



CRA Board Meeting Minutes
Tuesday, May 7, 2020 – 4:00 p.m.
Virtual via Webex
Delray Beach, FL 33444

STAFF PRESENT:

Renee Jadusingh	Christine Tibbs	Danielle Arfin
Heather Hinkle	Alexina Jeannite	Lori Hayward

OTHERS PRESENT:

DJ Doody

1. Call to Order

Chair Petrolia called the meeting to order at 4:00 p.m.

2. Roll Call

Present: Chair Shelly Petrolia, Vice Chair Shirley Johnson, Deputy Vice Chair Angie Gray, Commissioner Ryan Boylston, and Commissioner Pamela Brinson, Commissioner Juli Casale, and Commissioner Adam Frankel.

3. Approval of Agenda

Motion by Deputy Vice Chair Gray, seconded by Commissioner Boylston, to approve the agenda as printed. In a roll call vote, the **motion** passed unanimously (7-0).

4. Public Comments on Agenda and Non-Agenda Items

CRA Executive Coordinator Danielle Arfin reported there had been no public comments submitted.

5. Consent Agenda

a. CRA Monthly Progress Reports – April 2020

b. Point-to-Point Transportation Services – Ratify Contract Amendments Due to COVID

c. Fixed Route Transportation Services – Ratify Contract Amendments Due to COVID-19

d. Delray Beach Community Redevelopment Agency Meeting Procedures Utilizing Communications Media Technology (CMT)

Motion by Deputy Vice Chair Gray, seconded by Vice Chair Johnson, to approve the Consent Agenda as printed. In a roll call vote, the **motion** passed unanimously (7-0).

6. New Business

a. COVID-19 Rental Assistance Program for Tenants Located in Delray Beach CRA-Owned Properties

CRA Assistant Director Christine Tibbs explained the proposal for a rental assistance program for qualified CRA tenants. The CRA has a total of eight (8) commercial, three (3) residential, and 15 Arts Warehouse tenants. She noted rent would be refunded and/or abated to those eligible and outlined the proposed qualifications.

Ms. Tibbs stated monthly rent from tenants currently totals \$18,603.14. She said staff was recommending approval.

CRA Attorney DJ Doody stated the Board should provide direction regarding the abatement period. He explained the assistance would be formalized with an amendment to leases.

Chair Petrolia asked for clarification regarding the number of tenants impacted. She asked if they were all asking for assistance.

CRA Director Renee Jadusingh stated some tenants had already paid rent. She noted the majority had asked if something would be done to assist and explained the request for rent forgiveness had been brought forward.

In response to a question from Chair Petrolia, Ms. Jadusingh reviewed a list of tenants who had asked for assistance. She stated all residential and commercial tenants had asked for abatement, along with three (3) Arts Warehouse tenants. She said the Arts Warehouse is currently closed to the public, but renters do have access, though there are safety concerns due to the shared aspect of the space.

Chair Petrolia asked for staff direction regarding the duration of assistance.

Ms. Jadusingh explained staff was recommending assistance through the fiscal year, as businesses had closed and would need time to recover. She noted residential tenants had lost their jobs.

Deputy Vice Chair Gray asked how other CRAs were handling the issue, or if there was any history to compare to.

Ms. Jadusingh stated she had not heard of any but would research the issue and bring back the information for the May 26 Regular Meeting.

Commissioner Frankel stated the City Commission had passed rental assistance at their May 5 meeting for those who had made requests.

Chair Petrolia added that the City Commission was handling the issue on a case-by-case basis and had not approved through the fiscal year.

Commissioner Boylston clarified approval through the end of the fiscal year would mean the program would be available, but tenants would need to meet the criteria each month in order to continue eligibility. He stated he was in support of the program being made available but not automatic.

Chair Petrolia agreed, stating she was also in support of having the framework in place through the fiscal year and continuing to check back in with tenants.

Deputy Vice Chair Gray said she believed the CRA should follow what the City was doing for its tenants.

Motion by Commissioner Boylston, seconded by Deputy Vice Chair Gray, to provide a COVID-19 Rental Assistance Program through the end of the fiscal year. In a roll call vote, the **motion** passed unanimously (7-0).

7. Other Business

a. Comments by Executive Director

Ms. Jadusingh welcomed Commissioner Casale to her first Board meeting and explained the next meeting of the CRA would be on May 26, also virtual.

b. Comments by Board Attorney

Mr. Doody stated it was nice to see everyone and encouraged them all to stay safe.

c. Comments by Commissioners

Commissioner Brinson welcomed Commissioner Casale and thanked the people of Delray Beach for coming together to feed people during this difficult time. She said the small town had shown a big example of what they could do when they worked together.

Commissioner Boylston stated he and Ms. Jadusingh had discussed the two (2) projects on 5th. He noted office space and co-working needs would be changing drastically, and

the need for affordable housing was showing itself more than ever. He said he thought a strong pivot might be needed.

Continuing, Commissioner Boylston stated there had been movement on the Pomosa land, and Ms. Jadusingh would be updating the Board in the coming weeks. He said it was good news.

Commissioner Boylston noted he wanted to share with the Board the idea of turning FreeBee back on to get locals to the beach if the beaches are reopened.

Deputy Vice Chair Gray welcomed Commissioner Casale and said she missed meeting face-to-face. She asked Ms. Jadusingh to updated on how CRA projects were being impacted by City Hall being closed as well as on how BH3 was moving along.

Ms. Jadusingh stated the permitting process is continuing even though City Hall is shut down. She said Corey Isle was the most pressing project, and three (3) of the 10 permits were in review. She noted adjustments had been made to the plan submittal process as comments are addressed with the architect and engineer.

Continuing, Ms. Jadusingh explained staff hopes for approval of the first three (3) permits in the next few weeks. She stated once those are approved, the remaining seven (7) will be submitted. She said this process was followed to avoid overburdening the City services with 10 permits at once.

Ms. Jadusingh stated BH3 has submitted plans to the City for review and has received substantial comments, which are being reviewed. She noted the CRA has hired an independent engineer with Chen Moore to do a limited review of the plans to advise on technical comments from the staff side. She noted an additional item from BH3 will be reviewed at the May 26 meeting.

Deputy Vice Chair Gray asked for an update on Ceasar's Catering and Studio 404.

Ms. Jadusingh stated they are in constant communication with the owners, but they are having issues with cabinets doing COVID-19.

CRA Grant Manager Alexina Jeannite stated the last updated they had received from Studio 404 was that work was moving forward. She noted the HVAC had been installed, but contractors were not operating due to COVID-19.

Vice Chair Johnson welcomed Commissioner Casale and asked if she was correct in believing the CLT would not start work on the three (3) cleared permits, because they like to do production building.

Ms. Jadusingh explained the terms of the agreement with the CLT was that they would close on all 10 lots at once.

Mr. Doody stated the documents which are prepared and waiting execution entail a closing and construction loan document, which would require that the CLT be ready to begin work on all 10 lots.

Vice Chair Johnson said the downtown hospitality industry was hurting and asked if there were any plans to try to help.

Ms. Jadusingh stated if it was the will of the Board, staff could do research on that issue. She noted they were tracking what other cities were doing.

Chair Petrolia also welcomed Commissioner Casale, noting her addition to the CRA was with an unusual meeting. She stated the community had come through a very tough time and encouraged everyone to be strong and stay well.

Ms. Jadusingh circled back to Commissioner Boylston's comment on FreeBee and asked for direction.

Chair Petrolia asked if the CRA was paying FreeBee during the shutdown.

Ms. Jadusingh stated they were paying for staff, and some deliveries had been done.

Chair Petrolia stated it seemed if they were being paid, they should utilize the service, especially for weekend use. She noted CDC restrictions should be included, with single households allowed in the vehicle at a time.

Deputy Vice Chair Gray stated with so many needs in the community, the CRA really needed to focus on prioritizing and not doubling up.

Chair Petrolia said she agreed, there are people right now who are really hurting, and communities are grappling with how far the assistance can really go. She noted there would be winners and losers in any assistance program, and they needed to look at how they could do the most good.

Ms. Jadusingh noted she would email the Board with options for the FreeBee.

8. Adjournment

There being no further discussion, the meeting was adjourned at 4:36 p.m.

Renee Jadusingh, Executive Director

Shelly Petrolia, Board Chair