



CRA Board Regular Meeting Minutes  
Tuesday, September 28, 2021 – 4:00 p.m.  
Arts Warehouse  
Delray Beach, FL 33444

**STAFF PRESENT:**

Renee Jadusingh  
Kim N. Phan, Esq.  
Heather Hinkle

Lori Hayward  
Grace Gdaniec

Alexina Jeannite  
Rob Massi

**OTHERS PRESENT:**

Gerecia Jackson-Edmond  
Evelyn Dobson

Shirley Erazo

Jakeleen Fernandez

**1. Call to Order**

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

**2. Roll Call**

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

**3. Approval of Agenda**

Chair Johnson asked that item 7I be pulled from the Consent Agenda for discussion and assigned item number 8aa.

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

**4. September PowerPoint Presentation**

Included for information only.

## 5. Staff Reports

- a. **Monthly Work Plan Report**
- b. **Arts Warehouse Report**
- c. **Funding Assistance and Community Engagement Report**
- d. **Property Management Report**
- e. **Social Media Report**

Included for information only.

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

None.

## 7. Consent Agenda

- a. **August 31, 2021 – Workshop Meeting Minutes**
- b. **August 31, 2021 – Regular Meeting Minutes**
- c. **Extension of CRA Incentives – Job Creation Bonus Program and Program Development Infrastructure Assistance Program**
- d. **Extension of CRA Incentives – Job Creation Bonus Program and Program Development Infrastructure Assistance Program**
- e. **Third Amendment to the Consulting Working Assignment with Synalovski Romanik Saye, LLC**
- f. **Second Amendment to the Consulting Working Assignment with Synalovski Romanik Saye, LLC**
- g. **Retroactive Approval to Apply for Fiscal Year 2021-2022 Solid Waste Authority of Palm Beach County Blighted Property Grant**
- h. **A-Guide Funding Agreement FY 2021-2022 – Delray Beach Community Land Trust**
- i. **First Amendment to Site Development Assistance Funding Agreement – Marion Associates, LLC**

**Motion** by Commissioner Boylston seconded by Commissioner Casale, to approve the Consent Agenda items 7a through 7h. In a roll call vote, the **motion** passed (7-0).

## 8. Old Business

### aa. First Amendment to Site Development Assistance Funding Agreement – Marion Associates, LLC (pulled from Consent Agenda)

Chair Johnson passed the gavel to Vice Chair Gray for the discussion of item 8aa. She asked staff for a presentation on the agreement.

Alexina Jeannite, CRA Community Engagement Director, provided background on the first amendment to the Site Development Assistance funding agreement with Marion Associates, LLC. She explained the project was approved for funding in 2020 and the initial end date was August 2021, but they ran into unforeseen structural issues and needed additional time to complete the project. She noted staff had been provided an update on the specific issues associated with backorders of supplies and materials. Ms. Jeannite explained the updated anticipated completion date is February 2022.

Chair Johnson asked if there was any assurance this extension would be the only amendment to the agreement. Ms. Jeannite stated the applicant had provided a detailed updated timeline and verbally expressed that they were committed to the new timeline.

Chair Johnson inquired as to how much the applicant was asking for. Ms. Jeannite explained they were already approved for the maximum amount of \$75,000. She noted at this point they had used the first 75 percent, and the remaining 25 percent, or \$18,750, was being withheld pending the completion of the project.

Chair Johnson noted the applicant and contractor were not present to answer, but she had wanted to ask that the contractor not make negative comments regarding CRA decisions.

Renee Jadusingh, CRA Executive Director, asked if the item should be moved to the October meeting for further discussion and review of the contract terms.

Commissioner Casale clarified Chair Johnson was talking about remarks being made toward the CRA by the contractor.

Commissioner Petrolia further explained the principal of the group had been making comments toward the CRA online regarding past decisions. She noted this was a grant already given.

Commissioner Boylston asserted he understands it is tough, but these are voters and stakeholders in different ways. He stated in regard to the actual request, there are absolutely issues related to materials and building, and he is reading that every single day, and the applicants were looking for an extension to February as a result. He added that he was not comfortable discussing comments made on social media or anything related and was absolutely in favor of granting the extension.

Commissioner Casale agreed the conversations were an unfortunate byproduct of the current environment. She stated she understood wanting a level of professionalism from the people they are working with, but they just have to keep on behaving the way they are.

Chair Johnson asked that if the agreement needed to be amended further, the applicant would have to come in and apply for the remainder and start the process over again. She asserted other builders were building.

Ms. Jadusingh stated they could assert there were no additional extensions available. She noted the contractor and the project company were separate.

Commissioner Petrolia stated an additional amendment could just not be approved by the Board, but she was comfortable adding it to the motion.

Chair Johnson clarified that they would not receive the funds until the work was done. Ms. Jadusingh stated if the work was not finished by February, they would not receive payment.

**Motion** by Commissioner Petrolia seconded by Commissioner Boylston, to approve the first amendment to the Site Development Assistance funding agreement with Marion Associates, LLC with the understanding that there would not be additional extensions available. In a roll call vote, the **motion** passed (7-0).

Vice Chair Gray passed the gavel back to Chair Johnson.

**a. Resolution No. 2021-05 – Adoption of Fiscal Year 2021-2022 CRA Budget.**

Lori Hayward, CRA Finance and Operations Director, outlined the budget process which had been undertaken through three (3) CRA Board meetings and invited questions.

Chair Johnson thanked the Executive Director and CRA staff for their assistance through the budget process.

Commissioner Petrolia stated the Board gets a lot of push back on what it is not doing, and if you look through this budget and review the number of projects and the vast nature of those projects, anybody who is paying attention would recognize that the CRA Board has been doing an incredible job. She added she attributes this to the incredible job staff has done in pushing through one (1) project after another.

Vice Chair Gray thanked the Board and staff, and the community for getting involved. She stated the CRA was doing a much better job of getting information out. She noted the past three (3) years since the City Commission had stepped in had been amazing. Vice Chair Johnson encouraged people to drive through the Northwest/Southwest neighborhoods and see the infrastructure and improvements which had been promised for years. She reviewed budget line items over the past three (3) years for affordable housing and infrastructure.

Commissioner Boylston stated the budget was almost unbelievable, the community was very fortunate to have the robust CRA budget they do, with every single dollar at work and the team in place that can actually implement an aggressive and impressive plan like this.

Commissioner Casale thanked staff for making the Board look so great. She noted the funding for Pompey Park was super exciting.

Chair Johnson added a special thank you to Ms. Hayward and stated Ms. Jadusingh had worked hard to pull together a team that was working together and growing.

Vice Chair Gray asked for an update on signage for Elizabeth “Libby” Jackson Wesley Park. Ms. Jadusingh provided a brief history, noting Clean and Safe had requested a sign in 2019 and CRA staff had followed up, but there was already a City request in place. She stated she would follow up again.

Vice Chair Gray commented on the elapsed time. She asked for an update on the mobile units at Catherine Strong Park. She stated she would like to see the CRA do something about the issue, and listed groups which were displaced by not being able to use the facilities.

Ms. Jadusingh stated she spoke with Parks and Recreation Director Sam Metott and the units were not salvageable due to their condition, but she would follow up on next steps.

Chair Johnson asserted that COVID-19 had been especially hard on seniors and children and stated anything the CRA could do to make space during this vital time would be nice. She stated to think about it and strategize would be positive.

Ms. Jadusingh thanked the Board for patience and keeping focus through a time of change. She stated she was looking forward to 2022 as a year of building and noted a lot of great plans were coming to fruition.

Kim Phan, CRA Legal Advisor, read the resolution into the record.

**Motion** by Commissioner Petrolia seconded by Commissioner Boylston, to adopt the Fiscal Year 2021-2022 CRA budget. In a roll call vote, the **motion** passed (7-0).

## 9. New Business

### a. Award of Request for Proposals CRA No. 2021-05 Property Management Services for CRA-Owned Residential Properties

Ms. Jadusingh stated the CRA’s missions includes supporting affordable housing and affordable housing initiatives. She explained one (1) of the ways this is fulfilled is by owning and maintaining affordable housing units. She reviewed the CRA’s portfolio of properties, and noted the properties are currently being managed by the Delray Beach Housing Authority and

the Community Land Trust (CLT). She stated the contracts were set to expire, so a Request for Proposals (RFP) was issued, and two (2) responses were received.

Ms. Jadusingh explained those proposals were from the Housing Authority and the CLT. She stated the evaluation committee had met and reviewed the proposals on September 17, and staff was recommending awarding the proposal as bid. She noted by awarding it in this way, there would not be any disruption of service to the residents or CRA.

Continuing, Ms. Jadusingh explained the only change would be transferring management of the properties at 47 SW 8<sup>th</sup> Avenue and 121 SW 10<sup>th</sup> Avenue to the CLT, and the remaining management would remain the same.

Shirley Erazo, President/CEO of Delray Beach Housing Authority, and Jakeleen Fernandez, Vice President of Operations thanked the CRA for the opportunity and shared regarding the growth of their small nonprofit.

Evelyn Dobson, CEO of Delray Beach CLT, and Gerecia Jackson-Edmond, Housing Manager thanked the Board for the opportunity and stated it would give the program an opportunity to generate revenue and be less dependent on the CRA.

Vice Chair Gray thanked the housing partners for doing an amazing job. She noted all over the world, housing is a big problem and expressed appreciation for Delray Beach making housing a priority.

**Motion** by Commissioner Casale seconded by Commissioner Boylston, to award the RFP for property management services to the Delray Community Land Trust and the Delray Housing Group, Inc. and authorize the CRA legal advisor to prepare agreements for the services being provided, and to authorize the CRA Board Chair to execute the agreements, and any related documents, in a form acceptable to the CRA Legal Advisor. In a roll call vote, the **motion** passed (7-0).

## 10. Other Business

### a. Comments by Executive Director

Ms. Jadusingh provided an update on the historic cottages at 182 and 186 NW 5<sup>th</sup> Avenue. She explained the two (2) potential tenants had been working to secure architects so they could apply for the CRA's Project Consultancy grant to assist with design, and that item was expected to be on the Board's agenda in October. Ms. Jadusingh explained the CRA had replaced the roof on 182 NW 5<sup>th</sup> Avenue and done some work on the inside to prepare it for tenants.

Continuing, Ms. Jadusingh updated the Board on the Hatcher Construction project at 20 and 26 NW 6<sup>th</sup> Avenue. He stated the CRA had entered a land lease with Hatcher for them to build

a pair of two (2) story office buildings, to include the company's home office and spaces available for rent. She explained the construction permits were expected soon, and stated the bank is interested in the CRA selling the land to Hatcher Construction now so they can use it as collateral on the loan. Ms. Jadusingh reviewed the documents which had been drawn up, including a reverter in the deed which would stipulate the property returned to the CRA if the project were to fail, and stated the bank did not accept those terms. She stated the bank had indicated they wanted to be in first place to foreclose as needed.

Ms. Jadusingh explained Ms. Hayward had researched past projects and located the CRA agreement with the Fairfield Inn, which was also a land lease, and found the CRA had granted them a loan for construction. She asked if the Board was interested in exploring the option with Hatcher and bringing the item forward in October. She noted the CRA has a standard contract for the agreement and Hatcher Construction would also be bringing cash into the deal. She stated the loan would not be forgivable, and the collateral would be the building.

Vice Chair Gray stated the terms Ms. Jadusingh had suggested seemed like the perfect way to move forward with the project.

Commissioner Petrolia noted she was supportive of the arrangement and suggested in the future with this type of opportunity, the CRA should build in this type of back up. She pointed out this would mean funds planned for another purpose would need to be moved, and that planning could avoid the issue in the future.

Vice Chair Gray asked the plan for where the dollars would come from.

Ms. Jadusingh stated the loan requested from the bank was \$1.4 million, but she would investigate the issue. She explained the CRA had been putting money into a fund for redevelopment of the block on NW 6<sup>th</sup> Avenue and had approximately \$2.9 million set aside. She stated she did not foresee being prepared for construction of that block next year, so funds from that use could be reallocated to the loan and then start redeveloping the fund again in the following year.

Vice Chair Gray asserted this project was the start of development in the area, so if the Board approved this loan, other things would start to fall in line around the project. She reiterated her support.

Commissioner Casale noted she had spoken with staff regarding the issue and also approved.

Chair Johnson stated this may be a place where the CRA needed to go the extra mile, because they want development in that area. She noted there was a lack of minorities in the construction industry, and she was pleased and happy he wanted to establish himself in Delray Beach. Chair Johnson responded to Commissioner Petrolia's comments regarding

establishing this as a part of the process, because if a contractor came and had money already, she would be hesitant.

Commissioner Petrolia pointed out she was in support but was just saying in the future they could consider a more extensive funding package for those not able to get backing.

Chair Johnson asked for and received a consensus to move forward with exploring the loan to Hatcher Construction.

Ms. Jadusingh stated she would bring forward an item at the October meeting. She noted staff would explore adding a business-related grant line item early next year.

Ms. Jadusingh added that the CRA was hiring and encouraged anyone interested in more information about the roles of Finance Coordinator, Community Liaison, and Program Manager, to visit the website.

Ms. Jadusingh shared an update on updates at the Old School Square garage. She explained funding had been included in the Work Plan for Fiscal Year 2017-2018, and the system included a security and revenue collection system for the garage, license plate recognition software and equipment, and a level-by-level count system which was completed in September 2021.

Chair Johnson asked about Federspiel garage.

Commissioner Frankel reported the elevator still did not work.

Ms. Jadusingh stated she hoped the City was listening. She noted the CRA had not had a request for that elevator. Discussion ensued as to the elevator at Old School Square.

Ms. Jadusingh shared details of two (2) public outreach meetings to discuss the conceptual design of the NW 800 block container project. She stated the meetings would be held on October 7 at noon and October 14 at 6 p.m., and both would be in person as well as virtual. She showed some of the streetscapes the architect had provided and stated the architect was currently researching land use regulations.

Commissioner Frankel stated he thought it looked beautiful and asked what the construction timeline would look like. He asked if it would be less than normal.

Ms. Jadusingh responded that it should be, but she was thinking the land use part might be longer. She noted there were kinks to work through, including the allowable building materials and potentially abandoning an alley.

Chair Johnson asked how long the usage as a container park would be for the project.



Ms. Jadusingh stated it could be as long as the CRA wanted. She explained it was intended for temporary use, but if they liked it and wanted to leave it there and do the upkeep, it could be maintained like a park.

Chair Johnson expressed concern regarding community feedback. Discussion ensued regarding the conversation with the public and potential construction dates.

Ms. Jadusingh explained the October CRA Board meeting had a conflict with a conference, and proposed Thursday, October 21 at 4 p.m. as a replacement date.

**b. Comments by Board Attorney**

None.

**c. Comments by Commissioners**

Commissioner Petrolia followed up on the earlier discussion regarding CRA and City partners feeling free to speak ill of those making decisions. She stated she didn't know there was anything that could be done but asked that counsel look into it. She asserted it was very distressing that most people who are reading the comments would not know they were not true.

Ms. Phan responded that she would look into it and report back.

Commissioner Casale stated they were all hearing Old School Square had shut down the school, and classes were canceled. She asserted the educators and people interested in taking classes should not suffer through this transitional time, so she and Ms. Jadusingh had discussed options to offer space at the Arts Garage. She asked Ms. Jadusingh how people should communicate.

Ms. Jadusingh stated people could call her or stop by to meet with staff and talk about scheduling space for their class.

Vice Chair Gray asked if there had been a ribbon cutting for Studio 404. Ms. Jadusingh explained staff had reached out several times over several months about doing a ribbon cutting but had not received a response about a ribbon cutting. She noted they wanted to add a requirement for a ribbon cutting to future funding agreements, as this was the first time there had been an issue.

Vice Chair Gray stated Miami has a crypto coin attached to some of their projects and asked that staff do some research on what is happening there. Ms. Jadusingh responded that she would investigate the details of the program.

Commissioner Brooks thanked everyone for their prayers and support and stated he was glad to be back.

Commissioner Boylston commented on Chair Johnson's earlier comment regarding the need for space for children and non-profits and pointed out the Carver buildings would be handed over to the City next year. He noted there was not a plan for what would go into the buildings, so maybe that was something to workshop after the beginning of the year.

Chair Johnson stated she thought that project was going to happen a lot sooner than it had, but she would be happy to do what they can to move it along.

Commissioner Boylston shared a brief update on the project and stated unfortunately, the School Board had a lot of issues they are dealing with, including COVID-19 and the building supply shortage. He noted there had also been a turnover in leadership. He stated staff was working to keep it on track.

Ms. Jadusingh added that she had received an email and dates were being worked out for a meeting, hopefully by mid-October.

Chair Johnson noted the building was important to the City of Delray Beach and asked any Commissioner with relationships with School Board members to reach out regarding saving the building from slum and blight.

Chair Johnson stated it had been a whirlwind of a month and everyone had worked well together to make wonderful achievements. She asserted the sky is the limit, and there is no looking back. She thanked the residents for attending the meeting.

## **11. Adjournment**

There being no further discussion, the meeting was adjourned at 5:02 p.m.

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Renee Jadusingh, Executive Director

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Shirley Ervin Johnson, Board Chair