



If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting, that person will need a record of the proceedings, and that, for such purpose, the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

## **REGULAR MEETING AGENDA**

**Tuesday, September 11, 2018, 1:30 p.m.**

City Hall Commission Chambers – 100 NW 1<sup>st</sup> Avenue  
Delray Beach, FL 33444

### **STAFF PRESENT:**

Jeff Costello	Renee Jadusingh	Danielle Arfin	Elizabeth Burrows
Kristyn Cox	Krista Walker	Jill Brown	Lori Hayward
Grace Gdaniec	Joan Goodrich		

### **OTHERS PRESENT:**

Sandy Kwoka	Chris Christmas	Jeff Huber	Pieter Conradie
Heather Akers	Yvonne Odum	Marjorie Waldo	Kate Teves
Jane Smith	Rick Gonzalez	Kyle Holder	Max Eida
Kim Jones	Elise Johnson		

#### **1. Call to Order**

Chair Petrolia called the meeting to order at 1:30 pm.

#### **2. Roll Call**

**Present:** Adam Frankel, Shirley Johnson, Ryan Boylston, Angie Gray, Pamela Brinson, Shelly Petrolia

**Absent:** Bill Bathurst

#### **3. Approval of Agenda**

First Vice Chair Gray made a motion to approve the agenda which was seconded by Commissioner Frankel and pass unanimously.

#### **4. Approval of Minutes**

##### **A. Minutes of August 15, 2018 Workshop**

##### **B. Minutes of August 15, 2018 Meeting**

First Vice Chair Gray made a motion to approve the Workshop Meeting minutes which was seconded by Commissioner Frankel and passed unanimously.

Commissioner Frankel made a motion to approve the Regular Board Meeting Minutes which was seconded by First Vice Chair Gray and passed unanimously.

#### **5. Public Comments on Non-Agenda and Consent Agenda Items**

Ms. Yvonne Odum, 3905 Lowson Blvd, commented that she in support of the non-profits in the City and

Any citizen is entitled to speak on items under the Old or New Business sections at the time the items are heard by the Board.  
Comments are limited to 2 minutes unless otherwise specified.

wants the Delray Beach Community Development Corporation to be considered by the City and CRA.

6. **P&Z** (*Discussion and comments by the CRA Board. No formal Action will be taken on P&Z Items*)  
None.

**7. Presentations**

**A. Presentation – Workforce Housing Developments – Elevation/Floor Plans Carver Isle (10 Single Family Lots) & Carver Square (20 Single Family Lots)**

Ms. Renee Jadusingh, CRA Assistant Director, introduced this item. She stated that two architectural firms prepared designs for workforce housing located in the Southwest Neighborhoods for the proposed Carver Square and Carver Isle developments.

Ms. Sandy Kwoka, Pasquale Kuitzky Architecture, presented an overview of Carver Isle which included the Site Plan, Lot Plans, and Floor Plans, Elevations, and Renderings for Models A and B.

First Vice Chair Gray commented that she likes the design and color of the model homes.

Mr. Costello provided the Board a brief overview of the RFQ process for choosing the two architectural firms, which went out in 2017. He added that once there is a concurrence on the elevations and floor plans the firms will go forward and prepare construction documents. This is the conceptual design phase and once the designs are approved the next step is the construction drawing phase. Mr. Costello noted that the CRA has agreements with both firms and in the agreements, there is an itemized cost breakdown of the services, including the cost for the conceptual design.

Mr. Jeff Huber, Principal with Brooks Scarpa Architects, began his presentation with an overview of the ethos as a design firm which is to understand the neighborhoods they are designing within so that the designs are compatible with the neighborhoods and that they create a sense of place within the community. This firm is preparing the designs for Carver Square. He continued the presentation with an overview of block development, four prototypes, elevations, floor plans, subtropical sustainability, and costs (preliminary costs are \$112-\$115 per square foot).

First Vice Chair Gray commented that the design does not fit in to the community and would like the firm to make another design or for the CRA to pick another firm.

Vice Chair Johnson concurred with First Vice Chair Gray stated that she does not like the concept of the design. The Board had concerns that the carports would be used for storage and as patio area. They also felt the elevations were too modern and did not compliment the surrounding neighborhood.

Commissioner Brinson asked if the site is ready to be built on. Mr. Huber responded that it is and was given approval in 2014.

Chair Petrolia expressed concern that the floor plans are lackluster, the vegetation is going to

attract insects, and the slats will be covered in spider webs.

Mr. Tolces provided clarity that the prior CRA Board, through the RFQ process, were presented with four firms recommended by the selection committee. Based upon the recommendation, the Board selected the top two ranked firms to negotiate contracts with. The CRA has a contract with these two firms and they have performed under the contract to provide these designs. He added that if the Board wants new firms the CRA would have to enter into a whole new RFQ process to select architecture firms.

Mr. Costello responded that the other option is to take the comments into consideration, work on the elevations, and come back with an alternative.

The Board came to a consensus that the design is approved from the Pasquale Kuritzky Architecture firm, but the designs from the Brooks Scarpa Architects have to be redone.

Commissioner Boylston suggested the Board provide direction. The Board felt that the homes should include one-car garages instead of carports, that the elevations should fit in more with the surrounding neighborhood, the design of the master bedroom should be more spacious, and that there should be walk-in closets.

## **8. Consent Agenda**

- A. CRA Financial Report – July 2018**
- B. CRA Work Plan Monthly Progress Report – August 2018**
- C. Clean and Safe Program Monthly Report- July 2018**
- D. 1. A-Guide Funding Agreement FY 2018-19 – Old School Square Center for the Arts, Inc.**
  - 2. A-Guide Funding Agreement FY 2018-19 – Delray Beach Library Association, Inc.**
  - 3. A-Guide Funding Agreement FY 2018-19 – Expanding and Preserving our Cultural Heritage, Inc.**
  - 4. A-Guide Funding Agreement FY 2018-19 – Delray Beach Historical Society, Inc.**
  - 5. A-Guide Funding Agreement FY 2018-19 – Delray Beach Creative City Collaborative, Inc.**
  - 7. A-Guide Funding Agreement FY 2018-19 – Greater Delray Beach Chamber of Commerce**
- E. 1. Interlocal Agreement Between the City and CRA for Funding Construction/Professional Services – FY 2018-19**
  - 3. Interlocal Agreement Between the City and CRA for a Purchasing Agent Position**

**6. Interlocal Agreement Between the City and CRA for the Fire Prevention & Life Safety Captain Position**

**F. Authorize the Board Chair to Execute Agreements for Continuing Architectural and Landscape Architectural Services**

**G. Curb Appeal Grant – 340 SW 5<sup>th</sup> Avenue (Ivy-Holness)**

**H. First Amendment to Site Development Assistance Agreement – Delray Oasis Business Park (1201-1235 N. Federal Highway)**

**I. Extension of CRA Incentives – Job Creation Bonus Program and Development Infrastructure Assistance Program**

Commissioner Frankel asked to move item 8.E.5 to Old Business.

First Vice Chair Gray asked to move item 8.E.2., 8.E.4., and 8.D.6 to Old Business.

First Vice Chair Gray made a motion to the approve the Consent Agenda as amended which was seconded by Commissioner Frankel and passed unanimously.

**9. Old Business**

**A. Discussion – Extension of the Submittal Deadline for the Request for Proposals for the SW 600-800 Blocks of West Atlantic Avenue**

Mr. Costello presented this item and reviewed the RFP schedule by comparing the current and proposed extended schedule. He suggested that if the schedule is extended that the deadline not extend beyond November 2<sup>nd</sup>.

First Vice Chair Gray stated that she is not interested in extending the schedule for the RFP.

Mr. Neil Schiller, 515 N. Flagler Drive, West Palm Beach, FL, represents BH3 and asked the Board to strongly consider extending the deadline so that they could provide a more complete response.

Vice Chair Johnson commented that the community has voiced the opinion that time is not an issue as long as they get a quality product. She is not opposed to extending the deadline.

Commissioner Frankel made a motion to approve which was seconded by Commissioner Boylston and passed unanimously.

**a. Interlocal Agreement Between the City and CRA FY 2018-19 Trolley Service (Downtown Roundabout)**

Commissioner Frankel commented that he cannot support funding this amount of money for the trolley service.

Mr. Costello commented that this agreement is based on the current service that the City has. The agreement was structured so that the funding of \$475,000 would be utilized for the current program with the ability for another \$500,000 to fund additional

transportation service opportunities. When a decision is made by the Commission on moving forward with the transportation services this can be modified accordingly. Mr. Costello added that staff wanted to allocate funds through the budget process and identify them in the agreement at this time knowing that it can change based on what decision is made.

Vice Chair Johnson concurred with Commissioner Frankel and added that she would like to see the CRA and City Commission be innovative with an alternative mode of transportation that does not pollute.

First Vice Chair Gray also concurred and would rather see those funds allocated to eliminating slum and blight.

Mr. Costello commented that if the decision is made to no longer fund the trolley service, as of October 1<sup>st</sup> the service will discontinue.

Commissioner Brinson concurred with her fellow Commissioners and commented that the trolley is too much money.

Commissioner Boylston commented that people in the Downtown area and West Atlantic area need the trolley to get to the train station and to their job and back home. He agrees that the trolley should be replaced by another mode of transportation, but that it would need to be done quickly as there are residents depending on this service.

Chair Petrolia commented that she would like to see transportation that makes sense for the City.

Mr. Costello commented that the City received a \$860,000 grant from the Palm Beach Transportation Planning Agency to replace the trolley vehicles and the deliverable is in 2020. He does not know if that is contingent on the current operation of the trolley.

Mr. Costello commented that the CRA has \$975,000 budgeted for the fixed route and point to point routes. If the Board does not proceed with the agreement it can be revisited. He suggested eliminating the word "trolley" from the agreement to allow flexibility for alternate modes of transportation.

Commissioner Frankel clarified that he is not looking to kill transportation, but he is trying to get rid of something that is polluting and greatly unused. The only way he believes it can be discontinued is to defund it and find an alternative. He supports funding an eco-friendly transportation system that has been figured out in other Cities including Tampa and Jacksonville.

Vice Chair Johnson would like to remove the word "trolley" from the agreement.

Mr. Tolces commented that the Board could decide to amend the agreement to reference transportation services and in order to identify those services in the timing of payments the Board can come back with an amendment to the agreement to clarify

what the funding would be for.

Commissioner Frankel made a motion to table item 9.A.a (formerly item 8.E.5. to the October meeting) which was seconded by Commissioner Frankel and passed unanimously.

**B. Interlocal Agreement Between the City and CRA for a Housing Property Coordinator Position**

First Vice Chair Gray commented that this position would be a duplication of services.

Mr. Costello commented that this is an existing position within the Neighborhood Services division. This position assists with eligibility applications through the Delray Beach Community Land Trust (DBCLT) and with the First Time Homebuyer Program and Curb Appeal Program. This is an opportunity to address the work being done within the CRA District that is consistent with the Plan.

Vice Chair Johnson commented that one of her objectives since dissolving the previous Board was to review the entire CRA Staff and the funding they have.

Vice Chair Johnson would like to have a discussion as a new Board as to what kind of personnel and cost makes up the CRA and how it is being funded. She added that there is potential for a need for additional staff, not necessarily to get rid of staff.

Mr. Costello commented that this position reports to Ms. Ferline Mesidort, Neighborhood Services Division. The CRA participates and collaborates with partners in assisting with the programs, but the CRA does not review the documentation to determine the income qualification and other specifics that go in to the First Time Homebuyer Program and Curb Appeal Program applications.

Chair Petrolia commented that it is a fungability issue in that the City having CRA dollars utilized because some of the work is done within the CRA District. This helps the City free up dollars for other things in the City. The CRA is on an upswing since most of the development happening in this City is within that district. The City is more flatlined in terms of having funds come in.

Ms. Caryn Gardner-Young, Assistant City Manager for the City of Delray Beach, commented that some of the programs are based on the person and not the location. Homebuyers can be outside of the CRA district where they need assistance. It is not only the City managing, but helping to get residents into rental units or single-family homes. The City assists with deposits or mortgages in the beginning.

Ms. Evelyn Dobson, Delray Beach Community Land Trust, commented that the CRA has a program where they will subsidize or provide purchase assistance within the CRA District only. The income qualification, in the past, has only been administered through City staff. The CRA makes sure applicants have been income qualified by City Staff first before they approve it.

Mr. Costello commented that the CRA requires quarterly reports as part of this funding

agreement, which is based on the actual cost and what they are performing.

Commissioner Boylston made a motion to approve which was seconded by Commissioner Frankel with Vice Chair Johnson, First Vice Chair Gray, and Commissioner Brinson dissenting and Commissioner Frankel, Commissioner Boylston, and Chair Petrolia consenting. The motion failed.

**C. Interlocal Agreement Between the City and CRA for the Tennis Tournament Sponsorship**

First Vice Chair Gray commented that she does not support the requested funding amount to sponsor this event and stated these funds could be reallocated towards eliminating slum and blight.

Mr. Tolces commented that the Tennis Center was originally built to eliminate slum and blight and generate economic redevelopment. This tournament continues that economic redevelopment goal and objective as contained in the Community Redevelopment Plan and is consistent with the statute and goals of the CRA in eliminating slum and blight. This ILA provides for the CRA to give funds to the City, so the City can meet its contractual obligations to sponsor the tournament. The CRA is not under a contractual obligation to provide the funding.

Commissioner Frankel discussed reasons why he supports the funding agreement which includes international television exposure, 50,000 people coming to watch the tournament who spend money at Delray businesses, and job creation.

First Vice Chair Gray commented that she would support funding it at a lower amount and should be decreased from previous funding amounts.

Ms. Gardner-Young commented that the \$1.8 million is what the City is contractually obligated to pay. If the CRA decides not to fund the \$1.8 million, the City Commission will have to go back and reevaluate the budget.

Chair Petrolia proposed having a Goal Setting Meeting to discuss what the Board wants to see for the future of the CRA and what they are paying for.

Ms. Yvonne Odom commented that the City Commission and CRA should be separate. She added that the Tennis Center is in the heart of The Set and can be something to make it known world-wide. She said the CRA should fund this tournament as it is in The Set.

First Vice Chair Gray made a motion to fund \$905,000 which was seconded by Commissioner Brinson with Commissioner Frankel dissenting and Chair Petrolia, Vice Chair Johnson, First Vice Chair Gray, and Commissioner Brinson consenting. Commissioner Boylston recused himself from the discussion of this item due to a conflict of interest. The motion passes.

**D. A-Guide Funding Agreement FY 2018-19 – Delray Beach Community Land Trust, Inc.**

First Vice Chair Gray commented that the City does not have enough workforce housing and the CRA should be funding this initiative at a greater level.

Ms. Dobson reviewed the challenges faced by the DBCLT which include the land and cost of construction and stated that receiving 10 times the current requested funding amount would put her in a better position to fulfill the goal of the DBCLT. Mr. Costello stated that any additional funding could be considered similar to a construction loan, if necessary, similar to what was previously provided to the DBCLT in 2007.

Commissioner Frankel made a motion to approve which was seconded by Commissioner Boylston and passed unanimously.

## **10. New Business**

### **A. Approve the FY 2018-19 Funding Agreement with Greater Delray Beach Chamber of Commerce to Produce the City of Delray Beach Hometown Events**

Mr. Costello presented the item with a review of the payment schedule. He added that there will be a workshop meeting in October to further discuss this item.

Commissioner Frankel made a motion to approve which was seconded by Commissioner Boylston and passed unanimously.

### **B. Resolution No. 2018-17 – Adoption of FY 2018-19 CRA Budget and Work Plan**

Mr. Tolces read the Resolution aloud to the Board.

Mr. Costello made a presentation which included discussion of the proposed budget summary, CRA Acquisition Map, proposed CRA funds allocated for infrastructure projects, CRA funds allocated for City Services/Programs in CRA District, projected TIF revenue allocated to Delray Beach non-profit partners, and CRA funding paid to City of Delray Beach and non-profit partners. He stated that he would like to

discuss the policy moving forward on commercial acquisition, as the CRA receives inquiries on a regular basis. He brought to the attention of the Board that Staff will be making an adjustment in regard to the approved CRA funding for the CLT to be consistent with the amount directed by the Board.

Commissioner Frankel inquired about the in-kind services provided by the CRA to WARC. He addressed the issues that have been discussed regarding WARC Board members that have not been remedied. He does not want to support a Board financially or in-kind who have expressed derogatory sentiments.

Mr. Costello stated that he would need a consensus from the Board to end the in-kind contribution to WARC.

Commissioner Frankel stated that he is not trying to interfere with someone's freedom of speech but as CRA Board member he can not support organizations that do not act when their Board members make discriminatory comments.

Mr. Costello commented that when the West Atlantic Redevelopment Plan was adopted the CRA committed to provide staff support to that non-profit entity. There is a CRA staff member with a portion of their job description dedicated to providing administrative support to WARC. The job description can be modified to remove the in-kind support for WARC.

First Vice Chair Gray commented that it is important to keep the staff position that has been providing this in-kind support to WARC and keeping WARC in-tact is important to represent the voice of that community. But, she will not support them unless they change out their Board members.

Commissioner Boylston requested a workshop meeting with WARC to discuss the issue and resolve



matters.

Commissioner Frankel made a motion to no longer provide in-kind services to WARC which was seconded by Vice Chair Johnson and passed unanimously.

First Vice Chair Gray stated that she is disappointed that more projects are not being completed.

Mr. Costello responded that the CRA provides funding, but are not the project managers. The CRA has an Interlocal with the City for the City to manage the projects. The CRA has reduced funding from the 98 NW 5<sup>th</sup> Ave project and reallocated \$100,000 to hire a consultant to assist with those projects. The CRA has had conversations with the City in regard to Capital Improvement Project Meetings to allow CRA Staff to assist with some of the projects.

Commissioner Frankel made a motion to approve Resolution No. 2018-17 as amended including revisions discussed by Mr. Costello and amendment previously approved which was seconded by Commissioner Boylston.

Commissioner Frankel and Commissioner Boylston both accepted an amendment to the budget resolution currently on the table which is being further amended to include an additional \$100,000 in 8409 Contractual Services and passed unanimously.

### **C. Discussion - Northwest 600 Block - West Atlantic Avenue Edron, LLC Proposal**

Mr. Costello presented this item by stating that the CRA has acquired properties within the NW 600 Block

and has had meetings with various property owners to discuss joint development proposals. It would be very difficult without the properties assembled to produce a meaningful development. Mr. Eida submitted a proposal to acquire the CRA-owned property at no cost. Mr. Eida's architect will provide a detailed overview of the proposal.

Mr. Max Eida, Property Owner, bought these properties with the intention to develop and needs to acquire CRA property on that block to develop 90% of that block. He stated he will create jobs and is open to any other property owners on that block to be included in the development project.

Mr. David Lawrence, David Lawrence Architecture, commented that Mr. Eida owns six of the properties and they are asking for the CRA parcels to allow them to develop a meaningful project comprised of a 4-story building combined with a retail office along Atlantic Avenue. There will be 40 apartments, 9 townhomes, and 2 duplexes. They are willing to offer the duplexes (4 units) for sale at cost in order to assist in the mission to provide more affordable housing. Mr. Lawrence continued the presentation by discussing community benefits that would be offered from the proposed development project.

First Vice Chair Gray made a motion to table this item until after the workshop with the housing partners, which was seconded by Vice Chair Johnson and passed unanimously.

### **D. Discussion – CRA Board Workshop Meeting Dates and Topics**

Mr. Costello presented this item and provided a list of potential workshop dates and topics for the months of October, November, and December.

The Board took a brief recess at 4:45 p.m.

The Board reconvened at 4:50 p.m.

Chair Petrolia suggested holding workshop meetings on the same day as regular board meetings.

Commissioner Frankel recommended holding the workshop meetings at 10 a.m.

Mr. Costello stated that the Workshop meetings will be held on the following days and cover the corresponding topics: October 9<sup>th</sup> at 10:00 a.m. and will be covering the City Hometown Events Production and CRA Relationship with WARC (pending WARC availability), November 13<sup>th</sup> at 10:00 a.m. and will cover the Community Redevelopment Plan Amendment (staff & makeup of CRA) & Updates for Affordable Housing Partners, and December 11<sup>th</sup> at 10:00 a.m. will cover the Amendments to the A-GUIDELines & Economic Development.

## 11. Other Business

### A. Comments by Commissioners

Vice Chair Johnson commented that she would like the Board to consider forming an entity who will be employed to clean up the neighborhoods in this City.

### A. Comments by Board Attorney

Mr. Tolces commented that it is great to be here in the City of Delray Beach.

### B. Comments by Executive Director

Mr. Costello commented that the CRA received a funding request letter from the TED Center and that the

City Commission will be discussing changes to green building requirements, which could impact projects that the CRA is currently involved with.

### D. Comments by Staff

## 12. Adjournment

There being no further business the meeting was adjourned at 5:00 pm.



Jeff Costello, Executive Director



Shelly Petrolia, Board Chair