

City of Delray Beach

COMMUNITY REDEVELOPMENT AGENCY
20 North Swinton Avenue - Delray Beach, FL 33444
Phone: (561) 276-8640 - Fax: (561) 276-8558
www.delraycra.org



CRA Meeting

Tuesday, April 27, 2021

4:00 PM

Regular Meeting

Arts Warehouse

Community Redevelopment Agency

CRA Board of Commissioners

*Chair Shirley Ervin Johnson
Vice-Chair Adam Frankel
Deputy Vice-Chair Angie Gray
CRA Commissioner Ryan Boylston
CRA Commissioner Kelcey Brooks
CRA Commissioner Juli Casale
CRA Commissioner Shelly Petrolia*

RULES FOR PUBLIC PARTICIPATION

PUBLIC COMMENT: Any citizen is entitled to speak on items under the Old or New Business sections at the time the items are heard by the CRA Board of Commissioners ("CRA Board"). Comments are limited to 3 minutes unless otherwise specified.

ADDRESSING THE CRA BOARD: Members of the public will be requested to complete a form or other document in order to inform the CRA Board of a desire to be heard. At the appropriate time, please step up to the lectern and state your name and address for the record. All comments must be addressed to the CRA Board as a body and not to individuals. Any person making disruptive, impertinent, or slanderous remarks or who becomes boisterous, while addressing the CRA Board and refuses to stop may be requested to leave by the meeting Chair. Any person who, at a Board meeting, willfully interrupts or disturbs the meeting in violation of Section 871.01, Fla. Stat., entitled "Disturbing Schools and Religious and Other Assemblies," is subject to arrest by those law enforcement officers present.

SIGN IN SHEET: Prior to the start of the CRA Board Meeting, individuals attending the meeting should sign in on the sheet located on the right side of the dais. The primary purpose of the sign -in sheet is to assist staff with record keeping.

APPELLATE PROCEDURES

Please be advised that if any person decides to appeal any decision made by the CRA Board with respect to any matter considered at this meeting, that person will need a record of the proceedings, and that, for such purpose, the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

CRA BOARD MEETING
PUBLIC PARTICIPATION IN-PERSON OR VIRTUAL OPTION

PUBLIC COMMENT SUBMISSIONS:

Public comments can be made either in person during the public comments portion of the meeting or accepted via voicemail message. Any member of the public wishing to comment publicly on any matter, including public comment or public hearing items, may submit their comments by dialing 561-243-7557 and leaving a voicemail message that will be played during the CRA Board meeting and made a part of the public record:

1. State your full name
2. State your address
3. Leave a comment no longer than 3 minutes

Public comments via voicemail message will be accepted until 1:00 p.m. on the day of the meeting.

OCCUPANCY LIMITATIONS:

Physical attendance to this meeting is strictly limited to seating available based upon COVID-19 precautions and social distancing guidelines. Public seating will be on a first available or as available basis. Access to the meeting virtually is available to anyone who is unable to attend should seating capacity be reached or for those who do not wish to physically attend.

PLEASE ALSO BE ADVISED that to prevent the spread of COVID-19 and to aid in the response to the COVID-19 public health emergency, all persons attending the public meeting will be required to answer questions regarding potential exposure to COVID-19 within the past 14 days, to submit to temperature screening, and shall either wear face coverings or other cloth or material covering the nose and mouth. Violations of these requirements may also result in removal from the meeting. Any person found to have a temperature of 100.4° or higher will be asked to leave.

ACCESS ACCOMMODATIONS:

Due to any potential occupancy limitations from preventing the spread of COVID-19, those wishing to access the public meeting virtually by means of communications media technology may do so remotely in the following way:

Members of the public wishing to view CRA Board meetings may visit our website at www.delraycra.org, where the meeting will be livestreamed for the public through the home page.

If any member of the public requires additional information about making public comments, please contact:

The Delray Beach Community Redevelopment Agency
20 N. Swinton Ave
Delray Beach, FL 33444
561-276-8640

IN ACCORDANCE WITH THE AMERICAN DISABILITIES ACT, ANY PERSON WITH A DISABILITY REQUIRING REASONABLE ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CALL THE CRA AT 561-276-8640 AT LEAST 48 HOURS PRIOR TO THE MEETING.

1. Call to Order**2. Roll Call****3. Approval of Agenda****4. Approval of Minutes****4A. FEBRUARY 23, 2021 REGULAR MEETING MINUTES**

Attachments: [February 23, 2021 Regular Meeting Minutes](#)

4B. MARCH 18, 2021 SPECIAL MEETING MINUTES

Attachments: [March 18, 2021 Special Meeting Minutes](#)

5. April PowerPoint Presentation**5A. APRIL POWERPOINT PRESENTATION**

Attachments: [CRA Regular Meeting Presentation - April 2021](#)

6. Public Comments on Agenda & Non-Agenda Agenda Items**7. Consent Agenda****7A. CRA FINANCIAL REPORT - DECEMBER 2020**

Attachments: [Agenda Cover Report](#)
[Exhibit A - FinStmt - Dec 2020 FY 20-21](#)

7B. CRA FINANCIAL REPORT - JANUARY 2021

Attachments: [Agenda Cover Report](#)
[Exhibit B - FinStmt - Jan 2021 FY 20-21](#)

7C. CRA MONTHLY PROGRESS REPORTS, MARCH 2021

Attachments: [Agenda Cover Report](#)
[Exhibit A1 - Monthly Work Plan Report - March 2021](#)
[Exhibit A2 - Corey Jones Isle Update - March 2021](#)
[Exhibit B - Arts Warehouse Report - March 2021](#)
[Exhibit C - Funding Assistance Report - March 2021](#)
[Exhibit D - Property Management Report - March 2021](#)

7D. CRA MONTHLY PROGRESS REPORTS, APRIL 2021

Attachments: [Agenda Cover Report](#)
[Exhibit A1 - Monthly Work Plan Report - April](#)
[Exhibit A2 - Corey Jones Isle Update](#)
[Exhibit B - Arts Warehouse Report](#)
[Exhibit C - Funding Assistance Update](#)
[Exhibit D - Monthly PM Report](#)

7E. PROJECT CONSULTANCY & DESIGN SERVICES FUNDING APPLICATION - SJO WORLD WIDE, LLC (137 NW 1ST AVENUE)

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Photos](#)
[Exhibit C - Funding Assistance Detail Sheet - SJOWW](#)
[Exhibit D - Application Form SIGNED](#)
[Exhibit E - Project Consultancy + Design Services Program Guidelines](#)

7F. SITE DEVELOPMENT ASSISTANCE FUNDING - CONCH CRAVINGS, LLC (1191 NORTH FEDERAL HIGHWAY) FOR AN AMOUNT NOT TO EXCEED \$45,600

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Photos of Existing Conditions](#)
[Exhibit C - Floor Plans & Renderings](#)
[Exhibit D - Funding Assistance Detail Sheet - Conch Cravings, LLC](#)
[Exhibit E - Application Form](#)
[Exhibit F - Project Narrative](#)
[Exhibit G - Business Plan](#)
[Exhibit H - Site Development Assistance Program Guidelines approved modifications](#)

7G. PAINT-UP & SIGNAGE FUNDING AGREEMENT - JOHN CHRISTOPHER VAN REICH AND PINEAPPLE GROVE MAIN STREET, INC. (217 NE 4TH AVENUE) IN AN AMOUNT NOT TO EXCEED \$4,912.50.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map PAPA](#)
[Exhibit B - Photos of existing conditions & samples](#)
[Exhibit C - Funding Assistance Detail Sheet - Delray Camera](#)
[Exhibit D - PGMS-Reich Mural Agreement](#)
[Exhibit E - Guidelines](#)

7H. SITE DEVELOPMENT ASSISTANCE FUNDING - PREMIER VIRTUAL, LLC (430 NE 5TH AVENUE) FOR AN AMOUNT NOT TO EXCEED \$36,400.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Photos of existing conditions](#)
[Exhibit C - Floor Plan](#)
[Exhibit D - Funding Assistance Detail Sheet - Premier Virtual Site Development](#)
[Exhibit E - Application Form](#)
[Exhibit F - Project Narrative](#)
[Exhibit G - Business Plan & Financial Projections](#)
[Exhibit H - Site Development Assistance Program Guidelines approved modifications](#)

7I. RENT SUBSIDY PROGRAM FUNDING APPLICATION - PREMIER VIRTUAL, LLC (430 NE 5TH AVENUE) FOR AN AMOUNT NOT TO EXCEED \$6,000.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Funding Assistance Detail Sheet - Premier Virtual](#)
[Exhibit C - Business Plan & Job Positions \(PENDING BUSINESS PLAN\)](#)
[Exhibit D - Application Form](#)
[Exhibit E - Rent Subsidy Program Guidelines](#)

7J. RATIFICATION OF WORK ASSIGNMENT FOR ARCHITECTURAL SERVICES PROVIDED BY CPZ ARCHITECTS INC.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Work Assignment](#)

7K. LANDSCAPE MAINTENANCE AGREEMENT WITH THE CITY OF DELRAY BEACH - 20 AND 26 NW 6TH AVENUE

Attachments: [Agenda Cover Report](#)
[Exhibit A - Landscape Maintenance Agreement](#)

7L. SECOND AMENDMENT TO THE GROUND LEASE AGREEMENT WITH HATCHER CONSTRUCTION & DEVELOPMENT, INC.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Second Amendment to Ground Lease Final](#)

7M. AUDITING AGREEMENT FOR FISCAL YEARS ENDING ON SEPTEMBER 30, 2021 THROUGH SEPTEMBER 30, 2024, WITH THE OPTION TO RENEW

Attachments: [Agenda Cover Report](#)
[Exhibit A - Resolution](#)
[Exhibit B - Audit Agreement](#)
[Exhibit C - Caler Donten Audit Engagement Letter](#)
[Exhibit D - City Audit Agreement](#)

7N. FIRST AMENDMENT TO CRA/CITY INTERLOCAL AGREEMENT FOR FUNDING CONSTRUCTION/PROFESSIONAL SERVICES FY 2020-2021

Attachments: [Agenda Cover Report](#)
[Exhibit A - First Amend ILA City FY 20-21 Construction Professional Services](#)
[Exhibit B - NE 3rd Ave Streetscape memo 3-21-21](#)

7O. DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING DATES - MAY 2021 THROUGH MARCH 2022

Attachments: [Agenda Cover Report](#)

7P. AMENDMENT TO CRA ACCOUNTING POLICIES AND PROCEDURES MANUAL

Attachments: [Agenda Cover Report](#)
[Exhibit A- Financial Policies Procedures 2021](#)

8. Old Business

8A. None.

9. New Business

9A. BUDGET AMENDMENT NO. 1, FISCAL YEAR 2020-2021

Attachments: [Agenda Cover Report](#)
[Exhibit A-RESOLUTION NO 2021-02 Budget Amendment](#)
[Exhibit B- FY 2020-2021 Budget Amendment No.1](#)

9B. PURCHASE AND SALE AGREEMENT – PULTE HOME COMPANY, LLC – CRA OWNED PROPERTIES IN THE SW NEIGHBORHOOD (CARVER SQUARE)

Attachments: [Agenda Cover Report](#)
[Exhibit A - Model Information and Renderings](#)
[Exhibit B - Purchase and Sale Agreement](#)

9C. REVOCABLE LICENSE AND FACILITY USE AGREEMENT WITH COMPASS HEALTH, FOR THE TEMPORARY ACTIVATION AT 708 W. ATLANTIC AVENUE

Attachments: [Agenda Cover Report](#)

[Exhibit A - Revocable License and Facility Use Agreement](#)

[Exhibit B - Letter of Interest](#)

9D. MODIFICATIONS TO CURB APPEAL RESIDENTIAL IMPROVEMENT PROGRAM GUIDELINES

Attachments: [Agenda Cover Report](#)

[EXHIBIT A - Curb Appeal Program Guidelines modified 4.27.2021 TRACKED E](#)

[EXHIBIT B - Curb Appeal Program Guidelines modified 4.27.2021 CLEAN](#)

10. Other Business

A. Comments by Executive Director

B. Comments by Board Attorney

C. Comments by Commissioners

11. Adjournment