

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 25, 2023

4:00 PM

Regular Meeting

Arts Warehouse

Community Redevelopment Agency

CRA Board of Commissioners

Chair Adam Frankel

Vice Chair Angela Burns

CRA Commissioner Ryan Boylston

CRA Commissioner Kelcey Cordell Brooks

CRA Commissioner Angie Gray

CRA Commissioner Rob Long

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.

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 3:00 p.m. on the day of the meeting.

ACCESS ACCOMMODATIONS:

Those wishing to access the public meeting virtually by means of communications media may do so by visiting 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:

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. Presentations****4A. APRIL POWERPOINT PRESENTATION (FOR INFORMATIONAL PURPOSES ONLY)**

Attachments: [April 25th, 2023 Regular Board Meeting](#)

4B. PRESENTATION BY PALM BEACH COUNTY COMMISSION ON ETHICS**4C. PRESENTATION OF TROPHIES BY MARK BARON OF YELLOW TENNIS BALL – DELRAY OPEN 2023****5. March and April Staff Reports (For Informational Purposes Only)****5A. MONTHLY WORK PLAN REPORT**

Attachments: [Exhibit A - Monthly Report - March April](#)

5B. ARTS WAREHOUSE REPORT

Attachments: [Exhibit B - AW Report](#)

5C. FUNDING ASSISTANCE REPORT

Attachments: [Exhibit C - Funding & Community Engagement Report](#)

5D. PROPERTY MANAGEMENT REPORT

Attachments: [Exhibit D - Monthly PM Report](#)

5E. SOCIAL MEDIA/OUTREACH REPORT

Attachments: [Exhibit E - Social Media Report](#)

6. Public Comments on Agenda & Non-Agenda Items**7. Consent Agenda****7A. REGULAR BOARD MEETING MINUTES – FEBRUARY 28, 2023**

Attachments: [February 28, 2023 - CRA Regular Meeting Minutes](#)

7B. CRA MONTHLY FINANCIAL REPORT - JANUARY 2023

Recommendation: Receive and File.

Attachments: [Agenda Cover Report](#)
[Exhibit A - FinStmt January 2023 FY 22-23 YTD](#)

7C. CRA MONTHLY FINANCIAL REPORT – FEBRUARY 2023

Recommendation: Receive and File.

Attachments: [Agenda Cover Report](#)
[Exhibit A - FinStmt February 2023 FY 22-23 \(1\)](#)

7D. REINSTATEMENT AND FOURTH AMENDMENT TO THE CONSULTING WORK ASSIGNMENT WITH SONG & ASSOCIATES, INC. FOR DESIGN AND CONSULTING SERVICES FOR 95 SW 5TH AVENUE

Recommendation: Approve the Reinstatement and Fourth Amendment to the Consulting Work Assignment with Song & Associates, Inc. for 95 SW 5th Avenue, Delray Beach, FL 33444.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Original Work Assignment and Amendments](#)
[Exhibit B - Reinstatement and 4th Amend to WA-PE](#)

7E. FIRST AMENDMENT TO THE AGREEMENT BETWEEN THE DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY AND AHRENS COMPANIES - 95 SW 5TH AVENUE

Recommendation: Approve the First Amendment to the Agreement between the Delray Beach Community Redevelopment Agency and Ahrens Companies for the construction of 95 SW 5th Avenue, in substantially the attached form.

Attachments: [Agenda Cover Report](#)
[Exhibit A - First Amendment to Ahrens Enterprises Inc Agreement. 95 SW 5th /](#)

7F. NORTHWEST NEIGHBORHOOD IMPROVEMENTS PROJECT - RIGHT-OF-WAY DEEDS

- Recommendation:**
1. Approve the attached Right-of-Way Deed Agreements for the CRA-owned properties located at 805 W. Atlantic Avenue and W. Atlantic Avenue with the following Property Control Numbers (PCN) for the purpose of completing public infrastructure improvements as part of the Northwest Neighborhood Improvements Project:

PCN	ADDRESS
12-43-46-17-22-001-0090	805 West Atlantic Avenue
12-43-46-17-22-002-0100	West Atlantic Avenue
12-43-46-17-16-006-0060	West Atlantic Avenue

2. Authorize the CRA Board Chair to execute the agreements, and any related documents, in a form acceptable to the CRA Legal Advisor.

- Attachments:**
- [Agenda Cover Report](#)
 - [Exhibit A - Location Map](#)
 - [Exhibit B - Property ROW Deed Notification and Agreements](#)

7G. FIRST AMENDMENT TO A.-G.U.I.D.E.: ACHIEVING GOALS USING IMPACT DRIVEN EVALUATION PROGRAM FUNDING AGREEMENTS

- Recommendation:** Approve a First Amendment to the Fiscal Year 2022-2023 A.-G.U.I.D.E. Funding Agreements for all Funding Recipients.

- Attachments:**
- [Agenda Cover Report](#)
 - [Exhibit A - First Amendment - AGUIDE Funding Agreement-Arts Garage_FINAL](#)
 - [Exhibit B - First Amendment - AGUIDE Funding Agreement-CLT_FINAL](#)
 - [Exhibit C - First Amendment - AGUIDE Funding Agreement-DBHS_FINAL](#)
 - [Exhibit D - First Amendment - AGUIDE Funding Agreement_Library_FINAL part](#)
 - [Exhibit E - First Amendment - AGUIDE Funding Agreement-Spady_FINAL](#)

7H. RESOLUTION NO. 2023-01 - AGREEMENT FOR PURCHASE AND SALE - 106 NW 10TH AVENUE - \$380,000.00

Recommendation:

Approve Resolution No. 2023-01 and the Agreement for Purchase and Sale with Southern Engineering & Construction, LLC, for the CRA purchase of property at 106 NW 10th Avenue, with a purchase price of \$380,000.00, in substantially the attached form, and authorize the CRA's Chair, Executive Director and legal counsel to execute any and all related documents to facilitate the above action(s).

Attachments:

[Agenda Cover Report](#)

[Exhibit A - Resolution 2023-01](#)

[Exhibit B - PE Agreement for Purchase and Sale 106 NW 10](#)

[Exhibit C - Location Map](#)

7I. RESOLUTION NO. 2023-02 - AGREEMENT FOR PURCHASE AND SALE - NW 7TH AVENUE - \$196,000.00

Recommendation:

Approve Resolution No. 2023-02 and the Agreement for Purchase and Sale with The J.G. Harris-Wells Family Trust, dated July 18, 2018, for the CRA purchase of property at NW 7th Avenue (PCN/Folio No: 12-43-46-16-01-004-0010), with a purchase price of \$196,000.00, in substantially the attached form, and authorize the CRA's Chair, Executive Director and legal counsel to execute any and all related documents to facilitate the above action(s).

Attachments:

[Agenda Cover Report](#)

[Exhibit A - Resolution 2023-02](#)

[Exhibit B - PE Purchase and Sale Agreement with JG Harris-Wells Family Trus](#)

[Exhibit C - Location Map](#)

[Exhibit D - 11.2.22 Letter of Interest](#)

[Exhibit E - CRA Acquisition MAP-A.2](#)

7J. TEMPORARY USE AGREEMENT – SW 600 W. ATLANTIC AVENUE & 700 W. ATLANTIC AVENUE

Recommendation:

Approve the Temporary Use Agreement ("Agreement") with Emanuel Jackson, Sr. Project, Inc. for the third annual CommUNITY Block Party on Saturday, June 24, 2023 from 11:00am to 9:00pm.

Attachments:

[Agenda Cover Report](#)

[Exhibit A - Location Map & Site Map - EJS](#)

[Exhibit B - EJS 2023 Block Party TUA Letter](#)

[Exhibit C - TEMPORARY USE AGREEMENT 3rd Annual EJS CommUNITY B](#)

7K. ISSUE REQUEST FOR PROPOSALS (RFP) CRA NO. 2023-03 PROPERTY MANAGEMENT SERVICES FOR CRA-OWNED RESIDENTIAL PROPERTIES (COURTYARD ON 12TH)

Attachments: [Agenda Cover Report](#)
 [Exhibit A - Location Map](#)

7L. ISSUE INVITATION FOR BIDS (ITB) CRA NO. 2023-02 - LANDSCAPE MAINTENANCE SERVICES

Attachments: [Agenda Cover Report](#)
 [Exhibit A - CRA Owned Property List](#)

7M. AMENDMENT TO CRA BYLAWS

Recommendation:
 Approve the amendments to Article III, Section 3.1 to the CRA Bylaws.

Attachments: [Agenda Cover Report](#)
 [Exhibit A - Bylaw Amendments 4.25.23](#)

7N. DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING DATES - APRIL 2023 THROUGH MARCH 2024

Recommendation:
 Approve the proposed CRA Board meeting schedule with dates for the period of April 2023 through March 2024.

Attachments: [Agenda Cover Report](#)

8. Old Business

None.

9. New Business

9A. BOARD DIRECTION - FISCAL YEAR 2022-2023 A.-G.U.I.D.E. Q1 REPORT FOR EXPANDING & PRESERVING OUR CULTURAL HERITAGE - SPADY MUSEUM

Recommendation: Board direction concerning the disbursement of the Fiscal Year 2022-2023 A.-G.U.I.D.E. Q1 Funds for Expanding & Preserving Our Cultural Heritage - The Spady Museum (EPOCH-Spady) in the amount of \$27,250.

Attachments: [Agenda Cover Report](#)
 [Exhibit A - A-GUIDE Q1 Report FY2022-2023 - EPOCH-Spady](#)
 [Exhibit B - Current Financial Info](#)
 [Exhibit C - A-GUIDE Guidelines FY 2022-2023](#)

- 9B.** 98 NW 5TH AVENUE PROPERTY MANAGEMENT ON BEHALF OF THE DELRAY BEACH CRA - REJECTION OF PROPOSALS SUBMITTED FOR REQUEST FOR PROPOSALS CRA NO. 2023-01 - COMMERCIAL PROPERTY MANAGEMENT SERVICES FOR 98 NW 5th AVENUE; APPROVE RENTAL RATE FOR FIRST FLOOR BAYS; AND APPROVE THE RE-ISSUANCE OF A REQUEST FOR PROPOSALS FOR PROPERTY MANAGEMENT SERVICES

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - RFP CRA No. 2023-01 and Addenda](#)

- 9C.** NOTICE OF INTENT TO LEASE FOR FIVE (5) FIRST FLOOR TENANT BAYS - 98 NW 5TH AVENUE

Recommendation: Provide direction on issuing the Notice of Intent to Lease the five (5) first floor tenant bays at the CRA-owned property at 98 NW 5th Avenue.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Photos](#)
[Exhibit C - Tenant Application Form](#)
[Exhibit D - Manual for Notice of Intent to Lease for Tenants at 98 NW 5th](#)
[Exhibit E - Review & Selection Committee Scoring Sheet](#)
[Exhibit F - CRA Community Redevelopment Plan Project](#)
[Exhibit G - SAMPLE Lease Agreement for 98 NW 5th Avenue 4.18.23](#)

- 9D.** REQUEST FOR PROPOSALS FOR TENANT TO OPERATE 2ND FLOOR WORKSPACE - 98 NW 5TH AVENUE

Recommendation: Provide direction on the structure of the Request for Proposals for an Operator/Tenant of the 2nd floor workspace at 98 NW 5th Avenue.

Attachments: [Agenda Cover Report](#)
[Exhibit A - 98 NW 5th coworking option](#)

- 9E.** APPOINTMENT OF CRA OFFICER: DEPUTY VICE-CHAIR

Recommendation: Appoint a member of the Board to the position of CRA Deputy Vice-Chair.

Attachments: [Agenda Cover Report](#)

10. Other Business

- A. Comments by Executive Director
- B. Comments by Board Attorney
- C. Comments by Commissioners

11. Adjournment