

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

Thursday, May 30, 2024

4:00 PM

Regular Meeting at 4:00 PM

Commission Chambers
Delray Beach City Hall

Community Redevelopment Agency

CRA Board of Commissioners

*Chair Tom Carney
Vice-Chair Angela Burns
CRA Commissioner Juli Casale
CRA Commissioner Rob Long
CRA Commissioner Tom Markert*

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. May PowerPoint Presentation (For Informational Purposes Only)****4A. MAY POWERPOINT PRESENTATION**

Attachments: [May 30, 2024 - CRA Regular Board Meeting Presentation](#)

4B. PRESENTATION BY MARCUM LLP**5. Staff Reports (For Informational Purposes Only)****5A. MONTHLY WORK PLAN REPORT**

Attachments: [Monthly Work Plan Report - May 2024](#)

5B. ARTS WAREHOUSE REPORT

Attachments: [Arts Warehouse Report - May 2024](#)

5C. FUNDING ASSISTANCE AND COMMUNITY OUTREACH REPORT

Attachments: [Funding Assistance and Community Outreach Report - May 2024](#)

5D. PROPERTY MANAGEMENT REPORT

Attachments: [Property Management Report - May 2024](#)

5E. SOCIAL MEDIA REPORT

Attachments: [Social Media Report - May 2024](#)

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

Attachments: [April 23, 2024 - CRA Regular Board Minutes](#)

7B. CRA FINANCIAL REPORT - MARCH 2024

Recommendation: Receive and File.

Attachments: [Agenda Cover Report](#)
[Exhibit A – March 2024 Financial Statements](#)

7C. CRA FINANCIAL REPORT - APRIL 2024

Recommendation: Receive and File.

Attachments: [Agenda Cover Report](#)
[Exhibit A – April 2024 Financial Statements](#)

7D. INTERLOCAL AGREEMENT BETWEEN THE DELRAY BEACH CRA AND THE CITY OF DELRAY BEACH – FUNDING FOR FENCE INSTALLATION IN OLD SCHOOL SQUARE GARAGE IN AN AMOUNT NOT TO EXCEED \$4,375 AND STORAGE FOR CRA GOLF CARTS IN SUBSTANTIALLY THE ATTACHED FORM

Recommendation: Approve the Interlocal Agreement between the CRA and City for the CRA, in substantially the attached form, to provide funding for enlargement of the storage area located within the City's Old School Square Parking Garage in an amount not to exceed \$4,375, and provide for long term storage of the CRAs golf carts.

Attachments: [Agenda Cover Report](#)
[Exhibit A – ILA City-CRA - Funding for Fence and Golf Cart Storage](#)

7E. SITE DEVELOPMENT ASSISTANCE FUNDING - THE ATLANTIC CURRENT LLC (98 NW 5TH AVE.) FOR AN AMOUNT NOT TO EXCEED \$8,614.74

Recommendation: Approve a Site Development Assistance Funding Agreement with The Atlantic Current LLC for the proposed improvement project located at 98 NW 5th Avenue, CRA sub-area #3, for an amount not to exceed \$8,614.74.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Photos of Existing Conditions](#)
[Exhibit C - Funding Assistance Detail Sheet](#)
[Exhibit D - Application Form](#)
[Exhibit E - Business Plan & Financial Projections](#)
[Exhibit F - Site Development Assistance Program Guidelines](#)
[Exhibit G - Funding Agreement](#)

7F. PROJECT CONSULTANCY & DESIGN SERVICES FUNDING ASSISTANCE APPLICATION - TOUCH OF POSH SALON LLC (98 NW 5TH AVENUE) IN AN AMOUNT NOT TO EXCEED \$4,150

Recommendation: Approve a Project Consultancy & Design Services Funding Assistance Agreement (Level 2 Design Services) with Touch of Posh Salon, LLC for the proposed improvement project located within the building located at 98 NW 5th Avenue, for an amount not to exceed \$4,150.

Attachments:

[Agenda Cover Report](#)

[Exhibit A - Location Map](#)

[Exhibit B - Photos of Existing Conditions](#)

[Exhibit C - Funding Assistance Detail Sheet](#)

[Exhibit D - Application Form](#)

[Exhibit E - Project Consultancy & Design Services Program Guidelines](#)

[Exhibit F – Funding Agreement](#)

7G. FIRST AMENDMENT TO PROJECT CONSULTANCY & DESIGN SERVICES PROGRAM FUNDING AGREEMENT - HARVEY INSURANCE SOLUTIONS INC. (20 NW 6th AVENUE) TO INCREASE THE FUNDING AMOUNT IN AN AMOUNT NOT TO EXCEED \$9,500

Recommendation:

Approve an amendment to the existing Project Consultancy & Design Services Program funding agreement for Harvey Insurance Solutions, Inc. for the improvement project located at 26 NW 6th Avenue, CRA sub-area #3 to increase the funding amount in an amount not to exceed.

Attachments:

[Agenda Cover Report](#)

[Exhibit A - Location Map](#)

[Exhibit B - Photos of Existing Conditions](#)

[Exhibit C – Executed Site Development Assistance Agreement](#)

[Exhibit D - Funding Assistance Detail Sheet](#)

[Exhibit E – Project Consultancy Grant Guidelines](#)

[Exhibit F - First Amendment to Project Consultancy and Design Services Agree](#)

7H. SECOND AMENDMENT TO REVOCABLE LICENSE - JACKSON HEWITT TAX SERVICE - 135 NW 5TH AVENUE

Recommendation:

Approve the Second Amendment to the Revocable License with Jackson Hewitt Tax Service at 135 NW 5th Avenue for an extension of the Termination Date to November 30, 2024.

Attachments:

[Agenda Cover Report](#)

[Exhibit A – Second Amendment to the Revocable License](#)

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

Attachments: [Agenda Cover Report](#)
[Exhibit A – Fifth Amendment to Agreement](#)
[Exhibit B – Location Map](#)
[Exhibit C – Agreement and Amendments](#)
[Exhibit D - Change Orders](#)

7J. ISSUE NOTICE OF INTENT TO DISPOSE FOR PORTIONS OF 106 NW 10TH AVENUE

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Notice to Dispose of CRA Owned Property](#)

7K. DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY BUDGET AMENDMENT NO. 2, FISCAL YEAR 2023-2024

Recommendation: Approve Delray Beach Community Redevelopment Agency Resolution No. 2024-05 adopting Budget Amendment No. 2 for FY 2023-2024.

Attachments: [Agenda Cover Report](#)
[Exhibit A – Resolution No. 2024-05 FY 2023-2024 Budget Amendment No. 2](#)
[Exhibit B - FY 2023-2024 Budget Amendment No. 2](#)

8. Old Business

8A. REQUEST FOR QUALIFICATIONS 2023-05 - SELECTION OF ARCHITECTURAL & LANDSCAPE ARCHITECTURAL FIRMS FOR CONTINUING SERVICES**Recommendation:**

Authorize the Board Chair to execute continuing architectural services agreements, in substantially the attached form, with the following firms

- Currie Sowards Aguila Architects Inc.
- Synalovski Romanik Saye, LLC
- CPZ Architects, Inc.
- BEA Architects, Inc.
- Justin Architects, P.A.
- Netta Architects, LLC
- R.E. Chisholm Architects, Inc.
- R.J. Heisenbottle Architects, P.A.
- Robling Architecture Construction, Inc.
- The Tamara Peacock Company Architects of Florida, Inc.
- Walter Zackaria Associates, PLLC

Authorize the Board Chair to execute continuing landscape architectural services agreements, in substantially the attached form, with the following firms:

- AGTLAND, P.A.
- JMorton Planning & Landscape Architecture Inc.
- KCI Technologies, Inc.
- Keith and Associates, Inc.
- Miller Legg Inc.
- Kimley-Horn Inc.

Attachments:

[Agenda Cover Report](#)

[Exhibit A – Hourly Rates and Reimbursables Architecture](#)

[Exhibit B – Hourly Rates and Reimbursables Landscape](#)

[Exhibit C - Standard Agreement Landscape](#)

[Exhibit D – Standard Agreement Architecture](#)

8B. UPDATE ON THE WEST ATLANTIC MASTER PLAN/THE SET TRANSFORMATION PLAN AMENDMENT AND STEERING COMMITTEE DISCUSSION

Recommendation: Update on the West Atlantic Master Plan/The Set Transformation Plan Amendment and Steering Committee discussion.

Attachments:

[Agenda Cover Report](#)

8C. DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY REDEVELOPMENT ADVISORY COMMITTEE FOLLOW UP**Recommendation:**

- Disapprove amendment and appoint applicants to the Redevelopment Advisory Committee under Resolution 2023-03;

OR

- Approve amendment and appoint applicants to the Redevelopment Advisory Committee under the amended Resolution;

OR

- Board direction on how to proceed.

Attachments:

[Agenda Cover Report](#)

[Exhibit A - List of Applicants](#)

[Exhibit B - Resolution 2023-03](#)

[Exhibit C - Draft RAC Resolution Amendment](#)

[Exhibit D - RAC Updated Terms \(Pending Approval\)](#)

[Exhibit E - Proposed RAC Meeting Dates](#)

[Altenhein](#)

[Beck](#)

[DeMeo](#)

[Elayyan](#)

[Hill](#)

[Keller](#)

[Land](#)

[Lane](#)

[McFadden](#)

[Newbold](#)

[Schippani](#)

[Spear Jr.](#)

[Strauss](#)

[Suarez](#)

[Van Arnem](#)

9. New Business

- 9A.** NOTICE OF INTENT TO LEASE FOR TWO (2) FIRST-FLOOR TENANT BAYS - 98 NW 5TH AVENUE, ONE (1) FIRST-FLOOR TENANT BAY - 135 NW 5th AVENUE, AND 186 NW 5TH AVE.

Recommendation: Provide direction on issuing the Notice of Intent to Lease, in substantially the same form as attached as Exhibit B, the remaining two (2) first-floor tenant bays at the CRA-owned property at 98 NW 5th Avenue, one (1) first-floor tenant bay at 135 NW 5th Avenue (West Settlers Building), and the CRA-owned property at 186 NW 5th Ave (Harvel House).

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map and Photos](#)
[Exhibit B - Notices of Intent to Lease and Applications](#)

- 9B.** UPDATE ON SECOND FLOOR OF 98 NW 5TH AVENUE

Recommendation: Direction on 98 NW 5th Avenue activation.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Fee Schedule and CRA Work Space Information](#)

- 9C.** CANCEL REQUEST FOR PROPOSALS CRA NO. 2024-03 AND ISSUE THREE (3) REQUEST FOR PROPOSALS FOR THE DISPOSITION OF CRA-OWNED VACANT LOTS FOR THE DEVELOPMENT OF AFFORDABLE/WORKFORCE HOUSING

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B – RFP CRA No. 2024-03](#)
[Exhibit C – DRAFT RFP CRA No. 2024-XX](#)

- 9D.** APPROVE THE MODIFICATIONS TO THE A.-G.U.I.D.E. (ACHIEVING GOALS USING IMPACT DRIVEN EVALUATION) PROGRAM GUIDELINES AND AUTHORIZE CRA STAFF TO OPEN THE APPLICATION

Recommendation: Approve the modifications to the A.-G.U.I.D.E. (Achieving Goals Using Impact Driven Evaluation) Program Guidelines and authorize CRA Staff to open the application.

Attachments: [Agenda Cover Report](#)
[Exhibit A – Excerpt from Sept. 2023 CRA Workshop](#)
[Exhibit B - A.-G.U.I.D.E. Program Guidelines for 2023-2024](#)
[Exhibit C – Proposed Modifications to A.-G.U.I.D.E. Program](#)
[Exhibit D - Final Version of the AGUIDE Guidelines with Modifications](#)

10. Other Business

- A. Comments by Executive Director

B. Comments by Board Attorney

C. Comments by Commissioners

11. Adjournment