

## CRA Work Plan Progress Report – FY 17/18 6/6/2018

Item #	Project Description	Emp.	Status
	<b>AREAWIDE &amp; NEIGHBORHOOD PLANS</b>		
1.	West Atlantic Avenue Redevt.		
a.	The Set Transformation Plan	JC/KC	Consideration of The Set Transformation Plan by WARC took place on 12-7-17 and was approved for implementation (with acknowledged edits for the final plan document) by Resolution No. 2017-01. At the 1-11-18 CRA Board meeting, the CRA Board recommended approval with changes including suggested language to address the legal concerns regarding the Plan and responses to Board comment/concerns. These were addressed via the inclusion of a Preface and revisions to Chapters 4 and 5. A presentation of the Plan was made to the City Commission at the 1-23-18 meeting. The WARC Board was presented the recommended changes by the CRA Board on 2-1-18 and requested that the new preface to the Plan include more information regarding WARC's engagement as well as the definition of the Community Management Team (CMT) to include the NWSWNA and The Village Elders. Final adoption by the City Commission is pending.
b.	CRA Land acquisition	JC/KC	Pursuit of acquisitions on-going. Negotiations are on-going for several key commercial and residential properties in The Set to continue revitalization efforts and meet affordable housing objectives.
	1) SW 900 Block – (WAA between SW 9 <sup>th</sup> and SW 10 <sup>th</sup> Avenues)	JC/KC	No updates at this time.
	2) North 600 Block (NW 6 <sup>th</sup> – 7 <sup>th</sup> Ave)	JC/DL/KC	No updates at this time.
	3) South 600-800 Blocks (SW 6 <sup>th</sup> to 9 <sup>th</sup> Aves)	JC/RJ/ KC/JG/DL	<b>46 SW 8<sup>th</sup> Ave</b> – Staff applied for a Solid Waste Authority (SWA) Blighted and Distressed Property Clean-up and Beautification Grant for the demolition of the structure and was notified on 2-28-18 that the CRA was awarded \$54,058.38. The Interlocal Agreement between SWA and the CRA was approved by the Board at the 3-22-18 meeting and executed by both parties. The CRA executed an agreement for the demolition of the property and a Notice to Proceed was issued in March 2018. The demolition is scheduled to take place within 2-3 months. <b>SW 600 – 900 Block RFP</b> - CRA staff has been meeting with WARC's Economic Development Committee and members of the community to discuss in more detail the local hiring initiatives, opportunities for local businesses, and other refinements to the RFP. The CRA also engaged Redevelopment Management Associates who assisted in drafting the proposal for the development of the CRA-owned properties in the SW 600-700-800 blocks of West Atlantic Avenue and introduced the concept of a Request for Qualification/Proposals ("RFQ/P"). The 900 block of West Atlantic Avenue was included in the RFQ/P to possibly alleviate the parking demands on the 600-700-800 blocks of West Atlantic Avenue. The item was discussed in more detail at the 2-22-18 Board Workshop, the 3-8-18 and 3-22-18 CRA Board meetings, and was further discussed at the 5-7-18 regular meeting. On 4-9-18, the CRA received a letter of

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			interest from Equity Delray, LLC expressing their continuing interest in the CRA-owned properties in the SW 600 – 800 Blocks of W. Atlantic Avenue, based on the original agreement between the CRA and Equity Delray, LLC. The letter of interest was discussed at the 5-7-18 CRA Board meeting. The Board directed staff and CRA General Counsel to enter into negotiations with Equity Delray, LLC for a new agreement based on the terms of the original agreement, which required the publication of a new thirty (30) day Notice as required by Florida Statutes Chapter 163.380(3)(a). The thirty (30) day notice expires on June 11 <sup>th</sup> , 2018.
	4) 700-1000 Blocks (NW 7 <sup>th</sup> – 11 <sup>th</sup> Ave)	JC/RJ/ DL/KC	<p><b>19 NW 10<sup>th</sup> Avenue</b> –The structure will be demolished utilizing the Solid Waste Authority (SWA) Blighted and Distressed Property Clean-up and Beautification Grant referenced above. The Interlocal Agreement between SWA and the CRA was approved by the Board at the 3-22-18 meeting and executed by both parties. The CRA executed an agreement for the demolition of the property and a Notice to Proceed was issued in March 2018. The demolition is scheduled to take place within 2-3 months.</p> <p><b>15 NW 11<sup>th</sup> Avenue (Foundation Hope for Haiti Property)</b> – At the 2-22-18 meeting, the Board approved CRA Resolution No. 2018-02 for the Agreement for Purchase and Sale for the acquisition of 15 NW 11<sup>th</sup> Avenue for the purchase price of \$250,000 with an estimated closing date of 5-1-18. The Seller asked for an extension to the closing date executed by a Contract Addendum to 5-10-18 and the closing has since occurred. The property is currently being bid for demolition and is being secured and maintained by the CRA.</p> <p><b>51 NW 9<sup>th</sup> Avenue (Desjean Property)</b> - At the 2-22-18 meeting, the Board approved CRA Resolution No. 2018-03 for the Agreement for Purchase and Sale for the acquisition of 51 NW 9<sup>th</sup> Avenue for the purchase price of \$264,000. The CRA is conducting its due diligence as stipulated in the Purchase and Sale Agreement.</p>
	5) Unique Oil (805 W. Atlantic)	JC/RJ/DL	The remediation system was shut down in December 2017. The first quarter Post Active Remediation Monitoring (PARM) groundwater samples from the monitoring wells were collected on 5-9-18 for analysis. All dissolved hydrocarbon parameters were below Groundwater Cleanup Target Levels, and were also below the lab method detection limits for all analytes. The PARM report should be completed in early June 2018. FDEP may require one (1) year of PARM at below GCTL's before they approve site restoration.
	6) 1100 Block (SW 11 <sup>th</sup> – 12 <sup>th</sup> Ave)	JC/KC	No activity to report at this time.
	7) SW 13 <sup>th</sup> Ave and SW 14 <sup>th</sup> Ave	JC/KW	No activity to report at this time.

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c.	<u>Work Plan Project # 10:</u> W. Atlantic Avenue Beautification/I-95 Interchange  CRA funded FDOT managed	BK	On 5-25-17, the CRA Board approved a not to exceed amount of \$142,681.33 for the stamped asphalt crosswalk, two upgraded light poles, and design services for Kimley-Horn to address utility relocation and conflicts associated with the project within the CRA district. A three party escrow local funding agreement between FDOT, the City, and the State of Florida, Department of Financial Services, Division of Treasury (“Escrow Agent”) was approved by the City Commission on 9-26-17. The project is being administered by FDOT. The project has been awarded to Russell Engineering, Inc on 5/16/18. Notice to proceed is anticipated to be issued in July 2018, with a 60 days procurement time and 45 days for shop drawings, therefore, construction start is potentially early November 2018.
d.	CRA Project development/implementation		Pending further acquisitions and negotiations with property owners.
<b>2.</b>	<b><u>Downtown Master Plan</u></b>		
a.	<u>Work Plan Project #11:</u> OSS Building Maintenance  CRA funded – City CIP Project	IK/BK	Phase II: The City’s Purchasing Department issued the bid for the HVAC upgrades on 12-27-17, with a bid submittal deadline on 1-31-18. Resolution 20-18 was approved at the 5-15-18 City Commission meeting, awarding a Construction Agreement to Marvi Builders, LLC for the Old School Square HVAC & Electrical Upgrades in a total not to exceed amount of \$372,574.
b.	<u>Work Plan Project #18:</u> OSS Park Upgrades	JC/KM	The final Conceptual Master Plan was presented to and approved by the City Commission at the 11-20-17 regular meeting. The master plan will not be presented to Historic Preservation Board (HPB) for consideration at this time. HPB already reviewed the concept and there is not sufficient detail for a formal action by HPB. Each “project” (or “phase”) will be brought to HPB (with all appropriate applications) when it is designed with materials, colors, etc. It is anticipated that the proposed signs will be the first “project” to be presented to HPB for a certificate of appropriateness. The signage associated with said master plan was discussed at the HPB meeting held on 1-17-18, with positive feedback. A Land Development Regulation (LDR) Amendment to the Sign Regulations will be required because the proposed type of signage is currently not allowed. The LDR amendment is pending. A portion of the FY 2017-18 funding will be utilized to re-sod OSS Park and the Ample Theater lawn.
c.	<u>Work Plan Project #12:</u> SE 1 <sup>st</sup> Street/Swinton - Mast Arm Traffic Signal  CRA funded Palm Beach County managed	BK/IK	On 3-15-16, the City Commission approved ILA between City & County. The anticipated construction start date in February 2017 was delayed due to utility conflicts. The new anticipated construction start date is 6/5/18 ( <i>Palm Beach County is responsible for project construction and oversight</i> ).
d.	Downtown Roundabout Trolley from Tri-Rail station to beach	XF	On 2-22-18, the City Manager presented various initiatives of the Parking Management Plan to the CRA Board to provide a more holistic approach to address parking and mobility challenges

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	CRA funded – City CIP Project		that require collaboration with various City partners including the CRA. A RFP for Multi-modal Mobility Program that will provide the City residents, visitors, and business employees with convenient and efficient transportation options has been advertised. Submittal deadline is 6-12-18.
e.	<p><u>Work Plan Project #15:</u> Parking Study Implementation (E. Atlantic Ave Crosswalk Upgrades – Venetian/Gleason (East Atlantic Avenue Crosswalk Upgrades))</p> <p>CRA funded – City CIP Project</p>	JC/BK	The plans were completed by Kimley-Horn through a service authorization with the City. FDOT Permit Office approved the plans on 3-3-17. The City submitted a Maintenance Memorandum of Agreement (MMOA) No. 7 to FDOT in October 2017. FDOT Permit for the work was issued on 11-7-17. The Bid was advertised to the public on 3-5-18, an optional pre-bid conference was conducted on 3-14-18, and the bid closing date was 4-5-18. The project award is tentatively scheduled for the 6-5-18 City Commission meeting.
f.	<p><u>Work Plan Project #7 &amp; 8:</u> Parking Management Plan (Security &amp; Revenue Collection Systems – Level by Level Parking Garage Counting System and License Plate Recognition Software/Equipment)</p> <p>CRA funded – City CIP Project</p>	JA/BK	The license plate recognition software/equipment has been installed. The City is working with their parking management consultant to scope out equipment/software options and installation for the parking garage counting system. The scope of work was submitted to the City's Purchasing Department and the bid advertisement package is being prepared. The bid advertisement date is pending.
g.	<p>Fourth &amp; Fifth (Old Library Site) Redevelopment (Dumpster Relocation)</p> <p>CRA Project</p>	JC/RJ/DL	On 5-7-18, the CRA board approved the agreement with JHB Properties, LLC for the dumpster enclosure construction reimbursement not to exceed the amount of \$52,164.09.
h.	<p>SE 4<sup>th</sup> Avenue Beautification</p> <p>CRA funded – City CIP Project</p> <p>In design from previous fiscal year, therefore no corresponding FY 17-18 project #.</p>	KM/BK	3-28-18 - The City requested the consultant continue with the Project and finalize the design work and coordinate with the developers of Fourth & Fifth Delray ( <i>iPic</i> ), currently under construction.
3.	<a href="#">Southwest Neighborhood Plan</a>		
a.	<p><u>Work Plan Project #2:</u> Roadway Reconstruction (SW Neighborhood) SW 3<sup>rd</sup> Court, SW 4<sup>th</sup> Street, SW 6<sup>th</sup> Street, and SW 7<sup>th</sup></p>	RJ/KM/BK	An agreement with Baxter & Woodman, Inc. DBA Mathews Consulting was approved by the City Commission on 9-26-17 in a not-to-exceed amount of \$579,257, for the design of the project. A project kick-off meeting with the consultant was held on 10-26-17. Survey has been completed for the original project area. A public outreach community meeting to provide

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	Avenue (The Set) CRA funded – City CIP Project		project information and answer questions from residents was conducted on 1-10-18 at the City's Swinton Operations Complex. Residents expressed concerns about flooding, speeding, insufficient lighting, type on landscaping, etc. within the area, which will be considered in the design. Change Order No. 1, for additional services to add the design of a reclaimed water main to the project was approved by the City Commission at the 2-20-18 regular meeting in a not-to-exceed amount of \$48,988. The additional survey work for the reclaimed water main was also completed. A second change order to the agreement to include landscaping and alleyway lighting is currently being reviewed by City staff and is tentatively scheduled for City Commission approval in June 2018. The consultant is currently working on 50% design which is anticipated to be submitted to the City in June 2018.
b.	<u>Work Plan Project #13:</u> Block 63 Alley CRA funded – City CIP Project	KM/BK	Construction drawings have been completed. Utility relocation must be completed before the RFB is released. Utility pole(s) relocation is in progress and should be completed soon. Blocks 17 & 63 will bid as a single RFB. The RFB will be submitted to the Purchasing Department soon for review and bid advertisement.
c.	<u>Work Plan Project #16:</u> SW Neighborhood Alleys (5 alleys) CRA funded – City CIP Project	RJ/KM/BK	A Work Assignment (WA) with Calvin, Giordano & Associates, Inc. (CGA) for the design of five (5) alleys in the SW Neighborhood was approved by the CRA Board on 6-23-16. Construction drawings were completed on 5-26-17. Utility relocation must be completed before the project can be advertised. Two (2) of the five (5) designed alleys were bid out separately along with an associated water main upgrade on SW 10 <sup>th</sup> Ave. This was done because there are less utility conflicts in said alleys and a workaround is possible. The bid was released on 12-12-17, a pre-bid meeting was conducted on 1-4-18, and the bid submittal deadline was 1-24-18. A bid protest was filed with City and the matter is under review. The bid award is pending.
d.	<u>Work Plan Project #9:</u> Merritt Park Playground & Poured in Place Surfacing CRA funded – City CIP Project	TBD	No activity at this time
e.	<u>Work Plan Project #4:</u> Catherine Strong Park (New Building/ Pool) CRA funded – City CIP Project	TBD	No activity at this time.
4.	<u>Osceola Neighborhood Plan</u>		
a.	Osceola Park Redevelopment Plan	JC	The City Planning, Zoning and Building Department is obtaining proposals from consultant to

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	Update		manage and facilitate the Plan update. Once an agreement is finalized, an ILA between the CRA and the City will be processed for CRA funding.
b.	Residential Area Improvements  CRA funded – City CIP Project  In design from previous fiscal year, therefore no corresponding FY 17-18 project #.	RJ/KM/BK	<b>Complete Neighborhood</b> - An RFQ for an entity to oversee all phases of development, design through construction, was issued on 2-15-17. The City completed negotiations with the top ranked firm, Baxter & Woodman, Inc. DBA Mathews Consulting and the agreement was approved by the City Commission on 9-26-17 in a not-to-exceed amount of \$815,531. A project design kickoff meeting was held on 10-20-17. The first public meeting for this project was conducted on 11-16-17 at 6 p.m. at the Swinton Operations Complex. The survey work was completed in March 2018. Temporary traffic calming measures which included a roundabout, chicanes, and speed cushions were also completed. The consultant submitted a preliminary design report early May 2018. City review comments were provided to the consultant at a project progress meeting held on 5-24-18.
5.	<b>Other</b>		
a.	<u>Work Plan Project #6:</u> Reclaimed Water Distribution System – Area 9  CRA funded – City CIP Project	CF	The City (CRA funded) has an upcoming Complete Neighborhood project in the NW Neighborhood of The Set that will cover the same area as considered in Area 9 (Roadway Reconstruction OCI 0-42). The reclaimed water main will be included with that project to achieve a cost savings and minimize disruption in the project area.
b.	<u>Work Plan Project #1:</u> Roadway Reconstruction Design (OCI 0-42) (The Set)  CRA funded – City CIP Project	KM/BK	City staff is currently developing the scope of work for RFQ issuance.
c.	<u>Work Plan Project #3:</u> Storage Building – 100 Ft. Christmas Tree  CRA funded – City CIP Project	IK	The City's consultant, Song + Associates, Inc., has commenced the design work for the new storage facility. The City received preliminary conceptual drawings from the consultant on 2-27-18. The City met with Song and Assoc. on 4-3-18 to discuss housing Santa's Villages (expanding size of building) on the Police Impound lot at the Public Works Complex. An updated building concept was received by the City on 4-20-18. This project is currently on hold (City looking to rent a facility).
d.	Neighborhood Enhancements (Neighborhood Identification Signs)  CRA Project	JC/RJ/KC/ DL	The requested design changes were presented at the NW/SW Neighborhood Alliance meeting on 4-16-18. A request was made by CRA staff for a final vote on the color of The Set logo and the type of font for the signs to be submitted by 4-27-18. To date, the sign is in design, but no decision on the font has been made.

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e.	<u>Work Plan Project #17:</u> Sidewalks (Throughout CRA District)  CRA funded – City CIP Project	KM/BK	On 4-3-18, the City Commission awarded a contract to City-Tech Construction, Inc. for the Sidewalk project in a total amount not-to-exceed \$330,012. A Service Authorization for CEI services was also approved. The construction start date is pending. It is anticipated that a preconstruction meeting will be held within the next 3 weeks.
f.	<u>Work Plan Project #19:</u> Pompey Park Master Plan  CRA funded – City CIP Project	AG/PR/KC	An RFQ for the Pompey Park Community Center And Campus Pre-Design Study And Master Plan was issued on 8-2-17 and closed on 9-6-17. The City Commission awarded an Agreement to Wannemacher Jensen Architects, Inc. for Pompey Park Community Center & Campus Pre-Design Study & Master Plan Services in a total amount not to exceed \$727,200.00 at the 12-5-17 City Commission meeting. Parks and Recreation and Pompey stakeholders met with Wannemacher on 1-11-18 for an initial introduction and to discuss the scheduling moving forward. Wannamacher has begun initial site survey and Phase 1 work. A stakeholders meeting for the public was conducted 4-4-18, and one for City staff 4-5-18. A draft Environmental Site Assessment (ESA Ph I) report was submitted to the City on 5-22-18 for review.
g.	<u>Work Plan Project #5:</u> Hilltopper Stadium Restrooms / Concession Stand  CRA funded – City CIP Project	BD/PR	The conceptual design is 60% complete.
<b>REDEVELOPMENT PROJECTS</b>			
6.	<u>NW/SW 5<sup>th</sup> Avenue Beautification</u>		
a.	NW 5 <sup>th</sup> Ave Entrance Feature  CRA Project	JC/RJ/DL	The requested design changes were presented at the NW/SW Neighborhood Alliance meeting on 4-16-18, and consensus reached on the sign design at the Alliance meeting on 4-27-18. The sign is now being designed.
b.	<u>Work Plan Project #14:</u> NW 5 <sup>th</sup> Ave Alleys (MLK - Lake Ida Rd)  CRA funded – City CIP Project	KM/BK	Construction of three unimproved alleys (Blocks 17, 25 and 26) East and West of NW 5th Avenue between Lake Ida Road and MLK Jr. Dr. Service Authorization with Wantman Group, Inc. was approved by City Commission on 11-17-15 in the amount of \$77,995.00. CRA Board Attorney is assisting in resolving title issues for Block 25 (344 NW 4th Ave) and Lot 11 in Block 26. Construction drawings have been completed. Utility relocation must be completed and the title issues resolved before the RFB on those two blocks can be released. Blocks 17 & 63 (Item #3.b. above) will bid as a single RFB. The RFB will be submitted to the Purchasing Department soon for review and bid advertisement.

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c.	NW/SW 5 <sup>th</sup> Avenue Project Development/Implementation (Between MLK Jr. Dr. & SW 1 <sup>st</sup> St.)  CRA Project	JC	No activity at this time.
7.	<a href="#">Carver Square Neighborhood</a>		
a.	Remediation/site development  CRA Project	JC/RJ/KM/ KC	A RFQ for architectural services for the design of single family homes (Workforce Housing) was issued on 4-17-17 and closed on 6-19-17. On 8-24-17, the CRA Board awarded the RFQ to the top two (2) ranked firms for the Carver Square lots and the Carver Row properties respectively (Brooks + Scarpa Architects and Pasquale Kuritsky Architecture). On 1-11-18, the CRA Board approved the agreements with both firms. The survey work for both properties was completed in January 2018 and the design work has commenced. CRA staff met with both consultants for the Carver Square and Carver Row designs on 2-27-18 and 2-28-18 respectively, to review conceptual plans for the proposed single-family homes. The conceptual plans were presented to the CRA Housing partners at the Housing Collaborative Meeting on 3-14-18. The consultants are now finalizing the conceptual plans, which should be submitted in early June 2018.
8.	<a href="#">Economic Development Initiatives</a>		
a.	Economic Development Leads-Prospects	JG/EB	OED continues to work with more than 74 prospects and developers seeking locations in the CRA District and City with a possible impact of at least 188 new jobs, the retention of 629 jobs, (re)developing 30 acres, the absorption/creation of 718,401 sq. ft. of commercial/office/industrial space and a proposed private capital investment of more than \$52 million.
b.	Economic Development Incentives	JG	No updates in May.
c.	A-Guide Grants	JG	OED reviewed 2Q reports and documentation from all A-Guide Grant Recipients including: Creative City Collaborative (Arts Garage), Delray Beach Community Land Trust, Delray Beach Historical Society, Delray Beach Public Library, EPOCH (Spady Museum) and Old School Square. All 2Q reports are scheduled to be "filed and accepted" at the June 11, 2018 CRA Board meeting.
d.	CRA Business Funding Assistance	EB	OED is currently preparing 2 Curb Appeal Grant applications and 1 Business Funding Assistance applications for consideration by the CRA Board at their 6-11-18 meeting. For details on the CRA's Paint Up & Signage, Rent Assistance and Site Development Assistance Funding Assistance Programs, contact Elizabeth Burrows at 561.243.7009 or visit <a href="http://delraycra.org">delraycra.org</a> .
e.	Focus on 5th Initiative	JG	OED supported WARC's The Set Branding and the Frog Alley Caribbean Festival Committees





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			<ul style="list-style-type: none"> <li>• Rentals are starting to come to fruition working out logistics on occupancy issues.</li> <li>• Developing marketing/advertising practices and utilizing social media – will combine website with social media and work with partners to develop shared marketing/advertising plan</li> <li>• Developing Summer Makers Market – launched call to artist. August event</li> <li>• Working with Film Commission on location site and events</li> <li>• Working with City on Sustainable Arts Programming Weekend event with other agencies</li> </ul>