

# 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, August 22, 2023**

**4:00 PM**

**Regular Board Meeting at 4:00 PM**

**Commission Chambers  
Delray Beach City Hall**

## **Community Redevelopment Agency**

***CRA Board of Commissioners***

***Chair Adam Frankel  
Vice Chair Angela Burns  
Deputy Vice Chair Shelly Petrolia  
CRA Commissioner Ryan Boylston  
CRA Commissioner Rob Long***

## **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. August PowerPoint Presentation (For Informational Purposes Only)****4A. AUGUST POWERPOINT PRESENTATION**

Attachments:      [August 22, 2023 - Regular Board Meeting Presentation](#)

**4B. UPDATE - ISLAND COVE APARTMENTS FROM THE DELRAY BEACH HOUSING AUTHORITY & SMITH & HENZY AFFORDABLE GROUP****5. Staff Reports (For Informational Purposes Only)****5A. MONTHLY WORK PLAN REPORT**

Attachments:      [Monthly Work Plan Report - August 2023](#)

**5B. ARTS WAREHOUSE REPORT**

Attachments:      [Arts Warehouse Report - August 2023](#)

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

Attachments:      [Funding Assistance & Community Outreach Report - August 2023](#)

**5D. PROPERTY MANAGEMENT REPORT**

Attachments:      [Property Management Report - August 2023](#)

**5E. SOCIAL MEDIA REPORT**

Attachments:      [Social Media Report - August 2023](#)

**6. Public Comments on Agenda & Non-Agenda Agenda Items****7. Consent Agenda****7A. REGULAR BOARD MEETING MINUTES**

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

**7B. CRA FINANCIAL REPORT - JUNE 2023**

**Recommendation:** Receive and File.

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

**7C. AMENDMENT TO CRA ACCOUNTING POLICIES AND PROCEDURES MANUAL**

**Recommendation:** Approve the proposed amendments to "Accounting Policies and Procedures Manual" for the Delray Beach Community Redevelopment Agency.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A – CRA Accounting Policies and Procedures Manual](#)

**7D. AMENDED MEMORANDUM OF UNDERSTANDING BETWEEN THE DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY AND THE PALM BEACH COUNTY COMMISSION ON ETHICS**

**Recommendation:** Approve the Amended Memorandum of Understanding between the Delray Beach Community Redevelopment Agency and the Palm Beach County Commission on Ethics, in substantially the attached form.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Amended Memorandum of Understanding between the Delray Beach](#)

**7E. RESOLUTION 2023-03 - A RESOLUTION OF THE DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY CREATING THE DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY REDEVELOPMENT ADVISORY COMMITTEE; PROVIDING TERMS AND APPOINTMENT, DUTIES AND GENERAL PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE**

**Recommendation:**  
Approve Resolution 2023-03.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Resolution 2023-03](#)  
[Exhibit B - Redevelopment Advisory Committee \(RAC\) Appointment Application](#)

**8. Old Business****8A. DISCUSSION - DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY PRELIMINARY BUDGET PRESENTATION FOR FISCAL YEAR 2023-2024**

**Recommendation:** Discussion.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Preliminary FY 2023-2024 Budget](#)

**9. New Business**

**9A. UPDATE ON CRA OWNED PROPERTIES FOR DISPOSAL****Recommendation:**

Authorize CRA Staff to update the CRA GIS Property Map with potential properties for disposal for potential use as affordable housing.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - SB 102](#)

**9B. 700 WEST ATLANTIC AVENUE TENANTS****Recommendation:** Approve the following:

- 1) Authorize CRA Staff to issue a new written notice to vacate by October 30, 2023, to tenants and licensees occupying or utilizing the 700 West Atlantic Avenue property; and
- 2) A Third Amendment to the Emanuel Jackson Sr. Project, Inc. Revocable License Agreement ("Agreement"), dated April 1, 2022, to amend the termination date of the Agreement to October 30, 2023; and
- 3) 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 - Location Map](#)

**9C. CRA EXECUTIVE DIRECTOR ANNUAL REVIEW****Attachments:**

[Agenda Cover Report](#)

**10. Other Business**

A. Comments by Executive Director

B. Comments by Board Attorney

C. Comments by Commissioners

**11. Adjournment**