



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.

CRA BOARD MEETING MINUTES

Thursday, December 14, 2017 6:00 p.m.

City Commission Chambers, City Hall

100 NW 1st Avenue, Delray Beach, FL 33444

STAFF PRESENT:

Jeff Costello	Kevin Matthews	Krista Walker	Susan Shaw
Joan Goodrich	Kristyn Cox	D J Lee	Grace Gdaniec
Elizabeth Burrows	Jill Brown	David Tolces	Scott Pape

OTHERS PRESENT:

Ann Stacey-Wright	Jane Smith	Shelly Zacks	Ernestine Holliday
Peter Perri	Yvonne Odum	Jackie Ramirez	Eric Clinton
Alexius Burns	Dexter Murray	Otis Payne	Dupree Jackson
Willie Farrington	M. Jackson	Chuck Ridley	Willie Johnson
Robert Nichols	George Long	John Szerdi	Steve Michael

1. Call to Order

Chair Gray called the meeting to order at 6:30 pm

2. Roll Call

Present: Annette Gray, Cathy Balestriere, Dedrick Straghn, Daniel Rose, Reggie Cox
Morris Carstarphen, Sandy Zeller

Absent: None

3. Approval of Agenda

Mr. Straghn made a motion to approve the Agenda which was seconded by Mr. Rose and passed unanimously. Mr. Cox made a motion to amend the Agenda to add The Set Transformation Plan Discussion as the first item of New Business which was seconded by Mr. Rose and passed 4-3 with Mr. Rose, Mr. Zeller, and Ms. Gray dissenting. Mr. Rose made a motion to remove item 9D from the Agenda which was seconded by Mr. Straghn and passed unanimously. Mr. Carstarphen made a motion to add an item to the Agenda to discuss a Partnership Agreement with WARC which was seconded by Mr. Cox. The motion failed 4-3 with Ms. Balestriere, Mr. Zacks, Mr. Rose and Ms. Gray dissenting. Mr. Rose made a motion to approve the Agenda as amended which was second by Mr. Straghn and passed unanimously.

4. Approval of the Minutes

A. Minutes of November 9th Board Workshop

Mr. Straghn made a motion to approve the Minutes of the November 9th Workshop which was seconded by Mr. Rose and passed unanimously.

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B. Minutes of November 9th Board Meeting

Mr. Straghn made a motion to approve the Minutes of the November 9th Board Meeting which was seconded by Mr. Rose and passed unanimously.

C. Minutes of November 29th Special Board Meeting

Mr. Straghn made a motion to approve the Minutes of the November 29th Special Meeting which was seconded by Mr. Carstarphen and passed unanimously.

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

Chair Gray called for Public Comments, noting that The Set Transformation Plan is now an Agenda item so that comments on that item can be made when it comes up.

Lauren Zuchman, Healthier Delray Beach, announced that The Racial Equity Institute will be back on January 29th at the Arts Garage so all are invited. Also, she announced a Lunch and Launch on January 27th for residents of The Set to come together and pitch ideas for projects which can be worked on together as a community. There were flyers for both events available.

Ernestine Holliday, Block Captain for Westside Heights, referenced a letter to Ms. Gray, and CRA Attorney David Tolces stated comments need to be addressed to the Board as a whole not to an individual. She stated that some in The Set feel the CRA Board members are representing the people who live in Delray Beach and they should attend the Neighborhood Meetings and the WARC Meetings.

Herman Stevens, 75 SW 5th Avenue, clarified that there was an Agenda Amendment to place The Set Transformation Plan up for discussion so he withheld his comments for later.

6. P&Z *(Discussion and comments by the CRA Board. No formal Action will be taken on P&Z Items)*

A. Certificate of Appropriateness, Class V Site Plan – Midtown Delray

Scott Pape introduced the item. Mr. John Szerdi, Architect and member of Project Team for Midtown Delray, gave a brief slide presentation. He noted the changes in this multi-use project since it was last presented, including the planned hotel being turned into residential units. He noted there have been adjustments made including reducing Building 3 from three stories to two stories along with some other modifications in that block. He commented that there are currently a lot of surface parking lots in that area which will no longer exist as there will be subterranean parking built.

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

Mr. Rose had some traffic concerns including ingress and egress. He also had issues with the Residential Inns which he feels will end up as half-way houses and sober homes with shared restroom facilities. Ms. Balestriere asked for clarification on what a Residential Inn actually is. Mr. Steve Michael, Hudson Holdings, first addressed the ingress egress, saying Midtown has no ingress or egress on Swinton Avenue, Atlantic Avenue or S. E. 1st Street, only on SW 1st Avenue on the west side of the property which was done for the express purpose of eliminating access on Atlantic and Swinton Avenues and keep the pedestrian friendly feel. As to the Residential Inn, he stated that is the zoning currently in place and that they are high-end residential units and do not have bathrooms down the hall as was suggested. Mr. Szerdi said the zoning is a special category created by himself and Mr. Costello some years ago because at the time Bed and Breakfasts were all that were allowed in the area (OSSHAD) so this Residential Inn category was developed for short term and extended stay in part for Sundry House. Mr. Zeller felt the project was still massive and that no real significant changes had

been made. Mr. Michael said there have been three major adjustments made and the project complies with all the regulations and LDRs and noted that the developer voluntarily reduced the size and scale from the original plans. Mr. Cox stated he very much liked the Pedestrian Plaza.

7. Consent Agenda

- A. Monthly Marketing Report, November, 2017**
- B. Monthly Financial Report, September 2017**
- C. Clean & Safe Report, October, 2017**
- D. Clean & Safe Report (Police/Safe), September, 2017**
- E. CRA Monthly Progress Report, November, 2017**
- F. Economic Development Monthly Update, November, 2017**
- G. Community Sponsorship Grant – Delray Beach Children’s Garden**
- H. Fourth Quarter Reports FY 2016/17**
 - 1. Delray Beach Marketing Cooperative**
 - 2. Trolley**
 - 3. A-GUIDE**
 - a. Delray Beach Historical Society**
 - b. EPOCH**
 - c. Delray Beach Community Land Trust**
 - d. Delray Beach Public Library**
 - e. Creative City Collaborative**
- I. Paint-Up & Signage Grant – Studio 404 (404 W. Atlantic Avenue)**

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

8. Old Business

9. New Business

A1 Discussion of The Set Transformation Plan (added to the Agenda)

Mr. Zeller made a motion to table the discussion which was seconded by Mr. Rose. The motion failed 5-2 with Mr. Zeller and Mr. Rose dissenting.

The Board Chair asked for public comments.

Yvonne Odum, 3905 Lawson Blvd., spoke as Vice Chair of Delray Beach Community Development Corporation, and stated for the record the CDC’s support of The Set Transformation Plan (TSTP) on behalf of Chairman Charles Grande, Carol Howard, Board Members Bobby Wells, George Williams, and Anne Stacey-Wright, and Executive Director William Sanders. She noted she remembers how The Set neighborhood used to be and feels the residents have waited long enough for the area to once again have the services any community needs.

Alexius Burns, 2578 Lake Ida Road, gave kudos to everyone and thinks a great job has been done to move the community forward and wants to see the west side of Swinton Avenue be developed as well as the east side. He said it is long overdue and he supports TSTP.

Lauren Zuchman, Healthier Delray Beach, stated Healthier Delray supports TSTP and that they plan to be a partner and to support all the pieces of TSTP.

Ernestine Holliday, Block Captain for Westside Heights, urged the Board to approve TSTP. She said she has been doing community work for over 40 years and some of the things in TSTP have been being requested for that same period of time.

Dr. Sara Selznick, 204 Palm Trail, said she is the founder of Thrive Collective, a community capacity building organization working with grassroots non-profits and the small business community. She stated she has seen how eager the community is to work and looks forward to seeing what the community can do with some power to implement. She fully supports TSTP.

Chuck Ridley, 210 NW 2nd Avenue, Chair of WARC, asked the Board to consider moving the process forward. He noted this is a conceptual plan and that this phase of the work is to gather all the input and ideas, vet it out and come up with conclusions as to the best way to move forward as a community. He said there is consensus that the neighborhood needs to be improved without displacing residents, and that now what is needed is CRA Board feedback. He noted that this should not stop the Plan from moving forward as the conceptual plan can be improved while allowing the implementation phase to begin. He said the implementation phase is another Plan but not done by a consultant, but by working with staff on things such as governing structures, budget, and how to prioritize. He said once the items are vetted out will come before the Board. He said the Board is not being asked to approve TSTP but to provide recommendations.

Herman Stevens, 75 SW 5th Avenue, stated he is from the community and wants to see it developed. He said he echoes comments made in the past by Commissioner Zeller about governance. He noted that transparency is critical, and that the community all needs to be involved and to demand the best from everyone so that the best can come out.

Mr. Cox stated The Set residents has continually been engaged in community improvement and the process has been going on since 2012. He stated that TSTP is really an update of earlier Plans that have already been codified. He said the community has learned to put platform over personality because you can never satisfy everyone but the end goal is shared. He pointed out that TSTP is consistent with the CRA's mission i.e. relieving slum and blight, affordable housing, public safety, and economic development. He added those are the concepts of this Plan with the difference being TSTP there is a focus on community lead process and wealth building. He said that WARC is the oldest partnership the CRA Board has and it was put in place because the community requested it. He noted TSTP is about development without displacement. He said this process has been going on for an entire year, with three public workshops, monthly meetings of the NW/SW Neighborhood Alliance and the WARC Board, as well as three WARC sub-committees that meet monthly, so the community has been actively working on this the entire time. He said he is asking that the Board recommend to the City Commission that they approve TSTP and work out all the details as the Plan is implemented. He made a motion for the Board to move forward with a recommendation for adoption of this Plan by the City Commission with the details to be fleshed out during implementation just like every other Plan. Mr. Carstarphen seconded the motion.

Mr. Straghn said the point to be made is that this is a conceptual plan not a legally binding document. The City is moving to develop the NW/SW neighborhoods and it is going to move forward. He said he would not want to see the City to move forward without input from the community involved, and that the TSTP provides that input. He felt it would be a slap in the face to the community to not give TSTP credence. He noted they are just guidelines and not

everything in it has to be done but decisions can be made as implementation occurs. He said the community has to give some form of direction of how they would like the City to proceed with the improvement of their neighborhoods. He said he has no problem with it as a conceptual plan, a set of guidelines. Mr. Rose stated he fully supports TSTP. He voiced some concerns about language in the TSTP and said he would not vote tonight to send it to the City Commission as that would indicate the Board approves of the TSTP as it is and he would not be comfortable with that. Ms. Balestriere stated tonight is giving credit to the community who has worked hard on this Plan which is a working Plan. She asked Mr. Costello if the information in the TSTP is needed in order to put out the W Atlantic Avenue RFP. Mr. Costello stated that the TSTP is consistent with what is envisioned for the proposed RFP. He pointed out TSTP deals with a lot more than the West Atlantic corridor.

Mr. Carstarphen reviewed some of the history of the community to explain in part the reason he is in such strong support of TSTP. He does not want to see gentrification in the community as has occurred in the past since with redevelopment the property values increase and displacement occurs. He said the desired changes can be made, but would like the Board to do whatever needs to be done to allow TSTP move forward. He suggested there have been and are numerous community/committee meetings where TSTP has been discussed and anyone who has any concerns can and should attend those meetings and voice any concerns. He said it bothers him to see people oppose things in which they have not chosen to participate although they had every opportunity. He cited the fact that the average age in The Set is 34 years, so in the coming years the community needs to be developed so the younger generations will be able to continue to live in their community. He invited anyone with questions about TSTP to meet with him and sit down to discuss their questions/concerns. He repeated the need for transparency voiced by Mr. Stevens.

Ms. Gray stated the Board supports the Plan and respects the monumental task that many of the community members have performed in taking ownership of their community. She said that when she was first on the Board several years ago, WARC had come to the Board and asked for support, but unfortunately at that time the non-profit structure had lapsed which got resolved because of her questioning. She noted her passion for the community is expressed in different ways. She said she has some fundamental structural and functional issues with TSTP that can probably be worked out to make sure that a new perspective is given. She said she has to be comfortable with TSTP before she can vote to recommend the City adopt it and there is more to be worked out. Mr. Zeller stated one reason he wanted to be on the CRA Board was because he wanted to see the West Atlantic area be redeveloped and he could not understand why it has taken so long. He said this is being called a conceptual plan, but The Plan does not say it is a conceptual plan. He felt as it stands right now he cannot support it and feels it is important enough to hold a special meeting if necessary. Mr. Cox stated that given the various comments, he will withdraw his motion and he made a motion to table this item until the January 11th meeting. The motion was seconded by Mr. Carstarphen and passed unanimously. Mr. Straghn left the meeting at 7:20.

A. Direction – Pasadena Capital Inc.

Mr. Tolces presented the item regarding Pasadena Capital's desire to re-open negotiations with the CRA regarding a Publix on West Atlantic Avenue. He said direction from the Board is being

sought as to whether they want counsel to proceed with negotiations. Ms. Gray stated she thought it was agreed at the last meeting to workshop this item along with the West Atlantic RFP for the additional parcels, and commented that another Grocery Store has come forward expressing interest. Mr. Tolces stated the letter from Pasadena came in after the last meeting, and that the only reason the item was on the Agenda was to seek direction as to whether to continue discussions with Pasadena Capital, and that it does not preclude having a workshop or any other options. Mr. Carstarphen made a motion to authorize staff and counsel to negotiate the sale and purchase with Pasadena and have the Executive Director publish notice as required. The motion was seconded by Mr. Cox. Mr. Tolces clarified that the old contract is terminated, so the new negotiations will begin all over including negotiating the date to have the shovel in the ground. Ms. Gray noted when the Mayor spoke with Pasadena Capital, the only terms which they were willing to consider involved shovel in ground not before 2022 so asked why a global strategy should not be developed in a Workshop. Mr. Tolces stated that the Workshop can be held simultaneously with counsel and staff opening negotiations again with Pasadena Capital. Mr. Costello stated there is nothing to prevent negotiations with any other grocer and that the discussions can all be simultaneous.

The Board Chair asked for public comments.

Christina Buckley, 250 Commerce Park Drive, stated she was against any kind of agreement with Publix or the developers which involved their suggested timeline of putting the shovel in the ground in 2022.

Chuck Ridley, 210 NW 2nd Avenue, stated that opportunities have expanded now although the need for a full-service grocery has not changed. He said this opportunity gives the Board a real chance to figure this out. He said The Set is 1,000 acres and the grocery store is 2.5 acres, and he did not want to see the 2.5 acres to dominate. He said the opportunity to speak with other grocers is open but all options need to be examined, and that it is not apples to apples because one wants to resume negotiating and the other grocer wants to have a discussion regarding their possible interest. He pointed out that the process itself to develop parcels takes several years so it is not a question of waiting five years for 2022 since there are a lot of procedures to go through prior to shovel in the ground.

Ms. Gray felt Mr. Ridley had a good point that it is not apples to apples but asked about the buy-back in five years mentioned in the Publix letter. Mr. Tolces stated that there are typically timelines and the right to repurchase in CRA agreements. In the proposal, Publix requested the property be conveyed at site plan approval. The motion on the floor passed unanimously.

B. Second Amendment to Lease Agreement – Factual MultiServices – 135 NW 5th Avenue

Economic Development Director Joan Goodrich presented the item. She stated the Factual MultiServices Agreement goes through January of 2018, and the owner wishes to extend the lease for an additional three years with two one-year lease renewal options. She noted the tenant has requested reducing his rent from \$1,093 down to \$800 as this unit does pay a monthly condominium assessment fee of \$402.00. She commented that the lease rate is still within the price per square foot range for existing CRA commercial leases.

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

Ms. Balestriere made a motion to approve the Second Amendment to the Commercial Lease Agreement between the Delray Beach CRA and Factual Multi-Services for the CRA owned property located at 135 NW 5th Avenue, Unit C6 up to January 9, 2021 and conditioned up no new proposals are submitted for the space upon public notice to lease. The motion was seconded by Mr. Carstarphen and passed unanimously.

C. Award of RFB for Landscape Maintenance Services

Property and Project Manager D. J. Lee presented the item. Mr. Cox recused himself from the conversation and vote due to a conflict of interest. Mr. Lee reviewed the Bid analysis, noting there were three respondents, two of which were deemed responsive. Staff recommended awarding the bid to LV Superior Landscaping, the current vendor, whose price was the lowest.

The Board Chair asked for public comments.

Chuck Ridley, 210 NW 2nd Avenue, said that as a resident that goes by the Gateway Feature regularly, whoever is responsible for maintaining it should not be given the contract again. He said if that is indicative of the job currently being done they need to adhere to a higher standard.

Mr. Carstarphen stated he was against giving the current company another opportunity as he has definite concerns about their performance. He asked if the higher bidder could be approached for a better price, and Attorney Tolces advised that Bid submissions may not be negotiated. Ms. Balestriere said she shared some of the same concerns and asked if there were any significant differences between the two proposals that would explain the additional almost \$40,000 difference between the two bids. Mr. Lee stated that there were not, that each had the same parameters and their qualifications were pretty much identical. Mr. Costello noted that regarding the Gateway, there have been issues over the past few months due to a fire in the Gateway area as well as additional damage from the hurricane. He stated that he has been talking with City staff and the consultant about changing out some of the landscaping which would improve the maintenance issues, but that if the Board's discretion was to hire the highest bidder the basis for choosing the higher bid needs to be stated.

Ms. Gray noted that both from a citizen's perspective and from Board members' perspective, there are concerns about re-hiring the current vendor who is not performing up to standards. She inquired if there are performance measures in place in the contract, and whether this vendor has been spoken to regarding the inadequate performance. Mr. Costello stated staff has been taking corrective measures with the vendor and did take the less than adequate performance of this vendor into account in making the recommendation to award them the bid. He pointed out that the current vendor was hired to replace the previous one for poor performance and that there were significant improvements when they took over the contract but that there have been some issues over the past few months as previously stated. Ms. Gray asked if there are any new performance measures that can be put into the contract or an incentive for doing the maintenance correctly and up to standards. Mr. Rose stated that due to the issues noted he would give the current vendor, LV Landscaping, the benefit of the doubt particularly since there is a non-performance clause in their contract. Ms. Gray said she felt that is was the CRA's ambiguity that is part of the issue which could be corrected in the vendor contract. Mr. Tolces said he could draft a contract with better provisions that will allow the CRA to fire the vendor for not performing.

After further discussion, Mr. Tolces gave the Board their options regarding this RFB award: reject both bids and re-issue the RFB; negotiate a contract with LV Landscaping; or negotiate a contract with Sod Unlimited with a note that the higher bid amount was accepted due to performance issues with LV Landscaping. Mr. Rose made a motion to reject both bids which was seconded by Ms. Balestriere. Mr. Rose said he wanted the RFB to be more specific as to the CRA's expectations. Mr. Zeller stated that if both bids are rejected then LV Landscaping's current contract will need to be extended a few more months. He felt if the protections are built into the contract with a 30-day termination clause then the CRA can give Sod Unlimited a chance. The motion to reject both bids failed 3-2 with Ms. Balestriere, Mr. Zeller, and Mr. Carstarphen opposing the motion. Mr. Zeller made a motion to award the bid to Sod Unlimited and authorize staff to negotiate an agreement having found that Sod Unlimited was the most responsive bidder based on LV Superior Landscaping's past sub-par performance. The motion was seconded by Mr. Carstarphen. Mr. Rose asked to amend the motion to include a 30-day termination notice for poor performance. Mr. Zeller amended his motion which was acceptable to Mr. Carstarphen and passed unanimously.

D. Agreement with Pasquale Kuritsky Architecture, Inc. for Workforce Housing Design – Andella Properties (NW Corner SW 7th Ave & SW 4th St) (pulled from Agenda)

E. Executive Director's Annual Evaluation

Finance and Operations Director Lori Hayward presented the item which included a memo regarding the Executive Director's accomplishments over the past year. She noted a Board member needs to be appointed as Board liaison to meet with Mr. Tolces and the Executive Director to discuss the evaluation and report back to the CRA Board.

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

Mr. Cox made a motion to appoint Ms. Gray as the Board liaison which was seconded by Ms. Balestriere. Ms. Gray accepted, and said she would be interested in having a different evaluation form. She felt the current evaluation form was more appropriate to a single manager evaluating a single employee than for a group evaluation. The motion passed unanimously. It was further agreed that Ms. Gray, Mr. Tolces and Ms. Hayward will work to identify a better more suitable instrument which properly reflects the CRA's governing structure and is more functional from a user standpoint. That form will be brought back to the January 11th CRA Board meeting for approval.

10. Other Business

A. Comments by Commissioners

Ms. Balestriere asked that the item involving the partnership with WARC be brought back to the Board for discussion at the January 11th meeting. Ms. Gray stated she agreed and felt it was a great opportunity to discuss WARC's structure. She said up to this point that WARC has worked very well as they are, and noted she had once said that WARC could be the second DDA in the City. She stated that with some of the changes on the horizon, she felt it was important to discuss WARC's role – is it a formal advisory board or is it a political lobbying group

or something else – and that it would be good if WARC could clearly communicate what structure they want. She said for example there are some flexibility issues and nuances that a community liaison group has that an Advisory Board might not have.

Ms. Balestriere said she feels WARC has done the work and have been working with the CRA very well. She noted how hard WARC and the community have worked on TSTP, and feels that the WARC partnership conversation needs to come before discussion of TSTP. She said the WARC structure currently supports WARC being in an advocacy role but not a major implementer of TSTP programs which is why that needs to be defined.

Mr. Carstarphen commented there are so many resources in this City and he encouraged everyone to get involved in the early stages of any project rather than waiting until the last stage to voice concerns. He said this process started 20+ years ago and that The Set deserves better than the City has given them to date.

Mr. Cox commented on some of the background for WARC, and noted WARC will be defined by the community not the CRA Board. He said the community is not going anywhere, and that it does want to see their tax dollars get managed well and want their voice to count. He feels there has been a lot of progress which will continue.

Mr. Rose said he has been in town for many years and that he lives in The Set. He just wants to make sure TSTP is well done and has all the i's dotted and t's crossed and then would love to see a unanimous vote to send it on for City Commission approval. He said both the CRA and WARC may need to make some changes to move forward with what everyone ultimately wants to see. He then commented about how long it takes for any developer to go through the City processes and advisory boards to actually get a shovel in the ground.

Mr. Zeller said he really struggled with the question of renegotiating again with Pasadena Capital after the contract was taken off the table. He said the Mayor had reached out to the President of Publix who agreed to revisit the issue, and told the Mayor Publix does not mind being a pioneer in the area but don't want to be the lone pioneer so would like to see some other redevelopment activity in The Set. He stated that in his mind Publix has thrown the ball back in the CRA's court, and if the CRA wants a Publix in The Set the Board needs to move forward with redevelopment in the area. He referenced the Gibbs Report that was commissioned by the DDA which claims that the district could accommodate 434,000 square feet of new retail commercial development and that grocery stores of 70,000 square feet could come into the community. He said two groceries would be great as competition is a good thing and generates other businesses coming in, so this redevelopment needs to be pushed forward.

B. Comments by Board Attorney

Mr. Tolces apprised the Board of litigation which will be taking place regarding a slip and fall at the Green Market and will need to meet with the Board to discuss litigation strategy prior to March. He assured the Board that he and Mr. Doody will do all in their power to negotiate a good contract with Pasadena Capital, and he wished all a Happy Holiday!

C. Comments by Executive Director

Mr. Costello updated the Board regarding the activation of 700 West Atlantic Avenue, noting EJS has requested occupancy prior to January 15th. He stated it is ready to be occupied and asked for direction regarding preparation of an Amendment to allow EJS to occupy the bay beginning December 21st. Board direction was for the attorney to proceed with drawing up the

Amendment for the Chair's signature. Mr. Costello reviewed some projects that will be coming before the Board in January, and he passed out the meeting dates for 2018. He noted the By-Laws currently states the CRA has two meetings per month unless the Board wishes to amend them. He also reported that there will be a Work Session with the City Commission on January 29th at the Fairfield Inn. He sought clarification that TSTP would be coming back to the Board January 11th, and that in the meantime he was to get with the WARC Chair to begin working on a partnership agreement between WARC and the CRA. Ms. Gray said the direction was to have a discussion regarding a partnership agreement not to draft an Agreement. Ms. Balestriere felt a document would be a good reference point for a discussion. There was some discussion regarding which comes first – the discussion or the agreement. Mr. Cox suggested the draft 2014 MOU could be brought back to start the discussion which met with Board consensus. Mr. Costello also complimented Jill Brown and Grace Gdaniec concerning the soft opening at the Arts Warehouse during the December 1st Art Walk.

D. Comments by Staff - None

11. Adjournment

There being no further business the meeting was adjourned at 9:15 pm.

Jeff Costello, Executive Director

Annette Gray, Board Chair