

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, July 14, 2022

4:00 PM

Regular Meeting

Arts Warehouse

Community Redevelopment Agency

CRA Board of Commissioners

Chair Shirley Ervin Johnson

Vice Chair Angie Gray

Deputy Vice Chair Juli Casale

CRA Commissioner Ryan Boylston

CRA Commissioner Kelcey Cordell Brooks

CRA Commissioner Adam Frankel

CRA Commissioner Shelly Petrolia

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.

PUBLIC COMMENT SUBMISSIONS:

Public comments can be made either in person during the public comments portion of the meeting or accepted via voicemail message. Any member of the public wishing to comment publicly on any matter, including public comment or public hearing items, may submit their comments by dialing 561-243-7557 and leaving a voicemail message that will be played during the CRA Board meeting and made a part of the public record:

1. State your full name
2. State your address
3. Leave a comment no longer than 3 minutes

Public comments via voicemail message will be accepted until 3:00 p.m. on the day of the meeting.

ACCESS ACCOMMODATIONS:

Those wishing to access the public meeting virtually by means of communications media may do so by visiting our website at www.delraycra.org, where the meeting will be livestreamed for the public through the home page.

If any member of the public requires additional information about making public comments, please contact:

The Delray Beach Community Redevelopment Agency
20 N. Swinton Ave
Delray Beach, FL 33444
561-276-8640

IN ACCORDANCE WITH THE AMERICAN DISABILITIES ACT, ANY PERSON WITH A DISABILITY REQUIRING REASONABLE ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CALL THE CRA AT 561-276-8640 AT LEAST 48 HOURS PRIOR TO THE MEETING.

1. Call to Order**2. Roll Call****3. Approval of Agenda****4. Powerpoint Presentation for July Board Meeting (For Informational Purposes Only)****4A. JULY POWERPOINT PRESENTATION**

Attachments: [July 14, 2022 - Regular Board Meeting](#)

5. Staff Reports (For Informational Purposes Only)**5A. MONTHLY WORK PLAN REPORTS**

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

[Monthly Work Plan Report - July](#)

5B. ARTS WAREHOUSE REPORTS

Attachments: [Arts Warehouse Report - June and July](#)

5C. FUNDING ASSISTANCE & COMMUNITY ENGAGEMENT REPORTS

Attachments: [Funding Assistance & Community Engagement Report - June and July](#)

5D. PROPERTY MANAGEMENT REPORTS

Attachments: [Monthly Property Management Report - June and July](#)

5E. SOCIAL MEDIA REPORTS

Attachments: [CRA Social Media Report - June and July](#)

6. Public Comments on Agenda & Non-Agenda Agenda Items**7. Consent Agenda****7A. JUNE 8, 2022 - REGULAR MEETING MINUTES**

Attachments: [June 8, 2022 - CRA Regular Meeting Minutes](#)

7B. CRA FINANCIAL REPORT - APRIL 2022

Recommendation: Receive and File.

Attachments: [Agenda Cover Report](#)
[Exhibit A – April 2022 Financial Statements](#)

7C. CRA FINANCIAL REPORT – MAY 2022

Recommendation: Receive and File.

Attachments: [Agenda Cover Report](#)
[Exhibit A - May 2022 Financial Statements](#)

7D. 98 NW 5th AVENUE RENOVATION – APPROVAL OF CHANGE ORDER

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Agreement](#)
[Exhibit C - First Amendment to Agreement](#)
[Exhibit D - Change Order dated 06.28.22](#)

7E. RENT SUBSIDY PROGRAM FUNDING APPLICATION - MASTERWING CREATIVE AGENCY (275 N SWINTON AVENUE) FOR AN AMOUNT NOT TO EXCEED \$4,158.00.

Recommendation: Approve the attached Rent Subsidy Program Funding Agreement with MasterWing Creative Agency located at 275 N Swinton Avenue, for an amount not to exceed \$4,158, to be paid in \$346.50 monthly installments for up to 12 months.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Detail Sheet - MasterWing Creative Agency](#)
[Exhibit C - Job Positions](#)
[Exhibit D - Master-Funding-Assistance-Application-Form-REVISED-11.03.2020](#)
[Exhibit E - Rent Subsidy Program Guidelines approved modifications 8.31.2021](#)

7F. FIRST AMENDMENT TO HISTORIC FAÇADE IMPROVEMENT FUNDING AGREEMENT - REED & REED INC.

Recommendation: Approve the amendment to extend existing Historic Façade Improvement funding assistance agreement for Reed & Reed Inc. for the proposed interior and exterior improvements project at 353 N Swinton Avenue, within CRA sub-area #2.

Attachments: [Agenda Cover Report](#)
[Exhibit A - First Amendment to Historic Facade Improvement Agreement - Reed](#)
[Exhibit B - Extension Request Details and Updated Timeline](#)
[Exhibit C - Window Order List](#)

7G. FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF DELRAY BEACH AND DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY FOR FUNDING FOR CAPITAL IMPROVEMENT PROJECTS WITHIN THE CRA DISTRICT FOR FISCAL YEAR 2021-2022 - NE 3RD STREET/AVENUE IMPROVEMENTS PROJECT - \$30,000

Attachments: [Agenda Cover Report](#)
[Exhibit A - ILA for FY 2021-2022 for Funding Construction/Professional Services](#)
[Exhibit B - City of Delray Beach's Request](#)

7H. APPROVAL OF THE REINSTATEMENT AND FIRST AMENDMENT TO THE AGREEMENT WITH REP SERVICES, INC. FOR THE INSTALLATION OF NEW PLAYGROUND EQUIPMENT AT REV. J.W.H. THOMAS JR. PARK

Attachments: [Agenda Cover Report](#)
[Exhibit A - Reinstatement and First Amendment](#)
[Exhibit B - Executed Agreement](#)
[Exhibit C - Clay County RFP 18/19-2](#)
[Exhibit D - REP Services, Inc. Submittal](#)
[Exhibit E - F&A - BCC Minutes](#)
[Exhibit F - Notice to Award](#)
[Exhibit G - 2022 Price List](#)
[Exhibit H - Clay County Discount Spreadsheet](#)
[Exhibit I - Rep Services, Inc. Proposal](#)
[Exhibit J - Resolution 2022-06](#)

7I. FIRST AMENDMENT TO SUBORDINATION AGREEMENT - 106 SW 6th AVENUE**Recommendation:**

Approve the First Amendment to the Subordination Agreement for the property located at 106 SW 6th Avenue owned by Reginald B. Jonas and Elizabeth Taylor pursuant to a new second mortgage with Amerant Bank.

Attachments:

[Agenda Cover Report](#)

[Exhibit A - First Amendment to Subordination Agreement](#)

8. Old Business

- 8A. FISCAL YEAR 2022-2023 BUDGET PREPARATION UPDATE (SEE POWERPOINT FOR DETAILS).**

8B. REDEVELOPMENT ON SW 5TH AVENUE - RESOLUTION NO. 2022-05 - AGREEMENT FOR PURCHASE & SALE - 115 SW 5TH AVENUE - \$80,000 & ENVIRONMENTAL SITE ASSESSMENT - 105 SW 5TH AVENUE

Recommendation:

Staff recommends to the CRA Board the following:

- 1) Approve Resolution No. 2022-05;
- 2) Approve the Purchase and Sale Agreement with the purchase price of \$80,000, in substantially the attached form, and subject to the Sellers' execution of the Purchase and Sale Agreement;
- 3) Authorize Staff to proceed with the purchase of 115 SW 5th Avenue pursuant to the Purchase and Sale Agreement, subject to the Sellers' execution of the Purchase and Sale Agreement;
- 4) Authorize Staff to proceed with recommendations from Universal Engineering Sciences related to 115 SW 5th Avenue, subject to the Sellers' execution of the Purchase and Sale Agreement;
- 5) Also, given the proximity of the CRA Owned property at 105 SW 5th Avenue to the Subject Property, authorize Staff to retain Universal Engineering Sciences to perform an environmental site assessment of this property; and
- 6) Authorize the CRA's Chair, Executive Director and legal counsel to execute any and all related document.

Attachments:

[Agenda Cover Report](#)

[Exhibit A - Resolution 2022-05 - 115 SW 5th Ave](#)

[Exhibit B - Purchase and Sale Agreement](#)

[Exhibit C - Location Map](#)

8C. UPDATE - CRA-OWNED PROPERTIES LOCATED AT 182 & 186 NW 5th AVENUE

Recommendation: Provide direction as it relates to the Commercial Property Leases of the CRA-owned properties located at 182 & 186 NW 5th Avenue (Properties).

Attachments:

[Agenda Cover Report](#)

[Exhibit A - Updated Project Timeline - Jerk and Lime at Nicoles House](#)

[Exhibit B - Updated Project Timeline - Let's Talk Cafe](#)

8D. UPDATE AND DISCUSSION - NW 800 BLOCK REDEVELOPMENT PROJECT - CONCEPTUAL DESIGN

Recommendation: Update and discuss the Conceptual Design for the Redevelopment Project located on the NW 800 Block of West Atlantic Avenue.

Attachments: [Agenda Cover Report](#)
[Exhibit A - Location Map](#)
[Exhibit B - Draft Conceptual Design](#)

8E. FOLLOW UP - ACHIEVING GOALS USING IMPACT DRIVEN EVALUATION FUNDING AGREEMENT - OLD SCHOOL SQUARE CENTER FOR THE ARTS, INC.

Recommendation: Update and Board Direction.

Attachments: [Agenda Cover Report](#)
[Exhibit A- FY 20-21 A-Guide Funding Agreement Fully Executed](#)
[Exhibit B - CRA's Notice of Deficiencies Letter and Exhibits to OSSCA dated 2.2](#)
[Exhibit C - OSSCA's Response to Notice of Deficiencies March 14, 2022](#)
[Exhibit D - CRA Formal Notice of Voiding Funding Agreement and Demand \(Da](#)
[Exhibit E - Response to CRA's Notice of Termination \(M1535225x9EC29\)](#)
[Exhibit F - US Small Business FOIA Final Response SBA, March 30, 2022](#)
[Exhibit G - OSSCA Chairman Letter, March 21, 2022](#)

9. New Business**9A. CRA AUDITED FINANCIAL STATEMENTS - FISCAL YEAR 2020-2021**

Recommendation: Approve the fiscal year 2020-2021 CRA Audited Financial Statements Report as presented by Marcum, LLP.

Attachments: [Agenda Cover Report](#)
[Exhibit A - CRA Audit Report 2021-DRAFT](#)
[Exhibit B - CRA Governance Report 2021-DRAFT](#)

9B. DISCUSSION - ISSUING INVITATIONS TO BID FOR LANDSCAPE MAINTENANCE SERVICES AND DAILY CLEANUP SERVICES FOR CRA-OWNED PROPERTIES

Attachments: [Agenda Cover Report](#)
[Exhibit A - CRA-Owned Property List](#)

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