

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, November 13, 2018

1:30 PM

CRA 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. Presentations****4. Approval of Agenda****5. Approval of Minutes****5A. OCTOBER 9 CRA REGULAR MEETING MINUTES**

Attachments: [October 9 Regular Board Meeting Minutes Executed](#)

5B. OCTOBER 16 SPECIAL BOARD MEETING MINUTES

Attachments: [October 16 Special Board Meeting Minutes Executed](#)

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

CRA MONTHLY PROGRESS REPORTS, OCTOBER 2018

Recommendation: Receive and File.

Attachments: [Agenda Cover Report](#)
 [Monthly Work Plan Report](#)
 [Economic Development Report](#)
 [Arts Warehouse Report](#)

7B INTERLOCAL AGREEMENT BETWEEN THE DELRAY BEACH CRA, CITY OF DELRAY BEACH AND SCHOOL BOARD OF PALM BEACH COUNTY - ATLANTIC HIGH SCHOOL EAGLE NEST PROGRAM--PROJECT IV

Recommendation: Approve the Interlocal Agreement between the Delray Beach CRA, the City of Delray Beach, and the School Board of Palm Beach County for the Eagle Nest Program Project 4 at Atlantic High School Career Academy thereby allowing the CRA to provide a loan of up to \$150,000 to be used by the School District to construct a single-family home on the property.

Attachments: [Agenda Cover Report](#)
 [Eagle Nest ILA Project #4 Interlocal and Multiparty Agreement - FINAL](#)
 [Eagle Nest Project #4 - Location Map](#)

7C. CLEAN AND SAFE PROGRAM MONTHLY REPORT, SEPTEMBER 2018

Recommendation: Accept and file.

Attachments: [Agenda Cover Report](#)
[EXHIBIT A_20181015135113](#)

7D. CURB APPEAL GRANT - 810 SW 7TH AVENUE (HOYTE)

Recommendation: Approve a Curb Appeal Grant for the property located at 810 SW 7th Avenue, for an amount not to exceed \$13,958.70.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Quote Information Sheet](#)
[Exhibit C - Existing Conditions](#)

7E. CREATIVE CITY COLLABORATIVE 4TH QUARTER FY2017-18 A-GUIDE REPORT

Recommendation: Receive and file.

Attachments: [Agenda Cover Report](#)
[4Q FY 17-18 CCC A-Guide Report](#)

7F. DELRAY BEACH HISTORICAL SOCIETY 4th Quarter FY2017-18 A-Guide Report

Recommendation: Receive and file.

Attachments: [Agenda Cover Report](#)
[4Q FY 17-18 DBHS A-Guide Report](#)

7G. EXPANDING AND PRESERVING OUR CULTURAL HERITAGE INC. (SPADY MUSEUM - 4TH QUARTER FY 207-2018 A GUIDE REPORT

Recommendation: Receive and file.

Attachments: [Agenda Cover Report](#)
[EPOCH_4Q FY17-18 A-Guide Report](#)

7H. DELRAY BEACH COMMUNITY LAND TRUST (DBCLT) 4TH QUARTER FY2017-18 A-GUIDE REPORT

Recommendation: Receive and file.

Attachments: [Agenda Cover Report](#)
[4Q FY 17-18 DBCLT A-Guide](#)

7I. DELRAY BEACH PUBLIC LIBRARY 4TH QUARTER FY2017-18 A-GUIDE REPORT

Recommendation: Receive and file.

Attachments: [Agenda Cover Report](#)
[4Q FY 17-18 Library A-Guide Report](#)
[Multi-Lingual SBDC Brochure](#)

7J. FUNDING AGREEMENT FY 2018-2019 - THE CENTER FOR TECHNOLOGY, ENTERPRISE, DEVELOPMENT, INC. (TED CENTER)

Recommendation: Approve the Funding Agreement with The Center for Technology, Enterprise, Development, Inc. (TED Center) in the amount of \$65,000 for Fiscal Year 2018-2019.

Attachments: [Agenda Cover Report](#)
[FY 18-19 TED Center Funding Agreement 110618](#)

CRA ORGANIZATIONAL CHART AND STAFFING UPDATE

Recommendation:

1. Amend the CRA staff structure as shown on the attached Organizational Chart.
2. Approve the job descriptions for the Arts Warehouse Director and Finance & Operations Director.

Attachments: [Agenda Cover Report](#)
[Exhibit A - CRA Org Chart](#)
[Exhibit B - Job Descriptions](#)

8. Old Business

8A. DISCUSSION - NORTHWEST/SOUTHWEST NEIGHBORHOOD IDENTIFICATION SIGNS

Recommendation: Review the proposed additional designs for the new neighborhood identification signs in the Northwest/Southwest neighborhoods and provide direction.

Attachments: [Agenda Cover Report](#)
[Exhibit A - NW SW Neighborhood sign locations](#)
[Exhibit B - Original and proposed sign options](#)

8B. UPDATE - FY 2018-19 CRA WORK PLAN IMPLEMENTATION

Attachments: [Agenda Cover Report](#)
[Exhibit A - CRA-Budget-Work Plan FY18-19](#)

9. New Business

9A. WORK ASSIGNMENT - PMG ASSOCIATES, INC. - SW 600-800 BLOCKS WEST ATLANTIC AVENUE RFP

Recommendation: Approve the Work Assignment with PMG Associates, Inc. for the financial and feasibility analysis of the responses to the Request for Proposals for Southwest 600 - 800 Blocks West Atlantic Avenue at an amount not to exceed \$27,000.00

Attachments: [Agenda Cover Report](#)
[PMG Work Assmt - West Atlantic RFP Responses- 2018](#)

9B. WORK ASSIGNMENT - CALVIN GIORDANO & ASSOCIATES, INC. - NE 3RD STREET/AVENUE STREETSCAPE IMPROVEMENTS - FINAL DESIGN WORK AND MODIFICATIONS

Recommendation: Approve the Work Assignment with Calvin Giordano & Associates, Inc. for the design work associated with the NE 3rd Street/Avenue Streetscape Improvement Project at a cost not to exceed \$29,997.75.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Work Assignment - Calvin Giordano - NE 3rd Ave - 11-6-18](#)
[Exhibit C - Project Schedule 20181011](#)

9C. WORK ASSIGNMENT - SYNALOVSKI ROMANIK SAYE, LLC - 98 NW 5TH AVENUE RENOVATION

Recommendation: Approve the attached Work Assignment with Synalovski Romanik Saye, LLC for the design work associated with the 98 NW 5th Avenue Renovation project at a cost not to exceed \$98,000.00, in substantially the attached form.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Photo and Location Map](#)
[Exhibit B - Synalovski Romanik Saye WA Draft](#)

9D. WORK ASSIGNMENT - SONG & ASSOCIATES, INC. - 95 SW 5TH AVENUE DESIGN

Recommendation: Approve the attached Work Assignment with Song & Associates, Inc. for the design work associated with the 95 SW 5th Avenue Design project at a cost not to exceed \$56,820.00, in substantially the attached form.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Photo and Location Map](#)
[Exhibit B - Song + Associates WA Draft](#)

9E. RESOLUTION NO. 2018-18 - AGREEMENT FOR PURCHASE & SALE - 300 SW 5TH AVENUE

Recommendation: Approval of Resolution No. 2018-18 and the Agreement for Purchase and Sale with Larry C. Singleton and Phyllis G. Tomczyk for the CRA purchase of 300 SW 5th Avenue, with a purchase price of \$279,000.00.

Attachments: [Agenda Cover Report](#)
[Exhibit A - PAPA Property Map Vacant SW 5th Ave](#)
[Exhibit B - CRA Plan Acq Map B.2](#)
[Exhibit C - Draft Res. No. 2018-18 PSA 300 SW 5th Ave](#)
[Exhibit D - Draft PSA 300 SW 5th Ave \(Singleton-Tomczyk\)](#)

9F. RESOLUTION NO. 2018-19 - AGREEMENT FOR PURCHASE & SALE - 121 SW 10TH AVENUE

Recommendation: Approval of Resolution No. 2018-19 and the Agreement for Purchase and Sale with Williams Revocable Living Trust for the CRA purchase of 121 SW 10th Avenue, with a purchase price of \$240,000.00.

Attachments: [Agenda Cover Report](#)
[Exhibit A - PAPA Property Map 121 SW 10th Ave](#)
[Exhibit B - Draft Reso No. 2018-19 PSA 121 SW 10th Ave \(Williams Est\)](#)
[Exhibit C - Draft PSA 121 SW 10th Ave \(Williams Est\)](#)

9G. BUDGET AMENDMENT NO. 2, FY 2017-2018

Recommendation: Accept and file.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Resolution 2018-22 - FY 17-18 Budget Amend 2](#)
[Exhibit B Budget Amendment #2 FY17-18](#)

9H. SECOND AMENDMENT TO FY 2017-2018 CRA/CITY INTERLOCAL AGREEMENT (ILA) FOR FUNDING CONSTRUCTION/PROFESSIONAL SERVICES

Recommendation: Approve the Second Amendment to the Interlocal Agreement with the City of Delray Beach for funding of Construction/Professional Services for Fiscal Year 2017-18.

Attachments: [Agenda Cover Report](#)
[EXHIBIT A - 2nd Amend to FY 17-18 ILA CIP](#)

10. Other Business

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

11. Adjournment