



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.

WORKSHOP MEETING MINUTES
Thursday, February 25, 2016 5:00 p.m.
City Commission Chambers
100 NW 1st Avenue
Delray Beach, FL 33444

STAFF PRESENT:

Jeff Costello	Yuberca Pena	Susan Shaw
Thuy Shutt	Kristyn Cox	Isaac Kovner
Joan Goodrich	Kristyn Cox	
Elizabeth Burrows	Mark Stivers	

OTHERS PRESENT:

Jane Smith	Tom Fleming	Evelyn S. Dobson
Gerecia Edmond	Ari Whiteman	George Brewer
Kimberly Camejo	Dorothy Ellington	Cheryl Haywood
Jakeleen Fernandez	Shirley Erazo	Anthony Holliday
Mike Campbell	Mike Williams	

Call to Order

Chairman Cox called the Workshop to order at 5:00 pm.

1. Roll Call

Present: Reggie Cox, Cathy Balestriere, Joseph Bernadel, Bill Branning, Paul Zacks

Absent: Daniel Rose, Herman Stevens

2. Approval of Agenda

Ms. Balestriere made a motion to approve the Agenda. The motion was seconded by Mr. Bernadel and passed unanimously.

4. Discussion –

**A. Comprehensive Alley & Sidewalk Improvement Program –
Northwest/Southwest Neighborhoods**

Assistant Director Thuy Shutt presented the item, reviewing the plans for the NW and SW Neighborhood alleyway and sidewalk improvements and providing status updates. She reported there are 31 and 34 alleyways in the Northwest and Southwest neighborhoods respectively. The projected cost is \$25,000 per alley for design (minimum of 4 alleys) and \$100,000 per alley for construction, therefore about \$6.4 million will need to be budgeted over the next two or three years. Executive Director Jeff Costello commented that typically the design is done in one fiscal year

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and the construction in the next year. Ms. Shutt stated the typical design cost for a sidewalk on one side of the street is about \$3,250, noting that for smaller missing sidewalk segments extensive design work may not be necessary. Based on today's cost estimate of \$46 per linear foot of sidewalk, approximately \$303,600 will need to be budgeted in FY 2016-17 to cover the construction costs for the sidewalk project (currently in the design phase). She noted there are also utility considerations, as sometimes they need to be relocated or obstructions have to be removed prior to alley construction. Ms. Shutt added that there are now bi-monthly meetings which include the utility companies so they can be aware of what is coming up for more timely scheduling of services. She also apprised the Board that there will be a minimum of two community meetings to gather input from the residents prior to completing the design.

Mr. Bernadel asked if staff had the opportunity to get input from Human Powered Delray regarding using some of the alleyways for bike paths. Ms. Shutt responded the alleys are a means of secondary access, and there is not enough right-of-way for them to be dedicated bike lanes. Ms. Balestriere said she understood the City Commission wanted a comprehensive design plan across all the alleys, and asked if there is some reason they are not all designed at once. Mr. Costello stated this is a first step in identifying the alleys and some are already underway. This map will provide direction whether to go forward with the design for all the alleys. He added it may make sense to do only a portion at a time in the design phase from a budget standpoint. Ms. Balestriere asked if and how the alleys differ. Mr. Costello responded that the City has typical alley design standards but at times exceptions need to be made depending on the grade, elevation, drainage etc.

Mr. Branning felt \$8 million spent on a low density area with low traffic makes no sense, and thought it would be good to go through and look at what areas are being most utilized in order to prioritize. He felt the lesser used alleys could be given back to the property owners. He further added that no traffic study would warrant a requirement for alleys in some of the areas. Ms. Shutt stated that a survey needs to be done to determine which alleys are being utilized. She added that some would be better utilized without overgrown shrubs blocking them.

Mr. Cox stated the SW Neighborhood Plan identified this need over 13 years ago. The Plan talked about connectivity, circulation, taking parking off the street and into the rear, as well as an economic benefit to being able to access properties from the alleys. A Needs Assessment in 2012 identified this as being relevant. He stated that money needs to be put into the neighborhoods as the alleys are blighted, and he felt all of them need to be in the design pipeline and then they can be done over time.

With regard to the sidewalks, the City's level of service for sidewalks within the CRA District calls for them on both sides of the street. Mr. Costello stated that some sidewalks are in the design phase, and Staff is working with Engineering to get a contractor to fill in the gaps in the existing sidewalks. Mr. Branning noted the sidewalks are well used and they can become a safety issue as well as an aesthetics issue. He got confirmation from Staff that the entire grid will be designed for sidewalks on both sides of the street. Mr. Cox said he has noticed more collaboration occurring, and he suggested Staff might want to look into an RFQ to see if they could all be designed at the same time.

Mr. Zacks felt Mr. Branning raised a good point in the need to prioritize the alleys project, and questioned if all the alleys are necessary. He felt the ones currently being used to a greater extent are certainly a priority. He would like an analysis on usage completed so the ones that have the most use can be improved as soon as possible. Mr. Costello commented it would be helpful to be more specific for the Goal Setting Workshop and that updated information will be provided. He noted that Staff is still acquiring land on the north side of Atlantic Ave. for redevelopment so it would be appropriate to wait to design and construct these alleys as

assemblage continues. Mr. Bernadel said the alleys are deteriorated and unaesthetic, and that it is worth doing not only for the sake of safety and appearance but also to show that monies are being expended in the entire district. He supports the CRA moving forward with this project as soon as possible.

B. Discussion - 2012 RFP for Disposal of CRA-owned Single Family Lots – Time Frame for Completion

Mr. Costello opened the discussion, briefly reviewing the background regarding the 2012 RFP for twelve single family lots, six of which were conveyed to Habitat for Humanity and six to the Delray Beach Community Land Trust (DBCLT). In a subsequent RFP in 2012, there were three additional lots which were conveyed to the DBCLT. At the January 14th meeting, Habitat received an extension to complete their three lots – one of which is under construction and two are in the building permit process. The DBCLT has constructed homes on two of the six lots conveyed, and noted that the developer of The Metropolitan project will be constructing four homes for the DBCLT, three of which are part of the original 2012 RFP.

DBCLT Executive Director Evelyn Dobson gave the Board an update on the DBCLT properties. She confirmed two of the lots have been developed and with the other four, most have not been developed because the lots have not been chosen by an approved applicant. Once an applicant is approved and mortgage ready, they select which of the available lots they want. Most prefer to be on SW 14th Avenue, Atlantic Park Square, because it feels more like a neighborhood. She noted the DBCLT has an agreement with New Urban Communities to build two 1,800 square foot homes on the NW 5th Avenue lots not to exceed \$160,000. She feels this is a plus since these will be spec homes and potential owners can see what they are buying. Also, there is one non-conforming lot from the first RFP which is posing many challenges which she has discussed with Mr. Costello, as well as one lot that will be part of the Workforce Housing Program. She felt a second extension will probably be needed for some of the lots.

Mr. Zacks asked about the non-conforming lot. Ms. Dobson said if they attempted to build on that lot it would have to be a 2-story house which does not fit the neighborhood, and there are also issues with the set-backs. She has discussed trading it for another CRA lot with Mr. Costello. Mr. Branning stated that the CRA should look at a street beautification plan throughout the neighborhoods and consider putting in streetscape, swales, sidewalks etc. to create a neighborhood feeling. He said providing money is not enough – the area has to be made into a desirable place to live. Mr. Bernadel asked Ms. Dobson if she needs more lots. She replied yes, that there will be seven spec homes soon but qualified applicants might not want to live in one of those. She commented that the majority of their land is donated, and that most of their lots will be almost at built-out. She added most of the mortgage-ready applicants are moderate income and are more particular including wanting larger lots.

Chairman Cox asked the board members to reserve any further direction for Staff until Commissioner Comments at the end of the regular Board Meeting.

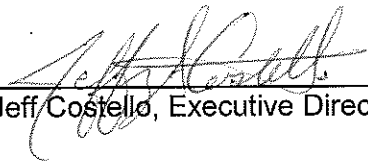
Mike Campbell, President and CEO of Habitat for Humanity of South Palm Beach, updated the Board regarding the status of Habitat's lots. When Habitat received the six lots in 2012, the intention was to build homes on them while simultaneously building in a community in Boynton Beach. There were an additional 5 homes added to the Boynton project which diverted funding from the Delray homes and created the need for an extension to build on the Delray lots. Currently, three homes in Delray are completed and another is 80% complete. Two lots are in permitting, and construction on one of them is hopefully beginning March 3rd. One of those has been in permitting since June of 2015, but kept being sent back for various issues. Mr. Cox asked that all parties going forward be kept fully informed regarding such issues as non-conforming lots and building delays. Mr. Costello stated the non-conformities were noted in the February 25, 2016

RFP, but that there were issues in the housing market in 2012 and lending issues which no longer exist, but now there are different challenges such as construction costs. He added that Staff can look at the options for non-conforming lots in the future. Mr. Costello also addressed the 40' wide non-conforming lot, which would result in a 20' wide home if a variance to the building setback requirements were not granted.


Mr. Zacks felt these are special types of projects and deserve special treatment from the City. Mr. Branning agreed, and is happy Habitat is doing the best they can to move forward. Mr. Campbell feels the remaining homes should be completed by October. The Board thanked Mr. Campbell for the work Habitat for Humanity has done and continues to do in Delray Beach.

5. Adjournment

There being no further business the Workshop was adjourned at 6:00.



Jeff Costello, Executive Director



Reginald Cox, Board Chair