff suggestions under Funding Framework.

Chair Johnson asked if the CRA will be involved in the RFP process for Old School Square.

Ms. Jadusingh replied that if they were asked, they would participate.

Ms. Jadusingh reviewed the recommended modifications of the Funding Agreement.

Deputy Vice Chair Casale asked if the current agreement includes Attorney's Fees.

Ms. Phan noted it is not expressly stated in the current agreement.

Deputy Vice Chair Casale thanked Ms. Jadusingh and staff for their work on the modifications.

5. Adjournment

There being no further discussion, the meeting was adjourned at 4:01 p.m.

Renee Jadusingh, Executive Director

Shirley Ervin Johnson, Board Chair