

# 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 10, 2019

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. Approval of Agenda****4. Approval of Minutes****4A. MINUTES OF APRIL 9, 2019 REGULAR MEETING**

**Attachments:**      [4-9-19 CRA Regular Meeting Minutes](#)

**5. Presentations****5A. UPDATE - WAYFINDING SIGNS****6. Public Comments on Agenda & Non-Agenda Agenda Items - 3 minutes per person****7. Consent Agenda****7A. CRA FINANCIAL REPORT - JULY 2019**

**Recommendation:** Receive and File.

**Attachments:**      [Agenda Cover Report](#)  
                                 [Exhibit A - CRA Financial Report -July 19](#)

**7B. CRA MONTHLY PROGRESS REPORTS, AUGUST 2019**

**Recommendation:** Receive and File.

**Attachments:**      [Agenda Cover Report](#)  
                                 [Exhibit A - August Monthly Report](#)  
                                 [Exhibit B – Arts Warehouse Report](#)

**7C. TERMINATE INTERLOCAL AGREEMENT BETWEEN THE CITY AND CRA FOR CITY PURCHASING AGENT POSITION**

**Recommendation:** Approve the termination of the Interlocal Agreement between the City and CRA to fund for a City Purchasing Agent Position and authorize the CRA Board Chair to execute all documents necessary for said purpose.

**Attachments:**      [Agenda Cover Report](#)  
                                 [Exhibit A - ILA Purchasing Agent - Executed](#)

**7D. THIRD AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN THE CITY AND CRA FY 2018-19 FOR TRANSPORTATION SERVICES**

**Recommendation:** Approve the Third Amendment to the Interlocal Agreement with the City and CRA for FY 2018-19 funding of Transportation Services from July 1, 2019 to July 14, 2019.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - 3rd Amendment ILA Transportation Services](#)

**7E. AMENDMENT TO THE DELRAY BEACH CRA BY-LAWS - PUBLIC COMMENT**

**Attachments:** [Agenda Cover Report](#)  
[Current CRA ByLaws DRAFT 2019](#)

**7F. THIRD AMENDMENT TO AGREEMENT FOR PURCHASE & SALE - 300 SW 5TH AVENUE**

**Recommendation:** Approve the third Amendment to the Agreement for Purchase and Sale for 300 SW 5th Avenue, with Larry C. Singleton and Phyllis G. Tomczyk.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - PAPA Property Map\\_Vacant SW 5th Ave](#)  
[Exhibit B - Executed 3rd Amendment](#)

**7G. SECOND AMENDMENT TO THE PURCHASE AND RELOCATION AGREEMENT WITH 215 NE 7th, LLC - 215 NE 7TH AVENUE HISTORIC HOME**

**Recommendation:** Approve the Second Amendment to the Purchase and Relocation Agreement between the CRA and Azure 215 NE 7th, LLC, for the relocation of the historic house currently located at 215 NE 7th Avenue and authorize the Board Chair to execute all related documents.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Location Maps 20 N Swinton & 215 NE 7th Ave](#)  
[Exhibit B - Second Amendment to P&S and Relocation Agreement](#)

**8. Old Business****8A. RESOLUTION NO. 2019-10 - ADOPTION OF FISCAL YEAR 2019-2020 - CRA BUDGET**

**Recommendation:** Approve CRA Resolution No. 2019-10 adopting CRA FY 2019-2020 Budget for the Delray Beach Community Redevelopment Agency.

**Attachments:** [Agenda Cover Report](#)  
[Exhibit A - Resolution No 2019-10 FY 2019-2020 Budget](#)  
[Exhibit B- CRA Budget FY2019-2020](#)  
[Exhibit C - Budget Highlights](#)

**9. New Business**

**9A.** 700 WEST ATLANTIC AVENUE, UNITS 710, 712, and 714 - MONTH TO MONTH TENANCY BETWEEN THE CRA AND HATCHER CONSTRUCTION & DEVELOPMENT, INC.

**Recommendation:** Authorize a month to month tenancy between the Delray Beach CRA and Hatcher Construction & Development, Inc. for units 710, 712, and 714 at the property located at 700 W. Atlantic Avenue.

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

**9B.** DISCUSSION - SITE DEVELOPMENT ASSISTANCE PROGRAM FUNDING ASSISTANCE APPLICATION - CEASAR'S CATERING & MORE, LLC (37 SW 5TH AVENUE)

**Recommendation:** Execute a second amendment/modification to the existing Site Development Assistance Program Funding Agreement with Ceasar's Catering & More, LLC (Ceasar's) for the interior and exterior improvement project located at 37 SW 5th Avenue, to pay remaining project costs at a 100% reimbursement rate, to include all the proposed costs as they qualify as standard eligible expenses under the program guidelines, and not to exceed the remaining funds in the amount of \$34,612, on the condition that Ceasar's purchases and installs appliances and remaining equipment, and expends out of pocket costs necessary to operate the restaurant prior to the CRA's final payment/disbursement.

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

[Exhibit A - Site Development Assistance Program Guidelines 041119](#)

[Exhibit B - Location Map - 37 SW 5th Ave](#)

[Exhibit C - Existing Conditions](#)

[Exhibit D - Project Timeline](#)

**9C.** APPOINTMENT OF CRA OFFICERS: FIRST VICE-CHAIR AND TREASURER

**Recommendation:** By separate motions:

1. Appoint a member of the Board to the position of CRA First Vice-Chair.
2. Appoint a member of the Board to the position of CRA Treasurer.

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

**9D.** DELRAY BEACH CRA PURCHASING POLICY

**Recommendation:** Approve the CRA Resolution No. 2019-11 adopting the City of Delray Beach's Purchasing Policies and Procedures Manual as the purchasing policies and procedures for the Delray Beach Community Redevelopment Agency as of October 1, 2019.

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

[Exhibit A - Resolution 2019-10 - CRA Purchasing Policy](#)

**10. Other Business**

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

**11. Adjournment**