

Community Redevelopment Agency

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

April 28, 2011

MEMORANDUM

Charles Belote, Chair
James Kosmas
Doug Hodson
Thomas Williams
Chad Schilsky
James Peterson
John Kinney

May this serve as your official notification of the **REGULAR MEETING** of the Community Redevelopment Agency to be held on **Wednesday, May 4th, 2011 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, MAY 4, 2011 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 CRA Meeting April 6, 2011
- B. Commercial Property Improvement Grant Applications for Wiley Building
 - a) 201 Canal Street (Faulkner Street side)
 - b) 10 – 80 Faulkner Street
- C. Grant Applications for 103 S. Pine Street – That’s Amore
 - a) Commercial Property Improvement Grant
 - b) Commercial Matching Revitalization Grant

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. Family Spring Expo Funding Request
- B. Wayfinding System –
 - a. Sign Locations
 - b. Signage Criteria
- C. CRA Grant Programs - Combining of three Assistance Grants into 1 Program
- D. Clarification request - Development Assistance and Incentives Program

7. NEW BUSINESS

- A. Recommendation of CRA Chair and Vice Chair
- B. Orange Street Streetscape Change Order # 3
- C. Discussion of new CRA program idea

8. REPORTS AND COMMUNICATIONS

- | | |
|----------------------------|---------------------------|
| A. Director’s Report | E. Commissioner Report |
| B. CRA Attorney’s Report | F. Tracking report - None |
| C. Capital Projects Report | G. Correspondence |
| D. Financial Report | |

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 APRIL 6, 2011
CITY COMMISSION CHAMBER, CITY HALL, 210 SAMS AVE.
NEW SMYRNA BEACH, FLORIDA**

Chair Charles Belote called the CRA meeting to order at 2:00 p.m.

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Answering to roll call:

**Charles Belote
Doug Hodson
James Kosmas
Chad Schilsky
Thomas Williams
James Peterson**

Also present were CRA Director Tony Otte; CRA Project Manager Michelle Martin; CRA Administrative Specialist Claudia Soulie and CRA Attorney Mark Hall. Vice Chair Steve Dennis was absent (excused).

Ms. Soulie read FORM 8B MEMORANDUM OF VOTING CONFLICT into record that was filled out by Commissioner Williams at the March 3, 2011 CRA meeting to indicate his conflicting interest in an agenda item pertaining to the Architectural Request for Qualifications. (form attached)

1. **CONSENT AGENDA**

- A. Approval of Minutes – Regular CRA Meeting March 3, 2011
Special CRA Meeting, March 23, 2011
- B. Commercial Property Improvement Grant Applications for 300 N. Riverside Dr. – Masonic Lodge
- C. Residential Property Improvement Grant Time Extensions for 106 and 108 S. Myrtle Ave – Sharon McHenry
- D. Commercial Property Improvement Grant for Rosedale Buildings at 515 Canal Street and 505/507 Canal Street
- E. Residential Property Improvement Grant 1200 Hill St. – Werner Residence
- F. Mary Ave Streetscape Project – Time Extension

Mr. Williams made the motion to approve the consent agenda with all items as presented, seconded by Mr. Schilsky. Motion carried on roll-call vote 6 –0.

2. **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.

There being none, Mr. Belote closed the Public Participation portion of the meeting.

51 **3. PRESENTATION:**

52 None

53
54 **4. OLD BUSINESS**

55 A. Authorization to Finalize and Execute a contract with HCS, LLC (Holly
56 Smith)

57
58 Mr. Otte stated that at their March 3, 2011 meeting the CRA directed staff to restructure
59 the contract with HCS (regarding the preparation of marketing plans and implementation
60 of a marketing program for the CRA) to include the following:

- 61
- 62 1. Who the contractor will answer to
 - 63 2. A definition of the scope of work
 - 64 3. Documentation of hours
 - 65 4. What constitutes a conflict of interest
 - 66 5. A payment schedule

67
68 Mr. Otte continued that a standard contract form has been used by the CRA in the past for
69 professional services agreements and that staff wished to return to this previous practice,
70 as it ensured that basic contractual concerns were covered. Mr. Otte asked that the CRA
71 vote to authorize staff to finalize the standard contract with those specific elements and
72 forward it to the City Commission for ratification; and that the CRA Chair be authorized
73 to sign the contract upon that ratification.

74
75 Mr. Otte further summarized that:

- 76
- 77 • the contractor will answer to the City Manager and her designee, the CRA
78 Director;
 - 79 • the contractor agreed to an hourly rate of \$58 per hour (not to exceed \$60,000 per
80 year, or about 20 hours per week or 1,040 hours per year). The number of hours
81 will be the basis of the invoices.
 - 82 • Payment will be made on a monthly basis

83
84 Mr. Otte continued that it was anticipated that several sections of the standard contract
85 may need to be revised to fit this final contract. Those sections include:

- 86
- 87 • The penalty for late payments by the City may be removed;
 - 88 • The paragraph allowing the City to charge the Contractor for "...additional costs
89 occasioned by the Consultant's failure to fulfill its obligations to the City..." may
90 be removed.
 - 91 • The contractor will not be provided office space and a computer

92
93 Mr. Hodson wanted to assure that every precaution had been taken to identify Ms. Smith
94 as an independent contractor and not an employee of the City. Mr. Hall stated that the
95 contract being used had such verbiage in it.

96

97 Mr. Peterson questioned the fact that Ms. Smith was being paid by the hour as he felt that
98 this was an indicator of an employee. Mr. Hall stated that the CRA/City did not dictate
99 her hours or her time schedule so there should be no conflict.

100
101 A brief discussion ensued about the deliverables to be obtained from the contractor and
102 that staff should monitor the progress to ensure timely completion.

103
104 Mr. Kosmas inquired about the 60 day termination provision; who owned the work
105 product and including a provision of a charge back in the event that the IRS or another
106 entity determined her to not be an independent contractor. Mr. Kosmas was informed that
107 the termination provision was negotiated between staff and Ms. Smith; that the work
108 product will be owned by the City/CRA and that an indemnification clause can be added.

109
110 A brief discussion ensued about changing the termination clause to 15 days and the
111 legality of being able to add an indemnification clause. Mr. Hall stated that he preferred
112 a termination clause of 15 days as this was more customary.

113
114 Mr. Williams asked if the contract ended automatically after a one year period and was
115 informed that it did.

116
117 Mr. Schilsky was in favor of changing the termination clause before presenting the
118 contract to the City Commission.

119
120 **Mr. Schilsky made the motion to authorize staff to finalize the contract with a**
121 **termination period without cause of 15 instead of 60 days and the inclusion of**
122 **indemnification language should Ms. Smith be deemed an employee and not an**
123 **independent contractor prior to the contract going to the City Commission for**
124 **ratification; seconded by Mr. Kosmas. Motion carried on roll-call vote 4 -2, with**
125 **Mr. Peterson and Mr. Hodson casting the dissenting votes.**

126
127
128

5. NEW BUSINESS

129 A. Family Spring Expo Funding Request

130
131 Mr. Otte asked that this item be deferred to a later time in the meeting, as the applicant
132 for this funding request had been delayed and was not present yet. (please see Director's
133 report)

134
135 B. Commercial Property Improvement Grant Amendment – Large Buildings

136
137 Mr. Otte stated that the Commercial Property Improvement Grant Program is one of the
138 CRA's most popular programs and that in the last fiscal year 16 individual grants had
139 been awarded. Mr. Otte continued that this program, with its \$10,000 grant funds limit,
140 worked well for exterior revitalization of an individual business. It did not, however,
141 properly address large buildings under one ownership with multiple business
142 storefronts, as the cost of such a renovation could easily exceed \$100,000. The
143 provision of \$10,000 in CRA funds, realistically, was not an incentive to provide such
144 an extensive improvement.

145

146 Mr. Otte asked for discussion on staff's suggestion to include verbiage in the existing
147 grant guidelines that the amount of funding available for a larger building not exceed
148 30% of the cost of the renovation project, with an absolute dollar amount limit of \$50,000
149 per project.

150
151 Mr. Bob Wiley, building owner on Canal Street stated that he had recently renovated the
152 west side of his building and was now planning on improving the east side. He continued
153 that his building currently housed 27 plus tenants who could all apply individually for an
154 exterior improvement grant. In order to facilitate the process of not having to handle
155 multiple applications, Mr. Wiley was asking that provisions be made that the owner of a
156 large building with multiple tenants may submit one application for the entire project.

157
158 Mr. Belote complimented Mr. Wiley for the work on his building so far.

159
160 Mr. Peterson stated that he interpreted the current guidelines to allow Mr. Wiley to apply
161 on behalf on each business in his building.

162
163 A brief discussion ensued about tweaking the current program to make concessions
164 allowing the business owner to apply on behalf of his tenants and to consider each side of
165 the building as a different project. The CRA agreed and instructed staff to revise the grant
166 guidelines accordingly. (Note: this directive completed Agenda item 5 B.)

167
168 Mr. Otte introduced Kevin Jameson, the new City Planner who will be dividing his time
169 50/50 between the City's Planning Department and the CRA; as well as Steve Parnell the
170 new CRA Senior Inspector who started April 4, 2011.

171
172 Mr. Otte stated that, per the request of the CRA, the Assistant City Finance Director was
173 present to answer any questions about the budget and Mr. Otte inquired if this topic could
174 be moved ahead of the remaining items on the agenda.

175
176 Mr. Williams stated that he had to leave the meeting early and asked if he could make a
177 motion pertaining to the "Florida Redevelopment Agency – Call for Entries 2011". The
178 CRA agreed. (Further details listed below under C. Florida Redevelopment Agency)

179
180 **Mr. Williams made the motion to approve the suggestions provided by staff;**
181 **seconded by Mr. Peterson. Motion carried on roll-call vote 6 –0.**

182
183 Commissioner Williams left at 3:00 pm.

184
185 D. Financial Report (Reports and Communications)

186
187 Mr. Otte stated that staff was able to create budget expenditures and revenue reports and
188 summarized the information on these reports for the CRA. Mr. Otte continued that staff
189 would be including updated detailed reports in the agenda packet.

190
191 Lorie Bailey-Brown, Assistant Finance Director informed the CRA that she was currently
192 working on the Fiscal Year (FY) 2012 budget. Ms. Bailey-Brown continued that the
193 City's audit report was issued at a recent City Commission meeting and that the actual
194 numbers from last FY would be used to gauge the new FY 2012 budget.

195 A brief discussion ensued about the intergovernmental revenue budget figures in the 2010
196 Annual Report and Ms. Bailey-Brown stated that those figures were comprised of grant
197 revenue from projects.

198
199 C. Florida Redevelopment Agency - Call for Entries 2011

200
201 The FRA award programs honor the best programs and projects in Florida
202 redevelopment and recognize outstanding leadership that has had a beneficial impact
203 on redevelopment.

204
205 A winning entry is an acknowledgment of excellence for the work an organization is
206 doing. All winners will receive a trophy presented at the awards ceremony during the
207 FRA annual conference on October. In addition, all winners will have an opportunity
208 to further showcase their project at a tabletop display at the conference, and will
209 receive a press release with photo. Both winners and applicants will be included in the
210 "Best Book," a publication featuring the "best" in redevelopment, and will receive
211 extra copies to bring back to their community.

212
213 In June of 2010 the CRA authorized staff to submit 5 entries, and for the "2011 Call
214 For Entries" staff's suggestions include:

- 215
216
- FY 2009/10 Annual Report (under Marketing and Communications)
 - Commercial PIG's to include Gnarly Surfbar on Flagler Ave and the Wiley Building on Canal Street (submitted as one item under Creative Organizational Development and Funding)
 - The City's Art Fiesta; Farmer's Market (under Cultural Enhancement)
 - Flagler Dunes Parking lot (under Management Programs/Creative Partnerships)
- 221

222
223 All projects, events and programs must have been completed or implemented between
224 September 1, 2008, and June 1, 2010, to be considered for an award. This year's entry
225 deadline is June 3, 2011.

226
227 Please see motion pertaining to this item under B. above.

228
229

230 **6. REPORTS AND COMMUNICATIONS**

231 A. Director's Report

232
233 Mr. Otte thanked the CRA staff on their work on the 2010 Annual Report.

234
235 Mr. Otte stated that he had included a new item in his Director's report that would inform
236 the CRA of actions taken on CRA items by the City Commission. Mr. Otte summarized
237 topics from his April Director's report which included the CRA Wayfinding signage
238 project and announcements about recent and upcoming meetings.

239
240 Mr. Otte commented that Ms. Martin, CRA Project Manager had included a CRA Project
241 status report as well as a summary of the Capital Improvement Projects to keep the CRA
242 updated. Ms. Martin was working in conjunction with Ms. Bailey-Brown on a program to
243 properly track each project and its expenditures.

244 Mr. Belote inquired about the City Commission's decision to interview the three
245 architectural firms shortlisted for selected projects requiring architectural services,
246 including the Washington St Business Incubator. Mr. Otte stated that this would take
247 place on April 20, 2011 and that this will be a public meeting.

248
249 Mr. Schilsky asked for an update on the proposed hotel. Mr. Otte stated that the deadline
250 for the Developer to comply with all required items is 4/26/2011 and that the
251 representatives for the hotel project were very optimistic to be able to meet this deadline.

252
253 Mr. Kosmas commented on the fact that the City Commission directed the City Attorney
254 to research the cost to acquire insurable title for the Brannon Center property as the first
255 step in following suggestions in the CRA Master Plan Update for the development of a
256 hotel on the site. Mr. Kosmas continued that this action had prompted several emails
257 which appeared to have the consensus that a decision had already been made to put a
258 hotel on this site and that the CRA should take certain actions. Mr. Kosmas clarified that
259 the CRA had not been presented any type of proposal for this site and stated that he
260 would like to involve the proposed Marketing Coordinator in this process.

261
262 Mr. Kosmas inquired about the City Commission appointing a committee to review the
263 proposal received in response to the AOB Request for Proposal (RFP) of which one
264 member is a representative from the CRA to be appointed by its Chair person. Mr.
265 Belote, with the consensus of the CRA nominated Chad Schilsky to serve on the review
266 committee. All agreed.

267
268 Mr. Kosmas stated that he had contacted the owner of a building on Canal Street about
269 restoring the wall exposed after a recent demolition of an adjoining building. Mr. Kosmas
270 continued that this property owner was not in a financial position to undertake any type
271 of improvement and suggested starting some kind of community effort for donations and
272 volunteers. Mr. Otte will check into that.

273
274 Mr. Belote stated that the representative for the "Family Spring Expo" agenda item had
275 arrived and that this topic deferred earlier in the meeting can now be addressed.

276
277 FAMILY SPRING EXPO: Mr. Otte stated that staff was approached by Kerry-Anne
278 Purkiss asking for CRA funding for the First Annual Family Spring Expo to be held at
279 the Brannon Center on June 11, 2011 and asked Ms. Purkiss to address the CRA.

280
281 Ms. Purkiss apologized for having been delayed and thanked the CRA for their time.
282 She felt that this event will be an opportunity for small businesses to put their products
283 and services in front of hundreds of families and was requesting CRA funding in the
284 amount of \$4,095 for advertising, flyers and banners, which represented about 31% of
285 the overall event budget.

286
287 The CRA had questions about Ms. Purkiss' organization, its Board of Directors; if this
288 type of event was fundable by the CRA based on the enabling legislation and the
289 estimated cost of certain items listed for reimbursement. Mr. Hall felt that funding this
290 event would be an allowable expense, but suggested that the applicant get with staff to
291 address the concerns raised by the CRA pertaining to proper filings with the IRS;

292 Articles of Incorporation; Board of Directors and clarifying how this event will be an
293 economic generator for the community.

294
295 Mr. Otte stated that staff felt that funding this event will be worthwhile, especially since
296 the CRA can advertise its business incubator program at the event.

297
298 The applicant and staff duly noted all comments and concerns and stated that they will
299 bring this item back before the CRA at the next meeting.

300
301 Hearing no further comments, Mr. Belote entertained a motion to adjourn.

302
303 **ADJOURNMENT**

304
305 **A motion was made to adjourn; all agreed. Meeting adjourned at 3:38 pm.**

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Williams, Thomas Calvin	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CRA
MAILING ADDRESS 206 Live Oak St	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY COUNTY NSB FL Volusia	NAME OF POLITICAL SUBDIVISION:
DATE ON WHICH VOTE OCCURRED 3/3/11	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, THOMAS C WILLIAMS, hereby disclose that on MARCH 3, 20 11:

(a) A measure came or will come before my agency which (check one)

inured to my special private gain or loss;

inured to the special gain or loss of my business associate, _____;

inured to the special gain or loss of my relative, _____;

inured to the special gain or loss of _____, by whom I am retained; or

inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows: Applicant for

My private business was involved in and an application in the selection pro of Architectural Services

3/3/11
Date Filed

Tom Williams
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Claudia Soulie

Meeting Date: May 4, 2011

Action Item Title: Commercial Property Improvement Grant: 201 Canal Street (Faulkner Street Side)

Agenda Section: Consent _____ Public Hearing _____ Special Items x

Summary Explanation and Background

This application requests funding for part one of a two part project for improvements to the east side of the Wiley Building at 201 Canal Street (Faulkner Street side of Pink Flamingo At Petals). The second part includes 10 – 80 Faulkner Street (separate application). The design will architecturally flow with the front exterior and the recently upgraded west side. The improvements are planned as follows:

1. Cutting in three windows (framing and glass; headers and concrete)
2. Add stucco brick band to base of building along sidewalk; Stucco east wall
3. Add awnings to three new windows (color green to match existing awnings)
4. Add pavers in front of 201 suite door and three décor diamond patterns under window
5. Paint building (Indian Sand color to match front exterior and west side).

The total project cost is \$21,250 and the applicant requests CRA funding assistance in the amount of \$10,000. The project has received the necessary points and staff recommends approval of this application.

FYI ~ This application has been submitted using the existing Property Improvement Grant guidelines, as the new **Combined Grant Program**, included as an item in this agenda packet, needs to be approved by the CRA and City Commission.

Recommended Action/Motion:

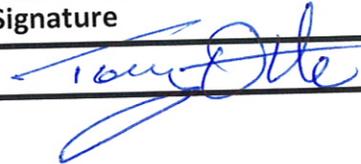
Staff Recommends Approval

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

\$10,000 from account number 120.51502.583001, which currently has a balance of \$93,380.58.

Exhibits Attached:

1. Package submitted by the applicant
2. Score sheets

Reviewed By:	Name	Signature
CRA Director	Tony Otte	

Commission Action

**Property Improvement Grants
Funding Evaluation**

Property Address: 201 Canal Street (Pink Flamingo at Petals)

Did Applicant attend pre-application conference: YES NO

Does the proposed project substantially comply with the guidelines: YES NO

**Review for Funding (26 Points Possible)
(15 Points Minimum Required)**

Circle a Score
for each category

Compliance with Guidelines:

Project substantially meets guidelines 3 Points
No character defining features are inappropriately altered:

Location:

A corner building on Flagler, or Canal Street must do all façade visible to receive credit: --- 5 Points
Located on Canal St, Flagler Ave, N Causeway or Third Ave: 4 Points
Other Locations in Grant Area: 3 Points

Overall Impact / Improvements:

Condition improves from poor to excellent: 5 Points
Condition improves from poor to good: 4 Points
Condition improves from good to excellent: 3 Points
Condition improves from average to excellent: 3 Points
Condition improves from average to good: 2 Points

Quality of Work Proposed:

Special treatment (removing "slipcover façade", rebuilding original character-defining features, substantial structural renovation, significant landscape improvement, etc): 7 Points
Overall high quality: 3 Points

Present Use:

Commercial / Office: 3 Points
Current Vacant / reuse: 3 Points
New INFILL construction on Flagler Ave or Canal St: 4 Points

Bonus Points:

Special significance – historically or architecturally important, now or in the past, to the community: 2 Points

Total 20

CITY OF NEW SMYRNA BEACH
COMMUNITY REDEVELOPMENT AGENCY

APPLICATION FORM

COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM

(Exterior Improvements Only)

NAME: Robert Wiley
PROPERTY ADDRESS: 201 Canal St. (on Faulkner St. side)
TELEPHONE: 386-690-4200 (DAY) 386-690-4200 (EVENING)

TYPE OF IMPROVEMENT PLANNED:

Exterior Painting Landscape _____ Electrical _____
Signage _____ Awning Parking Area _____ Other PAVERS

PROJECT PROPOSAL ON IMPROVEMENTS

All Commercial Property Improvement Grant Applications must be approved by the CRA prior to work commencing. The following information must be included with the application.

1. Written Authorization from Property Owner (if not the applicant)
2. **Summary** of the scope of work to be performed
3. Breakdown of total cost estimate by Scope of work
4. **Color photographs** clearly showing existing condition of the facade, neighboring buildings, and rear entrances. If applicable, historic photographs and photos of existing parking areas should also be included
5. **Conceptual plans and specifications** detailing the scope of work.
6. **Samples** of all paint and material colors as well as awning materials to be used on the building and signage.

ESTIMATED TOTAL COST OF PROPOSED IMPROVEMENTS: \$ 21,250.00

ESTIMATED AMOUNT OF GRANT ASSISTANCE REQUESTED: \$ 10,000.00

ESTIMATED START DATE: ASAP MAY 15, 2011

ESTIMATED COMPLETION DATE: JULY 15, 2011

Owner: Robert Wiley

Contractor: Jim Brendel

Architect: Gerald J. Pendergast

Property Address: 201 Canal St. (on Faulkner St. side)
Pink Flamingo At Petals

Summary of Scope of Work: Revitalize East Wall of building to match existing front and new west exterior

Scope of Work Breakdown for Façade Renovation:

Windows: Cutting in three 6 foot long windows
Framing and glass for three 6 ft. windows
Headers and concrete for three 6 ft. windows

Awnings: Add awnings to three new windows
(Matching existing material "Patio 500" by 3M)

Stucco: Add stucco brick band to base of building along sidewalk
Stucco east wall (201 area)

Pavers: Add pavers in front of 201 door and three décor diamond patterns
under windows as per architects drawing

Paint: Paint building Indian Sand and décor brick work

Plaque: Decorative Permanent Pineapple Grove plaque

J. Brendel Ent. Inc.

1801 North Peninsula Avenue
New Smyrna Beach, FL 32169
386-428-5715
386-426-3979 CELL
386-428-8150 FAX
CB C060315

April 20, 2011

Owner: Robert Wiley

Contractor: Jim Brendel- J. Brendel Ent. Inc.

Architect: Gerald J. Pendergast

Property Address: 201 Canal Street (on Faulkner St. side)
Pink Flamingo at Petals

SCOPE OF WORK BREAKDOWN FOR FAÇADE RENOVATION

Windows: Cutting in three 6 foot long windows
Framing and glass for three 6 foot windows—Kaneer frames and Impact Glass
Headers and concrete for three 6 foot windows

Awnings: Add awnings to three new windows
(Matching existing material "Patio 500" by 3M)

Stucco: Add stucco brick band to base of building along sidewalk
Stucco East wall (201 area)

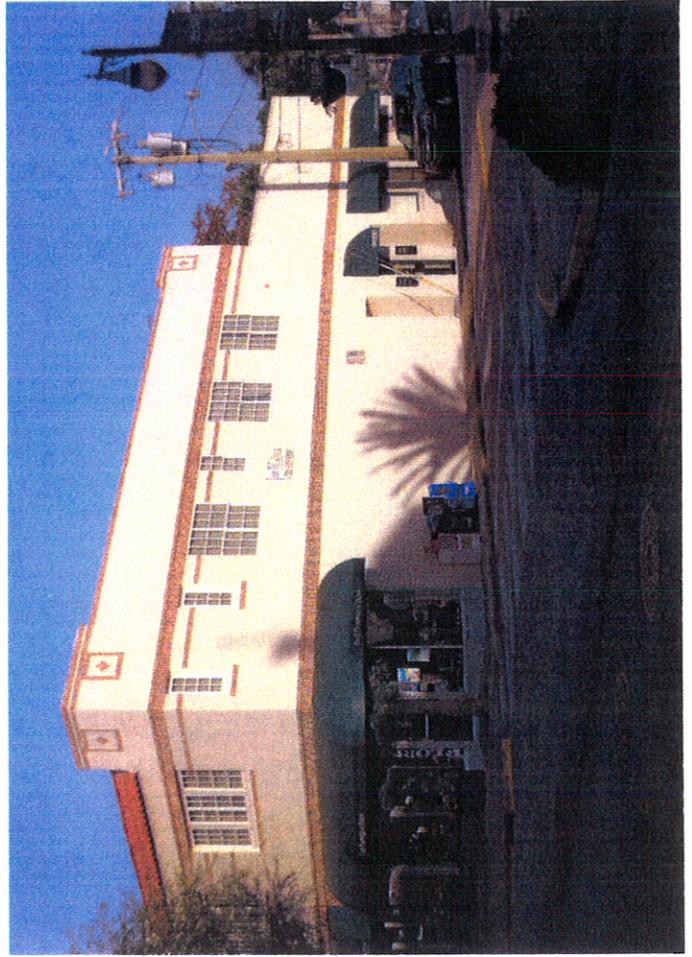
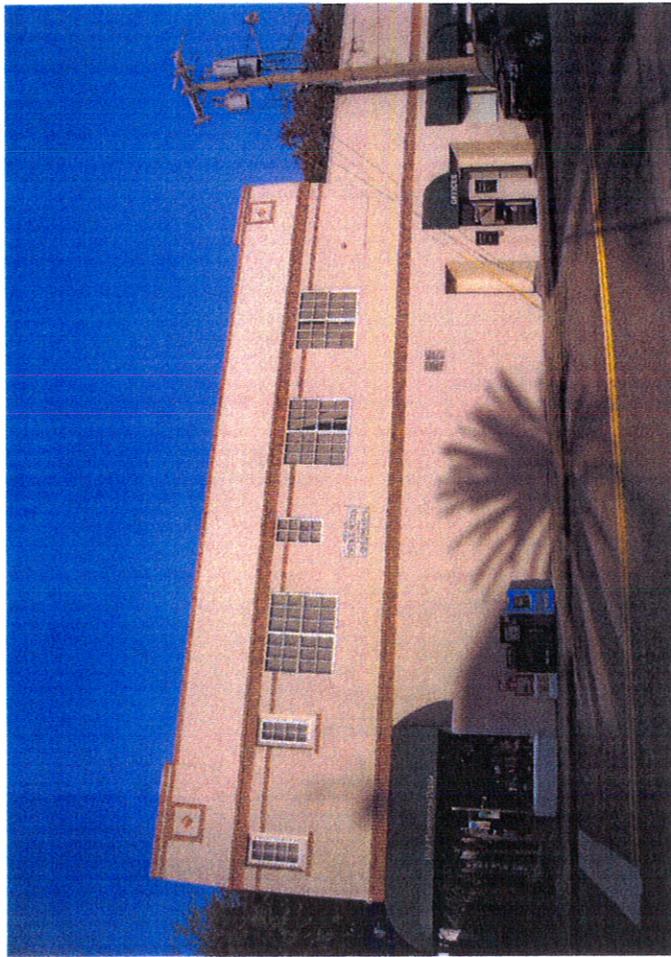
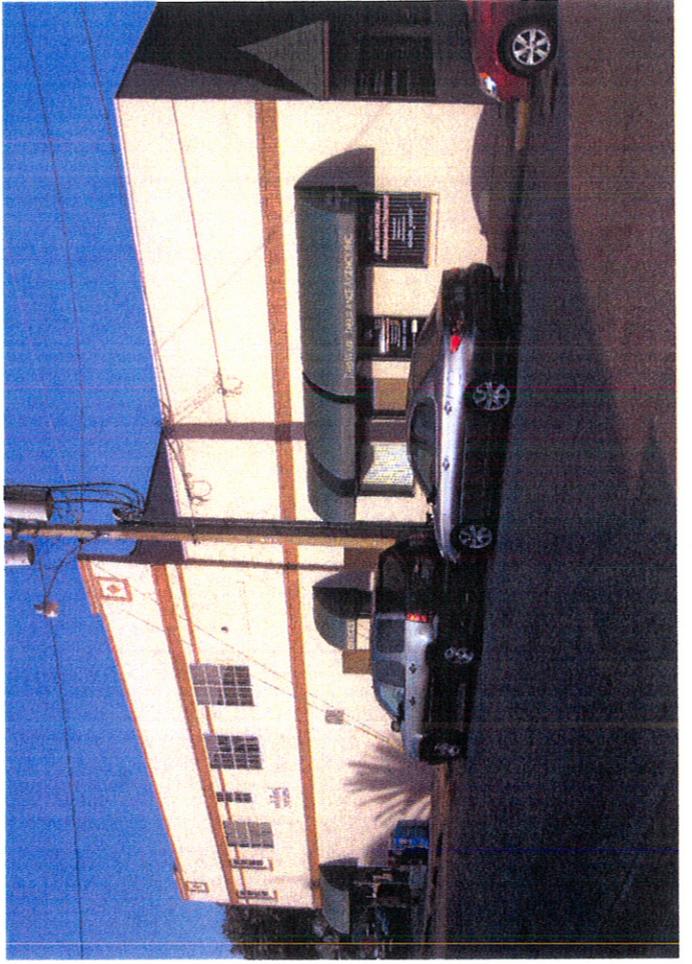
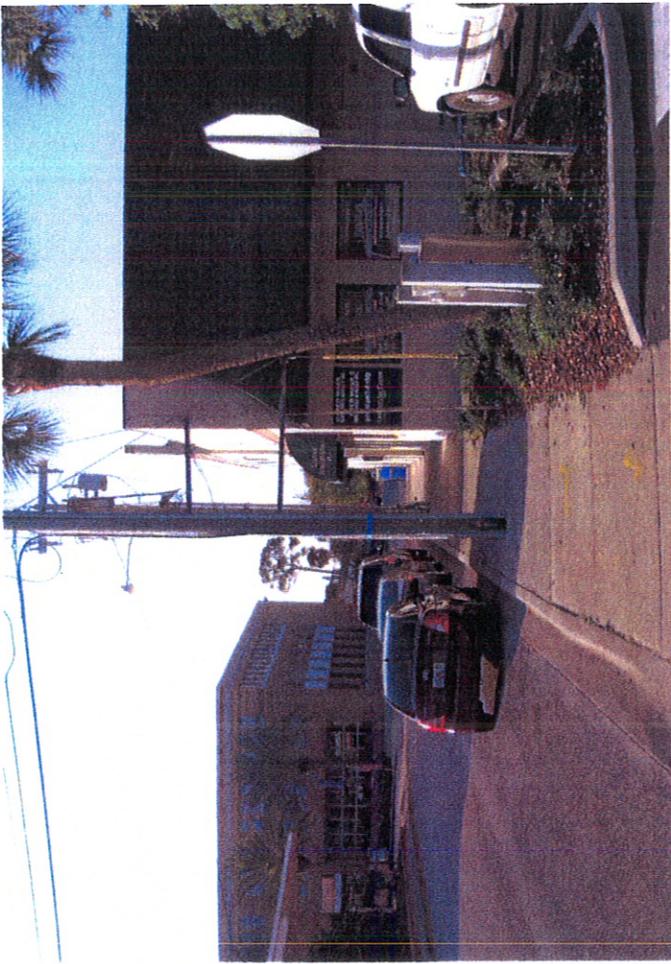
Pavers: Add pavers in front of 201 door and three décor diamond patterns under window
as per architects drawing

Paint: Paint building Indian Sand and décor brick work

Plaque: Decorative Permanent Pineapple Grove plaque

Remove all trash
Price Includes permits, engineering and contractor fee

Total: \$21250.00



CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Claudia Soulie

Meeting Date: May 4, 2011

Action Item Title: Commercial Property Improvement Grant: 10 - 80 Faulkner Street

Agenda Section: Consent _____ Public Hearing _____ Special Items x

Summary Explanation and Background

This application is part two of the improvements to the east side of the Wiley Building at 10-80 Faulkner Street (5 tenants). This scope of work includes:

1. Add decorative Stucco brick squares and décor stucco brick at top of second story
2. Add décor stucco brick work under second story window
3. Add décor stucco brick band to base of building
4. Stucco suite entrance areas at north end of building
5. Stucco suite areas at east wall
6. Replace awning over suites entrance (color green to match existing awnings)
7. Add brick pavers in front of suite doors and doors at north east corner of building
8. Paint east side of building (Indian Sand color to match front exterior and west side.

The total project cost is \$16,750 and the applicant requests CRA funding assistance in the amount of \$8,375. The project has received the necessary points and staff recommends approval of this application.

FYI ~ This application has been submitted using the existing Property Improvement Grant guidelines, as the new **Combined Grant Program**, included as an item in this agenda packet, needs to be approved by the CRA and City Commission.

Recommended Action/Motion:

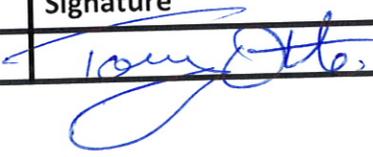
Staff Recommends Approval

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

Account number 120.51502. 583001, which currently has a balance of \$96,380.58.

Exhibits Attached:

1. Package submitted by the applicant
2. Score sheets

Reviewed By:	Name	Signature
CRA Director	Tony Otte	
Commission Action		

Property Improvement Grants Funding Evaluation

Property Address: 10-80 Faulkner Street

Did Applicant attend pre-application conference: YES _____ NO _____

Does the proposed project substantially comply with the guidelines: YES _____ NO _____

Review for Funding (26 Points Possible) (15 Points Minimum Required)

Circle a Score
for each category

Compliance with Guidelines:

Project substantially meets guidelines 3 Points
No character defining features are inappropriately altered: 3 Points

Location:

A corner building on Flagler, or Canal Street must do all façade visible to receive credit: --- 5 Points
Located on Canal St, Flagler Ave, N Causeway or Third Ave: 4 Points
Other Locations in Grant Area: 3 Points

Overall Impact / Improvements:

Condition improves from poor to excellent: 5 Points
Condition improves from poor to good: 4 Points
Condition improves from good to excellent: 3 Points
Condition improves from average to excellent: 3 Points
Condition improves from average to good: 2 Points

Quality of Work Proposed:

Special treatment (removing "slipcover façade", rebuilding original character-defining features, substantial structural renovation, significant landscape improvement, etc): 7 Points
Overall high quality: 3 Points

Present Use:

Commercial / Office: 3 Points
Current Vacant / reuse: 4 Points
New INFILL construction on Flagler Ave or Canal St: 3 Points

Bonus Points:

Special significance – historically or architecturally important, now or in the past, to the community: 2 Points

Total 19

CITY OF NEW SMYRNA BEACH
COMMUNITY REDEVELOPMENT AGENCY

APPLICATION FORM

COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM

(Exterior Improvements Only)

NAME: Robert Wiley

PROPERTY ADDRESS: 10-80 Faulkner St.

TELEPHONE: 386-690-4200 (DAY) 386-690-4200 (EVENING)

TYPE OF IMPROVEMENT PLANNED:

Exterior Painting Landscape _____ Electrical _____
Signage _____ Awning Parking Area _____ Other PAVERS

PROJECT PROPOSAL ON IMPROVEMENTS

All Commercial Property Improvement Grant Applications must be approved by the CRA prior to work commencing. The following information must be included with the application.

1. Written Authorization from Property Owner (if not the applicant)
2. **Summary** of the scope of work to be performed
3. Breakdown of total cost estimate by Scope of work
4. **Color photographs** clearly showing existing condition of the facade, neighboring buildings, and rear entrances. If applicable, historic photographs and photos of existing parking areas should also be included
5. **Conceptual plans and specifications** detailing the scope of work.
6. **Samples** of all paint and material colors as well as awning materials to be used on the building and signage.

ESTIMATED TOTAL COST OF PROPOSED IMPROVEMENTS: \$ 16,750.00

ESTIMATED AMOUNT OF GRANT ASSISTANCE REQUESTED: \$ 8,375.00

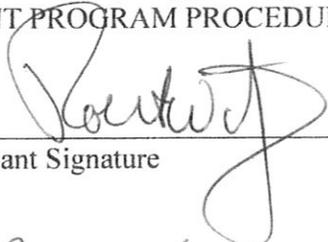
ESTIMATED START DATE: ASAP MAY 15, 2011

ESTIMATED COMPLETION DATE: JULY 15, 2011

I UNDERSTAND THAT IN ORDER FOR MY REQUEST FOR GRANT FUNDING TO BE APPROVED, I MUST AGREE TO THE FOLLOWING CONDITIONS:

1. **To follow the design** recommendations as approved by the Community Redevelopment Agency.
2. **To adhere** to the Application Procedures and Guidelines and the Grant Agreement as specified.
3. **That I shall incur** all project costs and receive approved grant **reimbursement** only after:
 - A. All improvements have been **completed**.
 - B. **Final Inspection** of the improvements is approved.
 - C. **Proof of Payment** for project costs has been received.
 - D. All City Permits have been **inspected/finalized** by Building staff
4. Additional improvements or changes not approved will not be funded.

I ACKNOWLEDGE THAT I HAVE RECEIVED AND UNDERSTAND THE DESIGN GUIDELINES (if applicable), THE COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM PROCEDURES AND THE GRANT AGREEMENT.



Applicant Signature

Property Owner Signature (if not applicant)

ROBERT WILEY

Print Name

Print Name

4/20/11

Date

Date

Owner: Robert Wiley

Contractor: Jim Brendel

Architect: Gerald J. Pendergast

Property Address: Office Suites at 10-80 Faulkner St. (5 tenants)
Corpex, Esposito Realty, Frandel Marketing, Morse Medical, Reed Appraisal

Summary of Scope of Work: Revitalize East Wall of building to match existing front and new west exterior

Scope of Work Breakdown for Façade Renovation:

Stucco: Add decorative stucco brick squares and décor stucco brick at top or second story to match.

Add décor stucco brick work under second story windows

Add décor stucco brick band to base of building and at north end

Stucco suites entrance area

Stucco east wall (suites area)

Awning: Replace awning over Suites entrance

Pavers: Add pavers in front of suites door and doors at NE corner of building

Paint: Paint building east side Indian Sand color and décor brick work

J. Brendel Ent. Inc.

1801 North Peninsula Avenue
New Smyrna Beach, FL 32169
386-428-5715
386-426-3979 CELL
386-428-8150 FAX
CB C060315

April 20, 2011

Owner: Robert Wiley

Contractor: Jim Brendel- J. Brendel Ent. Inc.

Architect: Gerald J. Pendergast

Property Address: Office suites at 10-80 Faulkner Street (5 Tenants)
Corpex, Esposito Realty, Frandel Marketing, Morse Medical, Reed Appraisal

SCOPE OF WORK BREAKDOWN FOR FAÇADE RENOVATION

Stucco: Add decorative stucco brick squares and décor stucco brick at top or second
Story to match
Add décor stucco brick work under second story windows
Add décor stucco brick band to base of building and at North end
Stucco suites entrance area
Stucco East wall (suites area)

Awnings: Replace awning over suites entrance

Pavers: Add pavers in front of suites door and doors at NE corner of building

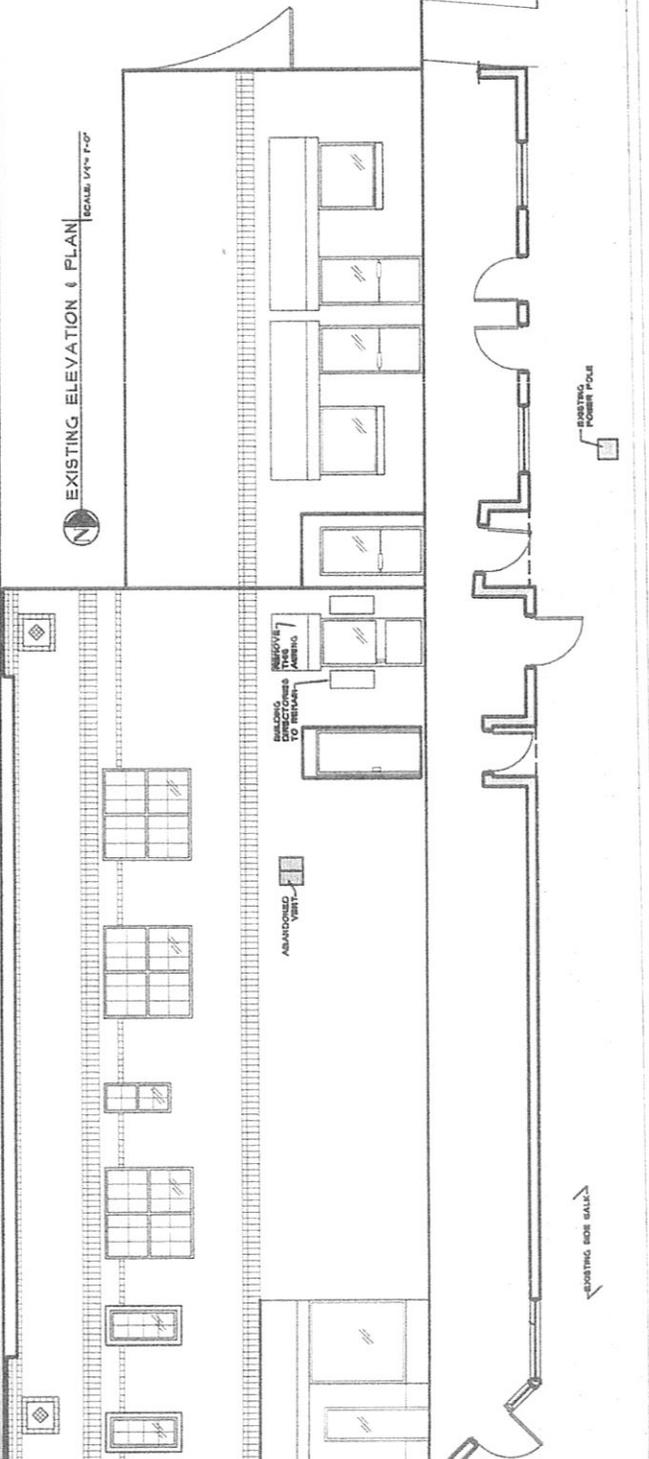
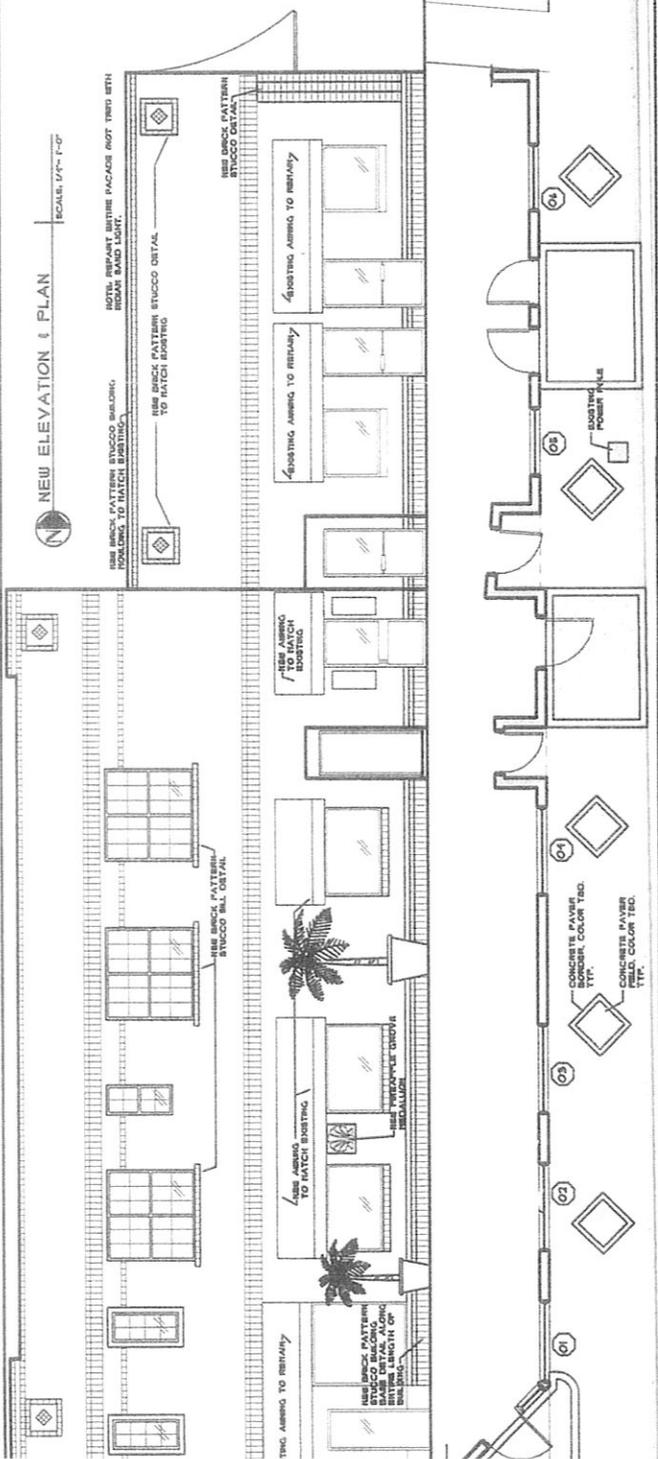
Paint: Paint building East side Indian Sand color and décor brick work

Remove all trash

Price Includes permits, engineering and contractor fee

Total: \$16,750.00

NEW



EXISTING

INDEX of DRAWINGS
 A1 FLOOR PLAN AND ELEVATIONS
SCOPE OF WORK
 PACKAGE INCLUDES CHANGES
STATEMENT OF COMPLIANCE
 TO THE BEST OF MY KNOWLEDGE THESE PLANS AND SPECIFICATIONS COMPLY WITH ALL APPLICABLE REGULATORY CODES AND ORDINANCES IN ACCORDANCE WITH 2001 FBC SECTION 1601.01

PROJECT DATA
 OCCUPANCY CLASSIFICATION: GROUP, III MERCANTILE
 GENERAL BUILDING DATA:
 NUMBER OF STOREYS: 2
 FLOOR AREA: 10,000 SQ FT
 CONSTRUCTION TYPE: II

THIS STRUCTURE HAS BEEN DESIGNED IN ACCORDANCE WITH THE 2001 FBC AND ALL APPLICABLE REGULATORY CODES AND ORDINANCES IN ACCORDANCE WITH THE FOLLOWING PARAGRAPHS:
 BASIC WIND SPEED: 100 MPH
 EXPOSURE CATEGORY: C
 IMPORTANCE FACTOR: 1.0
 BUILDING CLASSIFICATION: INCLOSED (RESTROOM)
 INTERNAL PRESSURE COEFFICIENT (ICF) 1/2- 0.18
 VELOCITY DESIGN WIND PRESSURE: 50.71 PSF
 MINIMUM DESIGN WIND PRESSURE: 50.71 PSF
 WIND RESISTING SYSTEM DESIGN PRESSURE:
 ROOF: 50.71 PSF -248 PSF
 WALL: 24.70 PSF -248 PSF
 FLOOR: 24.70 PSF -248 PSF
 CONCRETE PAVEMENT, COLOR TBD
 CONCRETE PAVEMENT, COLOR TBD
 WIND RESISTING SYSTEM DESIGN PRESSURE:
 WALLS: 24.70 PSF -248 PSF
 ALL CONNECTIONS HAVE BEEN CHECKED TO WITHSTAND ALL APPLICABLE LOADS.
 BUILDING CLASSIFICATION: OTHER BUILDINGS
 INTERNAL PRESSURE COEFFICIENT: 0
 MAX PRESSURE ON OPEN BELONGINGS: 1.0

PROJECT CODE DATA
 BUILDING CODES:
 FLORIDA BUILDING CODE: 2001 IF/ 2001 AHBND.
 FLORIDA ELECTRICAL CODE: 2003 IF/ 2001 AHBND.
 FLORIDA MECHANICAL CODE: 2003 IF/ 2001 AHBND.
 FLORIDA PLUMBING CODE: 2001 IF/ 2001 AHBND.
 FLORIDA FIRE PREVENTION CODE: 2001 IF/ 2001 AHBND.
 ACCREDITATION CODE: 2001 FBC, CH, B
 ENERGY CODE: 2001 FBC, CH, B

PROJECT DIRECTORY
 OWNER:
 RELTY BELONG
 200 CANAL STREET
 NEW MYRTLA BEACH, FL 33448
 ARCHITECT:
 GERARD J. PENDERGAST ARCHITECT, P.L.C.
 200 CANAL STREET
 NEW MYRTLA BEACH, FL 33448
 PHONE: 248-271-5003
 EMAIL: GJP@PJBLSOUTHNET

GENERAL CONTRACTOR:
 211 BRIMCOT, ENTERPRISES
 1000 W. UNIVERSITY AVENUE
 NEW MYRTLA BEACH, FL 33441-2001
 (850) 428-8718

WINDOWS SCHEDULE

NUMBER	SIZE	TYPE	MATERIAL	COMMENTS
01	36" X 48"	FIXED	ALUMINUM	EXTERIOR FINISH TO MATCH EXISTING
02	36" X 48"	FIXED	ALUMINUM	EXTERIOR FINISH TO MATCH EXISTING
03	36" X 48"	FIXED	ALUMINUM	EXTERIOR FINISH TO MATCH EXISTING
04	36" X 48"	FIXED	ALUMINUM	EXTERIOR FINISH TO MATCH EXISTING
05	36" X 48"	FIXED	ALUMINUM	EXTERIOR FINISH TO MATCH EXISTING
06	36" X 48"	FIXED	ALUMINUM	EXTERIOR FINISH TO MATCH EXISTING

NOTE: NEW WINDOWS TO MATCH EXISTING IN TINT AND FINISH COLOR.

GERARD J. PENDERGAST
 ARCHITECTURE/PLANNING
 20 CANAL STREET, NEW MYRTLA BEACH, FLORIDA 33448
 PH: (850) 427-5003 FAX: (850) 427-5011
 AS 000411

WILEY BUILDING
 EAST ELEVATION
 200 CANAL STREET
 NEW MYRTLA BEACH, FLORIDA 33448

DATE: 04/20/18
 REVISIONS:
 PLANS 1 ELEV

PLAN REVIEW SET

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Claudia Soulie		
Meeting Date: May 4, 2011		
Action Item Title: Commercial Property Improvement Grant: 103 S. Pine Street		
Agenda Section: Consent _____ Public Hearing _____ Special Items <u> x </u>		
Summary Explanation and Background		
<p>The applicant owns an existing restaurant called "That's Amore" and is requesting funding for improvements to the exterior of his building to include:</p> <ol style="list-style-type: none"> 1. a new awning with associated electrical work; 2. installation of solar shades 3. the removal of an old deck and the pouring of a concrete slab 4. installation of a new door for additional access <p>The sketch plan was reviewed by the Chief Building official as well as the Planning Manager and has been conceptually approved contingent that:</p> <ol style="list-style-type: none"> 1. The applicant submits an Amendment to his Sidewalk Café Agreement (New Awning) 2. The Proposed Concrete slab is being allowed under the existing variance for the wooden deck (if not, separate variance is required) 3. Stormwater run-off requirements are met <p>The total project cost is \$10,660 and the applicant requests CRA funding assistance in the amount of \$5,330. The project has received the necessary points and staff recommends approval of this application.</p> <p>FYI ~ This application has been submitted using the existing Property Improvement Grant guidelines, as the new Combined Grant Program, included as an item in this agenda packet, needs to be approved by the CRA and City Commission.</p>		
Recommended Action/Motion:		
Staff Recommends Approval with the above contingencies and that all required permits need to be obtained.		
Funding Analysis: Budgeted <input checked="" type="checkbox"/> If not budgeted, recommend funding account:		
Account number 120.51502.583004, which currently has a balance of \$68,434.31		
Exhibits Attached:		
<ol style="list-style-type: none"> 1. Package submitted by the applicant 2. Score sheets 		
Reviewed By:	Name	Signature
CRA Director	Tony Otte	
Commission Action		
		

Property Improvement Grants Funding Evaluation

Property Address: 103 S. Pine Street

Did Applicant attend pre-application conference: YES NO

Does the proposed project substantially comply with the guidelines: YES NO

Review for Funding (26 Points Possible) (15 Points Minimum Required)

Circle a Score
for each category

Compliance with Guidelines:

Project substantially meets guidelines 3 Points

No character defining features are inappropriately altered: 3 Points

Location:

A corner building on Flagler, or Canal Street must do all façade visible to receive credit: --- 5 Points

Located on Canal St, Flagler Ave, N Causeway or Third Ave: 4 Points

Other Locations in Grant Area: 3 Points

Overall Impact / Improvements:

Condition improves from poor to excellent: 5 Points

Condition improves from poor to good: 4 Points

Condition improves from good to excellent: 3 Points

Condition improves from average to excellent: 3 Points

Condition improves from average to good: 2 Points

Quality of Work Proposed:

Special treatment (removing "slipcover façade", rebuilding original character-defining features, substantial structural renovation, significant landscape improvement, etc): 7 Points

Overall high quality: 3 Points

Present Use:

Commercial / Office: 3 Points

Current Vacant / reuse: 3 Points

New INFILL construction on Flagler Ave or Canal St: 4 Points

Bonus Points:

Special significance – historically or architecturally important, now or in the past, to the community: 2 Points

Total 16

CITY OF NEW SMYRNA BEACH
COMMUNITY REDEVELOPMENT AGENCY

APPLICATION FORM

COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM

(Exterior Improvements Only)

NAME: Chad Schilsky

PROPERTY ADDRESS: 103 + 101 S. Pine St. New Smyrna Beach, FL 32169

TELEPHONE: (386) 957-4956 (DAY) (386) 527-6747 (EVENING)

TYPE OF IMPROVEMENT PLANNED:

Exterior Painting _____ Landscape _____ Electrical
Signage _____ Awning Parking Area _____ Other

PROJECT PROPOSAL ON IMPROVEMENTS

All Commercial Property Improvement Grant Applications must be approved by the CRA prior to work commencing. The following information must be included with the application.

1. Written Authorization from Property Owner (if not the applicant)
2. **Summary** of the scope of work to be performed
3. Breakdown of total cost estimate by Scope of work
4. **Color photographs** clearly showing existing condition of the facade, neighboring buildings, and rear entrances. If applicable, historic photographs and photos of existing parking areas should also be included
5. **Conceptual plans and specifications** detailing the scope of work.
6. **Samples** of all paint and material colors as well as awning materials to be used on the building and signage.

ESTIMATED TOTAL COST OF PROPOSED IMPROVEMENTS: \$ 9360.00

ESTIMATED AMOUNT OF GRANT ASSISTANCE REQUESTED: \$ 4680.00

ESTIMATED START DATE: 5/24/11

ESTIMATED COMPLETION DATE: 6/22/11

I UNDERSTAND THAT IN ORDER FOR MY REQUEST FOR GRANT FUNDING TO BE APPROVED, I MUST AGREE TO THE FOLLOWING CONDITIONS:

1. **To follow the design** recommendations as approved by the Community Redevelopment Agency.
2. **To adhere** to the Application Procedures and Guidelines and the Grant Agreement as specified.
3. **That I shall incur** all project costs and receive approved grant **reimbursement** only after:
 - A. All improvements have been **completed**.
 - B. **Final Inspection** of the improvements is approved.
 - C. **Proof of Payment** for project costs has been received.
 - D. All City Permits have been **inspected/finalized** by Building staff
4. Additional improvements or changes not approved will not be funded.

I ACKNOWLEDGE THAT I HAVE RECEIVED AND UNDERSTAND THE DESIGN GUIDELINES (if applicable), THE COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM PROCEDURES AND THE GRANT AGREEMENT.



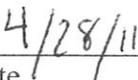
Applicant Signature

Property Owner Signature (if not applicant)



Print Name

Print Name



Date

Date



PROPOSAL PRESENTED TO:

THAT'S AMORE

RE: 104 PINE STREET
NEW SMYRNA BEACH, FL

ATTN: CHAD

TEL: 1-386-527-6747

E-MAIL: CHAD.SCHILSKY@YAHOO.COM

GABLE AWNING W/4 LEGS

1 @ 15' - 6" WIDE X 10' - 4" PROJECTION X 3' - 0" DROP

TOTAL PRICE = \$ 2,882.00

FOOTERS-----\$ 1,300.00

INCLUDES:

12 MONTH WORKMANSHIP WARRANTY
5 YEAR FABRIC WARRANTY FROM THE MANUFACTURER
WELDED ALUMINUM FRAME CONSTRUCTION
FABRIC TO BE: **WEBLON VINYL**
VALANCE TO BE: **FIXED @ 12"**
GRAPHICS: **NOT INCLUDED**
PAINTED FRAMES: **YES**
INSTALLATION
ALL APPLICABLE TAXES

DOES NOT INCLUDE:

BUILDING PERMIT \$ 150.00 ✓
ENGINEER SIGN & SEAL \$150.00 ✓
MAIN SOURCE ELECTRICAL HOOK-UP

THANK YOU FOR THE OPPORTUNITY!

PROPOSAL BY: MELISSA SYLVIA

NOTE: THE PRICE IS GOOD FOR 30 DAYS FROM THE DATE OF THE PROPOSAL: 4-18-2011



Friday, April 15, 2011 1:38 PM

Estimate

From: "Harrisonnsb@aol.com" <Harrisonnsb@aol.com>
To: chad.schilsky@yahoo.com

Harrison Electric Service, Inc.
1302 West Canal St.
New Smyrna Beach Fl. 32168
Business-386-426-2577
Fax 386-426-2577
Cell-386-566-8265

ESTIMATE

04-15-2011

Chad Schilsky
527-6747

Re- That's Amore
103 S Pine Street
New Smyrna Beach Florida 32169

Email- Chad.Schilsky@yahoo.com

Front canopy:
Install 2 outlets & 2 fans* under new canopy

- fans not included

Material- \$178.00
Labor- \$300.00

TOTAL- \$478.00

Thank you
Harrison Electric Service, Inc.
Marie Burbaugh
Office Manager
426-2577 (386)

BARRINGER CONSTRUCTION INC.

550 WAYNE AVENUE
 NEW SMYRNA BEACH, FL 32168

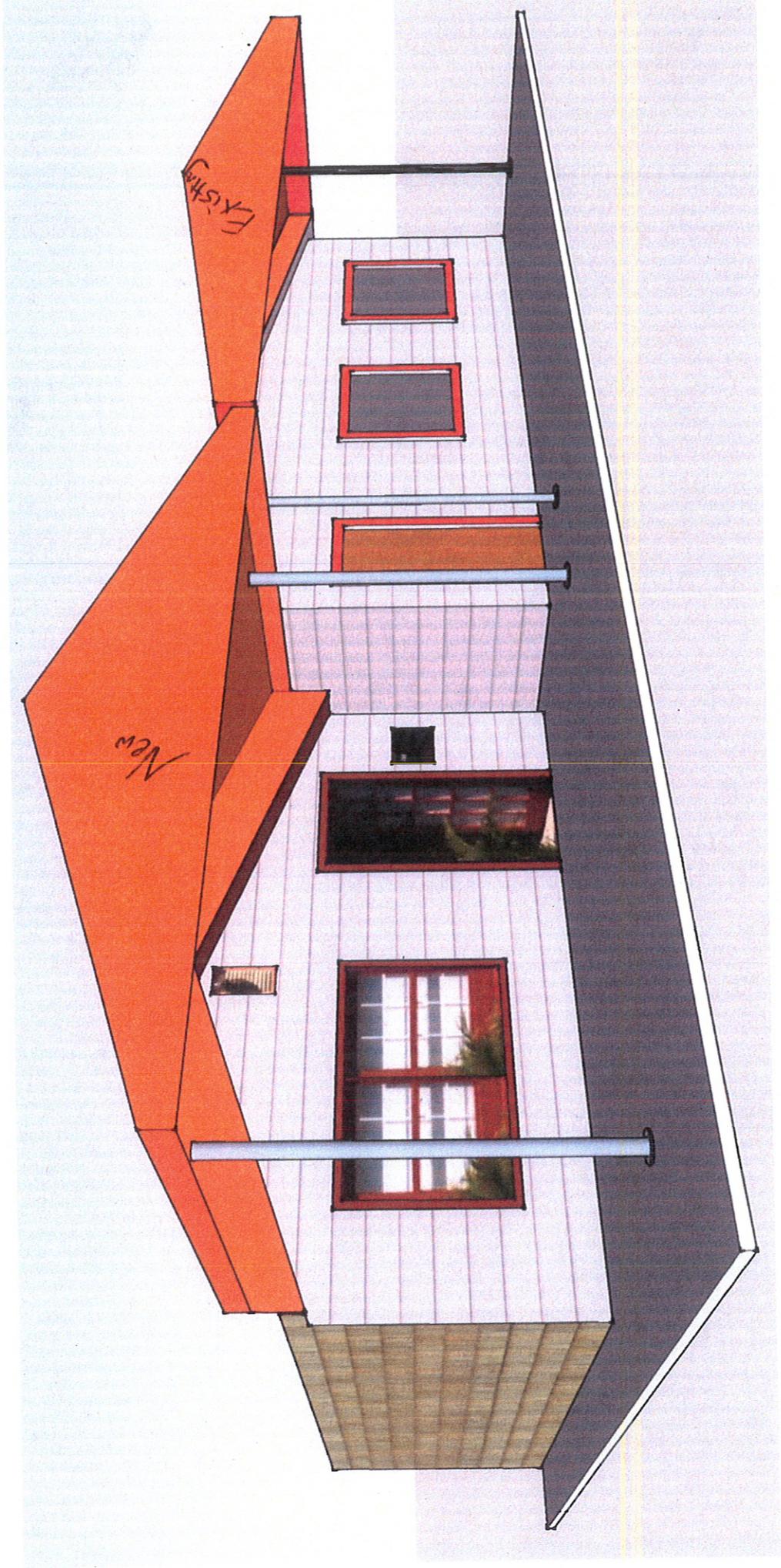
DATE	PROPOSAL#
4/27/2011	584

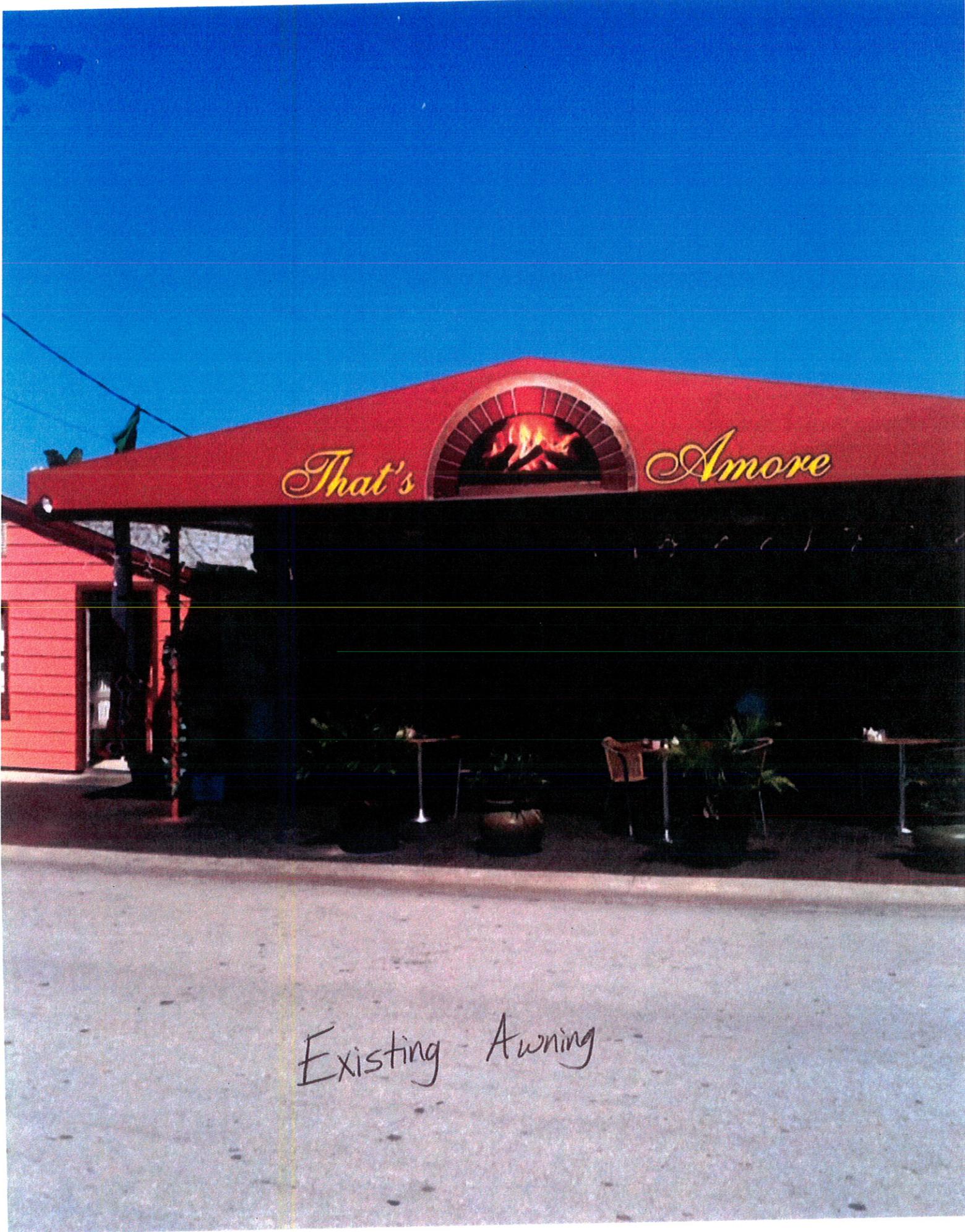
NAMED/ADDRESS
THATS AMORE CHAD SCHILSKEY 103 PINE STREET NEW SMYRNA BEACH, FL 32169

Item	Description	Cost	Total
SCOPE OF WORK	WORK DESCRIPTION: Demo of the wood deck in back patio. Pour and Form solid concrete foundation in place of demolition back patio (same size as back patio with negative pitch). Obtain permit for hood system.	0.00	0.00
DEMO MISC	Remove existing wood deck. Leave existing Fence Approx 20' x 25' = 500 sqft Cart debris to county landfill	500.00	500.00
CONCRETE	Form and pour new concrete slab with 1" pitch for drainage away from building Form two sides with respect to the structure Form the opposite sides with conventional framing	2,200.00	2,200.00
DOORS	Cut out and install door for additional access	1,750.00	1,750.00
CONTRACTOR FEE	Provide all permits, Material, Manpower, supervision and insurance to complete this project	350.00	350.00
		Total	\$4,800.00

Signature _____

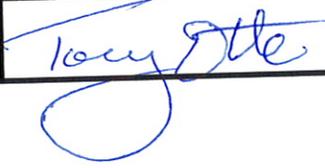
Phone #	E-mail	Web Site
(386)427-1610	BARRINGERCONSTRU@BELL.SOUTH.NET	WWW.BARRINGERCONSTRUCTIONINC.COM





Existing - Awning

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Claudia Soulie		
Meeting Date: May 4, 2011		
Action Item Title: Commercial Matching Revitalization Grant: 103 S. Pine Street		
Agenda Section: Consent _____ Public Hearing _____ Special Items <u> x </u>		
<p>Summary Explanation and Background</p> <p>This applicant owns an existing restaurant called "That's Amore" and is requesting funding for the following:</p> <ol style="list-style-type: none"> 1. Removal and replacement of old hood system - \$800.00 2. Installation of Ansul suppression system and sloped grease exhaust hood - \$7,718.60 <p>The total project cost is \$8,518.60 and the applicant is asking for CRA funding assistance in the amount of \$4,259.30.</p> <p>FYI ~ This application has been submitted using the existing Matching Revitalization Grant guidelines, as the new Combined Grant Program, included as an item in this agenda packet, needs to be approved by the CRA and City Commission.</p>		
<p>Recommended Action/Motion:</p> <p>Staff Recommends approval contingent that all applicable permits will be obtained.</p>		
<p>Funding Analysis: Budgeted <input checked="" type="checkbox"/> If not budgeted, recommend funding account:</p> <p>From account number 120.51502.583004, which currently has a balance of \$68,434.11</p>		
<p>Exhibits Attached:</p> <ol style="list-style-type: none"> 1. Package submitted by the applicant 2. Score sheet 		
Reviewed By:	Name	Signature
CRA Director	Tony Otte	
Commission Action		



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



**CRA COMMERCIAL MATCHING REVITALIZATION GRANT
APPLICATION**

Applicant Name: Chad Schilsky
Mailing Address: Chad.schilsky@yahoo.com
Business Name: That's Amore
Property Owner: Chad Schilsky
Property Address: 103 + 101 S. Pine St.
New Smyrna Beach, FL 32169
Contact Person: Chad Schilsky
Applicant Telephone Number: (386) 527-6747
E-Mail Address: chad.schilsky@yahoo.com
Total Cost of Project (estimate): \$4518.60
Estimated Start Date: 5/10/11 Estimated Completion Date: 5/13/11

Please attach the following:

- Addendum A – Description of Proposed Business including hours of operation
- Addendum B – Design Plans or Project Rendering of Proposed Improvements
- Addendum C – Professional Estimate from an Architect or Licensed Contractor

Application will not be reviewed without all supporting data.

I hereby submit the attached plans and specifications for the proposed project and understand that the CRA must approve this application. **No work shall begin until I have received written approval from the CRA.** No funding is guaranteed until a completed application is approved by the CRA. I agree to place a CRA grant sign for the duration of the project and return the sign to the CRA upon completion of project. Grant monies will not be paid until the project is completed and a paid invoice(s) is provided.

The project must be completed within one (1) year of grant approval. I agree to maintain the completed project in its approved design for a period of five (5) years from the date of completion. I further understand that a W-9 Form must be provided to the City as part of the grant reimbursement process.

4/28/11
Date

Chad Schilsky
Print Name
Chad Schilsky
Signature of Applicant

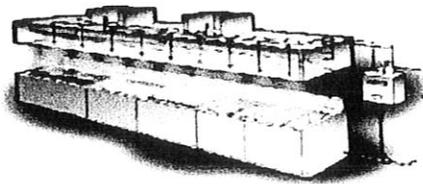
John Kates

CUSTOMER'S ORDER NO.	DEPT.	DATE:
NAME: <i>Thats Amore</i>		
ADDRESS: <i>103 pine street</i>		
CITY, STATE, ZIP <i>NSB FL</i>		

SOLD BY:	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE RTD.	PAID OUT
----------	------	--------	--------	----------	-----------	----------

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1			
2	remove old hood		
3	And metal on wall	350	00
4	Deliver new hood		
5	And Fan motor		
6	+ Air intake		
7	Motor		
8			
9	Remove hood From		
10	store in Daytona +	450	
11	modify to fit in		
12	new one		
13			
14			
15	John Kates 386 478 9362	800	00

RECEIVED BY:



Project Location:

That's Amore
103 South Pine
New Smyrna Beach, FL. 32169

Bill To:

That's Amore
No Application info on file
None, None, None

Chad Schilshy - Owner, Work #: (386) 957-4956, Mobile #: (386) 527-6747
John Kates - Contractor, Work #: (386) 478-9362

All material will be as specified. All work to be completed in a workman like manner according to standard practices. Any deviation from specifications below involving extra costs will be excluded and only upon written orders will become an extra charge over and above this proposal. All agreements contingent upon strikes, accidents and delays beyond our control. Our workers are fully covered by workers compensation insurance.

Daytona Fire & Safety Equipment Inc. Authorized by;

Signature _____ Date _____

Print _____

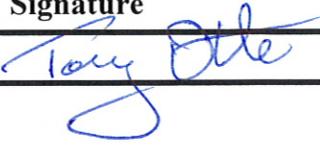
Qty	Description	Amount
1	Customer provided - Ansul R-102 UL 300 3.0 Gal. wall mounted mechanical fire suppression system stainless enclosure, micro switch, 1 - 1-1/2" max. automatic gas shut-off valve, 1 - manual release. * SEE PROPOSAL NOTES *	\$1,300.00
1 Ea.	Stainless Steel deep fryer clip-on shield.	
1	Use existing if any Chrome / Stainless steel sleeve for exposed pipe under hood	
1	Material & Labor for fire system install	
1	Daytona Fire Equipment generated shop drawings for fire system building permit	
1	Fire System Building Permit & air test for final inspection.	
1	Installation of customer supplied 12' SLOPED Grease Exhaust Hood	\$4,635.00
NOT INCL	Provided by owner - 12' 0" Long Exhaust SLOPED Wall Canopy Hood Built-in 3" Back Standoff. 430 S.S. Where Exposed. Aluminum Baffle Filter with Handles. Incandescent Light. Grease Cup.	
1 Ea.	Field cut opening on back of hood for exhaust duct wall penetration to exhaust fan. Seal existing duct opening with 16 Ga. galv. metal plate & liquid tight welding.	
NOT INCL	Supply duct work - Use existing supply air system	
NOT INCL	Provided by owner - Upblast Exhaust Fan & GREASE CUP	
1 Ea.	Exhaust duct with adapter to mount fan directly to exhaust duct, duct work support, Shielding & fire wrap for 0" clearance to combustibles at roof line.	
1 Ea.	Single layer of 1 Hour rated fire wrap on top of hood. Required when clearance to combustibles from top of hood to wooden roof trusses is less than 18". Installed	
NOT INCL	Provided by owner - Supply Fan untempered - sloped filtered intake with metal mesh filters	
1 Ea.	Supply fan adapter for existing roof curb & intake extension for 10' separation from exhaust fan.	
1 Ea.	Material & Labor for hood install	
1	Hood Building Permit fees, Daytona Fire Equipment generated shop drawings & final inspection.	
1	Optional Hood Items	
13 Ft.	11" high Stainless Steel trim panels from hood to ceiling. Front only from wall to wall. Installed	\$312.50
8 Ft.	8' ONLY of Back wall - 20 Ga. Stainless Steel wall clad. Bottom of hood to floor. Starting from left end. Includes Installation, Adhesive, Stainless Steel trim cap & seam strips	\$520.00
4 Ft.	Left wall - 20 Ga. Stainless Steel wall clad. Bottom of front edge of hood to floor. Includes Installation, Adhesive, Stainless Steel trim cap & seam strips	\$280.00
1	Add 3" Stainless Steel fill trim to right & left end of hood on front & bottom edge to wall.	\$200.00

Unless other arrangements are made in advance, payment terms will be made as follows:
50% Non Refundable Deposit with order, Balance due on delivery

Subtotal: \$7,247.50
6.5 %Tax: \$471.10
Total: \$7,718.60

OLD BUSINESS

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Tony Otte		
Meeting Date: May 4, 2011		
Action Item Title: Funding Request – Family Spring Expo (Revised)		
Agenda Section: Consent <input checked="" type="checkbox"/> Public Hearing <input type="checkbox"/> Special Items <input type="checkbox"/>		
Summary Explanation and Background		
<p>Staff was approached by Kerry-Anne Purkiss asking for CRA funding for their First Annual Family Spring Expo to be held at the Brannon Center on June 11, 2011. Staff presented the item to the CRA at their April 6, 2011 meeting and the CRA asked that the applicant get back with staff to provide more information pertaining to the members of her Board of Directors and Articles of Incorporation.</p> <p>Ms. Purkiss originally requested CRA funding in the amount of \$4,095 for advertising, flyers and banners, which represented about 31% of the overall event budget. In review of the previously submitted application for resubmission to the CRA, it was discovered that Ms. Purkiss did not request CRA assistance for her Broadcast Media expenditures and has included \$650 for NSBnews.net as well as \$848.50 for promotional T-shirts that will list the Sponsors and participating businesses. This brings the CRA requested funding total to \$5,593.50.</p> <p>Staff still feels that funding this event will be worthwhile, especially since the CRA can advertise its business incubator program at the event.</p> <p>For future events, Staff has suggested to Ms. Perkins that she submit an application under the Grants and Aids program offered by the CRA, on or before June 1, 2011. This will allow for funding consideration of events being held in Fiscal Year 2011/2012.</p> <p>Note: in reviewing the marketing expenses in last year's Grants and Aids events, marketing expenses were as follows: Friends of Canaveral 5 day event – 9,239.85 (25% of overall budget)</p> <p style="padding-left: 40px;">CSHD: \$20,000 for 12 events = \$1,666 per event</p> <p style="padding-left: 40px;">Gallery Group: \$15,000 for 1 event that takes place every month = \$1,250 per month</p> <p style="padding-left: 40px;">Flagler Merchants: \$46,100 for 12 events = \$3,841 per event</p>		
Recommended Action/Motion:		
Approve funding for event for the Family Spring Expo in an amount not to exceed \$4,095.		
Funding Analysis: Budgeted <input checked="" type="checkbox"/> If not budgeted, recommend funding account: Funding is available in the Promotional account line item number 12051502.548011, which currently has a balance of \$287,947.70.		
Exhibits Attached:		
<ol style="list-style-type: none"> 1. Form 990-N 2. 2011 Not-for-profit Corporation Annual Report 3. NSB Annual Family Spring Expo Event Marketing Plan and Budget 		
Reviewed By:	Name	Signature
CRA Director	Tony Otte	
Commission Action		

Information copy. Do not send to IRS.

Form **990-N**
Department of the Treasury
Internal Revenue Service

Electronic Notice (e-Postcard)
for Tax-Exempt Organizations not Required To File Form 990 or
990-EZ

OMB No.
1545-2085

2010

Open to Public
Inspection

A For the 2010 calendar year, or tax year beginning 1/1/2010, and ending 12/31/2010.

B Check if applicable

- Terminated, Out of Business
 Gross receipts are normally
\$50,000 or less

C Name of organization: KC SOCIETY INC
d/b/a:

1982 State Rd 44 PMB 191
New Smyrna Beach, FL, US, 32168

D Employer
Identification
Number
26-3191331

E Website:

www.kcsociety.com

F Name of Principal Officer: Kerry-Anne Purkiss

1982 State Rd 44 PMB 191
New Smyrna Beach, FL, US, 32168

Privacy Act and Paperwork Reduction Act Notice. We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in Code section 6104.

The time needed to complete and file this form and related schedules will vary depending on individual circumstances. The estimated average times is 15 minutes.

Note: This image is provided for your records only. Do NOT mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.

This Form 990-N (e-Postcard) was accepted by the IRS on 4/26/2011.

2011 NOT-FOR-PROFIT CORPORATION ANNUAL REPORT

**FILED
Apr 15, 2011
Secretary of State**

DOCUMENT# N08000005066

Entity Name: KC SOCIETY INC

Current Principal Place of Business:

New Principal Place of Business:

1982 STATE RD 44 SUITE 191
NEW SMYRNA BEACH, FL 32168

Current Mailing Address:

New Mailing Address:

1982 STATE RD 44
PMB 191
NEW SMYRNA BEACH, FL 32168

FEI Number: 26-3191331 FEI Number Applied For () FEI Number Not Applicable () Certificate of Status Desired ()

Name and Address of Current Registered Agent:

Name and Address of New Registered Agent:

56 DAYS LLC
1982 STATE RD 44
PMB 191
NEW SMYRNA BEACH, FL 32168 US

PURKISS, KERRY-ANNE P
1982 STATE RD 44
PMB 191
NEW SMYRNA BEACH, FL 32168 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: KERRY-ANNE PURKISS 04/15/2011
Electronic Signature of Registered Agent Date

OFFICERS AND DIRECTORS:

Title: P
Name: PURKISS, KERRY-ANNE
Address: 1982 STATE RD 44 PMB 191
City-St-Zip: NEW SMYRNA BEACH, FL 32168

Title: T
Name: BURKE, SORAYA
Address: 1982 STATE RD 44 PMB 191
City-St-Zip: NEW SMYRNA BEACH, FL 32168

Title: S
Name: FELTON, SHALEENA
Address: 1982 STATE RD 44 PMB 191
City-St-Zip: NEW SMYRNA BEACH, FL 32168

Title: M
Name: GREEN, SHIRLEY
Address: 1982 STATE RD 44 PMB 191
City-St-Zip: NEW SMYRNA BEACH, FL 32168

Title: VP
Name: JACKSON, ANTERRIUS
Address: 1982 STATE RD 44 PMB 191
City-St-Zip: NEW SMYRNA BEACH, FL 32168

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 617, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: KERRY-ANNE PURKISS P 04/15/2011
Electronic Signature of Signing Officer or Director Date

**Electronic Articles of Incorporation
For**

N08000005066
FILED
May 28, 2008
Sec. Of State
Ipoole

KC SOCIETY INC

The undersigned incorporator, for the purpose of forming a Florida not-for-profit corporation, hereby adopts the following Articles of Incorporation:

Article I

The name of the corporation is:

KC SOCIETY INC

Article II

The principal place of business address:

1425 S DIXIE FREEWAY
NEW SMYRNA BEACH, FL. 32168

The mailing address of the corporation is:

1982 STATE RD 44
PMB 191
NEW SMYRNA BEACH, FL. 32168

Article III

The specific purpose for which this corporation is organized is:

TO IMPACT THE YOUTH OF NSB, EDGEWATER, OAKHILL, SAMSULA,
AND EVERY OTHER COMMUNITY WE ARE PLANTED IN. IMPACT THEM
EDUCATION, FINANCIAL MEANS, MENTORSHIP, APRENTICESHIP, AND
SUPPORT.

Article IV

The manner in which directors are elected or appointed is:

AS PROVIDED FOR IN THE BYLAWS.

Article V

The name and Florida street address of the registered agent is:

56 DAYS LLC
1982 STATE RD 44
PMB 191
NEW SMYRNA BEACH, FL. 32168

I certify that I am familiar with and accept the responsibilities of registered agent.

N08000005066
FILED
May 28, 2008
Sec. Of State
Ipoole

Registered Agent Signature: KERRYANNE PURKISS

Article VI

The name and address of the incorporator is:

56 DAYS LLC
1982 STATE RD 44
PMB 191
NEW SMYRNA BEACH, FL 32168

Incorporator Signature: KERRYANNE PURKISS

Article VII

The initial officer(s) and/or director(s) of the corporation is/are:

Title: P
KIDS CLOSET BOUTIQUE
1425 S. DIXIE FREEWAY
NEW SMYRNA BEACH, FL. 32168

Article VIII

The effective date for this corporation shall be:

05/23/2008

**NSB Annual Family Spring Expo: Event Marketing Plan & Budget
Saturday, June 11th, 2011**

**NSB Annual Family Spring Expo
Event Marketing Plan & Budget**

Saturday, June 11th, 2011

Kerry-Anne Purkiss

KC Society

386.689.4979

NSB Annual Family Spring Expo: Event Marketing Plan & Budget

Saturday, June 11th, 2011

ANNUAL FAMILY SPRING EXPO OVERVIEW

Family Spring Expo is an opportunity for companies, non profits, and businesses to put their product and services in front of hundreds of families. We want to draw residents and visitors to Canal street and the Flagler District area to expose them to companies and products that will improve their health, foster healthy family relationships, exhibit local colleges and universities, increase financial literacy, and empower our community through workshops.

ATTENDANCE GOALS AND GROWTH

Community Regional partners from Port Orange, South Daytona, Edgewater, New Smyrna Beach, Oak Hill, and Samsula will attend to achieve the goal of 1000 to 1500 in attendance. Within the next year we anticipate the estimated goal to be 1500 to 2000

OBJECTIVES

- Solicit neighboring communities that has limited participation in NSB events
- Expose companies, small business owners, and organizations to the public to help strengthen our families decision to make better choices
- Increase attendance through offering a variety of entertainment, workshops, products, and services
- Expose partner sponsors through multiple media exposure
- Track the marketing campaign to better evaluate its effectiveness
- Track attendance through average vendor and exhibitor count

MARKETING OPPORTUNITIES for CRA BUSINESSES

- **Location:** NSB Family Spring Expo will be held at the Brannon Center and Manatee Park known for large family oriented events. The location itself solicits interest because of its access to the river, daily fishing community, and community renown for family oriented events.
- **Broadcasting Media:** The event would be advertised through the Observer, Hometown News, and local radio stations through PSA from early May to ensure viable exposure. Interviews have been scheduled to ensure exposure to thousand of listeners
- **Event Exposure:** The companies and organizations that participate at the NSB Family Spring Expo will expose their business to an estimated 1500 families. Media will be carrying
- **Print Media:** Full color 4x6 postcards, 11x17 posters, 8.5x11 fliers, Facebook, dedicated website, myspace, online newsletters, and partner websites.
- **Massive Sponsor Exposure**

PROJECTED AUDIENCES

- Summer camp participants and their families
- Daycare providers and the families they serve
- Summer tourists
- Churches and synagogues
- Condo renters and daily beach goers
- Residents of Samsula, Oak Hill, Port Orange, New Smyrna Beach, Edgewater, and South Daytona

NSB Annual Family Spring Expo: Event Marketing Plan & Budget
 Saturday, June 11th, 2011

Category	Specifics	Qty/amt/weeks	Cost		
Broadcasting Media	WSBB 1230 AM		In-kind		
	NSBnews.net		\$650	CRA request	X
	Pennysavers		\$620	Obtained	
	Hometown News		\$945	Obtained	
Print Media	4x6 Full color 2 sided postcards	2000 qty	\$435	CRA request	X
	11x17 full color posters	300	\$455	CRA request	X
	8.5x11 full color fliers	1000	\$360	CRA request	X
Tents	10x10 Tent rentals	10	\$750	5 Obtained	
Banners	4x8 full color both sides	4	\$900	CRA request	X
	2x4 event banners: full color	12	\$600	CRA request	X
	3x6 event banners: full color	12	\$1020	CRA request	X
Generator	Banner stands	12	\$1068		
	Generator rentals	5	\$275	Obtained	
Event supplies	Event Supplies: misc	n/a	\$500	Obtained	
T-shirts	Promo T-shirts Sponsors & Business	150	\$848.50	CRA request	X
Program Officers	Event program booklet	1000	\$325	CRA request	X
	Event Patrol Off-duty Sheriffs	2	\$1120		
Location	Location Cost	n/a	\$800	Obtained	
	Location Insurance		\$500		
Total			\$12,171.50		
CRA Total Request			\$5,593.50	46%	

NSB Annual Family Spring Expo: Event Marketing Plan & Budget Saturday, June 11th, 2011

Experience:

Listing of Previous Events showing experience:

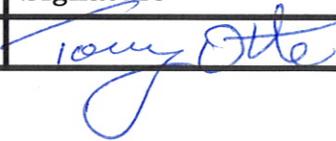
- Father Daughters Ball: 125 in attendance (featured in Hometown News and Observer)
- Southern Tradition Thanksgiving Feast: 300 tickets sold 225 in attendance
- KC Society Fashion Show 325 tickets sold 275 in attendance
- Teen STD Prevention Workshops 75 in attendance
- Red & White Valentines Ball (teen event): 100 tickets sold 195 in attendance
- Busch Gardens trip; coordinated; 2 buses rented: 110 in attendance

KC Society has been developing small events since the summer of 2009. Events are geared toward teens and their families. Average attendance for teen only events has been over 150. Our experiences for marketing and meeting our marketing objectives have been solid and have exceeded our expectations.

Other Funding Sources for Event

Funding Source	Result
KC Society	Obtained
Xpress Urself Magazine	Obtained
TD Bank	Obtained
Walmart	Obtained
Private Donors	Obtained
Publix	Requested
Sun Trust	Requested
Private Donors	Requested
Rotary Club	Requested
Winn Dixie	Requested

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Kevin Jameson		
Meeting Date: May 4, 2011		
Action Item Title: Wayfinding Sign System		
Agenda Section: Consent _____ Public Hearing <u> x </u> Special Items _____		
<p>Summary Explanation and Background:</p> <p>As part of the City of New Smyrna Beach downtown revitalization efforts, the New Smyrna Beach Community Redevelopment Agency and the City of New Smyrna Beach are requesting to implement a wayfinding sign system within the city limits of the City of New Smyrna Beach. The program is designed to provide physical organization of the signs, develop reliability and promote safety for motorists, bicyclists, and pedestrians. The major goal of the wayfinding system is to create consistency in design features and provide ease of access to the top destinations located in New Smyrna Beach.</p> <p>A significant portion of the locations within the wayfinding system are within the Right of Ways of Florida Department of Transportation roadway facilities. As such permission to place the wayfinding signs within FDOT Right of Way must be obtained. Other municipalities have gained such permission by following a three phase process of:</p> <ol style="list-style-type: none"> 1) Design of Wayfinding Signs 2) Process for Establishing Sign Content and Location Criteria 3) Location of Signs within the Wayfinding System <p>These items must each be approved as a resolution by City Commission.</p> <p>The design of the wayfinding signs resolution was approved by the City Commission on 12 April 2011.</p> <p>The establishment of a plan for the location of the wayfinding signs as a system is of benefit as:</p> <ol style="list-style-type: none"> 1) It provides an orderly system that may be easily followed by visitors and residents. 2) It establishes locations for signage so that the City may locate signs efficiently. 3) FDOT requires a system plan prior to gaining permission to use FDOT Right of Way. <p>The consultant, CRA staff, City Staff, and concerned citizenry have assisted in the establishing the locations of the wayfinding system signage.</p> <p>As most of the signage is within the CRA, the CRA has taken the lead for the design and location of the wayfinding signage. That signage that is beyond the bounds of the CRA will be provided by the City following the approved sign design and sign criteria.</p>		
<p>Recommendation: Approval of forwarding recommendation to the City Commission.</p>		
Funding Analysis: N/A		
<p>Exhibits Attached:</p> <ul style="list-style-type: none"> • Resolution for presentation to City Commission • Signage location map, mainland • Signage location map, beachside 		
Reviewed By:	Name	Signature
CRA Director	Tony Otte	
Commission Action:		

Wayfinding Signage System Locations

A Resolution of the City of New Smyrna Beach, Florida, supporting the Wayfinding Sign System Plan to efficiently and safely guide motorists and pedestrians to key public facilities and locations such as civic, cultural, visitor and recreational destinations within the City of New Smyrna Beach.

Whereas, City staff have prepared certain Citywide wayfinding sign evaluation factors and criteria to evaluate and process future destination sign requests; and

Whereas, these factors and criteria have been utilized to develop a preliminary location plan and design for wayfinding signs within the City of New Smyrna Beach; and

Whereas, other requirements will be further developed by City staff after approval by the Florida Department of Transportation (FDOT); and

Whereas, City staff will continue to support the activities of the City Commission to revitalize the City of New Smyrna Beach through activities and programs such as the development and implementation of the Wayfinding Sign System Plan,

Now Therefore, Be It Resolved by the City Commission of the City of New Smyrna Beach, Florida, that:

Section 1. Approval of the Wayfinding Sign System Plan.

The City Commission hereby approves the Wayfinding sign location plan. The City Commission finds that the actions taken by this Resolution will efficiently and safely guide motorists and pedestrians to key City public facilities and locations including, but not limited to, civic, cultural, visitor and recreational destinations within the City of New Smyrna Beach.

Section 2. Severability.

If any Section or portions of a Section of the Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of the Resolution. *(or whatever is NSB standard)*

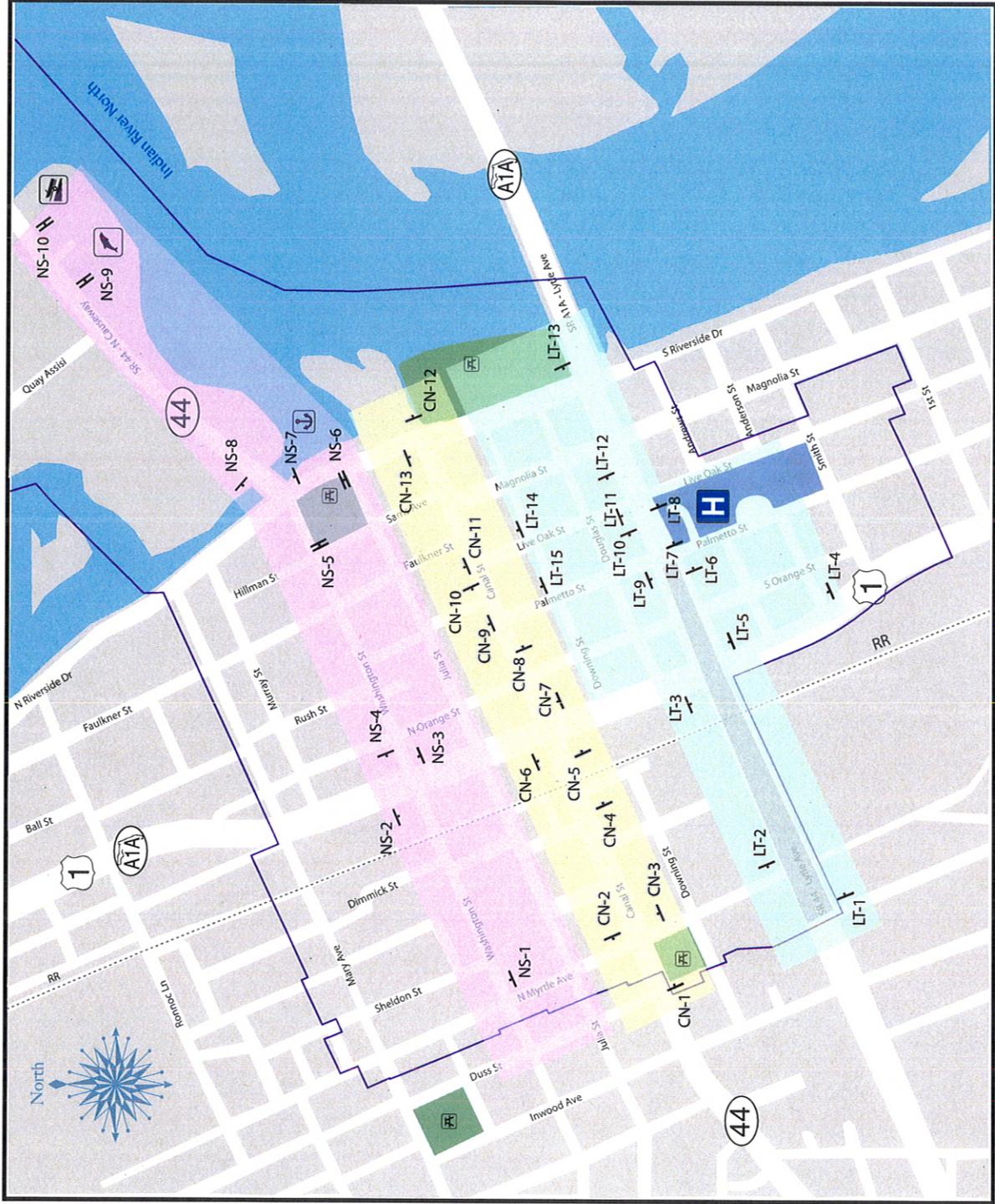
Section 3. Effective Date.

This Resolution shall become effective immediately upon its passage and adoption

Passed and Adopted this 24th day of May, 2011.

City Commission of the
City of New Smyrna Beach, Florida
Volusia County, FL

Mayor



**NEW
SMYRNA BEACH**
FLORIDA

Phase 1 - PRELIMINARY
Directional Sign Location
Downtown Area



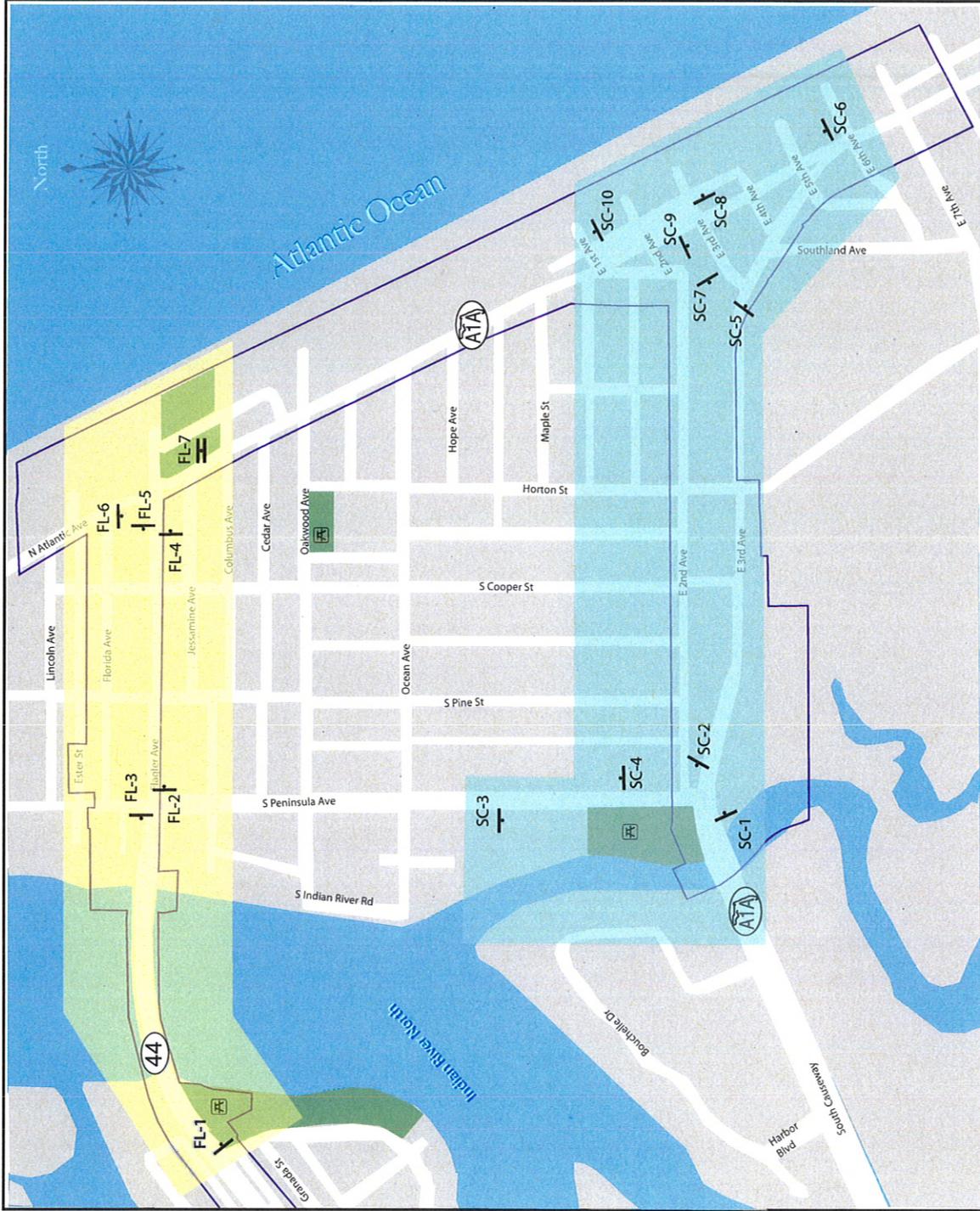
Area Locator

- 23 Sign Location Number
- Single-Faced Sign
 - Double-Faced Sign
 - Alt Sign Locations

DATE: May 4, 2011

HART SHAUGHNESSY HART & ASSOCIATES, INC.
GRAPHIC DESIGN & WAYFINDING

BH
BELLOMO
HERBERT
AND COMPANY, INC.
LANDSCAPE ARCHITECTS



NEW SMYRNA BEACH FLORIDA

Phase 1 - PRELIMINARY
Directional Sign Location
Oceanside Area



Area Locator

23 Sign Location Number

— Single-Faced Sign

≡ Double-Faced Sign

DATE: May 4, 2011

FIART SHAUGHNESSY HART & ASSOCIATES, INC.
GRAPHIC DESIGN & RENDERING

BH
BELLOMO
HERRERT
AND COMPANY, INC.

CONSULTING ENGINEERS

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Kevin Jameson

Meeting Date: May 4, 2011

Action Item Title:

Wayfinding Signage Criteria

Agenda Section: Consent _____ Public Hearing Special Items _____

Summary Explanation and Background:

As part of the City of New Smyrna Beach downtown revitalization efforts, the New Smyrna Beach Community Redevelopment Agency and the City of New Smyrna Beach are requesting to implement a wayfinding sign system within the city limits of the City of New Smyrna Beach. The program is designed to provide physical organization of the signs, develop reliability and promote safety for motorists, bicyclists, and pedestrians. The major goal of the wayfinding system is to create consistency in design features and provide ease of access to the top destinations located in New Smyrna Beach.

A significant portion of the locations within the wayfinding system are within the Right of Ways of Florida Department of Transportation roadway facilities. As such permission to place the wayfinding signs within FDOT Right of Way must be obtained. Other municipalities have gained such permission by following a three phase process of:

- 1) Design of Wayfinding Signs
- 2) Process for Establishing Sign Content and Location Criteria
- 3) Location of Signs within the Wayfinding System

These items must each be approved as a resolution by City Commission.

The design of the wayfinding signs resolution was approved by the City Commission on 12 April 2011.

The signs for the proposed wayfinding system will require unique signs for almost ever signage location. As such certain criteria and regulations should be created and followed as:

- 1) Signage criteria will allow the wayfinding system to guide people about the City but prevent the wayfinding signs from becoming merely a publicly supported form of private advertising.
- 2) Sign criteria and applications will provide a framework that allows the City to adapt and change the wayfinding signage as desired in the future.
- 3) FDOT requires signage criteria prior to permission being granted for any signage use of their Right of Way.

Recommendation:

Approval of forwarding recommendation to the City Commission.

Funding Analysis: N/A

Exhibits Attached:

- Resolution for presentation to City Commission
- Wayfinding Sign Criteria
- Wayfinding Sign Application

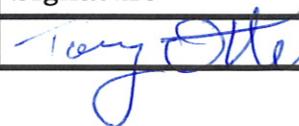
Reviewed By:

Name

Signature

CRA Director

Tony Otte



Commission Action:

Wayfinding Signage Criteria

A Resolution of the City of New Smyrna Beach, Florida, supporting the Wayfinding Sign System Plan to efficiently and safely guide motorists and pedestrians to key public facilities and locations such as civic, cultural, visitor and recreational destinations within the City of New Smyrna Beach.

Whereas, City staff have prepared certain Citywide wayfinding sign evaluation factors and criteria to evaluate and process future destination sign requests; and

Whereas, these factors and criteria have been utilized to develop a preliminary location plan and design for wayfinding signs within the City of New Smyrna Beach; and

Whereas, other requirements will be further developed by City staff after approval by the Florida Department of Transportation (FDOT); and

Whereas, City staff will continue to support the activities of the City Commission to revitalize the City of New Smyrna Beach through activities and programs such as the development and implementation of the Wayfinding Sign System Plan,

Now Therefore, Be It Resolved by the City Commission of the City of New Smyrna Beach, Florida, that:

Section 1. Approval of the Wayfinding Sign Evaluation Criteria/Design.

The City Commission hereby approves the wayfinding sign evaluation criteria to be utilized to evaluate and process future wayfinding sign location and content requests within the City of New Smyrna Beach.

Section 2. Severability.

If any Section or portions of a Section of the Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of the Resolution. *(or whatever is NSB standard)*

Section 3. Effective Date.

This Resolution shall become effective immediately upon its passage and adoption

Passed and Adopted this 24th day of May, 2011.

City Commission of the
City of New Smyrna Beach, Florida
Volusia County, FL

Mayor

Wayfinding Signage Criteria

What is a wayfinding sign?

A wayfinding sign is a directional sign used for navigation and orientation that efficiently and safely guides motorists and pedestrians to key public facilities including civic, cultural, visitor and recreational destinations within the City of New Smyrna Beach. The goal of the program is to provide consistency, physical organization of the signs and to enhance and create a user-friendly environment.

What is the wayfinding sign evaluation process?

1. Complete the Sign Submittal Review Form. Written requests for destinations to be added to the wayfinding signs shall include: contact information; destination information, site plan showing the proposed destination and sign location(s); photographic documentation of the existing sign location(s); elevation drawings of proposed sign additions. Existing destinations shall be listed on proposed sign modification requests. Any proposed new sign locations shall include a site plan displaying neighboring intersections, adjacent directional signs and photographic documentation.
2. Submit a Sign Submittal Review Form and the required documentation to:
Planning & Zoning
210, Sams Avenue, New Smyrna Beach, FL 32168
Phone: (386) 424-2134 • Fax (386) 424-2148
3. The written request shall be evaluated according to the following criteria:
 - a. The existing wayfinding sign contains space for additional messages.
 - b. The wayfinding sign does not interfere with visibility of existing signs, traffic control devices or conflict with circulation.
 - c. The destination shall meet the conditions for top destinations as listed below.

Qualifications for wayfinding signage:

1. Refer to Rule 14-51.030, Supplemental Guide Signs, of the Florida Administrative Code for information on top destinations, which qualify for inclusion on the wayfinding signage. Rule 14-51.030 relates to organizations and types of signs that FDOT may allow to use the State Right of Way.
2. Destinations that are cultural, historic or public use facilities may be included in the list of top destinations if approved by City Commission and space is available on sign panels. Destinations being considered will be evaluated on trip generation, operational hours, and access to the public.
3. Recreational attractions such as public parks that may be considered for signage shall be operated on a non-profit basis and meet ADA accessibility standards for public access.
4. Publicly owned golf courses may be considered for signage under the following requirements: 18 hole course; open to the public with no membership restrictions for a minimum of 5 days per week.
5. Museums and visitor centers may be considered for signage under the following requirement: Open to the public year round, a minimum of 5 days per week, and a minimum of 4 hours per day.

SIGN SUBMITTAL REVIEW FORM

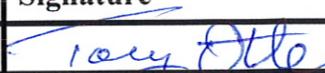
City of New Smyrna Beach

Complete This Review Form & Submit with (4) Copies

ITEM	Check List For Submittal	CHECK ONE <input type="checkbox"/> Modification To Existing Sign <input type="checkbox"/> Proposed New Sign Location
FILL IN THIS SECTION	1. Contact Information Name / Address / Phone / E-mail	
	2. Destination Information Name / Address / Phone / E-mail / Website Hours of Operation Service or Function	
ATTACH (4) COPIES	3. Site Plan Showing Destination & Sign Location (Proposed New Sign Locations Shall Include A Site Plan Displaying Neighboring Intersections and Directional Signs)	
	4. Photographs of the Existing Sign (Proposed New Sign Locations Shall Include Photographs Documentation of Adjacent or Surrounding Signs)	
	5. Drawings & Reference (Existing Destinations To Be Listed on Proposed Sign Modification Request)	

Submit Complete Review Form With Attachments To: Planning & Zoning Department 210 Sams Avenue New Smyrna Beach, FL 32168 Phone: (386) 424-2134 • Fax (386) 424-2148	Review By:	Date/Comments:

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Claudia Soulie		
Meeting Date: May 4, 2011		
Action Item Title: Combining of the existing CRA Grants into one Program		
Agenda Section: Consent _____ Special Items <input checked="" type="checkbox"/> X _____		
<p>Summary Explanation and Background:</p> <p>At their April 12, 2011 regular meeting the City Commission requested that CRA staff combine the existing Exterior, Interior and Impact Fee assistance grants into one program with a total CRA match of \$20,000 (please see attached combined program).</p> <p>Nothing in the guidelines was substantially altered from the existing programs. Wording was added pertaining to fixtures and eligible expenditures for the interior grant. Police and Fire Impact fees are currently suspended, so only City Transportation Impact Fees are being assessed, where applicable.</p>		
<p>Recommendation:</p> <p>Approval of combined grant guidelines for submittal to the City Commission.</p>		
Funding Analysis: N/A		
<p>Exhibits Attached:</p> <ul style="list-style-type: none"> • Combined Exterior/ Interior and Impact Fee Assistance Grant Guidelines 		
Reviewed By:	Name	Signature
CRA Director	Tony Otte	
Commission Action:		

**CITY OF NEW SMYRNA BEACH
COMMUNITY REDEVELOPMENT AGENCY**

**GRANT PROGRAM
FOR
COMMERCIAL EXTERIOR/INTERIOR
IMPROVEMENTS AND IMPACT FEES**



GUIDELINES AND APPLICATION

Further information and assistance may be obtained by contacting:

The CRA office
Phone: 386-424-2266

The New Smyrna Beach COMMUNITY REDEVELOPMENT AGENCY (CRA) will consider providing financial incentives for EXTERIOR/INTERIOR RENOVATION AND NEW CONSTRUCTION as well as IMPACT FEE ASSISTANCE for commercial projects within the CRA District in order to achieve noticeable visual changes and create a positive impact.

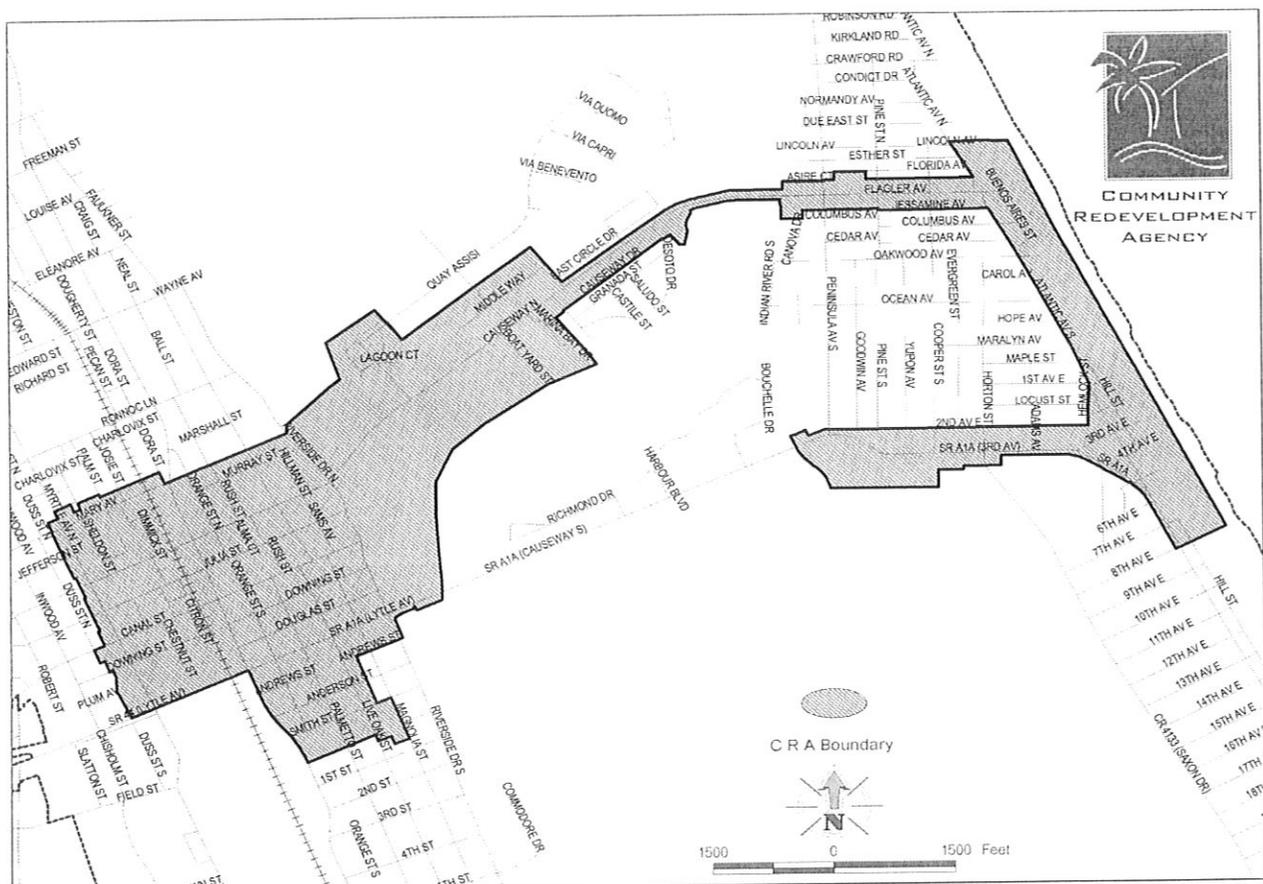
PLEASE NOTE: On April 12, 2011 the New Smyrna Beach City Commission instructed CRA staff to combine the existing Commercial Property Improvement Grant (Exterior); the Commercial Matching Revitalization Grant (Interior) and the Impact Fee Assistance Grant into one program with CRA funding capped at \$20,000. This new program, now called GRANT PROGRAM FOR COMMERCIAL EXTERIOR/INTERIOR IMPROVEMENTS AND IMPACT FEES, replaces all the programs mentioned above.

The CRA will review and consider each application as measured by the goals, priorities and objectives of the CRA Redevelopment Plan and the adopted Design Guidelines. DESIGN GUIDELINES for each business area within the CRA District are available for reference at the CRA office or at www.cityofnsb.com. **Applications must be approved by the CRA prior to any work beginning.**

Qualifying applications for this Grant Program are being considered for approval during the monthly CRA meetings, typically held the first Wednesday of each month. **Applications must be submitted to CRA staff at least two (2) weeks prior to the meeting date.**

PROGRAM AREA

The Grant Program is available to applicants with properties located in the CRA District.



PROGRAM OBJECTIVES

This Grant Program is designed to achieve specific redevelopment objectives within the CRA District, such as:

- Stimulating reinvestment within the District by creating an atmosphere which will enhance new business growth, development and job opportunities.
- Maintaining a quality image and consistent unique character and/or historic integrity of each of the designated areas.
- Creating pride and confidence in the CRA District by improving visual quality.
- Creating vital areas within the community for business and leisure enjoyment by providing a safe and attractive environment.

PROGRAM GRANT AWARDS

NOTE: An applicant may apply for exterior/interior improvements and impact fee assistance all at one time, or may choose any combination of the three options. Please be aware, however, that once a grant option has been selected and awarded, the business to which the grant was awarded is no longer eligible to receive additional grant assistance under this Program. For this reason, CRA staff recommends that the building owner, if he or she is the applicant, inform the tenant of the intent to apply for a grant to incorporate any possible needs the tenant may have. **ONLY ONE GRANT APPLICATION PER BUSINESS.**

This is a 50/50 reimbursement Grant Program with a maximum CRA funding amount of \$20,000. For example, if a project costs \$40,000, the applicant could be eligible for a \$20,000 reimbursement grant award. Reimbursement of grant funds is made following total completion and final inspection of the project by CRA and Building Department staff. Staff reserves the right to allow the applicant to submit paid receipts for individual project tasks that have been completed and inspected.

APPROVAL GUIDELINES AND CRITERIA

Exterior: Approved exterior projects must comply with the established Design Guidelines and all projects should strive to address the entire façade, including signage and other exterior issues that reflect the building as a whole.

Eligible exterior expenditures include:

Exterior Renovations/New Construction: Including, but not limited to: painting, cleaning, repairs, replacing architectural details, removing incompatible additions, repairing or replacing windows, door trims, porches, storefronts, etc., on the front, side and rear of buildings facing public entrance areas.

Signage: Including removal of old signs and obsolete sign poles, brackets or fixtures; and the design, production and installation of new signage.

Electrical: Any work directly related to exterior window lighting, security lighting or illumination of signage.

Landscaping: Including, but not limited to: removal of plant materials, installation of protective fencing during construction activity, replacement and addition of plant materials, soil augmentation and installation of plants, irrigation systems and window boxes.

Awnings: Including removal of old awnings and the purchase and installation of new appropriate awnings.

Screening: Including all screening of trash receptacles, air conditioning, utility equipment or other unsightly objects or areas with landscape material or with fencing material that complements the building material.

Parking Areas: The creation or improvement of off-street, private parking facilities, which provide a safe and pleasant parking environment for customers and employees.

Design Assistance: Professional design services related to structural renovation, new construction, signage and landscaping.

Permit Fees: Including any permitting fees that are required by City Code.

Interior: The interior grant is intended to give financial assistance to applicants to perform general construction improvements or purchase certain fixtures¹ to comply with current city, county and state codes to occupy or expand the building. Funding preference is given to businesses with hours that extend beyond 6:00 pm on weekdays and are open on weekends.

***Florida Building and National Electric Code related items include, but are not limited to:**

- Floor repairs and upgrades
- Installation of Heating unit (A/C not eligible)
- Hot water heater
- Bathroom repairs and upgrades
- Exhaust hood
- Commercial Sinks
- Grease trap
- Electrical upgrades
- Wall/Ceiling repairs and upgrades
- Fire sprinkler system

*This list of items is a reference only and can be adjusted during the on-site meeting with the Chief Building Official and Fire Marshal. Certain items, like refrigerators or ice makers, while required by code, are not eligible items for reimbursement under this grant program. **The CRA, at their discretion, reserves the right to reject any item(s) they do not deem eligible.**

¹Fixtures must become a permanent part of the structure and cannot be removed from premises if vacated by business.

The applicant is required to attend an on-site meeting at the property for which the grant is sought with CRA staff and pertinent City Staff as part of the application process. Applicant is responsible for providing access to the interior of the building.

QUALITY OF WORK

All exterior and interior work must be performed in a professional and workman-like manner. Prior to the work commencing, the applicant must secure all necessary Federal, State and Local Permits. Upon completion, all work must pass applicable Federal, State and Local Inspections. The CRA reserves the right to withhold reimbursement payment should the final inspection reveal that the work performed was not completed in a professional, workman-like manner and per the approved permit(s).

PROJECT RE-EVALUATION

The Applicant shall agree to return to the CRA for project re-evaluation upon request. Examples of the situations requiring re-evaluation include, but are not limited to the following: Dissatisfaction with the paint test results, removal of false façade or other material to reveal original building elements or conditions not presented in the original application and other situations discussed in the mandatory pre-application meeting.

INELIGIBLE EXPENDITURES FOR EXTERIOR AND INTERIOR GRANTS

- Improvements made prior to Grant approval
- Refinancing existing debts
- Non-fixed improvements and certain fixtures
- Inventory
- Sweat equity payments, i.e., reimbursement for applicant's own labor and performance of renovation work or new construction.
- Business Payroll
- General periodic maintenance
- Work performance that is not consistent with the Design Guidelines for the Areas as adopted by the Community Redevelopment Agency

APPLICATION PROCEDURES AND GUIDELINES

- I. Applications under this Grant Program are considered for approval by the CRA at their monthly meeting, which is typically held on the first Wednesday of each month. **No work may begin prior to grant approval by the CRA.**
- II. Applicants seeking funding for commercial property improvements on structures located within the CRA District shall submit a completed application to **CRA staff two (2) weeks prior to the CRA meeting.** Applicants must follow the adopted Grant Application process, including the mandatory pre-application conference and on-site visit (for interior improvements only) in order to be considered for a Grant Award.
- III. Completed Applications shall include the following:
 1. Written consent from the Property Owner (if not applicant)
 2. A detailed summary of the scope of work to be performed.
 3. Two (2) cost estimates broken down into scope of work line items.

4. Color photographs clearly showing existing conditions of the property to be improved. If applicable, historic photographs and/or photos of existing parking area should be included.
 5. Conceptual plans and specifications detailing the scope of work that will be required at the time of application.
 6. Samples of all paint and material colors as well as awning materials to be used on the building and signage.
 7. Applicant shall provide documentation from Planning Department and Building Department staff that the proposed project appears to meet permit requirements (available after pre-application meeting)
- IV. CRA staff shall review all applications to determine if they meet the criteria for approval and are in compliance with the CRA Design Guidelines. An applicant whose submission is incomplete shall be so informed by CRA staff. The applicant or property owner cannot owe the City any money and Property taxes, both City and County, cannot be delinquent.
- V. The approved project must comply with the requirements of the City Code, and applicant must obtain all necessary permits. Projects receiving funding must begin work within 90 days from receipt of Grant approval notification and must be completed within 1 year, unless a written request for time extension has been approved by the CRA.
- VI. Applicants shall be notified in writing of all approvals, approvals with conditions, or denials within 48 hours of the monthly CRA meeting. Applicants are encouraged to attend these meetings.
- VII. Upon CRA grant approval, applicant is required to place signage recognizing the project funding partners in a location at the subject property that is viewable to the general public. This signage is being furnished by the CRA and must remain in place for the duration of the project. Applicant agrees to return said signage with the final check request upon completion of the project.
- VIII. Any and all unforeseen changes in the scope of work that may arise during the renovation process must be approved prior to any of that work being initiated or completed.
- IX. The applicant shall incur all project costs and may receive reimbursement only after all improvements have been completed in accordance with the Grant Approval. Staff reserves the right to allow the applicant to submit paid receipts for individual project tasks that have been completed and inspected.
- X. By applying for this grant and signing the application, the applicant and property owner agree:
- a. not to alter the project, modify or remove the improvements made in accordance with the agreement for a period of three (3) years without CRA approval.

- b. to maintain the improvements, including landscape materials, made in accordance with this agreement for a period of three (3) years.

Failure to comply with VIII a. may result in the applicant or property owner being asked to repay the total amount of CRA funds granted for the subject property and failure to comply with VIII b. may result in Code Enforcement action.

XI. Costs not included in either the approved scope of work or an approved Change Order shall not be considered for reimbursement.

XII. Required documentation for reimbursement of project costs must include:

- 1. Copies of cancelled checks, certified checks or money orders
- 2. Detailed invoices and paid receipts initialed or signed by contractor(s).
- 3. Name, address, telephone number of contractor(s) and design professional(s)
- 4. List of Permit Number(s) pulled for the project

XIII. Project costs reimbursement shall be made upon total completion of the project, presentation of documented costs and final inspection of the project by CRA and Building Department staff to ensure the work was performed in a professional and workman-like manner, and in accordance with the specifications of the Grant Approval and the Design Guidelines. CRA staff will further verify that all permits have been inspected and signed off by the City's Building inspectors. (Staff reserves the right to allow the applicant to submit paid receipts for individual project tasks that have been completed and inspected).

XIV. The CRA reserves the right to verify any and all costs associated with design or renovation work included in the grant application.

XV. Each applicant may receive only one Grant Award per business.

Impact Fees: This program has been created to encourage new business activity in the CRA district by offering financial assistance with City of New Smyrna Beach Police, Fire and Transportation Impact Fees (non-city assessments are not eligible). **Please note that the City Commission has currently suspended Police and Fire Impact fees.**

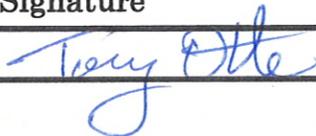
Program Guidelines and Requirements

- 1. The applicant needs to submit an Impact Fee estimate in written form to CRA staff.
 - Transportation Impact Fee estimates may be obtained from the Planning Department.
 - **Not Applicable at this time** (Police and Fire Impact Fees need to be estimated by applicant based on square footage. CRA staff can assist with this task. The final amount will be determined by the Building Department and will be used in the payment/reimbursement process.)

2. In most cases, Impact Fee Assistance is being requested in conjunction with exterior and interior improvements. If this is not the case, the applicant needs to provide detailed information on the proposed business, including any project improvements at the business location for which impact fee assistance is sought.
3. Upon CRA approval, applicant may choose to:
 - a. pay for the impact fees and submit proof of payment, with initials and printed name of the Building Department staff member handling the transaction, to CRA staff for reimbursement.
 - b. have CRA staff pay the impact fees directly to the City Building Department on the applicants behalf. **Please note that this option could possibly delay the project by up to two (2) weeks, as the Finance Department processes check requests only once a week. The Building Department will not release the permit until paid in full.**
4. The business must maintain a valid Business Operation at the subject location for a minimum of three (3) years from the receipt of CRA assistance.
5. If the business fails to maintain a valid Business Operation within three (3) years from the receipt of CRA assistance, the CRA reserves the right to invoice the business owner or applicant as required, to reclaim the total amount of CRA funds granted for the subject project.
6. Impact Fees paid prior to Grant approval are ineligible for reimbursement.

THERE IS NO OBLIGATION ON THE PART OF THE CRA TO AWARD A GRANT TO AN APPLICANT WHO MEETS THE GUIDELINES. THE APPLICATION ONLY PROVIDES OPPORTUNITY TO BE CONSIDERED.

CRA AGENDA ITEM SUMMARY

Staff Member Making Request Tony Otte		
Meeting Date: May 4, 2011		
Action Item Title Development Assistance and Incentives Program Review		
Agenda Section: Consent _____ Public Hearing _____ Special Items <u> x </u>		
Summary Explanation and Background		
<p>This program was approved at the April 12 City Commission meeting.</p> <p>A potential applicant has asked a question regarding the requirement in the program that there be only one grant "per applicant". Does this mean that the property owner could apply for an exterior grant and receive only \$50,000 for a large building? Or, could the property owner apply for the number of business spaces, in the case of a large building?</p>		
Reviewed By:	Name	Signature
CRA Director	Tony Otte	
Commission Action		



COMMUNITY REDEVELOPMENT AGENCY

CITY OF NEW SMYRNA BEACH
210 SAMS AVENUE
NEW SMYRNA BEACH, FLORIDA 32168

DEVELOPMENT ASSISTANCE AND INCENTIVES PROGRAM

Introduction

The Community Redevelopment Agency, in its Master Plan update has allocated funds in a five year program for redevelopment. One of the funded programs is entitled "Development Assistance and Incentives." A program of the same name is hereby created to provide specific guidelines for the uses of those funds.

The program has two key components that are identified in the CRA Master Plan update.

1. Certain areas and types of businesses identified in the CRA Master Plan update are hereby provided development incentives as described in the remainder of the program description below. The program encompasses a wide range of activities in order to achieve the Master Plan's objectives in realizing redevelopment activity in the areas of:

- a. Retail
- b. Hospitality
- c. Residential infill to support retail development

The Development Assistance and Incentives Program is a reimbursement program with a maximum award of \$50,000 for qualifying projects on a 50/50 basis. **APPLICANTS MAY RECEIVE ONLY ONE AWARD AND ARE NOT ELIGIBLE FOR ANY OTHER CRA GRANT PROGRAMS UNTIL 2015 OR UNTIL THE PROGRAM IS MODIFIED AT THE DISCRETION OF THE CRA.**

2. The City/CRA currently owns a number of key parcels located throughout the CRA district that provide the opportunity for redevelopment. These include two lots on Florida Avenue, a parcel on the North Causeway, and a one half block at 103 Faulkner Ave. All three of these properties have been or are scheduled to be publicly offered for development through a negotiated development agreement. It is anticipated that the agreements will call for the sale or lease of the property, and the development of one or more buildings on the property for specific uses, to be constructed in accordance with an approved schedule. Funding from the Development Assistance and Incentives Program may be made available as a part of the negotiated development agreement.

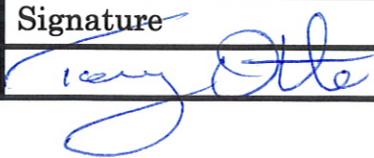
The remainder of this program description is for program element #1 as described above.

The CRA updated Master Plan identified a number of "Essential Elements for Downtown" among them is the need to "Broaden Hospitality Options". Hospitality/Tourism is the City's core industry, with accommodations and restaurants leading the way as "destinations" for visitors and citizens alike. In addition, these two activities provide 7 day and after 5pm operations, both of which are critical to bringing additional visitors and citizens into the core areas.

For purposes of this grant, the CRA defines "Hospitality" as accommodations and restaurants in the Redevelopment area. Accommodations may include, but are not limited to, hotel, motel, condominium and bed

NEW BUSINESS

CRA AGENDA ITEM SUMMARY

Staff Member Making Request Tony Otte		
Meeting Date: May 4, 2011		
Action Item Title: Recommendation for Chair and Vice-Chair		
Agenda Section: Consent <input type="checkbox"/> Public Hearing <input type="checkbox"/> Special Items <input checked="" type="checkbox"/>		
Summary Explanation and Background		
<p>There are currently vacancies in the position of Chair and Vice-Chair.</p> <p>Ordinance 18-85 provides in Section 3 paragraph 1 that, "The City Commission shall designate a chairman and vice-chairman from among the agency commissioners*. The chairman and vice-chairman shall serve for a period of (1) year." This ordinance conforms with Florida Statutes Chapter 163.356 (c) which provides in part that, "The governing body of the county or municipality shall designate a chair and vice-chair from among the commissioners*." (*The term "Commissioners" used here refers to FS 163.356 (2) which states in part that "When the governing body adopts a resolution declaring the need for a community redevelopment agency, that body shall, by ordinance, appoint a board of commissioners of the community redevelopment agency...")</p> <p>It has been the practice of the CRA to make a recommendation to the City Commission for filling the positions of Chair and Vice-Chair.</p>		
Recommended Action/Motion:		
That the CRA make a recommendation to the City Commission for filling the positions of Chair and Vice-Chair.		
Funding Analysis: Budgeted <input checked="" type="checkbox"/> If not budgeted, recommend funding account: This action does not require funding.		
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: May 4, 2011

Action Item Title:

Orange St Streetscape and Parking Lot Improvements Project - Change Order # 3

Agenda Section: Consent Public Hearing Special Items

Summary Explanation and Background:

As the Orange St Streetscape Project nears completion a change order will be needed to add a few miscellaneous items:

- Install approximately 35 LF of pressure treated (2"x12") boards to protect the soil and root system of the existing landscaping at 216 S Orange St due to the new sidewalk being installed at a lower grade than the original, at a cost of \$326.16.
- Install approximately 145 LF of wood retaining wall due to the change in elevation between the new Downing St sidewalk and the southern edge of the parking lot, at a cost of \$5,108.69.
- The landscaping will change where the wood retaining wall is proposed to be installed (as described above). The original plan showed to have four (4) Live Oak Trees installed in tree grates in the proposed Downing St sidewalk, however due to the difference in elevation between the parking lot and the sidewalk this will not be possible. Therefore the same type of grass that is in the medians along US1 (White Fountain Grass) is now proposed to be installed in this area, and at a savings of (\$1,250.00).
- Mill and Resurface approximately 40 LF of Downing St (west) due to the deteriorated condition of the edge of pavement joining with the new curb and gutter, at a cost of \$4,889.35.
- The plans called for Type C inlets with curb and gutter to be installed on Douglas St, however due to the narrow right of way the inlets could not be installed far enough away from the roadway in order to have a standard sloping transition with the gutters. As it is now the gutters are sloped too steep and could pose an unsafe condition at the edge of pavement. Therefore staff requested the tops of these four (4) inlets be replaced with Type 5 or 6 Inlet Tops, at a cost of \$9,152.00.

Total = \$18,226.20

Recommendation:

Approval of Orange St Streetscape and Parking Lot Improvements Project – Change Order # 3, at a cost of \$18,226.20

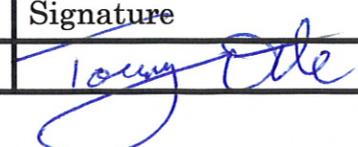
Funding Analysis: Budgeted If not budgeted, recommend funding account:

Account # 12051502-567779

The budget for this project is \$928,431.70, minus the contract price for construction of \$717,331.70, minus the price for C.O. # 1 \$15,365.01, minus the price for C.O. # 2 \$15,750.00, and miscellaneous other expenses, leaves an available balance of \$108,142.17 in this line item. The cost of this Change Order is \$18,226.20 which will leave a remaining account balance of \$89,915.97.

Exhibits Attached:

Masci Quote (dated April 15, 2011) for \$18,226.20

Reviewed By:	Name	Signature
CRA Director	Tony Otte	

Commission Action:

MASCI CORPORATION

GENERAL CONTRACTORS

5752 S. Ridgewood Ave
Port Orange, FL 32127
Tel. (386) 322-4500 : General Fax (386) 322-4600
Estimators Fax: (386) 322-4543

April 15, 2011

City of New Smyrna Beach
Community Redevelopment Agency
Attn: Ms. Michelle Martin, CRA Project Manager
210 Sams Avenue
New Smyrna Beach, FL 32168

Re: S. Orange St. Streetscape and Downing St. Parking Lot Improvements 2009

Michelle:

As we discussed, below are the revised items that the City requested a quote for (please see attached breakdown);

Install Pressure Treated 2" x 12" approx. 35 LF	\$326.16
Install approx. 145 LF of wood retaining wall	\$5,108.69
Landscaping Credit (ADD 50 EA Pennisetum Setaceum (White Fountain Grass), 1 gal each, spaced 3' O/C, and the same Pine Bark Mini Nuggets used everywhere else, Deduct 4 EA trees & grates. Net credit is	(\$1,250.00)
The cost for the type 5 or 6 inlet tops is \$1,500/EA plus curb costs per unit price, sidewalks per unit price, plus \$500/EA for demo & re-prep. \$1,500 x 4 EA (Tops) + \$500/EA x 4 EA (Demo) + 12LF x 4EA @ \$12.50/LF (Curb) + 23 SY @ \$24 (Sidewalk) =	\$9,152.00
Install additional milling & asphalt @ Downing	<u>\$4,889.35</u>
Total	\$18,226.20

If you should have any questions, please call us.

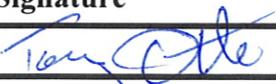
Sincerely,



Leone Masci, P.E.
President

Cc: Job File 10-118
Khalid Rasheidat, P.E., Assistant City Manager, NSB

CRA AGENDA ITEM SUMMARY

Staff Member Making Request Tony Otte		
Meeting Date: May 4, 2011		
Action Item Title Discussion of new program: Small Scale Exterior Renovation Project		
Agenda Section: Consent _____ Special Items <u> x </u>		
Summary Explanation and Background		
<p>Commissioner James Peterson asked that the CRA discuss the feasibility of creating a new program to facilitate exterior building improvements. This request for discussion is motivated by the thought that the most immediate and noticeable impact of CRA funds is with funding for exterior renovation projects; and that in the current economic climate, many property owners are not in a position to contribute matching funds for improvements – especially residential.</p> <p>Therefore, the new program would have the following elements:</p> <ol style="list-style-type: none"> 1. The program would provide funds for both residential and commercial building exterior improvements, including landscaping. 2. The program would provide CRA funding for eligible expenditures not to exceed \$2,500. 3. The program would not require a matching contribution from the property owner. 4. All work would have to be done in conformance to strict design guidelines. (There are existing design guidelines for Flagler Ave, Canal St, and Third Ave.) 5. The program would require that all work shall be performed by local contractors and a percentage of supplies to be purchased from local suppliers. 6. The program would only allow one grant <u>of this type</u> per property. If another grant program is applied for and received, that grant award would be reduced by the amount received in this program. 		
Recommended Action/Motion:		
Direction to staff to prepare formal grant guidelines to bring to the June CRA meeting.		
Funding Analysis: Budgeted <u> x </u> If not budgeted, recommend funding account:		
This action does not require funding. If this program proposal is approved later, CRA staff recommends that a block of funding be used in the Development Assistance and Incentives, line item 120.51502.5830.03, balance of \$1,379,533		
Exhibits Attached:		
None		
Reviewed By:	Name	Signature
CRA Director	Tony Otte	
Commission Action		
		

REPORTS AND COMMUNICATIONS

CRA DIRECTOR'S REPORT

May 4, 2011

Announcements

- AOB Committee: Tuesday, May 3, 4 pm, City Commission Chambers: the sole respondent to the City's RFP will make a presentation.
- Westside Community Meeting: Monday, May 23, 6:15 pm, Babe James Center. Artist in residence at the Atlantic Center for the Arts is scheduled to discuss his experience with renovation projects in Houston, Texas.
- Request to move June CRA meeting from June 1 to June 8, 2011 to allow for submission of results for the proposed Myrtle Ave Improvements bid.

City Commission Items

- Form Based Code – the consulting firm is conducting a “development intensity preference survey” It can be accessed on the City website – www.cityofnsb.com. The consultant is going to deliver a draft of the document in the second week of May and then have a public meeting to review the draft in June.
- At the April 12 meeting the City Commission took the following action:
 - Action on the following items recommended for approval by the CRA:
 - Approval of the design of the Wayfinding Signs, approval by resolution as requested by the FDOT
 - Approval of Ord. 19-10 to permit a density of 75 hotel units per acre on the oceanfront for parcels located between Esther Street and East 8th Ave.
 - Approval of the CRA program for \$50,000 grants for retail, hospitality, and residential infill projects.
 - Directed that the existing renovations and impact fee programs be combined and brought back for consideration.
 - Action on the following items recommended for approval by the CRA:
 - Approval of the CRA Marketing Agreement with HS Consulting Services with the provision that the consultant's performance be evaluated by the City Commission in 90 days for consideration of extending the contract for the remainder of the one year period.
 - Approval of the Esther St Beachfront Park Seawall conceptual design allowing construction east of the coastal construction control line.
 - Approval of a 90 extension for the Flagler Ave Hotel project.
 - Approval of the demolition of the Julia Ave shuffleboard courts. The building and former skatepark/tennis court surface will remain at this time.
 - John Kinney was appointed to the CRA (to the seat vacated by Steve Dennis).
 - The City Commission at a special meeting on April 20 determined the short list for architectural projects as follows:
 - Pendergast.Bender
 - BHM

- Schweizer/Waldroff
CRA staff has held one meeting with Jay Pendergast to discuss the professional services contract and the first scope of work. Also attending the meeting were Ms. Gloria Hill-Evans and Mike Knotek. Staff anticipates this item will be brought to the June CRA meeting and the June 28 City Commission meeting.

Work Priorities

- S. Orange St and Mary Ave Streetscape Projects:
 - Khalid Resheidat continues to help CRA staff by presiding at meetings with the engineer, the contractor, UC staff, and CRA staff to resolve utility pipe conflicts in both projects in the most cost effective manner. The contractor is now underway on both streetscape projects, and the senior inspector is on-site.
 - The contractor is underway on S. Orange Street
 - Funding for the railroad crossing from the TPO is still being sought by CRA and City staff. The City's application for funds was highly ranked in its previous submittal, and TPO staff is searching for funding.
- Brownfields: Staff is now exploring a program for the AOB site. Work on other Brownfield projects continues to progress. Program sites include:
 - Two sites near Downing St
 - The Dunn site
 - Two sites near the airport
 In addition, the survey of potential Brownfield sites is underway.
- Construction projects in design: Washington Street streetscape phase 1 (Anderson Dixon); Myrtle Avenue (Parker Mynchenberg), Riverside Park lighting (Quentin L. Hampton), Riverside Park seawall (Quentin L. Hampton), Esther St Seawall (Tetra Tech), and Flagler Boardwalk seawall project and Boardwalk structure modification (Quentin L. Hampton).
- Chamber of Commerce building exterior rehabilitation: Work is underway. During construction the popular Saturday morning Farmers' Market has moved one block north, in front of City Hall.
- Arts District Overlay – this item will be reviewed later this fiscal year.
- CIP – City and CRA staff continue to fine-tune the Capital Improvements schedule to include projects city-wide, and to provide a tie-in with financial reporting for year to date expenditures for each project.
- North Causeway – staff is exploring the planting of palm trees in the FDOT right of way along the North Causeway.
- Maintenance – staff is reviewing the maintenance at CRA parking lots.

MUNIS FINANCIAL MANAGEMENT SOLUTIONS
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CITY OF NEW SMYRNA BEACH
YEAR-TO-DATE BUDGET REPORT

PG 1
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FOR 2011 13

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

12051502 COMMUNITY REDEVELOPMENT AGENCY

120	.51.515.51502.511001.	EXECUTIVE SALARY	85,010.00	52,878.69	0.00	32,131.31	62.2%
120	.51.515.51502.512001.	REGULAR SALARY	162,989.00	98,323.01	0.00	64,665.99	60.3%
120	.51.515.51502.514001.	REGULAR OVERTIME	2,000.00	4,331.61	0.00	-2,331.61	216.6%*
120	.51.515.51502.515006.	SHOE ALLOWANCE	400.00	400.00	0.00	0.00	100.0%
120	.51.515.51502.521001.	FICA	18,972.00	11,577.17	0.00	7,394.83	61.0%
120	.51.515.51502.522001.	FRS RETIREMENT	3,242.00	3,350.14	0.00	-108.14	103.3%*
120	.51.515.51502.522003.	DC PLAN	17,433.00	9,761.52	0.00	7,671.48	56.0%
120	.51.515.51502.523002.	FLORIDA HEALTH CARE	22,233.00	18,883.88	0.00	3,349.12	84.9%
120	.51.515.51502.523004.	BCBS INSURANCE	11,633.00	3,704.34	0.00	7,928.66	31.8%
120	.51.515.51502.523008.	MET LIFE DENTAL	1,720.00	970.93	0.00	749.07	56.4%
120	.51.515.51502.523009.	MUTUAL OF OMAHA	1,818.00	1,048.10	0.00	769.90	57.7%
120	.51.515.51502.524001.	WC	4,513.00	2,143.65	0.00	2,369.35	47.5%
120	.51.515.51502.525001.	UNEMPLOYMENT	0.00	5,500.00	0.00	-5,500.00	100.0%*
120	.51.515.51502.529001.	PERSONNEL ALLOCATION	53,750.00	20,591.79	0.00	33,158.21	38.3%
120	.51.515.51502.531012.	LEGAL	50,000.00	11,282.50	0.00	0.00	100.0%
120	.51.515.51502.531016.	CONSULTANT PROGRAM	591,920.00	76,372.41	105,654.34	409,893.25	30.8%
120	.51.515.51502.531023.	SURVEYS	22,500.00	0.00	0.00	20,000.00	.0%
120	.51.515.51502.531026.	CONSULTANT FEES-POLICY DEVELO	186,000.00	0.00	0.00	186,000.00	.0%
120	.51.515.51502.531090.	APPRAISALS	10,000.00	0.00	0.00	10,000.00	.0%
120	.51.515.51502.531099.	OTHER PROFESSIONAL SERVICE	53,000.00	1,575.00	0.00	51,425.00	3.0%

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

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FOR 2011 13

ACCOUNTS FOR: 120 COMMUNITY REDEVELOPMENT AGENCY	ORIGINAL APPROP	TRANSFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
120 .51.515.51502.532001.	AUDIT		14,446.00	11,569.40	0.00	2,876.60	80.1%
120 .51.515.51502.534001.	EXTERMINATE SERVICE		500.00	164.68	135.32	200.00	60.0%
120 .51.515.51502.534018.	PROPERTY MAINTENANCE		55,000.00	6,820.16	70.00	48,109.84	12.5%
120 .51.515.51502.540005.	TRAVEL		4,000.00	1,903.77	0.00	2,096.23	47.6%
120 .51.515.51502.540099.	OTHER TRAVEL		500.00	156.95	0.00	343.05	31.4%
120 .51.515.51502.541001.	PHONE CHARGES		2,000.00	426.06	0.00	1,573.94	21.3%
120 .51.515.51502.541003.	MOBILE PHONE CHARGES		3,336.00	922.77	0.00	2,413.23	27.7%
120 .51.515.51502.541021.	SHIPPING/HANDLING		350.00	28.94	146.06	175.00	50.0%
POSTAGE							
120 .51.515.51502.543001.	ELECTRIC AND WATER		70,000.00	52,869.02	0.00	17,130.98	75.5%
120 .51.515.51502.545001.	LIABILITY INSURANCE		7,804.00	3,252.11	0.00	4,551.89	41.7%
120 .51.515.51502.545002.	AUTO AND PROPERTY INSURANCE		4,654.00	2,315.04	0.00	2,338.96	49.7%
120 .51.515.51502.546001.	ANNUAL MAINT CONTRACT		1,000.00	807.14	742.86	-550.00	155.0%*
120 .51.515.51502.546308.	OUTSIDE REPAIRS		500.00	2,190.00	0.00	-1,690.00	438.0%*
120 .51.515.51502.546341.	R & M OFFICE EQUIPMENT		500.00	0.00	0.00	500.00	.0%
120 .51.515.51502.546350.	FLEET MAINTENANCE BILLINGS		7,630.00	4,719.02	0.00	2,910.98	61.8%
120 .51.515.51502.546399.	R & M EQUIPMENT		500.00	61.02	0.00	438.98	12.2%
120 .51.515.51502.546401.	REPAIR & MAINT-OTHER		20,500.00	10,388.73	0.00	10,111.27	50.7%
120 .51.515.51502.546412.	SIGNAL MAINTENANCE-FEC		7,865.00	1,300.00	7,865.00	-1,300.00	116.5%*
120 .51.515.51502.546429.	R & M -STREET LIGHT POLES		20,000.00	6,824.03	0.00	13,175.97	34.1%
120 .51.515.51502.546430.	R&M-STREET MAINTENANCE		45,600.00	15,917.18	4,223.82	25,459.00	44.2%
120 .51.515.51502.547099.	OTHER PRINT & BINDING		2,000.00	1,028.00	0.00	972.00	51.4%

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FOR 2011 13

ACCOUNTS FOR: 120 COMMUNITY REDEVELOPMENT AGENCY	ORIGINAL APPROP	TRANSFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
120 .51.515.51502.548001.	PROMOTIONAL EXPENSE		299,939.46	9,605.24	2,386.52	287,947.70	4.0%
	-167,560.54						
120 .51.515.51502.549001.	NEWS ADS		4,000.00	2,855.44	1,706.06	-561.50	114.0%*
120 .51.515.51502.549099.	OTHER CURR CHGS		15,945.54	11,677.88	0.00	4,267.66	73.2%
120 .51.515.51502.551001.	OFFICE SUPPLY		3,650.00	1,702.73	1,805.76	141.51	96.1%
120 .51.515.51502.551005.	OFFICE SMALL MACHINE & EQUIP		2,000.00	489.09	0.00	1,510.91	24.5%
120 .51.515.51502.552001.	GAS/OIL		6,424.00	3,140.26	0.00	3,283.74	48.9%
120 .51.515.51502.552004.	UNIFORMS		500.00	0.00	0.00	500.00	.0%
120 .51.515.51502.552064.	PROPERTY MAINTENANCE SUPPLIES		35,000.00	2,739.95	7,697.63	24,562.42	29.8%
120 .51.515.51502.552099.	OTHER OPER SUPPLIES		6,140.00	3,851.52	0.00	2,288.48	62.7%
120 .51.515.51502.554001.	MEMBERSHIPS		15,500.00	10,070.00	0.00	5,430.00	65.0%
120 .51.515.51502.554002.	REF MAT		0.00	81.90	0.00	-81.90	100.0%*
120 .51.515.51502.554003.	SUBSCR		300.00	0.00	0.00	300.00	.0%
120 .51.515.51502.554004.	SEMINAR/CONF REGISTRATION		5,000.00	2,230.00	0.00	2,770.00	44.6%
120 .51.515.51502.559002.	O/H OPERATING EXPENSE		176,799.00	88,399.50	0.00	88,399.50	50.0%
120 .51.515.51502.567758.	ESTHER STREET PROJECT		864,750.00	35,628.00	10,152.00	818,970.00	5.3%
120 .51.515.51502.567776.	WEST CANAL STREETSCAPE		540,025.88	225,581.36	22,908.83	291,535.69	46.0%
120 .51.515.51502.567777.	MARY AVENUE STREETSCAPE		885,011.32	51,358.06	715,070.19	118,583.07	86.6%
120 .51.515.51502.567778.	FLAGGER AVENUE BOARDWALK		546,169.00	78,175.50	124,813.00	343,180.50	37.2%
120 .51.515.51502.567779.	SOUTH ORANGE AVENUE		928,431.70	438,204.00	382,085.53	108,142.17	88.4%
120 .51.515.51502.567781.	WASHINGTON STREET IMPROVEMENT		919,550.00	36,730.00	89,270.00	793,550.00	13.7%
120 .51.515.51502.567782.	MYRTLE AVE PROJECT		465,000.00	475.00	0.00	464,525.00	.1%
120 .51.515.51502.567787.	PUBLIC ART		13,600.00	0.00	0.00	13,600.00	.0%

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

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FOR 2011 13

ACCOUNTS FOR: 120 COMMUNITY REDEVELOPMENT AGENCY		REVISID BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
ORIGINAL APPROP	TRANSFRS/ADJSMTS					
120 .51.515.51502.567788.	FLAGER DUNES PARKING/LEASE IM	68,000.00	68,000.00	0.00	0.00	100.0%
120 .51.515.51502.567842.	CHAMBER RESTORATION PROJECT	200,000.00	133,530.27	282,485.19	-12,883.98	103.2%*
120 .51.515.51502.567885.	DUNN LAND ACQUISITION	65,000.00	34,466.29	0.00	30,533.71	53.0%
120 .51.515.51502.567895.	RIVERSIDE PARK UPGRADES	400,000.00	28,945.00	65,620.00	651,300.00	12.7%
120 .51.515.51502.567906.	WASHINGTON STREET BUSINESS IN	279,000.00	0.00	0.00	279,000.00	.0%
120 .51.515.51502.567908.	GATEWAY LANDSCAPING & BEAUTIF	60,450.00	0.00	0.00	60,450.00	.0%
120 .51.515.51502.567909.	WAYFINDING AND SIGNAGE	279,000.00	38,650.00	10,000.00	230,350.00	17.4%
120 .51.515.51502.583001.	FACADE IMPROVEMENTS	90,000.00	27,886.79	65,732.63	96,380.58	49.3%
120 .51.515.51502.583002.	IMPACT FEES- GRANTS/AID	85,000.00	0.00	8,117.05	60,882.95	11.8%
120 .51.515.51502.5830.03.	DEVELOPMENT ASSISTANCE & INC	1,379,533.00	0.00	0.00	1,379,533.00	.0%
120 .51.515.51502.5830.04.	REVITALIZATION GRANT	90,000.00	12,065.89	9,500.00	68,434.11	24.0%
120 .51.515.51502.583006.	OTHER GRANTS AND AIDS	110,249.00	46,986.01	53,305.15	957.84	99.1%
TOTAL COMMUNITY REDEVELOPMENT		8,947,626.00	11,029,532.38	2,010,210.44	7,179,437.50	34.9%
TOTAL COMMUNITY REDEVELOPMENT		8,947,626.00	11,029,532.38	2,010,210.44	7,179,437.50	34.9%
TOTAL EXPENSES		8,947,626.00	11,029,532.38	2,010,210.44	7,179,437.50	34.9%

MUNIS FINANCIAL MANAGEMENT SOLUTIONS
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CITY OF NEW SMYRNA BEACH
 YEAR-TO-DATE BUDGET REPORT

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FOR 2011 13

ORIGINAL APPROP	TRANSFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
8,947,626.00	2,081,906.38	11,029,532.38	1,839,884.44	2,010,210.44	7,179,437.50	34.9%
GRAND TOTAL						
** END OF REPORT - Generated by Claudia Soulie **						



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

REPORT OPTIONS

Sequence	Field #	Total	Page	Break
1	1	Y	Y	Y
2	9	Y	N	N
3	0	N	N	N
4	0	N	N	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 MTD Version: N
 Incl inception to soy: N
 Roll projects to object: N
 Carry forward code: 1

5-Year Capital Improvement Plan Summary

Project Name	Project Number	Project Description	Total Project Budget	Actual Expenditures through FY10	Budget FY11	Budget FY12	Budget FY13	Budget FY14	Budget FY15	Budget FY16	FY11 Expenditures	Contact	
STORMWATER/DRAINAGE AND PAVING PROJECTS													
Mary Avenue Streetscape Project Phase I	567777	Phase I - Streetscape and Drainage Improvements from N Myrtle Ave to US1 (excludes improvements within the FECR ROW which will be constructed under a different phase of work)	\$1,016,974	\$131,963	\$865,011	\$0	\$0	\$0	\$0	\$0	\$50,766	Michelle Martin	
Orange St. Streetscape Project	567779	Streetscape, Drainage, and Parking Lot Improvements from Lytle Ave to Canal Street	\$1,012,262	\$80,830	\$928,432	\$0	\$0	\$0	\$0	\$0	\$405,196	Michelle Martin	
Washington St. Streetscape Project Phase I N. Myrtle to US1	567781	Phase I - Streetscape and Drainage Improvements from N Myrtle Ave to US1 Phase II - Streetscape and Drainage Improvements from US1 to Riverside Drive	\$930,000	\$10,450	\$128,000	\$0	\$0	\$0	\$0	\$0	\$34,375	Michelle Martin	
Esther Park, Seawall & Stormwater Improvement Project	567788	Construct New Beachfront Park, including Seawall and Stormwater Improvements	\$1,462,350	\$4,800	\$548,500	\$911,050	\$0	\$0	\$0	\$0	\$35,628	Kyle Fogly	
Central Beach Drainage Improvement Phase III	567917	To Design and Permit Phase III of the Drainage Improvements in 3 Sub-Phases	\$5,250,062	\$62	\$750,000	\$1,500,000	\$1,500,000	\$1,500,000	\$0	\$0	\$42,210	Kyle Fogly	
South Orange St. Drainage	567916	Pipe replacement from Lytle to Smith	\$431,078	\$0	\$431,078	\$0	\$0	\$0	\$0	\$0	\$0	Khalid Reashidat	
Fairmont & Westwood Drainage & Paving	567808	Fairmont Ave and Westwood Ave between North Street and Central Drive	\$866,643	\$30,408	\$461,102	\$461,102	\$0	\$0	\$0	\$0	\$0	Kyle Fogly	
Julia Street Water Quality Improvement (Outfall)	567913	Fuller St to Riverside Dr	\$195,607	\$9,370	\$176,237	\$0	\$0	\$0	\$0	\$0	\$0,370	Khalid Reashidat	
Arlington Ave Drainage (2500 Block)	567915	Address Flooding Issues	\$113,088	\$0	\$113,088	\$0	\$0	\$0	\$0	\$0	\$0	Khalid Reashidat	
2631 Westwood & 632 S. Pine St	567914	Acquire properties and demolish structures	\$619,000	\$1,000	\$818,080	\$0	\$0	\$0	\$0	\$0	\$373,163	Khalid Reashidat	
PARK PROJECTS													
Riverside Park, Seawall & Lighting	567995	Reconstruct Seawall and Boardwalk and Lighting	\$1,192,160	\$95,895	\$745,895	\$350,400	\$0	\$0	\$0	\$0	\$27,445	Kyle Fogly	
Flagler Boardwalk Improvement	567778	Reconstruct Seawall and Boardwalk, upgrade Restroom Facilities, upgrade Parking Lot	\$2,000,000	\$14,595	\$546,168	\$1,439,236	\$0	\$0	\$0	\$0	\$48,712	Khalid Reashidat	
Grayce Kenner Berk North Beach Park Restroom Facilities	567880	Construct Restroom Facilities	\$81,378	\$8,378	\$75,000	\$0	\$0	\$0	\$0	\$0	\$667	Kyle Fogly	
Babe James Park Improvement	567101	Sign and Playground Equipment	\$79,250	\$0	\$78,252	\$0	\$0	\$0	\$0	\$0	\$0	Gail Harrison	
Pettis Park Improvement	567839	Walking Trail, Seating Area and Tandicap Spaces	\$567,820	\$470,817	\$97,003	\$0	\$0	\$0	\$0	\$0	\$978	Gail Harrison	
Multi-Use Trail	567886	2.2 mi Trail with two trail heads incl parking and water fountain	\$1,144,012	\$700	\$23,800	\$1,119,512	\$0	\$0	\$0	\$0	\$0	\$0	Marissa Moore
CITY BEAUTIFICATION PROJECTS													
US1 Gateway Signs	567920	US 1 North and South entry signs	\$42,000	\$0	\$42,000	\$0	\$0	\$0	\$0	\$0	\$0	Marissa Moore	
SR44 & US1 Median and Right Of Way Landscape Enhancement	567920	Landscaping at SR44 and US1	\$1,849,800	\$0	\$1,448,800	\$208,000	\$200,000	\$200,000	\$0	\$0	\$0	Marissa Moore	
Signage and Wayfinding	567909	Erect new Wayfinding Signs	\$279,000	\$0	\$278,030	\$0	\$0	\$0	\$0	\$0	\$31,650	Tony O'He	
Gateway Landscaping (US1 at Canal St)	567908	US 1 and Canal St. Landscaping	\$60,450	\$0	\$60,450	\$0	\$0	\$0	\$0	\$0	\$0	Michelle Martin	
Myrtle Ave Infrastructure Project	567782-1101	Landscaping at intersections and other possible locations pending obtaining assessments, and repair or replace the sidewalk on the west side of N Myrtle Ave from Julia St to Mary Avenue	\$405,000	\$0	\$465,000	\$0	\$0	\$0	\$0	\$0	\$400	Khalid Reashidat	

5-Year Capital Improvement Plan Summary

Project Name	Project Number	Project Description	Total Project Budget	Actual Expenditures through FY10	Budget FY11	Budget FY12	Budget FY13	Budget FY14	Budget FY15	Budget FY16	FY11 Expenditures	Contact
AIRPORT PROJECTS												
Airport T-Hangers Phase III	507853	15 Unit T-Hanger at 278 Industrial Park Ave	\$899,646	\$437,212	\$402,434	\$0	\$0	\$0	\$0	\$0	\$310,703	Rhonda Walker
Airport Taxiway A & E Rehab	507890	Rehabilitate Taxiway A and E (from 11/29 to Delta)	\$644,483	\$18,745	\$025,738	\$0	\$0	\$0	\$0	\$0	\$562,112	Rhonda Walker
Airport Apron/Fuel Farm	507850-102	Expand Apron and prep for Fuel Farm	\$779,400	\$0	\$779,400	\$255,030	\$0	\$0	\$0	\$0	\$0	Rhonda Walker
Airport Taxiway E & D Rehab	507XXX	Rehabilitate Taxiway E (from Delta to 07/25) and D	\$1,707,000	\$0	\$1,707,000	\$0	\$0	\$0	\$0	\$0	\$0	Rhonda Walker
Airport Maintenance Project	507704	Roof Replacement, Hanger Door Replacement etc.	\$302,707	\$07,707	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$337	Rhonda Walker
OTHER CITY PROJECTS												
Fleet Underground Infrastructure	507906	Replace underground piping for the City main fuel farm at Public Works	\$120,000	\$0	\$120,000	\$0	\$0	\$0	\$0	\$0	\$0	Brenda Hendrickson
Washington Business District Incubator	507900	Development of a Business Incubator and Start-ups	\$279,000	\$0	\$279,000	\$0	\$0	\$0	\$0	\$0	\$0	Tony Chio
Chamber of Commerce Bldg Rehab	507842	Exterior Rehabilitation	\$450,712	\$47,581	\$403,131	\$0	\$0	\$0	\$0	\$0	\$75,604	Kyle Fogley
Canal Calore Dredging	507201	To dredge the mouth of the Canal Calore off of the ICW	\$1,190,000	\$0	\$30,000	\$1,160,000	\$0	\$0	\$0	\$0	\$0	Khalid Rashidat
Dunn Lumber Demolition	507805	Demolish 2 Buildings at 533 Canal Street	\$05,000	\$0	\$34,466	\$30,534	\$0	\$0	\$0	\$0	\$34,466	Michelle Martin
Swoop Site Boat Ramp and Parking	TBD	To provide boat launching facility and trailer parking	\$216,440	\$0	\$0	\$216,440	\$0	\$0	\$0	\$0	\$0	Khalid Rashidat
COMPLETED PROJECTS												
Public Safety Project	507791 & 507792	Construct New Police Station and Fire Dept Station 53	\$10,449,161	\$0,776,228	\$072,833	\$0	\$0	\$0	\$0	\$0	\$313,259	Khalid Rashidat
W Canal Streetscape Project	507776	Streetscape and Drainage Improvements from Myrtle Ave to FICCA Railroad Tracks	\$3,005,766	\$3,005,740	\$540,028	\$0	\$0	\$0	\$0	\$0	\$225,502	Michelle Martin
N Duss Street Improvements	507919	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	\$131,029	\$32,571	\$98,459	\$0	\$0	\$0	\$0	\$0	\$05,547	Kyle Fogley
Flagler Dunes Parking Lot	507788	Improvements to create a Parking Lot and Lease Spaces	\$68,000	\$0	\$68,000	\$0	\$0	\$0	\$0	\$0	\$0	Kyle Fogley
Coronado Shufflboard Courts and Restroom Facility	507936	Construct New Restroom Facilities and Improvements to the existing Shufflboard Courts	\$180,843	\$71,509	\$109,334	\$0	\$0	\$0	\$0	\$0	\$4,962	Kyle Fogley
Palge Avenue Paving	507907	Pave Palge Ave from Old Mission Rd to the Shopping Center	\$115,915	\$490	\$115,425	\$0	\$0	\$0	\$0	\$0	\$107,560	Kyle Fogley
Quay Asasti	507923	To address a localized flooding at the cul de sac of east Quay Asasti as a pilot project	\$21,000	\$0	\$21,000	\$0	\$0	\$0	\$0	\$0	\$20,000	Kyle Fogley
TOTAL			\$41,093,296	\$14,403,130	\$15,259,310	\$7,693,304	\$1,350,000	\$1,550,000	\$50,000	\$50,000	\$2,947,333	

Charles L Belote
350 North Causeway
New Smyrna Beach, FL 32169

April 21, 2011

Adam Barringer, Mayor
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, FL 32168

Dear Mayor Barringer:

Please accept this letter as notification that I am resigning my position as a Board Member of the City of New Smyrna Beach Community Redevelopment Agency effective today.

Thank you for the opportunity to serve the City for the past six years.

Sincerely yours,

A handwritten signature in black ink, appearing to be 'Charles L. Belote', with a long horizontal line extending to the right.

Charles L. Belote



Please note that Mr. Belote's voluntary resignation will be considered by the City Commission at their May 10, 2011 City Commission meeting.