



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

Monday, June 11, 2018, 1:30 p.m.

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

### **STAFF PRESENT:**

Renee Jadusingh	Danielle Arfin	Elizabeth Burrows
DJ Lee	Krista Walker	Teresa Hadjipetrou
Kevin Matthews	David Tolces	

### **OTHERS PRESENT:**

Sargent Baer	Doc Vic	Ernestine Holliday	Ann Stacey-Wright
Mary Alford	Amanda Skeberis	Charlene Farrington	Reginald Cox
Bob Currie	Winnie Edwards	Karen Ronald	Erin Deade
Sharon Blake	David Fry	Marjorie Waldo	Christina Buckley
Elyse Johnson	Frances Bourgar	Sarah Crane	Ron Gilinsky
Victor Kirson	Morris Carstarphen	Andrew Perkins	Stephen Johnson
David Fry	Bill & Paulene Ceasar		

#### **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, Bill Bathurst, Angie Gray, Pamela Brinson, Shelly Petrolia

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

Chair Petrolia made a motion to approve the agenda. Commissioner Frankel asked to move item 7E from the consent agenda. Chair Petrolia suggested to move it to 8A. Deputy Vice Chair Gray made a motion to approve the agenda as amended which was seconded by Commissioner Frankel and passed unanimously.

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

##### **A. Minutes of May 7, 2018 Meeting**

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

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

Doctor Victor Kirson, Board of Tierra Verda, commented that the Commission does not have much time to have meetings and that Equity has been post-poned until July 7<sup>th</sup>. He noted that he went over the financials and the CRA has \$20 million in cash. He would like to see a report every month on how much was accomplished on streets and sidewalks, how much has been spent, and what is the remaining amount in the account.

- A. CRA Monthly Financial Report, March 2018
- B. CRA Monthly Financial Report, April 2018
- C. CRA Monthly Work Plan Progress Report, May 2018
- D. Clean and Safe Monthly Report, April 2018
- E. Delray Beach Marketing Cooperative – FY 2017-18 2<sup>nd</sup> Quarter
- F. Delray Beach Historical Society – 2<sup>nd</sup> Quarter FY 2017- 18 A-Guide Report
- G. Expanding and Preserving our Cultural Heritage Inc. – 2<sup>nd</sup> Quarter FY 2017-18 A-Guide Report
- H. Delray Beach Community Land Trust – 2<sup>nd</sup> Quarter FY 2017- 18 A-Guide Report
- I. Delray Beach Public Library – 2<sup>nd</sup> Quarter FY 2017-18 A-Guide Report
- J. Old School Square- 2<sup>nd</sup> Quarter FY 2017-18 A-Guide Report
- K. General Fund Carry Forward Report – FY 2016-17 to FY 2017-18

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

## 8. Old Business

- A. Trolley Ridership Reports – FY 2017-18 2<sup>nd</sup> Quarter

Commissioner Frankel questioned the trips validity of the trolley ridership reports and he believes the numbers are inflated. Commissioner Boylston noted that he rides the trolley and that it is utilized.

Vice Chair Johnson asked if there was an independent study and where the numbers are coming from. Chair Petrolia commented that she has ridden the trolley and if there was a better system in terms of timing there would be an increase in ridership. Commissioner Boylston suggested the development of an app for the trolley to know where it is at all times. This is something that they are going to work on. She agrees the numbers are probably inflated. If we are ever going to really know what the ridership is we will need to conduct an independent study.

Commissioner Boylston made a motion to approve which was seconded by Treasurer Bathurst and passed with Commissioner Frankel, Deputy Vice Chair Johnson, and Commissioner Brinson dissenting.

- B. Amendment to CRA By-laws – Meeting Date

Ms. Renee Jadusingh, CRA Assistant Director, presented an overview of the proposed amendment to the CRA bylaws noting that the draft amendment changes the regular meeting dates to the second Tuesday of every month based on the Boards direction on the May 7<sup>th</sup> meeting. It also states that the Chair and Vice Chair will be appointed annually unless the City Commission determines otherwise. The amendment to the bylaws does not set a workshop date, but staff is requesting that the Board considers having at least two workshops between July and September to discuss the upcoming year budget and A-Guide applications for the next fiscal year.

Commissioner Frankel noted that it was his understanding that we were going to start the CRA meeting at 1:30, take a break, and immediately switch to the workshops like they do in neighboring cities.

## 9. New Business

### A. CRA Audit Report - FY 2016-17

Ms. Lori Hayward, CRA Finance and Operations Director, introduced Mark Veil who presented the highlights of the FY 16-17 CRA Audit.

Mr. Veil presented details from the audit including total assets, receivables, and outstanding debts. He also noted that there was an increase in tax increment revenue. Mr. Veil then presented an overview of comments in the management letters, the CRA's response, and corrective measures.

Ms. Jadusingh noted that the CRA has gone through management letter comments to make sure all of these issues are rectified, new policies are put in place and extra steps of checks and balances have been implemented.

Ms. Christina Buckley, 250 Congress Park Drive, commented that she hopes everyone is excited to take on new ventures. She says it is great that the CRA is trying to move Delray Beach to bigger and better. She wants to make sure that the homeless are not forgotten amidst all the redevelopment and that as assets are growing that we do not forget people who need help with their budgets and takehome income.

Vice Chair Johnson replied that there is a program Monday- Friday that provides free lunch to children and a charge of \$3 for adults. There is also a program Monday- Sunday at different locations where the homeless are being fed. She asked if Ms. Buckley has approached the homeless about the program.

Ms. Yvonne Odum, 3905 Lawson Blvd, commented that the CRA is in very good shape and she wants to make sure that as the CRA moves forward that the people who live and work in this city are taken into consideration.

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

### B. Purchase and Sale Agreement - 98 NW 5<sup>th</sup> Avenue, LLC (98 NW 5<sup>th</sup> Avenue)

Mr. David Tolces, CRA Board Attorney read the resolution into the record.

Chair Petrolia asked if we received appraisals for the property. Ms. Jadusingh replied that there are two appraisal for the property which is a 2- story building with 5 residential units and parking and commercial space on the ground floor. The apartments on the second floor will be affordable units and the ground floor will be all commercial space for small businesses or incubator program.

Vice Chair Johnson asked about parking for the building. Ms. Jadusingh responded that they may convert part of the garages to the incubator space and leave some of the garages open. Currently, there is about 750 square feet of commercial space but we may want to increase that. Ms. Jadusingh responded that parking is a concern and that we will have to see what the best option is between leave the parking there or turn them into a commercial space. The public parking across the street is not dedicated to the building.

Deputy Vice Chair Gray made a motion to approve which was seconded by Commissioner Frankel

owner-occupied. If there is a tenant in place they have to have at least a one year lease for that property in which case the project would only qualify for 50% funding. After improvements are complete, beyond regular code requirements, there are restrictions placed on the property.

Chair Petrolia asked if someone could utilize this to increase the value of their home and sell it right away and there would be no payback for the benefit of the value. Ms. Burrows responded that there is not currently anything like that in the program and has not seen used in that way. Over the decade that this program has existed she is sure that they have all been owner-occupied long term.

Vice Chair Johnson has noticed that properties built by the CRA or CLT have issues when it rains because the water collects. She wants to make sure it does not cause problems with mosquitos.

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

F. Curb Appeal Grant Applications - Peacock (655 NW 4<sup>th</sup> Street)

Ms. Burrows presented the second application which is a property owned by Ms. Anna Peacock. This home was determined to need landscape improvements and repainting of the exterior of the home. The existing irrigation system will also be replaced to make sure the new landscape improvements can be properly maintained. This home qualifies for a full funding assistance under this program at 100%. The total grant amount is not to exceed \$13,600. Staff is recommending approval.

Deputy Vice Chair Gray asked how many people have been helped in the last year or two through this program. Ms. Burrows responded that she cannot recall but estimated around four people have been helped in that time period. She noted that Neighborhood Services is working hard to build a pipeline of eligibility for this program.

Deputy Vice Chair Gray asked if there is a way that this can be facilitated since there is such a need out there and four people in that time period looks like a low number. Ms. Burrows responded that we will continue to have regular conversations with City staff about this program. The program has been updated about one year ago and made some changes to the way at works. There have been additional applications coming in as a result of those changes.

Vice Chair Johnson stated her concern about follow-up and continuation more than one or two years out from the improvements and grants. Ms. Burrows responded that the City has some processes in place but that if there are parameters that the Board would like to see they can be included in the program. Ms. Jadusingh replied that this can be looked at during the grant workshop to make sure all the checks and balances are in place that the Board would like to see.

Treasurer Bathurst suggested that as we improve these roads we should go right down those streets and help people where they need it because everything is there to help.

Chair Petrolia stated her concern about installing a new irrigation system because after a few years it can be found that the system is not in good condition because someone did not do what needed to be done to keep the system going. She thinks there should be a follow-up program. Ms. Burrows responded that there have been similar concerns when the program was created. Before

he met Bill in 1994 when he was his high school teacher. Bill was the only teacher on parent-teacher night that said something nice about him. He commended Ms. Odum on a job well done. He looks up to Bill and supports his business. He hopes everyone supports and approves it.

Mr. Reggie Cox, 715 Martin Luther King Jr. Drive, commented on the program that Bill is able to take advantage of and said that it does include the interior of the building. Historically the program only dealt with the exterior of the building.

Bill and Paulene Ceasar, 712 E. Shadowlane Blvd, thanked everyone for supporting them and the CRA Board. He hopes the Board approves them. They go to Lake Worth and Delray to feed the homeless. They volunteer their services for the needy. They are happy to be in this position and are glad to be here.

Commissioner Frankel commented that the business has a great staff and that they are the nicest people with the best food. He noted that staff has been trying for a while to get this done and we should get them in there. He cannot think of a more appropriate group and business to help.

Deputy Vice Chair Gray commented that the Cesar's have done so many amazing things in the community. She is welcoming them as they come with a host of patrons from all over the county.

Commissioner Brinson commented that they have her full support and that the hard work has paid off.

Deputy Vice Chair Gray commented that they are not a start up business. They have been operating for a very long time. Using taxpayers dollars is not taking a chance and this is a business that has shown that they will be here for a long time.

Commissioner Boylston commented on how important it is to invest in a business that is already here in our community. He knew of the Ceasar name because of all of the things they do in the community.

Chair Petrolia commented that there are programs in the City that give back to the community. She complimented the staff on doing a great job getting this through and wants to make sure we get them in. They have her full support. This will help bring in the traffic that is needed on the south end of 5<sup>th</sup> Avenue.

Treasurer Bathurst commented that this is perfect example of what we want to be moving in to these locations. He wants to think about more Delray businesses that do not have the location and need the help to get the location. We need Delray businesses with Delray people running them.

Commissioner Boylston made a motion to approve which was seconded by Deputy Vice Chair Gray and passed unanimously.

H. Old School Square – First Amendment to the Funding Agreement For Fiscal Year 2017-18

Ms. Hayward introduced the item and stated that the CRA awarded Old School Square a \$900,000 A-Guide grant for fiscal year 17-18. The payments are paid in quarterly payments of \$225,000, The first and second quarter have been distributed and Old School Square is requesting an advance of

has been to.

Chair Petrolia also welcomed the two new members to the Board. She added that development without displacement is important and people in the west Atlantic area need to be considered and embraced. They should not get priced out. There is a healthy balance sheet to be working from with the money that is there currently and that keeps increasing every year. There is a tremendous amount of money to be spent and we need to make sure it is going through to the CIP's and that we are enhancing our district and growth in the west Atlantic area. The Board should be thinking about who needs grants. We want beautiful streets, sidewalks, and entrance-ways into homes. She anticipates hearing back from Ms. Jadusingh regarding meeting dates.

Vice Chair Johnson directed a comment to Ms. Jadusingh to meet about projected future hiring.

**B. Comments by Board Attorney**

Mr. Tolces noted that there is a Purchase and Sale Agreement for 51 NW 9<sup>th</sup> Ave that is currently being worked on. Today we received a 45 day extension on the inspection period. In regards to the Equity contract, Mr. Doody sent an email asking for any questions or concerns that can be addressed. A workshop will be set up a mutually convenient time.

**C. Comments by Executive Director**

Ms. Jadusingh welcomed the two new Board members. She introduced Teresa Hadjipetrou who is the new Public Relations and Communications Coordinator for the CRA.

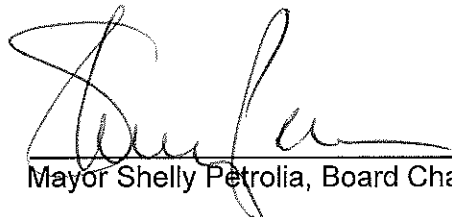
**D. Comments by Staff**

None.

**11. Adjournment**

There being no further business the meeting was adjourned at 3:33 pm

  
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Jeff Costello, Executive Director

  
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Mayor Shelly Petrolia, Board Chair