



CRA Board Regular Meeting Minutes  
Tuesday, August 22, 2023 – 4:00 p.m.  
City Hall Commission Chambers  
Delray Beach, FL 33444

**STAFF PRESENT:**

Renee Jadusingh, Esq.  
Gina Clayton

Christine Tibbs  
Tracy Waterlander

Kim N. Phan, Esq.

**OTHERS PRESENT:**

Shirley Erazo  
Michael Henzy

**1. Call to Order**

Chair Frankel called the meeting to order at 4:00 p.m.

**2. Roll Call**

**CRA Board Members Present:** Chair Adam Frankel, Vice-Chair Angela Burns, Deputy Vice-Chair Shelly Petrolia, CRA Commissioner Ryan Boylston, and CRA Commissioner Rob Long

**3. Approval of Agenda**

**Motion** by Deputy Vice-Chair Shelly Petrolia, seconded by CRA Commissioner Ryan Boylston, to approve the Agenda. In a roll call vote, **motion** passed (5-0)

**4. August Powerpoint Presentation (Included for information only)**

**A. AUGUST POWERPOINT PRESENTATION**

**B. UPDATE - ISLAND COVE APARTMENTS FROM THE DELRAY BEACH HOUSING AUTHORITY & SMITH & HENZY AFFORDABLE GROUP**

Ms. Shirley Erazo, President and CEO from Delray Beach Housing Authority, and Mr. Scott Michael Henzy, AVP of Development from Smith & Henzy, provided an update on the project.

Mr. Henzy stated they received certificates of occupancy on two of the buildings, which is 24 units. He noted there were three more buildings to occupy, for a total of 60 units.

He anticipated all units will receive a certificate of occupancy and be occupied by September 30, 2023.

Ms. Erazo added that they have pre-leased all 60 units. She noted they will first be welcoming four families this week who are currently living in hotels. She thanked the CRA Board for their partnership on this project and welcomed them to tour the units.

Deputy Vice-Chair Petrolia said the project looks great and it elevates that area.

Mr. Henzy concluded the update by noting the project completed on-time and within budget.

**5. Staff Reports (Included for information only)**

- A. MONTHLY WORK PLAN REPORT**
- B. ARTS WAREHOUSE REPORT**
- C. FUNDING ASSISTANCE AND COMMUNITY OUTREACH REPORT**
- D. PROPERTY MANAGEMENT REPORT**
- E. SOCIAL MEDIA REPORT**

**6. Public Comments on Agenda & Non-Agenda Agenda Items**

Ms. Cynthia Redmond, 210 NW 2<sup>nd</sup> Avenue, Delray Beach, thanked Ms. Jadusingh for her open and honest communication.

**7. Consent Agenda**

- A. REGULAR BOARD MEETING MINUTES – JULY 25, 2023**
- B. CRA FINANCIAL REPORT – JUNE 2023**
- C. AMENDMENT TO CRA ACCOUNTING POLICIES AND PROCEDURES MANUAL**
- D. AMENDED MEMORANDUM OF UNDERSTANDING BETWEEN THE DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY AND THE PALM BEACH COUNTY COMMISSION ON ETHICS**
- E. RESOLUTION 2023-03 - A RESOLUTION OF THE DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY CREATING THE DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY REDEVELOPMENT ADVISORY COMMITTEE; PROVIDING TERMS AND APPOINTMENT, DUTIES AND GENERAL PROVISIONS; AND PROVIDING FOR AN EFFECTIVE DATE**

**Motion** by Deputy Vice-Chair Petrolia, seconded by CRA Commissioner Boylston, to approve the Consent Agenda. In a roll call vote, **motion** passed (5-0).

**8. Old Business**

- A. DISCUSSION - DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY PRELIMINARY BUDGET PRESENTATION FOR FISCAL YEAR 2023-2024**

Ms. Renee Jadusingh, Executive Director, introduced the item.

Ms. Gina Clayton, Finance Director, began the presentation by reviewing the following:

- Budgeted Projects by Subarea
- Clean & Safe Program

Chair Frankel expressed concern about safety and shared a recent personal experience he had dining on Atlantic Avenue. He said the funding needs to be appropriated better.

Deputy Vice-Chair Petrolia asked about funded officers in the downtown area. She agreed they are spending a tremendous amount of money on the Clean & Safe Program.

Ms. Jadusingh displayed the Clean & Safe Program Map and noted they receive the quarterly timesheets and logs. She said the 10 officers are supposed to enhance the City's Police Department and there should be a visible presence.

Chair Frankel recommended inviting the Clean & Safe Program Lieutenant to an upcoming meeting.

Ms. Clayton continued the presentation by reviewing the following:

- Clean & Safe Program (continued)
- City Contractual Services Summary
- City Request for Maintenance/Beautification Funding
- CRA Funding of City Tennis Tournament

Ms. Jadusingh continued the presentation by reviewing the following:

- City CIP Project

Commissioner Boylston spoke about the costs for the long-term planning projects in the Northwest and Southwest areas.

Deputy Vice-Chair Petrolia spoke about developing a budget for exterior and landscape work for Old School Square. Ms. Jadusingh confirmed their recommendation is to budget \$500,000 this year.

Ms. Clayton continued the presentation by reviewing the following:

- CRA Funding Paid to City of Delray Beach and Non-Profit Partners

Ms. Jadusingh noted this is a transitional year for the A-GUIDE program. She stated the City budgeted \$450,000 towards the program.

Ms. Jadusingh continued the presentation by reviewing the following:

- Pompey Park Community Center & Campus Improvements

- Northwest Neighborhood Improvements
- Currie Commons Restrooms
- CRA Managed Projects

Vice-Chair Burns spoke about container project and requested community meetings for discussion and input. She expressed concern about the temporary nature of the project. Ms. Jadusingh clarified they previously hosted community meetings but would be willing to share background and renderings an at upcoming CRA social.

Commissioner Boylston noted although it is temporary, it is not a popup, and could activate an area for years.

Deputy Vice-Chair Petrolia added it is a way to draw activity to an area without a significant financial investment.

Ms. Jadusingh continued the presentation by reviewing the following:

- Park by Carver Square – New Playground, Sign, Shade, and Turf
- Arts Warehouse
- GreenMarket
- Crafted On The Ave.
- Additional Details
  - Carver Square: Fire Hydrant & Mailbox Relocation
  - ADU/Duplex LDR Amendments with City
  - CRA Office Maintenance – Painting Exterior, Air Conditioning Maintenance, Repair in Crawl Space
  - Arts Warehouse Maintenance – Replace Air Conditioning Units and Repair Floors
  - Improve Landscaping at CRA Parking Lot at SW 5<sup>th</sup> Avenue

Vice-Chair Burns asked if the Affordable Housing Board will be included on the ADU/Duplex LDR Amendments with the City. Ms. Jadusingh replied they have not worked out the process yet. Vice-Chair Burns recommended including the Affordable Housing Board.

## **9. New Business**

### **A. UPDATE ON CRA OWNED PROPERTIES FOR DISPOSAL**

Ms. Kim Phan, Legal Advisor, introduced the item and provided background on the Live Local Act (SB 102), which began effective on July 1, 2023.

Ms. Jadusingh reviewed the following:

- CRA-Owned Properties (North Area)
- CRA-Owned Properties (South Area)

Vice-Chair Burns asked about if the lots will be available to income-qualified individuals. Ms. Jadusingh said typically they put it out to bid to the non-profit affordable housing developers in Delray Beach. She noted they go through the non-profits since they are deed restricted.

Deputy Vice-Chair Petrolia asked if they must accept bids. Ms. Jadusingh said no and explained the CRA statute.

Ms. Phan clarified the available properties need to be identified on the inventory list by October 1, 2023.

**Motion** by Deputy Vice-Chair Petrolia, seconded by Vice-Chair Burns, to authorize CRA Staff to update the CRA GIS Property Map with potential properties for disposal for potential use as affordable housing. In a roll call vote, motion passed (5-0).

#### **B. 700 WEST ATLANTIC AVENUE TENANTS**

Ms. Jadusingh provided a brief background on the item. She asked to extend the date for tenants to vacate to October 30, 2023.

**Motion** by Deputy Vice-Chair Petrolia, seconded by Commissioner Boylston, to approve 9B. In a roll call vote, motion passed (5-0).

#### **C. CRA EXECUTIVE DIRECTOR ANNUAL REVIEW**

Ms. Christine Tibbs, Assistant Director, provided a brief background on the item. She noted, in previous years, Ms. Jadusingh has received an increase between 6-7%.

**Motion** by Deputy Vice-Chair Petrolia, seconded by Commissioner Boylston, for a 6.5% increase for the CRA Executive Director.

Chair Frankel acknowledged both Ms. Jadusingh and the CRA staff and their hard work for the City. The other Board members agreed.

**Amended Motion** by Deputy Vice-Chair Petrolia, seconded by Commissioner Boylston, for a 6.5% increase for the CRA Executive Director, retroactive to June 29, 2023.

In a roll call vote, motion passed (5-0).

### **10. Other Business**

#### **A. Comments by Executive Director**

Ms. Jadusingh recognized the CRA staff and Board.

She highlighted the following: 98 NW 5<sup>th</sup> Avenue Ribbon Cutting; August 23 Art & Jazz on the Ave; September 9 Crafted On The Ave; CRA Workshops & Regular Board Meetings; and Redevelopment Advisory Committee (RAC) applications.

**B. Comments by Board Attorney**

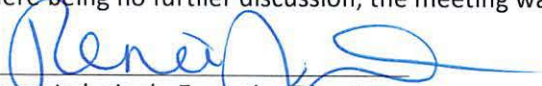
Ms. Phan had no comments.

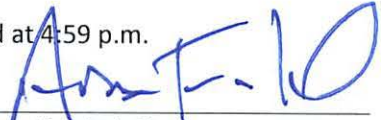
**C. Comments by Commissioners**

Chair Frankel recognized Coco Gauff for her recent WTA win.

**11. Adjournment**

There being no further discussion, the meeting was adjourned at 4:59 p.m.

  
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Renee Jadusingh, Executive Director

  
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Adam Frankel, Chair