



CRA Board Meeting Minutes  
Tuesday, November 13, 2018 – 1:30 p.m.  
City Commission Chambers – 100 NW 1<sup>st</sup> Avenue  
Delray Beach, FL 33444

**STAFF PRESENT:**

Jeff Costello	David Tolces	Teresa Hadjipetrou	Joan Goodrich
Caryn-Gardner Young	Renee Jadusingh	Lori Hayward	Elizabeth Burrows
Kristyn Cox			

**OTHERS PRESENT:**

Evelyn Dobson	Alice Vince	Ernestine Holiday	Willie Parks
Michael Wynn	Patricia Wright	Loren Dobson	Evelyn Dobson

**1. Call to Order**

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

**2. Roll Call**

**Present:** Chair Shelly Petrolia, Vice Chair Shirley Johnson, Deputy Vice Chair Angie Gray, Treasurer Bill Bathurst, Commissioner Adam Frankel, Commissioner Ryan Boylston, and Commissioner Pamela Brinson.

Vice Chair Shirley Ervin Johnson entered at 1:38 p.m.

**3. Presentations**

None.

**4. Approval of Agenda**

**Motion** by Commissioner Frankel, seconded by Commissioner Bathurst, to approve the agenda as printed. In a roll call vote, the **motion** passed unanimously (6-0).

## 5. Approval of Minutes

### a. October 9 CRA Regular Meeting Minutes

**Motion** by Commissioner Frankel, seconded by Commissioner Bathurst, to approve the minutes from the October 9 CRA Regular Meeting. In a roll call vote, the **motion** passed unanimously (6-0).

### b. October 16 CRA Special Board Meeting Minutes

**Motion** by Commissioner Frankel, seconded by Deputy Vice Chair Gray, to approve the minutes from the October 16 CRA Special Board Meeting. In a roll call vote, the **motion** passed unanimously (6-0).

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

**Alice Finst, 707 Place Dupont**, asked if the room needed to be so cold.

**Carol Anderson, 4812 W. Buxley Place, Apt A**, spoke to thank the Commissioners for their hard work, congratulating them on their accomplishments.

**Ernestine Holiday, 40 NW 9<sup>th</sup> Ave**, spoke on behalf of the NW and SW Alliance, stating she was disgusted and felt they were being mistreated. She said the sidewalks and alleyways approved in the 2013 budget are just being put in, and the work is very shoddy. She continued by stating the area signs were worked on for 18 months but were not approved by the Board. She said since this Board has been in place, nothing has been done for her community.

**Willie Parks, 135 NW 7<sup>th</sup> Ave**, spoke to complain about a two (2) year wait to sit down and discuss land available for a gym for the Florida Heat.

**Michael Wynn (no address given)**, stated the most important thing to the CRA is top influencers. He said he officially endorsed Commissioner Petrolia and Vice Chair Johnson on his social media.

## 7. Consent Agenda

### a. CRA Monthly Progress Reports, October 2018

Deputy Vice Chair Gray stated that she would like to pull the CRA Monthly Progress Reports, October 2018 from Consent Agenda to discuss it. The item was placed to Old Business, 8AA. Vice Chair Johnson stated she wanted the CRA Organizational Chart and Staffing Update to be removed from the Consent Agenda and be placed in Old Business as 8BB.

**Motion** by Commissioner Frankel, seconded by Commissioner Bathurst, to approve the Consent Agenda as amended. In a roll call vote, the **motion** passed unanimously (6-0).

## **8. Old Business**

### **aa. CRA Monthly Progress Reports, October 2018**

Deputy Vice Chair Gray stated last month she said she wanted to hear from the Economic Development person and asked that she come forward to present her report.

Joan Goodrich, Economic Development Director, spoke to the group's work in October. She said her team continues to be focused on their clients and prospects. In addition, Ms. Goodrich stated Economic Development has launched an initiative called Go Build Delray, along with sub-contractors and partners.

Continuing, Ms. Goodrich stated Economic Development continues to work with the City to move forward the economic prosperity element of the City's Comprehensive Plan. She noted there was an impactful article in the South Florida Business Journal on the community, highlighting about \$1 billion in projects in Delray Beach.

Deputy Vice Chair Gray conveyed she has been getting questions about how local small businesses are impacted by Economic Development.

Ms. Goodrich referred to Economic Development's ability to help with the site selection portion of the equation for new businesses, management of the CRA's funding assistance programs, market research and business intelligence. She stated their partnership with the TED Center aids with business plans and other needs.

Deputy Vice Chair Gray asked if Economic Development assists new businesses in moving through the processes with the CRA and City.

Ms. Goodrich said a new program called Business Navigator, which helps businesses to move through the up to 14 departments they may touch throughout the process, would meet that need.

In response to a question from Commissioner Brinson concerning disbursement of funds for business improvements, Ms. Goodrich explained how funds are allocated by Economic Development, including a recent change which allows vendors to be paid directly. She said each individual funding agreement dictates the allocation of funds. There are currently nine (9) open funding agreements at various stages of progress.

Jeff Costello, Executive Director, stated the Office of Economic Development will be presenting at the December Workshop Meeting to provide additional information.

Chair Petrolia explained the Business Navigator project has been in process since before the CRA Board was in existence.

**Motion** by Commissioner Bathurst, seconded by Commissioner Boylston, to approve item aa, CRA Monthly Progress Report for October. In a roll call vote, the **motion** passed unanimously (6-0)

**bb. CRA Organizational Chart and Staffing Update**

Vice Chair Johnson asked that future staffing items not be on the Consent Agenda. She stated she previously asked for a Workshop to discuss the organizational chart so that Commissioners know who is doing what and what they are being paid. She said until that discussion is held, she does not feel the CRA will be performing at its optimum.

Continuing, Vice Chair Johnson stated the item at hand is two organizational changes, a title and salary change for one and salary only for the second. She asked for an explanation of those items.

Deputy Vice Chair Gray asked if this was an item which could be added to the next Workshop Meeting.

Commissioner Boylston stated he has read the item and discussed it with Mr. Costello, and the Board has discussed his vision for the team at a previous meeting. He noted he does not personally need to move the item to the Workshop.

Chair Petrolia explained the item would have to be on a Board Meeting agenda to be approved but could be discussed at a Workshop. She asked if that was the wish of the Board. The Commissioners discussed whether further discussion of the item was needed.

Commissioner Bathurst stated that staff did put together an organizational chart and the CRA Board approved it and questioned asking for further explanation now that the action is being taken.

Commissioner Boylston said that it was previously approved, and this was simply a promotion within the team. He offered a motion to move forward as previously discussed.

Mr. Costello clarified that the Board approved the organizational chart and the position, but upon further review, it was determined that position would best be reclassified as a director. In response to a question from Deputy Vice Chair Gray, Mr. Costello stated the change was not time sensitive.

**Motion** by Commissioner Boylston, seconded by Commissioner Frankel, to approve item bb, CRA Organizational Chart and Staffing Update. In a roll call vote, the **motion** passed (4-3). Commissioner Brinson, Vice Chair Johnson, and Deputy Vice Chair Gray voted no.

Chair Petrolia asked that discussion of the CRA staff positions be on the agenda for the December 11 Workshop Meeting. Vice Chair Johnson asked that status of evaluation of CRA employees also be provided.

**a. Discussion – Northwest/Southwest Neighborhood Identification Signs**

Mr. Costello introduced the item, which was previously tabled due to concerns with the design of the monument signs. Based on that direction, alternate designs are being offered for Board review.

Jess Sowards of Currie Sowards Aguila Architects made a brief presentation on the signs. He said his firm examined the style and scale of the project, taking to heart the request for a stone more representative of Delray Beach. He presented four (4) ideas.

Mr. Sowards explained each sign would be approximately five (5) feet tall to accommodate tight spaces. The cost for each sign is roughly \$4,000, with the first example at \$6,000. He noted the options are very subjective.

Chair Petrolia opened a public hearing on the signs.

**Patricia Wright, 225 NW 14<sup>th</sup> Ave**, said she and the other Block Captains got in their feelings, because they spent 18 months on the design of the sign for their neighborhood. She stated they were not aware that the CRA would be making the decision and thought the lack of communication was disrespectful.

**Ernestine Holiday 40 NW 9<sup>th</sup> Ave**, stated the branding was missing from the signs in this presentation, and she thought the neighborhood should be able to pick its own signs. She noted the decisions were not made by two (2) people, and they should have a voice.

**Loren Dobson, 130 NW 3<sup>rd</sup> Ave**, said there were several meetings held with different options and ideas. The community wanted something sustainable, requiring very little maintenance, but adding character to the neighborhood. She stated signs in other neighborhoods are discolored over time and difficult to read. Continuing, she said the process is disrespecting the final consensus of the neighborhood, which was for the monument signs presented at a previous meeting.

Chair Petrolia closed the public hearing.

Vice Chair Johnson stated she had no idea 18 months had been spent, because she was not invited to any of those meetings.

Commissioner Frankel asked why 22 signs cost \$165,000. The Commissioners discussed the original costs for the signs already installed in the community and those being presented.

Chair Petrolia stated this discussion and process began before the current Board was seated, going between the Block Captains and the City. The CRA Board was presented with the plan and stated they did not feel it was what was ascetically expected in that neighborhood.

Commissioner Boylston stated the Board asked for options because of the cost, but they were aware that the communities had selected the monument signs.

Commissioner Bathurst commented on the size of the monument signs chosen, stating several locations will be in people's front or side yards. He said he felt they were quite large for that purpose. The Commissioners discussed the need for easements.

Vice Chair Johnson expressed concern about the height of the signs making it difficult to see around while driving. Chair Petrolia clarified the size of the original signs and the signs in the proposal.

Chair Petrolia stated she had concern about the reach of the Board, and approving signs that had not been seen in the communities receiving them.

Deputy Vice Chair Gray said her concern is the same. She suggested community meetings. She asked if the City had approved the branding Ms. Holiday referred to, and Mr. Costello said an update would happen this week.

Commissioner Boylston said he would suggest the options be sent out, rather than leaving it open, because design by community does not work.

Commissioner Bathurst asked if a budget has been set for this project and asked if the more expensive choice is in the budget. He expressed concern with the longevity of the branding campaign.

Continuing, Commissioner Bathurst brought up the concern from a previous meeting about replacing \$6,000 signs when one is inevitably run over. He noted some of the signs referred to in other communities were put there by private developers.

Chair Petrolia asked if it was possible to put together a meeting, possibly at Pompey Park, to present the four (4) designs to the community. Mr. Sowards and Mr. Costello agreed to check availability.

The Commissioners discussed moving forward with the presented designs and deciding on budget from there.

Deputy Vice Chair Gray asked Ms. Holiday for her input on the designs. She said her only problem with the designs as presented was that the branding was not on them.

Commissioner Boylston stated the Board's commitment is there to include community involvement.

**Motion** by Commissioner Boylston, seconded by Commissioner Bathurst, to table the sign decision pending public meeting. In a roll call vote, the **motion** passed unanimously (6-0).

#### **b. Update FY 2018-19 CRA Plan Work Implementation**

Mr. Costello gave a brief overview of the work plan, which was tabled at the October meeting. Subsequent to the approval of the budget, Mr. Costello stated City and CRA staff met to discuss various capital improvement projects the CRA would be managing.

He presented a list of those projects on the screen, including:

- NW 5<sup>th</sup> Avenue Alleys
- SW Neighborhood Alleys
- Block 63 Alley
- Wayfinding Signage
- NE 3<sup>rd</sup> Street/Avenue/Alley Improvements
- Old School Square Master Plan

Mr. Costello noted these are separate from projects which are currently underway. He also provided a list of projects the City would be managing.

Deputy Vice Chair Gray stated she has a problem with the capital improvement projects being managed by the City, because there is a bottleneck there and she wants to be sure they continue to move forward.

At the request of Deputy Vice Chair Gray, Mr. Costello briefly discussed the idea of a Construction Manager at Risk, which a number of other Cities have been utilizing. The process would change the procurement process for projects through the CRA.

Deputy Vice Chair Gray said this Board has been making sure to get things done, because they care about the community. She said they all know the sidewalks were not up to standard, so the Board is doing something about it. She asked Mr. Costello to provide additional information.

Mr. Costello explained the City has terminated the contractor for the original project and is in the process of getting a bid from a new contractor to move forward.

Deputy Vice Chair Gray stated that an update on timelines for projects would be very helpful. Chair Petrolia addressed the value of having answers when people call looking for this information.

Vice Chair Johnson asked for information regarding differences between the presentation and the Board packet, and asked about prioritizing parking garages, but Caryn-Gardner Young, Assistant City Manager, explained the report is a combination of a City and CRA project.

The Commissioners and staff discussed the needs for maintenance of garages and elevators.

Mr. Costello returned to his presentation, sharing information regarding projects currently in progress and CRA procurement. The request for bids (RFB) for the office renovation came in over budget, so will be discussed at the December meeting.

Chair Petrolia opened a public hearing on the Update FY 2018-19 CRA Plan Work Implementation, however there being none to speak, she closed the public hearing.

**Motion** by Deputy Vice Chair Gray, seconded by Commissioner Bathurst, to accept the Update FY 2018-19 CRA Plan Work Implementation. In a roll call vote, the **motion** passed unanimously (6-0).

## 9. New Business

### a. Work Assignment – PMG Associates, Inc. – SW 600-800 blocks West Atlantic Avenue RFP

Renee Jadusingh, Assistant Director, presented the item. The responses from the RFP for the property have been evaluated by staff for compliance and gone through the selection committee, and are now being sent to PMG Associates, Inc. for financial review.

Chair Petrolia opened a public hearing on the Work Assignment, however there being none to speak, she closed the public hearing.

Chair Petrolia suggested after this information comes back, the CRA give the Board the top three (3) choices, rather than a ranking. The Board discussed the request and how the information might be utilized.

Commissioner Frankel stated for the record there was a meeting on September 17 regarding the RFP, and shared ethics wording from one of the slides at the meeting. He expressed concern regarding people trying to influence the rankings and selections who are stating the ethics rules do not apply to them.

Chair Petrolia added a concern that some of the developers have visited with other organizations to lobby for a certain percentage of the population to support them, before a proposal is before the Board. Commissioner Boylston clarified none of those individuals were on the selection committee.

Vice Chair Johnson stated Equity was the biggest disaster for the community, utilizing these same tactics. She said she wanted to remind the community and the developers that if this was the action being taken to be selected, it is her opinion they should be automatically removed from consideration.

To that point, Commissioner Frankel asked the Board if they would ask the applicants to sign an oath regarding ethics.

Board Attorney David Tolces stated he had concerns about adding conditions to the RFP at this time, and the Board discussed whether it was possible to add it as a contract provision, or to ask the proposers.

Commissioner Frankel said he would forward the presentation from the September 17 meeting to Mr. Costello and ask that he forward it to the Board.



In response to a question from Deputy Vice Chair Gray, Ms. Jadusingh stated the members of the selection committee are herself, Joan Goodrich, Anthea Giannotes, and Tim Stillings. Deputy Vice Chair Gray asked if any of the members had worked for a developer, and Ms. Jadusingh said they did not and there was transparency.

Vice Chair Johnson thanked Commissioner Frankel for his due diligence and awareness of what is going on in the City.

**Motion** by Commissioner Boylston, seconded by Commissioner Bathurst, to approve the Work Assignment for PMG Associates, Inc. In a roll call vote, the **motion** passed unanimously (6-0).

**b. Work Assignment – Calvin Giordano & Associates, Inc. – NE 3<sup>rd</sup> Street/Avenue Streetscape Improvements – Final Design Work and Modifications**

Mr. Costello gave a brief overview of the request. He stated this project has been ongoing since 2011 and is at a little over 90 percent on construction drawings. There has been some changes with new developments in the area that require revisions to the plans. This Work Assignment will get these plans ready for bid and address the adjacent new development.

Chair Petrolia opened a public hearing on the Work Assignment, however there being none to speak, she closed the public hearing.

**Motion** by Deputy Vice Chair Gray, seconded by Commissioner Bathurst, to approve the Work Assignment for Calvin Giordano & Associates, Inc. In a roll call vote, the **motion** passed unanimously (6-0).

**c. Work Assignment – Synalovski Romanik Saye, LLC – 98 NW 5<sup>th</sup> Ave Renovation**

Ms. Jadusingh presented the item, which is a Work Assignment to perform design services for 98 NW 5<sup>th</sup> Avenue. This is a two (2) story, mixed use property which will have renovated apartments upstairs and commercial use downstairs.

Chair Petrolia opened a public hearing on the Work Assignment, however there being none to speak, she closed the public hearing.

In response to a question from Commissioner Brinson, Ms. Jadusingh clarified the property was purchased for renovation, and the renovation will be funded by the CRA.

Deputy Vice Chair Gray asked why the entire building couldn't be commercial, with so many businesses looking for affordable space.

Commissioner Boylston stated he asked the same question of staff, and was told the building is a transitional space, between commercial and residential, which he felt was a good explanation.

Chair Petrolia recommended having Economic Development look at the question, to find out if the demand exists for the property to be entirely commercial.

Commissioner Bathurst gave examples of buildings which have changed from apartments to businesses, and agreed it was a good question to ask of Ms. Goodrich.

Commissioner Boylston said he felt the mixed use fits a huge need, because most of the residential options don't target young, single millennials. Most rental places are geared towards an older population and having the work, life, balance will attract younger residents.

Chair Petrolia stated that the Housing Authority currently has a mixed-use building and it works very well.

**Motion** by Commissioner Boylston, seconded by Deputy Vice Chair Gray, to approve the Work Assignment for Synamovsk Romanik Saye, LLC, with the flexibility to make it all commercial. In a roll call vote, the **motion** passed unanimously (6-0).

**d. Work Assignment – Song & Associates, Inc. – 95 SW 5<sup>th</sup> Ave**

Ms. Jadusingh presented the item, approving the work assignment similar to 98 NW 5<sup>th</sup> Ave Renovation for a CRA owned parcel, which includes a parking lot and vacant lot. The design would be for a small commercial property on the vacant portion.

Commissioner Brinson asked if any information is available about the size of the project.

Mr. Costello explained the concept is for a single-story building with ownership retained by the CRA to ensure affordability, but as the architecture continues, that will be reviewed.

In response to a question from Commissioner Brinson, Mr. Costello stated the plan was single-story because there are only seven (7) parking spaces. He said an additional story could be looked at, noting the building across the street is two (2) story, but other buildings in the area are single-story.

Vice Chair Johnson asked about the properties adjacent. Mr. Costello stated he reached out to the church across the street about a lot exchange, but they have not gotten back to him at this time. The idea was that there was a CRA-owned property to the south, and that church wanted to build a new sanctuary on their property at the Southwest corner of 5<sup>th</sup> Avenue and 1<sup>st</sup> Street so an exchange could possibly be worked out.

Chair Petrolia opened a public hearing on the Work Assignment, however there being none to speak, she closed the public hearing.

Deputy Vice Chair Gray asked that staff explore the possibility of making the building two (2) story with commercial space upstairs, as well.

**Motion** by Commissioner Boylston, seconded by Commissioner Frankel, to approve the Work Assignment for Song & Associates, Inc. In a roll call vote, the **motion** passed unanimously (6-0).

**e. Resolution No. 2018-18 – Agreement for Purchase and Sale – 300 SW 5<sup>th</sup> Ave**

Kristyn Cox, Project and Development Relations Manager, presented a .6-acre vacant lot for purchase, currently being used for staging by Lonzo Construction for the City's reclaimed water expansion. It is under lease, which will expire at the end of construction. The property was appraised at \$279,000.

Board Attorney David Tolces read the Resolution for the record.

Chair Petrolia opened a public hearing on the Agreement for Purchase and Sale.

**Carol Anderson, 4812 W. Buxley Place, Apt A**, asked how the value is determined, and whether the Board can stipulate what is done with the property. She stated the property was appraised by one (1) company, and she wondered if comparable sales had been reviewed, as there are concerns about inflating the purchase price in the neighborhood. Ms. Anderson noted she was in the neighborhood today and a neighbor told her there used to be four (4) houses on the property, so it would be nice for the same to be rebuilt by the CRA.

Chair Petrolia closed the public hearing.

Deputy Vice Chair Gray stated she agreed the CRA aids inflation, and affordable housing is needed, but she thought the Board had agreed at the last meeting that the CRA needs to hold off on purchasing property and focus on other things that need to be done.

Mr. Costello said the discussion on acquisitions was specific to commercial properties on the first block of North and South Atlantic, and that the CRA would continue to pursue housing acquisitions, as that enables affordable housings to be built. He stated the affordable housing partners cannot afford to purchase the properties.

Continuing, Mr. Costello stated this property would be subdivided to make additional affordable housing lots available. He said he would appreciate the Board moving forward with these acquisitions, as prices are only going to escalate.

Deputy Vice Chair Gray asked how quickly these properties would be turned over to partners to make affordable housing available, and Mr. Costello stated it would depend on how long approval to subdivide takes. He explained there is a four (4) to six (6) month application process to begin. He further discussed requirements by developers to provide workforce housing.

Chair Petrolia stated she also understood the concern that the CRA is running up the values in the Northwest/Southwest neighborhood because they are the purchasers. She said this is something they need to be aware of.

The Commissioners discussed what previously existed on the property, and what the CRA would do with it.

**Motion** by Commissioner Boylston, seconded by Deputy Vice Chair Gray, to approve the Agreement for Purchase and Sale. In a roll call vote, the **motion** passed unanimously (6-0).

**f. Resolution No. 2018-19 – Agreement for Purchase and Sale – 121 SW 10<sup>th</sup> Ave**

Board Attorney David Tolces read the Resolution for the record.

Ms. Cox stated this property would also go toward the goal of providing additional affordable housing. She said it is a duplex, which was built in 1992, and currently has one good-standing tenant on a month-to-month basis. The CRA would want to continue offering the property to that tenant. Ms. Cox stated the appraisal came in at \$240,000 and the owner has agreed to that price.

Chair Petrolia opened a public hearing on the Agreement for Purchase and Sale.

**Evelyn Dobson**, Delray Beach Community Land Trust, stated she was glad the CRA was purchasing this property because there is some blight in the area. She recommended that the parking lot be resurfaced with renovation.

Chair Petrolia closed the public hearing and conveyed she agreed with the recommendations. She asked about the area to the north of the property, which is a lot where cars seem to be collecting. She recommended Code Enforcement be asked to look into it.

Commissioner Bathurst asked if this property would be Community Land Trust, and Mr. Costello stated the building would be renovated to provide affordable housing, possibly with management through a partner, such as the CLT.

**Motion** by Commissioner Boylston, seconded by Commissioner Frankel, to approve the Agreement. In a roll call vote, the **motion** passed unanimously (6-0).

**g. Budget Amendment No. 2, FY 2017-18**

Board Attorney David Tolces read the Resolution by name only.

Lori Hayward, CRA Finance and Operations Director, stated many projects were continued into Fiscal Year 2018-19. She noted there was one \$5,000 adjustment which was not reflected in the written version the Board received.

Chair Petrolia opened a public hearing on the Resolution, however there being none to speak, she closed the public hearing.

**Motion** by Commissioner Frankel, seconded by Commissioner Bathurst, to approve the Budget Amendment with the additional funds requested by Ms. Hayward. In a roll call vote, the **motion** passed unanimously (6-0).

**h. Second Amendment to FY 2017-18 CRA/City Interlocal Agreement (ILA) for funding construction/professional services**

Mr. Costello stated the Interlocal Agreement needed to be amended to reflect actual expenses.

Chair Petrolia opened a public hearing on the Resolution, however there being none to speak, she closed the public hearing.

**Motion** by Commissioner Boylston, seconded by Commissioner Bathurst, to approve the Interlocal Agreement Amendment. In a roll call vote, the **motion** passed unanimously (6-0)

**10. Other Business**

**a. Comments by Commissioners**

Deputy Vice Chair Gray asked about the opportunity to build ten (10) houses at Carver Isles at one time. She said she would like to have a conversation about moving forward and getting that project completed.

Mr. Costello stated that property is going through design and will be on the agenda for the next meeting. He said the bid documents may not be ready, but the CRA will know more about the construction costs at that time.

Chair Petrolia said she was with Deputy Vice Chair Gray and thought the CRA should consider doing what developers do in order to take advantage of economies of scale.

Commissioner Brinson asked if the Curb Appeal Program was still an option for property owners, and Mr. Costello stated there are a number of applications in the City's pipeline. The program has been ramping up recently.

Deputy Vice Chair Gray congratulated the Arts Warehouse and the Delray Beach Housing Authority on their awards. She stated she enjoyed the conference and looks forward to discussing it next month. She said she felt Economic Development should have been there. Mr. Costello stated they attend Economic Development conferences, in addition.

Commissioner Bathurst thanked Ms. Hayward for keeping the numbers on track, and said he appreciated the presentations from the partners at the Workshop. He discussed goals to achieve the proper blend of housing in a community.

**b. Comments by Board Attorney**

Mr. Tolces wished everyone a happy Thanksgiving on behalf of himself and his firm.

**c. Comments by Executive Director**

Mr. Costello thanked everyone for attending the conference.

**d. Comments by Staff**

Teresa Hadjipetrou, Executive Coordinator invited the Board and the community to the Jingle Mingle on December 7.

Elizabeth Burrows Economic Development Manager announced a business walk on November 20<sup>th</sup>, 2018 in the SW neighborhood industrial area, including volunteers from the City and Chamber staff.

Chair Petrolia thanked staff for representing the CRA at the recent Health Fair in the SW neighborhood. Deputy Vice Chair Gray agreed, saying it was helpful for people to see what the CRA does.

**11. Adjournment**

There being no further discussion, the meeting was adjourned at 3:31 p.m.

  
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Jeff Costello, Executive Director

  
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Shelly Petrolia, Board Chair