



MINUTES OF THE CRA ADVISORY BOARD MEETING
INTRACASTAL PARK CLUBHOUSE
2240 N. FEDERAL HIGHWAY
BOYNTON BEACH, FLORIDA 33435
HELD ON THURSDAY, OCTOBER 4, 2018, AT 6:30 P.M.

PRESENT:

Robert Pollock, Vice Chair
James DeVoursney
Rick Maharajh
Allen Hendricks

Michael Simon, CRA Executive Director
Thuy Shutt, CRA Assistant Director
Theresa Utterback, CRA Dev. Svcs. Mgr.
Bonnie Nicklien, Administrative Services
and Grant Manager, CRA
Lisa Tayar, Prototype, Inc.

ABSENT:

Linda Cross, Chair
Anthony Barber

1. Call to Order

The meeting was called to order at 6:35 p.m.

2. Roll Call

Roll was called, and it was determined a quorum was present.

3. Agenda Approval

A. Additions, Deletions, Corrections to the Agenda – None

B. Adoption of Agenda

Motion made duly made and seconded to adopt the agenda. In a voice vote, the motion passed unanimously (4-0).

4. Information Only

A. Financial Report Period Ending September 30, 2018 – None

5. Public Comment – None

6. Consent

A. Approval of CRA Advisory Board Meeting Minutes – September 6, 2018

Motion made by Mr. DeVoursney, seconded by Mr. Maharajh, to approve the minutes of the September 6, 2018 meeting. In a voice vote, the motion passed unanimously (4-0).

7. Assignments
 - A. Pending Assignments
 1. Consideration and Discussion of the Letter Submitted by the Community Caring Center Boynton Beach, Inc. (CCC) for their Property Located at 145 NE 4th Avenue, Boynton Beach, Florida – Tabled
 - B. Reports on Pending Assignments
 1. None
 - C. New Assignments from September 11, 2018 CRA Board Meeting
 1. None
8. CRA Board Items for CRA Advisory Board Review and Recommendations
 - A. Old Business
 1. Consideration of the FY 2018-19 Non-Profit Organization Grand Funding Program

Ms. Shutt gave a brief update. The CRA Board asked Staff to draft the program last year, this is the first year granting for non-profits for four categories. Two categories were funded last year for \$125,000: 1) Affordable Housing and 2) Economic Business Development. The first round for Pathway to Prosperity application did not get high-enough score. CRAAB recommended not be funded but CRA Board approved funding for \$13,000. That group has withdrawn their request and funds were returned to the Program to roll over. A second round of grants produced two qualified applicants:

- Habitat for Humanity, for four new units plus maintenance of existing affordable units
- Community Caring Center, \$57,000+ for Economic Development Culinary Incubator

New Budget Allocations are \$95,000 to be used this fiscal year; CRA Board wants CRAAB to make recommendations before sending processes to the Board.

This Board, at the August 2nd Budget Planning Meeting, recommended to the CRA Board that out of the grant allocated to this program, 80% should go to Affordable Housing. Grant is not to be used for personal development of finances, fixing credit, etc., but for Business Incubation only. Pathway to Prosperity marginally met the requirements. The need for those programs is great; however, the non-profits that do those types of businesses need to separate social services (not fundable) vs. Business Economic Development which is linked to job creation. The remaining 20% is for Economic Business Development category.

Three choices are:

- Recommend approval for \$76,000 (80%) to Affordable Housing and 20% to Economic Business Development;
- Not to approve; or
- Any alternative chosen upon discussion.

Mr. Maharajh suggested have the Director of Economic Development show what the pipeline looks like, where the funds are being disbursed, and what is lined up for next year. It was recommended to not vote at this time, as more exploration is needed. Ms. Shutt reminded the Board this is for non-profits, and does not fall under Economic Development Department. This is a CRA Program only.

Mr. DeVoursney clarified CCC is asking for \$750,000 for building to go towards construction, but wonders where the money is coming from. Mr. Simon noted that item is not for discussion and has been tabled, and that there most likely be a change to the proposal. Discussion followed on how the CRAAB recommendations to CRA this year will be a formula of percentages rather than first come first served as last year. Benchmarks, deliverables, and related criteria were also discussed. Ms. Shutt noted that the program is based on demonstrated capacity of a non-profit to leverage other funding sources and in-kind services.

Mr. Maharajh wondered if the funds can be used to purchase lots for Affordable Housing. Ms. Shutt said, no, acquisition is not permitted and cannot fund overhead for non-profit; it has to be direct program or project expenses.

Mr. Pollock wondered about the criteria. Ms. Shutt noted the application packet which includes forms and how they're used, followed by the grant agreement which explains milestones and specifics.

Motion made by Mr. Hendricks, seconded by Mr. DeVoursney, for approval of the grants at 80% for Affordable/Workforce Housing and 20% for Economic Business Development. In a voice vote, the motion passed unanimously (4-0).

B. New Business

1. Consideration of Purchase of a Portion of the Property Located at 1003 NE 3rd Street

Mr. Hendricks began a discussion re: possible conflict; Mr. Simon said that there is no conflict as to the right of way and there is no need to recuse. Tonight's question is whether or not to acquire the triangle piece to make a road.

Motion made by Mr. DeVoursney, seconded by Mr. Maharajh, to approve the acquisition of the roadway to come out to MLK Jr. Blvd. In a voice vote, the motion passed unanimously (4-0).

9. Future Agenda Items – None

10. Adjournment

Upon motion duly made and seconded, the meeting was adjourned at 6:59 p.m.

Attachments: Fiscal Year 2018-19 Non-Profit Organization Grand Funding Program

[Minutes transcribed by M. Moore, Prototype, Inc.]