



Cover Memorandum/Staff Report

File #: 18-0531 CRA

Agenda Date: 1/28/2020

Item #: 8B.

TO: CRA Board of Commissioners
FROM: Alexina Jeannite, Grant Manager
THROUGH: Renée A. Jadusingh, Esq., Executive Director
DATE: January 28, 2020

SITE DEVELOPMENT ASSISTANCE PROGRAM FUNDING APPLICATION - AGTLAND, P.A. (132 NORTH SWINTON AVENUE)

Recommended Action:

Approve the attached Site Development Assistance Program Funding Agreement with AGTLAND, P.A. for the proposed interior and exterior improvement project located at 132 North Swinton Avenue, for an amount not to exceed \$75,000.

Background:

AGTLAND, P.A., is a full-service Landscape Architecture firm, founded by Mr. Grant Thornbrough (Owner) and is located at 132 North Swinton Avenue, within CRA sub-area #3. The firm has been serving South Florida and the Caribbean since 1975 and has been at its current location since 1990. AGTLAND, P.A. has designed numerous award-winning projects in Delray Beach and the South Florida community. Most recently, it was awarded the 2019 U.S. Green Building Council Most Outstanding Residential Award for its work on a local University Residence Hall. Other notable projects include Old School Square's original Development Plan, Historical Bankers Row Master Plan, the Delray Beach International Tennis Center, Grove Square Redevelopment Project, among others.

The Owner submitted an application for funding assistance in December 2019, requesting funding support to renovate the mini campus-like property that houses three Mission Revival building structures dating back to 1925 — making them contributing structures within the Old School Square Historic District. Renovations are long overdue, with the last renovation project of any scale having taken place over thirty years ago. Prior to purchasing the property in 1990, the site was converted into professional office spaces a year earlier, in 1989 with basic renovations completed. Those renovations have not aged well over the 30 years. The owner has maintained the property as best as possible and is now requesting assistance to make much-needed and significant renovations to update the property.

Funding assistance is requested for interior and exterior improvements to the main property to include replacement and upgrade of windows and doors to impact standards, framing, carpentry, stucco, painting, landscaping, flooring, purchase and installation of cabinetry, plumbing and electrical upgrades. If approved, the Owner anticipates that the project will be fully completed by April 2020.

All estimated eligible expenses are listed in the attached Funding Detail Sheet and are in alignment with the program guidelines.

TABLE 1	AMOUNT
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Estimated total capital investment	\$203,211.00
Estimated eligible expenses	\$149,425.11
Recommended funding assistance (up to)	\$75,000.00

If approved, funding would be disbursed accordingly:

TABLE 2	AWARD AMOUNT
Maximum Progress Payment (75% of award)	\$56,250.00
Withheld Payment (25% of award)	\$18,750.00
TOTAL MAXIMUM AWARD	\$75,000.00

As stated in the funding program guidelines, no more than 75% of the approved award may be disbursed prior to the receipt of a Temporary Certificate of Occupancy, Certificate of Occupancy, or receipt of all necessary and satisfactory inspection notices. Additionally, the remaining 25% of funding withheld will not be released until CRA staff verifies that there are no active liens or code enforcement violations on the property, and that the improvements have been sufficiently completed to the satisfaction of the terms of the approved award. Funds may be disbursed to the applicant by reimbursement or may be paid directly to contractors/vendors for eligible and pre-approved expenses.

A Site Development Assistance award to AGTLAND, P.A. will help further advance the CRA's mission by supporting a commercial improvement project that will result in the renovation of an existing commercial space within the CRA District as well as preserve Delray's cultural heritage. Assisting businesses with the cost of interior and exterior improvements helps to eliminate blighted conditions and promote new business activity in Sub-Area #3 of the CRA District.

Attachments: Exhibit A - Location Map; Exhibit B - Photos of Existing Conditions; Exhibit C - Renderings & Floor Plans; Exhibit D - Funding Assistance Detail Sheet; Exhibit E - Application Form; Exhibit F - Project Narrative; Exhibit G - Business Plan & Financial Projections; Exhibit H - Site Development Assistance Program Guidelines.

CRA Attorney Review:

N/A

Finance Review:

Reviewed by Lori Hayward, CRA Finance & Operation Director.

Funding Source/Financial Impact:

\$75,000 allocated from General Ledger #7306 - Grant Programs - Site Assistance Grant.