

**MINUTES OF THE COMMUNITY REDEVELOPMENT AGENCY HELD ON  
TUESDAY, JANUARY 10, 2012 AT 6:30 P.M.  
IN THE CITY COMMISSION CHAMBERS, 100 E. BOYNTON BEACH BOULEVARD  
BOYNTON BEACH, FLORIDA**

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**Present:**

Woodrow Hay, Chair Pro Tem  
James "Buck" Buchanan  
Steve Holzman  
Mark Karageorge

Vivian Brooks, Executive Director  
James Cherof, Board Attorney

**Absent:**

Jose Rodriguez, Chair  
Bill Orlove, Vice Chair  
Marlene Ross

Before calling to order, Attorney Cherof explained that due to the Chair and Vice Chair's absence, there should be a motion to appoint Mr. Hay to Chair Pro Tem as he had seniority.

**Motion**

Mr. Karageorge motioned to appoint Mr. Hay as Chair Pro Tem for this meeting. Mr. Buchanan seconded the motion that unanimously passed.

**I. Call to Order – Woodrow Hay**

Chair Pro Tem Hay called the meeting to order at 6:30 p.m.

**II. Pledge to the Flag and Invocation**

Mr. Karageorge gave the invocation and Mr. Buchanan led the Pledge of Allegiance to the Flag.

**III. Roll Call**

The Recording Secretary called the roll. A quorum was present.

**IV. Agenda Approval**

A. Additions, Deletions, Corrections to the Agenda

Mr. Karageorge suggested deleting Informational Announcements in order to expedite the meeting.

Chair Hay advised he wanted to pull Item VII. A. Approval of Minutes

B. Adoption of Agenda

**Motion**

Mr. Karageorge moved to approve the agenda. Mr. Hay seconded the motion that unanimously passed.

**V. Informational Items and Disclosures by Board Members and CRA Staff:**

A. Disclosure of Conflicts for Items Presented to the CRA Board on Agenda Items

There were no disclosures.

B. Informational Announcements

None.

**VI. Announcements & Awards:**

A. Ocean Avenue Concert – January 20, 2012

**Kathy Biscuiti**, Special Events Director, advised on January 20, 2012, the Ocean Avenue concerts would begin again. A classic rock band would be playing. It would be held from 6:00 p.m. to 9:00 p.m. Gourmet food trucks would be on site.

B. Downtown Open Market – January 22, 2012

The Downtown Open Market would be held at the same location as the concert. Gourmet food trucks would be on site and an oldies band would be playing from noon until 4:00 p.m.

**VII. Consent Agenda:**

- A. Approval of Minutes – CRA Board Meeting December 13, 2011

This item was pulled.

- B. Approval of Period Ended December 31, 2011 Financial Report
- C. Monthly Purchases Orders
- D. Consideration of Approval of Rent Subsidy Grant to Discovery Business Services, Inc.
- E. Consideration of Approval of Commercial Façade Grant to Cuthill’s Backyard, LLC

**VIII. Pulled Consent Agenda Items:**

- VII. A. Approval of Minutes – CRA Board Meeting December 13, 2011

Chair Pro Tem Hay advised there was a correction to the minutes on the first page. Under Informational Items and Disclosures, it stated he talked with Mr. Hester. Since Mr. Hester passed away quite some time ago, it should state he talked to Douglas Besecker.

**Motion**

Mr. Holzman moved to approve the minutes as amended. Mr. Karageorge seconded the motion that unanimously passed.

**IX. Information Only:**

- A. Public Comment Log

**X. Public Comments:** (Note: comments are limited to 3 minutes in duration)

Chair Pro Tem Hay opened the public comments. No one coming forward, public comments was closed.

**XI. Old Business:**

- A. Consideration of Waivers/Variances of Program Rules to Interior Build-Out Grant, Rent Subsidy Grant and Commercial Facade Grant for Splashdown Divers, Inc.

**Motion**

Mr. Holzman moved to approve the three items. Mr. Buchanan seconded the motion that unanimously passed.

**XII. New Business:**

- A. Consideration of Taking Ownership of City-Owned Property located at 110 NE 6<sup>th</sup> Street, at Ocean and Casa Loma Blvd., as Part of the CRA Boynton Harbor Marina.

**Motion**

Mr. Karageorge moved to approve and it was seconded by Mr. Buchanan. The motion unanimously passed.

- B. Consideration of Issuing General Contracting Services Bid RFP for Interior Build-Out of Jones Cottage

**Motion**

Mr. Holzman moved to approve option 3, as recommended by the Executive Director, to issue an RFP. Mr. Karageorge seconded the motion that unanimously passed.

**Mike Simon**, Development Director, wanted to bring to the Board's attention that the responses were submitted to the Building Department for their first round of comments. He felt based on past experience, it would be in everyone's best interest to have full fledged sets of drawings before proceeding to an RFP. He would advise when they were released. It could create a delay of a week or two.

**Amended Motion**

Mr. Buchanan moved to amend the motion based on staff's recommendation. Mr. Karageorge seconded the motion that unanimously passed.

- C. Consideration of Issuing General Contracting Services Bid RFP for Boynton Harbor Marina Open Space Project

**Motion**

Mr. Karageorge moved to approve option 3, once the finalized data is received from the Building Department. Mr. Buchannan seconded the motion that unanimously passed.

**XIII. Executive Director's Report**

- A. Project Status Update and HOB Investment Update

Mr. Karageorge wanted to thank Ms. Busciti for doing an excellent job with the events. In addition, the groundbreaking at the Ocean Breeze site was a great success.

**XIV. Future Agenda Items:**

- A. Renegotiate the Terms/Fees with the Palm Beach County Commission on Ethics (Tabled 11/8/11)

**XV. Adjournment**

There being no further business to discuss, Chair Pro Tem Hay adjourned the meeting at 6:43 p.m.



Ellie Caruso  
Recording Secretary