



Community Redevelopment Agency

210 Sams Avenue • New Smyrna Beach, Florida 32168 • (386) 424-2266 • Fax: (386) 409-4759

October 27, 2010

MEMORANDUM

Charles Belote, Chair
Steve Dennis, Vice Chair
James Kosmas
Doug Hodson
Cynthia Lybrand
Thomas Williams
Chad Schilsky

May this serve as your official notification of the **REGULAR MEETING** of the Community Redevelopment Agency to be held on **Wednesday, November 3rd, 2010 at 2:00 p.m.** **The meeting will be held at the City Hall Commission Chamber, 210 Sams Ave, New Smyrna Beach, FL 32168** to discuss the attached Agenda pursuant to Florida Statute 163 and Local Ordinance 23-85.

Respectfully submitted,

Anthony G. Otte, CRA Director

cc: Mayor and City Commission
City Manager /City Attorney
SE Volusia Chamber of Commerce
CRA Funding Partners
Members of the Press
Flagler Merchants Assoc.
Canal Street Historic District
Public Notice

Attachment

**REGULAR MEETING AGENDA
COMMUNITY REDEVELOPMENT AGENCY
WEDNESDAY, NOVEMBER 3RD, 2010 AT 2:00 P.M.,
CITY COMMISSION CHAMBERS,
210 SAMS AVE. NEW SMYRNA BEACH, FL**

1. CALL TO ORDER

2. ROLL CALL

3. CONSENT AGENDA

- A. Approval of Minutes – Regular Meeting October 6th, 2010
- B. Impact Fee Assistance Grant – 114 Flagler Ave.

4. PUBLIC PARTICIPATION

In accordance with the City Commission Resolution #11-89, a three-minute limitation will be imposed unless otherwise granted by the CRA Commissioners.

5. PRESENTATION

None

6. OLD BUSINESS

- A. Discussion on W. Canal Street Streetscape Wrap-up
- B. Discussion on the Curbing and Sidewalk on south side on Dunn Lumber Building
- C. Wayfinding Project – Progress Report
- D. Dolphin View Restaurant – Revised Program Request
- E. Flagler Boardwalk Recommendation to the City Commission
- F. Discussion on publicizing the availability of CRA Grants

7. NEW BUSINESS

- A. Proposed Parking Zone Expansion request for Canal Street
- B. Discussion whether or not to have a CRA meeting in December
- C. CRA Financial Report Review

8. REPORTS AND COMMUNICATIONS

- A. Director's Report
- B. CRA Attorney's Report
- C. Capital Projects Report
- D. Commissioner Report
- E. Tracking report
- F. Correspondence

9. ADJOURNMENT

Pursuant to Chapter 80-15 of the Florida Sessions Laws, if an individual decides to appeal any decision made with respect to any matter considered at a meeting or hearing, that individual will need to ensure that a verbatim record of the proceedings is made.

In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the Board Secretary listed below prior to the meeting:

Claudia Soulie, CRA Administrative Assistant, City of New Smyrna Beach, 210 Sams Avenue, New Smyrna Beach, FL 32168, (386) 424-2265.

CONSENT AGENDA

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**MINUTES OF THE
CITY OF NEW SMYRNA BEACH
COMMUNITY REDEVELOPMENT AGENCY
MEETING OF OCTOBER 6, 2010
CITY COMMISSION CHAMBER, CITY HALL, 210 SAMS AVE.
NEW SMYRNA BEACH, FLORIDA**

Acting Chair Steve Dennis called the CRA meeting to order at 2:00 p.m.

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Answering to roll call:

**Steve Dennis
James Kosmas
Cynthia Lybrand
Thomas Williams
Doug Hodson
Charles Belote
Chad Schilsky**

Also present were CRA Director Tony Otte; CRA Project Manager Michelle Martin; CRA Administrative Assistant Claudia Soulie and CRA Attorney Mark Hall.

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CONSENT AGENDA

A. Approval of Minutes – Regular Meeting September 8th, 2010

Mr. Hodson made the motion to approve the minutes as written, seconded by Mr. Belote. Motion carried on roll-call vote 7 –0.

PUBLIC PARTICIPATION

In accordance with the City Commission Resolution #11-89, a three-minute limitation will be imposed unless otherwise granted by the CRA Commissioners.

Flare Elliott, 421 Canal Street welcomed Mr. Chad Schilsky as the new CRA Commissioner, thanked him for his willingness to serve and felt that his “restaurant perspective” (he owns a local restaurant) would be a great addition to the CRA.

Ms. Elliott stated that she wanted to clarify the difference between an Independent Business versus a Chain Business as this question had been raised at a previous CRA meeting. Ms. Elliot felt that the difference was the fact that Chain stores would only open up a location if the traffic and market for their product already existed and once the bottom line dropped they wouldn’t hesitate to relocate, while Independent business owners were also thinking about helping the Community grow.

Ms. Elliott felt that the Commissioners should really consider a current proposal for redevelopment of the Badcock Building and commented on prior dealings she had had with the property owners.

Mr. John Green, owner of two Bed & Breakfast establishments on Washington Street commented on the proposed Washington Streetscape project and stated that he learned

48 the project was only proposed for the west side of Washington. Mr. Green strongly urged
49 the Commissioners to consider upgrading the street on the east side of Washington, as he
50 felt the current road/sidewalk conditions to be a serious safety hazard and this road was
51 one of the gateways to New Smyrna's beachside.

52 There being no further request, Mr. Dennis closed the Public Participation portion of the
53 meeting.

54 **PRESENTATION**

55
56 Mr. Dennis welcomed the newest CRA Commissioner Chad Schilsky. Mr. Schilsky
57 stated that he was honored to have been appointed and was looking forward to serving on
58 the CRA.
59

60 Mr. Dennis recognized Vice Mayor Plaskett and Mayor Barringer.
61

62

63 **OLD BUSINESS**

64 A. Washington Street Streetscape - Contract for Engineering Services
65

65

66 Mr. Otte stated that the CRA had previously approved the shortlist ranking for the
67 Washington Street Streetscape project (from US1 to Myrtle Ave) at their September 8,
68 2010 meeting and that City Commission approval followed on September 14, 2010. Mr.
69 Otte continued that staff had negotiated a contract and fee proposal for engineering
70 services with Anderson-Dixon and recommended approval in the amount of \$126,000
71 and to issue a Notice to Proceed (NTP).
72

72

73 **Mr. Hodson made the motion to approve the fee proposal and contract for**
74 **engineering services with Anderson-Dixon in the amount of \$126,000; seconded by**
75 **Mr. Williams. Motion carried unanimously on roll-call vote 7 – 0.**
76

76

77 B. Friends of Canaveral – Grants & Aids Question
78

78

79 Ms. Pat Skrtic, Paint-Out Project Chair, thanked the CRA for their previous grant
80 approval and gave a brief summary of the promotional and advertising activities that have
81 taken place thus far, which have created a more favorable response than anticipated. Ms.
82 Skrtic continued that they had originally planned on displaying the art and hosting the
83 gala in the Eldora State House, but in order to keep the displayed art safe and the patrons
84 comfortable during the Gala; they would now like to reallocate some of the grant funds to
85 rent a tent to house the gala in.
86

86

87 A brief discussion ensued among the CRA Commissioners about a recent advisory
88 opinion from the Auditor General, which stated that the use of CRA funds for sponsoring
89 public social events may be outside of the Redevelopment Act scope. The CRA
90 Commissioners further discussed what type of effect this may have on the Grants & Aids
91 program that the CRA currently offered and the fact that the requested tent was going to
92 be placed outside of the CRA District.
93

93

94 Mr. Hall, CRA Attorney stated that the CRA was not allowed to expend any monies for
95 the tent, as it was outside of the CRA district. Mr. Hall continued that he, Mr. Otte and
96 the City Attorney would further investigate the possible ramifications of the recent

97 Auditor General’s Advisory Opinion in order to make a proper recommendation to the
98 CRA. He stated that the CRA Plan update suggested creating promotional events to draw
99 “feet to the street” and that staff was working on coming up with a durable solution that
100 will keep the CRA in compliance. Mr. Hall stated that they would also confer with the
101 County.

102
103 **Mr. Belote made the motion to deny the reallocation request for tent rental as the**
104 **tent location was not within the CRA district and per the recent Auditor General’s**
105 **correspondence; seconded by Mr. Kosmas. Motion carried unanimously on roll-call**
106 **vote 7 – 0.**

107
108 C. Dolphin View Restaurant – Program Request

109
110 Mr. Otte stated that at the September 8, 2010 CRA meeting the owner of the Dolphin
111 View restaurant made a presentation requesting CRA funds for the renovation of his
112 business (constructing a covered seating area to allow the restaurant to operate during
113 inclement or cold weather). Mr. Otte continued that at present the CRA did not offer a
114 program that could meet such requirements and that the CRA directed the restaurant
115 owner to meet with CRA staff to draft up a program for presentation at the October CRA
116 meeting.

117
118 Mr. Otte stated that he and Mr. Hall had met with Mr. Richford (restaurant owner) and
119 his general manager and had developed two proposals which would require either a 75/25
120 or 50/50 CRA/requestor participation. Mr. Otte stated that the property owner was very
121 willing to assist the restaurant owner through a personal loan and in the form of reduced
122 lease payments, but was against having the reduced lease payments be made directly to
123 the CRA.

124
125 Mr. Otte continued that the possibility of the CRA leasing parking spaces in the
126 restaurant parking lot was also discussed. Mr. Otte stated that the Dolphin View
127 restaurant was currently not in the zone that allowed for 50% reduced parking
128 requirements and that the City’s Planning Manager was willing to recommend that the
129 zone be expanded to the entire CRA district and that such a change had to be approved by
130 the Planning and Zoning Board and the City Commission.

131
132 Mr. Otte stated that if approved, 48 spaces in the Dolphin View parking lot could be
133 leased by the CRA for nearly 3 ½ years until the agreed upon dollar value had been
134 amortized.

135
136 Mr. Richford, owner of the Dolphin View stated that he was in favor of the parking lease
137 agreement.

138
139 Mr. Jake Baker, City Planner, commented on the existing special parking district and
140 stated that any business within this zone was allowed to operate with 50% less parking
141 than businesses not in this zone. Mr. Baker stated that the Planning Department was
142 proposing to expand the special parking district in the historic downtown Canal Street
143 from Riverside Dr to N. Myrtle Ave and Washington St. to Lytle Ave. and that this area
144 was zoned Mixed Use. Mr. Baker continued that an area from the railroad tracks west
145 was zoned Highway Service Business District which allowed for different uses. Mr.

146 Baker informed the CRA that the Planning Department would take this topic before the
147 Planning and Zoning Board as a Visioning Item as well as before the Economic
148 Development Advisory Board and if an agreement was reached it would be brought
149 forward to the City Commission as a Zoning Text Amendment to expand the district.

150
151 A discussion ensued about perceived parking problems in the downtown district and how
152 the City was being made aware of them and properties for sale that might sell quicker if
153 more parking were available.

154
155 Mr. Kosmas stated that he was a frequent patron of the Dolphin View restaurant and was
156 in favor of the CRA granting some form of assistance, however, he was concerned about
157 expanding the special parking district as an incentive in order to assist the Dolphin View
158 and then leasing spaces back from them, as he felt that there was ample parking on Canal
159 Street. Mr. Kosmas would like to see more participation from the property owner as well
160 as the business owner.

161
162 Mr. Williams stated that he would not be able to vote on this topic as he was the Engineer
163 on record.

164
165 Mr. Belote questioned if the CRA should assist every business within the CRA district
166 that may be struggling during this current economy.

167
168 A brief discussion ensued about the business owner's total investment and if they had
169 tried to secure funding from other sources before coming to the CRA.

170
171 Mr. Schilsky felt that the Dolphin View was a staple in the Community which brought
172 diverse demographics to the Downtown, but cautioned that funding the improvements
173 through what was currently proposed may set the wrong precedent.

174
175 Mr. Dennis felt that the indoor dining was necessary to the restaurant for continuous
176 service year-round and that the CRA needed to make this investment which would re-
177 establish the restaurant as an anchor. Mr. Dennis continued that the business owner also
178 had planned activities that expanded the business hours way into the evening, however,
179 he did not agree with using the parking as an incentive.

180
181 Mr. Dennis was of the opinion that the CRA was in favor of expanding the special
182 parking district as proposed by the Planning Department and to make that
183 recommendation to the City Commission, but not to use it as an incentive to aid in
184 funding the Dolphin View proposal.

185
186 The CRA reached the consensus to have the applicant get back with Mr. Otte to develop
187 further alternatives and bring the results back to the next CRA meeting.

188
189 Mr. Otte asked that the CRA Commissioners call him individually with potential ideas.

190
191 D. Badcock Building – Progress Report
192

193 Mr. Otte stated that the potential buyers and redevelopers of the Badcock Building at
194 the SE corner of US 1 and Canal St wished to address the CRA and give a progress
195 report.

196
197 Mr. Ernie Johnson, 524 Canal Street stated that they had approached a variety of
198 businesses that he felt the CRA was looking for based on previous comments made by
199 the CRA Commissioners. Mr. Johnson continued that some of those businesses stated
200 that they were concerned with the available parking for this building and that he was
201 checking into options of where the additional parking spaces could come from.

202
203 Mr. Johnson informed the CRA that they had received favorable replies from Banks;
204 they had checked into securing Federal/State funding sources and were told to check
205 with local funding sources first and that the Badcock Family was very cooperative.

206
207 A brief discussion ensued on where the developer was proposing to get the additional
208 parking from; the potential costs and effects on the surrounding businesses and that any
209 possible CRA funding should not be used to pay for a potentially inflated sales price for
210 the Badcock Building.

211

212 E. Flagler Boardwalk Seawall Report

213

214 Mr. Otte stated that Dave Dacar and Ted Williamson made a presentation at the
215 September 8th, 2010 CRA meeting regarding the seawall investigation and that they were
216 requested to return with a follow-up report with the estimated costs for the repair of the
217 seawall, and the cost of the replacement of the railing and the handicapped ramp.

218

219 Mr. Otte announced that a Public Meeting to gather input on the future of the Flagler
220 Ave. Boardwalk Structure was set for Monday, November 1, 2010 at 6:00 pm at the
221 Coronado Civic Center in New Smyrna.

222

223 Mr. Dacar with Williamson Dacar and Associates stated that they had received the soils
224 report on the seawall area, which did not reveal anything out of the ordinary. Mr. Dacar
225 stated that the seawall should be replaced 100% only if the City decided not to replenish
226 the sand along the seawall, otherwise if the beach would be rebuilt, than only the cap,
227 railing and tie-backs would need to be replaced in the cost range of around \$300,000
228 versus \$1 Million for the entire seawall.

229

230 A brief discussion ensued about the type of railing and the best material to use to prevent
231 rusting; using a special camera to find out about possible voids beneath the walkway;
232 areas where “flowable” fill had to be placed; density tests obtained for the soil underneath
233 the seawall and placing coquina rocks in front of the seawall to further protect it.

234

235 Mr. Williams was concerned that the cost for the railing represented almost 25 – 30% of
236 the total project cost and questioned if this railing would be in line with the possible
237 design of the Boardwalk structure. Mr. Dacar suggested listing several bid alternates in
238 the bid package, e.g. wood, concrete or aluminum details.

239

240 Mr. Kosmas stated that he was in favor of using the railing proposed by the consultant.

241

242 Mr. Otte asked if the seawall repairs would be easier to complete if the Boardwalk
243 structure was removed. Mr. Dacar felt that the structure would not hinder the seawall
244 repairs.

245

246 Mr. Otte clarified that the CRA staff's recommendation would be to replace the cap; the
247 tiebacks; the dead-man; fixing the cavities and putting in railing and a handicap ramp.

248

249 Mr. Dennis felt that the work on the seawall as well as the Boardwalk structure could run
250 simultaneously.

251

252 Mr. Dacar commented on the proposed new handicap ramp and a brief discussion ensued
253 that the City would be taking over the maintenance from the County.

254

255 **Mr. Williams made the motion to bid-out the repair of the seawall cap and**
256 **associated items in the amount of \$292,278 and to obtain three additional price**
257 **quotes for the railing; seconded by Mr. Hodson. Motion carried on roll-call vote 7 –**
258 **0.**

259

260 F. Independent Business Move-in Incentive Program

261

262 Mr. Otte stated that the purpose of the proposed Independent Small Business Move-in
263 Incentive Program was to provide an incentive for independent businesses from outside
264 the City that did not duplicate existing business types, to locate to vacant leasable spaces
265 within the CRA. This program was discussed at the July, August, and September CRA
266 meetings as well as a meeting held August 17th, 2010 with Canal St property owners and
267 Ned Harper of the Small Business Development Center, Daytona State College. Mr. Otte
268 continued that he had added the requested clarification of what was considered an
269 independent business as well as a ranking system based on the type of business and its
270 hours of operation with the highest points awarded to a restaurant.

271

272 Mr. Kosmas was in favor of clarifying the verbiage *limited number of locations* and
273 would like to have points allocated for a business open on weekends.

274

275 Mr. Otte stated that he did not want to consider a business with two or three additional
276 stores a national franchise, but he would add more specificity.

277

278 **Mr. Williams made the motion to approve the Independent Business Move-in**
279 **Incentive program with the above changes; seconded by Ms. Lybrand. Motion**
280 **carried on roll-call vote 7 - 0.**

281

282 G. Commercial Property Improvement Grant – Proposed Changes to Grant
283 Guidelines

284

285 Mr. Otte stated that the description of the CRA Commercial Property Improvement Grant
286 Program needed to be clarified and that staff recommended a number of changes to the
287 grant guidelines that would assist applicants in understanding the grant requirements and
288 avoid confusion. Mr. Otte continued that in addition to the clarifications there were also
289 three substantive additions to the requirements:

- 290 1. A new provision requiring that applicants meet with Planning and Building Dept
291 staff at the beginning of the process to ensure that the project can be permitted.
292 2. Several references have been added to alert applicants to obtaining the proper
293 permits.
294 3. A deadline for the submission of applications, to provide adequate time for
295 applications to be thoroughly reviewed.
296

297 Mr. Otte stated that the wanted to withdraw his suggestion of the phrase *for existing*
298 *commercial buildings* for the Parking Areas under Eligible Expenditures.
299

300 The Commissioners stated that they would like the text of the second bullet on page 3
301 completely removed and clarified their interpretation of the applicant being either the
302 property owner or the tenant.
303

304 Mr. Belote asked how staff can better educate residents and businesses within the CRA
305 district that those grants were available. Mr. Williams inquired if a mass mailing could be
306 send to addresses within the district. Mr. Kosmas suggested supplying information at
307 time of building permit issuance. Further discussion ensued about putting an insert into
308 the Utilities Commission (UC) billing. Ms. Soulie stated that she would contact the UC
309 again, but in the past they had reserved their mailings for UC business only.
310

311 Mr. Otte stated that staff would come up with some more options on this topic and bring
312 it back as a future agenda item.
313

314 **Mr. Hodson made the motion to approve the proposed changes to the Commercial**
315 **Property Improvement program with the above changes; seconded by Mr. Schilsky.**
316 **Motion carried on roll-call vote 7 - 0.**
317
318

319 **NEW BUSINESS**

320 A. W. Canal Streetscape - Change Order # 4
321

322 Mr. Otte stated that Change Order # 4 was submitted by the design build team, ThadCon,
323 for added items of work, which were not described in the original scope of work in the
324 City RFP or in their Proposal.
325

326 Mr. Otte continued that Change Order # 4 consisted of added drainage work which was
327 requested by the FDOT and will be fully reimbursed by the FDOT. Mr. Otte informed the
328 CRA that staff had thoroughly reviewed these items and had conducted several meetings
329 with the design build team and the FDOT to discuss each item with them, which resulted
330 in many of the items being re-negotiated. Staff was recommending approval.
331

332 **Ms. Lybrand made the motion to approve change order #4 in the amount of**
333 **\$53,439.89; seconded by Mr. Williams. Motion carried on roll-call vote 7 - 0.**
334

335 B. Recommendation for Designation of Chair and Vice Chair
336

337 Mr. Dennis stated that each CRA Commissioner was eligible to be recommended for the
338 position of CRA Chair or Vice Chair and that this recommendation would take effect
339 after approval by the City Commission.

340

341 Mr. Kosmas stated that Mr. Belote brought excellent perspective to the CRA and that he
342 would recommend him as CRA Chair and Mr. Dennis, with his vast knowledge to
343 continue as CRA Vice Chair.

344

345 Mr. Williams suggested Mr. Kosmas or Ms. Lybrand as Vice Chair, but was also aware
346 of Ms. Lybrand's busy schedule as an accountant during certain times of the year.

347

348 Mr. Kosmas stated that he was honored to be nominated, but declined as he was hopeful
349 that Mr. Dennis would continue in the role of Vice Chair.

350

351 **Mr. Kosmas made the motion to recommend to the City Commission that Mr.**
352 **Belote serve as CRA Chair and Mr. Dennis continue to serve as CRA Vice Chair;**
353 **seconded by Mr. Hodson. Motion carried on roll-call vote 7 - 0.**

354

355

356 REPORTS AND COMMUNICATIONS

357

A. Director's Report

358

359 Mr. Otte stated that the Asbestos removal is scheduled to be completed by October 18,
360 2010 and that the buildings on the Dunn Lumber site would be demolished after
361 Biketoberfest towards the end of October.

362

363 Mr. Otte informed that a Wayfinding System Kick-off meeting had been scheduled for
364 October 27, 2010 at 5:30 pm in the City Commission Chamber.

365

366 Mr. Otte stated that it had been suggested not to hold a CRA meeting in December. A
367 brief discussion ensued about the size of the recent agendas and if it wouldn't be better to
368 have a short December meeting rather than a very long January meeting. Mr. Otte stated
369 he would bring this topic back before the CRA as an agenda item in November.

370

371 Note: Michelle Martin, CRA Project Manager left at 4:30 pm.

372

373

B. CRA Attorney's Report

374

375 Mr. Hall commented on an email of the Attorney General's advisory opinion dated
376 9/27/10, which stated that the use of CRA funds for sponsoring public social events may
377 be outside of the Redevelopment Act scope. Mr. Hall continued that he, the City
378 Attorney and Mr. Hall have investigated this topic a little further and had conferred with
379 Florida Redevelopment Association (FRA) legal counsel and were informed that while
380 funding social events may be "pushing the envelope" a bit, it was not illegal. Mr. Hall
381 was of the opinion that the CRA had properly established its Agency trust fund; had a
382 current Redevelopment Plan and that the events the CRA was sponsoring were all taking
383 place within the CRA district. Mr. Hall stated that he intended to report back on all items

384 that were allowed, proscribed or questionable as well as defining what was considered a
385 project or a program.

386

387 Mr. Hall suggested setting up a working group with staff, one CRA Commissioner and a
388 Volusia County representative. Mr. Kosmas volunteered to represent the CRA.

389

390 Mr. Dennis felt that funding only bricks and mortar projects did not guarantee success in
391 “putting feet on the street” and that promotions and marketing were very important
392 factors in this equation.

393

394 Mr. Kosmas was concerned that the Attorney General (AG) issued this advisory opinion
395 in a vacuum and hoped that the FRA Attorney would be able to educate the AG of the
396 possible ramifications his statement could have on the CRA’s redevelopment efforts.

397

398 Ms. Lybrand stated that she interpreted the AG’s opinion to mean that the CRA was
399 allowed to spend money advertising social events, but was prohibited from granting
400 funds to groups to do their own advertising.

401

402 A brief discussion ensued that the CRA only offered reimbursable grants for eligible
403 items versus just granting funds to an organization to spend on whatever they chose.

404

405 **Mr. Belote made the motion to recommend that Mr. Kosmas work with CRA staff,**
406 **CRA Attorney, City Attorney and a Volusia County representative to further**
407 **investigate this item; seconded by Mr. Williams. Motion carried on roll-call vote 7 -**
408 **0.**

409

410 C. Capital Projects Report

411

412 No additional comments.

413

414 D. Commissioner Report

415

416 Ms. Lybrand would like to receive a Year-to-Date budget report.

417

418 Mr. Kosmas thanked staff for providing the information about the striping on US1 and
419 Canal. Mr. Kosmas would like staff to produce an agenda item for discussion pertaining
420 to repairing the curbing from US1 to the Railroad tracks. Mr. Otte stated he would bring
421 this item back at the November meeting.

422

423 E. Tracking report

424

425 Mr. Belote inquired if the funding for banners for an event at the Marine Discovery
426 Center had been presented to the CRA. Mr. Otte stated that this item had been presented
427 at a prior meeting under Presentations and the Commissioners directed the respondent to
428 get with staff to come to an arrangement.

429

430 F. Correspondence

431 Mr. Dennis reminded the CRA Commissioners who had registered that the Florida
432 Redevelopment Association conference was just around the corner (October 13 – 15,
433 2010).

434

435 **ADJOURNMENT**

436

437 **A motion was made to adjourn; all agreed. Meeting adjourned at 4:36 pm.**

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Claudia Soulie

Meeting Date: November 3, 2010

Action Item Title: Commercial Impact Fee Assistance Grant – 114 Flagler Ave.

Agenda Section: Consent X Public Hearing _____ Special Items _____

Summary Explanation and Background

The existing structure at 114 Flagler Ave. used to be a retail establishment. The applicant is in the process of converting this structure to a bar/restaurant, which will trigger City of New Smyrna Beach Impact fees estimated in the amount of \$4,289.15.

The CRA approved a Commercial Property Improvement Grant to the same applicant for this address at their June 2nd, 2010 meeting.

Recommended Action/Motion:

Staff recommends approval.

Funding Analysis: Budgeted If not budgeted, recommend funding account:

If approved, the funds for this application would come out of account number 120.51502.583002, which has a balance of \$85,000.

Exhibits Attached:

1. Package submitted by the applicant

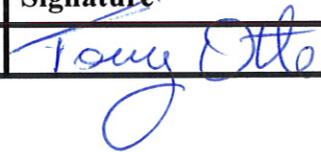
Reviewed By:

CRA Director

Name

Tony Otte

Signature



Commission Action



COMMUNITY REDEVELOPMENT AGENCY
 CITY OF NEW SMYRNA BEACH
 210 SAMS AVENUE
 NEW SMYRNA BEACH, FLORIDA 32168



**CRA COMMERCIAL IMPACT FEE ASSISTANCE PROGRAM
 (CITY FEES ONLY*)**

Applicant Name: Sonya MAZIER

Mailing Address: 127 Marina Bay Drive

New Smyrna Beach fl. 32169

Business Name: Gnarly Surf Bar

Property Owner: Bernie Davis

Property Address: 114 Flagler Ave

New Smyrna Beach fl. 32169

Contact Person: Sonya MAZIER

Applicant Telephone Number: 305-794-1249

E-Mail Address: MAZIERSE@BELLSOUTH.NET

Total Amount of Impact Fees: \$4289.15

Written Estimate of Impact Fee Received

Supporting Data Checklist must be included with application.

Application will not be reviewed without all supporting data.

I hereby submit the attached estimate and supporting documents for the proposed project and understand that the CRA must approve this application. I further understand that I must maintain a valid business license at the subject location for a minimum of three (3) years from receipt of CRA Impact Fee Assistance.

4-27-10
Date

Sonya MAZIER
Print Name
[Signature]
Signature of Applicant

May 21, 2010

I Bernie Davis and Joe Horton as the property owners give authorization to the current tenants of 110 and 114 Flagler Ave being Sonya and Jesse Marler dba Gnarly Surf Bar to receive CRA grants as applied for.

Bernie Davis

A handwritten signature in cursive script that reads "Bernie Davis". The signature is written over a horizontal line.

Joe Horton

A handwritten signature in cursive script that reads "Joe Horton". The signature is written over a horizontal line.

114 FLUGLER

EXHIBIT A: Transportation Impact Fees Schedule

10/1/2008

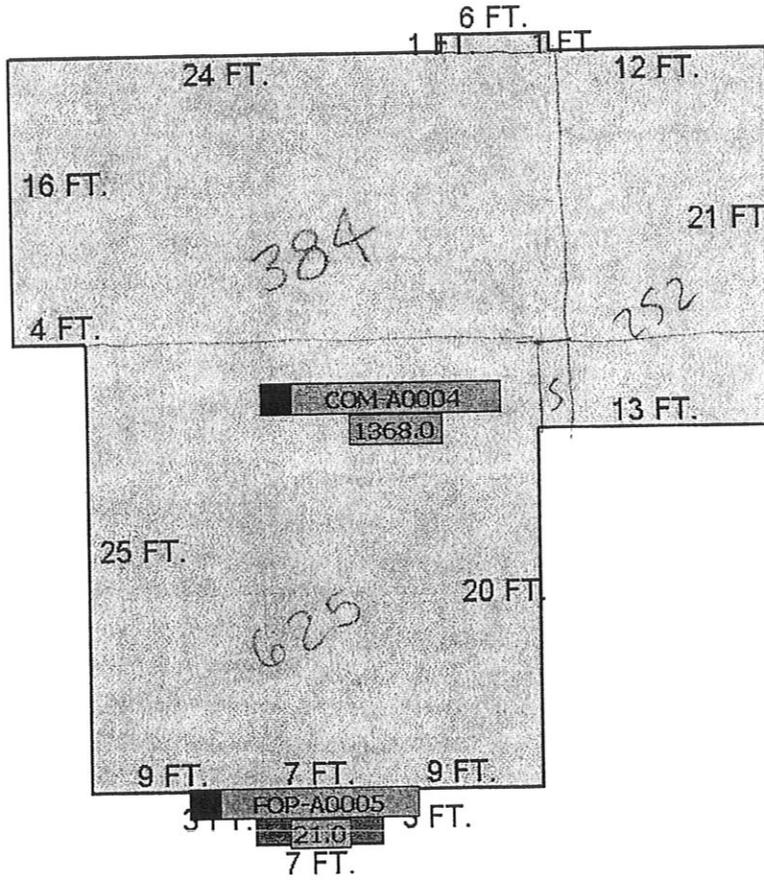
(Fee based on weighted average construction cost of \$1,762,654.00 per lane mile, distribution factor of 24.1%, and 5.6% CPI adjustment.)

Permit:		Contractor:		Address:	
ITE Code	Use	Unit	Fee per Unit (or) 1,000 sf	Unit(s) (or) 1,000 sf	Extension
210	Single Family	DU	\$975.50		
220	Apartment	DU	\$720.91		
230	Residential Condominium / Townhouse	DU	\$479.79		
240	Mobile Home Park	DU	\$377.53		
310	Hotel	Rooms	\$708.30		
320	Motel	Rooms	\$395.00		
620	Nursing Home	Beds	\$109.55		
610	Hospital	1,000 sf	\$1,181.74		
710	Office up to and including 10,000 sf ¹	1,000 sf	\$1,779.78		
710	Office over 10,000 sf ¹	1,000 sf	\$1,134.40		
714	Corporate headquarters building	1,000 sf	\$565.32		
720	Medical Office	1,000 sf	\$2,782.49		
750	Office Park	1,000 sf	\$1,619.56		
760	Research Center	1,000 sf	\$688.88		
770	Business Park	1,000 sf	\$1,513.26		
911	Bank w/out Drive-through	1,000 sf	\$2,202.21		
912	Bank w/ Drive-through	1,000 sf	\$6,405.51		
110	Light Industry	1,000 sf	\$711.22		
130	Industrial Park	1,000 sf	\$885.86		
140	Manufacturing	1,000 sf	\$411.72		
150	Warehouse	1,000 sf	\$509.57		
151	Mini-Warehouse	1,000 sf	\$164.17		
812	Building Materials and Lumber Store	1,000 sf	\$2,232.04		
816	Hardware / Paint Store	1,000 sf	\$5,817.32		
820	Retail, less than 10,000 sf ²	1,000 sf	\$2,397.69	1.368	3280.04 CREDIT
820	Retail, 10,000 - 99,999 sf ²	1,000 sf	\$1,530.32		
820	Retail, 100,000 - 1,000,000 sf ²	1,000 sf	\$1,177.97		
820	Retail, Greater than 1,000,000 sf ²	1,000 sf	\$1,646.90		
831	Quality Restaurant	1,000 sf	\$3,859.19		
832	High-Turnover Restaurant	1,000 sf	\$5,533.03	1.368	7569.19 DEBIT
834	Fast Food Restaurant	1,000 sf	\$10,744.65		
	CBD Sandwich Shop	1,000 sf	\$1,829.36		
836	Bar / Lounge / Drinking Place	1,000 sf	\$6,961.42		
837	Quick Lube	Bays	\$1,773.54		
840	Auto Care / Detailing	1,000 sf	\$1,483.97		
841	New and Used Car Sales	1,000 sf	\$2,199.16		
847	Car Wash	1,000 sf	\$3,465.73		
849	Tire Store / Auto Repair	Bays	\$1,056.78		
850	Supermarket	1,000 sf	\$2,326.75		
851	Convenience Store	1,000 sf	\$7,337.74		
853	Convenience Store w/ Gas Pumps	1,000 sf	\$6,271.88		
	Convenience Store w/ Gas and Fast Food	1,000 sf	\$13,698.59		
862	Home Improvement Store	1,000 sf	\$1,377.47		
881	Pharmacy / Drugstore w/ Drive Through	1,000 sf	\$1,507.34		
890	Furniture Store	1,000 sf	\$270.18		
	General Recreation	Parking Space	\$296.97		
411	City Park	Parking Space	\$912.86		
412	Major Park	Parking Space	\$200.00		
416	Campground / RV Park	Space	\$319.13		
420	Marina	Slip	\$379.75		
	Major Sports Facility	Parking Space	\$178.43		
444	Movie Theater	Screens	\$4,510.25		
560	Church	1,000 sf	\$569.23		
565	Day Care	1,000 sf	\$1,993.85		
	Airport Hanger	1,000 sf	\$891.46		
	Veterinary Clinic	1,000 sf	\$950.24		
				Total Transportation Impact Fee Due:	4289.15
¹ The fee for an office use shall be \$1.6854 for each sf up to and including 10,000 sf, plus \$1.07424 for each sf in excess of 10,000 sf. ² The fee for a retail use shall be \$2.27054 for each sf less than 10,000 sf, plus \$1.44917 for each sf in excess of 9,999 sf and less than 100,000 sf, plus \$1.1155					

Source: City of New Smyrna Beach Transportation Impact Fee Study Final Report, B and H Consultants, Inc., February 2005
 Effective 10/1/2008

GAM 10-21-10, BASED ON INFORMATION FROM PROPERTY

114 FLAGLER



6
 672
 65
 625

 1368

~~6
 625
 252
 5
 384

 1272~~

Plan says 1368

7. Applicant is responsible for obtaining any permits required to construct the project.
8. Upon CRA approval, CRA staff will provide the funding upon submittal of proof of payment of City Impact Fees by the business owner/applicant; or will allow payment directly to the City Building Department upon proof of payment of non-impact fees.

Supporting Data Checklist for Program Applications

Selection Consideration (Please check all that apply)

- Facilitates the proper balance of commercial enterprises to create a more diversified business environment
- Encourages community based, individually owned, businesses
- Encourages quality construction projects that increase the tax base within the CRA area
- Enhances the pedestrian friendly atmosphere of the business districts within the CRA area
- Promotes the re-use of vacant or underutilized segments of the existing building stock
- Provides for expanded periods of operation beyond normal business hours

Location of Business:

114 Flayles Ave

OLD BUSINESS

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Tony Otte

Meeting Date: November 3, 2010

Action Item Title: Discussion of W Canal Project Wrap-up

Agenda Section: Consent_____ Public Hearing_____ Special Items__x__

Summary Explanation and Background

The W Canal St. Streetscape Project is now substantially complete. Staff will report on final project activities and the planning for a ribbon-cutting ceremony. Staff will make a report and will address questions.

Summary Explanation and Background continued

Recommended Action/Motion:

Staff will make a report.

Funding Analysis: Budgeted__x__ If not budgeted, recommend funding account:
An amount of funding to be determined will be forwarded from account 567776 West Canal Streetscape from the FY 10 budget to cover expenditures in the current fiscal year.

Exhibits Attached:

None

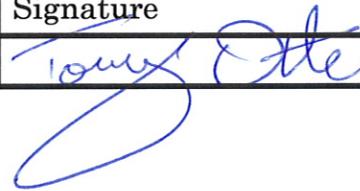
Reviewed By:

Name

Signature

CRA Director

Tony Otte



Commission Action

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Michelle Martin

Meeting Date: November 3, 2010

Action Item Title: Discussion of Sidewalk and Curbing on south side of Dunn Lumber Bldg

Agenda Section: Consent _____ Public Hearing _____ Special Items x

Summary Explanation and Background

Staff has looked into replacing the sidewalk and curbing on the south side of the Dunn Lumber Bldg (along W Canal Street), and offers the following comments:

1. This section of W Canal Street is an FDOT roadway and maintained by the FDOT
2. The sidewalk is the top of the existing box culvert for the historical Turnbull Canal
3. The FDOT recently completed an RRR (resurfacing, restoration, and rehabilitation) project on US1 and chose not to replace the sidewalk or curbing at that time as it would have been cost prohibitive since the top of the sidewalk is also the top of box culvert, and it was unknown if disturbing the curbing might have also been detrimental to the box culvert
4. Although the existing conditions of the sidewalk and curbing in this area are not aesthetically pleasing, there are no immediate hazards or safety conditions present (see the attached photos)
5. The FDOT has a large project currently in design to widen the intersection, and will be replacing/modifying the box culvert at that time which will also entail a new sidewalk top of culvert and curbing.
6. Staff will contact FDOT to explore cleaning the area, removing vegetation, and re-painting the curb.

Recommended Action/Motion:

Take no action at this time

Funding Analysis: Budgeted _____ If not budgeted, recommend funding account: N/A

Exhibits Attached:

Photos of the existing conditions

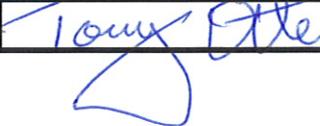
Reviewed By:

Name

Signature

CRA Director

Tony Otte



Commission Action





CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Tony Otte

Meeting Date: November 3, 2010

Action Item Title: Continued discussion of a request for the renovation of the DolphinView Restaurant

Agenda Section: Consent_____ Public Hearing_____ Special Items__x__

Summary Explanation and Background

Request from the DolphinView Restaurant

The owner of this restaurant wishes to present a new request to the CRA with the following elements:

1. A recent construction estimate for his project is \$75,000. The project involves renovating the storage area for use as an indoor dining area.
2. New proposal: The CRA would grant \$50,000 for the project, or 66%. The business owner would contribute \$25,000 or 33%.
3. In 2014 the business owner would pay back to the CRA \$6,250. In 2015 the business owner would pay back to the CRA \$6,250 for a two year total payment of \$12,500. This would effectively lower the CRA contribution to \$37,500 and increase the business owner's contribution to \$37,500.
4. There is no collateral proposed for the two year payment.

Staff Recommendation

1. If the CRA wishes to fund this request Staff recommends that a CRA-wide program be created. The program would recognize that restaurants are an attractive use in redevelopment areas as they are a destination that brings patrons into the district, as they open both during the day and into the evenings and on weekends.
2. Staff will research the availability of models for this type of program in other CRAs and report on this research at the meeting.
3. Since there is no collateral offered in the request, the program should not be considered as a loan program.
4. The CRA could set aside \$100,000 and have an open competition for an established number of grant awards for a program as described above.

Recommended Action/Motion:

Direction to staff to bring back a program that would address this request.

Funding Analysis: Budgeted__x__ If not budgeted, recommend funding account:
Line item 567209 Capital Outlay: Development Assistance and Incentives: \$1,379,533

Exhibits Attached:

No attachments.

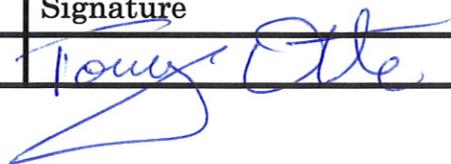
Reviewed By:

Name

Signature

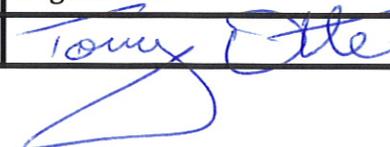
CRA Director

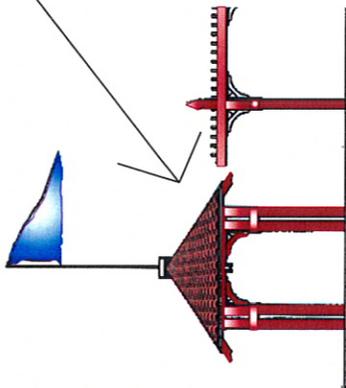
Tony Otte



Commission Action

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Tony Otte		
Meeting Date: November 3, 2010		
Action Item Title: Flagler Boardwalk Recommendation to the City Commission		
Agenda Section: Consent _____ Public Hearing _____ Special Items <u> x </u>		
Summary Explanation and Background		
<p>On Monday, November 1, a public meeting will be held on the future of the Flagler Boardwalk structure. In preparation for the meeting, staff is gathering the following information:</p> <ol style="list-style-type: none"> 1. A cost estimate of the repairs needed at this time for the structure, as well as on-going maintenance costs. These estimates are being prepared by Quentin Hampton, the engineering firm that is working on the seawall project. 2. A cost estimate for demolishing the structure. This estimate is being provided by DBI, a demolition firm under a two year contract with the City. <p>Some of this information is available at the time of packet publication and is attached (Estimates of two different types of structure repairs from Quentin Hampton, and a demolition estimate from DBI.) In addition to this information, staff will ask the Quentin Hampton representatives to briefly review the seawall repair recommendation.</p> <p>Staff will report on the results of the meeting and requests discussion.</p> <p>Staff recommends that the CRA consider this item at the December 1 regular meeting and at that time make a recommendation to be conveyed to the City Commission for action on this item at their December 14 regular meeting..</p>		
Recommended Action/Motion: Discussion.		
Funding Analysis: Budgeted <u> x </u> If not budgeted, recommend funding account:		
Funds are available in the Flagler Boardwalk line item 567778 in the amount of \$482,669. (Note: the 5 year Capital Improvements Budget has a total of \$2,000,000 for this project.)		
Exhibits Attached: Repair estimates for two different types of repairs are attached, as well as a demolition cost estimate.		
Reviewed By:	Name	Signature
CRA Director	Tony Otte	



MODIFIED REPAIRS



NEW TILE ROOF AND NEW WOOD PAINT COATINGS



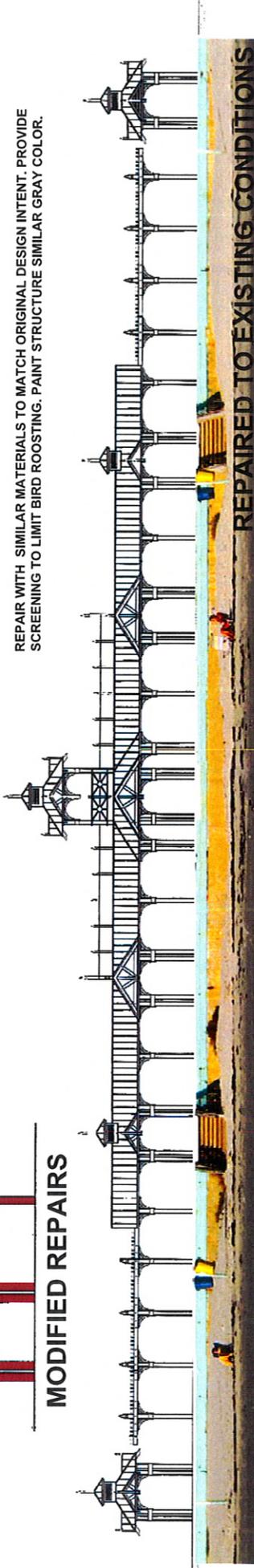
QLH

Queenin L. Hampton Associates

**WILLIAMSON
DACAR
ASSOCIATES**

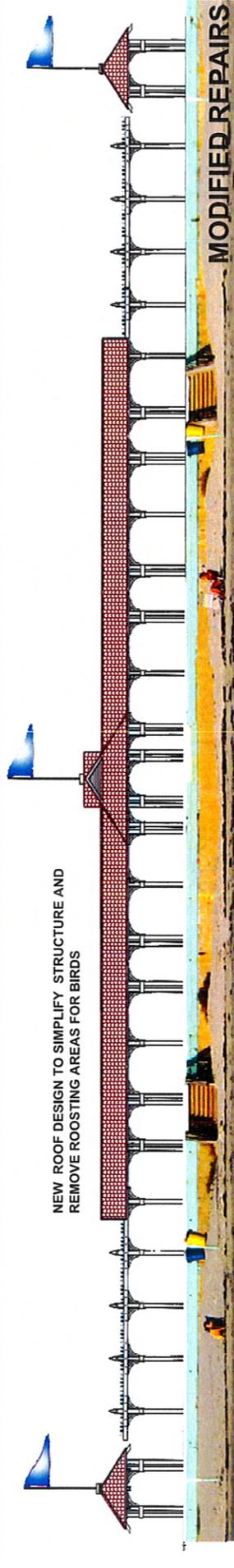
ARCHITECTURE / ENGINEERING / PLANNING
203 SOUTH PINE STREET NSB, FL 32160
PH. 386-428-3148 FAX. 386-428-1334

REPAIR WITH SIMILAR MATERIALS TO MATCH ORIGINAL DESIGN INTENT. PROVIDE SCREENING TO LIMIT BIRD ROOSTING. PAINT STRUCTURE SIMILAR GRAY COLOR.



REPAIRED TO EXISTING CONDITIONS

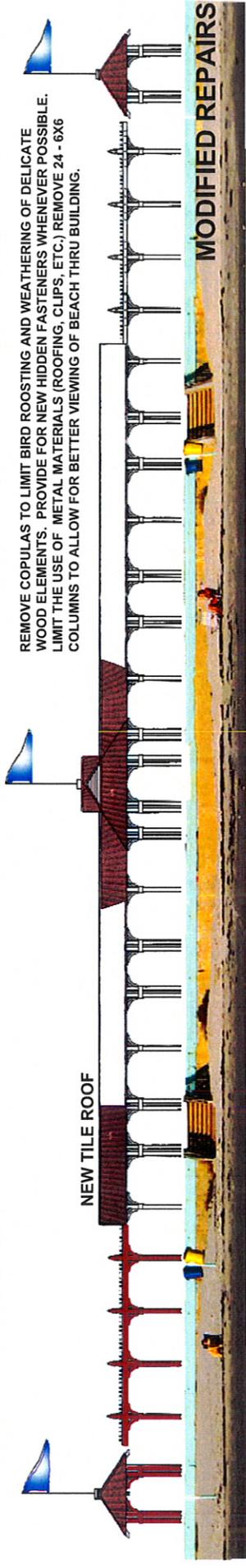
NEW ROOF DESIGN TO SIMPLIFY STRUCTURE AND REMOVE ROOSTING AREAS FOR BIRDS



MODIFIED REPAIRS

REMOVE COPULAS TO LIMIT BIRD ROOSTING AND WEATHERING OF DELICATE WOOD ELEMENTS. PROVIDE FOR NEW HIDDEN FASTENERS WHENEVER POSSIBLE. LIMIT THE USE OF METAL MATERIALS (ROOFING, CLIPS, ETC.) REMOVE 24 - 6X6 COLUMNS TO ALLOW FOR BETTER VIEWING OF BEACH THRU BUILDING.

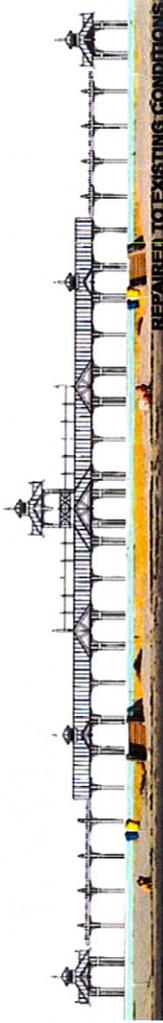
NEW TILE ROOF



MODIFIED REPAIRS

WORK COST SUMMARY

SCHEDULE OF WORK FOR FLAGLER AVE. PAVILION REPAIRS-REPAIR TO EXISTING CONDITIONS -10/28/2010-



REPAIR TO EXISTING CONDITIONS



QLH
Quantin L. Hampton Associates

WILLIAMSON DACAR ASSOCIATES
ARCHITECTURE / ENGINEERING / PLANNING
263 SOUTH PINE STREET MSB, FL 32169
PH. 386-428-3148 FAX. 386-428-1334

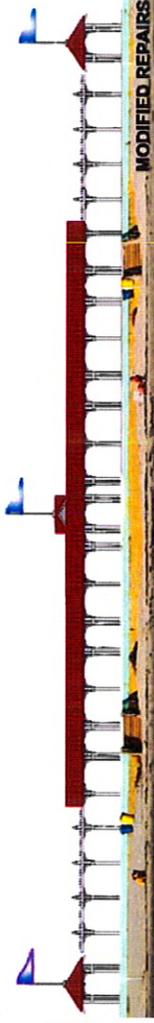
ITEM NUMBER	DESCRIPTION OF WORK	TYPES-		NUMBER OF UNITS OF LABOR	MAN HR OF LABOR	LABOR COST TOTAL	UNIT TYPES	NUMBER OF UNITS OF QUANTITY		MATERIAL COST TOTAL	LABOR / MATERIAL GRAND TOTAL
		MAN HR	OF LABOR					MATERIAL	OF QUANTITY		
1	DEMOLITION -METAL ROOF / FLASHING - REMOVALS	HR	120	\$25	\$3,000	SF	3900	\$ 0.50	\$1,950	\$4,950	
2	DEMOLITION OF ROOF COPULAS - ROTTEN WOOD REMOVAL	HR	60	\$25	\$1,500	EA	5	\$ 50.00	\$250	\$1,750	
3	SAND BLASTING ROOF DECK TOP / BOTTOM / EDGING	HR	0	\$0	\$0	SF	3900	\$ 2.00	\$7,800	\$7,800	
4	SAND BLASTING 1000 BOLTS	HR	0	\$0	\$0	EA	1000	\$ 2.00	\$2,000	\$2,000	
5	SAND BLASTING 120 STEEL PLATES	HR	0	\$0	\$0	EA	120	\$ 5.00	\$600	\$600	
6	SAND BLASTING 6X6 COLUMNS	HR	0	\$0	\$0	EA	140	\$ 35.00	\$4,900	\$4,900	
7	SAND BLASTING HORIZONTAL WOOD BEAMS	HR	0	\$0	\$0	LF	420	\$ 2.00	\$840	\$840	
8	MISC. WOOD TRIM SAND BLASTING	HR	0	\$0	\$0	LF	300	\$ 3.00	\$900	\$900	
9	ROOF WOOD DECKING REPAIR AND REPLACEMENT	HR	50	\$25	\$1,250	SF	200	\$ 7.00	\$1,400	\$2,650	
10	WOOD ACCENT TRIM REPLACEMENT / INSTALL NEW	HR	80	\$25	\$2,000	LS	1	\$ 1,500.00	\$1,500	\$3,500	
11	SIMPSON SS CLIP REPLACEMENTS	HR	42	\$25	\$1,050	EA	190	\$ 4.00	\$760	\$1,810	
12	ROOF COPULAS REPAIR- NEW WOOD / REPAIR PATCH EXISTING	HR	60	\$25	\$1,500	EA	5	\$ 300.00	\$1,500	\$3,000	
13	NEW SIMILAR TO EXISTING METAL ROOF	HR	110	\$35	\$3,850	SF	3900	\$ 5.00	\$19,500	\$23,350	
14	NEW METAL ROOF DRIP EDGE TRIM ALL ABOUT	HR	32	\$35	\$1,120	LF	600	\$ 8.00	\$4,800	\$5,920	
15	NEW 2X P.T. TRIM TO COVER HORZ. BOLTS	HR	40	\$25	\$1,000	LF	500	\$ 5.00	\$2,500	\$3,500	
16	PREP / EPOXY BOLT & HEADS	HR	48	\$25	\$1,200	EA	1000	\$ 2.00	\$2,000	\$3,200	
17	PREP. / EPOXY STEEL PLATES	HR	40	\$25	\$1,000	EA	120	\$ 4.00	\$480	\$1,480	
18	NEW PRIME AND PAINT ALL EXPOSED TO VIEW SURFACES	HR	80	\$30	\$2,400	SF	8500	\$ 1.00	\$8,500	\$10,900	
19	NEW GABLE END BIRD SCREENING	HR	50	\$25	\$1,250	EA	8	\$ 100.00	\$800	\$2,050	
20	HORIZONTAL BIRD SCREENING	HR	40	\$25	\$1,000	SF	1500	\$ 3.00	\$4,500	\$5,500	
21	MISC. BOLT REPLACEMENTS	HR	20	\$25	\$500	EA	50	\$ 20.00	\$1,000	\$1,500	
22	MISC. WOOD STRUCTURE REPAIRS & REPLACEMENTS- BRACKETS /	HR	40	\$25	\$1,000	LF	100	\$ 20.00	\$2,000	\$3,000	
23	ELECTRICAL UP GRADE	HR	0	\$0	\$0	LS	1	\$ 3,500.00	\$4,500	\$4,500	
24	SCAFFOLDING / BARRICADES / EQUIPMENT- RENTAL - MONTH	HR	0	\$0	\$0	EA	3	\$ 1,200.00	\$3,600	\$3,600	
25	TOOL RENTAL AND TOOL REPLACEMENTS	HR	0	\$0	\$0	LS	1	\$ 1,000.00	\$1,000	\$1,000	
	BASE SUM TOTAL ESTIMATED COST OF WORK		912		\$24,620				\$79,580	\$104,200	

OVERHEAD AND PROFIT 30% **\$31,260**

GRAND TOTAL PROJECT AMOUNT **\$135,460**

WORK COST SUMMARY

SCHEDULE OF WORK FOR FLAGLER AVE. PAVILION REPAIRS-MODIFIED BLDG. REPAIRS -10/28/2010 -



MODIFIED REPAIRS



ITEM NUMBER	DESCRIPTION OF WORK	UNIT TYPES		NUMBER OF UNITS OF LABOR	COST PER MAN HR OF LABOR	LABOR COST TOTAL	UNIT TYPES	NUMBER OF UNITS OF MATERIAL	COST PER QUANTITY OF MATERIAL	MATERIAL COST TOTAL	LABOR / MATERIAL GRAND TOTAL
		MAN HR	HR								
1	DEMOLITION -METAL ROOF / FLASHING - REMOVALS	HR	180	\$25	\$4,500	SF	3900	\$ 0.50	\$1,950	\$6,450	
2	DEMOLITION OF ROOF COPULAS - COMPLETE REMOVAL	HR	40	\$25	\$1,000	EA	5	\$ -	\$0	\$1,000	
3	SAND BLASTING ROOF DECK TOP / BOTTOM / EDGING	HR	0	\$0	\$0	SF	3900	\$ 2.00	\$7,800	\$7,800	
4	SAND BLASTING 860 BOLTS	HR	0	\$0	\$0	EA	850	\$ 2.00	\$1,700	\$1,700	
5	SAND BLASTING 100 STEEL PLATES	HR	0	\$0	\$0	EA	100	\$ 5.00	\$500	\$500	
6	SAND BLASTING 6X6 COLUMNS	HR	0	\$0	\$0	EA	116	\$ 35.00	\$4,060	\$4,060	
7	SAND BLASTING HORIZONTAL WOOD BEAMS	HR	0	\$0	\$0	LF	420	\$ 2.00	\$840	\$840	
8	MISC. WOOD TRIM SAND BLASTING	HR	0	\$0	\$0	LF	300	\$ 3.00	\$900	\$900	
9	ROOF WOOD DECKING REPAIR AND REPLACEMENT	HR	70	\$25	\$1,750	SF	400	\$ 7.00	\$2,800	\$4,550	
10	WOOD COLUMN REMOVAL / BRICK PAVER REPAIRS	HR	48	\$25	\$1,200	EA	24	\$ 100.00	\$2,400	\$3,600	
11	REFRAME ROOF STRUCTURE FOR ROOF AREAS REMOVED	HR	50	\$25	\$1,250	SF	600	\$ 6.00	\$3,600	\$4,850	
12	SIMPSON SS CLIP REPLACEMENTS W/ RECESSED LAG BOLTS	HR	60	\$25	\$1,500	EA	190	\$ 8.00	\$1,520	\$3,020	
13	ROOF COPULAS REMOVED - ROOF PATCHED BELOW SUCH AREAS	HR	30	\$25	\$750	EA	5	\$ 50.00	\$250	\$1,000	
14	NEW TILE ROOF	HR	80	\$35	\$2,800	SF	3300	\$ 7.00	\$23,100	\$25,900	
15	NEW METAL ROOF DRIP EDGE TRIM ALL ABOUT	HR	32	\$35	\$1,120	LF	450	\$ 4.00	\$1,800	\$2,920	
16	NEW GABLE END ROOF LOUVERS	HR	24	\$35	\$840	EA	5	\$ 450.00	\$2,250	\$3,090	
17	NEW 2X P.T. TRIM TO COVER HORZ. BOLTS	HR	40	\$25	\$1,000	LF	500	\$ 5.00	\$2,500	\$3,500	
18	PREP / EPOXY BOLT & HEADS	HR	48	\$25	\$1,200	EA	1000	\$ 2.00	\$2,000	\$3,200	
19	PREP / EPOXY STEEL PLATES	HR	40	\$25	\$1,000	EA	120	\$ 4.00	\$480	\$1,480	
20	NEW PRIME AND PAINT ALL EXPOSED TO VIEW SURFACES	HR	60	\$30	\$1,800	SF	7500	\$ 1.00	\$7,500	\$9,300	
21	NEW GABLE END BIRD SCREENING	HR	16	\$25	\$400	EA	2	\$ 100.00	\$200	\$600	
22	HORIZONTAL BIRD SCREENING	HR	32	\$25	\$800	SF	1500	\$ 3.00	\$4,500	\$5,300	
23	ELECTRICAL UPGRADE	HR	0	\$0	\$0	LS	1	\$ 3,500.00	\$4,500	\$4,500	
24	MISC. BOLT REPLACEMENTS	HR	20	\$25	\$500	EA	50	\$ 20.00	\$1,000	\$1,500	
25	MISC. WOOD STRUCTURE REPAIRS & REPLACEMENTS- BRACKETS /	HR	60	\$25	\$1,500	LF	300	\$ 20.00	\$6,000	\$7,500	
26	SCAFFOLDING / BARRICADES / EQUIPMENT- RENTAL - MONTH	HR	0	\$0	\$0	EA	3	\$ 1,500.00	\$4,500	\$4,500	
27	TOOL RENTAL AND TOOL REPLACEMENTS	HR	0	\$0	\$0	LS	1	\$ 1,000.00	\$1,000	\$1,000	
BASE SUM TOTAL ESTIMATED COST OF WORK									\$89,650	\$114,560	

OVERHEAD AND PROFIT 30%-----

\$34,368

GRAND TOTAL PROJECT AMOUNT-----

\$148,928

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Tony Otte

Meeting Date: November 3, 2010

Action Item Title: Progress Report on Wayfinding Project

Agenda Section: Consent_____ Public Hearing_____ Special Items__x__

Summary Explanation and Background

On Wednesday, October 27, the consultants for the Wayfinding Project held a public “kick-off” meeting. Consultants Glenn Herbert and Shaughnessy Hart made a presentation and conducted a question and answer session with the 20 attendees that lasted nearly 2 hours. Attendees included Vice-Mayor Jim Hathaway, City Commissioner Judy Reiker, and CRA Chairman Chas Belote, as well as business owners from both Canal and Flagler Avenues. The meeting began with a power point presentation (please see the attachment) that gave examples of the types of signage that could be recommended. The examples of sign design were well received and there was enthusiasm expressed for this project. The consultants also explained that there are new requirements of the Florida Department of Transportation that will be a major factor in the location and style of signs on state highways. These new requirements may be more favorable than previous requirements.

The schedule for this project is ambitious, with a recommended design for a “hierarchy” of signs to be produced in January. The consultants wish to review the project and schedule with the CRA and outline the decisions that will need input, including sign locations, sign content, sign size, and style.

Recommended Action/Motion:

Not applicable

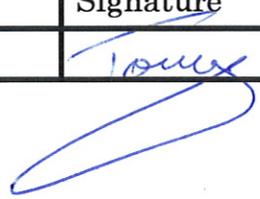
Funding Analysis: Budgeted__x__ If not budgeted, recommend funding account:

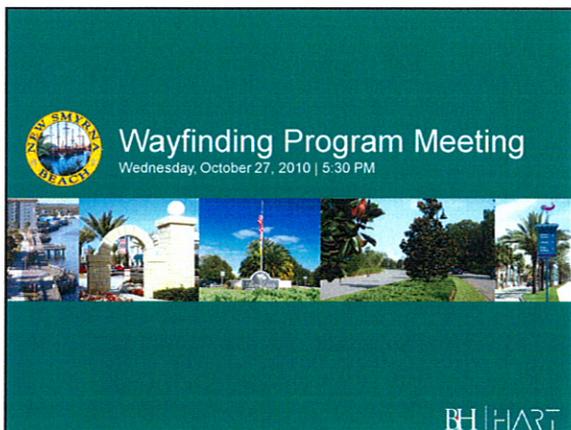
Exhibits Attached:

1. Power point presentation from the Wayfinding “kick-off” meeting.

Reviewed By:	Name	Signature
CRA Director	Tony Otte	

Commission Action





Wayfinding Program Meeting
 Wednesday, October 27, 2010 | 5:30 PM



BH | HART



Project Team | Principal Involvement



Glenn Harbert, FASLA
 Senior Architectural Designer, B.L.
 Principal in Charge
 Project Manager



Shaughnessy Hart
 Strategist, H&E & Associates
 Wayfinding System Development

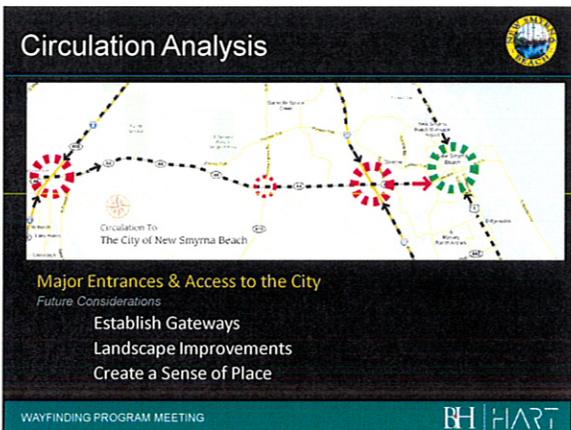


Judson C. Pankey, P.E.
 Civil Engineer
 FDOT Consultant, Surveying and
 Planning Services



Jeff Crawford
 Civil Engineer, Dodge
 Irrigation Design

WAYFINDING PROGRAM MEETING **BH | HART**



Circulation Analysis

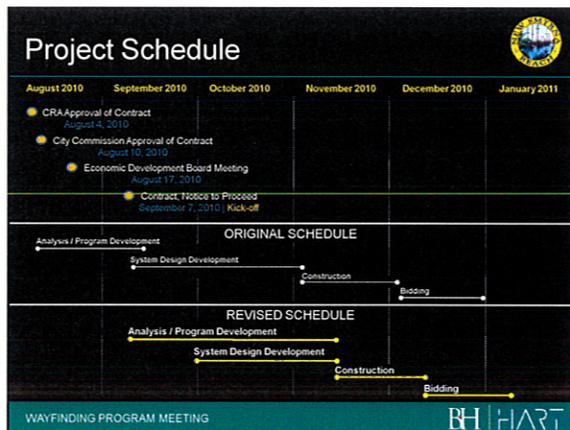


Circulation To
 The City of New Smyrna Beach

Major Entrances & Access to the City
Future Considerations

- Establish Gateways
- Landscape Improvements
- Create a Sense of Place

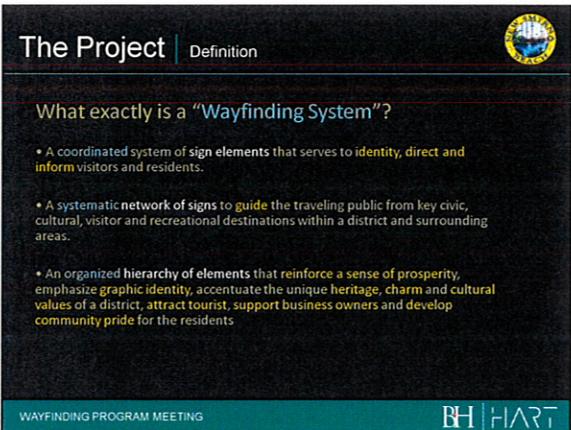
WAYFINDING PROGRAM MEETING **BH | HART**



Project Schedule

August 2010	September 2010	October 2010	November 2010	December 2010	January 2011
● CRA Approval of Contract August 4, 2010					
● City Commission Approval of Contract August 10, 2010					
● Economic Development Board Meeting August 17, 2010					
● Contract Notice to Proceed September 7, 2010 Kick-off					
ORIGINAL SCHEDULE					
Analysis / Program Development	System Design Development	Construction	Bidding		
REVISED SCHEDULE					
Analysis / Program Development	System Design Development	Construction	Bidding		

WAYFINDING PROGRAM MEETING **BH | HART**

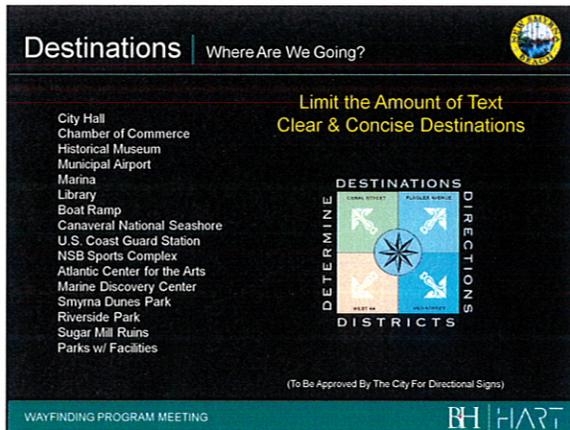


The Project | Definition

What exactly is a "Wayfinding System"?

- A coordinated system of sign elements that serves to **identity, direct and inform** visitors and residents.
- A systematic **network** of signs to **guide** the traveling public from key civic, cultural, visitor and recreational destinations within a district and surrounding areas.
- An organized **hierarchy** of elements that reinforce a sense of prosperity, emphasize **graphic identity**, accentuate the unique heritage, charm and cultural values of a district, **attract tourist**, support business owners and develop **community pride** for the residents

WAYFINDING PROGRAM MEETING **BH | HART**



Destinations | Where Are We Going?

Limit the Amount of Text
 Clear & Concise Destinations

- City Hall
- Chamber of Commerce
- Historical Museum
- Municipal Airport
- Marina
- Library
- Boat Ramp
- Canaveral National Seashore
- U.S. Coast Guard Station
- NSB Sports Complex
- Atlantic Center for the Arts
- Marine Discovery Center
- Smyrna Dunes Park
- Riverside Park
- Sugar Mill Ruins
- Parks w/ Facilities



(To Be Approved By The City For Directional Signs)

WAYFINDING PROGRAM MEETING **BH | HART**

FDOT | Process

- FDOT FEDERAL APPROVAL
- FDOT STATE APPROVAL
- NSB LOCAL APPROVAL

WAYFINDING PROGRAM MEETING

Why Does New Smyrna Need Signs

WAYFINDING PROGRAM MEETING

Circulation | Downtown

WAYFINDING PROGRAM MEETING

Phase 1 | Study Area

WAYFINDING PROGRAM MEETING

Existing Directional Signs

Original Installation: 1994
Signs Replaced: 2009

WAYFINDING PROGRAM MEETING

Existing Images and Promotion

WAYFINDING PROGRAM MEETING

Hierarchy Of Sign Types

- Highway Signs**
Standard FDOT Guide Sign Located On The Interstate System
- City Gateways**
Signs & Structures Distinguishing City Edges, Boundaries Or Entry Portals
- Destination Directional Signs**
Signs To Assist The Motorist To Key Destinations Within & Beyond The City
- Parking Signs**
Identification And Directional Signs To Make Facilities Easier To Locate
- Street Name Signs**
Identification Of Streets And Direction To Assist Motorist In Navigation
- Pedestrian Directional & Information Kiosk**
Signs & Maps To Provide Direction And Orientation

WAYFINDING PROGRAM MEETING 

Hierarchy Of Sign Types

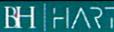
- Path Signs**
Directional Signs For Paths And Trails Used By Bicycles, Walkers, Tours And For Other Recreation
- Interpretive Signs**
Signs To Communicate Historic Or Culturally Relevant Information About A Site Or Area
- Destination Identity**
Signs Identifying The Name, Address Or Site Such As Parks, Marina, Boat Ramp Or Area
- District Marker**
Signs Identifying The Edge Or Reinforcing The Core Of A District
- Neighborhood Identity**
Guidelines For Signs To Identify The Edge, Entrance Or Beautify The Roadway System Within Or Surrounding The Neighborhood Or Reinforce The Core Of The Area
- Banner Standards & Promotion**
Signs & Guidelines For Use Of Banners To Enliven Streetscapes And Promote Events

WAYFINDING PROGRAM MEETING 

Corporate Identity | Branding

Branding and Identity Elements

- Key Elements of Character
- Consistency of Design Throughout All Media and Communications Channels
 - Print
 - Website & Online Social Media
 - Wayfinding / Signage / Environmental Design

WAYFINDING PROGRAM MEETING 

Corporate Identity | Logo Concepts




WAYFINDING PROGRAM MEETING 

Corporate Identity | Logo Concepts




WAYFINDING PROGRAM MEETING 

Corporate Identity | Logo Concepts





WAYFINDING PROGRAM MEETING 

Corporate Identity | Logo Concepts

WAYFINDING PROGRAM MEETING

BH | HART

Corporate Identity | Branding

Sample Branding Elements
Letterhead
Business Card

WAYFINDING PROGRAM MEETING

BH | HART

Directional Sign Concepts

WAYFINDING PROGRAM MEETING

BH | HART

Sample 1 | Sign Style & Shape

WAYFINDING PROGRAM MEETING

BH | HART

Sample 2 | Sign Style & Shape

WAYFINDING PROGRAM MEETING

BH | HART

Sample 3 | Sign Style & Shape

WAYFINDING PROGRAM MEETING

BH | HART

Sample 4 | Sign Style & Shape

WAYFINDING PROGRAM MEETING

BH | HART

Sample Concept A | OPTION D

WAYFINDING PROGRAM MEETING

BH | HART

Sample Concept B | OPTION E

WAYFINDING PROGRAM MEETING

BH | HART

Sign Concept Design Approach

Provide a unified approach to sign requirements to ensure strategic placement, visual consistency and reduce visual clutter.

Reinforce brand coherence by incorporating identity elements and maintaining color palette, typography and site icons.

WAYFINDING PROGRAM MEETING

BH | HART

Branding Sample | IDENTITY | IMAGE | CHARACTER

WAYFINDING PROGRAM MEETING

BH | HART

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Tony Otte

Meeting Date: November 3, 2010

Action Item Title: Discussion on publicizing the availability of CRA Grants

Agenda Section: Consent _____ Public Hearing _____ Special Items x

Summary Explanation and Background

At the October 6 meeting the CRA asked for a discussion on publicizing the availability of grants. At present, the grants are listed in the CRA section of the City website. Staff has prepared a list of the following ideas for additional publication of the grant availability:

- A mailout to businesses in the CRA area: City staff has provided the list of businesses in the city using the database for occupational license holders. There are 476 business entities on the list and staff would have to identify those within the CRA area.
- Newspaper ads – a display ad in the News Journal costs about \$100. A similar ad in the Observer costs \$80.
- Radio ads: a 30 second ad costs about \$18. CRA staff has been told it takes about 25 radio spots in a week to get coverage.
- Post on the City website in a new section on business development. It is anticipated that such a section will be discussed by the Economic Development Advisory Board.
- Send out e-mails to businesses. We do not currently have a database for this.
- Have information included with Utility Commission bills – please see the attached email.
- Insert a flyer with building permit and planning permit applications.
- Signs in the planning and building departments

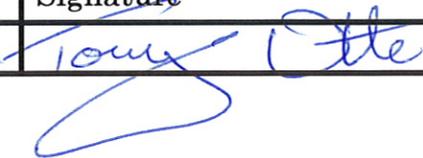
Recommended Action/Motion:

Staff requests discussion on this item.

Funding Analysis: Budgeted _____ If not budgeted, recommend funding account:
To be determined.

Exhibits Attached:

Email from the Utility Commission re Public Meeting Notices

Reviewed By:	Name	Signature
CRA Director	Tony Otte	

Soulie, Claudia

From: Debbie Simmons [dsimmons@ucnsb.org]
Sent: Wednesday, October 20, 2010 3:07 PM
To: Soulie, Claudia
Cc: Brandy Keehn; Ellen Fisher
Subject: Community Public Meeting Notifications - UC Billing Process

I noticed in the Saturday newspaper the CRA had three public notifications published regarding public meetings.

I wanted to let you know that I hadn't forgotten your request. I did discuss it with Mr. Mitchum upon his return from vacation, and subsequently developed some basic parameters for a potential policy which might assist the City with their Community Public Meeting Notifications. The initial policy statements were released to the UC Commissioners on Friday for their information and review, and it is currently planned for an agenda item on the next UC agenda.

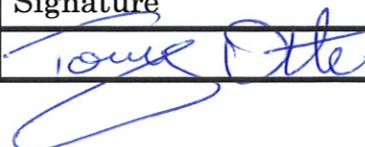
When walking through this process, there are some necessary restrictions, i.e., inserts must be very specific sizes, weights, professionally folded, etc. (size restrictions and folding so they can be inserted by our mailing machine, and the weight, so there would not be any additional postage incurred). There would need to be approx. 26,000 inserts (billing process not able to separate in city, out of city). There would need to be a rather large lead time before insertion, by the 10th of the previous month to ensure availability of a second insert and available size for that month, and which should then allow enough time for the City to get their notices printed and/or folded per the necessary specifications and delivered to the U.C. prior to the first billing cycle.

All that to ask if you were still interested in us continuing to move forward on this. Thanks.

Next UC Meeting scheduled for
November 15, 2010.

NEW BUSINESS

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Tony Otte		
Meeting Date: November 3, 2010		
Action Item Title: Parking Zone Expansion Request		
Agenda Section: Consent_____ Public Hearing_____ Special Items__x__		
Summary Explanation and Background		
<p>At the October 6 CRA meeting there was a brief discussion of the special parking district in the Canal St area. (This discussion was a part of the review of the request from the DolphinView Restaurant.)</p> <p>The Planning and Zoning staff is recommending that the district be substantially enlarged and wish to get a recommendation from both the CRA and the Economic Development Advisory Board before taking this item to the City Commission.</p> <p>Attached is the material prepared by the Planning and Zoning staff which will be reviewed by the Planning and Zoning Board at their meeting on Monday, November 1, at 6:30 pm in the City Commission Chambers. Staff will make a report on the results of the Planning and Zoning Board review.</p> <p>One purpose of the CRA Master Plan Update is to make redevelopment of existing buildings easier and less costly. On pages 40 and 41 of the Master Plan Update (available in draft form on the city website, www.cityofnsb.com) the consultant described the market factors that generally work against redevelopment of downtowns v. suburban development. The preparation of a "Form-based Code" and this recommendation are two examples of efforts to "level the playing field" and make redevelopment more economically feasible as compared to suburban development on unimproved tracts of land.</p>		
Recommended Action/Motion: Approval		
Funding Analysis: Budgeted_____ If not budgeted, recommend funding account: N/A		
Exhibits Attached: Planning and Zoning Packet Attachment on the expansion of the Special Parking District for the Monday, November 1 meeting of the Planning and Zoning Board		
Reviewed By:	Name	Signature
CRA Director	Tony Otte	
Commission Action		

Interoffice Memorandum

City of New Smyrna Beach

To: Planning and Zoning Board Members

From: Jake Baker, AICP, Planner

Subject: Expanded Special Mainland Parking District

Date: October 22, 2010

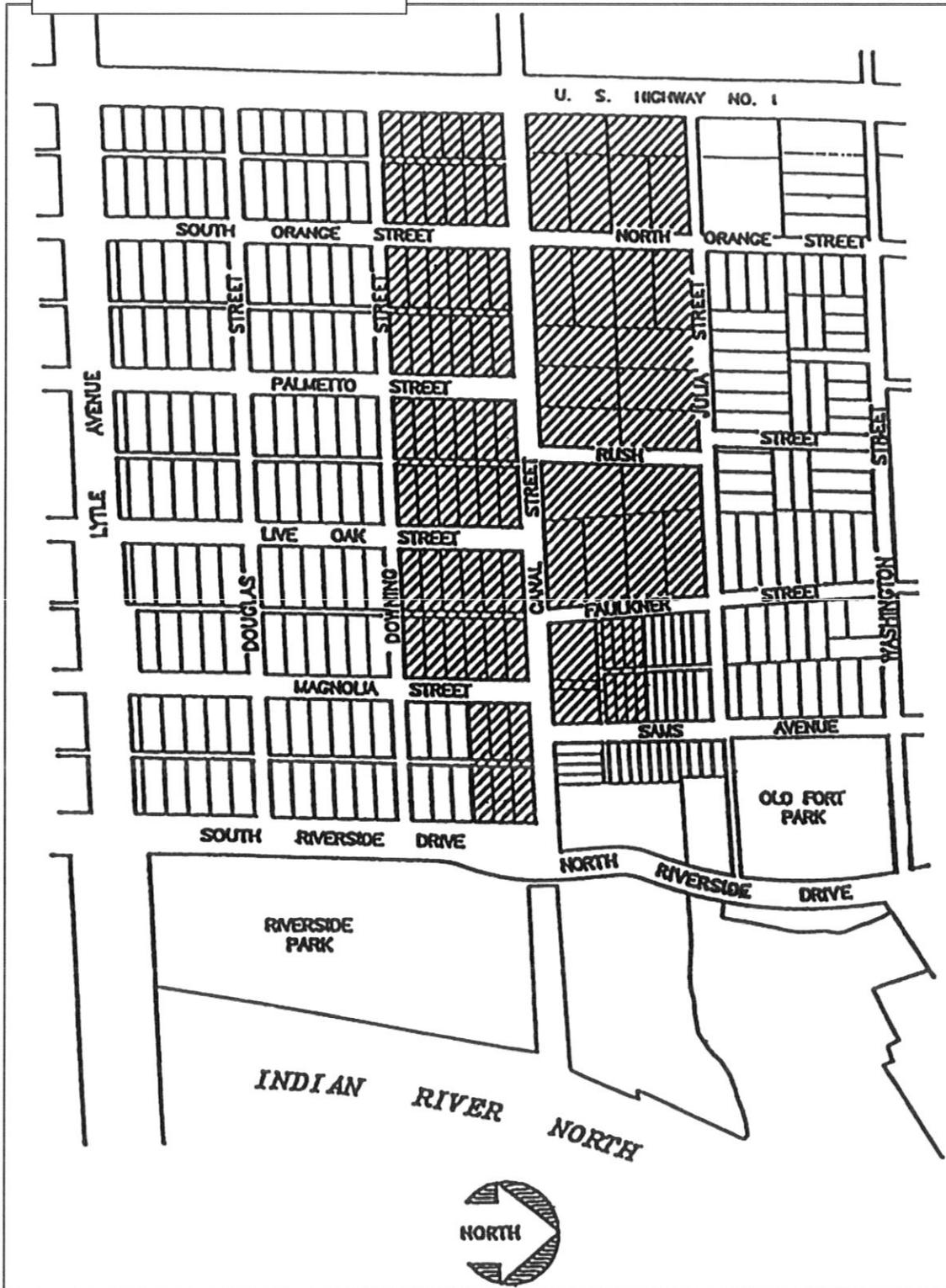
At the October 6, 2010 Community Redevelopment Agency (CRA) meeting, the possibility of expanding the existing Canal Street Special Parking District was discussed. The CRA was generally receptive to the concept of expanding the Special Parking District, however, they wanted to get the input of the Planning and Zoning Board. Please see **Exhibit A** for an illustration of the existing Special Mainland Parking District. In the shaded area, the parking requirements are 50% of what is required in the area outside the shaded area. For example, a retail business is required to have one parking space for every 300 square feet of gross leasable area. However, in the shaded area, the parking requirement for a retail business is one parking space for every 600 square feet of gross leasable area. Please see **Exhibit B** for an illustration of the Special Parking District that was proposed to the CRA. The reason for the gap between the two proposed Special Parking Districts is because that area is a different zoning district, and will likely attract a greater number of vehicles, as it is along US1.

In the general area of Canal Street, the CRA owns four parking lots, with a grand total of 110 parking spaces. Please see **Exhibit C** for pictures of these lots. In addition to the CRA-owned lots, there is also a great deal of on-street parking available, as well as off-street parking at many of the private businesses in the area. Please see **Exhibit D** for the description of the Canal Street Special Parking District as found in the City's Land Development Regulations.

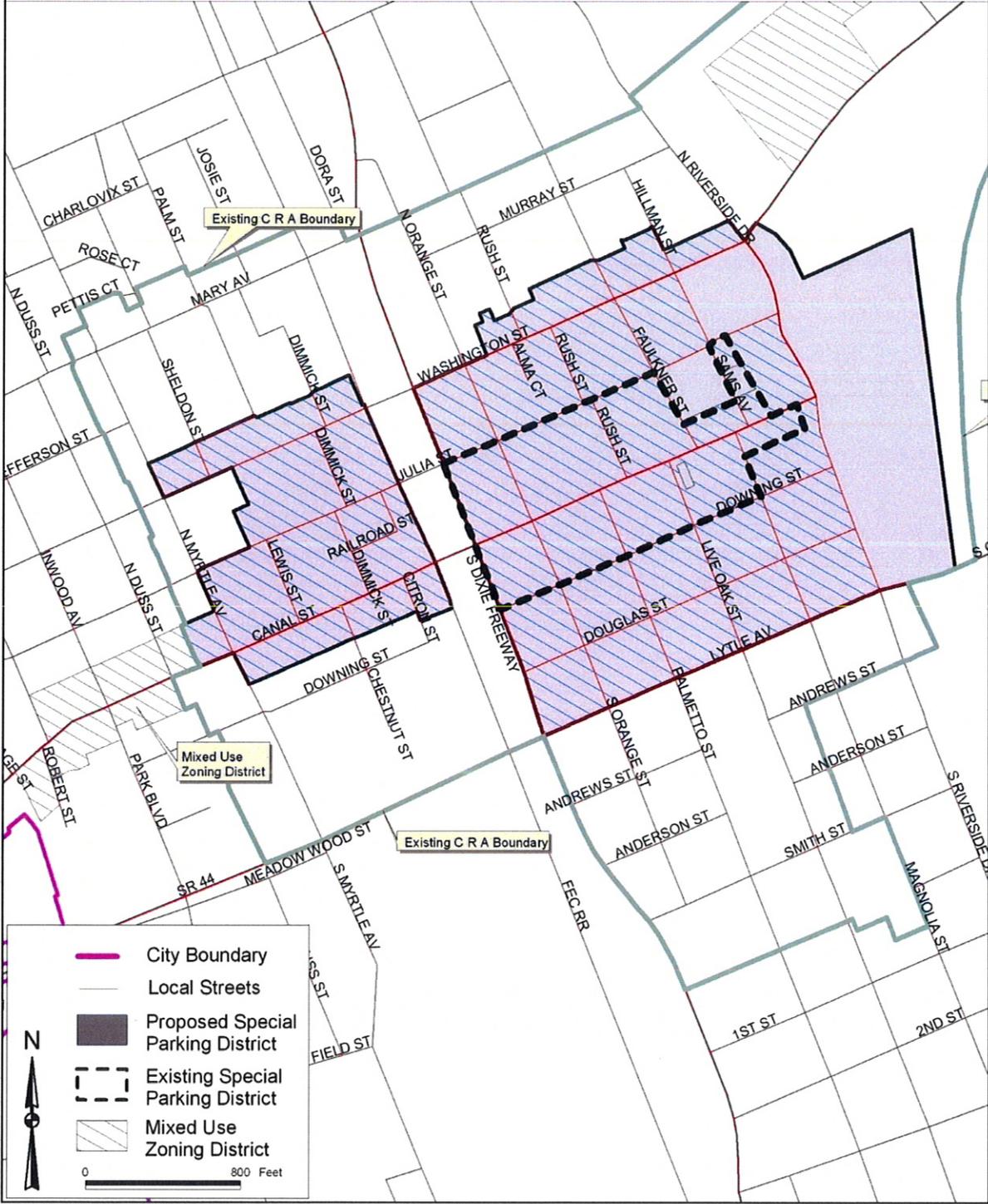
Many of the older buildings in town were constructed prior to the advent of the automobile age, and do not have adequate parking to meet today's parking requirements. Expanding the Special Parking Area would make it more possible for businesses to meet their parking requirements in the Mainland downtown area. Staff is requesting input from the Board as to whether the CRA Special Parking District should be expanded as proposed in **Exhibit B**.

Existing Special Parking District

Exhibit A



CANAL STREET SPECIAL PARKING DISTRICT

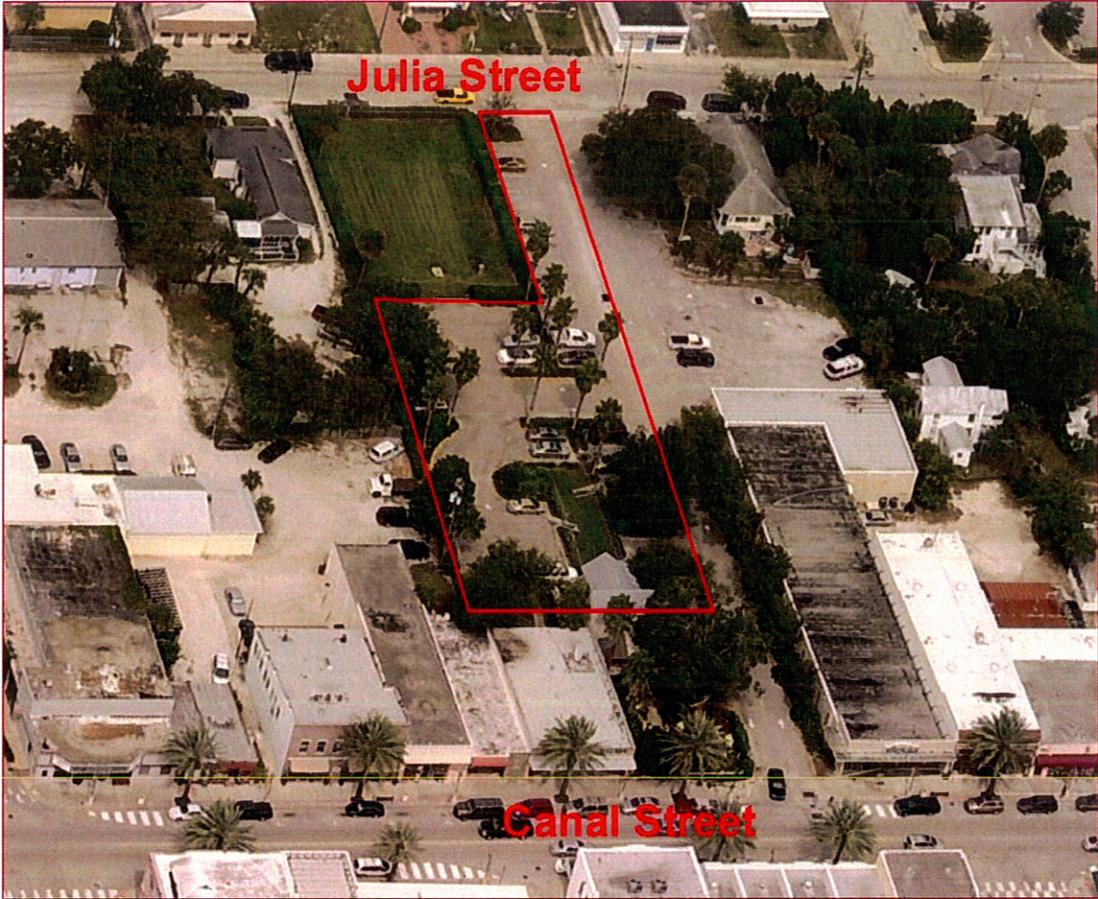




Location # 1

**Orange Street Parking Lot
104 S Orange Street**

**Total Spaces = 20
Leased Spaces = 0**

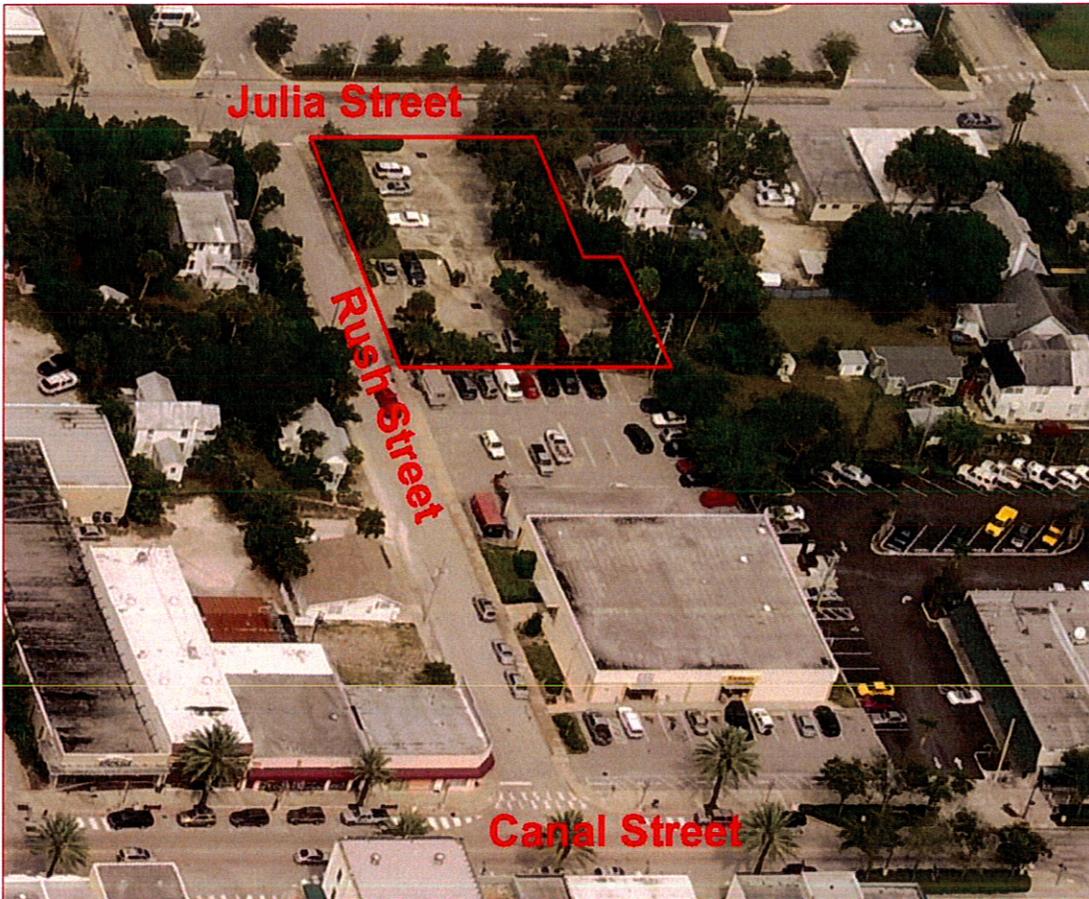


Location # 2

**Canal Street Parking Lot
405 Canal Street**

Total Spaces = 39

Leased Spaces = 0



Location # 3 Julia Street Parking Lot

Total Spaces = 26

Leased Spaces = 3 (Maloney's Oyster Bar)



Location # 4

**Chamber of Commerce
Parking Lot**

**Total Spaces = 25
Leased Spaces = 0**

604.10.Off-street parking, loading, and driveways.

I. Canal Street special parking district.

1. *District boundaries.* Special parking regulations shall apply within the area shown on the map entitled the Canal Street Parking District Map. However, the special parking regulations may be applied to other properties within the Mainland Mixed-Use Central Business District, if the project meets the criteria listed below in section 604.10I.2.E. The off-street parking-and-loading regulations within section 604.10 shall apply within the Canal Street Parking District except as set forth below in [sub]section 604.10I.2.

2. Minimum number of parking spaces.

A. Additions to existing structures of less than 500 square feet in total area and requiring less than two additional off-street parking spaces shall not be required to provide additional off-street parking. This exemption from the parking requirements may only be used once for each existing individual business premises.

B. For new construction and nonexempt additions to existing buildings, off-street parking shall be provided at a rate that is 50 percent of the requirement included in [sub]section 604.10F. Fractional parking spaces shall be rounded to the nearest whole space. Nonconforming or grandfathered parking conditions may not be used to meet requirements of this subsection.

C. For new construction and nonexempt additions to existing buildings, at least 50 percent of the off-street parking requirement must be provided on-site. The balance of the required off-street parking may be provided by a lease agreement, joint-use agreement, or other method allowed by the land development regulations.

D. For expansion of a business or change in use where no addition is proposed, off-street parking shall be provided at a rate that is 50 percent of the requirement included in [sub]section 604.10F. Credit shall be allowed for the amount of parking required for the previous use. This credit shall be calculated at 50 percent of the requirement included in [sub]section 604.10F. Off-street parking required by this subsection may be provided on-site or by any other method allowed by the land development regulations.

E. Redevelopment projects that are outside of the Canal Street Special Parking District, but located within the Mainland Mixed-Use Central Business District, may be allowed to provide off-street parking at a rate that is 50 percent of the requirement included in section 604.10F. In order to be eligible for the reduced parking ratios, the proposed project must meet the following criteria:

- i. The project shall meet all other development criteria with regard to required setbacks, height, density, and dwelling unit size as defined in the LDR.
- ii. The proposed development shall incorporate architectural features such as roof styles, window and door placement and style, and canopies that are found on the historic buildings within the Central Business District.
- iii. Sufficient on-street parking or other public parking shall be available to make up the difference between the number of parking spaces provided under the Canal Street Special Parking District parking ratios and the number of parking spaces that would otherwise be required under the city's standard parking ratios. This on-street or public parking shall be located within 500 feet of the business requesting the reduced parking ratio and must be shown on the site plan.
- iv. The applicant shall formally designate any on-street parking that is located immediately in front of the place of business requesting the reduced parking ratios. Formally designating on-street parking shall, at a minimum, require striping to designate individual parking spaces and installation of curbing along sidewalks. Formal designation may also include installation of landscape islands to prevent parking spaces from being located too close to intersections.

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Claudia Soulie

Meeting Date: November 3, 2010

Action Item Title: The need for a December CRA meeting

Agenda Section: Consent_____ Public Hearing_____ Special Items__x__

Summary Explanation and Background

During his Director's report at the October 6th, 2010 CRA meeting CRA Director Otte stated that it had been suggested not to hold a CRA meeting in December and that he would bring this topic back as agenda item at the November 3rd, 2010 meeting.

Staff is recommending that the December 8, 2010 meeting be held as regularly scheduled, as we are anticipating several Grant requests. Also, staff has received several emails from business owners urging us to hold the meeting so that the positive momentum would not be interrupted.

Recommended Action/Motion:

Staff is recommending that the CRA meeting for December 8, 2010 take place as scheduled.

Funding Analysis: Budgeted_____ If not budgeted, recommend funding account:

None.

Exhibits Attached: None.

None.

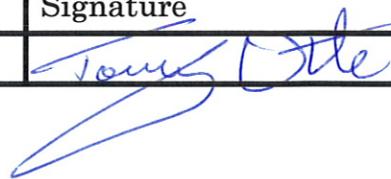
Reviewed By:

Name

Signature

CRA Director

Tony Otte



CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Tony Otte

Meeting Date: November 3, 2010

Action Item Title: Financial Report

Agenda Section: Consent _____ Public Hearing _____ Special Items x

Summary Explanation and Background

Please find attached two CRA Financial Reports: The draft report for September 30 reflecting last year's budget (the City's fiscal year is October 1 – September 30); and a report dated October 28. Staff will address any questions that CRA Commissioners have on the reports.

Recommended Action/Motion:

Review of financial reports.

Funding Analysis: Budgeted x If not budgeted, recommend funding account:

Not applicable

Exhibits Attached:

Financial Report

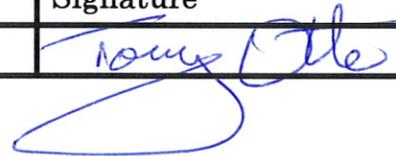
Reviewed By:

Name

Signature

CRA Director

Tony Otte



Commission Action

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD

10/28/2010 08:02
csoulie

CITY OF NEW SMYRNA BEACH
YEAR-TO-DATE BUDGET REPORT

PG 1
glytdbud

FOR 2011 13

ACCOUNTS FOR: 120 COMMUNITY REDEVELOPMENT AGENCY
ORIGINAL APPROP TRANSFRS/ADJSMTS REVISED BUDGET YTD EXPENDED ENCUMBRANCE/REQ AVAILABLE BUDGET % USED

12051502 COMMUNITY REDEVELOPMENT AGENCY

120 .51.515.51502.5110.01.	EXECUTIVE SALARY	85,010.00	6,539.20	0.00	78,470.80	7.7%
120 .51.515.51502.5120.01.	REGULAR SALARY	162,989.00	12,325.93	0.00	150,663.07	7.6%
120 .51.515.51502.5140.01.	REGULAR OVERTIME	2,000.00	484.44	0.00	1,515.56	24.2%
120 .51.515.51502.5150.06.	SHOE ALLOWANCE	400.00	0.00	0.00	400.00	.0%
120 .51.515.51502.5210.01.	FICA	18,972.00	1,445.38	0.00	17,526.62	7.6%
120 .51.515.51502.5220.01.	FRS RETIREMENT	3,242.00	316.39	0.00	2,925.61	9.8%
120 .51.515.51502.5220.03.	DC PLAN	17,433.00	1,312.95	0.00	16,120.05	7.5%
120 .51.515.51502.5230.02.	FLORIDA HEALTH CARE	22,233.00	1,152.33	0.00	21,080.67	5.2%
120 .51.515.51502.5230.04.	BCBS INSURANCE	11,633.00	484.68	0.00	11,148.32	4.2%
120 .51.515.51502.5230.08.	MET LIFE DENTAL	1,720.00	71.05	0.00	1,648.95	4.1%
120 .51.515.51502.5230.09.	MUTUAL OF OMAHA	1,818.00	126.41	0.00	1,691.59	7.0%
120 .51.515.51502.5240.01.	WC	4,513.00	0.00	0.00	4,513.00	.0%
120 .51.515.51502.5290.01.	PERSONNEL ALLOCATION	53,750.00	0.00	0.00	53,750.00	.0%
120 .51.515.51502.5310.12.	LEGAL	50,000.00	1,669.25	48,330.75	0.00	100.0%
120 .51.515.51502.5310.16.	CONSULTANT PROGRAM	615,000.00	0.00	103,250.00	511,750.00	16.8%
120 .51.515.51502.5310.23.	SURVEYS	22,500.00	0.00	0.00	22,500.00	.0%
120 .51.515.51502.5310.90.	APPRAISALS	10,000.00	0.00	0.00	10,000.00	.0%
120 .51.515.51502.5310.99.	OTHER PROFESSIONAL SERVICE	28,000.00	0.00	0.00	28,000.00	.0%
120 .51.515.51502.5320.01.	AUDIT	14,446.00	0.00	12,196.90	2,249.10	84.4%
120 .51.515.51502.5340.01.	EXTERMINATE SERVICE	0.00	25.00	275.00	-300.00	100.0%
		0.00				

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD

10/28/2010 08:02
csoulie

CITY OF NEW SMYRNA BEACH
YEAR-TO-DATE BUDGET REPORT

PG 2
glytcbud

FOR 2011 13

ACCOUNTS FOR: 120 COMMUNITY REDEVELOPMENT AGENCY
ORIGINAL APPROP TRANFRS/ADJSMTS REVISED BUDGET YTD EXPENDED ENCUMBRANCE/REQ AVAILABLE BUDGET % USED

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
120	.51.515.51502.5340.18.	PROPERTY MAINTENANCE	55,000.00	0.00	410.83	54,589.17	.7%
120	.51.515.51502.5500.00	0.00					
120	.51.515.51502.5400.05.	TRAVEL	4,000.00	1,655.39	0.00	2,344.61	41.4%
120	.51.515.51502.5400.99.	OTHER TRAVEL	500.00	0.00	0.00	500.00	.0%
120	.51.515.51502.5410.01.	PHONE CHARGES	2,000.00	0.00	0.00	2,000.00	.0%
120	.51.515.51502.5410.03.	MOBILE PHONE CHARGES	3,336.00	0.00	0.00	3,336.00	.0%
120	.51.515.51502.5410.20.	POSTAGE	250.00	0.00	0.00	250.00	.0%
120	.51.515.51502.5410.21.	SHIPPING/HANDLING	350.00	0.00	175.00	175.00	50.0%
120	.51.515.51502.5430.01.	ELECTRIC AND WATER	70,000.00	0.00	0.00	70,000.00	.0%
120	.51.515.51502.5450.01.	LIABILITY INSURANCE	7,804.00	0.00	0.00	7,804.00	.0%
120	.51.515.51502.5450.02.	AUTO AND PROPERTY INSURANCE	4,654.00	0.00	0.00	4,654.00	.0%
120	.51.515.51502.5460.01.	ANNUAL MAINT CONTRACT	1,000.00	0.00	1,000.00	0.00	100.0%
120	.51.515.51502.5463.08.	OUTSIDE REPAIRS	500.00	0.00	0.00	500.00	.0%
120	.51.515.51502.5463.41.	R & M OFFICE EQUIPMENT	500.00	0.00	0.00	500.00	.0%
120	.51.515.51502.5463.50.	FLEET MAINTENANCE BILLINGS	7,630.00	0.00	0.00	7,630.00	.0%
120	.51.515.51502.5463.99.	R & M EQUIPMENT	500.00	0.00	0.00	500.00	.0%
120	.51.515.51502.5464.12.	SIGNAL MAINTENANCE-FEC	0.00	0.00	7,865.00	-7,865.00	100.0%
120	.51.515.51502.5464.30.	R&M-STREET MAINTENANCE	15,000.00	0.00	15,000.00	0.00	100.0%
120	.51.515.51502.5470.99.	OTHER PRINT & BINDING	2,000.00	0.00	0.00	2,000.00	.0%
120	.51.515.51502.5480.01.	PROMOTIONAL EXPENSE	467,500.00	0.00	1,350.00	466,150.00	.3%
120	.51.515.51502.5490.01.	NEWS ADS	2,500.00	80.75	2,419.25	0.00	100.0%
120	.51.515.51502.5490.99.	OTHER CURR CHGS	2,000.00	175.00	0.00	1,825.00	8.8%
120	.51.515.51502.5510.01.	OFFICE SUPPLY	3,500.00	193.33	3,306.67	0.00	100.0%

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD

10/28/2010 08:02
csoullie

CITY OF NEW SMYRNA BEACH
YEAR-TO-DATE BUDGET REPORT

PG 3
glytbdud

FOR 2011 13

ACCOUNTS FOR: 120 COMMUNITY REDEVELOPMENT AGENCY
ORIGINAL APPROP TRANSFRS/ADJSMTS REVISED BUDGET

	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
120 .51.515.51502.5510.05. OFFICE SMALL MACHINE & EQUIP	0.00	0.00	2,000.00	.0%
120 .51.515.51502.2,000.00. GAS/OIL	0.00	0.00	6,424.00	.0%
120 .51.515.51502.5520.01. GAS/OIL	0.00	0.00	6,424.00	.0%
120 .51.515.51502.5520.04. UNIFORMS	0.00	0.00	500.00	.0%
120 .51.515.51502.5520.64. PROPERTY MAINTENANCE SUPPLIE	122.64	8,377.36	26,500.00	24.3%
120 .51.515.51502.35,000.00. OTHER OPER SUPPLIES	0.00	942.00	5,198.00	15.3%
120 .51.515.51502.6,140.00. MEMBERSHIPS	3,820.00	9,375.00	2,305.00	85.1%
120 .51.515.51502.15,500.00. SUBSCR	0.00	0.00	300.00	.0%
120 .51.515.51502.300.00. SEMINAR/CONF REGISTRATION	700.00	0.00	4,300.00	14.0%
120 .51.515.51502.5,000.00. O/H OPERATING EXPENSE	0.00	0.00	176,799.00	.0%
120 .51.515.51502.176,799.00. CAPITAL OUTLAY FY2009	0.00	0.00	2,716,983.00	.0%
120 .51.515.51502.2,716,983.00. ESTHER STREET PROJECT	280.00	39,000.00	830,270.00	4.5%
120 .51.515.51502.869,550.00. WEST CANAL STREETScape	130,805.51	-117,724.96	-13,080.55	100.0%
120 .51.515.51502.5677.77. MARY AVENUE STREETScape	0.00	729,270.72	141,458.28	83.8%
120 .51.515.51502.870,729.00. FLAGER AVENUE BOARDWALK	0.00	0.00	482,669.00	.0%
120 .51.515.51502.482,669.00. WASHINGTON STREET IMPROVEMEN	0.00	0.00	930,000.00	.0%
120 .51.515.51502.5677.81. PUBLIC ART	0.00	0.00	13,600.00	.0%
120 .51.515.51502.13,600.00. CHAMBER RESTORATION PROJECT	0.00	0.00	200,000.00	.0%
120 .51.515.51502.200,000.00. DUNN LAND ACQUISITION	0.00	34,266.49	30,733.51	52.7%
120 .51.515.51502.65,000.00. RIVERSIDE PARK UPGRADES	0.00	0.00	400,000.00	.0%
120 .51.515.51502.400,000.00. FACADE IMPROVEMENTS	0.00	0.00	90,000.00	.0%
120 .51.515.51502.5830.01. IMPACT FEES- GRANTS/AID	0.00	0.00	85,000.00	.0%
120 .51.515.51502.85,000.00. REVITALIZATION GRANT	0.00	0.00	90,000.00	.0%
120 .51.515.51502.90,000.00. REVITALIZATION GRANT	0.00	0.00	90,000.00	.0%

FOR 2011 13

ACCOUNTS FOR: 120 COMMUNITY REDEVELOPMENT AGENCY
ORIGINAL APPROP TRANSFRS/ADJSMTS REVISED BUDGET YTD EXPENDED ENCUMBRANCE/REQ AVAILABLE BUDGET % USED

120 .51.515.51502.5830.06. OTHER GRANTS AND AIDS	0.00	110,249.00	0.00	0.00	110,249.00	.0%
110,249.00						
TOTAL COMMUNITY REDEVELOPMENT	0.00	8,947,626.00	163,785.63	899,086.01	7,884,754.36	11.9%
8,947,626.00						
TOTAL COMMUNITY REDEVELOPMENT	0.00	8,947,626.00	163,785.63	899,086.01	7,884,754.36	11.9%
8,947,626.00						
TOTAL EXPENSES	0.00	8,947,626.00	163,785.63	899,086.01	7,884,754.36	
8,947,626.00						

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD



PG 5
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10/28/2010 08:02
csoulie

CITY OF NEW SMYRNA BEACH
YEAR-TO-DATE BUDGET REPORT

FOR 2011 13

ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
8,947,626.00	0.00	8,947,626.00	163,785.63	899,086.01	7,884,754.36	11.9%
GRAND TOTAL						

** END OF REPORT - Generated by Claudia Soulie **



REPORT OPTIONS

Field #	Total	Page Break
Sequence 1	Y	Y
Sequence 2	Y	N
Sequence 3	0	N
Sequence 4	0	N

Report title:
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.
 Print totals only: N
 Print Full or Short description: F
 Print full GL account: Y
 Format type: 2
 Double space: N
 Suppress zero bal accts: Y
 Include requisition amount: Y
 Print Revenues-Version headings: N
 Print revenue as credit: Y
 Print revenue budgets as zero: N
 Include Fund Balance: N
 Print journal detail: N
 From Yr/Per: 2009/ 1
 To Yr/Per: 2010/12
 Include budget entries: Y
 Incl encumb/liq entries: Y
 Sort by JE # or PO #: J
 Detail format option: 1
 Include additional JE comments: N
 Sort/Total Budget Rollup: N
 Print MY's in one year view: Y
 Amounts/totals exceed 999 million dollars: Y

Year/Period: 2011/13
 Print MID Version: N
 Incl inception to soy: N
 Roll projects to object: N
 Carry forward code: 1

MUNIS FINANCIAL MANAGEMENT SOLUTIONS
WELCOME TO THE NEIGHBORHOOD



PG 1
bgnyrpts

10/28/2010 10:13 CITY OF NEW SMYRNA BEACH
ifegley NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 2011 FY 2011 ADOPTED BUDGET

ACCOUNTS FOR:
COMMUNITY REDEVELOPMENT AGENCY

	VENDOR	QUANTITY	UNIT COST	2011	MANAGER
12051502 COMMUNITY REDEVELOPMENT AGENCY					
M CAPITAL OUTLAY					
12051502 567001 - GENERAL CONTINGENCY					.00
12051502 567201 - CAPITAL OUTLAY					.00
12051502 567206 - CAPITAL OUTLAY FY2006					.00
12051502 567207 - CAPITAL OUTLAY FY2007					.00
12051502 567209 - CAPITAL OUTLAY FY2009 GRADING AND MARKING FOR JULIA AVE AND FAULKNER STREET PARKING LOT FLAGLER DUNES PARKING LOT TO HELP INCREASE PARKING FOR FLAGLER AVE. CRA APPROVED AT THEIR 2/3/10 CRA MEETING	0	1.00	.00	2,716,983.00	.00
DEVELOPMENT ASSISTANCE AND INCENTIVES THIS ITEM IS INCLUDED IN THE CRA PLAN UPDATE TO PROMOTE BUSINESS START UPS AND REDEVELOPMENT	0	1.00	.00	68,000.00	.00
POLICY AND PARTNERSHIP FUNDING INCLUDED IN THE CRA PLAN UPDATE TO ASSIST W/MODIFYING REGULATORY POLICIES FOR EASIER DEVELOPMENT	0	1.00	.00	1,379,533.00	.00
INCLUDED IN THE CRA PLAN UPDATE. BRANDING/STRATEGIC SIGNAGE AND USER WAYFINDING THROUGHOUT CRA DIST. MYRTLE AVE INFRASTRUCTURE PROJECT STREETSCAPING, TRAFFIC CALMING, CONNECTIVITY.	0	1.00	.00	186,000.00	.00
WASHINGTON STREET BUSINESS DISTRICT INCUBATOR GATEWAY LANDSCAPING AND BEAUTIFICATION	0	1.00	.00	279,000.00	.00
	0	1.00	.00	60,450.00	.00
12051502 567501 - CAPITAL OUTLAY - FY2005					.00
12051502 567717 - SEGWAYS -VEHICLES					.00

REPORTS AND COMMUNICATIONS

CRA DIRECTOR'S REPORT

November 3, 2010

1. FRA Conference: Vice-Chair Steve Dennis, Commissioner Doug Hodson, CRA Attorney Mark Hall, and I attended the annual FRA Conference in Orlando October 13-15. Significant information brought back includes the following:
 - a. I have copies of the "2010 Best Book" of awards, which notes that we made 5 award entries (no winner this year): W Canal Streetscape (p. 22), Property Improvement Grants (p. 24), Flagler Art Walk (p.25), Christmas on Canal St (p. 25), CRA Master Plan Update (p. 33);
 - b. I will visit with the CRA Director in Kissimmee who has been successful with managing multiple capital improvement projects and innovative redevelopment projects. I am exploring the idea of getting an architect or general contractor on board to review major renovation projects (such as the Washington St Business Incubator) to ensure that the projects are well conceived with appropriate costs.
 - c. A helpful website was mentioned in the CRA member session: staylegallyinformed.com
 - d. One session reviewed applicable state laws, including the Sunshine Law.
 - e. Best quotes:
 - i. During a public meeting, professionalism demands courtesy no matter the circumstance. The maintenance of control of the meeting is paramount.
 - ii. In redevelopment work we should each look for consensus – not personal credit.
 - iii. Contractors say that everybody wants construction work that is good, fast, and cheap – except nobody can get all three on the same project – the best you can do is two out of three.
 - f. Ask for legal advice if a conflict of interest is being questioned.
 - g. SB 360 has been ruled unconstitutional but is being appealed. This has to do with allowing exceptions to transportation concurrency in certain areas.
 - h. Economic Development focus has been on the number of jobs created; now the focus is on recruiting targeted industries.
 - i. I am going to set up a meeting with the Kissimmee CRA Director to get copies of their process for pre-qualifying contractors, including the checking of references.
 - j. Discussions on Amendment 4 and TABOR (the taxpayers' bill of rights.) This information was e-mailed to CRA Commissioners on October 18.
 - k. The Gainesville CRA has transitioned from capital projects to targeted industries – including the fulfilling the need for a restaurant in one area by buying land, and a constructing a building for a restaurant to open.
 - l. There was a presentation from the Delray Beach CRA on several programs including rental assistance, which we have modeled a program on.
 - m. The Bradenton Central CRA is doing a number of programs in community building that staff is reviewing.
 - n. Interesting discussion on structuring agreements. I have asked for a copy of a West Palm Beach agreement.
 - o. Attractive elements to developers include the perceived stability of the local government; the vision for the area to show that the city believes in a bright future

for the area, and others should as well; and having readily available market data. Having a number of local partners is also attractive.

2. New Contract position for a Main Street Coordinator: Staff anticipates advertising this position this month.
3. Brownfields – program activities are progressing. There are no new sites this month.
4. CRA Master Plan Update – Staff anticipates having the final copy available this month.
5. Dunn Lumber: The contractor has moved equipment on-site and barring any difficulties the demolition is scheduled to begin this week. Following demolition, the FDEP will conduct remediation of the site through a grant awarded to the City. These activities are scheduled to take several months or longer depending on the availability of the FDEP’s contractor. Following remediation, Staff will schedule the landscaping work.
6. Tasks on Canal St east of US 1: Staff has ordered the re-painting of the bands on the streetlight pole bases. Staff is exploring new street striping, and the need for a false wall on the sidewalk when the Fox Firestone building is demolished so as not to leave a gap in the façade for that block. The possibility of having large planters similar to W. Canal is also being reviewed.
7. The report prepared by a volunteer (being paid by Economic Development Advisory Board member Jack Holcomb), Joe Mikos, has been completed in draft form. The report describes a marketing strategy that will include a website focus, using “analytics” to check on the use of the website (where visitors are located, how long they stay, where do they go); and “search engine optimization” to increase the number of times that the website is identified in searches. The City website is averaging about 18,000 “hits” a month, which is very good.

Tracking Report

No items at this time.

Capital Improvement Projects Tracking Form

Project Name	Project Description	Original Budget Amount	Approved Contract Amount	Contract Amount Remaining	Status	Contact
W Canal Streetscape Project	Streetscape and Drainage Improvements from Myrtle Ave to FECR Railroad Tracks	\$1,000,000	\$2,921,404	\$78,047	Paving was completed on Oct 13th. Project is now substantially complete. A final walk-thru inspection will be scheduled soon, as well as a ribbon cutting ceremony. for more info click here	Michelle Martin
Mary Avenue Streetscape Project - Phase I	Phase I - Streetscape, Drainage, Water and Sewer Improvements from Myrtle Ave to US1 Phase II - Streetscape and Safety improvements within FECR R/W	\$1,500,000	\$729,271	\$0	The Pre-Con meeting was held on October 20, 2010. The anticipated NTP date and first day of construction is November 8, 2010. for more info click here	Michelle Martin
Orange St Streetscape Project	Streetscape, Drainage, Water, and Parking Lot Improvements from Lyrle Ave to Canal Street	\$1,200,000	\$717,332	\$0	The Pre-Con meeting was held on October 20, 2010. The anticipated NTP date and first day of construction is November 8, 2010. for more info click here	Michelle Martin
Washington St Streetscape Project (Design)	Phase I - Streetscape and Drainage Improvements from Myrtle Ave to US1 Phase II - Streetscape and Drainage Improvements from US1 to Riverside Drive	\$930,000	\$126,000	\$0	The contract was executed. The anticipated NTP is November 1, 2010 for more info click here	Michelle Martin
Riverside Park Seawall	Reconstruct Seawall and Boardwalk, replace Park Lighting	\$530,000			Engineering of Seawall is in progress for more information click here	Kyle Fegley
Riverside Park Lighting		\$400,000			A meeting will be scheduled to discuss various options for the lighting for more information click here	Michelle Martin
Flagler Boardwalk and Seawall	Reconstruct Seawall and Boardwalk, upgrade Restroom Facilities and County Facility, upgrade Parking Lot	\$2,000,000			Seawall engineering underway. A public meeting will be held on Nov 1, 2010 to determine the future of the boardwalk structure. The remainder of the Q/LH scope will then be brought back to the CRA and CC December 2010. for more information click here	Khalid Resheidat
Esther St Park and Seawall	Reconstruct Seawall and construct Park Amenities	\$869,550			Survey is complete. Addtl' property has been mapped for easement. Need to submit for appraisal. Tetra Tech proposal for seawall was approved by City Commission on Sept 28. for more information click here	Gail Hendrikson
Myrtle Ave Infrastructure Project	Landscaping at intersections, possibly along the west side across from Babe James if easements were obtained, repair or replace the sidewalk on the west side of N Myrtle Ave	\$465,000			Commissioner Plasket will discuss the details for the easements and the proposed plant material with the Churches for more information click here	Khalid Resheidat
Dunn Lumber Demolition	Demolish 2 Buildings at 533 Canal Street	\$65,000			The asbestos has been removed and the demolition is scheduled for November 1, 2010. for more information click here	Michelle Martin
Canal Calore Dredging	Applied for a FIND Grant Phase I (survey, design, and permitting)	\$30,000			Staff received the contracts from FIND and should be fully executed within a month for more information click here	Khalid Resheidat
Flagler Dunes Parking Lot	Improvements to create a Parking Lot and Lease Spaces	\$68,000			Construction is in progress. for more information click here	Michelle Martin

Julia and Faulkner St Parking Lot	Improvements to existing surface to create a Parking Lot	\$0			CRA and City staff met with the shuffleboard group and advised that an RFP will be issued sometime early 2011 for future development for more information click here	Tony Otte
CRA Parking		\$0			Funding for the Julia/Faulkner lot. Funds may be re-programmed. for more information click here	
Chamber of Commerce Bldg Rehab	Exterior Rehabilitation	\$200,000			Bids were received on Oct 12, 2010 and are currently be reviewed. A selection will be made and presented to the City Commission for approval. for more information click here	Kyle Fegley
Washington Business District	Development of a Business Incubator and Start-ups	\$279,000			Staff is preparing an advertisement for Architectural services for the development of a design build project for more information click here	Tony Otte
Gateway Landscaping	Improvements to Gateway Corridors	\$60,450			Staff is developing a Scope of Work. It is also anticipated that more funding will be added from the Tree Mitigation funds. for more information click here	Marissa
Coronado Shuffleboard Courts and Restroom Facility	Improvements to existing Shuffleboard Courts and Restroom Facilities				Construction in progress for more information click here	Kyle Fegley
Fairway Drive Sidewalk Project	Wayne Avenue to Fairgreen Avenue				Complete for more information click here	Kyle Fegley
Central Beach Drainage Improvements, Phase III					for more information click here	Kyle Fegley
Islesboro Area Drainage Study					for more information click here	Kyle Fegley
Islesboro Drainage Improvements	Fairmont Ave and Westwood Ave between North Street and Conrad Drive				for more information click here	Kyle Fegley
Sunset Drive Drainage Improvements					for more information click here	Kyle Fegley
Esther St Drainage Improvements					for more information click here	Kyle Fegley
Julia Street Water Quality Improvements		\$200,000			for more information click here	
Development Assistance & Incentives		\$1,379,533			This program supports incentive agreements to encourage business expansion and new businesses moving into the CRA. for more information click here	Tony Otte
Policy & Partnerships		\$186,000			A recommendation will be presented to the CRA and City Commission for more information click here	Tony Otte

Marketing & Promotion		\$465,000			Jack Holcomb has provided an internet marketing consultant to prepare a report on web-based marketing, and their report will be presented at the December 2010 EDAB meeting. for more information click here	Tony Otte
Public Art		\$13,600			Funding to be used to support art events. for more information click here	Tony Otte
Signage and Wayfinding	Erect new Wayfinding Signs	\$279,000			The kick-off meeting was held on Oct 27 and design is scheduled for completion in January 2011 for more information click here	Tony Otte
Medical Services District Improvements		\$1,000,000			BFMC has requested Andrews St streetscaping, and old bank bldg rehab. The CRA recommends that funding in this category be eliminated. for more information click here	Tony Otte
US1 and Canal Street					FDOT has executed a design contract with Metric Engineering and a kick-off meeting is scheduled for November 2, 2010 for more information click here	Dennisse Zoman
N Causeway Boat Ramp Parking Kiosk					for more information click here	Liz Yancey
N Duss Street Improvements	Widen approximately 100 LF of N Duss at Canal Street, replace the drainage culvert, extend sidewalk on west side from Canal St to Julia Ave	\$127,000			Complete for more information click here	Kyle Fegley
Multiuse Trail	2.2 miles from Wallace Rd to Sugarmill Drill	\$1,200,000			We have our ECHO funding and are waiting for FDOT to complete environmental, archaeological, surveys to get LAP Agreement. Once we get the LAP Agreement we will get the FDOT Funding. City will be required to provide a 15% match in funds. for more information click here	Kyle Fegley
Babe James Splash Pad		\$53,000			May not be enough funding to do this project for more information click here	Liz Yancey
Pettis Park Kitchen Counter	Extending the counter top	\$1,000			Not yet begun for more information click here	Gail Hendrikson
Pettis Park Skating Rink					for more information click here	Kyle Fegley
Pettis Park Walkway					for more information click here	Kyle Fegley
Electronic Message Center at Babe James		\$25,000			for more information click here	Gail Hendrikson
Form Based Codes					The Consultant (Land Design Innovations) contract has been approved and a kick-off meeting will be scheduled for more information click here	Gail Hendrikson
West Side Neighborhood Plan		\$25,000			2nd public workshop held August 30, 2010. Waiting for revised draft of the Neighborhood Plan. We're anticipating City Commission acceptance at the 2nd meeting in Oct for more information click here	Gail Hendrikson