



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 MINUTES
Tuesday, February 11, 2016, 5:30 p.m.
Commission Chambers at City Hall
Delray Beach, FL 33444

STAFF PRESENT:

Jeff Costello	Yuberca Pena	Susan Shaw
Lori Hayward	Isaac Kovner	David Tolces
Joan Goodrich	Kristyn Cox	Amy Alvarez
Thuy Shutt	Elizabeth Burrows	

OTHERS PRESENT:

Jane Smith	Marisa Gottesman	Tom Fleming	Brian Rosen
Jim Knight	Joe White	Alyona Ushe	Bob Schmier
Chris Wallace	Chuck Ridley	Anne Gannon	Vic Kirson
Cecelia Boone	Bonnie Perlin	Ari Whiteman	Ian Levinson
Linda White	Dana Poore	Robert Kussner	Abbey Funk
Angelo LoCastino	Stephen Lombardi	Michael Donoghue	Daniel Schwartz
Deborah Dowd	Mike Williams	Grecia Edmond	Sandra Dezelin Axelband
Brian Catteler	Jimmy Ritter	Margaret Walker	Susan Romaine
Adriana Picot			

1. Call to Order

Chairman Cox called the meeting to order at 5:35.

2. Roll Call

Present: Reggie Cox, Joe Bernadel, Bill Branning, Daniel Rose, Herman Stevens, Paul Zacks

Absent: Cathy Balestriere

3. Approval of Agenda

Mr. Zachs made a motion to approve the Agenda which was seconded by Mr. Rose and passed unanimously.

4. Approval of the Minutes

A. December 15th Board Meeting

Mr. Rose made a motion to approve the Minutes of the January 28, 2016, Board Meeting. Mr. Branning seconded the motion which passed unanimously.

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

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Chuck Ridley, 210 NW 2nd Avenue, stated that the CRA and other partners are moving into the goal setting phase of the year, and felt that the CRA needs to do a better job with redeveloping the West Atlantic Avenue neighborhoods. He noted the CRA mission is to reduce blight and slum per the original Finding of Necessity, and asked the commissioners to make sure to include items for that purpose in the goals and budget. He referred to a Miami-Dade Report on CRA's which cited Delray as a model for CRA's. He congratulated the CRA on the work to date and to do as well in the West section of the district.

Robert Schmier, 1008 Vista del Mar Drive, spoke as a board member of the CCC and asked the Board to reconsider providing the withheld funding. He stated that he understood that the needed information had been provided, and that the funds have been used appropriately. It is a non-profit and is barely surviving and needs the funding. He noted the 2015 audit will take several months and asked for continued funding until the audit is finished.

Anne Gannon, 236 Dixie Blvd., a member of the Pineapple Grove Arts District Board, and asked the CRA to commit to the \$1.2 million and to completely fund the Arts Warehouse. She feels it is vitally important to the fabric of the Arts District.

Brian Rosen, 106 NE 16th Street, as Vice President of the CCC stated that there is a timing issue in that the 2015 Audit might take 2-3 months to be ready, and that the funds which have not been released are critical to the organization. He encouraged the Board to reconsider releasing the 4th Quarter payment.

Sandra Dezelin Axelband, founder of Dezy's Second Chance, stated Dezy's needs all the help they can get. She noted all the rescue work they do in Delray Beach, including being a part of the GreenMarket each Saturday and the St. Patrick Day Parade among other things. She asked to please let the organization know if any fundraising opportunities arise.

Dana Poore, 1705 Palm Trail, representing ARF stated that ARF uses 50 local students from Carver Middle School to assist at the Delray Affair for which they get community service hours, and encouraged the Board to continue to permit ARF to use the CRA Parking Lot during the Delray Affair.

Dr. Vic Kirson, 2050 Alta Meadows Lane, asked the Board to provide the CCC the funding until they have had time to finish the 2015 Audit.

Mr. Stevens arrived at 5:15.

6. P&Z –

A. Class III Site Plan Modification – Delray Beach Boxing - 2455 Old Dixie Highway

Amy Alvarez, Senior Planner/Historic Preservation, presented the item which called for a Change of Use at 2455 Old Dixie Highway from Automotive Commercial to General Commercial for the establishment of a boxing facility (gym). Staff had no issues with the request.

The Board Chair called for public comments. There were none.

Mr. Rose commented that the facility will be a gem for the area. Board consensus was supportive.

B. Class V Site Plan – S&E Holding, Inc. – 226 Palm Court

Ms. Alvarez presented the petition which proposes construction of a new three-story mixed-use building at the SE corner of the intersection of Palm Court and NE 8th Street. The petitioner had requested three waivers, but only one remains which pertains to the LDR Section 4.5.1E(8)(a)

pertaining to the building height plane. Staff has some concerns as the space is surrounded by one-story buildings.

The Board Chair called for public comments. There were none.
Board consensus was supportive.

7. Consent Agenda

A. Economic Development Monthly Update, January 2016

B. CRA Monthly Financials, December 2015

C. Community Sponsorship Grant – Milagro Center

D. Temporary Use Agreement – Animal Rescue Force of South Florida

Mr. Zacks requested that item 7D be moved to the regular Agenda for discussion. Mr. Zacks made a motion to approve the Consent Agenda as amended, which was seconded by Mr. Rose and passed unanimously.

7D Temporary Use Agreement – Animal Rescue Force of S. Florida

CRA Executive Director Jeff Costello presented the item, noting that for the past ten years the Animal Rescue Force of S. Florida (ARF) has been using the CRA Parking Lot during the Delray Affair as a fundraiser for that organization through a Temporary Use Agreement (TUA).

The Board Chair called for public comments.

Mr. Robert Kussner spoke on behalf of ARF, stating the organization was established in Palm Beach County in 2005, and has been very involved in dog and cat rescues and adoptions in the Delray Beach area since that time. The Delray Affair is their biggest fundraiser of the year, and during the event they also provide all the dog watering stations.

Sandra Axleband, founder of Dezy's Second Chance Rescue, stated Dezy's has dogs up for adoption every Saturday at the GreenMarket, participate in the Easter Bonnet Parade, and many other activities in the Delray Beach community. She noted that Dezy's needs all the financial help it can get and would love to be able to have a fundraiser during the Delray Affair but did not know the parking lot was available. Mr. Zacks asked her if she had applied and she had not because she was told by the Delray Affair organizers that it would cost \$600 to rent the lot. Once she learned she could submit a letter to Mr. Costello stating her request to use the parking lot she did so. The letter was dropped off that morning at the CRA.

Jimmy Ritter, 101 NE 5th Street, stated that Dezy's is a Delray Beach treasure and that the funds are desperately needed for it to continue its wonderful work.

Mr. Rose disclosed that he had adopted a pet from Dezy's, and felt that ARF had been using the lot for ten years without any other local charities having a chance to apply to use the lot. He felt it should be opened up for local non-profits to apply with criteria established. Mr. Zacks noted that ARF is the only one who has asked but he agrees it should be a local charity if it is to be used as a fundraiser. He felt there should be notices distributed about the opportunity for local organizations to raise funds. Mr. Stevens also felt it should be open to other groups and not just animal rescue.

CRA Attorney David Tolces stated he was not aware until this time that the parking lot was being used as a fundraiser, and that there could be some legal issues. He stated he could examine the request from a legal perspective and come back to the board with a recommendation. Mr.

Branning made a motion to table the item until the next meeting. Mr. Bernadel seconded the motion which passed unanimously.

8. Old Business

A. Job Description/Organizational Chart – Communications & PR Coordinator

Assistant Director Thuy Shutt presented the Job Description and Organizational Chart for a Communications and Public Relations part-time staff person. She had checked with other CRA's as to similar positions and salaries, and those findings were included in the Board Summary. This person would be the point person on all communication matters, and the funds for the position were already allocated for marketing. The CRA is recommending a part-time position (no more than 30 hours per week) at \$25,000 to \$35,000 a year.

The Board Chair called for public comments. There were none.

Mr. Cox expressed some concerns regarding the outsourcing to the DBMC not being mentioned as well as still not having seen a full staff assessment. He recommended bringing back the item after the full staff assessment has been completed. Ms. Shutt noted that The Buzz Agency's contract ends March 31st, and she clarified that this position is solely for communications, social media, and PR. She noted that Woo Creative will still be handling the graphics and management of the CRA Website. Mr. Rose suggested the person may be transitioned to full time eventually to bring more things in house over time. Mr. Costello noted the position can be adjusted as the CRA's needs are evaluated going forward. Mr. Branning felt the pool of applicants would be limited by offering a 30 hour, \$16 an hour a week job and he believes a full time person for PR & Marketing and other diversified activities is justified. Mr. Zacks noted this is a time sensitive issue due to the March 31st termination of The Buzz Agency's contract and he would support a part-time or full-time position. Mr. Bernadel suggested given the diversity of Delray Beach that a foreign language fluency preference be included in the job description. Mr. Cox said if a staff assessment has been done based on the needs he just has not seen it. Mr. Costello commented that management staff was interviewed as to their needs related to the Administrative Assistant position and that the preference was not to co-mingle the job duties of the admin person with the Communications and PR person so as not to lose the focus on any one position. Mr. Branning made a motion to approve the Communications and Public Relations Job Description and Organizational Chart with the exception that the position be full time with a pay range between \$40,000 and \$50,000 and that a foreign language would be preferred. Mr. Rose seconded the motion passed 5-1 with Mr. Cox dissenting.

9. New Business

Mr. Branning asked to add an item to the agenda regarding the funding for the Creative City Collaborative as the organization is in dire need of funds. He suggested no one wants the CCC to fail, and perhaps a partial payment could be considered and discussed upon receipt of needed documentation. Mr. Tolces said a motion to amend the Agenda would be in order. Mr. Zacks was concerned about a notice issue. Mr. Tolces responded there could be an issue if an action is to be taken. In that case, the better course of action would be to have the item on an Agenda, but for discussion purposes it can be included in Commissioner comments. Mr. Branning wanted to be able to have input from the CCC individuals who spoke earlier. Mr. Rose made a motion to

reconsider the approval of the Agenda with a second from Mr. Zacks. Mr. Stevens had concerns regarding the notice issue, and felt there was no benefit to discussing it if no action can be taken. Mr. Cox recommended that, given the notice issue and that no action could be taken, this just be discussed in comments; therefore, the motion on the floor was not recognized.

A. TIF Analysis Report/Presentation – Munitytics

Mr. Costello introduced the item, and then introduced Chris Wallace of Munitytics to present the results of the TIF Analysis. Mr. Wallace gave a powerpoint presentation, and reviewed the Analysis by sub-area. Mr. Costello clarified where each sub-area is located for the benefit of the audience. Mr. Wallace noted that the current TIF contributions are 40% from the County and \$60% from the City, and showed what the effect would be if those percentages were reduced. In part of the presentation, Mr. Wallace demonstrated how the TIF income would grow in the coming years, with a large increase in 2017 and 2019. Mr. Branning asked about that increase, and Mr. Wallace said that is due to several large projects expected to be completed. He said he would email the board a list of which projects he based the projections on. Mr. Wallace said he noticed in his interviews that there is a disconnect between what the City thinks the CRA is doing and what the CRA is actually doing. He added that neither the City nor the CRA want the City overseeing the CRA, and that everyone he interviewed thought the absence of regular joint workshops has contributed to the disconnect.

The Board Chair asked for public comments.

Vic Kirson, Tierra Verde, said it was a fantastic report, that the facts were great, although he does not agree with some of the conclusions. He added that the report gave everything needed.

Chuck Ridley, 210 NW 2nd Avenue, agreed that there was tremendous information in the report and that the CRA cannot afford to lose any sub-area. He commented that in the Northwest area, sub-areas 4 & 8, the blight needs much more addressing. He noted that the projected 3% growth in the coming years is too low and needs to be addressed. He feels it is because of the slum and blight with the alleys and sidewalks and poor housing.

Anne Gannon, 236 Dixie Blvd., commented that while she does agree there is slum and blight in the Northwest neighborhood, a great many residences have been passed down within families and have been consistently homesteaded for the past 50 years which keeps the values down. She added that in that area there are issues and she does not want to see any families displaced, but she did want to note that there are other factors that contribute to keeping values down.

Mr. Branning suggested a few edits i.e. he would like to see the total CRA spending by sub-area to show where the focus has been. He suggested Table 2 on page 13 of the Munitytics TIF Analysis show percentages of increase as well as dollar changes. He next referenced the bottom of page 29 onto page 30, saying a lot of people are frustrated with the speed and progress of the completion of projects; however, 99% are City projects where the CRA acts solely as a funding source. He would rather it say at the top of page 30 "These are in addition to projects completed within those areas. With most of these projects, the CRA has historically acted solely as a funding source with the City managing the procurement, project management and execution of the projects." Mr. Branning suggested removing the sentence on page 43, about the middle of the last paragraph, which reads "It would also seem possible that since these areas have been substantially improved, they may no longer meet the criteria for slum and blight." He felt the CRA is one district, and that it

was not appropriate to single out one area as no longer meeting the criteria because he did not think it was applicable. There was some discussion regarding the removal of sub-areas from the district and the difficulty of trying to put them back in at a later date. Mr. Wallace said he would rephrase the sentence. Also Mr. Branning suggested it would be easier to work with the information on pages 46 through 48 if the CRAs were ranked according to size rather than alphabetically. Lastly, on the current budget on page 50, Mr. Branning felt it was misleading, as \$7 million of the CRA Budget was carry forward. Mr. Wallace noted that a lot of the CRA's had carry forward amounts, and he said he could show net amounts after taking out the carry forwards. Mr. Branning felt that was better and it would not appear that the Delray CRA is receiving \$26 million in TIF dollars annually.

Mr. Zacks wanted to see a breakdown of expenditures by area to show where the dollars are being spent. He believes it will show they are being spent where they are intended. Mr. Bernadel felt it was an outstanding report. He commented that on page 20 of the presentation it said that "Lack of Joint Workshops has Probably Led to Misunderstanding of Board Efforts," and he asked if Mr. Wallace had any idea why quarterly joint workshops have not been scheduled. Mr. Wallace imagined it was just a function of scheduling on a lot of busy individuals' calendars. He did not feel there was any subterfuge just inertia, and that the Work Plan is the document which controls what is done. Mr. Cox felt the analysis answers a number of questions about why the CRA sub-areas should remain. He noted communication was cited numerous times as being an issue, and that some things have just taking too long. He feels it is time to shift with the enhancements that are needed along with sustainability. Mr. Stevens stated he was surprised at some of the conclusions, but felt it was a very good report.

Mr. Costello noted the Munitytics contract will need to be extended further as it ends February 19th. The final report needs to come back to the board and also be presented to the City Commission. Mr. Wallace noted there are two things missing. One was because they have been unable to find a city without a CRA that is comparable to the Delray market. The other item missing is additional information he is awaiting from the property appraiser's office. Once he gets that information he can complete the economic impact analysis in 7-10 days. Mr. Costello reported the City/CRA Joint Workshop is tentatively scheduled for April 12th. Mr. Rose made a motion to direct legal counsel to prepare an amendment for execution by the Chair extending the contract with Munitytics for the TIF Analysis to March 24, 2016. Mr. Zacks seconded the motion which passed unanimously.

B. Responses to RLOI - Arts Warehouse

Assistant Director Thuy Shutt presented the item. She stated there were two responses to the RLOI, one from SW Delray Artist Alley LLC and the other from the Institute for Civic Achievement (ICA). She reviewed the evaluation of both responses, and noted the deficiencies in each. Staff's recommendation is that neither letter of interest be selected, and several alternatives were given for the board's consideration. Ms. Shutt also reported there were two other interested parties who did not have sufficient time to respond, so there is interest in the project. She added that RFP's contain more criteria for the purposes of review and assessment. She felt the RFP would provide additional time for other interested parties to develop a responsive proposal.

The Board Chair asked for public comments.

Tom Fleming, 123 MacFarlane Drive, ICA, stated that arts activity generates jobs, creates revenue, promotes tourism, and serves as an economic driver for the revitalization of cities. He cited Philadelphia Mayor Michael Nutter's statement that arts activity is essential to a community's economic growth. He feels the CRA can expand its' resources by bringing in a non-profit to partner in the Arts Warehouse project, and hopes the board will consider accepting ICA's proposal. Joe White, SW Delray Artist Alley LLC, owns the property to the north of the Warehouse and stated he is trying to 'build a better mousetrap' by combining the two properties. His proposal contains a commitment to the arts. He noted the CRA's property would be upgraded and the land would increase in value by combining the properties. He added that they are not interested in running an arts incubator and would get someone perhaps like ICA to manage that aspect. They would propose negotiating a Community Benefits Agreement (CBA) with the CRA regarding the arts component for the property. He stated the reason they did not state a financial commitment in their letter of interest was that he can't do that until he knows the cost of the Arts Warehouse land. He felt their proposal would be better for the neighborhood and hopes the board will consider moving forward with a CBA.

Cecelia Boone, 239 NE 1st Avenue, Pineapple Grove Arts District Board, expressed to the board the value of the arts in the community, and spoke of how vibrant Artist Alley was. She encouraged the board to keep the arts in that area healthy.

Susan Romaine, 331 NE 3rd Avenue, asked if the board has a commitment to the arts or to high rent. She noted she is supportive of the RFP staff has recommended and encouraged the board to keep to the original vision for the Arts Warehouse.

Margaret Walker Milstead, 345 NE 3rd Avenue, gallery owner in Artist Alley, stated she would like to see the vision for the Cube as an arts incubator come to fruition.

Steven Lombardi, 512 Atlantic Avenue, Artists Guild, said he represents 300 artists and that many of the local artists are moving to Boynton Beach, Lake Worth and Pompano due to losing their affordable rent. He encouraged the board to provide affordable space for artists.

Bonnie Perlin, Highland Beach, stated she was an artist working out of Linda White's gallery in Artists Alley. She said that Ms. White was totally supportive of the local artists, but was forced to close her gallery with the rising rent. She said the artists really need the CRA's help.

Linda White, 13861 Via Nidia, spoke on behalf of the artists she represents, and said many people who used to come into her gallery commented that they came to Delray because of the arts community. She encouraged the Board to continue with the Cube concept and to be supportive of the artists who are struggling to make a living.

Anne Gannon, 236 Dixie Blvd., stated she is a member of the Pineapple Grove Arts District Board, and clearly all who spoke are passionate about the Cube. She noted it would provide a huge amount of economic development for Delray, and added that a lot of work has already been done toward developing the Arts Warehouse. She said the word on the street is that Delray is not welcoming to artists. She would like to see an atmosphere conducive to artists, as some who have moved would like to return to Delray Beach. Some others will never return she said as they felt they were treated so badly.

Adriana Pico, formerly of AR Gallery which is now DANG, Displaced Artists Negotiating Galleries, and she said she keeps hearing the Cube is the answer but she feels the building is a white elephant. She feels 2nd Avenue should have been the area for artists, but they do need some place. She noted she did not think that the CRA wanted to be a landlord.

Jim Knight, 123 E. Atlantic Avenue, stated that when the property adjoining the Arts Warehouse

was purchased, the new owners did offer the CRA a master lease to keep the artists' rents low and the buildings would have been left how they were. He believes long term the SW Artist Alley proposal would offer a greater amount of space and there would be a greater amount of square footage for artists.

Abbey Funk, formerly located at 348 NE 4th Street, stated she was once located in Artist Alley, and is now one of the artists who is moving out of Delray Beach due to no affordable space.

George Brewer, 204 NW 9th Street, stated the artists need to be supported and given the right environment which includes foot traffic as well as the area to work in. He was hoping the SW Artist Alley Letter of Interest for the Arts Warehouse would mesh the two ideas as a redevelopment project incorporating the arts, restaurants and many other possibilities. The arts would have been infused into the project so they could work and sell their art in an area that has local traffic. He encouraged the board to consider the submitted project and embrace redeveloping the area.

Mr. Rose felt the board has a fiduciary responsibility to the artists. He noted that the SW Artist Alley owners raised the rent in Artist Alley, forcing the artists out, and now they want to bring them back which he would not support. Mr. Branning thanked all the speakers for their input, and commented that it is the natural progression of things that less valuable areas get redeveloped and therefore values increase. He said he was in favor of Option #2, issuing an RFQ for an entity to operate and manage the proposed Arts Warehouse, and he would like to get the Cube going. Mr. Zacks stated that the CRA made a promise to build the Arts Warehouse so it needs to be built. He also favors Option #2 and would like to see it put out to bid. Mr. Bernadel noted the RLOI was widely circulated and there were two responses from locals and could not see starting over. He favors selecting one of the responses. Mr. Stevens also was in support of Option #2.

Mr. Cox said he is also for Option #2, having another entity to operate and manage the Arts Warehouse. He got clarification with Option #1 that the CRA would still own the land. Mr. Costello confirmed that is true, and added it would be more like a joint venture. He further clarified #2 would be very specific to an arts incubator whereas Option #3 would offer more flexibility regarding use and ownership of the property. Mr. Cox felt activating the area with a mix would in the long run make the arts more successful. He is struggling with the decision because he feels more of a mix would be good for the area. The CRA did promise the artists and moreover it is in the Work Plan, but he has an issue with \$2.5 million when West Atlantic is so far behind. He commented that it is about allocation of resources. He will support #2 and would then like staff to find a way to make a connection with WARC and with that type of partnership for the things lacking in the West Atlantic area.

Mr. Branning made a motion to close the RLOI process and not select the Institute for Civic Achievement, Inc. (ICA) or SW Delray Artist Alley LLC for the development of the Arts Warehouse as an incubator and/or visual arts related uses. Mr. Rose seconded the motion which passed unanimously. Mr. Branning made a motion to authorize Staff to Issue an RFB to develop the Arts Warehouse as an Arts Incubator, and to issue an RFQ for Operations and Management of the facility. Mr. Zacks seconded the motion which passed unanimously.

C. Paint-Up Grant – Andrew Luchey – 126-128 & 130-132 SW 10th Ave; 107-109 SW 9th Ave.; 822-824 SW 1st Street

Economic Development Manager Elizabeth Burrows presented the request. She apprised the

board that there were active violations on the properties, and that Mr. Luchey has also failed to renew his landlord permits on all four of the duplexes. One of the duplexes has been disqualified as the painting has already begun, so there are three remaining eligible properties. Staff recommends approving the grant contingent upon the rectifying of all code violations and the obtaining of all landlord licenses no later than September 30, 2016.

The Board Chair asked for public comments.

Chuck Ridley concurs with Staff and feels \$3,000 for painting will not begin to address the challenges on these properties. His concern is that there are tenants in these buildings and they are reaching the slum threshold. He stated there are way too many sub-standard homes in that area and the CRA needs to look at a way to incent landlords to bring their properties up to a better standard.

Mr. Zacks questioned why this was before the board when the landlord is operating illegally and in violation of the City's codes. Mr. Stevens did not feel Mr. Luchey would take care of all the items. Mr. Cox noted the CRA renovated Rev. J. W. H. Thomas Jr. Park and Palm Manor, one of the duplexes is across from these properties. He felt these buildings need paint and would at least look better. Mr. Rose made a motion to approve a Paint-Up & Signage Grant to Mr. Andrew Luchey for the properties located at 126 & 128 SW 10th Avenue, 130 & 132 SW 10th Avenue, and 107 & 109 SW 9th Avenue, for an amount not to exceed \$3,450.00, on the condition that the City of Delray Beach certifies that all code enforcement violations are cured, all associated fines have been paid, and that all liens have been satisfied prior to grant funds being remitted to the grantee. In addition, all documentation required for reimbursement and certification from the City as to resolution of all code enforcement violations shall be provided to the CRA no later than, September 30, 2016. The motion was seconded by Mr. Bernadel and passed unanimously.

D. Resolution No. 2016-02 – Purchase & Sale Agreement – 23 NW 9th Ave (Evans)

West Atlantic Redevelopment Director Kristyn Cox presented the Agreement. She reviewed the terms of the negotiations which included that the CRA would pay the Seller's typical closing costs along with some minor changes to the standard agreement.

The Board Chair asked for public comments. There were none.

Mr. Bernadel made a motion to approve Resolution No. 2016-02 and the Purchase and Sale Agreement with Mrs. Essie Carter Evans for 23 NW 9th Avenue with a purchase price of \$145,000. Mr. Zacks seconded the motion which passed unanimously.

E. Interlocal Agreement with Solid Waste Authority – SWA Blighted Property Grant (Demolitions)

Ms. Shutt presented the item, advising the Board that the CRA has been given approval from the Solid Waste Authority for the grant which was applied for in January for \$51,701.66 for the demolition of four CRA properties. Demolition permits have been approved for 3 of the 4 properties and Staff is requesting authorization to have an ILA executed so the CRA can receive the grant funds and the demolition process can start as soon as possible.

The Board Chair asked for public comments. There were none.

Mr. Rose made a motion to authorize the Executive Director to execute the Interlocal Agreement for the SWA Blighted and Distressed Property Clean-up and Beautification Grant. The motion was seconded by Mr. Zacks and passed unanimously.

F. First Amendment to Work Assignment - Kimley-Horn - Parking Utilization Study (Extension)

Ms. Shutt presented the request to extend the completion date for the Parking Utilization Study being completed by Kimley-Horn. Subsequent to the approval of the Work Assignment and after further discussion with the City's ESD Staff, it was determined that additional parking counts and four additional locations need to be added for a more comprehensive study. The CRA entered into an agreement with Traffic Survey Specialists, Inc. (TSSI) to handle the additional data collection. TSSI's agreement has a completion date of July 7, 2016, so an extension is needed with Kimley-Horn to the end of July so they can complete their Study with TSSI's information.

The Board Chair asked for public comments. There were none.

Mr. Zacks made a motion to approve the attached First Amendment to the Work Assignment with Kimley-Horn and Associates, Inc. to extend the completion date to July 31, 2016. Mr. Rose seconded the motion which passed unanimously. Mr. Rose seconded the motion which passed unanimously.

G. CRA Monthly Progress Report, January 2016

Project Manager Henry Harden reviewed key points from the Progress Report. Mr. Cox asked about any progress on sidewalks and alleys since the last report. Mr. Harden updated the board regarding Block 32, and he along with Engineer Isaac Kovner and Mr. Costello explained the process involved from the evaluation of the responses to getting on the City Commission Agenda, to receiving the signed documents and having the pre-construction meeting. It is anticipated that the construction will begin in June. Mr. Harden reviewed some of the other alley and sidewalk projects on both the north and south sides. Ms. Shutt stated that bids for MLK Jr. Drive and NW 12th Avenue are due March 4th.

10. Other Business

A. Comments by Commissioners

Mr. Rose made a motion to call a special meeting of the board to discuss the situation with the CCC as soon as possible. Mr. Zacks seconded the motion. Mr. Branning asked Mr. Schmier (CCC) how urgent was the cash flow issue – was it a day, a week. Mr. Schmier responded that they are basically on a day to day basis. He said they would very much appreciate a special meeting being called. Alyona Ushe, Executive Director of the CCC, confirmed they are surviving day to day on tickets sales and other funding, and have vendors who are waiting to be paid. In addition, without the CRA funds, the Audit cannot be completed. Mr. Branning asked if Ms. Ushe could produce the needed documents except for the Audit to substantiate the \$275,000 worth of expenses. She confirmed that she could have it next week. There was some discussion regarding notice to the public for a special meeting. Mr. Cox asked for clarification on exactly what is needed. Mr. Costello reported that the CRA needs all invoices, checks issued, deposits and all supporting documentation for expenses associated with the CRA funds for FY 2014-15 properly

submitted and accepted. Mr. Branning clarified what constitutes supporting documentation. Ms. Hayward said bank statements, and any financial reports, and a current bank statement – any relevant documents for the review along with what Mr. Costello mentioned. The motion on the floor went to vote and passed unanimously.

Mr. Cox commented that he hopes the CRA can come up with a collaborative way to work with and make the same progress as with the arts district in sub-areas 3, 4, and 8 to close the gaps and partner with whatever pertinent organizations.

Mr. Rose commented that he would not be here for the next meeting.

B. Comments by Board Attorney

Mr. Tolces asked the Commissioners to get their Executive Director Evaluations in to Lori Hayward if they have not done so already.

C. Comments by Executive Director

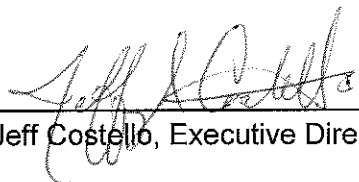
Mr. Costello suggested that for the Goal Setting Workshop, there could be a light Regular Meeting Agenda for the March 10th Board Meeting and have the Goal Setting Workshop after that. Or it could also be mid-day like it was last year. Board consensus was for noon on March 10th.

D. Comments by Staff

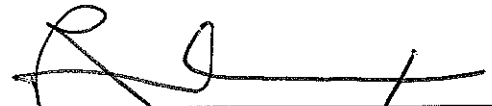
West Atlantic Redevelopment Director Kristyn Cox reminded the Board of the March 9th collaborative presentation on the West Atlantic Branding efforts. It is at the Chamber of Commerce beginning at 11:00.

11. Adjournment

There being no further business, the meeting was adjourned at 8:00.



Jeff Costello, Executive Director



Reginald A. Cox, Board Chair