

# 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, September 11, 2018

1:30 PM

Regular Meeting

Commission Chambers  
Delray Beach City Hall

## Community Redevelopment Agency

*CRA Board of Commissioners*  
*Chair Shelly Petrolia*  
*Vice Chair Shirley Ervin Johnson*  
*Deputy Vice Chair Angie Gray*  
*Treasurer Bill Bathurst*  
*Commissioner Adam Frankel*  
*Commissioner Ryan Boylston*  
*Commissioner Pamela Brinson*

## **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 2 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. Approval of Minutes****4A. AUGUST 15 WORKSHOP MINUTES**

**Attachments:** [August 15 Workshop Minutes](#)

**4B. AUGUST 15 REGULAR BOARD MEETING MINUTES**

**Attachments:** [August 15 Regular Board Meeting Minutes](#)

**5. Public Comments on Non-Agenda and Consent Agenda Items****6. P&Z****7. Presentations****7A. PRESENTATION - WORKFORCE HOUSING DEVELOPMENTS - ELEVATIONS/FLOOR PLANS CARVER ISLE (10 SINGLE FAMILY LOTS) & CARVER SQUARE (20 SINGLE FAMILY LOTS)**

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

[Exhibit A - Location Map](#)

[Exhibit B - Carver Isle Presentation](#)

[Exhibit C - Carver Square Presentation](#)

**8. Consent Agenda****8A. CRA FINANCIAL REPORT - JULY 2018**

**Recommendation:** Receive and File.

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

[Exhibit A - CRA July 2018 Financial Statements](#)

**8B. CRA WORK PLAN MONTHLY PROGRESS REPORT, AUGUST 2018**

**Recommendation:** Receive and File.

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

[Exhibit A - CRA Monthly Progress Report FY 17-18](#)

**8C.** CLEAN AND SAFE PROGRAM MONTHLY REPORT, JULY 2018

**Recommendation:** Accept and file.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Clean & Safe](#)

**8D.1.** A-GUIDE FUNDING AGREEMENT FY 2018-2019 - OLD SCHOOL SQUARE CENTER FOR THE ARTS, INC.**Recommendation:**

Approve the A-GUIDE Funding Agreement with the Old School Square Center for the Arts, Inc. in the amount of \$750,000 for Fiscal Year 2018-2019.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - FY 18-19 A-GUIDE Funding Agreement - OSS](#)  
[Exhibit B - OSS](#)

**8D.2.** A-GUIDE FUNDING AGREEMENT FY 2018-2019 - DELRAY BEACH LIBRARY ASSOCIATION, INC.**Recommendation:**

Approve the A-GUIDE Funding Agreement with Delray Beach Library Association, Inc. in the amount of \$458,000 for Fiscal Year 2018-2019.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - FY 18-19 A-GUIDE Funding Agreement - Library](#)  
[Exhibit B - Library](#)

**8D.3.** A-GUIDE FUNDING AGREEMENT FY 2018-2019 - EXPANDING AND PRESERVING OUR CULTURAL HERITAGE, INC.**Recommendation:**

Approve the A-GUIDE Funding Agreement with Expanding and Preserving Our Cultural Heritage, Inc. in the amount of \$111,000 for Fiscal Year 2018-2019.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - FY 18-19 A-GUIDE Funding Agreement - EPOCH](#)  
[Exhibit B - EPOCH](#)

**8D.4. A-GUIDE FUNDING AGREEMENT FY 2018-2019 - DELRAY BEACH HISTORICAL SOCIETY, INC.****Recommendation:**

Approve the A-GUIDE Funding Agreement with Delray Beach Historical Society, Inc. in the amount of \$75,000 for Fiscal Year 2018-2019.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - FY 18-19 A-GUIDE Funding Agreement - DBHS](#)

[Exhibit B - DBHS](#)

**8D.5. A-GUIDE FUNDING AGREEMENT FY 2018-2019 - DELRAY BEACH CREATIVE CITY COLLABORATIVE, INC.****Recommendation:**

Approve the A-Guide Funding Agreement with the Delray Beach Creative City Collaborative, Inc. in the amount of \$275,000 for Fiscal Year 2018-2019.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A FY 18-19 A-GUIDE Funding Agreement Final- CCC](#)

[Exhibit B CCC](#)

**8D.6. A-GUIDE FUNDING AGREEMENT FY 2018-2019 - DELRAY BEACH COMMUNITY LAND TRUST, INC.****Recommendation:**

Approve the A-GUIDE Funding Agreement with the Delray Beach Community Land Trust, Inc. in the amount of \$261,550 for Fiscal Year 2018-2019.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - FY 18-19 A-GUIDE Funding Agreement - DBCLT](#)

[Exhibit B - CLT](#)

**8D.7. A-GUIDE FUNDING AGREEMENT FY 2018-2019 - GREATER DELRAY BEACH CHAMBER OF COMMERCE****Recommendation:**

Approve the A-GUIDE Funding Agreement with the Greater Delray Beach Chamber of Commerce in the amount of \$25,000 for Fiscal Year 2018-2019.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - FY 18-19 A-GUIDE Funding Agreement - Chamber](#)

[Exhibit B - Chamber](#)

**8E.1. INTERLOCAL AGREEMENT BETWEEN THE CITY AND CRA FOR FUNDING CONSTRUCTION/PROFESSIONAL SERVICES - FY 2018-19**

**Recommendation:** Approve the Interlocal Agreement between the City and CRA for funding for Capital Improvement Projects within the CRA District for Fiscal Year 2018-19, subject to approval of the City and CRA budgets for Fiscal Year 2018-19.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - ILA City FY18-19 Construction Professional Services \(00248508-3xC\)](#)

**8E.2. INTERLOCAL AGREEMENT BETWEEN THE CITY AND CRA FOR A HOUSING PROPERTY COORDINATOR POSITION**

**Recommendation:** Approve the Interlocal Agreement between the City and CRA to fund 50% of the actual amount expended for a Housing Property Coordinator position up to \$34,500, subject to approval of the City and CRA budgets for Fiscal Year 2018-19.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - ILA Housing Property Coord](#)  
[Exhibit B - Funding Request and Job Description](#)

**8E.3. INTERLOCAL AGREEMENT BETWEEN THE CITY AND CRA FOR A PURCHASING AGENT POSITION**

**Recommendation:** Approve the Interlocal Agreement between the City and CRA to fund 100% of the actual amount expended for a Purchasing Agent position up to \$67,728 subject to approval of the City and CRA budgets for Fiscal Year 2018-19.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - ILA Purchasing Agent](#)  
[Exhibit B - Funding Request and Job Description](#)

**8E.4. INTERLOCAL AGREEMENT BETWEEN THE CITY AND CRA FOR THE TENNIS TOURNAMENT SPONSORSHIP**

**Recommendation:** Approve the attached Interlocal Agreement between the CRA and the City of Delray Beach for the CRA to be a co-title sponsor along with the City of the 2018 Delray Beach Open Tennis Tournament, in the amount of \$1,809,783, subject to approval of the City and CRA budgets for Fiscal Year 2018-19.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - ILA Tennis Sponsorship](#)  
[Exhibit B - Letter from City and Economic Impact Report](#)

**8E.5. INTERLOCAL AGREEMENT BETWEEN THE CITY AND CRA FY 2018-19 TROLLEY SERVICE (DOWNTOWN ROUNDABOUT)****Recommendation:**

Approve the Interlocal Agreement with the City and CRA for funding of Trolley Service in the amount of \$975,000 for FY 2018-19, subject to approval of the City and CRA budgets for Fiscal Year 2018-19.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - ILA Trolley](#)

**8E.6. INTERLOCAL AGREEMENT BETWEEN THE CITY AND CRA FOR THE FIRE PREVENTION & LIFE SAFETY CAPTAIN POSITION****Recommendation:**

Approve the Interlocal Agreement between the City and CRA to fund 100% of the actual amount expended for the Fire Prevention & Life Safety Captain position up to \$184,061, subject to approval of the City and CRA budgets for Fiscal Year 2018-19.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - ILA Fire Prevention Life Safety](#)

**8F. AUTHORIZE THE BOARD CHAIR TO EXECUTE AGREEMENTS FOR CONTINUING ARCHITECTURAL AND LANDSCAPE ARCHITECTURAL SERVICES.****Recommendation:**

Authorize the Board Chair to execute continuing architectural services agreements, in substantially the attached form, with the following firms (*separate motions required for each firm*):

- Currie Sowards Aguila Architects
- Song + Associates, Inc.
- Synalovski Romanik Saye, LLC
- KEITH
- CPZ Architects, Inc.

Authorize the Board Chair to execute continuing landscape architectural services agreements, in substantially the attached form, with the following firms (*separate motions required for each firm*):

- Kimley-Horn and Associates, Inc.
- Craven Thompson & Associates, Inc.
- Calvin Giordano & Associates, Inc.
- ESDA, Inc.
- Keith and Schnars, P. A.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - Fee Schedule Comparison Chart](#)

[Exhibit B - Draft Agreement 8\\_31\\_18](#)

**8G. CURB APPEAL GRANT - 340 SW 5TH AVENUE (IVY-HOLNESS)**

**Recommendation:** Approve a Curb Appeal Grant for the property located at 340 SW 5th Avenue, for an amount not to exceed \$12,487.50.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Location Map - Ivy-Holness](#)  
[Exhibit B - Quote Information Sheet \(Ivy-Holness\)](#)  
[Exhibit C - Contractor Quote Proposal - Leonard Graham](#)  
[Exhibit D - Photos of Existing Conditions](#)

**8H. FIRST AMENDMENT TO SITE DEVELOPMENT ASSISTANCE AGREEMENT - DELRAY OASIS BUSINESS PARK (1201-1235 N. FEDERAL HIGHWAY)**

**Recommendation:** Approve the First Amendment to the Site Development Assistance Agreement with Delray Oasis Business Park, LLC, for the exterior project located at 1201-1235 N. Federal Highway.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Location Map - Delray Oasis Business Park](#)  
[Exhibit B - Executed Agreement - Delray Oasis Business Park](#)  
[Exhibit C - 1st Amendment - Delray Oasis Business Park](#)

**8I. EXTENSION OF CRA INCENTIVES - JOB CREATION BONUS PROGRAM AND DEVELOPMENT INFRASTRUCTURE ASSISTANCE PROGRAM**

**Recommendation:**

- 1) Approve the proposed modification to the Job Creation Bonus Incentive Program guidelines, extending the program expiration date to September 30, 2021.
- 2) Approve the proposed modification to the Development Infrastructure Assistance Program guidelines, extending the program expiration date to September 30, 2021.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - JCB Program Guidelines - DRAFT - 08.28.18](#)  
[Exhibit B - DIA Program Guidelines - DRAFT - 08.28.18](#)

**9. Old Business****9A. DISCUSSION - EXTENSION OF THE SUBMITTAL DEADLINE FOR THE REQUEST FOR PROPOSALS FOR THE SW 600-800 BLOCKS OF WEST ATLANTIC AVENUE**

**Recommendation:** Provide direction with respect to extending the submittal deadline for the Request for Proposals for the SW 600-800 Blocks on West Atlantic Avenue.

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

**10. New Business**



**10A.** APPROVE THE FY 2018-19 FUNDING AGREEMENT WITH GREATER DELRAY BEACH CHAMBER OF COMMERCE TO PRODUCE THE CITY OF DELRAY BEACH HOMETOWN EVENTS

**Recommendation:**

Authorize the Board Chair to execute a funding agreement for FY 2018-19 with Greater Delray Beach Chamber of Commerce to produce the City of Delray Beach Hometown Events.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - Draft Funding Agreement Hometown Events](#)

[Exhibit B - Chamber revised request](#)

[Exhibit C Chamber funding request Aug 21 and 26](#)

**10B.** RESOLUTION NO. 2018-17 - ADOPTION OF FY 2018-2019 CRA BUDGET AND WORK PLAN

**Recommendation:**

Approve CRA Resolution No. 2018-17 adopting CRA FY 2018-2019 Budget and Work Plan for the Delray Beach Community Redevelopment Agency as presented.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - Resolution 2018-17 Adopt FY 18-19 Budget](#)

[Exhibit B - CRA Budget FY18-19](#)

[Exhibit C - DRAFT CRA Work Plan -FY 18-19](#)

**10C.** DISCUSSION NORTHWEST 600 BLOCK - WEST ATLANTIC AVENUE EDRON, LLC PROPOSAL

**Recommendation:**

Direction from the Board is requested at this time.

**Attachments:**

[Agenda Cover Report](#)

[Exhibit A - Location Map & Exhibit B - CRA Acquisition Map](#)

[Exhibit C - Atlantic Ave Feasibility Proposal - 7-16-18](#)

[Exhibit D - May 14 email](#)

**10D.** DISCUSSION - CRA BOARD WORKSHOP MEETING DATES AND TOPICS

**Recommendation:**

Provide CRA Staff with direction regarding CRA Board Workshop meeting dates and topics.

**Attachments:**

[Agenda Cover Report](#)

**11. Other Business**

A. Comments by Commissioners

B. Comments by Board Attorney

C. Comments by Executive Director

D. Comments by Staff

## **12. Adjournment**