

MINUTES
DOWNTOWN DEVELOPMENT AUTHORITY BOARD MEETING
Monday – August 8th, 2022 – 12:00 NOON
Downtown Development Authority
350 SE 1st Street, Delray Beach, FL

1. Call to order/Roll Call – 12:03 Noon

Members Present: Alan Costilo, Mavis Benson, Dr. John Conde, Vera Woodson, Mark Denkler, Frank Frione.

Members Absent: Rocco Mangel.

Staff: Laura Simon, Marusca Gatto, Liliana Fino, Suzanne Boyd.

Guests: Sara Maxfield, Brian Rosen, Cody Parker, Natalie King, Branam Cohn, Christina Bilenki, Cole Devitt, Glayson LeRoy, Henry Thompson, Julian Gdaniec, Jennifer Buce.

Zoom: Officer Brotz, Michelle Hewett, Jeff Dash, Stephanie Immelman, Jeff Oris.

2. Agenda: Changes & Additions

Motion by Mavis Benson, seconded by Vera Woodson, to approve the agenda with the addition of "Pineapple Grove Arts District Board Transfer" as item 7B. Motion carried through a roll call vote (5-0). Rocco Mangel and John Conde were absent.

3. Approval of Minutes

A. Regular Board Meeting Minutes of July 11, 2022

Motion by Frank Frione, seconded by Vera Woodson, to approve the Minutes as presented. Motion carried through a roll call vote (5-0). Rocco Mangel and John Conde were absent.

4. Financial Report

A. Financial Report for July 2022

Checking **\$17,569.76**

Money Market **\$469,014.44**

Total Checking **\$486,014.44**

Total Revenue \$1,350,105.77

(Ad Valorem Taxes & Interest NET \$10,545.86)

Total Expenses: **\$1,58,134.00**

 Business Development: **\$733,812.00**

 Office/ Administrative: **\$424,322.00**

Net Income for Year: **\$247,915.00**

Motion by Frank Frione, seconded by Vera Woodson, to approve the July 2022 Financial Report as presented. Motion carried through a roll call vote (5-0). Rocco Mangel and John Conde were absent.

5. Public Comments and Delray Beach Partner Reports (City, CRA, Chamber, etc.) – Comments limited to 2 Minutes

Public Comments by City Partners:

- Report by Henry Thompson, City of Delray Beach, Clean and Safe Department, Administrator,

12:11pm – John Conde arrives

- Report by Stephanie Immelman, Delray Beach Chamber of Commerce, Chief Executive Officer,
- Report by Ofc. Brotz, Delray Beach Police Department Officer,
- Report by Sara Maxfield, City of Delray Beach, Office of Economic Development, Director.

6. Development Services: Downtown Delray Beach Site Plan review and approvals:

A. 298 E. Atlantic Avenue - Class IV Site Plan

Ms. Christina Bilenki (Dunai, Miskel and Backman, LLP, Partner) presents item 298 E. Atlantic Avenue - Class IV Site Plan.

Mrs. Laura Simon observes that the palm trees on these renderings should be shade trees instead.

Dr. John Conde asks if there will be any retail spaces on the Atlantic Avenue side.

Ms. Christina Bilenki answers that there will be retail spaces or restaurant spaces, or mixed-use spaces, and adds that the applicant is recruiting the tenants at this time.

Mrs. Vera Woodson asks if any additional parking spaces will be added to the project since the project includes offices spaces and, therefore, employees will be using most of the parking spaces available.

Ms. Christina Bilenki answers that, apart from the parking spaces provided, the applicant is working on a transportation-demand strategy with the future tenants, to encourage the use of public transportation and ride sharing, to alleviate any upcoming parking issues.

Mr. Alan Costilo asks if the commercial spaces can hold two restaurants.

Ms. Christina Bilenki answers that the commercial spaces can be divided, if needed.

Mr. Alan Costilo asks what is the amount of parking spots needed, as per the regulations for this type of project.

Ms. Christina Bilenki answers that the project is required to provide 93 parking spots, and that the applicant, in order to meet the requirements, is asking for 13 in-lieu parking spaces.

Mr. Alan Costilo notes that, through the years, all the in-lieu parking spots, provided by the City regulations, became a problem, as they replace much needed parking spaces. Therefore, the City's LDR's should be changed to help solve the parking issues in Downtown Delray Beach.

Mrs. Laura Simon asks if the parking spots needed for the Pierre Delray I project (across the street - SE 3dr Avenue) are included in this project.

Ms. Christina Bilenki answers that the Pierre Delray I building has a smaller square footage, and it did not require parking facilities.

Mr. Julian Gdaniec (City of Delray Beach, Development Services Department, Planning & Zoning Division, Senior Planner) adds that, regarding the project being presented, the applicant might reduce the amount of parking spots from 80 to 79, and that will still remain within the City's LDR's requirements.

Mr. Alan Costilo notes that the location of this project was a parking lot, whose parking spots will be lost once the project is completed. Furthermore, the uses approved for this project (restaurant/ retail/office) bring the need for more parking spaces than the ones previously provided at this location.

Mrs. Mavis Benson refers that the Pierre Delray I project is two-story high, while the presented project is three-story high, higher than the surrounding buildings. She questions if the new extension being presented will provide extra parking spaces, apart from the ones previously approved for this project.

Ms. Christina Bilenki replies that the small square footage of this project does not require any additional parking spaces.

Mrs. Vera Woodson suggests that the building façade along Atlantic Avenue could be tiered down for a lighter look.

Mrs. Mavis Benson suggests other option could be the recession of that façade.

Ms. Christina Bilenki replies that the look of this building will not change, since it was previously approved.

Mr. Mark Denkler agrees on the fact that the disappearance of the existent parking lot will create a parking issue on the area this lot was serving.

Mr. Alan Costilo observes that he agrees with the architectural look of this building, seeing that is similar to others in the surrounding areas (Atlantic Crossing project).

Mr. Mark Denkler agrees with Mr. Alan Costilo.

Motion by John Conde, seconded by Frank Frione to approve the 298 E. Atlantic Avenue - Class IV Site Plan as presented. Motion carried through a roll call vote (4-2). Rocco Mangel was absent.

B. Mural installation on 166 SE 2nd Ave (the OG)

Mr. Brian Rosen (The OG, Owner) presents item Mural installation on 166 SE 2nd Ave (the OG).

Mr. Alan Costilo congratulates Brian Rosen on the great presentation of this project.

Mrs. Mavis Benson observes that the art additions presented bring great value to the building in particular and are a great addition to the existent Delray Beach art assets list.

Ms. Jennifer Buce (City of Delray Beach, Development Services Department, Planning & Zoning Division, Planner) cautions the applicant that the Delray Beach rules have limitations for the use of wording on the murals.

Motion by Mavis Benson, seconded by Vera Woodson to approve the Mural installation on 166 SE 2nd Ave (the OG) as presented. Motion carried through a roll call vote (6-0). Rocco Mangel was absent.

C. Mural installation on 325 NE 3rd Ave (Lofts Parking Garage)

Mr. Glayson LeRoy (Galera Collective, Owner) presents the Mural installation on 325 NE 3rd Ave (Lofts Parking Garage) item.

Motion by Vera Woodson, seconded by Frank Frione to approve the Mural installation on 325 NE 3rd Ave (Lofts Parking Garage) as presented. Motion carried through a roll call vote (6-0). Rocco Mangel was absent.

7. OLD Business

A. DDA July Team Recap Report – DDA Team

Mrs. Marusca Gatto gives updates on the Art & Jazz on the Avenue event.

B. Pineapple Grove Arts District Board Transfer (item added)

Mrs. Laura Simon observes that the Pineapple Grove Arts District Board wants to be dissolved and transfer, under the DDA management, their assets and board duties. The DDA was always working closely with this board and therefore their request for the DDA to oversee and continue their mission.

Mr. Alan Costilo reports concerns about legal and liability issues regarding the DDA undertaking of this project. He highlights that the following factors should be taken in consideration before the DDA takes on this project:

- Ensure every art piece is insured as per the product itself and liability wise
- Ensure all the assets are in a good maintenance condition before transferred under the DDA ownership
- Perceive all the details of the banner agreement program
- Finalize and formalize transfer of ownership from the Pineapple Grove Arts District Board (PGADB) assets to the DDA

Ms. Stephanie Immelman answers that all assets are insured by the City of Delray Beach.

Mrs. Vera Woodson observes that the acquirement of this project will represent a great undertaking for the DDA, adding more workload and possibly require more manpower to be properly executed.

Mr. Alan Costilo replies that it is one of the goals of the DDA to expand the art scene in Downtown Delray Beach and, therefore, the undertaking of this project represents an opportunity.

Mr. Frank Frione observes that the undertaking of this project causes an imbalance to the DDA budget, which is not big enough to encompass such a project.

Mr. John Conde agrees on the fact that this project will be a big load for the DDA.

Mr. Alan Costilo adds that the first step and before undertaking this project the DDA should be cataloging all the PGADB assets.

Mr. Frank Frione answers that this step will require manpower, time and funds that might not come to fruition.

Mrs. Mavis Benson agrees on the fact that the liability questions regarding this project are a matter of concern.

Ms. Sara Maxfield (City of Delray Beach, Office of Economic Development Department, Director) observes that if it is the goal of the DDA to help preserve these art assets, then it will be beneficial for the DDA to undertake this project.

Mr. Alan Costilo observes that the creation of a 501(c)3 type of foundation (previously debated) could be a solution for this project.

Mr. Frank Frione adds that it will be a better solution to create a 501(c)3 type of foundation before the DDA undertakes this project.

Mrs. Vera Woodson adds that the data collection about each piece, amongst other information points, should mention the following:

- Lawsuits filed regarding these assets,
- Determination of the legal artist ownership of each piece.

Mrs. Mavis Benson adds that the following points should, also, be taken into consideration:

- The data collected about each piece should entail, also, information on:
 - How much has been spent on each piece, maintenance wise, so far,
 - If it is legally (according to each piece lease and current contract) possible to move these art assets from their actual locations,
 - Appraisal value of each piece for insurance purposes.
- To perceive if the current DDA budget is enough to maintain and repair such art assets.

Mr. John Conde adds that it is important, to perceive, regarding the data collection about each art asset:

- The status, maintenance wise, of each art asset.

Ms. Sara Maxfield the City of Delray Beach is identifying all art assets around town to recognize what locations would benefit with the addition of art projects.

Mrs. Marusca Gatto suggests that, instead of taking ownership of all art assets, the DDA could just choose some of them.

Mr. John Conde and Mr. Frank Frione agree that a major auditing to this project should take place before the DDA takes over.

Ms. Sara Maxfield suggests that Mr. David Beale could cooperate with the DDA on this auditing.

8. NEW Business

A. DDA Board Officer Elections 2022/2023(DDA Chairman, Vice Chair, Secretary, Treas.)

The DDA Board members elect their slate of officers for the Fiscal Year 2022/2023 as follows (6-0. All in favor, Rocco Mangel not present):

CHAIR – Mavis Benson

VICE-CHAIR – Alan Costilo

TREASURER – Mark Denkler

SECRETARY – Vera Woodson

B. DDA Fiscal Year Budget and Priority planning – L. Simon

Mrs. Laura Simon presents item DDA Fiscal Year Budget and Priority planning.

2:06pm – John Conde leaves.

Mrs. Vera Woodson enquires about what type of products digital signage assets are.

Mrs. Laura Simon answers that these are related to billboard advertising, T.V. advertising and other similar type of advertising.

Mrs. Vera Woodson enquires about what type of independent contractor does the budget refer to.

Mrs. Laura Simon answers that there will be independent contractors needed as onsite event staff.

Mr. Alan Costilo observes that with the budget increase of 40,000\$ in placemaking, part of the amount can fund the creation of a 501(c)3 foundation.

Mr. Frank Frione declares that he agrees with the presented budget.

Mr. Alan Costilo agrees, also, with the presented budget.

2:28pm – Mark Denkler leaves.

Mrs. Mavis Benson observes that the DDA staff salaries should be reviewed. She, also, states that placemaking should be one of the most important points on focus for budget planning.

Mrs. Vera Woodson observes that, on the next fiscal year, the DDA could fund or cooperate with the Black History Month event happening in February 2023 (managed by the KOP foundation), which includes a fashion component event (at Throw Social), seeing that there will be no Fashion Week event in 2023.

Mrs. Laura Simon observes that the KOP foundation can apply for the Art & Activation Grant the DDA has available.

Mrs. Vera Woodson observes, that the DDA could, also, invest in pink lighting as a way to raise awareness during the Breast Cancer Awareness Month (February).



9. Non-Agenda Items

There were no non-agenda items.

10. Board Comments

Mr. Frank Frione observes that, on other cities, the electrical utility boxes are artistically decorated and that makes these utility boxes more appealing.

Mrs. Marusca Gatto answers that The Delray Beach Public Art Board has that initiative on their calendar and that they are waiting to acknowledge, from FPL (Florida Power & Light) company which utility boxes are under the City's management (since these are the only ones in which they can make these changes on).

Ms. Sara Maxfield adds that the information to be received from FPL company can take up to 8 months to be obtained.

2:51pm – Frank Frione leaves.


Mrs. Mavis Benson observes that during the previous Merchant Meeting, the discussion helped to direct some of the DDA's following Fiscal year budget items.

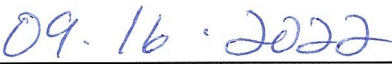
Mrs. Vera Woodson adds that would be good to add to the budget planning the inclusion of an internship program for the DDA. She also observes that the "Leogane Market" building located on the West Atlantic Avenue should have a refreshed look, as it seems to be not very visible to vehicle or pedestrian traffic.

11. Adjournment

The meeting was adjourned at 3:11pm through a **Motion** by Mavis Benson, seconded by Vera Woodson. Motion carried through a roll call vote (3-0). Rocco Mangel, Mark Denkler, Frank Frione, and John Conde were absent.

Respectfully submitted,
Liliana Fino



Vera Woodson, DDA Secretary


DATE