

# 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](http://www.delraycra.org)



## CRA Meeting

Tuesday, July 25, 2023

4:00 PM

Regular Board Meeting at 4:00PM

Delray Beach City Hall

## Community Redevelopment Agency

*CRA Board of Commissioners*

*Chair Adam Frankel*

*Vice Chair Angela Burns*

*CRA Commissioner Ryan Boylston*

*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.

**1. Call to Order****2. Roll Call****3. Approval of Agenda****4. July Powerpoint Presentation (For Informational Purposes Only)****4A. JULY POWERPOINT PRESENTATION**

**Attachments:** [July 25, 2023 - Regular Board Meeting Presentation](#)

**4B. CRA AUDITED FINANCIAL STATEMENTS – FISCAL YEAR 2021-2022**

**Recommendation:** Approve the fiscal year 2021-2022 CRA Audited Financial Statements Report as presented by Marcum, LLP.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A- CRA Audit Report 2022-DRAFT](#)  
[Exhibit B- CRA Governance Report 2022-DRAFT](#)

**5. Staff Reports (For Informational Purposes Only)****5A. MONTHLY WORK PLAN REPORT**

**Attachments:** [Monthly Work Plan Report - June and July 2023](#)

**5B. ARTS WAREHOUSE REPORT**

**Attachments:** [Arts Warehouse Report - June and July 2023](#)

**5C. FUNDING ASSISTANCE AND COMMUNITY OUTREACH REPORT**

**Attachments:** [Funding Assistance & Community Outreach Report - June and July 2023](#)

**5D. PROPERTY MANAGEMENT REPORT**

**Attachments:** [Property Management Report - June and July 2023](#)

**5E. SOCIAL MEDIA REPORT**

**Attachments:** [Social Media Report - June July 2023](#)

**6. Public Comments on Agenda & Non-Agenda Items****7. Consent Agenda**

**7A. REGULAR BOARD MEETING MINUTES**

**Attachments:** [June 1, 2023 - Regular Board Meeting Minutes](#)

**7B. CRA FINANCIAL REPORT – MARCH 2023**

**Recommendation:** Receive and File.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A – March 2023 Financial Statements](#)

**7C. CRA FINANCIAL REPORT - APRIL 2023**

**Recommendation:** Receive and File.

**Attachments:** [Agenda Cover Report](#)  
[April 2023 Financial Statements](#)

**7D. CRA FINANCIAL REPORT – MAY 2023**

**Recommendation:** Receive and File.

**Attachments:** [Agenda Cover Report](#)  
[May 2023 Financial Statements](#)

**7E. FIRST AMENDMENT TO CRA/CITY INTERLOCAL AGREEMENT FOR FUNDING CONSTRUCTION/PROFESSIONAL SERVICES FISCAL YEAR 2022-2023**

**Recommendation:** Approve the First Amendment to the Interlocal Agreement with the City of Delray Beach for funding of Construction/Professional Services for Fiscal Year 2022-2023, in substantially the attached form.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - First Amendment to Interlocal Agreement between the City & CRA fo](#)

**7F. AWARD OF REQUEST FOR PROPOSALS CRA NO. 2023-03 PROPERTY MANAGEMENT SERVICES FOR CRA-OWNED RESIDENTIAL PROPERTIES- COURTYARDS ON 12th**

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Property Map](#)  
[Exhibit B- RFP for CRA Rental Property Management 2023 - Courtyards on 12th](#)  
[Exhibit C - Evaluation Committee Results](#)

**7G. AWARD OF BID FOR INVITATION TO BID CRA 2023-02 - LANDSCAPE MAINTENANCE SERVICES**

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - ITB CRA No. 2023-02 Landscape Maintenance Services](#)  
[Exhibit B - Bid List](#)

**7H. SECOND AMENDMENT TO PROPERTY MANAGEMENT AGREEMENTS - DELRAY HOUSING GROUP, INC. - DELRAY BEACH COMMUNITY LAND TRUST, INC.**

**Recommendation:**

- 1) Approve the Second Amendment to the Property Management Agreement Between the Delray Beach Community Redevelopment Agency and Delray Housing Group, Inc., in substantially the attached form.
- 2) Approve the Second Amendment to the Property Management Agreement Between the Delray Beach Community Redevelopment Agency and Delray Beach Community Land Trust, Inc., in substantially the attached form.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A – Second Amendment to Property Management Agreement with DHG](#)

[Exhibit B - Second Amendment to Property Management Agreement with CLT](#)

[Exhibit C - June 27, 2022 Governor Ron DeSantis News Release](#)

**7I. MODIFICATION TO CURB APPEAL RESIDENTIAL IMPROVEMENT PROGRAM GUIDELINES**

**Recommendation:** Approve the modifications to the Curb Appeal Residential Improvement Program Guidelines.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A – Curb Appeal Residential Improvement Program Guidelines with Prop](#)

**7J. ISSUE REQUEST FOR QUALIFICATIONS CRA NO. 2023-05 - ARCHITECT SERVICES AND LANDSCAPE ARCHITECT SERVICES ON A CONTINUING CONTRACT BASIS**

**Attachments:**

[Agenda Cover Report](#)

**7K. AMENDMENT TO DELRAY BEACH CRA BYLAWS**

**Recommendation:**

Approve the amendment to the Delray Beach CRA Bylaws for Article II, Section 2.1; Article III, Sections 3.10 and 3.14; Article VII, Section 7.1; and Article VI, Sections 6.2; 6.3 and 6.4, in substantially the attached form.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A – Proposed Amendment to the CRA Bylaws](#)

[Exhibit B – City of Delray Beach, Resolution No. 103-23](#)

**7L. DELRAY BEACH CRA BUDGET AMENDMENT NO. 2, FISCAL YEAR 2022-2023**

**Recommendation:** Approve CRA Resolution No. 2023-04 adopting Delray Beach CRA Budget Amendment No. 2 for FY 2022-2023.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Resolution No. 2023-04 - Budget Amendment No. 2 FY 2022-2023](#)  
[Exhibit B - FY 2022-2023 Budget Amendment No. 2](#)

**8. Old Business**

NONE

**9. New Business****9A. REDEVELOPMENT ADVISORY COMMITTEE****Recommendation:**

Discussion concerning the creation an advisory committee for the Delray Beach Community Redevelopment Agency.

**Attachments:** [Agenda Cover Report](#)

**9B. FIFTH AMENDMENT TO COMMERCIAL LEASE AGREEMENT AND FIRST AMENDMENT TO SITE DEVELOPMENT ASSISTANCE FUNDING AGREEMENT - JERK & LIME AT NICOLE'S HOUSE, LLC**

**Recommendation:**

- 1) Approve the amendment to extend the buildout period of the existing Commercial Lease Agreement between the CRA and Jerk and Lime at Nicole's House, LLC located at 182 NW 5 Avenue within CRA sub-area #3 and
- 2) Approve an extension to the existing Site Development Assistance funding agreement for Jerk and Lime at Nicole's House, LLC for the improvement project located at 182 NW 5th Avenue, CRA sub-area #3.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Fifth Amendment to Lease Agreement for Jerk and Lime at Nicole's H](#)  
[Exhibit B - First Amendment to Site Development Assistance Funding Agreeeme](#)  
[Exhibit C - Updated Project Timeline and Extension Request](#)

**9C. LAKE IDA CHURCH OF CHRIST - 1300 LAKE IDA ROAD**

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

**10. Other Business**

## 11. Adjournment