The logo of the Delray Beach Community Redevelopment Agency is a circular emblem. The top half features a stylized house with a green roof and a red chimney. The bottom half features a stylized palm tree with light blue fronds. The entire emblem is enclosed in a grey circular border.

**Delray Beach Community**  
**Redevelopment Agency**  
**Board Meeting**

Tuesday, August 13, 2019  
1:30 p.m.



## ITEM 7A.

UPDATE –

FY 19-20 BUDGET

	PRELIMINARY	7/9/2019	8/13/2019
G/L #	Delray Beach CRA Budget FY 2019-2020	Proposed FY 2019-2020 Budget	Proposed FY 2019-2020 Budget
4075	Corey Isle Single Family Home Sales	-	750,000
	<b>Total Revenue</b>	-	<b>750,000</b>
5115	Land Acquisition	1,000,000	-
5610	Land Acquisitions- Other	300,000	500,000
6513	Land Acquisitions- Affordable Housing	500,000	-
6621	Carver Square Construction	6,000,000	-
7305	Curb Appeal Assistance Program	75,000	150,000
7306	Site Assistance Program	70,000	-
7307	Business Assistance Startup Program	34,000	-
7308	Paint-Up & Signage Assistance Program	15,000	-
7310	Community Sponsorship Program	6,000	-
7312	Historical Facade Assistance Program	125,000	-
7313	CRA Grant Programs	-	150,000
7330	Demolition revised to Alley Clearing	50,000	50,000
7331	Planning, IT, and Parking Manager	110,000	-
73XX	Innovative Policing	125,000	-
7340	IT Services	-	110,000
	<b>Total Expenditures</b>	<b>8,410,000</b>	<b>960,000</b>
<b>Revenue Over/(Under) Expenditures</b>		<b>8,410,000</b>	<b>(210,000)</b>

**PRELIMINARY**

**Delray Beach CRA FY 19-20 City Clean & Safe Program Fund**

	<b>FY 19-20 Budget</b>
Ten (10) Police Officers-City pays vehicle expense	1,120,578
Two (2) Sergeants -City pays vehicle expense	328,337
One (1) Community Service Officer - City pays vehicle expense	54,285
Police Officers, Community Service Officer and Sergeants Health Trust, Worker's Comp & General Liability	64,033.30
One (1) Sanitation Officer/Nuisance Abatement Officer	57,000
Two (2) Full Time Code Enforcement Officers	126,000
Three (3) General Maintenance Workers (1 Supervisor & 2 General)	165,000
Two (2) Landscape/Litter Maintenance Workers	85,933
One Full Time and One Part Time (1.625) Electricians	96,542
One (1) Downtown Manager	80,000
Portion of the salaries and fringe benefits for Park Maintenance Staff who cover irrigation, tree trimming and planting increased	85,933
Portion of the salaries and fringe benefits for Parking Garage Maintenance Staff making repairs to the parking garages	36,050
SW 5th Avenue Plaza Maintenance	4,600
Decorative Lighting Maintenance	-
Gardening and other Supplies	-
Trash Can Liners	-
Pressure Cleaning	-
Misc Expenses	50,000
<b>TOTAL</b>	<b>2,354,291</b>



## PRELIMINARY

# FY 2019-2020 Budget CRA Funds Allocated For City Services/Programs in CRA District

<b>Clean &amp; Safe Program</b> (Police, landscape maintenance, code enforcement)	\$2,354,291
<b>Community Improvement</b> (Housing Rehab Inspector, NW/SW Neighborhood Code Officer)	\$108,316
<b>City Demolitions</b> (Demolitions, Bldg. Board-ups, Alley Clearance)	\$ 50,000
<b>Transportation Services</b>	\$1,400,000
<b>Economic Development Staff</b> (50% reimbursement)	\$125,000
<b>Environmental Services</b> (Project Engineer & Engineer Inspector)	\$185,000
<b>Fire Prevention &amp; Life Captain</b>	\$184,061
<b>Tennis Tournament Sponsorship</b>	\$905,000
<b>Streetscape Maintenance</b> (Ongoing landscaping, irrigation for new beautification projects)	\$100,000
<b>IT Services</b>	\$110,000
<b><u>City Capital Improvement Program</u></b>	<b><u>\$18,400,000</u></b>
<b>Total City Services/Programs</b>	<b>\$23,921,668</b>



## Summary

### FY 2019-2020 Budget CRA Funding Paid to City of Delray Beach and Non-Profit Partners

#### Revenue from City:

City TIF Revenue paid to the CRA \$14,032,619

#### Expenditures Allocated to City Projects, Services & Non-Profit Programs:

Allocated to the City of Delray Beach \$23,921,668

CIP Carry Forward (\$9,000,000)

Debt payment to the City of Delray Beach \$420,149

Total allocation to the City of Delray Beach \$15,341,817

Paid to City/CRA Non-Profit Partners (A-GUIDE) \$2,061,334

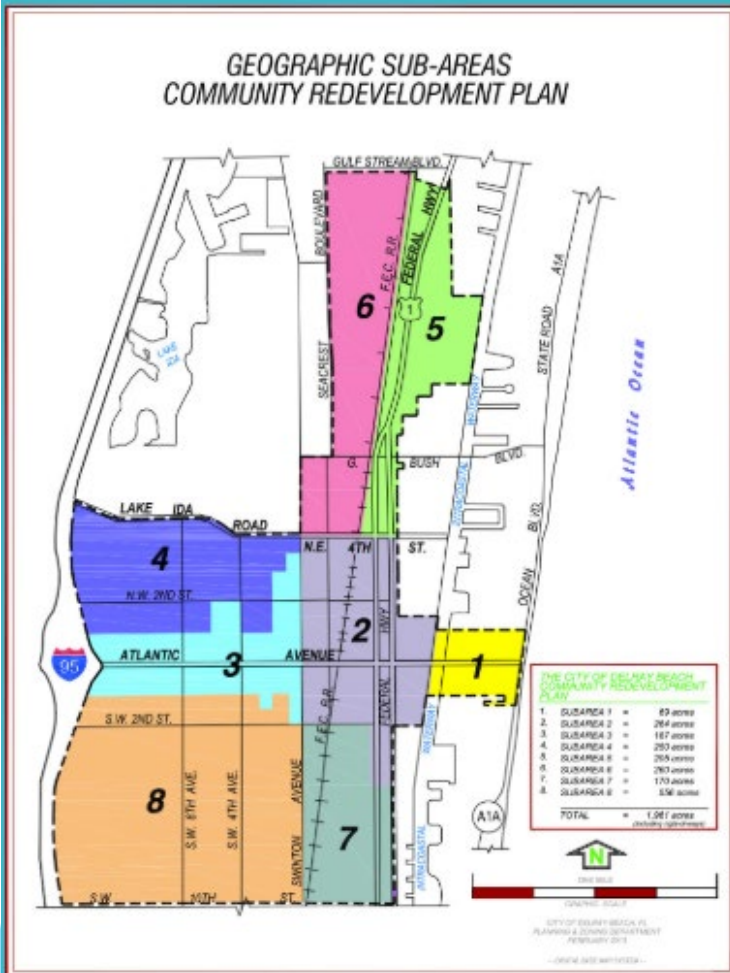
**TOTAL** **\*\$17,403,151**

**Difference in Excess of City TIF:** **\$3,370,532**

*\*73% of CRA Total TIF of \$23,956,591  
County TIF \$9,923,972; City TIF \$14,032,619*

CRA Delray Beach Arts Warehouse Budget		FY 18-19 Budget	YTD October 18- August 7, 2019
<b>Program Revenue</b>			
	Rentals	50,000	91,468
	Programs	4,000	12,715
	Gallery Sales	2,300	5,700
	CRA Funding	395,000	\$ 152,541
<b>Total Program Revenue</b>		<b>451,300</b>	<b>262,424</b>
<b>Program Expenses</b>			
<b>PERSONNEL ITEMS:</b>			
	Salaries, Taxes and Benefits (2 FT & 1PT)	203,000	151,067
	Event/Contract	15,000	-
<b>ADVERTISING &amp; COMMUNICATION:</b>			
	Advertising & Communication	5,000	5,485
	Printing & Publications	4,000	-
	Web Maintenance   IT	4,000	
<b>FACILITIES OPERATING EXPENSE:</b>			
	Program	125,000	7,690
	Equipment Rentals	4,000	1,011
	Repairs/Maintenance/Landscaping	10,000	12,681
	Building/Facility Supplies	10,000	1,419
	Facility Systems	9,940	51,224
	Utilities	25,000	13,039
<b>GENERAL &amp; ADMINISTRATION:</b>			
	Business Registration/Licenses Permits	3,000	1,187
	Postage & Shipping	1,200	
	Membership, Dues & Subscriptions	1,000	1,479
	Telephone   Internet	5,160	2,815
	Legal	2,500	1,541
	Travel, Hospitality, Meetings	2,000	72
	Insurance	10,000	9,616
	Professional Development- conference	2,500	-
	Office Supplies	4,000	2,098
	Office Equipment & Systems	5,000	
<b>Total Program Expenditures for Activities</b>		<b>451,300</b>	<b>262,424</b>
<b>Revenue Over/(Under) Expenditures</b>		<b>-</b>	<b>(0)</b>

# FY 2019-2020 Budget CRA Funds Allocated For Infrastructure Projects (included in City's CIP) 1<sup>st</sup> Amendment



Sub Areas	Budget FY 2018-2019	% of Budget	Preliminary Budget FY 2019-2020	% of Budget
1	\$1,202,049	4%	\$1,286,549	4%
2	\$6,446,770	24%	\$3,675,097	10%
3	\$5,309,404	20%	\$5,739,048	15%
4	\$3,385,005	12%	\$3,960,700	11%
5	\$374,342	1%	\$520,202	1%
6	\$407,675	1%	\$520,202	1%
7	\$407,675	1%	\$7,220,202	19%
8	\$5,014,053	19%	\$10,089,395	27%
Administrative Expenses	\$2,381,300	9%	\$2,496,600	7%
Debt Services	\$2,325,263	9%	\$1,686,221	5%
<b>TOTAL</b>	<b>\$27,253,536</b>	<b>100%</b>	<b>\$37,194,216</b>	<b>100%</b>





## ITEM 7B.

FIRST AMENDMENT TO  
AGREEMENT WITH  
BH3 MANAGEMENT, LLC

# FIRST AMENDMENT TO PURCHASE & SALE AGREEMENT WITH BH3 MANAGEMENT, LLC

- ▶ Correct delivery date of 18 offsite Workforce Housing units from July 1, 2019 to September 1, 2019



## ITEM 8A.

THIRD AMENDMENT  
TO ILA FOR  
CONSTRUCTION/  
PROFESSIONAL  
SERVICES WITH  
CITY OF DELRAY  
BEACH

# THIRD AMENDMENT TO ILA CONSTRUCTION/PROFESSIONAL SERVIES WITH CITY OF DELRAY BEACH

Project Name	3 <sup>rd</sup> Amendment Amount
Old School Square Campus/Park Improvements (CIP) GL #5201 <ul style="list-style-type: none"><li>• LED lighting in garages</li></ul>	\$215,000
Osceola Park Neighborhood (CIP) GL# 5510 <ul style="list-style-type: none"><li>• Additional design services</li></ul>	\$80,500
NW Neighborhood Design (CIP) GL #5622	\$1,590,860
SW Neighborhood Alleys Construction (CIP) GL #5361 <ul style="list-style-type: none"><li>• 2 alleys west of SW 10<sup>th</sup> Ave, between SW 3<sup>rd</sup> &amp; 4<sup>th</sup> streets</li><li>• Change order for sidewalks</li><li>• Construction Engineer Inspection Services</li></ul>	\$63,581
CRA Sidewalk Project (CIP) GL #5650 <ul style="list-style-type: none"><li>• Location: NW 8<sup>th</sup> Ave from NW 1<sup>st</sup> St to MLK Dr &amp; NW 6<sup>th</sup> Ave from MLK Dr to NW 3<sup>rd</sup> St</li></ul>	\$95,000



ITEM 8B.

WORK ASSIGNMENT  
CRA PLAN AMENDMENT

TREASURE COAST  
REGIONAL PLANNING  
COUNCIL

AMOUNT: \$70,000

# ANTICIPATED SCHEDULE

DELRAY BEACH CRA ~ CRA PLAN UPDATE TASKS & ANTICIPATED SCHEDULE		2019				2020											
		Q3		Q4		Q1			Q2			Q3			Q4		
		SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
1	Staff Work Session One, Due Diligence & Market/Economic Overview	■	■														
2	Stakeholder Interviews & Staff Work Session Two			■													
3	Delray Beach CRA - Public Workshops 1A & 1B - Review of Conditions				■												
4	Develop Draft Amendments to CRA Plan & Staff Work Session Three				■	■											
5	Delray Beach CRA - Workshops 2A & 2B - Presentation of Draft CRA Plan Update					■	■										
6	Presentation of Draft CRA Plan Update to CRA Board						■										
7	Develop Final CRA Plan Update & Staff Work Session Four							■	■								
8	Presentations of Final CRA Plan Update to CRA Board & City Commission									■							

# PROJECT COST ESTIMATE

DELRAY BEACH CRA ~ CRA REDEVELOPMENT PLAN AMENDMENT		
TASKS & COSTS PER TASK		
1	Staff Work Session One, Due Diligence & Market/Economic Overview	\$11,600
2	Stakeholder Interviews & Staff Work Session Two	\$9,100
3	Delray Beach CRA - Public Workshops 1A & 1B - Review of Conditions	\$12,500
4	Develop Draft Amendments to CRA Plan & Staff Work Session Three	\$9,500
5	Delray Beach CRA - Workshops 2A & 2B - Presentation of Draft CRA Plan Update	\$7,300
6	Presentation of Draft CRA Plan Update to CRA Board	\$3,000
7	Develop Final CRA Plan Update & Staff Work Session Four	\$7,800
8	Presentations of Final CRA Plan Update to CRA Board & City Commission	\$3,700
	<b>TOTAL</b>	<b>\$64,500</b>



## ITEM 8C.

AGREEMENT FOR CRA  
MARKETING/  
COMMUNICATION  
SERVICES

THE ATLANTIC CURRENT

AMOUNT: \$24,000

TERM: 1 YEAR



# PROPOSAL

- ▶ Content Creation:
  - ▶ Photography - Photoshoots for social media and marketing content
  - ▶ Copywriting - Social media caption creation for at least 2-3 posts per week
- ▶ Social Media Management:
  - ▶ Posting Management- 2-3 posts per week
  - ▶ Page Optimization - Update FB and Instagram with updated content
  - ▶ Blog Distribution - Sharing links and promoting CRA blogs
  - ▶ Spam Monitoring - Remove spam comments and postings
  - ▶ Strategy Consulting



## ITEM 8E.

MODIFICATION TO  
HISTORIC FAÇADE –  
MASONIC LODGE  
BUILDING – 44 E  
ATLANTIC AVENUE

# The Masonic Lodge Building

- Located: SWC of Atlantic Avenue and SE 1<sup>st</sup> Avenue (Across from Old School Square).
- Originally Constructed in 1924.
- Within the Old School Square District.
- In 1998 the owner received a façade easement grant for \$45,000.
- The CRA recorded a Historic Façade Architectural Control and Redevelopment Easement in 1998.
- The purpose of the easement was “to assure the preservation and maintenance of the historic structure”.
- This easement ensured additional review and required prior written approval by the CRA for any proposed exterior changes in the future.

			<p>RICHARD JONES ARCHITECTURE</p> <p>1616 FIRST AVENUE, SUITE 100 DELRAY BEACH, FLORIDA 33483 PHONE: (561) 281-1000 FAX: (561) 281-1004 WWW.RICHARDJONESARCHITECTURE.COM</p>
<p>VIEW FROM: NORTH EAST CORNER OF ATLANTIC AND SE 1ST AVENUE</p>	<p>VIEW FROM: OLD SCHOOL SQUARE</p>	<p>VIEW FROM: SWINTON   LOOKING EAST. CIRCA 1930</p>	<p>44 EAST ATLANTIC DELRAY BEACH, FLORIDA LET FORT TULLOCH 10 S.E. FIRST AVENUE DELRAY BEACH, FLORIDA</p>
<p>Historic Photos <span style="float: right;">Scale: N.T.S.</span></p>			<p>FLORIDA LICENSE</p> <p>ARCHITECT   00000000</p> <p>CONSULTANT   00000000</p> <p>DESIGNER   00000000</p> <p>DRAWN BY   00000000</p> <p>PLANNED BY   00000000</p> <p>SUBMITTALS   00000000</p> <p>DATE   00/00/00</p> <p>REVISIONS</p>
			<p>BUILDING CURRENT &amp; HISTORIC PICTURES</p> <p>A-5</p>
<p>Current Photos <span style="float: right;">Scale: N.T.S.</span></p>			<p style="writing-mode: vertical-rl; transform: rotate(180deg);">© Copyright 2019 Richard Jones Architecture. All rights reserved. No part of this document may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written consent of Richard Jones Architecture.</p>

## WHY IS THIS COMING BEFORE THE CRA BOARD?

- The owner, Jetport II submitted a Certificate of Appropriateness application to the Development Services Department Historic Preservation Division requesting approval to modify the exterior of the building.
- The request is scheduled for the September 2019 Historic Preservation Board meeting.
- Per the easement, prior to review by the City, the CRA must review the proposed modifications and provide prior written consent.
- The CRA Board shall review and apply the Standards for Rehabilitation and Guidelines for Rehabilitation Historic Buildings Issued by the Department of the Interior.
- The Historic Preservation Board for the City of Delray Beach uses the same guidelines in their approval process.

# Request to Modify the Existing Façade

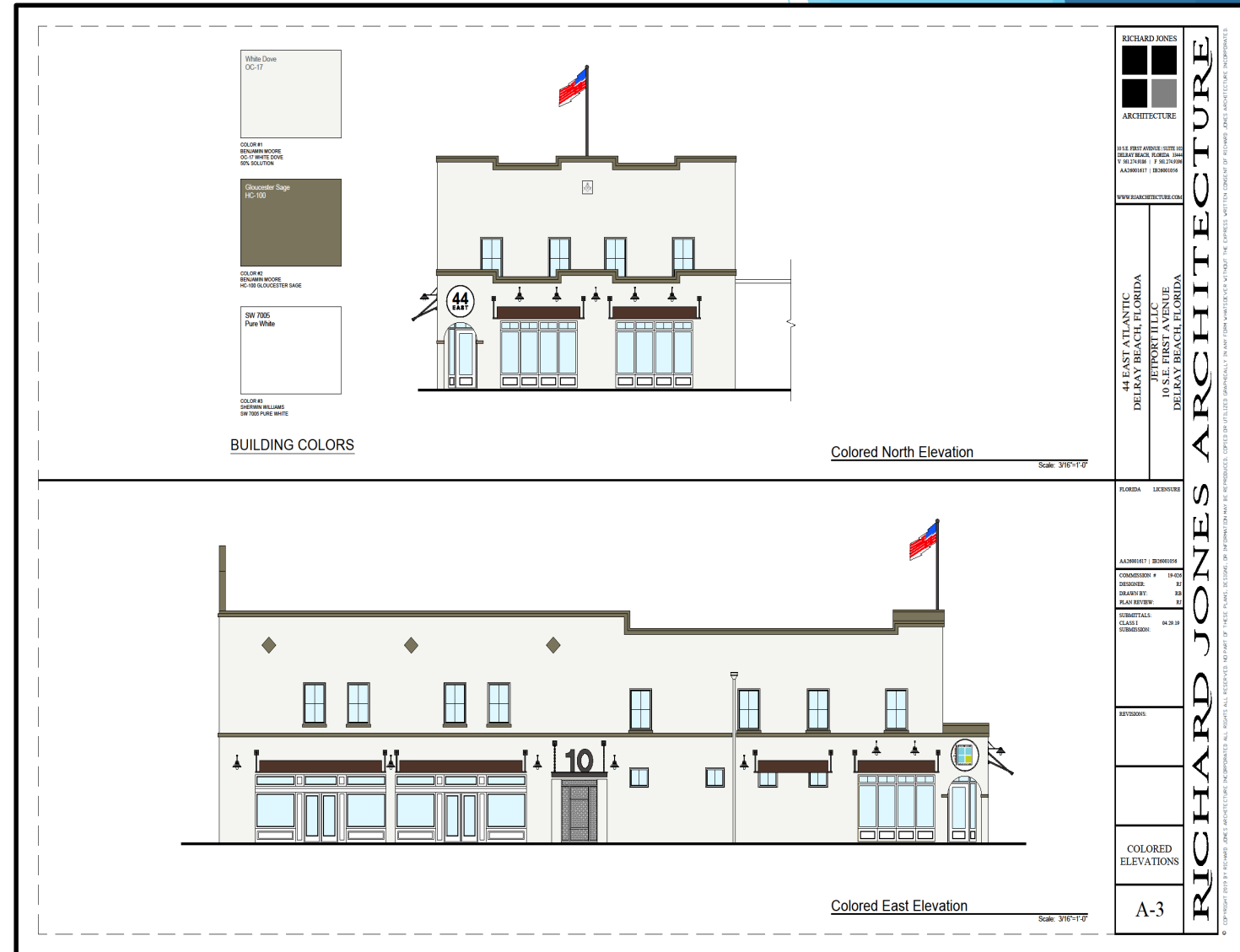
## The Proposed Scope of Work Includes:

- Exterior Color Change
  - Existing: Beige with White Trim
  - Proposed: White with Sage Trim
- Replacement of Fabric on all Awnings
  - Existing: White/Green Striped
  - Proposed: Brown/Chocolate Solid
- Refinishing of Awning Frames and Rear Outdoor Staircase
  - Existing: White
  - Proposed: Bronze
- Replacement of Lighting Fixtures
  - Existing: White
  - Proposed: Bronze
- Replacement of Fabric Entry Awning with Aluminum
- Replacement of four (4) Existing Ground Floor Windows
- Restoration of the Existing Flagpole



## HISTORIC PRESERVATION DIVISION REVIEW

- Considered a “minor development”.
- Improvements will add visual and historic interest to the building and streetscape.
- Proposed color is compatible with surrounding structures.
- Modifications will aid in freshening the exterior while preserve the historic character of the building.
- Positive findings with respect to compliance with Land Development Standards and Guidelines in the City’s Land Development Regulations.



## RECOMMENDED ACTION

Approve the proposed modifications to the façade of the Masonic Lodge Building and authorize the Chair to execute on behalf of the CRA, the necessary written permission pursuant to the CRA's Historic Façade Architectural Control and Redevelopment Easement dated March 20, 1998.



## ITEM 8F.

HABITAT FOR HUMANITY  
OF SOUTH PALM BEACH  
COUNTY – LETTER OF  
INTEREST TO PURCHASE  
TWO (2) CRA OWNED  
PROPERTIES



# HABITAT FOR HUMANITY OF SOUTH PALM BEACH COUNTY, INC. LETTER OF INTEREST TO PURCHASE TWO (2) CRA PROPERTIES

The CRA received a Letter of Intent from Habitat for Humanity to purchase two (2) of the CRA owned properties to construct one (1) single family home (3 bedroom/2 bathroom).

Location: NW Neighborhood  
Two (2) Adjacent Vacant Lots

- 102 NW 14<sup>th</sup> Avenue
- 1311 NW 14<sup>th</sup> Avenue

Proposed purchase price: \$2,000



Habitat for Humanity of South Palm Beach County  
Proposed Home Designs



## RECOMMENDED ACTION

Authorize CRA Staff and CRA Legal Counsel to negotiate a Purchase and Sale Agreement for Habitat for Humanity of South Palm Beach County, Inc. for conveyance of the properties located at 102 NW 14<sup>th</sup> Avenue and 1311 NW 14<sup>th</sup> Avenue with a purchase price of \$1,000 each, based upon the framework provided in the Letter of Intent, subject to any additional terms and conditions requested by the Board.

Authorize the issuance of a 30-day public notice of the CRA's intent to dispose of property at 102 NW 14<sup>th</sup> Avenue and 1311 NW 14<sup>th</sup> Avenue to Habitat for Humanity of South Palm Beach County, Inc. in accordance with Florida Statutes Section 163.380(3)(a).



## ITEM 8G.

CRA ORGANIZATIONAL  
POLICY UPDATE –  
HUMAN RESOURCES  
POLICIES & PROCEDURES  
MANUAL