



CRA Board Workshop Meeting Minutes  
Tuesday, September 29, 2020 – 2:00 p.m.  
Remote Via Webex  
Delray Beach, FL 33444

**STAFF PRESENT:**

Renee Jadusingh  
Alexina Jeannite

Christine Tibbs  
Lori Nolan

Danielle Arfin  
Lori Hayward

**OTHERS PRESENT:**

DJ Doody

**1. Call to Order**

Chair Johnson called the meeting to order at 2:00 p.m.

**2. Roll Call**

**Present:** Chair Shirley Ervin Johnson, Vice Chair Adam Frankel, Deputy Vice Chair Angie Gray, Commissioner Ryan Boylston, Commissioner Juli Casale, and Commissioner Shelly Petrolia.

**Absent:** Commissioner Kelcey Cordell Brooks

**3. Approval of Agenda**

**Motion** by Deputy Vice Chair Gray, seconded by Commissioner Boylston, to approve the agenda. In a roll call vote, the **motion** passed (6-0).

## 4. Discussion

### A. 25<sup>TH</sup> ANNUAL WINTER GREENMARKET – OLD SCHOOL SQUARE PARK

Executive Director Renee Jadusingh explained staff was seeking input on opening the 25<sup>th</sup> annual Delray Winter GreenMarket at Old School Square Park with restrictions. She shared a *PowerPoint* presentation of the proposal, including:

- Staff and vendors to adhere to CDC guidelines
- Vendors to wear face coverings and gloves, and change frequently
- Mandate face coverings be worn by attendees
- Handwashing and hand sanitizing stations provided in park
- Post prominent signage throughout the Market asking attendees to observe social distancing practices.

Ms. Jadusingh shared images of the proposed set up and signage samples. She noted the Board might also consider moving the event to the front lawn for the holidays, to complement the Old School Square Holiday Village in the Museum.

Commissioner Petrolia asked who would be responsible for the signage and the sanitizing stations.

Ms. Jadusingh responded that the Market Manager would be responsible for the signs and contacting the vendors to bring in and tear down the stations.

Commissioner Petrolia asked the cost of the sanitizing stations.

Ms. Jadusingh stated funds were budgeted, but she didn't have the specific cost off hand.

Commissioner Boylston asserted he would be in favor of taking time to review the item with staff, noting with the recent announcement regarding phasing of COVID-19 restrictions, he would be in favor of bringing it back. He added that he would be in support of partnering with Old School Square as they were stepping up to provide a holiday experience for Delray Beach families.

Vice Chair Frankel stated he also supported what was being proposed. He said Wellington was doing a twilight green market and thought the CRA might look at that in the future. He pointed to the DDA's efforts in outdoor dining, noting people who went there absolutely loved it, and it showed the area could be activated in a safe manner. He stated he had no doubt what was being proposed would be great.

Deputy Vice Chair Gray added her support of the event, noting the City had been responsible in opening slowly and making sure residents were ready. She stated the Green Market had been patient, and it was time.

Continuing, Deputy Vice Chair Gray stated that with the partnership with Old School Square, it was a way to slowly open and show that the CRA supports its small businesses.

She said people had been practicing social distancing long enough that they would know what to do.

Ms. Jadusingh added that the Green Market is looking to have a few rotating booths for those who are not able to go all year round but could get started through a shared space. She noted it was a tough time and the vendors were clamoring to be able to get back.

Chair Johnson asked how many vendors would be involved in the Green Market.

Green Market Manager Lori Nolan stated there would be the same number of vendors as the previous year, approximately 60 in total.

Chair Johnson asked if someone would be hired to monitor the safety guidelines.

Ms. Nolan responded that she has a staff of two (2) on Saturday mornings, and along with volunteers, they feel they can adequately keep everyone social distanced.

Chair Johnson asked for clarification on sneeze guards.

Ms. Nolan stated they are plexi-glass shields which will be installed on the booths of food booths which are not packaged.

Chair Johnson stated she has always been concerned the vendors should be more concerned about covering food to keep insects away. She added that she was in favor of the event but thought it would be difficult for just three (3) staff members to monitor crowding and manage reactions to requirements.

Ms. Jadusingh asked for and received a consensus to bring the item before the City Commission.

## **B. POTENTIAL MODIFICATIONS TO THE DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY FUNDING ASSISTANCE PROGRAMS**

Ms. Jadusingh stated that over the past few months, Board members had inquired regarding changes in the funding assistance programs. She noted the presentation was originally planned for March but was pushed back due to COVID-19.

Continuing, Ms. Jadusingh noted the staff presentation would move through all of the programs, with input integrated from the Board, staff, the Business Assistance Taskforce, Economic Development taskforces created during COVID-19, and other sources. She asked for Board feedback and discussion, with the plan to bring the items back at the November regular meeting.

Christine Tibbs started the PowerPoint presentation with an overview of the current funding assistance programs, including:

- Project Consultancy & Design Services

- Site Development Assistance Program
- Paint-Up & Signage Program
- Rent Subsidy Program
- Historic Façade Easement Program
- Developer Funding Resources
- Development Infrastructure Assistance Program
- Land Value Investment Program
- Job Creation Bonus Program
- Community Resources
- Community Sponsorship Program

Ms. Tibbs stated that during a review of the existing guidelines, staff had recognized opportunities to broaden the reach of the CRA, further clarify the guideline criteria, and address some reward limitations. She noted a number of businesses had applied and been ineligible due to their classification as retail or personal service businesses, including barber shops and salons.

Continuing, Ms. Tibbs asserted the goals of the review were to make the programs relevant to current needs, broadening the types of businesses eligible for funding to expand the CRA's reach and clarifying the criteria.

#### **Project Consultancy & Design Services Program**

Alexina Jeannite provided an overview of the current program, eligibility guidelines, and approval authority. She stated the program, established in 2018, was to help businesses pay for initial consultation services with an architect. Ms. Jeannite explained the program was currently only available in sub-areas 3, 4, 7, and 8 and requests under \$15,000 could be approved by the Executive Director.

Ms. Jadusingh stated staff was recommending a maximum funding amount of \$15,000 to replace the open-ended funding amount in place, explaining \$15,000 would be more than adequate to assist with the architectural needs of the type of projects coming forward. She added that a line could be added to allow projects over \$15,000 to be approved with 15 percent of the grant funds paid out upon completion of design services. Additionally, Ms. Jadusingh stated staff was recommending all awards be subject to CRA Board approval only.

**Motion** by Deputy Vice Chair Gray, seconded by Commissioner Boylston, to approve moving forward with staff recommendations.

Chair Johnson asked if a motion was required, or if Ms. Jadusingh was seeking a consensus of the Board.

Ms. Jadusingh stated a consensus would be fine.

Commissioner Casale stated she and staff had discussed a prior applicant who received \$75,000 under the program and was not financially in need. She asked if the Board was

going to consider criteria not only based on geographic location, but also on the need of the applicant to make more funds available for applicants in need.

Ms. Jadusingh pointed out the applicant Commissioner Casale referred to was the Site Assistance Program, which would be discussed next. She noted staff had looked at other CRA grant programs and the County COVID-19 relief program and discussed the range of criteria founded. She added that with CRAs, the objective is to reduce slum and blight, so there is a line between need-based and working with the private sector to incentivize moving forward goals. She noted an income line could be added if it were the wish of the Board.

Chair Johnson stated a few years ago the Economic Development staff developed a navigator program and asked if this was the CRA's attempt to add teeth to that.

Ms. Jadusingh responded that the navigator program and this program came out at about the same time, from similar conversations regarding where new businesses were stumbling. She noted they were accompanying programs.

Chair Johnson stated she hoped the CRA would put some effort into making it known that programs were available, because people wanting to start a business don't necessarily think of the CRA and she wanted to change that dynamic. Continuing, Chair Johnson asserted that someone starting a business first goes to the Neighborhood Planning Department and might get off on the wrong foot. She suggested that department could refer people who don't know what they are doing on to the CRA for assistance. She stated a little more coordination between the two (2) might solve heartache on the backend.

Commissioner Petrolia followed up on Commissioner Casale's comments, noting that if it were in any other area, she might be more concerned, but in this area the CRA was trying to spark businesses to come into those four (4) zones within the program. She added that with the \$15,000 maximum, she would definitely be supporting the staff recommendations.

Deputy Vice Chair Gray spoke in support of the program, stating it had come after examining what had happened with businesses that had struggled. She noted that if those businesses had support in design, they might have benefited from guidance and not been out there struggling. She stated the previous CRA Board was known for buying up a lot of land but not helping the small business owners, and programs like this one were put in place to help and to put the CRA in the forefront.

Chair Johnson stated staff had approval to move forward.

### **Site Development Assistant Program**

Ms. Jeannite provided an overview of the current program, eligibility guidelines, and approval authority. She stated the Site Development Assistance Program was in place to help pay for the cost of interior and exterior improvement projects to commercial properties and was the most popular CRA grant program. She explained the program availability by CRA sub-area.

Ms. Tibbs explained the two-tiered funding and availability by CRA sub-area.

The following areas are restricted to art galleries, art studios, and office users:

- Sub-area 1 – up to \$50,000 (40% reimbursement)
- Sub-area 2 – up to \$50,000 (40% reimbursement)

The following areas are limited to general retail, office, restaurant, medical, automotive, professional services and facilities, recreation, and other commercial uses as allowed by the City of Delray Beach Land Development Regulations:

- Sub-area 3 – up to \$75,000 (first \$10,000 at 100% reimbursement, remainder of funding at 75% reimbursement)
- Sub-area 4 – up to \$75,000 (first \$10,000 at 100% reimbursement, remainder of funding at 75% reimbursement)
- Sub-area 5 – up to \$50,000 (40% reimbursement)
- Sub-area 6 – up to \$50,000 (40% reimbursement)
- Sub-area 7 – up to \$75,000 (first \$10,000 at 100% reimbursement, remainder of funding at 75% reimbursement)
- Sub-area 8 – up to \$75,000 (first \$10,000 at 100% reimbursement, remainder of funding at 75% reimbursement)

Ms. Tibbs showed a *PowerPoint* slide and explained the array of eligible expenses under the program. She noted several businesses had reached out during 2020 to apply for the program but had been found to be ineligible due to their classification as retail or personal services business operating in sub-areas one (1) and two (2). She stated staff also thought that with the impact of COVID-19, it might be a good time to further open funding for businesses interested in making improvements in the community or to entice new businesses to open in the CRA District.

Ms. Jadusingh explained staff was recommending broadening the eligibility criteria to attract a variety of businesses. She stated the recommendations applied to sub-areas one (1) and two (2), adding personal services such as salons and barbershops to the current eligible businesses. Additionally, she suggested opening eligibility in those areas to include retail for a period of three (3) months.

Continuing, Ms. Jadusingh stated staff recommended revising the tier one (1) funding and award limits to grant the 100 percent reimbursement of the first \$10,000 to new businesses only. She noted that staff had looked at other CRA programs to see if revenue limits were in place, and stated as an example, Boynton Beach did not have a revenue limit but did do credit checks. She said staff could explore the issue of revenue limits further if that was the will of the Board.

Deputy Vice Chair Gray noted she was happy they were considering opening the grant up to other small businesses. She noted in the past a lot of restaurants had used the program, but to diversify the CRA businesses, they need to open it up. She added that it would give

a leg up to the businesses struggling to stay open. She asked why retail was being limited to only three (3) months and stated she was in support.

Continuing, Deputy Vice Chair Gray asked what safeguarded the CRA against new businesses utilizing the funds and then closing in three (3) or six (6) months.

Ms. Jadusingh stated the three (3) months was just a proposal as a limited time offer, noting the intent of the program was to diversify the mix of shops downtown. She added it could be pushed to six (6) months, it was just an amount of time chosen with the intent to assess at the end of the time period and decide whether to open it for longer.

Deputy Vice Chair Gray asserted that she would like to look at the time period, because she didn't know how many people would be moving to open or move in during COVID-19. She said the six (6) months would take them past the new year and maybe people would be looking at it a little differently.

Commissioner Petrolia agreed that extending the time period might make sense, but it could be revisited after three (3) months. She asked if there was a maximum dollar amount in the account, and what happens if the maximum is reached.

Ms. Jadusingh explained that \$850,00 was budgeted across all grant programs, based on what had been awarded in FY20. She noted a budget amendment could be reviewed later in the year, adding that she hoped it would be a wild success and they would allocate more money to the community.

Commissioner Petrolia stated she was in support, and anything the CRA could do to support the local businesses and attract businesses to the empty store fronts was a good way thing.

Chair Johnson stated she was in total support, and the CRA Board should be doing as much as they could, however they could. She thanked staff and said she hoped they could get the word out. She asked why Districts 5 and 6 were not included in the higher tier for reimbursement. She noted the following morning at 9:30 a.m. there would be a ribbon cutting at 702 NE 3<sup>rd</sup> Avenue, which was in District 6.

Ms. Jadusingh stated they could certainly open it up, but staff had been focusing on downtown. She added that the Federal Highway Corridor could probably use some attention also. She said she thought that would be great if the Board was open to it.

Ms. Jadusingh explained staff was in the process of making a brochure that listed all of the CRA grant programs cleanly outlined to pass out and make people aware. She noted they would be shared with the City and Chamber to get them out in the community.

### **Paint-Up & Signage Program**

Ms. Jeannite provided an overview of the current Paint-Up & Signage Program, which covers all sub-areas with restrictions in sub-area one (1) and two (2). She explained the program allows for funding of 50 percent (up to \$5,000), and stated the program was

established to encourage existing building owners or tenants to improve the exterior of their buildings through a new coat of paint, later expanded to include signage.

Continuing, Ms. Jeannite outlined the eligibility requirements:

- Existing commercial and multi-family within the CRA District
- Structures located within CRA sub-areas one (1) and two (2) are restricted to art galleries, art studios, and office users operating within the structure.

Ms. Jadusingh stated staff was recommending broadening the eligibility to attract a variety of businesses by expanding similarly to the Site Development Assistance Program recommendations. She explained the new criteria would include personal services such as salons and barbershops, and open eligibility in sub-areas one (1) and two (2) to include any business based on funding availability. Additionally, she stated staff recommended adding proof of historic designation to required application documents as applicable and to limit repeat awards.

Commissioner Petrolia commented on the limit on repeat awards, asking if the business was able to get grants in multiple categories.

Ms. Jadusingh stated businesses were eligible to move through programs as appropriate, but the changes were intended to keep overlap from happening.

Chair Johnson stated staff had consent to move forward. She noted she was anxious to see the brochure and see how well it was disseminated. She added that she thought the success of the program would depend on how well the CRA made it attractive and friendly.

### **Rent Subsidy Program**

Ms. Jeannite provided an overview of the current Rent Subsidy Program, explaining all CRA sub-areas were eligible, with restrictions in sub-areas one (1) and two (2). She stated the program provided up to one-third of the business's monthly rent, or \$500 (whichever was less), for a total subsidy of \$6,0000 to assist start-up and relocation businesses during the critical first year of operation.

Continuing, Ms. Jeannite outlined the eligibility requirements:

- New business venture
- Existing business relocating to Delray Beach from another city
- Existing business opening an additional location in Delray Beach
- Business must have been in operation for six (6) months at the time of application
- Business must employ a minimum of two (2) full-time equivalent W-2 employees, as defined by the CRA, whose wages are reported to the State and Federal government
- Business must be properly licensed and approved by the City of Delray Beach



Ms. Jadusingh stated staff was recommending changes to include personal services such as salons and barbershops on the list of eligible businesses, and to modify the eligibility criteria regarding employees from two (2) full-time equivalent employees and/or one (2) part-time employee, with employment of someone within the redevelopment area and to show the employees' W-2 as part of the application process.

Chair Johnson asked for clarification on the employee restriction, noting it excluded sole proprietors.

Ms. Jadusingh confirmed that was correct.

Chair Johnson stated she wondered if that stifled adventurous up-starters.

Ms. Jadusingh pointed out the current guidelines required two (2) full-time employees, so the changes were relaxing the requirements to encourage people to step out and start a business.

Chair Johnson asked if the employees were required to be non-family members.

Ms. Jeannite stated the current guidelines stated at least one (1) of the full-time employees could not be a relative.

Ms. Jadusingh asserted staff could review the guidelines more. She stated staff was open, and the intent was to relax the restrictions.

Chair Johnson said she believed that would be helpful.

Deputy Vice Chair Gray stated she thought the change was great, noting the small "Mom and Pop" businesses had been suffering. She noted she was awarded a similar grant when she opened her own beauty salon. She stated she would like to see it opened up and added that she did not have a problem with people hiring their family members.

Ms. Jadusingh stated that staff would review the guidelines further and explore opening them up further to make them more helpful.

Chair Johnson agreed that she also had nothing against hiring family members, noting they were sometimes more dedicated as employees.

### **Historic Façade Easement Program**

Ms. Tibbs provided an overview of the current Historic Façade Easement Program, which is open to all CRA sub-areas with no restrictions by sub-area. She explained the grants are up to \$75,000 for privately owned structures and nonprofits, and up to \$125,000 for public structures (owned and maintained by a public entity) and nonprofits in facilities available for public use on a continuing basis. Ms. Tibbs stated the purpose of the program was to preserve historic structures within the CRA District, and noted the CRA may purchase an easement over the façade of a historic structure for a portion of the cost of

the exterior improvements and the CRA retains ownership and architectural control of the historic façade in perpetuity.

Ms. Tibbs explained staff was proposing the following modifications to the program:

- Limit funding award to a maximum of \$50,000 regardless of type of business entity
- Building exterior only, no landscaping
- Remove façade easement
- Required application documents
- Proof of historic designation as a historic structure or contributing structure obtained prior to submission of application
  - City approval for exterior improvements
- Remove house relocations from eligible expenses.

Commissioner Boylston asked for additional clarification on the removing of housing relocations from eligible expenses.

Ms. Jadusingh explained when the CRA moved the house last year, the costs had increased substantially, resulting in a cost of \$215,000 not including relocation of utilities. She stated staff was looking at removing it from the program to stretch dollars but noted if a project came up in the future, the Board could examine it on an individual basis.

Commissioner Boylston stated since there would be a cap of \$50,000, even if there was a cost upward of \$200,000, the CRA would cap its contribution at \$50,000. He added that he would like to see the house relocation stay in the program, but if projects would be brought forward on an individual basis, he would be OK with that, too.

Ms. Jadusingh asserted that historic preservation was vital to the CRA efforts but having it as a separate project where the easement was not required made sense to her.

Chair Johnson stated she was in favor, noting she would not like to see the CRA enter into another historic home relocation without serious discussion as a Board and thorough understanding of the funds that would be committed.

Ms. Jadusingh stated historic home relocations was still a part of the CRA plan, so it was not completely out, just would not be a part of this particular grant program.

### **Community Sponsorship Program**

Ms. Jadusingh provided an overview of the Community Sponsorship Program, explaining it is available in all sub-areas with a maximum award of \$1,500. She stated the purpose of the program was to recognize organizations whose programs and services directly serve the citizens and visitors of the Delray Beach CRA, as well as to assist fledgling community organizations that create programs to address specific needs within the community while supporting the mission and principles of the CRA. Ms. Jadusingh noted the program was outside of the A-GUIDE.

Ms. Jadusingh outlined the current eligibility requirements:

- Must be a not-for-profit organization, registered and in good standing with the State of Florida
- Must deliver a program and/or service within the CRA District
- Must be able to demonstrate how programs and services help further the mission of the CRA and address at least one of the CRA's overall needs
- Programs and services must benefit an identifiable population within the CRA

Ms. Jadusingh explained staff was recommending temporarily suspension of the program. She stated the CRA invests \$2.5 to \$3 million in non-profits supporting the CRA mission and suspending this program would allow for additional investment into the business community.

Deputy Vice Chair Gray stated she would not want to suspend the program, because this was set in place for other non-profits, such as a tutoring or dancing program in need of small grants. She added that once a program was paused, it would never come back, and even though the funds were not being utilized, it may be because they are not advertised.

Commissioner Petrolia stated she understood where Deputy Vice Chair Gray was coming from, but also felt it was an open-ended opportunity for anyone to come to the CRA for funds. She added that if the program continued, there should be additional restrictions in order to be responsible with the dollars.

Continuing, Commissioner Petrolia asked Ms. Jadusingh what she found in the program that would cause her to want to suspend it temporarily.

Ms. Jadusingh responded that staff had looked at the amount the CRA was spending in non-profits with the A-GUIDE program. She noted there had been some movement in the Legislature for CRAs to not support non-profits which didn't pass, but the idea was that supporting businesses paying into the tax base and doing more infrastructure was a better fit. She noted the program could be further restricted or capped instead of suspended if the Board preferred.

Commissioner Petrolia stated that on the same level, understanding where non-profits get their money is also important. She noted there are many avenues in the City for them to tap into, and the left hand doesn't necessarily know what the right hand is doing. She added that the CRA needed to scrutinize a bit more when providing funding. She noted there were people out there doing great things and she didn't want to stop that happening but thought the CRA should be more particular moving forward.

Commissioner Boylston stated that with all of the programs in place and the focus on making support of businesses more aggressive, he felt this was a good time to reassess and wind down the Community Sponsorship Program, then bring something back in the future. He noted he would like to see what Ms. Jadusingh's team would put together in its place rather than taking something old and making it fit.

Continuing, Commissioner Boylston noted he thought any non-profits being funded by the CRA should be aligned with something the CRA was doing in the community and utilized as a conduit to achieve the CRA's goals and initiatives. He stated he would like to see something more defined for non-profits to fit into.

Chair Johnson said she saw it as a mixed bag. She asked how much had been spent over the past years, and whether it had gone consistently to the same organizations. She stated she was sure that if more people knew about it, there would be more requests.

Ms. Jeannite stated one (1) award per year had been granted annually each year back to FY18. She noted the past two (2) years had been the same group, and the year before it had been the Children's Garden.

Chair Johnson asserted the Children's Garden was a beautiful place and they had used the funds well. She stated she would like to see staff come back with a program that allowed non-profits to apply for CRA funds, perhaps for a smaller amount.

Deputy Vice Chair Gray stated the larger non-profits get so much money, there should be a program available to help the smaller non-profits. She said she believed the grants were just not well advertised and were difficult to apply for, and with relaxed eligibility, more people would have access.

Chair Johnson suggested a restriction that a non-profit not be able to receive the grant two (2) years in a row.

Ms. Jadusingh clarified that she was hearing that the Board would like to see the program revamped, but not removed. She said staff would look at it in a different way and spruce it up a bit more.

### **COVID-19 – Let's Keep It Clean**

Ms. Jeannite stated as businesses were reopening, CRA staff had discussed the possibility of making resources available to support them through a new grant program that would help to keep employees, customers, and visitors safe.

Ms. Jeannite explained staff was proposing a program as follows:

- 50 percent of cost up to \$2,000 available for enhanced sanitization efforts
- Touchless fixtures, acrylic shields, auto-sanitizer dispensers, touchless checkout
- Local vendors to do installation
- Must have fixed location with an executed lease
- Available for all sub-areas
- Intended for high-traffic businesses (such as retail and restaurants)
- Not intended for home-based businesses

Vice Chair Frankel stated he had discussed the topic with Ms. Jadusingh a week or so ago, and asked if the CRA would provide reimbursement, or if a business would apply and then a local vendor would go out to do the installation.

Ms. Jadusingh explained the program would have a dual effect, with added cleaning and hand sanitization for the businesses, along with an investment in local vendors and keeping money in the local economy.

Vice Chair Frankel asserted he thought that was great, as he wouldn't want to see Broward County Sanitization Service install something in a business when there was a Delray Beach business that could do the work and the funds could help them out.

Commissioner Petrolia stated she wanted to make sure the program only included costs moving forward, not going back and recapturing past spends.

Ms. Jadusingh confirmed that was correct, the program would be for new expenses that would be installed and fixed to the building so that they could not be taken and used outside the CRA District.

Chair Johnson stated she liked the idea and thought it was wonderful. She asked if the local vendors to do the installation would be restricted to the City or County.

Ms. Jadusingh explained staff had started to gather a list and wanted to keep it in the City of Delray Beach. She noted a business could suggest a vendor as long as it was within the City.

Chair Johnson stated there were some wonderful new inventions with door opening features and asked if that would be included in the grant.

Ms. Jadusingh confirmed that it would be included.

Deputy Vice Chair Gray asked how the CRA would get in touch with local tradesmen to let them know the funds were available so they could apply.

Ms. Jadusingh stated that research still needed to be done, but staff had started a list just from looking on the internet. She noted they would start a phone chain and ask around for referrals but needed some time to come up with the criteria.

Chair Johnson noted there was a consensus to move forward. She asked if there was a time frame to roll the program out.

Ms. Jadusingh stated she hoped to bring the program back at the end of October for Board review. She noted the idea was to keep it very local and include a diverse list of businesses to choose from, and hoped there would be a good interest in the program to assist a large number of businesses.

Deputy Vice Chair Gray said she would like to see it come from a list of pre-vetted businesses created by the CRA rather than having the businesses suggest someone.

Chair Johnson stated she would also like to see a follow-up done on the quality of work by the vendors because people might not come back and tell the CRA if they did a sloppy job.

Deputy Vice Chair Gray asked if places would need to be licensed, or if handyman services would be included.

Ms. Jadusingh stated it would depend on the category.

## **5. Other Business**

### **A. Comments by Executive Director**

Ms. Jadusingh provided details of a virtual ribbon cutting ceremony to celebrate the opening of Apex Insurance Agency on Wednesday, September 30 at 9:30 a.m. She pointed to a virtual guestbook for leaving comments and noted the CRA had provided funding through the Site Development Assistance Program. Ms. Jadusingh explained the funds were awarded in February 2020 at a total CRA investment of \$29,406.

### **B. Comments by Board Attorney**

None.

### **C. Comments by Commissioners**

Deputy Vice Chair Gray congratulated Apex Insurance and the CRA on the project and stated she was out of town and would not be able to attend the event.

## **6. Adjournment**

There being no further discussion, the meeting was adjourned at 3:29 p.m.

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Renee Jadusingh, Executive Director

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Shirley Ervin Johnson, Board Chair