



CRA Board Meeting Minutes  
Thursday, November 12, 2020 – 4:00 p.m.  
City Commission Chambers – 100 NW 1<sup>st</sup> Avenue  
Delray Beach, FL 33444

**STAFF PRESENT:**

Renee Jadusingh	Christine Tibbs	Ivan Cabrera
Danielle Arfin	Heather Hinkle	Kim Phan

**OTHERS PRESENT:**

Yvonne Odom	Emanuel Jackson, Sr.	Tyler Knight
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**1. Call to Order**

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

**2. Roll Call**

**Present:** Chair Shirley Ervin Johnson, Vice Chair Adam Frankel, Deputy Vice Chair Angie Gray, Commissioner Ryan Boylston, Commissioner Juli Casale, Commissioner Kelcey Cordell Brooks, and Commissioner Shelly Petrolia.

Commissioner Kelcey Cordell Brooks participated via telephone.

**3. Approval of Agenda**

Deputy Vice Chair Gray asked to move item 9D to the Consent Agenda.

**Motion** by Deputy Vice Chair Gray, seconded by Commissioner Boylston, to move item 9D to the Consent Agenda as item 7G. In a roll call vote, the **motion** passed (6-0).

Commissioner Brooks joined the meeting at 4:02 p.m.

**Motion** by Commissioner Petrolia, seconded by Commissioner Boylston, to approve the agenda as amended. In a roll call vote, the **motion** passed (7-0).

#### 4. Approval of Minutes

##### a. October 27, 2020 – Regular Meeting Minutes

**Motion** by Vice Chair Frankel, seconded by Commissioner Boylston, to approve the October 27, 2020 Regular Meeting minutes as printed. In a roll call vote, the **motion** passed (7-0).

#### 5. Meeting PowerPoint Presentation

CRA Executive Director Renee Jadusingh stated the item was included in the backup for the Board's information and did not require a presentation.

#### 6. Public Comments on Agenda and Non-Agenda Items

*Yvonne Odom, 3905 Lonesome Blvd*, welcomed Commissioner Brooks to the Board, noting he was a student of hers in middle school. She asked that the CRA Board go back to being independent and noted that she did not like things being approved by the CRA and then moving on to the City Commission, which included many of the same people. She complained that the CRA had a near exclusive relationship with the Community Land Trust (CLT) because homeowners should own their land, and against shifts within the Housing Authority toward expanding rental availability.

#### 7. Consent Agenda

- a. CRA Financial Report – September 2020
- b. CRA Monthly Progress Report – November 2020
- c. First Amendment to the Ground Lease Agreement with Hatcher Construction & Development, Inc.
- d. Acceptance of Solid Waste Authority Blighted Property Grant
- e. First Amendment to CRA/City Interlocal Agreement for Funding Construction / Professional Services FY 2019-20
- f. Interlocal Agreement with the City of Delray Beach for the Digital Inclusion Initiative
- g. Emanuel Jackson, Sr. Project Inc. – First Amendment to the Commercial Lease Agreement – 700 W Atlantic Avenue, Unit 700 (moved from item 9D)

**Motion** by Vice Chair Frankel, seconded by Commissioner Petrolia, to approve the Consent Agenda as amended. In a roll call vote, the **motion** passed unanimously (7-0).

## 8. Old Business

### a. Resolution 2020-05 – Delray Beach Community Redevelopment Agency Budget Amendment No. 3, Fiscal Year 2019-20

CRA Director Renee Jadusingh explained the item before the Board was the final budget amendment for Fiscal Year 2019-20, which reflected all expenses and basically closes out the year.

CRA Legal Advisor Kim Phan read the Resolution 2020-05 into the record.

**Motion** by Vice Chair Frankel, seconded by Commissioner Boylston, to approve Resolution No. 2020-05. In a roll call vote, the **motion** passed unanimously (7-0).

## 9. New Business

### a. Discussion – Issue Request for Proposals for Property Management or Notice of Intent to Dispose of CRA-Owned Residential Properties

CRA Assistant Director Christine Tibbs outlined the request. She explained the majority of CRA-owned residential properties are fully managed, operated, and maintained by local nonprofit organizations that specialize in the provision of affordable housing. She stated the CRA has agreements with the Community Land Trust (CLT) and the Delray Beach Housing Authority, and outlined the properties managed by each.

Ms. Tibbs stated staff was proposing a Request for Proposals (RFP) for the management of the single-family home at 47 SW 8<sup>th</sup> Avenue and the duplex at 121 SW 10<sup>th</sup> Avenue currently being managed by the CRA, to bring all CRA-owned residential properties under the same property management model. She noted the benefits of third-party property management include the ability to utilize CRA staff and resources more efficiently.

Ms. Tibbs added that alternatively, a Notice of Intent to dispose of the two (2) parties could be issued with deed restrictions to allow for affordable housing. She provided background on the renovations of the properties and asked that the Board provide direction on how to move forward.

Deputy Vice Chair Gray stated she would like to look at the properties as a way to help the nonprofits become more independent of the CRA, and added that there were additional properties on NW 5<sup>th</sup> Avenue that could be addressed the same way. She noted land was currently expensive, and the nonprofit partners were fighting for land against the private sector. She stated building on a lot in the Northwest/Southwest neighborhoods was too expensive to be considered affordable housing.

Continuing, Deputy Vice Chair Gray reiterated that the Board should be supporting the CLT and other partners in a way that helped them to become self-sufficient and not in need of more and more funds from the CRA each year.

Commissioner Petrolia stated she agreed with Deputy Vice Chair Gray's points. She noted the CRA had experienced issues in the past with management not keeping up on issues as they should, and said she was not sure how they would keep that from happening again. Additionally, she asked what the selection process would be for determining who got what, and what would be expected in return.

Continuing, Commissioner Petrolia asked if there was a way to state the CRA was making contributions to the nonprofits to help them to wean off the need for CRA funding versus creating a bigger bureaucracy.

Commissioner Boylston agreed, stating getting out of the property management arena would be a good idea. He stated he would look to staff for recommendations on which of the directions they should head, and which fit best practices.

Chair Johnson stated she would be the "odd man out," because she liked the idea that the more property the CRA had available for affordable rentals, the better off the community would be. She added that as far as management, perhaps the CRA could have done a better job of giving them to someone who could better manage them.

Chair Johnson asserted she would not be in favor of disposing of the properties, adding that the community did not have enough low-income housing available and she would like to see more of it. She stated developers that come to the CRA with proposals often discuss low-income rental properties as a selling point for approving their projects.

Commissioner Petrolia noted there were two (2) different issues being discussed. She stated she agreed with Chair Johnson that the CRA should not dispose of the properties, and with Deputy Vice Chair Gray and Commissioner Boylston with respect to allowing someone else to manage the properties as well as management was doing well.

Ms. Jadusingh stated staff was doing a better job of oversight of those managing CRA properties. She discussed ways in which the CRA had worked to improve the homes.

Chair Johnson stated the Board agreed by consensus to keep the properties.

Commissioner Petrolia pointed out that representatives of item 9D, which had been moved to the consent agenda, had entered the room with students, and asked the Chair to make an announcement regarding the item being added to the Consent Agenda and already passed.

Chair Johnson thanked the representatives of the Emanuel Jackson, Sr. project for their time and let them know their agreement was approved.

## **b. Discussion – Fixed Route Transportation Services**

Ivan Cabrera, CRA Redevelopment Manager, provided an update on the Downtown Connect, formerly known as the trolley service. He stated the service was suspended in

March 2020 in response to the COVID-19 pandemic and provided details on the renegotiation of the contract at that time. He added that during the first few months of shutdown the service was used for delivery, but since that time has not been in operation.

Ms. Jadusingh stated staff was asking Board input on speaking with the City regarding resuming services, suspending or pausing the service. She noted there was a monthly financial impact to the CRA.

Mr. Cabrera shared a *PowerPoint* slide outlining potential safety precautions to be taken on the Downtown Connection if reopened, including:

- Service
  - Shuttles supply hand sanitizer for public use
  - Number of riders limited to six (6), unless part of a group
- Drivers
  - Mandatory use of face masks for drivers
  - Use of transparent plastic shields to protect drivers
  - Wipe seats and handles down at intervals throughout the day
- Riders
  - Mandatory use of face masks for riders
  - Minors must be accompanied by someone 18 or older
  - No open containers, such as food, drinks, etc.
  - Signage to state, "If you are sick or have flu-like symptoms, please DO NOT RIDE."

Ms. Jadusingh stated staff had recently spoken with Downtown Connect about lowering the monthly contract to keep the service active, but further discussion was required.

Commissioner Petrolia asked for clarification on what was being paid.

Ms. Jadusingh stated the vehicles were leased, so if they wanted to keep the service, they would need to pay a minimum to keep the vehicles from being returned. Additionally, she stated the CRA was paying some of the drivers' wages, as well, to keep them on call, but they were not being used in that capacity. She noted one option was that they could look to negotiate an amount to keep the vehicles but no longer have the drivers in that status.

Commissioner Petrolia stated this folded into the issue of the \$800,000 which had been designated for 2021 in order to purchase vehicles instead of leasing. She noted that if the City did not want the service going forward, that needed to be communicated to the Transportation Planning Agency (TPA). She asked how much of what was being paid went toward the leases.

Mr. Cabrera stated if the CRA wanted to just pay for the leasing of the two (2) vehicles, it would be around \$9,500 per month.

Commissioner Petrolia asserted that meant the leases were a small portion of what the CRA was paying. She asked what the total ongoing rate was to run the service.

Mr. Cabrera stated the total while operating was around \$43,000.

Discussion ensued regarding the amount the CRA would save when operating the service with purchased vehicles.

Commissioner Petrolia stated the larger issue was that the Board needed to decide whether they wanted to continue the service at all. She noted she had not received any negative feedback with respect to the vehicles not running, adding there had been strong pushback when the busses previously fell out of service between contracts.

Continuing, Commissioner Petrolia added that she didn't know if the lack of feedback was because business had fallen off so much along the Avenue due to COVID-19 and less employees were needing to get to work.

Commissioner Casale stated the presentation showed the service was used in April and May to provide meals and groceries to those in need and asked if that service wasn't more necessary now than ever.

Ms. Jadusingh stated the CRA had not had the request for nonprofits to use the service that way in months. She noted staff had received about 50 calls asking about the service in the past six (6) months, some being from business owners looking to transport employees and some from families looking to transport students.

Vice Chair Frankel asked how much the businesses who had made the phone calls contribute to the operation.

Ms. Jadusingh responded that the service was 100 percent funded by the CRA.

Vice Chair Frankel asserted school was in session, the Tri-Rail was running, and people were getting to where they have to go. He stated his position remained as it had been. He noted at the price the CRA or City paid for the service, they would be better off giving those who use it funds to get to where they needed to go.

Continuing, Vice Chair Frankel stated the negative aspects of the shuttle service he had pointed to in the past no longer existed. He noted alleged drug transactions, vagrancy, and other issues had subsided.

Commissioner Boylston asserted that while the program was 100 percent CRA-funded, the CRA is funded by the City and County as a portion of taxes. He noted this serves the CRA District, and the tax dollars of businesses go to support it.

Commissioner Boylston stated he thought the CRA should reach out and make sure they had the data before making a decision. He added that a few simple phone calls should be made, including the hotels, who get a lot of their workforce on the shuttle, and others. He said it was important to make sure before getting rid of the asset. He stated he would be comfortable with exploring the idea if the data was collected.

Commissioner Casale added that she would like to explore whether asking contributions of businesses utilizing it for their employees was a possibility.

Commissioner Petrolia asserted if staff was already reaching out, it might be a good question to ask whether they would be willing to support the service and then bring that information back to the Board.

Commissioner Casale stated that perhaps the DDA could be asked, as well.

Chair Johnson stated she thought the service was a very expensive undertaking. She added that for six (6) months the CRA had paid what they had, but they didn't know how much longer COVID-19 would be going on or whether the opportunity to use the planned funding from TPA to purchase vehicles would still be available.

Chair Johnson added that she thought this time was a reset, and if there was not great demand, it was an awful lot of money to pay someone to not render a service. She stated there might be something else the CRA could do that would be a lot cheaper, and maybe they could explore that. She said she believed the CRA was there to help, but not to this extent.

Commissioner Boylston stated the TPA grant made it a little bit tricky, comparing it to a grocery store telling you what you had saved at the register. He noted he believed this was a good conversation to be having.

Deputy Vice Chair Gray asked if the TPA grant was received.

Commissioner Petrolia responded the grant was not received until 2021 but was approved and slated to be received.

Chair Johnson asked if there was a penalty if the CRA decided not to have the service any longer.

Commissioner Petrolia asked Mr. Cabrera to chime in.

Mr. Cabrera stated he was not aware, but City staff would be able to answer the question.

Commissioner Petrolia asserted that given the times, the TPA would likely be more understanding. She added that there had been incidents in the past where cities had declined funding for services no longer available. She noted it was frowned upon, but COVID-19 made it more complicated.

Deputy Vice Chair Gray stated she believed the CRA should discontinue the service. She noted it was very expensive, and with the next round of COVID-19, the City would be utilizing services less than they are now. She said she would vote to discontinue the service today.

Commissioner Petrolia asked if it was a possibility to discontinue the service and not have to pay, including the rentals.

Ms. Jadusingh confirmed there was a 60-day notice required to end the service. She noted there was about six (6) months left in the contract.

Chair Johnson asked if there was a penalty for breaking the lease.

Mr. Cabrera stated he did not think there was a penalty, just the 60-day notice.

Commissioner Petrolia asserted she believed they needed to do more research first, but that if they were not looking at starting the service up and were continuing to pay on an hourly basis for a service that would not be used in the near future, she would agree with her colleagues. She stated staff should find out when the TPA funds came into play, noting that timeline might come into play in determining whether to restart the service.

**Motion** by Vice Chair Frankel, seconded by Deputy Vice Chair Gray, to give 60-day notice to end the Downtown Connect service. In a roll call vote, the **motion** passed (4-3). Commissioner Petrolia, Commissioner Boylston, and Commissioner Casale voted no.

#### **c. Discussion – Notice of Intent to Purchase CRA-Owned Parking Lot – 362 NE 3<sup>rd</sup> Ave**

CRA Assistant Director Christine Tibbs presented the item, which was an unsolicited letter of intent from the Knight Group to purchase the property located at 362 NE 3<sup>rd</sup> Avenue for \$850,000. She provided a brief history of the property, which was a blighted parking lot acquired by the CRA in 2010 to supplement parking for businesses in the immediate area. She noted with improvements made by the CRA, the lot has 43 parking spaces, including two (2) reserved for ADA parking. She listed businesses with access to the lot.

Ms. Tibbs stated in addition to the letter of intent, staff was bringing the item before the Board to discuss the property considering ongoing improvements to the area. She noted the Knight Group's proposal was to develop the property into 40 residential rental units, with 25 percent restricted for the low-income category of Workforce Housing. She stated if the CRA wanted to sell the property, a 30-day public notice period was required.

Ms. Jadusingh added that if the Board were interested in selling the site, a request for proposals (RFP) would be required, along with a public bidding process. She stated if the Board were interested in the sale, staff would like time to review, including an appraisal, review of other development in the area, and assessment of utilization of the lot. She noted the CRA had been a part of infrastructure improvements, but parcels in the area had not been examined for redevelopment. She asked for Board direction.

Commissioner Boylston stated he would not be interested in the proposal, noting it was a "not yet," not a no for him. He asserted the area had a master plan, and a lot had changed in that space without revisiting the vision. He noted he had some people from Pineapple Grove call him with interest in what was happening in the area and noted the Board had pulled funding from the streetscape improvements in the area. He stated the Board needed to discuss what was realistic in the area and how the CRA would accomplish



the plan. He asserted he would like to schedule a charette and a workshop for the new year to discuss the neighborhood further.

Vice Chair Frankel stated Commissioner Boylston had very constructive comments, but he thought it would be important to get an evaluation of what the property is worth. He said it would be helpful to have that information when going into a workshop and discussion with the neighborhood. He asserted there is only so much property on Atlantic Avenue, and that area is a cool, hip, up and coming spot. He stated he agreed a charette and a workshop were the right direction but thought an appraisal would be helpful.

Continuing, Vice Chair Frankel commented that he assumed the other Board members had received an email from Mr. Arnold discussing drugs and criminal activity going on in the area, and he thought it was an area that needed to be looked at.

Tyler Knight, 2001 North Federal Hwy, spoke on behalf of the Knight Group. He stated based on the environment and statistics provided by the Delray Beach Police Department, his group believed that development in the area would greatly improve the property and its immediate surrounding area while allowing City staff to focus their talents on more important matters. He noted he hoped the CRA Board would consider conducting an evaluation and putting the property out to RFP and added that 51 distress calls had been received from the area in the past two (2) months.

Mr. Knight submitted the list of distress calls to the Board for review.

Chair Johnson stated everyone would agree the homeless population had grown exponentially, and crime was raising in certain areas. She stated the City Commission should consider doing a crime study each month to determine where the hot spots are.

Deputy Vice Chair Gray noted that the CRA and City needed to do something about the podium and how difficult it is for taller people to speak before the Board.

Deputy Vice Chair Gray stated she totally agreed with Commissioner Boylston that the CRA Board needed to have a workshop on this issue at the beginning of the year. She added that she would also like to speak about the Arts Warehouse and what to do about it at the same meeting.

Commissioner Petrolia asserted that she was also hesitant. She stated the area is made up almost of alleyways rather than regular sized streets, and parking is difficult. She added that the parking lot is typically full during the day, and it was a question of where those people would go to park if the lot were sold. She stated even if parking was promised in the facility to be built, it never seems to end up that way.

Continuing, Commissioner Petrolia stated people do not necessarily know if they can park in a garage, but surface lots are clearer. She added that because of the limited parking in the area, especially considering the Arts Warehouse having almost zero parking, and additional development that was going to make parking tighter and tighter, she was in agreement that the Board needed to have a larger conversation about the entire corridor.

She stated a lot of the activity that used to be in the area has been lost, and the bigger conversation was how to get back the cool factor that was there before.

Chair Johnson stated that she had not seen the activity in the area but had heard about it. She added that she found the area rather dark now. She stated she would not park there and walk due to lack of light in the parking lot.

Ms. Jadusingh noted there is an infrastructure improvement project in Public Works which would improve the lighting. She stated staff does know about the issues in the parking lot and have been working with the Police Department to remedy that as part of a larger issue. Additionally, she stated there are funds in the budget to make improvements on all the CRA's parking lots in the coming year, including repaving, curb stops, landscaping, and reviewing lighting.

Chair Johnson asked if anyone was aware of the status of the automated parking going in near the location.

Commissioner Petrolia stated it was under construction.

Chair Johnson noted that project might address Commissioner Petrolia's concerns about availability of parking. She noted Delray Beach has a little bit of everything.

Commissioner Boylston asked if the master plan was on the CRA website, noting he had not seen it in a long time.

Ms. Jadusingh noted it was not on the website, but staff would find it and send it out to the Board via email. She stated she would order the appraisal and schedule a future workshop.

**d. Emanuel Jackson, Sr. Project Inc. – First Amendment to the Commercial Lease Agreement – 700 W Atlantic Avenue, Unit 700 (moved from item 9D)**

Item moved to Consent Agenda.

**10. Other Business**

**a. Comments by Executive Director**

Ms. Jadusingh shared an update on the 708 W Atlantic Pop-Up Medical Event previously approved by the CRA Board. She noted a schedule had been put together, and events would be starting on November 17.

Continuing, Ms. Jadusingh provided an update on the Carver Square project, noting a meeting of the Evaluation and Selection Committee for the RFP had been scheduled for November 18, 10 a.m. at the Arts Warehouse. She stated staff anticipates bringing the results to the December Board meeting.

Ms. Jadusingh showed photos of the progress at Corey Jones Isle. She stated the project was still on target for all 10 homes to be fully built by May 2021.

Chair Johnson commented that everything on Corey Jones Isle seems to be going well, and staff also deserves kudos for the infrastructure project. She added it was going to be a much happier neighborhood, and she could not wait to see how it kept snowballing.

Chair Johnson stated she was pleased to see the Pop-Up Medical Event happening, and said she hoped there was a way to tell those who needed to take advantage of the event that it was there.

#### **b. Comments by Board Attorney**

CRA Legal Advisor Kim Phan stated it was nice to see everyone in person for the first time.

#### **c. Comments by Commissioners**

Commissioner Boylston congratulated staff on the opening of the Green Market. He stated it seemed very comfortable and safe, and it was nice to run into people you haven't seen in months.

Commissioner Petrolia stated she had been getting regular asks about the Corey Jones statue, and she was not sure if it was before the CRA or City Commission. She asked that the Board consider having that discussion, because people were waiting to hear where they stand. She asked that Ms. Jadusingh follow up with the organizer and add the item to a future agenda.

Deputy Vice Chair Gray asked for an update on Pompey Park. She stated leaking at the building and mold had been found, but she would like an update on other areas.

Ms. Jadusingh stated staff had spoken with Parks and Recreation Director Sam Metott, and Ivan Cabrera, CRA Redevelopment Manager, was prepared to share remarks.

Mr. Cabrera explained Parks and Recreation is exploring options regarding the shed at the children's pool. The resurfacing of the tennis court and basketball court started on November 9 and will take 10-12 days. The leaks found are part of the interlocal agreement between the CRA and the City, including new fixtures and plumbing.

Deputy Vice Chair Gray asked if they were redoing the entire roof.

Ms. Jadusingh stated the roof was being replaced, as it was more cost-effective to replace the roof than to patch leaks. She added the City accepted the interlocal agreement with the CRA to fund those improvements at their Tuesday meeting. She added that Public Works was handling it as part of a larger project.

Deputy Vice Chair Gray asked for confirmation that the bathrooms were being redone at the pool site.

Ms. Jadusingh stated that was correct.

Deputy Vice Chair Gray asked about the chillers in the pool.

Mr. Cabrera stated the new chiller had been received and would be installed. He added that he did not have a date but would follow up.

Ms. Jadusingh asserted the job had been scheduled but it rained, so it should be completed soon.

Deputy Vice Chair Gray commented the outside paint and new lockers looked great. She asked if the inside of the building would be painted as well.

Ms. Jadusingh stated she would ask for an update.

Commissioner Petrolia asked if grounds maintenance and utility boxes had been taken care of, as well.

Deputy Vice Chair Gray stated those items had been remedied.

Mr. Cabrera stated the mold test had been completed and the remediation was ongoing.

Deputy Vice Chair Gray asked if there was an update on asbestos.

Mr. Cabrera stated he was unsure about asbestos but would follow up.

Deputy Vice Chair Gray stated she would like to thank Neighborhood Services for their recent efforts. She noted there was many boats in yards, and she had been receiving calls. She asked that Code Enforcement be paying attention to that, as well as businesses operating where they are not allowed.

Continuing, Deputy Vice Chair Gray asked for an update on the plan to redo the Northwest neighborhood.

Ms. Jadusingh stated the Northwest neighborhood was going through a design, like what was done in Osceola Park, including alleys, lighting, traffic calming measures, the whole gamut. She noted a comprehensive approach was being contemplated rather than doing it piece by piece, and the project was currently in design. She stated it was funded in the Fiscal Year 2019-20, but it would probably be a five (5) year project.

Deputy Vice Chair Gray asked for an update regarding her questions at the October meeting on hiring a lobbyist, and whether the City would be including dollars for Pompey Park in their lobbying efforts.

Ms. Jadusingh stated she had spoken with the Interim City Manager, and packets were going out to staff to give a chance to review priorities. She added that she had brought

up Pompey Park and some of the infrastructure projects, and City staff would be keeping them in the loop.

Commissioner Boylston asked that the priorities in the lobbying packet be shared with the Board.

Chair Johnson asked if the Pompey Park renovation had been sidelined.

Ms. Jadusingh stated there is the larger Pompey Park project estimated about \$25 million, but that is completely separate from the urgent needs being addressed now. She added the schematic phase was done on the larger Pompey Park redesign, and it is currently in procurement.

Chair Johnson asked when building on that project was expected.

Ms. Jadusingh responded that it was hard to say because it was still in purchasing negotiation, and once it was out of that process staff would have a better idea of the schedule.

Chair Johnson stated she would follow up with the Interim City Manager.

## **11. Adjournment**

There being no further discussion, the meeting was adjourned at 5:15 p.m.

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Renee Jadusingh, Executive Director

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Shirley Ervin Johnson, Board Chair