



Community Redevelopment Agency

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

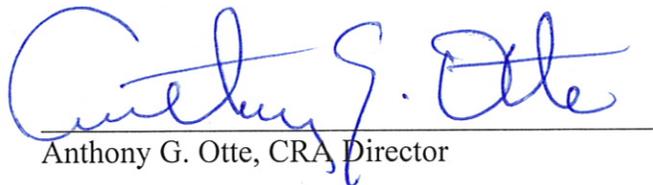
June 1, 2011

MEMORANDUM

James Kosmas, Chair
James Peterson, Vice Chair
Doug Hodson
Thomas Williams
Chad Schilsky
John Kinney
Melissa Latty

May this serve as your official notification of the **REGULAR MEETING** of the Community Redevelopment Agency to be held on **Wednesday, June 8th, 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, JUNE 8, 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 May 4, 2011

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. CRA Grant Programs Discussion – Significant Façade feature and other program issues
- B. Development Assistance and Incentives Program Discussion – “Opportunity Site” component

7. NEW BUSINESS

- A. Commercial Property Improvement Grant Application – 113 Flagler Ave – Ta Da Gallery
- B. Commercial Property Improvement Grant Application – 402 Flagler Ave – Pat Collado
- C. Commercial Property Improvement Grant Application for Wiley Building - north façade
- D. Development Assistance and Incentive Program Application – 107 N. Riverside Dr. – Dolphin View
- E. Professional Service Contract for Architectural Services – Bender/Pendergast
- F. Mary Ave Streetscape – GAI Additional Services
- G. Orange Streetscape – GAI Additional Services
- H. CRA Strategic Marketing Plan – Report on Preparation of Plan

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 - None |
| 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 MAY 4, 2011
CITY COMMISSION CHAMBER, CITY HALL, 210 SAMS AVE.
NEW SMYRNA BEACH, FLORIDA**

1. **CALL TO ORDER**

Acting CRA Chair James Kosmas called the CRA meeting to order at 2:00 p.m.

2. **ROLL CALL**

Answering to roll call:

**James Kosmas
Doug Hodson
Chad Schilsky
James Peterson
John Kinney**

Also present were CRA Director Tony Otte; CRA Project Manager Michelle Martin; CRA Administrative Specialist Claudia Soulie and CRA Attorney Mark Hall. Commissioner Thomas Williams was (excused) absent. (Note: one seat is vacant due to the resignation of Chairman Chas Belote.)

Recommendation of CRA Chair and Vice Chair: Mark Hall, CRA Attorney welcomed new Commissioner John Kinney to the CRA, who had been appointed by the City Commission. Mr. Hall continued that due to the recent resignation of the CRA Chair and Vice Chair those positions were vacant and that he would like to move item 7. A. *Recommendation of CRA Chair and Vice Chair* under New Business to the beginning of the agenda.

Mr. Hall explained that Ordinance 18-85 addresses the procedure for designating the Chair and Vice Chair. A brief discussion ensued and Commissioner Kosmas was selected as Acting Chair and Commissioner Peterson as Acting Vice Chair. Both accepted.

Mr. Hodson made the motion to recommend to the City Commission James Kosmas as CRA Chair; seconded by Mr. Peterson. Mr. Hodson made the motion to recommend James Peterson as Vice Chair; seconded by Mr. Schilsky. Motions carried on roll-call vote 5 -0.

Mr. Kosmas stated that he appreciated the opportunity to serve as the Chair and will encourage the Board's diversity. He continued that he is proud to serve with his fellow Commissioners.

Mr. Kosmas suggested recognizing the former Chair Charles Belote and former Vice Chair Steve Dennis for their service on the CRA.

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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

Mr. Schilsky pointed out that he would be abstaining from voting on the consent agenda, as he was the applicant for the two grant applications at 103 S. Pine Street.

Mr. Kosmas stated that item C. a) and b) should be pulled from the consent agenda as he felt there are some unique issues that needed to be addressed separately after Public Participation. The CRA agreed.

Mr. Kosmas asked if there was a motion to approve the consent agenda items A. and B.

Mr. Hodson made the motion to approve the consent agenda items A. and B., seconded by Mr. Peterson. Motion carried on roll-call vote 5–0. (Note: Mr. Schilsky voted, since this motion did not include item 3. C. a) and b)

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.

Mr. Bob Wiley, 100 East Circle Street felt that there was some confusion pertaining to the new CRA grant program that the City Commission had recently approved. Mr. Wiley continued that he would like clarification on the “One grant per applicant” or “one grant per business” clause in the grant guidelines.

There being no further requests, Mr. Kosmas closed the Public Participation portion of the meeting.

Mr. Kosmas re-addressed item C a) and b) “That’s Amore” grant applications from the consent agenda and stated that he had issues with funding items that could be considered personal property. Mr. Kosmas felt that the CRA grants were meant to fund “bricks and mortar” types of improvements.

A brief discussion ensued about what is considered a fixture versus personal property; and assisting businesses that are perceived to be successful and possibly getting away from the original intent of the CRA assistance grants.

Mr. Schilsky stated that Mr. Kosmas was referring to the Commercial matching revitalization grant for interior, code related items that he had submitted for his restaurant. He explained why he submitted this application and how it meets the current

96 eligibility requirements, and that this improvement will become a permanent fixture that
97 would not be removed.

98 **Mr. Hodson made the motion to approve item 3 C. a) and b) for “That’s Amore”;**
99 **Motion died for lack of a second.**

100

101 Mr. Otte suggested addressing the “That’s Amore” grant application for exterior
102 improvements as there were no questions pertaining to this application.

103 **Mr. Peterson made the motion to approve item 3 C. a) *Commercial Property***
104 ***Improvement Grant*” for “That’s Amore”;** **seconded by Mr. Hodson. Motion carried**
105 **on roll-call vote 4 –0. Mr. Schilsky abstained.**

106

107

108 **5. PRESENTATION:**

109 None

110

111 **6. OLD BUSINESS**

112 Mr. Kosmas stated that he was asked to add an item to the agenda that would be
113 presented by Khalid Resheidat, Assistant City Manager and Public Works Director. The
114 CRA agreed.

115 Mr. Otte informed the CRA that the Esther Street Beachfront Park was listed in the CRA
116 Master Plan update as one of the Capital improvement projects and that the CRA had
117 previously improved the design for the seawall.

118 Mr. Resheidat stated that staff had received Amendment No 1 to the Esther Street
119 Beachfront Park and Drainage Improvement proposal from Parker Mynchenberg &
120 Associates for \$98,900, which addressed items like geotechnical engineering, surveying
121 and architectural services as well as environmental consultant fees for both the Esther
122 Street Park and N. Atlantic Ave drainage improvements. The proposal also includes
123 charges for miscellaneous expenses related to bidding services. Mr. Resheidat continued
124 that construction was expected to start November 1, 2011.

125 Mr. Otte added that the CRA had previously been presented conceptual plans of two
126 different options for ingress and egress into the park and stated that the City Commission
127 had chosen the two-way option and that City staff was moving forward with that feature.

128 A brief discussion ensued about steps that have been taken to alleviate some of the
129 drainage issues in this area.

130 Mr. Resheidat stated that this item will go before the City Commission on May 24, 2011.

131 **Mr. Schilsky made the motion to approve the scope of work as presented; seconded**
132 **by Mr. Hodson. Motion carried on roll-call vote 5 –0.**

133

134 A. Family Spring Expo Funding Request

135

136 Mr. Otte stated that staff presented this item to the CRA at their April 6, 2011 meeting
137 and that the CRA asked the applicant get back with staff to provide more information
138 pertaining to the members of the applicant’s Board of Directors and Articles of
139 Incorporation. Mr. Otte continued that staff had met with Ms. Purkiss and the requested
140 documentation was included for the CRAs review.

141 Staff still felt that funding this event will be worthwhile, especially since the CRA can
142 advertise its business incubator program at the event and recommended that the CRA
143 approve funding for this event in an amount not to exceed \$4,095.

144

145 Ms. Purkiss was present and answered questions from the CRA Commissioners
146 pertaining to certain expenditures included in the funding request; the current number of
147 vendors that have signed up, and how many of those were from within the CRA district.

148

149 The CRA stressed that it was imperative to have a booth set up and a representative
150 present to advertise the incubator program for the entire duration of the Expo. Mr. Hall
151 suggested making the funding contingent upon that requirement.

152

153 **Mr. Schilsky made the motion to approve the funding for the Spring Expo in an**
154 **amount not to exceed \$4,095.00 contingent that the Incubator booth is set up and**
155 **manned for the duration of the event; seconded by Mr. Peterson. Motion carried on**
156 **roll-call vote 4 –1 with Mr. Hodson casting the dissenting vote.**

157

158

159 B. Wayfinding System –

160 a. Sign Locations

161 b. Signage Criteria

162

163 Mr. Otte stated that as part of the City of New Smyrna Beach downtown revitalization
164 efforts, the New Smyrna Beach Community Redevelopment Agency and the City of New
165 Smyrna Beach are requesting to implement a wayfinding sign system within the city
166 limits of New Smyrna Beach. Mr. Otte continued that FDOT requires signage criteria
167 prior to permission being granted for any signage that is placed in FDOT Right of Way
168 and that other municipalities have gained such permission by following a three phase
169 process of:

170

171 1) Design of Wayfinding Signs (approved by City Commission on April 12, 2011)

172 2) Establishment of Sign Content Criteria, and

173 3) Location of Signs within the Wayfinding System

174

175 Mr. Otte stated that these items must each be approved as a resolution by the City
176 Commission.

177

178 The Wayfinding consultants were present to answer any questions the CRA
179 Commissioners had pertaining to the sign location map and signage criteria included in
180 the agenda packet.

181

182 A brief discussion ensued about the triangle at SR 44 and Canal Street that the CRA felt
183 is an important entry point into the Historic Downtown. Mr. Otte stated that this area is
184 being addressed as part of the City's Gateway and Entry feature project as it is outside of
185 the CRA district.

186

187 **Mr. Hodson made the motion to approve forwarding of the consultant's**
188 **recommendation for the sign criteria and sign locations to the City Commission;**
189 **seconded by Mr. Schilsky. Motion carried on roll-call vote 5 –0.**

190
191 C. CRA Grant Programs - Combining of three Assistance Grants into 1 Program
192

193 Mr. Otte stated that at their April 12, 2011 regular meeting the City Commission
194 requested that CRA staff combine the existing Exterior, Interior and Impact Fee
195 assistance grants into one program with a total CRA match of \$20,000. Another directive
196 was given to allow only one grant application per business.
197

198 Mr. Otte continued that nothing in the guidelines was substantially altered from the
199 existing programs. Wording was added pertaining to fixtures and eligible expenditures
200 for the interior grant. Since Police and Fire Impact fees are currently suspended, only
201 City Transportation Impact Fees are currently being assessed, where applicable.
202

203 Mr. Kosmas felt that combining the grant programs and limiting the applicants to only
204 one grant per business may not necessarily be in line with what the CRA has intended.
205

206 A brief discussion ensued about property owners of large buildings and how the
207 combining of the grant programs may affect them, and the definition of a business being
208 based on an occupational license.
209

210 Mr. Kosmas recognized Mayor Barringer.
211

212 Mayor Barringer elaborated on the City Commission's recent directive to combine the
213 grant programs and suggested maybe using a dollar amount per square footage for façade
214 improvements on larger buildings.
215

216 Mr. Otte suggested having CRA staff; the CRA attorney and the CRA Chair meet to
217 streamline and clarify the grant guidelines.
218

219 Mayor Barringer stated that he would like to take part in this meeting and recommended
220 also including the Vice Mayor.
221

222 Mr. Kosmas asked the Commissioners to review the grant guidelines, especially
223 pertaining to the items eligible for funding under the interior grant.
224

225 **Mr. Schilsky made the motion to appoint the Mayor and/or his designee as well as**
226 **CRA Chair Jim Kosmas as members of the Ad Hoc committee to meet with staff to**
227 **discuss CRA Grant guidelines; seconded by Mr. Peterson. Motion carried on roll-**
228 **call vote 5 -0.**
229
230

231 D. Clarification request - Development Assistance and Incentives Program
232

233 Mr. Otte stated that a potential applicant for the newly approved Development Assistance
234 and Incentive Program (\$50,000) had asked for clarification regarding the requirement in
235 the program guidelines that there be only one grant "per applicant".

236 A brief discussion ensued that the intend of this program is to incentivize larger buildings
237 with an up to \$50,000 grant and Mr. Otte suggested adding this item to the Ad Hoc
238 meeting agenda.

239 **Mr. Schilsky made the motion add this clarification request to the Ad Hoc**
240 **committee agenda; seconded by Mr. Peterson. Motion carried on roll-call vote 5 –0.**

241

242 **7. NEW BUSINESS**

243

244 **A. Recommendation of CRA Chair and Vice Chair**

245

246 See discussion under item 2. *Roll Call* above.

247

248 **B. Orange Street Streetscape Change Order # 3**

249

250 Mr. Otte stated that as the Orange St Streetscape Project nears completion; a change
251 order in the amount of \$18,226.20 would be needed finalize the project. This would
252 include items such as the installation of pressure treated boards to protect the root system
253 at various locations on S. Orange Street; changes in the landscaping to accommodate the
254 boards; milling and resurfacing a portion of Downing Street and change out of drainage
255 inlets.

256

257 **Mr. Hodson made the motion to approve Change Order Number 3 for the S.**
258 **Orange Street Streetscape in the amount of \$18,226.20; seconded by Mr. Schilsky**
259 **Peterson. Motion carried on roll-call vote 4 –1; with Mr. Peterson casting the**
260 **dissenting vote.**

261

262 **C. Discussion of new CRA program idea**

263

264 Mr. Otte stated that Commissioner James Peterson asked that the CRA discuss the
265 feasibility of creating a new program to facilitate exterior building improvements. Mr.
266 Otte continued that this request for discussion was motivated by the thought that the most
267 immediate and noticeable impact of CRA funds would be with funding for exterior
268 renovation projects and that many property owners were not in a position to contribute
269 matching funds for improvements – especially residential.

270

271 Mr. Otte stated that the proposed program would not require a match from the property
272 owner and included elements such as:

273

- 274 • Funds for both residential and commercial building exterior improvements,
275 including landscaping, not exceed \$2,500
- 276 • All work would have to be done in conformance with the established CRA design
277 guidelines
- 278 • All work needs to be performed by local contractors and a percentage of supplies
279 to be purchased from local suppliers.
- 280 • Only one grant of this type per property. If another grant program is applied for
281 and received, that grant award would be reduced by the amount received in this
282 program.

283

284 A brief discussion ensued about putting an overall budget on this proposed program and
285 if the matching aspect of the current CRA grants truly deters some property owners from
286 applying.

287 Mr. Kosmas suggested that the proposed \$2,500 program become a non-match
288 component in the combined grant program (\$20,000) and to include the current
289 residential grant as an additional component.

290 **Mr. Peterson made the motion add this to the Ad Hoc committee agenda; seconded**
291 **by Mr. Hodson. Motion carried on roll-call vote 5 –0.**

292 Ms. Soulie asked for clarification of the motion. Mr. Kosmas stated that the CRA
293 recommends to add the proposed \$2,500 no-match program to the overall program
294 recommended by the City Commission and to add the residential program into this grant
295 as well.

296

297 **3. REPORTS AND COMMUNICATIONS**

298 Director's Report

299

300 Mr. Otte stated that the City Commission authorized a 90-day extension to the
301 Developer of the proposed hotel on Flagler Ave and asked that the CRA authorize the
302 acting CRA Chair to sign the extension.

303

304 **Mr. Hodson made the motion to authorize the acting CRA Chair to sign the**
305 **extension; seconded by Mr. Schilsky. Motion carried on roll-call vote 4 –1 with Mr.**
306 **Peterson casting the dissenting vote.**

307 Mr. Hall gave a brief update on the actions of the Developer to secure financing and that
308 the 90-day extension would give the Developer until July 27, 2011 to close on the
309 properties on Florida Ave.

310

311 Mr. Otte continued that it had been requested to move the June CRA meeting from June 1
312 to June 8, 2011 to allow for submission of results for the proposed Myrtle Ave
313 Improvements bid. The CRA agreed to change the date.

314

315 Capital Projects Report

316

317 Mr. Otte commented on the Capital Project Report included in the agenda that lists all
318 Capital improvement projects within the CRA and citywide.

319

320 Financial Report

321

322 Mr. Otte explained how the financial report was derived and that staff has been working
323 with the Finance Department to compile the budget for Fiscal Year 2011/12.

324

325 Commissioner Report

326

327 Mr. Peterson stated that he would like to revisit Commissioner Schilsky's interior grant
328 application.

329

330 **Mr. Peterson made the motion approve item 3. C b) Commercial Matching**
331 **Revitalization Grant application for “That’s Amore” as submitted; seconded by Mr.**
332 **Hodson. Motion carried on roll-call vote 3–1 with Mr. Kosmas casting the dissenting**
333 **vote. Mr. Schilsky abstained.**

334
335 Mr. Kosmas asked for clarification if a matter that has been brought before the Board and
336 no motion was made could be brought back up at the same meeting. Mr. Hall stated that
337 he would review the Robert’s Rules of Order with Mr. Kosmas.

338
339 Mr. Schilsky gave an update on actions of the Administrative Office Building (AOB)
340 Review Committee that he was a member of. Mr. Schilsky informed the CRA that the
341 committee is recommending that the City Commission not consider the one proposal
342 received in response to an Request for Proposal for 160 N. Causeway, as they felt that
343 this proposal was not the best and highest use for the AOB site.

344
345 Mr. Kinney stated that he has enjoyed his first meeting.

346
347 Mr. Kosmas suggested that grant applications be listed individually under New Business
348 as they have been in the past.

349
350 Hearing no further comments, Mr. Kosmas entertained a motion to adjourn.

351

352 **ADJOURNMENT**

353

354 **A motion was made to adjourn; all agreed. Meeting adjourned at 4:53 pm.**

OLD BUSINESS

CRA AGENDA ITEM SUMMARY

Staff Member Making Request Tony Otte

Meeting Date: June 8, 2011

Action Item Title Significant Façade feature of the Combined (\$20,000) program and other grant program issues discussed by the Ad Hoc Committee

Agenda Section: Consent_____ Public Hearing_____ Special Items__x__

Summary Explanation and Background

The “ad hoc” committee meeting of May 25, 2011 included a discussion of CRA grant programs with Mayor Barringer and CRA Chairman Kosmas. A number of topics were discussed, including the following:

1. The City Commission directed that only one CRA grant be awarded “per business”. In a large, multi-tenant building, can the business owner be considered a business for the purpose of improving the façade through a façade grant?

The ad hoc committee said that a business owner could be considered a business in such case and could apply for a façade grant for up to \$20,000 per “significant façade”. The definition of a significant façade needs to be clarified by the CRA and added to the grant program guidelines. Staff suggests the following definition: A significant façade would be determined by the CRA. Generally speaking a significant façade is a façade that faces a street or parking lot, with a public building entrance on that side of the building. For example, most buildings have one significant façade, the one facing the street, which is the main entrance to the building. Some buildings may have more than one significant façade: corner buildings could have two and some buildings surrounded by streets and parking lots may have four.

2. How does the directive of one grant per business apply in the case of a new business coming into a space that was the subject of a previous CRA grant?

With an emphasis on there being “one grant per business”, a new business is eligible for a grant; however, if the space that is the subject of the grant had previously received a grant, it was suggested that additional criteria be developed. If the new business is a change of use, it would be more likely to receive approval than a similar business coming into a new space and applying for “aesthetic” type improvements. Staff requests discussion on this item.

3. May a business that had previously received a grant be awarded a second grant at a later time to facilitate an expansion?

A business may not get a second grant, to comply with the directive of “one grant per business”. However, a business owner may get a second grant if it will eliminate blight. Staff requests discussion on this item.

Summary Explanation and Background continued

4. May grants fund expenditures for equipment, and what constitutes fixtures v. equipment?

There is clear direction that grants may not fund equipment. The determination of when a particular item is a fixture or an equipment item generally is determined by whether or not the item is permanently affixed to the building, and whose removal would cause damage. In making recommendations for individual items in question staff will consult with the CRA Attorney and/or the Building Official.

5. Should a program allowing exterior building renovations of the type allowed in the Commercial Property Improvement Grant program be created to provide a no-match grant of \$2,500?

Yes. Staff should develop guidelines for this new program as a component to be included in the Combined Grant Program; following the program elements discussed in the memo for the May 4th CRA meeting

Recommended Action/Motion:

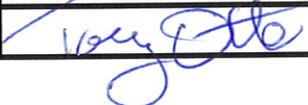
Approve the addition of two new regulations to the combined \$20,000 program:

1. That property owners are the only applicant for exterior renovations, and they may apply for a grant separately from a tenant if and only if the building has more than one business. If the building has only one business, there can only be one grant for the property;
2. For façade grants, a property owner may apply for one grant per "significant" façade, with the number of "significant" facades per building being determined by the CRA as described above. Grant funding is capped at \$20,000 per significant façade.
3. Grant funds may not be used for equipment.
4. Staff needs to develop regulations for a \$2,500, no match exterior renovation program as per the program elements in the memo for the May 4th, CRA meeting.

Funding Analysis: Budgeted If not budgeted, recommend funding account: Funding is allocated in line item 120.51502.583001, Façade Improvements, with an available budget of \$69,050.58

Exhibits Attached:

None

Reviewed By:	Name	Signature
CRA Director	Tony Otte	

Commission Action

CRA AGENDA ITEM SUMMARY

Staff Member Making Request Tony Otte

Meeting Date: June 8, 2011

Action Item Title Development of the "Opportunity Site" component of the Development Assistance and Incentives Program

Agenda Section: Consent_____ Public Hearing_____ Special Items__x__

Summary Explanation and Background

At the April 12 meeting the City Commission approved the new CRA program entitled "Development Assistance and Incentives Program" – the program that provides renovation grants for up to \$50,000 for retail, hospitality, and residential infill to support retail development in the E Canal, W Canal and Historic Westside, and Flagler Ave areas.

The program description (#2, p. 1) makes reference to properties that the City or CRA own, and that these properties have been offered for development through a "Request for Proposals" process. It is intended that through this process, a developer is selected for these properties and a contract containing CRA incentives is approved. The CRA incentives would come from the Development Assistance and Incentives Program.

At the May 4 CRA meeting, a number of questions arose regarding CRA grant programs including a specific question on the intent of paragraph #2 in the program description. An "ad hoc" committee was appointed consisting of Mayor Adam Barringer and CRA Chairman Jim Kosmas of the CRA to discuss this and other CRA grant program questions.

The "ad hoc" committee met on May 25. One of the topics discussed was the need for a program to address the "Opportunity Sites" that are cited on page 45 of the CRA Master Plan Update. Staff was directed to develop guidelines in paragraph #2 that would include all of the cited Opportunity Sites and not just the City and CRA properties that were listed in paragraph #2.

The CRA is therefore asked to discuss the elements of a new program for Opportunity Sites which staff would then prepare and bring back to the CRA at the July 6 meeting.

The term "Opportunity Site" is used in the CRA Master Plan Update on p. 45 to refer to the following sites that were deemed worthy of special consideration:

- Administrative Office building
- Pennysaver Site
- Winn Dixie Plaza (referring to the Outback plaza on Third Ave)
- Babcock Building Site
- West side residential infill sites
- County Administration site
- Brannon center Site, Flagler Avenue sites, Medical Area Parking Lot, Smith Street Utility site

Summary Explanation and Background continued

It is interesting to note that this list contains sites that are deserving of special consideration, but the sites themselves are quite different:

- Some sites are owned by the City, UC, or County (AOB, County Administration site, Brannon Center Site, Smith Street Utility site). As mentioned in the current program description, these sites would most likely be re-developed through an RFP process and an agreement negotiated with a RFP respondent (the process used for the Flagler Ave hotel project);
- Some sites are privately owned with existing, vacant, aging, and prominent commercial buildings that can be renovated and leased to new business tenants but are likely to need repairs costing well in excess of \$200,000 (Pennysaver site, Badcock Building Site)
- Some sites may be redeveloped under the \$20,000 combined program (Flagler Avenue sites containing existing buildings, the Winn Dixie (Outback) Plaza, Medical area parking lot)
- Some sites would require a new, completely different program (West side residential infill sites) and might best be achieved in partnership with a community-based organization such as a CDC (community development corporation).

(Note: both Donna Banks and Tony Otte have successful experience working with a CDC).

FUNDING

The Development and Assistance Incentives line item in the current budget has a "available budget" listed as follows: \$1,279,533, which is allocated presently as follows:

- \$200,000 is allocated to the new program providing \$50,000 to four commercial renovation grants
- \$25,000 is allocated to the rental assistance program
- The other CRA grant programs are funded in different line items, leaving a total of \$1,054,533 available.

ISSUES TO BE DECIDED

1. What types of projects does the CRA wish to incentivize in the Opportunity Sites component of this program?
2. What level of funding does the CRA wish to include in this component?
3. How can the CRA funds be used?
4. Can sites be added?

1. Types of Projects to Incentivize

Reviewing the different types of Opportunity Sites listed above in terms of incentives:

- The City, UC, and CRA properties would most likely receive incentives through a negotiated agreement, as mentioned above. In such an agreement, the method for offering incentives can be flexible.
- The Pennysaver and Badcock buildings are specifically mentioned and incentives should provide flexibility to allow funding for renovations using the guidelines for the \$50,000 program, or for paying down the interest rate on a loan, or paying a portion of impact fees.
- Some sites such as the Outback plaza and Flagler Ave sites may be redeveloped using renovation funding under the \$20,000 combined program, or could also be open to the higher level of funding in the \$50,000 component of this program, or for flexible incentives mentioned above.
- The residential infill has not been mentioned as a priority program. At the present time the Historic Westside has not yet completed a community plan which would give guidance to an infill effort.

2. Level of Funding

- Paragraph #2 at this time provides funding eligibility for the first two types of Opportunity Sites listed above: the City and CRA owned properties, with incentives coming through negotiated contracts with an RFP respondent.

For existing buildings listed as Opportunity Sites, applications would have to comply with the regulations in the Development and Incentives grant program (e.g. a 50/50 match, review of a business plan, and at least two contractor quotes). Staff recommends that letters of intent be in place to lease at least half of the building space and maximum funding allowed per site not to exceed \$200,000.

3. How Can Funds Be Used

- Staff recommends flexibility in the type of incentives offered. For renovation projects, the guidelines in the \$50,000 section of the program could be used. There could also be a variety of other incentives as noted above (pay down interest rates, etc).

4. Can Sites Be Added?

- Staff recommends that sites could be added. One such site would be the former shuffleboard courts.

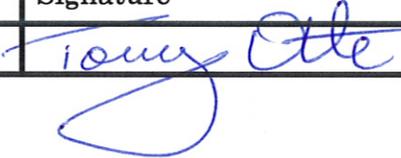
Recommended Action/Motion:

Discussion of the program elements outlined above.

Funding Analysis: Budgeted x If not budgeted, recommend funding account:
The development of the program does not as yet require funding. Once the program is approved, as noted above, funds are available in the Development and Assistance Incentives line item 51502.5830 in the amount of \$1,054,533.

Exhibits Attached:

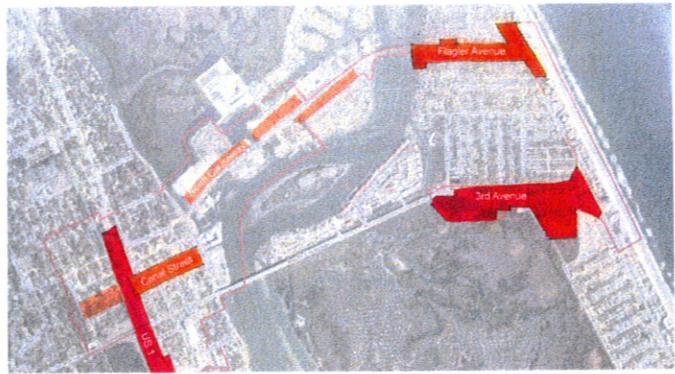
1. P. 45 of the CRA Master Plan Update
2. The approved grant program: Development Assistance and Incentives

Reviewed By:	Name	Signature
CRA Director	Tony Otte	

01 Strengthen the Neighborhoods



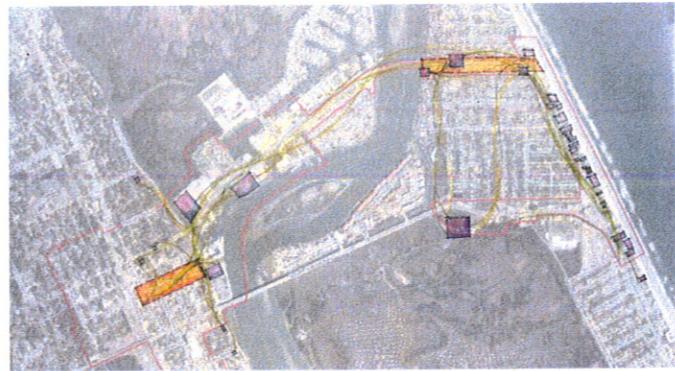
02 Enhance the Main Streets



03 Create a Healthcare District



04 Broaden the Tourism Market



05 Enhance the Green and Blue Infrastructure



06 Connect the Community



Opportunity Sites

There are numerous opportunity sites for redevelopment within the CRA. Strategic initiatives like incentives, partnerships and facilitation will be key to realizing their highest and best use.

- Administrative Office Building
- Pennysaver Site
- Winn Dixie Plaza
- Badcock Building Site
- West side residential infill sites
- County Administration site
- Brannon Center site, Flagler Avenue sites, Medical Area Parking Lot, Smith Street Utility site





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

& breakfast. Restaurants may include, but are not limited to, food establishments with seating, bars that prepare and serve food, and bars that adjoin or are attached to food establishments under a single business name.

The Residential element of this program is designed to create a market base that will support business activities in the core areas of the CRA. These should be focused on smaller more efficient living units that encourage walkability to the core areas, with the inclusion of commercial spaces on ground level spaces. Applicants are encouraged to review the RCLCO document provided the City and CRA regarding housing trends.

It is anticipated that the award of incentives through this program will be done through a negotiated contract, and therefore there can be no expectation on the part of an applicant that since they meet the program eligibility guidelines that they will receive funding. Awards will be based on a number of factors and this program provides applicants with the “opportunity” to apply for and negotiate a contract with the CRA/City for funding.

Project Goals

The primary goals of this program are to:

1. Eliminate blighting influences and prevent further deterioration of commercial and residential properties in targeted CRA areas.
2. Stimulate renewed interest in the core areas and preserve the traditional retail district and establish the CRA area as a location for convenient pedestrian/visitor commercial activities over extended hours of operation that are compatible with the Master Plan Update.
3. Encourage the development of multiple business activities on major streets to function as anchors in the targeted areas.
4. Encourage the preservation of existing employment or the creation of new employment in the core areas.
5. Encourage the utilization of existing building stock within the targeted CRA areas
6. Encourage the utilization of existing vacant land within the targeted CRA areas.

Program Objectives

The primary objectives of this program are to:

1. Implement key recommendations in the CRA Master Plan update, specifically on pages 37, 42, 43
2. Promote the redevelopment of Canal St and Flagler Ave by incentivizing the expansion or location of targeted business types
3. Promote sustainable redevelopment by incentivizing the development of residential in the Canal St area including the Historic Westside.
4. To encourage the development of retail, restaurants, and accommodations within the targeted CRA areas
5. To incentivize business operations that have extended hours and days of operations.
6. To encourage the development of cross marketing opportunities between hospitality businesses and other business activities.

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

Program Guidelines

The CRA has developed a series of matrices that are required to be completed by the applicant. The completed matrices will determine the level of possible funding.

1. Applicants should provide “Marketing” data documenting:
 - a. A business plan to be reviewed by the Director of the Small Business Development Center of Daytona State College.
 - b. What business operations are currently being performed,
 - c. What additional business operations will be proposed,
 - d. What increases in business revenues, the number of visitors/guests/customers, sales taxes, and resort taxes will be achieved with the proposed project,
 - e. What markets are currently being served and what changes the proposed project will have on those markets or new markets,
 - f. What number of jobs are preserved or created,
 - g. What cross marketing opportunities with other local businesses, if any, are created by the proposed project?
 - h. Residential projects shall provide residential market data for targeted markets, proposed unit sales prices, square footage of units and the inclusion of any commercial activities.
2. **No work for which a grant is sought shall commence until authorized by the CRA**
3. Funds shall only be used for fixed improvements where the business is located (or going to be located in the CRA district) for **purposes of expansion, change the use of the building, or increase the use of the building.**
4. Funds may be used for **parking and driveway improvements and signage**
5. Funds may be used for **interior and exterior building improvements**, including interior renovation to expand restaurant seating or to create additional retail space.
6. **Funds cannot** be used for business equipment, operating expenses, or to make building repairs that would be normally expected of the building owner. An exception would be made for the renovation of buildings that have **been vacant for more than three (3) years.**
7. Funds to perform general repairs and/or construction to comply with current city, county and state codes to occupy the building shall be allocated on a first come first served basis and only one (1) grant shall be awarded per structure
8. Tenants must provide written consent from the building/property owner.
9. **Applications must be submitted to CRA staff at least three (3) weeks prior to the CRA meeting date (The CRA typically meets every first Wednesday of the month)**
10. A grant for a new or relocating business may be awarded contingent upon the applicant providing an executed lease agreement for the property for which the grant is sought within ninety days (90) of grant approval. (Applicable only if tenant is the applicant.)
11. Project must commence within ninety (90) days and be completed within 365 days of CRA approval. Any extensions will require CRA approval; failure to get the project underway in a timely manner may cause the award to be withdrawn.

12. **This is a reimbursement grant program. All grant funds will be awarded on a 50/50 matching funds basis not to exceed \$50,000.** (Example: Total approved project cost by applicant \$60,000 – CRA grant match maximum \$30,000; example: Total approved cost by applicant \$125,000 – CRA grant match maximum \$50,000).
13. This grant is provided to incentivize larger monetary projects and is limited to one grant per property and the applicant will not be eligible for any other CRA grant programs.
14. Improvements/ Repairs shall be designed, constructed and maintained to complement the architectural features of the building and shall be in harmony with overall character.
15. No grants shall be awarded to government owned properties or to tenants within government owned properties unless they are leased from the government as part of a development agreement. Non-profit organizations are not eligible for this program.
16. Applicant is responsible for obtaining any permits required to design and construct the project and the **costs of permitting fees shall not be included in the CRA grant funding**
17. Any unapproved changes may void the Grant (at the discretion of the CRA)
18. The applicant is required to attend an on-site meeting with CRA staff, the Chief Building official; Fire Marshall and Planning Staff at the property for which the grant is sought. Applicant is responsible for providing access to the property and interior of the building.
19. Upon CRA grant approval, applicant will be required to place signage, viewable to the general public, recognizing the CRA/City and County participation (furnished by the CRA) for the duration of the project.
20. Applicant and Property Owner (if not applicant) agree to maintain the completed project in its approved design for a period of three (3) years from the date of completion; if not, the grantee is subject to returning the grant funds at the discretion of the CRA.

Program Procedures

1. Only completed applications including all supporting documentation will be accepted, including but not limited to detailed information on the proposed business, proposed hours of operation, projections on the number of customers, etc.
2. Completed applications must include two (2) estimates from a licensed architect, engineer or contractor related to the proposed building improvements.
3. CRA staff reviews program applications for compliance with submittal requirements.
4. CRA staff schedules an on-site meeting with the Chief Building Official, Planning staff and the applicant.
5. CRA staff schedules compliant program applications for the next available regular CRA meeting, which occur on the first Wednesday of each month.
6. Upon approval by the CRA Commissioners, a letter of commitment is provided to the applicant, however no work shall start until written notice is received from CRA staff.
7. Applicant is responsible for obtaining any permits required to construct the project and funds received as part of the CRA program **shall not be used for permit and/or design fees.**
8. Applicant must submit paid invoice(s) to CRA staff for reimbursement with indication from the contractor

certifying that they have been paid in full for the work as submitted.

9. **Reimbursement** – This grant is a reimbursement program. The applicant will have two options for reimbursement
- a. Upon inspection of the completed project by CRA staff, and verification that all project construction tasks have received final inspection and approval by appropriate City Department Staff, the applicant will be reimbursed the grant awarded or 50% of the total approved project costs, not to exceed the CRA maximum reimbursement amount \$50,000.
 - b. Upon inspection and approval of each task/phase by appropriate City Department Staff, the applicant may submit proof of inspection and approval by building Department staff and paid invoices for project costs for that task/phase for reimbursement. Upon verification of an inspection and approval by building Department staff and paid invoices by CRA staff, the applicant may be reimbursed up to 50% of the paid project cost for that task/phase. The total reimbursement may not exceed the awarded amount or up to 50% of the total cost not to exceed \$50,000.

Eligibility Requirements

The program shall be available to anyone meeting the program eligibility requirements, and no one shall be denied the benefits of the program because of race, color, religion, sex, national origin, disability, age, or marital status. Applicants must comply with the following criteria and submit a complete application containing all required submittals. Approval of applications by the CRA will be based on the consistency of the proposed project with the goals of the adopted CRA Redevelopment Plan.

1. Property for which the grant is sought must be located within the three specific areas within the CRA district that are served by this program.
2. The applicant must be the owner of the building, although a tenant may qualify upon written consent by the owner of the building
3. Governmental entities, tenants of government owned buildings and, non-profit organizations are not eligible
4. Property taxes, both City and County must not be delinquent and appropriate Occupational licenses must be current.
5. Proposed business must commit to hours of operation that extend beyond 5:00PM and preference will be afforded to businesses who propose a commitment to extend hours of operation beyond 7:00PM and/or add additional days of operation.
6. Business must be a permitted use as outlined in the City of New Smyrna Beach Land Development Code and meet the intent of the zoning code.
7. Applicants must ensure that the buildings included in the grant application are in compliance with the Florida Building Code and National Electric Code. Such items include, but are not limited to:
 - Floor repairs and upgrades
 - Installation of Heating unit
 - 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 final eligibility will be determined during the on-site meeting with the Chief Building Official.

Development Assistance and Incentives Program Matching Grant Check list – (CRA Approval required prior to any construction/repair/renovation work commencing)

- 1. Located within the three specific areas of the CRA District (please see attached map)
- 2. First Grant for this structure (Only one Grant shall be awarded per structure)
- 3. Not a Government owned property being used for governmental activities and/or a non-profit organization.
- 4. Completed Matrix as provided by the CRA for the appropriate activity.
- 5. Completed application form
- 6. Written Consent from the property owner (if the property owner is not the applicant)
- 7. Two (2) Project estimates from a licensed architects, engineer or contractors. (if applicant is licensed contractor, he or she may not submit their own estimate)
- 8. Hours of operation extend beyond 5:00 p.m. with preference given to businesses that propose a commitment to extend hours of operation beyond 7:00 p.m., additional business days of operation, current activities and expanded activities.
- 9. “Marketing” data, including but not limited to, demonstrating increases in revenues, visitors/citizens/customers increases, changes in markets or additional markets and preservation or creation of jobs, sales tax generation, resort taxes, property taxes and any other supporting data deemed pertinent to the project.
- 10. Permitted use as outlined in the City of New Smyrna Beach Land Development Regulations (to be determined by Planning and Zoning Department)
- 11. Property taxes, both City and County must not be delinquent; In the case of businesses any and all occupational licenses must be current.
- 12. Upon CRA grant approval, applicant will be required to place signage recognizing the CRA participation (furnished by the CRA) and viewable to the general public, for the duration of the project
- 13. Onsite meeting set for _____ at _____

RESIDENTIAL
MATRIX

	1	2	3	4	5	6
	DESCRIPTION	Current	Proposed	Max Points/Sec	Awarded	COMMENTS
3	Location within the CRA District			40		
4	East Canal Street					
5	(please see attached Map)					
6						
7	West Canal Street area					
8	(including Historic Westside)					
9						
10	Flagler Avenue area					
11						
12	Construction			30		
13	New					
14	Existing/Rehab					
15	Zoning Classification					
16	Emergency Effeciencies					
17	Seeking LEED Certification					
18						
19	Use			20		
20	Type of Building					
21	Apartment/house/complex					
22	Loft Apartment					
23	Town House					
24	Single Family					
25	Multi-Family					
26	2-4 Units					
27	5-12 Units					
28	13+ Units					
29						
30	Square Footage/Unit					
31						
32	Mixed Use					
33	Commercial					

RESIDENTIAL
MATRIX

	1	2	3	4	5	6
34	Number of Units					
35	Square Footage/unit					
36	Other					
37						
38	Ownership					
39						
40						
41	Other			10		
42	Market Data					
43	Estimated Sales Price of Units					
44						
45	TOTALS			100	0	
46						
47						
48						
49						
50	TOTALS			200	0	
51						
52						
53						
54						
55						
56						
57						
58						

RETAIL
EXISTING AND PROPOSED PROJECT MATRIX

1	2	3	4	5	6
DESCRIPTION	CURRENT	PROPOSED	POINTS/SEC.		COMMENTS
2			Max	Awarded	
3			40		
4					
5					
6					
7					
8					
9					
10					
11					
12			20		
13					
14					
15					
16					
17					
18					
19			30		
20					
21					
22					
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26					
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28					
29					
30					

RETAIL
EXISTING AND PROPOSED PROJECT MATRIX

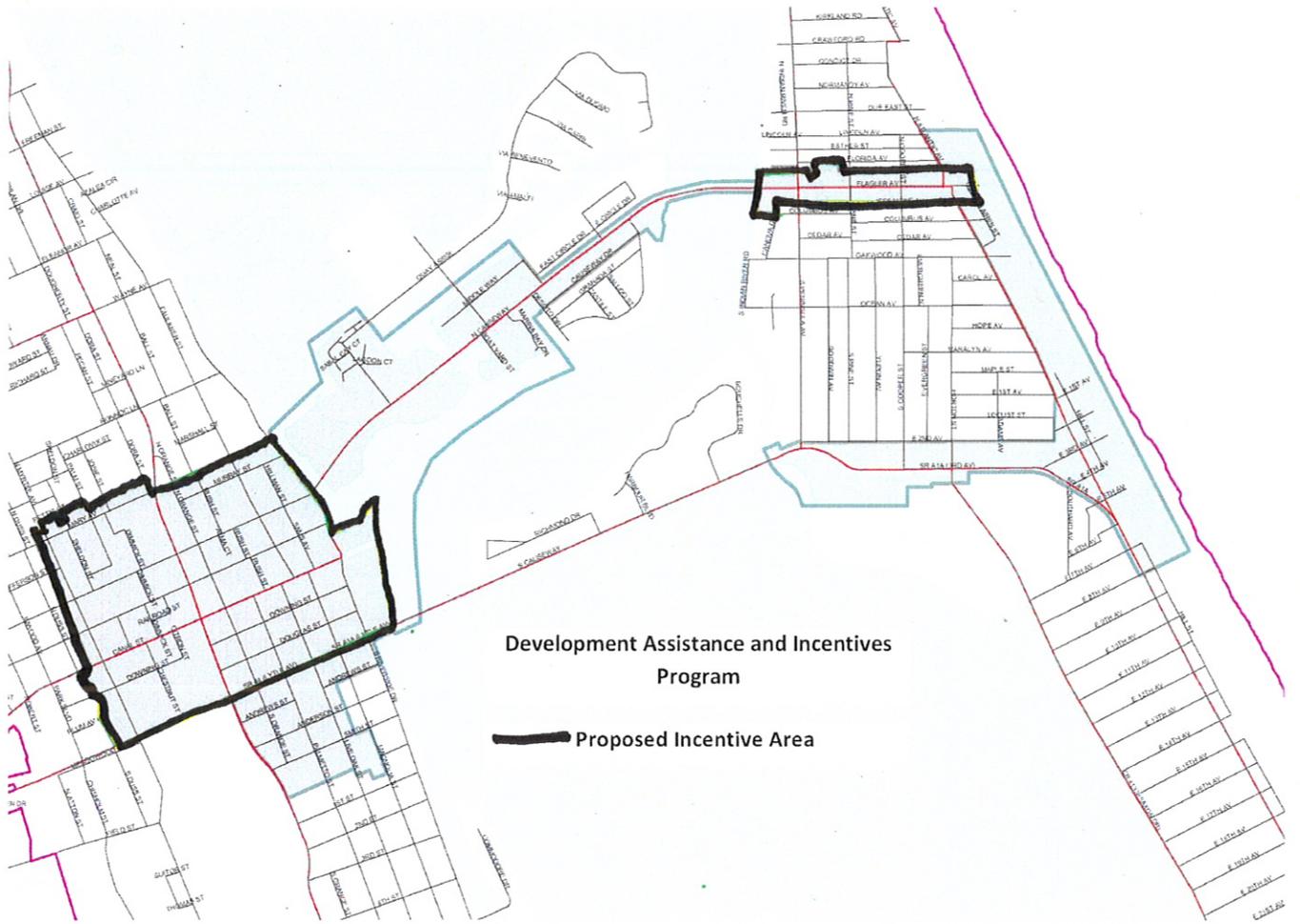
	1	2	3	4	5	6
31	Jewelry					
32	Sporting Goods					
33	Other					
34						
35						
36	Other			10		
37	Hours of Operation					
38	Monday - Friday					
39	7 Day Operations					
40	Hours after 5PM					
41						
42	Market Data					
43						
44	TOTALS			100	0	

HOSPITALITY
EXISTING//PROPOSED MATRIX

1	2	3	4	5	6
DESCRIPTION	Current	Proposed	Points/Sec. Max	Awarded	COMMENTS
2			40		
3					
4					
5					
6					
7					
8					
9					
10					
11					
12			20		
13					
14					
15					
16					
17					
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21			30		
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31					

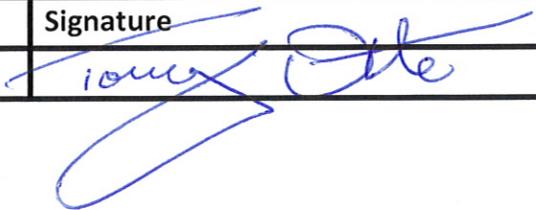
HOSPITALITY
EXISTING/PROPOSED MATRIX

	1	2	3	4	5	6
32	Motel					
33	Bed & Breakfast					
34	Other					
35	Hours of Operation					
36	Monday - Friday					
37	7 Day Operations					
38	Hours after 5PM					
39						
40	Franchise					
41						
42						
43	Other			10		
44	Economic Impact					
45	Market Data					
46	Tourism Data (ROI)					
47	# of additional visitors					
48	# of additional visitor vehicles					
49	Amount of increased Sales taxes					
50	Amount of increased resort taxes					
51	Business Plan					To be reviewed by third party
52	Increase in Property value/Taxes					
53	Jobs Created					
54	Jobs Preserved					
55	Add additional business activities					
56						
57						
58						
59						
60						
61	TOTALS			100	0	



NEW BUSINESS

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Claudia Soulie		
Meeting Date: June 8, 2011		
Action Item Title: Commercial Property Improvement Grant: 113 Flagler Ave – Ta Da Gallery		
Agenda Section: Consent _____ Public Hearing _____ Special Items <u> x </u>		
Summary Explanation and Background		
<p>This applicant is proposing construction repairs to the front and side porches of her historic building, as they have begun to collapse due to lack of footing support and rot as well as repairs to the business sign. This scope of work includes:</p> <p><u>Construction:</u> \$6,400.00</p> <ol style="list-style-type: none"> 1. North side: Rebuild front porch deck and add 5 new posts; replace handrails 2. East side: Rebuild side porch deck and handrails 3. Paint new construction to match original paint <p><u>Landscaping:</u> \$1,000</p> <ol style="list-style-type: none"> 1. Replant and mulch both sides of front (north) entrance 2. Replant and mulch beds from northeast corner to side (east) entrance <p><u>Signage:</u> \$200</p> <ol style="list-style-type: none"> 1. High density white outdoor weather proof sign (to replace existing sign) <p>Planning and Building staff have reviewed and conceptually approved the proposed plan, as all repairs and improvements do not alter the original footprint of the deck structure or the size and location of the business sign.</p> <p>The total project cost is \$7,600 and the applicant requests CRA funding assistance in the amount of \$3,800. The project has received the necessary points and staff recommends approval of this application.</p> <p>Note: The Ta Da Gallery has never received a CRA Grant; however, this address received an exterior grant for painting in 1991 for \$2,725, when it was occupied by a different business.</p>		
Recommended Action/Motion:		
Staff Recommends Approval		
Funding Analysis: Budgeted <input checked="" type="checkbox"/> If not budgeted, recommend funding account:		
Account number 120.51502. 583001, which currently has a balance of \$69,050.58.		
Exhibits Attached:		
<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		

**Property Improvement Grants
Funding Evaluation**

Property Address: 113 Flagler Ave Ta Da Gallery

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 18

CITY OF NEW SMYRNA BEACH
COMMUNITY REDEVELOPMENT AGENCY
APPLICATION FORM

COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM
(Exterior Improvements Only)

NAME: TA DA GALLERY & GIFTS (Jenny Norado, owner)

PROPERTY ADDRESS: 113 Flagler Avenue, NSB

TELEPHONE: (386)428-1770 (DAY) (386)871-4540 cell (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 applicant)
2. Summary of the scope of the work to be performed.
3. Breakdown of the 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: \$ 7,600⁰⁰

ESTIMATED AMOUNT OF GRANT ASSISTANCE REQUESTED: \$ 3,800⁰⁰

ESTIMATED START DATE: ASAP

ESTIMATED COMPLETION DATE: within 30 days of start

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)

Jenny K. Norado
Print Name

James Kessey
Print Name

4/10/11
Date

4/10/11
Date

Ta Da Gallery & Gifts

113 Flagler Avenue
New Smyrna Beach FL 32169
(386)428-1770
e-mail: ourtreasures@bellsouth.net

April 23, 2011

TO: CRA/NSB

RE: Application for Commercial Property Improvement Grant Program
Ta Da Gallery, 113 Flagler Avenue NSB

CRA Board:

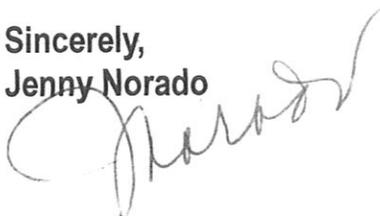
At this time, the front and side porches of this historic building have begun to collapse in the end areas due to lack of footing support. There are specific areas of rot in both the floor of the front porch and the side stoop. The plan is not to change any of the present footprint of the front and/or side of the building but to repair and replace the decking to code while keeping the integrity of the period facade. Nothing will change as to the side or front setbacks or lines, there will be no encroachment on the parking area to the east or the Dive Shop to the west of this building. Our purpose is to restore what is there to code and to keep the Victorian look of this 1912 building.

Prior to this application I met with Gail Hendrikson, Planning Manager and spoke on the phone with Mike Knotek of the Building Department. Both the front porch and the side porch were approved and permitted additions to the building via prior applications with the City of NSB. Neither Gail nor Mike had any problem with replacing the existing structures since the footprint stays the same.

Once the construction is completed, the crew will proceed with landscaping bringing the front and side views back to current status. Attached are pictures of the degraded areas on both the northern and eastern porches as well as pictures of the proposed landscape area. Also an artist's rendition of the completed project (front view). We are also applying for a new sign as our old one is peeling apart (see photo). Attached is our proposal for signage from Image Today.

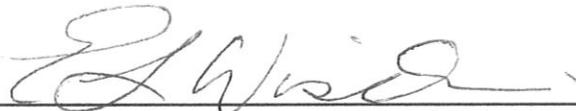
Thank you for your consideration of this project. If you have any additional questions, feel free to contact Jenny Norado (business owner and applicant at (386)871-4540 or Earl Wischmeier (contractor) at (386)566-3221.

Sincerely,
Jenny Norado



Construction work to be done at 113 Flagler Avenue NSB:

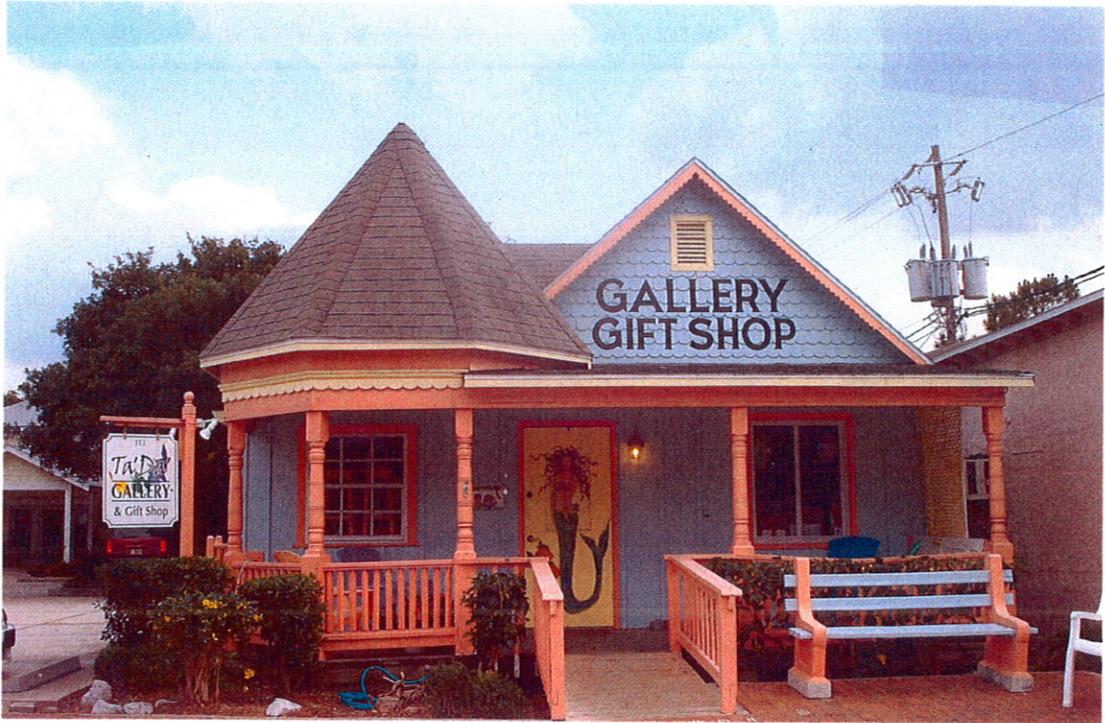
1. North side: Rebuild front porch deck (7'X23') and add 5 new posts (6X6), replace handrails (like existing). Rebuild will include stainless steel bolts and nails and pressure treated lumber.
 2. East side: Rebuild side porch deck (4'X8') and handrails (like existing).
 3. Paint new construction to match original paint.
 4. Paint will be: Valspar Exterior Dusty Aqua, Sunrise Beach and Amber Rose
- Estimated Cost for items 1-6 \$6400.00

 4/27/11

EARL WISCHMEIER HCI CGC1507254
(386)566-3221

Landscape after construction:

1. Replant and mulch beds both sides of front (north) entrance with hibiscus and other low water usage and hardy Florida shrubs.
 2. Replant and mulch beds from northeast corner to side (east) entrance.
- Estimated Cost for shrubs and labor \$1,000.00



113 FLAGLER AVENUE (FRONT)
NORTH SIDE



113 FLAGLER AVE (REAR)
SOUTH SIDE

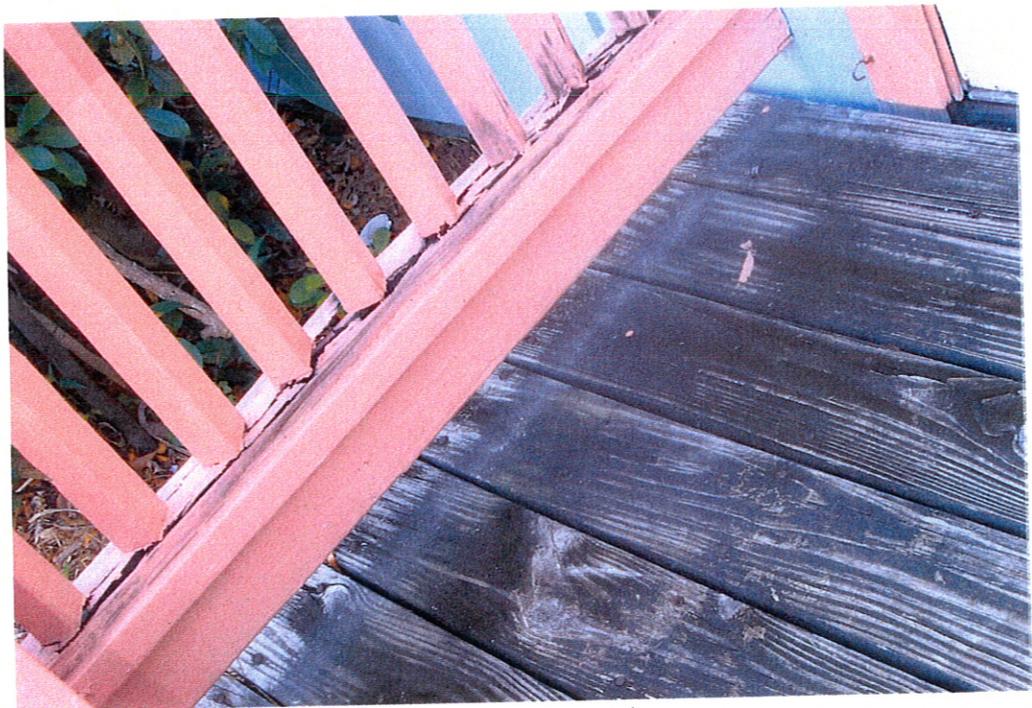
LAVERO



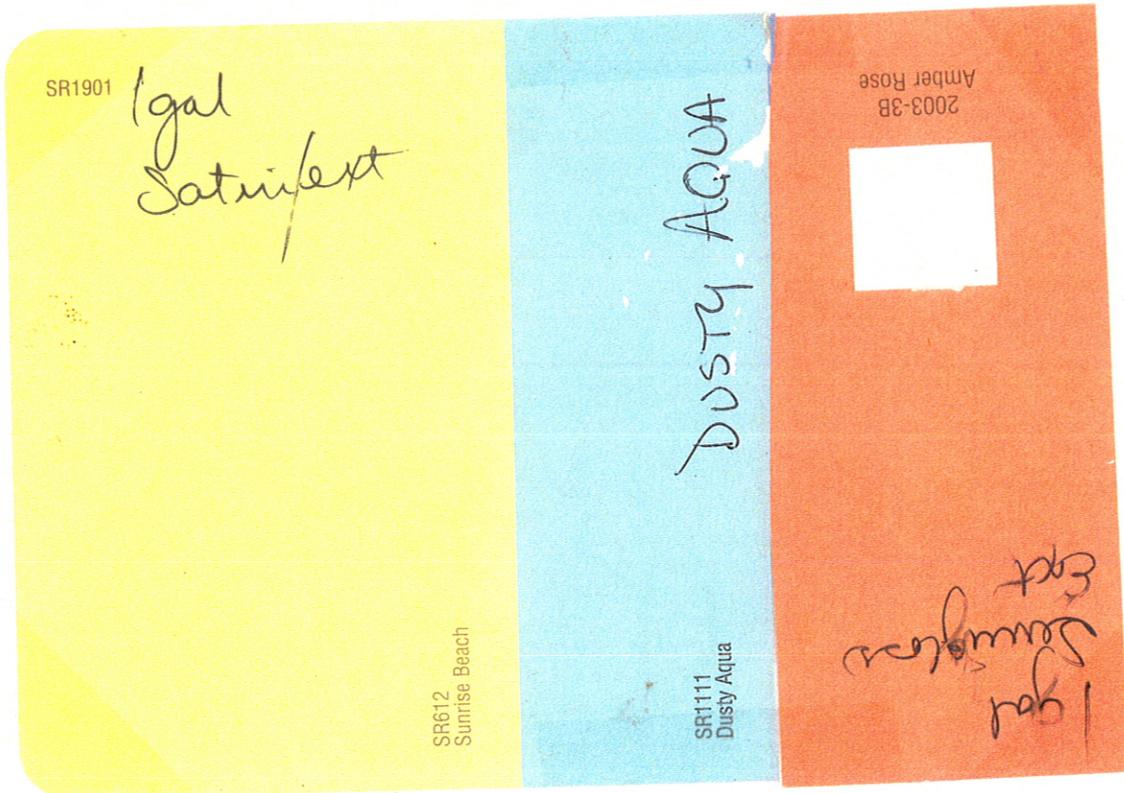
113 FLAGLER AVE (SIDE)
EAST SIDE



NORTH SIDE DAMAGE



EAST SIDE DAMAGE



PAINT COLORS

VALSPAR EXTERIOR

SEMI-GLOSS

(Trim) Sunrise Beach
(Walls) DUSTY AQUA
(Railings) AMBER ROSE

Black area to be landscaped
(North + East Sides)





To:
Jenny at the
Tada Gallery & Gift Shop, Ta Da Gallery, Inc
113 Flagler Avenue
New Smyrna Beach, FL 32169

subject: street sign pricing for your review

Thank you for the opportunity to provide you a sign price for this job.
Attached is the print pricing for your review.

31"x26" High Density White outdoor weather proof sign / in cut angled corners
Two sided full color vinyl print with UV laminate
Layout and setup included (price is for sign only does not include install)

at the cost of
sign \$200
tax \$13
total cost \$213

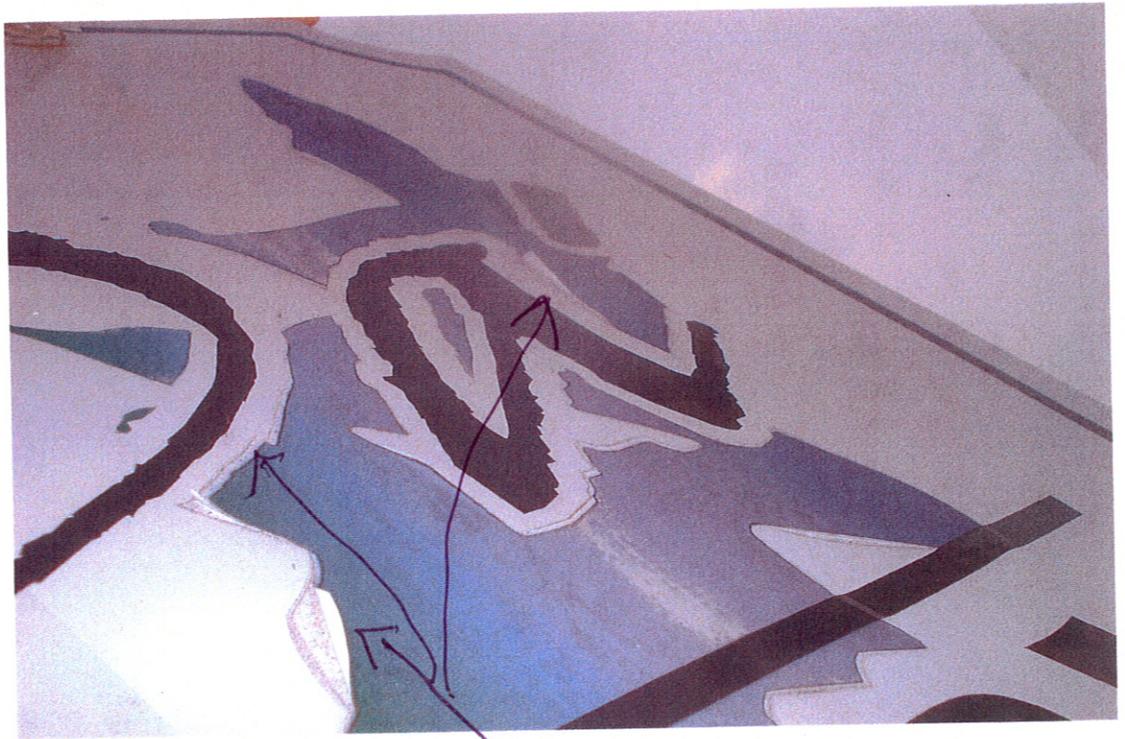
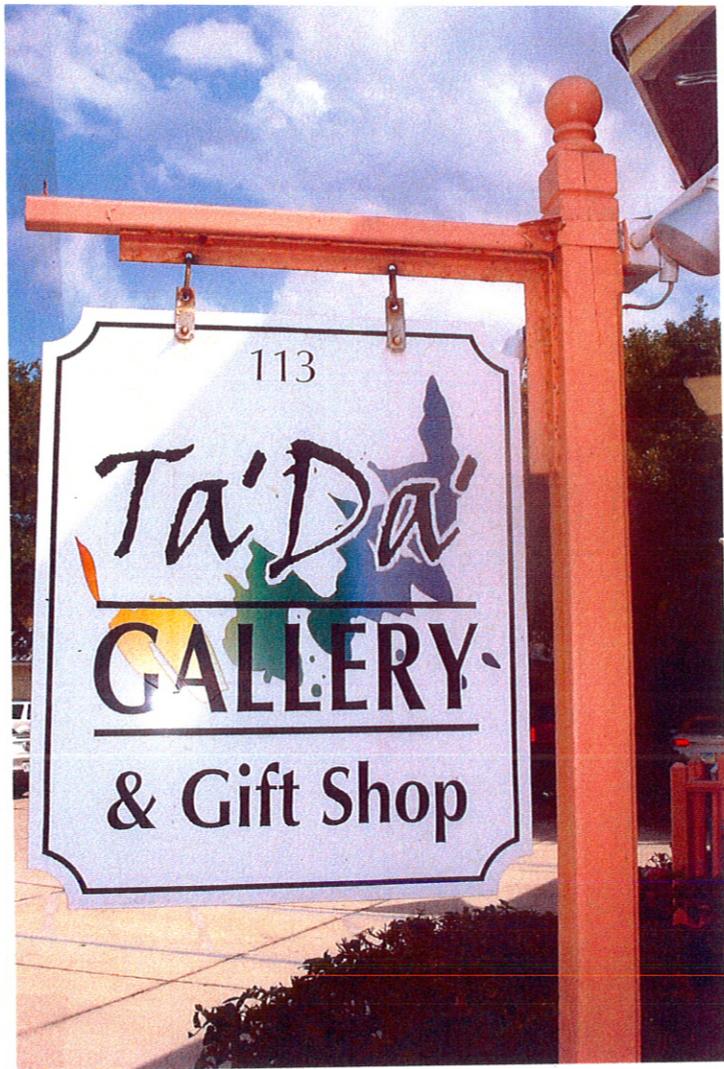
Please call if you have any questions or need any other pricing.
If you receive any lower prices let us know and we will try to match them.

Thank you,

Aaron Rittger
Aaron Rittger
Image Today
386-428-5556 Tel
386-428-5505 Cell
aaron@ImageToday.us

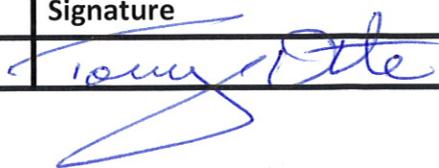
tel: 386-428-5556
cell: 386-428-5505
info@imagetoday.us

New Smyrna Beach, FL
ImageToday.us



Peeling

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Claudia Soulie		
Meeting Date: June 8, 2011		
Action Item Title: Commercial Property Improvement Grant: 402 Flagler Ave – Pat Collado		
Agenda Section: Consent _____ Public Hearing _____ Special Items <u> x </u>		
Summary Explanation and Background		
<p>This applicant is planning to incorporate the existing structure at 402 Flagler Ave. as the reception area for a proposed 2-story office building that will wrap around 402 Flagler. This scope of work includes:</p> <p><u>Construction:</u></p> <ol style="list-style-type: none"> 1. Demolition \$6,000 (existing roof, plywood, stove exhaust of 402 Flagler) 2. Doors and windows \$47,400 3. Exterior Painting \$10,650 4. Landscaping \$7,500 5. Irrigation \$4,700 6. Parking Lot \$22,300 <p>A siteplan has been submitted and approved by all Departments except for Planning. They are waiting on the applicant to join the four (4) platted lots into one parcel as a requirement for approval.</p> <p>The total project cost is estimated at \$500,000 and staff suggested that the applicant select specific items of the overall project for reimbursement. These items total \$91,800 and the applicant requests CRA funding assistance in the amount of \$20,000. The project has received the necessary points and staff recommends approval of this application.</p> <p>Note: This application has been submitted using the Combined Grant Program for \$20,000 which is currently in a 90-day transition period approved by the City Commission on May 10, 2011. Applicant and staff felt that this project would not qualify for the \$50,000 program.</p>		
Recommended Action/Motion:		
Staff Recommends Approval		
Funding Analysis: Budgeted <input checked="" type="checkbox"/> If not budgeted, recommend funding account:		
Account number 120.51502. 583001, which currently has a balance of \$69,050.58.		
Exhibits Attached:		
<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		

Property Improvement Grants Funding Evaluation

Property Address:

402 Flagler Ave

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

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 22

CITY OF NEW SMYRNA BEACH
COMMUNITY REDEVELOPMENT AGENCY

APPLICATION FORM

PROPERTY IMPROVEMENT GRANT PROGRAM

NAME: Pet Collado

PROPERTY ADDRESS: 402 Flagler Ave, New Smyrna Bch

TELEPHONE: 386-451-5564 (DAY) 386-451-5564 (EVENING)

newsmyrnahomes@yahoo.com
105 N Cooper St. New Smyrna Bch, Fla 32169

TYPE OF IMPROVEMENT PLANNED:

Exterior Painting Landscape Electrical

Signage Awning Parking Area Other

PROJECT PROPOSAL ON IMPROVEMENTS

The following information must be included with the application.

- Summary of the scope of work to be performed.
- 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.
- Sketch plans and specifications detailing the scope of work. *along with bids.*
- Samples of all paint colors and ~~awning materials~~ to be used on the building and signage. *none selected yet, but range of color noted & attached*

ESTIMATED TOTAL COST OF PROPOSED IMPROVEMENTS: \$ 500,000.xx

ESTIMATED AMOUNT OF GRANT ASSISTANCE REQUESTED: \$ 30,000.xx

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 initial project costs and receive **reimbursement** only after:
 - A. All improvements have been **completed**.
 - B. **Final Inspection** of the improvements is approved.
 - C. **Proof of Payment** for project costs have been received.
4. Additional improvements or changes not approved will not be funded.

I ACKNOWLEDGE THAT I HAVE RECEIVED AND UNDERSTAND THE DESIGN GUIDELINES, THE COMMUNITY REDEVELOPMENT PROPERTY IMPROVEMENT GRANT PROGRAM PROCEDURES AND THE C.R..I.G.P. GRANT AGREEMENT.

Patrolado
APPLICANT SIGNATURE

5-23-11
DATE

Project address: 402 Flagler Avenue, New Smyrna Beach Florida 32169
Project name: Collado Real Estate

Cost breakdown of material only as per specified on plans received from Jay Pendergrast,
Architect

Demolition	\$6000.00
Doors	\$19,600.00
Windows	\$27,800.00
Exterior Painting	\$10,650.00
Landscape	\$7500.00
Irrigation	\$4700.00
Parking lot	\$22,300.00

If you have any questions, please feel free to call me.

Respectfully submitted,

Douglas Trovillion
407.644.4444

Addendum to the City of New Smyrna Beach CRA Property Improvement Grant Program

Application From: Pat Collado
402 Flagler Ave., New Smyrna Beach, FL

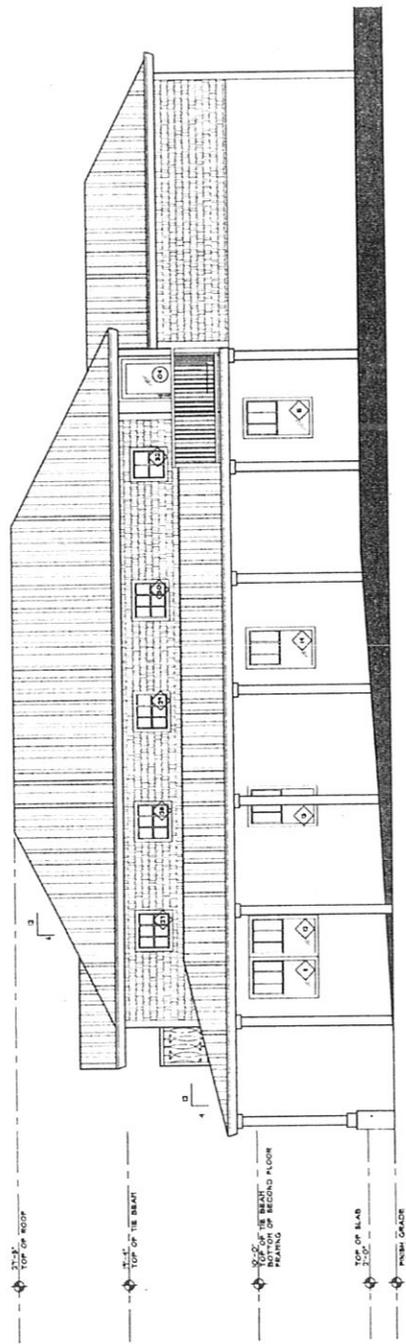
1. Summary of the scope of work performed:
I will be using the existing structure at 402 Flagler Ave., New Smyrna Beach as the reception area interior and front exterior of a future office building. (See photos of existing structure and sketches of proposed structure integrating the existing 402 Flagler Ave. building into the office building wrapped around 402 Flagler Ave.
2. Color photographs attached of existing 402 Flagler Ave.
3. Sketch Plans and specs attached by Architect, Jay Pendergast that detail the scope of the work.
4. Paint colors will be a range of process blue or lighter shade of process blue and white trim.

I would like to apply for the grant funds as early on in my improvement process as the redevelopment agency will allow.

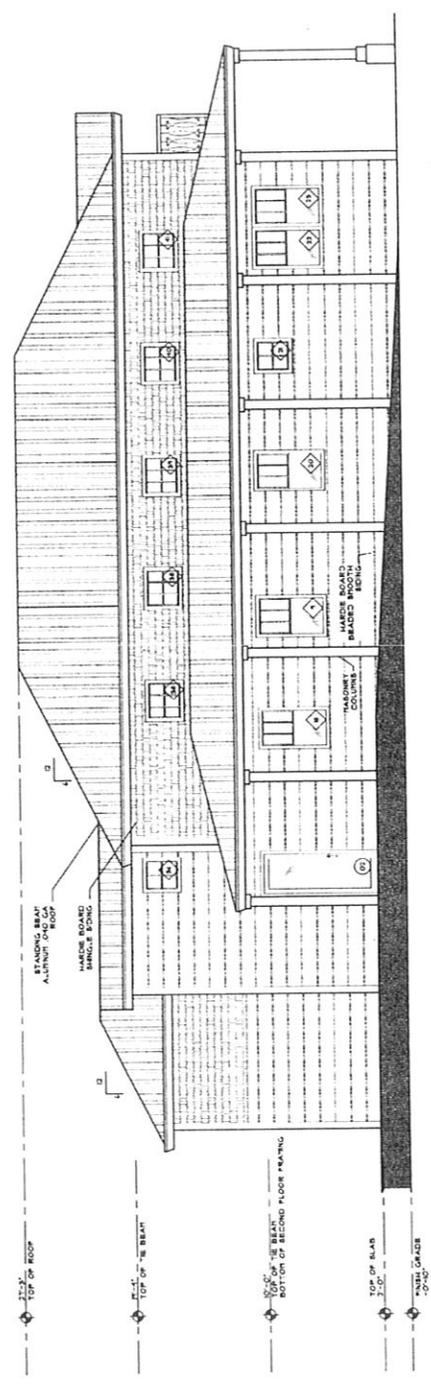
Thanks you for your consideration,

Pat Collado
105 N. Cooper Street
New Smyrna Beach, FL 32169
386-451-5564
newsmyrnahomes@yahoo.com

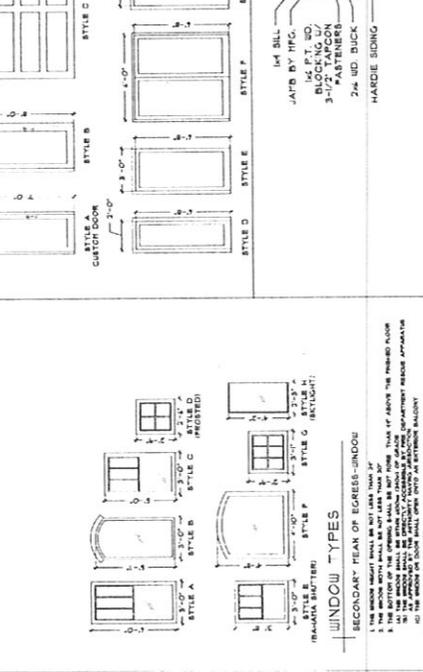
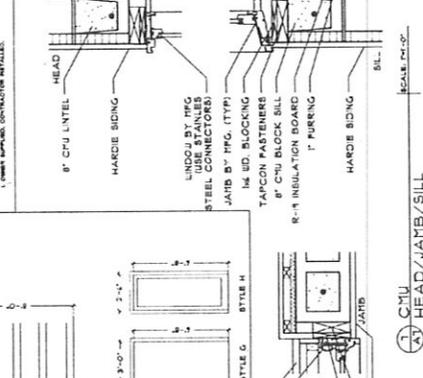
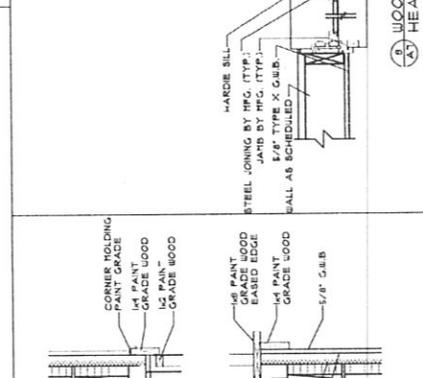
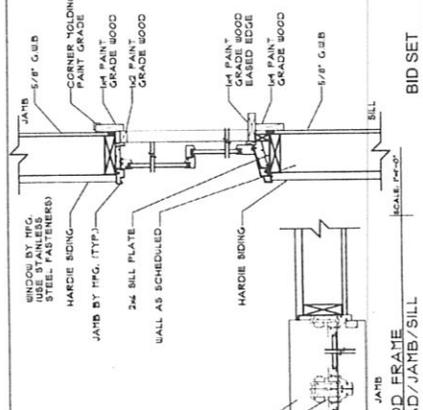
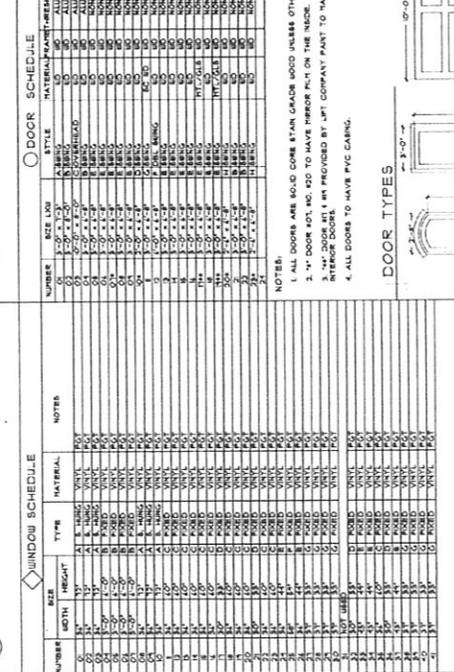
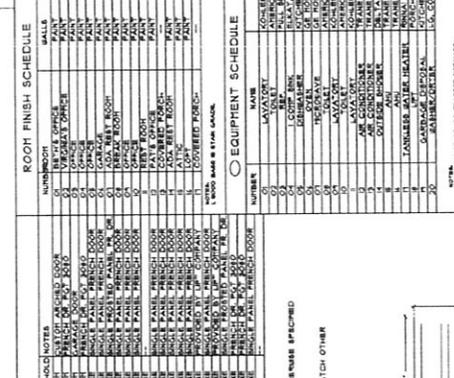
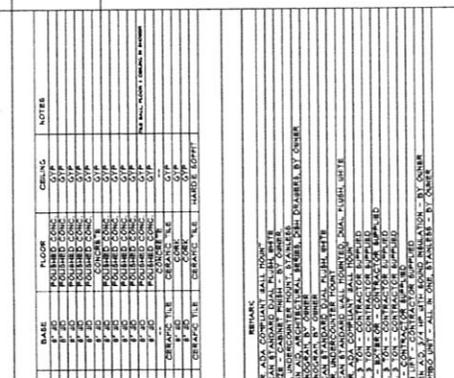
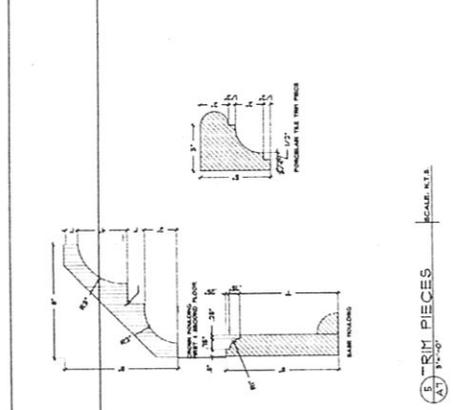
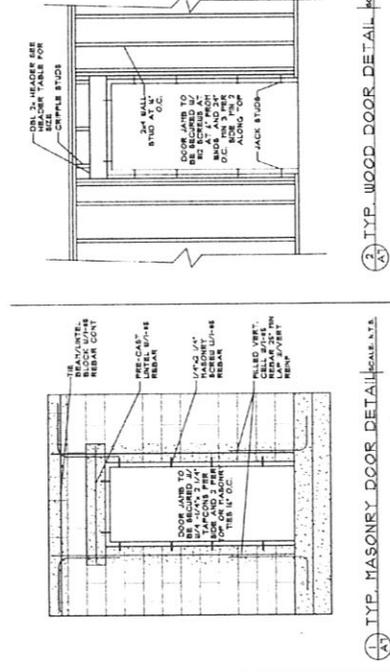
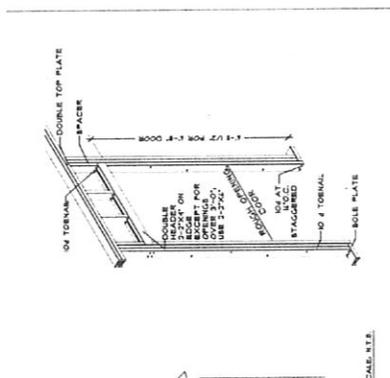
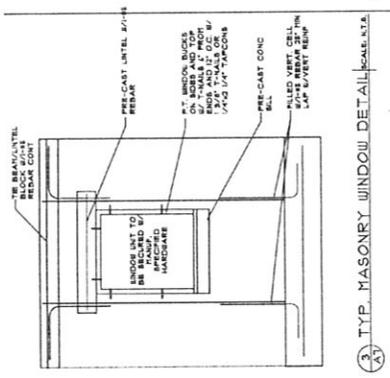
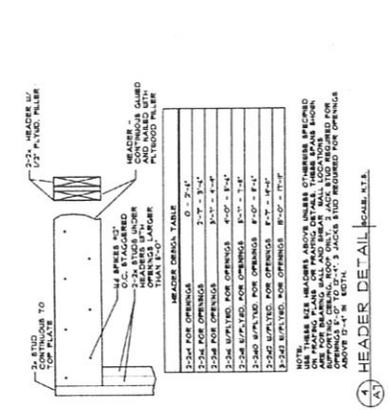
BID SET



EAST ELEVATION | SCALE: 1/4" = 1'-0"



WEST ELEVATION | SCALE: 1/4" = 1'-0"



1000 + 1000 = 2000 SOUTH WEST LIVERPOOL



USMC DIVISION CAMP MILES VOLS



IN 33011 BI TUES TUEGLIC L TO VUEL



11/11/11 - 10:00 AM - 10:30 AM - 10:45 AM



Color Sample

Katcolledo
402 Flagler Ave
CREA Grant Pkg



I will use

ranges of
pruss blue ...
2 colors. one a shade lighter
and
range of
white to
accent.

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Claudia Soulie		
Meeting Date: June 8, 2011		
Action Item Title: Commercial Property Improvement Grant: Wiley Building west façade – Faulkner Street		
Agenda Section: Consent _____ Public Hearing _____ Special Items <u> x </u>		
Summary Explanation and Background		
<p>This application is the third and final phase of improvements to the Wiley Building at the corner of Canal and Faulkner Street. The improvements are proposed for the north façade facing the parking lot and this scope of work includes:</p> <ol style="list-style-type: none"> 1. Remove mansard roof and replace with tile roof 2. Install pavers in sidewalk 3. Construction and Installation of concrete blocks, arches and lintels 4. Install mini gutter 5. Paint <p>The total project cost is \$123,000 and staff recommends CRA funding assistance in the amount of \$20,000 based on the decision made by the Ad Hoc Committee during the May 25, 2011 meeting that stipulated that façade improvements are capped at \$20,000. The project has received the necessary points and staff recommends approval of this application.</p> <p>Note: This application has been submitted using the Combined Grant Program for \$20,000 which is currently in a 90-day transition period approved by the City Commission on May 10, 2011.</p>		
Recommended Action/Motion: Staff Recommends Approval		
Funding Analysis: Budgeted <input checked="" type="checkbox"/> If not budgeted, recommend funding account: Account number 120.51502. 583001, which currently has a balance of \$69,050.58.		
Exhibits Attached:		
<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		
		

**Property Improvement Grants
Funding Evaluation**

Property Address: 104-114 Faulkner Street (Wiley Building)

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 21

CITY OF NEW SMYRNA BEACH
COMMUNITY REDEVELOPMENT AGENCY

APPLICATION FORM

COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM

(Exterior Improvements Only)

NAME: ROBERT WILEY
PROPERTY ADDRESS: (104, 106 REED WADE INSURANCE) (108, 110, 112 GOLDEN BISCUIT RESTAURANT)
TELEPHONE: 386-690-4200 (DAY) SAME (EVENING) (114 FAULKNER ST. PARCEL MACK + SHIP)
TYPE OF IMPROVEMENT PLANNED: TOTAL 3000 S.F. FOR THREE BUSINESSES.
Exterior Painting Landscape Electrical
Signage Awning Parking Area _____ Other TOTAL FACADE

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: \$ 123,100.00

ESTIMATED AMOUNT OF GRANT ASSISTANCE REQUESTED: \$ 20,000

ESTIMATED START DATE: AUGUST 2011

ESTIMATED COMPLETION DATE: OCT 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	<i>n/a</i> _____ Property Owner Signature (if not applicant)
<i>ROBERT WILEY</i> _____ Print Name	<i>n/a</i> _____ Print Name
<i>5/24/11</i> _____ Date	<i>n/a</i> _____ Date

Owner: Robert Wiley

Contractor: Jim Brendel

Architect: Gerald J. Pendergast

Property Address: 104,106,108,110,112,114 Faulkner Street

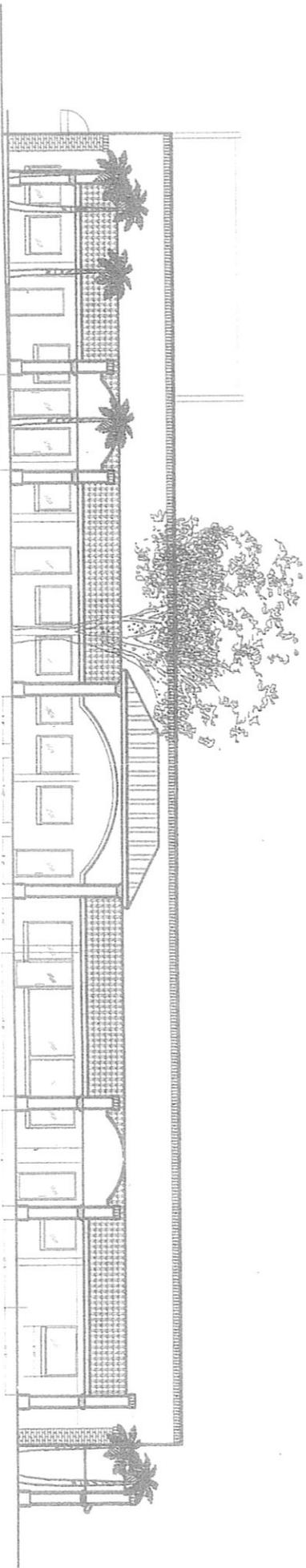
Total façade replacement 3000 S.F.

Businesses included: Reed Wade Insurance, Golden Biscuit Restaurant, and Parcel Pack & Ship

Summary of Scope of Work: North façade renovation (3000 sq. ft. exterior facade) of building to match new west exterior. It is my intention to replace 26 year out dated green mansard roof to match the newly completed west façade. (See attached photo). This is in an effort to maintain a quality image in a continuance to improve the downtown area.

WILEY FAULKNER STREET FAÇADE PROJECT TOTAL 3000 S.F.

(104, 106 Reed Wade In's) (108, 110, 112 Golden Biscuit Restaurant) (114 Parcel Pack & Ship)



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

**WILEY JOB: Faulkner St. Total 3000 sf 104,106,108,110,112,114 Faulkner St.
(three businesses)**

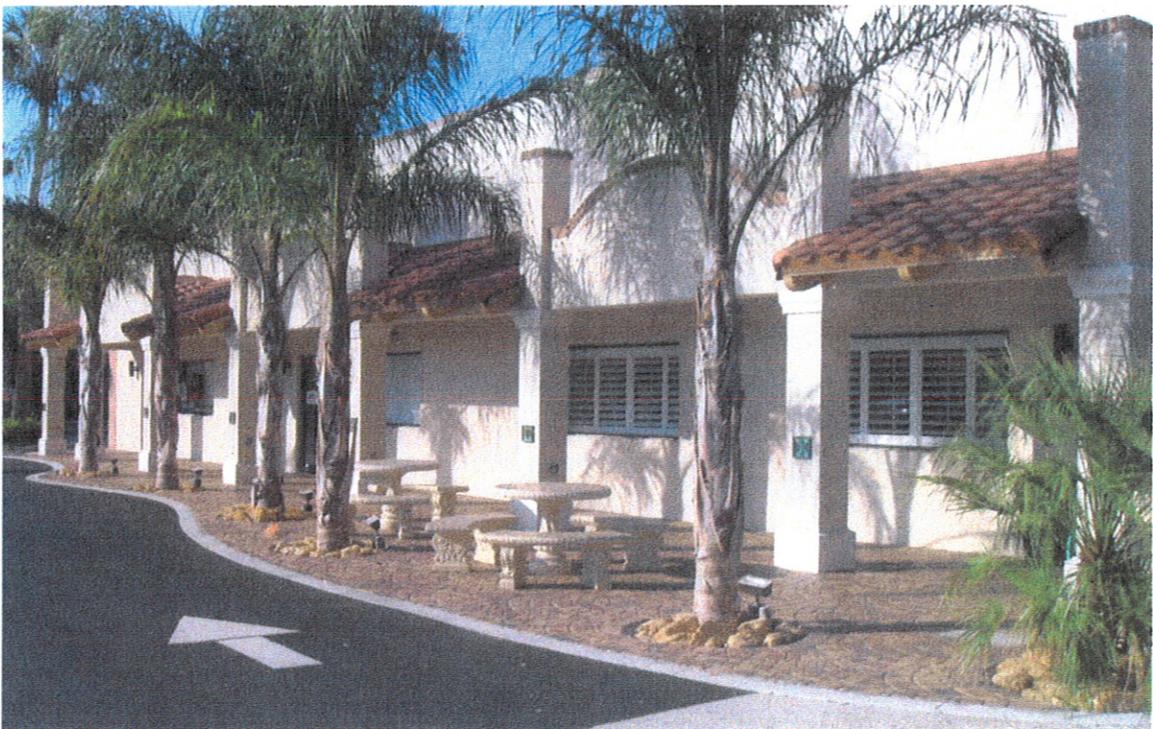
Scope of Work Cost Estimate

1. Remove mansard roof, plywood and trusses
2. Remove sidewalk for pavers—Install pavers, base, header curb (same style west wall)
3. Cut asphalt and construct footers according to plans
4. Install concrete block columns with #5 rebar and pour solid
5. Install concrete lintels with #5 rebar and pour
6. Construct block arches, form, and pour solid top of each
7. Install ledger- Install 4x8 rough sawn cedar beams with tongue and groove decking—
Construct crickets, deck with plywood, and plywood over tongue and groove so roofers
will have clean, smooth solid surface and install 30# felt, as per roofer
8. Install tile roof, metal roof, drip edge, copper etc.
9. Install mini gutter
10. Stucco top of building and columns—Install brick face on top edge of building
11. Paint all columns, bands, wood decking, and all stucco and brick and stain wood (all to
match west façade)
12. Custom banding—top and bottom columns
13. Custom column band installation
14. All exposed fasteners to be stainless steel
15. Machine rental
16. Remove all trash
17. Obtain all permits

TOTAL JOB: \$123,000.00



Faulkner St (104, 106 Reed Wade Ins.) (108, 110, 112 Golden Biscuit Restaurant) (114 Parcel Pack & Ship) TOTAL 3000sf



Recently Renovated West Side of Building

CRA AGENDA ITEM SUMMARY

Staff Member Making Request Tony Otte

Meeting Date: June 8, 2011

Action Item Title Development Assistance and Incentives Grant Application:
DolphinView Restaurant

Agenda Section: Consent _____ Public Hearing _____ Special Items x

Summary Explanation and Background

This is the first application to be submitted under the new Development Assistance and Incentives Program approved at the April 12, 2011 City Commission meeting. The program has extensive guidelines and provides up to \$50,000 in grant funds on a 50/50 matching, reimbursement basis for projects in the Canal St and Flagler Ave areas for retail, hospitality (accommodations and restaurants), and residential infill.

This application requests funds for a project that has been discussed at several previous CRA meetings: the renovation of a storage area within the building that houses the DolphinView Restaurant (107 N. Riverside Drive) to provide indoor restaurant seating with 54 seats. These 54 seats will be moved from the eastern exterior deck area to the new indoor seating area in a climate controlled space, resulting in no net gain of seating and therefore requiring no additional parking. The moving of these seats is necessary to provide a view of the Intra-Coastal Waterway and to clear an area on the deck for the new main entrance to the restaurant on the east side of the building.

Staff Analysis

1. The application meets the Development Assistance and Incentives Program Goals and Objectives in broadening hospitality options, bringing more people downtown, and meets the specific goal stated on p. 37 of the plan, to "Promote restaurants and hotels along the waterfront (eastern) edge of Canal Street."
2. Review of Program Guidelines:
 - a. A business plan was submitted to the Small Business Development Center at Daytona State College. The Director of the Center, Ned Harper stated that after reviewing additional information on the financial trend of the Dolphin View Restaurant and considering the property owner's concessions, restaurant owner's investment and potential CRA support, he feels that this project is a sound investment of CRA funds and will bring a very good return for the Canal Street district.
3. Program Eligibility Requirements
 - a. The application meets the program eligibility requirements.

Summary Explanation and Background continued

Recommended Action/Motion:

Approval

Funding Analysis: Budgeted ___x___ If not budgeted, recommend funding account:
Funds are available in an allocation of \$200,000 from line item 51502.5830 which has a budget available of \$1,054,533.

Exhibits Attached:

1. The grant application submitted by DolphinView

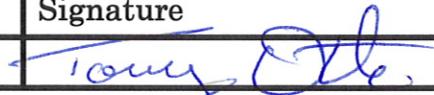
Reviewed By:

Name

Signature

CRA Director

Tony Otte



Commission Action



Dolphin View Seafood Restaurant L.L.C.

107 N. Riverside Dr.
New Smyrna Beach, FL 32168
(386)402-8859

May 10, 2011

Tony Otte
Director
Community Redevelopment Agency
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, FL 32168

Dear Mr. Otte:

Attached you will find an attached application for the Development Assistance and Incentive Program as approved by the City Commission and the Community Redevelopment Agency.

I believe that this is a great opportunity to assist the business community during these severe economic times as well provide an anchor for the Canal Street Core area for the future.

I am providing in this package the required application, check list and matrix as required. In addition, I have met with Ned Harper of the Small Business Development Center, Daytona State College and provided him with a proposed business plan for the proposed project for review. He has advised me that he will send a response directly to you to be included in my application. I have already submitted this project to the appropriate City departments and have received approval as indicated by our letter in the application.

Should you need additional information please do not hesitate to contact me.

Sincerely,



George Richford
Owner

Gary M. Sams

From: Capt George Jr. Pastime Princess [info@pastimeprincess.com]
Sent: Tuesday, May 10, 2011 1:37 PM
To: Gary Sams
Subject: This Is CRA application letter you need to sign (or have Hal sign?)

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



DEVELOPMENT ASSISTANCE AND INCENTIVES PROGRAM
APPLICATION

Date: 5/9/2011

Applicant Name: George Richford

Mailing Address: 107 N. Riverside Drive
New Smyrna Beach, FL 32168

Applicant Daytime or Cell Telephone Number: (386)402-1108

Applicant E-Mail Address: info@dolphinviewseafood.com

Business Name: Dolphin View Seafood Restaurant

Property Address: 107 N. Riverside Dr.
New Smyrna Beach, FL 32168

Property Owner Name (if not applicant): Sams Family LTD. Partnership

Property owner Address P.O. Box 190007
Atlanta, GA 31119

Total Cost of Project (lowest estimate): _____

Amount of Reimbursement Requested: _____

Method of Reimbursement:

Completion of Project Completion of each phase (see Program Procedures)

Estimated Start Date: _____ Estimated Completion Date: _____

Please attach the following: (see Development Assistance and Incentive Program Check List)

- Addendum A – Description of Proposed Business including hours of operation, proposed business plan submitted for review and Market Data
- Addendum B – Design Plans or Project Rendering of Proposed Improvements and any approvals received to the date of application for this project
- Addendum C – Two (2) Cost Estimates from Licensed Architects, Contractors or Engineers

- Written Consent from the property owner (if tenant is applicant)

Application will not be reviewed without all supporting data.

I hereby submit the attached plans and specifications for the proposed project. **No work shall begin until I have received written approval from the CRA and provided a copy of an executed lease agreement.** I further understand that funding is awarded on a first come - first served basis. Upon approval of my grant application, I agree to visibly place a CRA grant sign for the duration of the project and return the sign to the CRA upon completion. The project must commence within ninety (90) days of grant approval and be completed within one (1) year of grant approval. Grant monies will not be paid until the project is completed or at the completion of each phase as selected by the applicant, applicant must provide paid invoice(s) and appropriate approvals by City Staff to the CRA Director for review.

I, the applicant and I, the property owner, agree to maintain the completed project in its approved design for a period of three (3) 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.

George Richford
Name

[Signature]
Signature of Applicant

Print

GARY M. SAMS
Print Name

[Signature]
Signature of Property Owner or Representative

FOR CRA USE ONLY

Date Application Received: May 12, 2011

CRA Staff Member: Claudia Sorlie / Tony Otte

Date Approved by CRA: _____

Amount Approved: _____

Date of Commencement Project: _____

Date of Completion: _____

Date(s) Funds are Reimbursed: _____

HOSPITALITY
EXISTING/PROPOSED MATRIX

1	2	3	4	5	6
DESCRIPTION	Current	Proposed	Points/Sec.	Max	Awarded
1	2	3	4	5	6
Location within the CRA District					
East Canal Street	X	X	40		Located on the east end of Canal Street, waterfront
(please see attached Map)					
West Canal Street area					
(including Historic Westside)					
Flagler Avenue area					
Construction			20		
Facility					
Addition to existing facility					
Redesign of interior spaces		X			
New Facility					
Energy Efficient Construction					
Energy Saving Devices		X			
Seeking LEED Certification					
Use			30		
Hospitality Business Category					
Restaurant					
Carry out Food					
General Food Service	X	X			
Food Service/Bar					
Exterior Seating	X				
Interior Seating		X			
Accommodations					
Hotel					

HOSPITALITY
EXISTING/PROPOSED MATRIX

	1	2	3	4	5	6
32	Motel					
33	Bed & Breakfast					
34	Other					
35	Hours of Operation					
36	Monday - Friday	X	X			
37	7 Day Operations	X	X			
38	Hours after 5PM					
39						
40	Franchise					
41						
42						
43	Other		10			
44	Economic Impact					Establishing an anchor for the Canal Street
45	Market Data		X			
46	Tourism Data (ROI)		X			
47	# of additional visitors		X			
48	# of additional visitor vehicles		X			
49	Amount of increased Sales taxes		X			
50	Amount of increased resort taxes					Has been reviewed by the Small Business Development Center of the Daytona State College. A positive response was provided to the CRA on May 18, 2011.
51	Business Plan, for proposed project		X			
52	Increase in Property value/Taxes					
53	Jobs Created					9 FTE's
54	Jobs Preserved		X			
55	Add additional business activities		X			
56						
57						
58						
59						
60						
61	TOTALS			100	0	

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

January 17, 2011

Dolphin View Restaurant
Riverside Drive
New Smyrna Beach, FL 32168

RE: DINING ROOM EXPANSION-

1. Demo stairs, block wall, raise floor drains- Remove slop sink and break through wall in hallway- **\$2900.00**
2. Raise entire dining room floor with 3000 PSI concrete- **\$6275.00**
3. Frame existing exterior walls- according to plans- install electrical outlets and switches- according to plans- **\$12,692.00**
4. Install two sets of 6/0 X 6 8 impact resistant doors and approximately nine impact resistant insulated single hung windows- **\$15,587.00**
5. Extend height of existing walls to ten feet- **\$1675.00**
6. Construct wall with door to hide tanks- **\$1522.00**
7. Drywall all walls in dining room, finish and paint- **\$3750.00**
8. Install two air door units and a three ton split HVAC system- **\$8500.00**
9. Move plumbing in hallway and in dining room- **\$2900.00**
10. Cut down kitchen hood by a maximum of 12"- **\$2500.00**
11. Install suspended ceiling system in dining room with insulation on top of ceiling and in walls- **\$4286.23**
12. Repair steel siding on exterior of building from windows and doors- **\$2200.00**
13. Remove all trash- **\$1200.00**

PRICE- \$65,987.23

All work to be completed in a timely and professional manner.

*All fans are owners responsibility.

*All tables, chairs, and booths are owners responsibility.

*All floor covering is owners responsibility.

*All permits are additional.

This list of items is a reference only and final eligibility will be determined during the on-site meeting with the Chief Building Official.

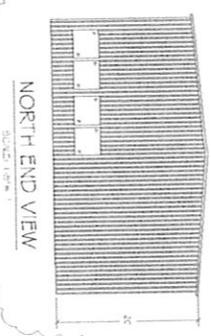
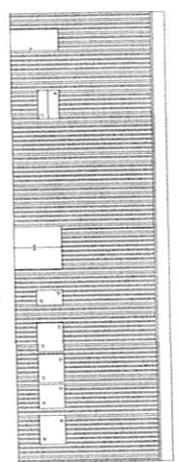
Development Assistance and Incentives Program Matching Grant Check list – (CRA Approval required prior to any construction/repair/renovation work commencing)

1. Located within the CRA District
2. First Grant for this structure (Only one Grant shall be awarded per structure)
3. Not a Government owned property being used for governmental activities and/or a non-profit organization are not eligible.
4. Completed Matrix as provided by the CRA for the appropriate activity.
5. Completed application form, with a W-9 form
6. Written Consent from the property owner (if applicable) *affirming by mail in 3 days*
7. Two (2) Project estimates from a licensed architects, engineer or contractors. (if applicant is licensed contractor, he or she may not submit their own estimate)
8. Hours of operation extend beyond 5:00 p.m. with preference given to businesses who propose a commitment to extend hours of operation beyond 7:00 p.m., additional business days of operation, current activities, expanded activities.
9. “Marketing” data, including but not limited to, demonstrating increases in revenues, visitors/citizens/customers increases, changes in markets or additional markets and preservation or creation of jobs, sales tax generation, resort taxes, property taxes and any other supporting data deemed pertinent to the project.
10. Permitted use as outlined in the City of New Smyrna Beach Land Development Regulations (to be determined by Planning and Zoning Department) *(letter from Mike Knotek dated 8/23/10)*
11. Property taxes, both City and County must not be delinquent; In the case of businesses any and all occupational licenses must be current.
12. Upon CRA grant approval, applicant will be required to place signage recognizing the CRA participation (furnished by the CRA) and viewable to the general public, for the duration of the project
13. Onsite meeting set for 5/24/11 at 9:30am

DOLPHIN VIEW SEAFOOD RESTAURANT REMODEL

107 N. RIVERBIDE DRIVE
NEW SMYRNA BEACH, FLORIDA 32168
(386) 402-8839

CONSTRUCTION DOCUMENTS



SQUARE FOOTAGE SUMMARY

FLOOR AREA: 10,500 SF
 ROOF AREA: 10,500 SF
 TOTAL AREA: 21,000 SF

OCCUPANCY LOAD

RESTAURANT: 150 SF PER OCCUPANT
 KITCHEN: 100 SF PER OCCUPANT
 STORAGE: 100 SF PER OCCUPANT
 MECHANICAL: 100 SF PER OCCUPANT
 TOTAL: 100 SF PER OCCUPANT

FIRE RATING DESIGN

TYPE I
 2-HOUR
 1-HOUR

MAXIMUM FLOOR AREA ALLOWANCES PER OCCUPANT

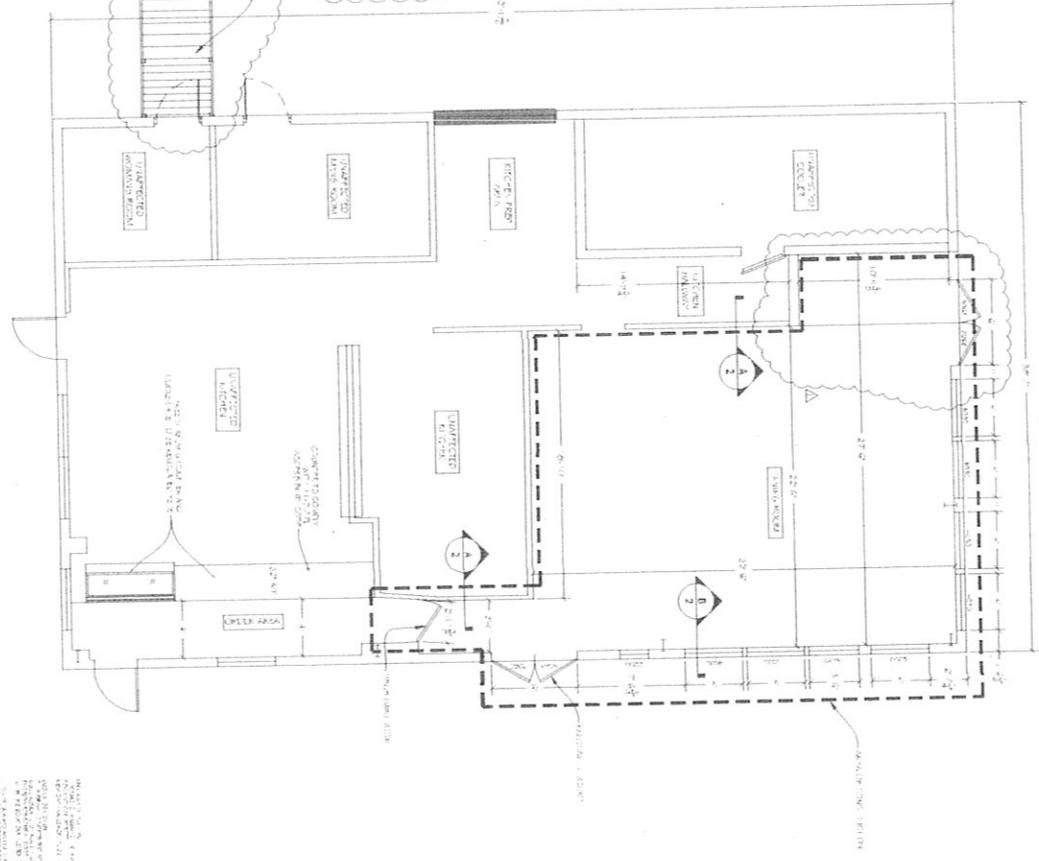
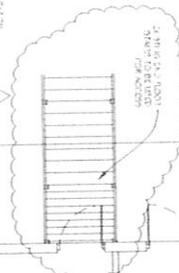
RESTAURANT: 150 SF PER OCCUPANT
 KITCHEN: 100 SF PER OCCUPANT
 STORAGE: 100 SF PER OCCUPANT
 MECHANICAL: 100 SF PER OCCUPANT
 TOTAL: 100 SF PER OCCUPANT

SQUARE FOOT TOTAL

10,500 SF

SCOPE OF WORK

- DEMOLITION OF EXISTING RESTAURANT
- FOUNDATION REPAIRS AND REINFORCEMENT
- CONCRETE FLOOR AND CEILING
- MECHANICAL, ELECTRICAL AND PLUMBING
- INTERIOR FINISHES
- EXTERIOR FINISHES
- LANDSCAPE



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DATE: 05/07/2011
 SHEET: 1 OF 2
 206 LUT OAK CT
 NEW SMYRNA BEACH, FL 32168

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	05/07/2011
2	ISSUED FOR CONSTRUCTION	05/07/2011
3	ISSUED FOR AS-BUILT	05/07/2011

**DOLPHIN VIEW
REMODEL**

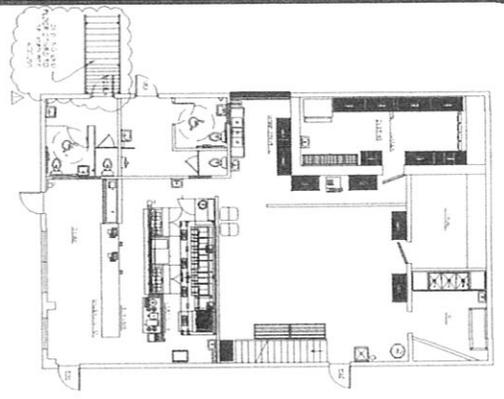
107 N. RIVERBIDE DRIVE
NEW SMYRNA BEACH, FL 32168

PHONE: 386.402.8839

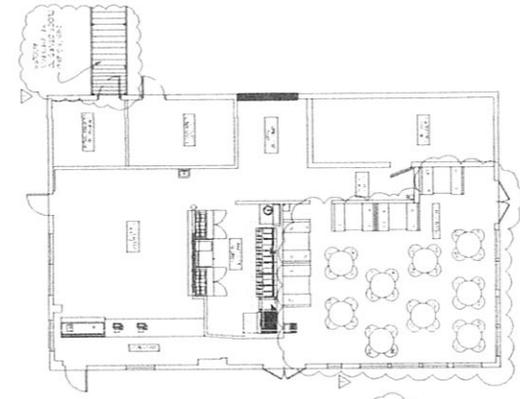
WILLIAMS ENGINEERING

206 LUT OAK DRIVE
NEW SMYRNA BEACH, FL 32168

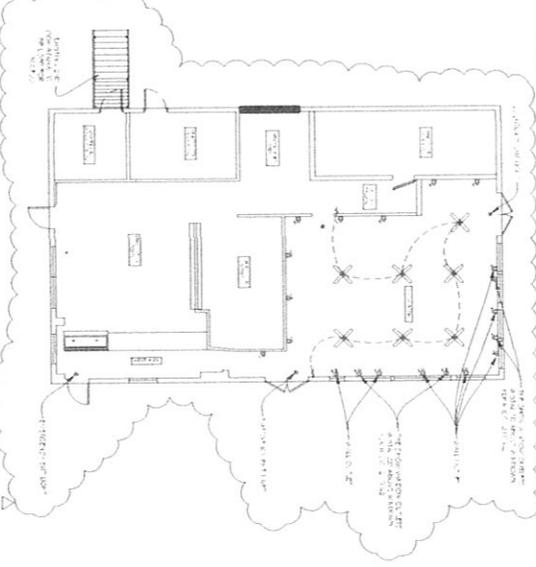
PHONE: 386.402.8839
 FAX: 386.402.8832



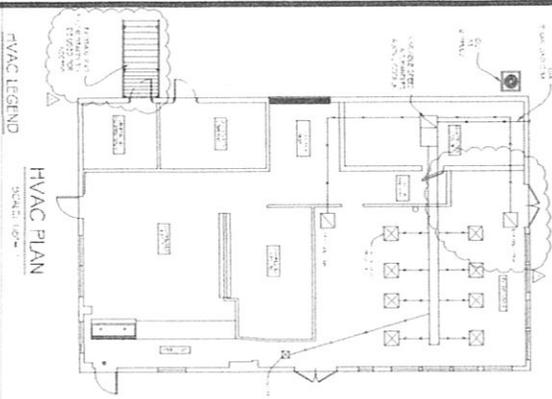
EXISTING PLAN
SCALE: 1/8"



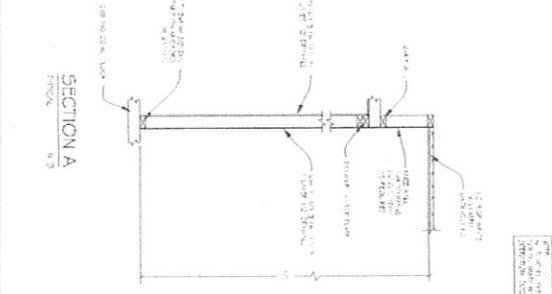
PROPOSED PLAN
SCALE: 1/8"



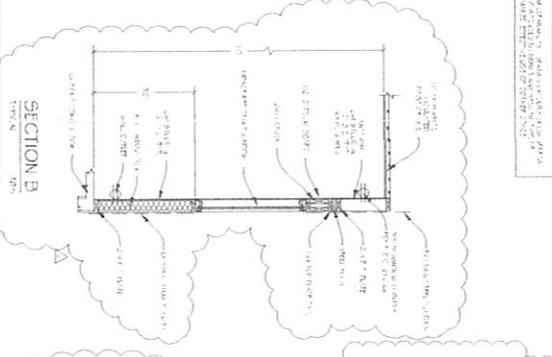
ELECTRICAL PLAN
SCALE: 1/8"



HVAC LEGEND
SCALE: 1/8"



SECTION A
SCALE: 1/8"



SECTION B
SCALE: 1/8"

ROOM FINISH SCHEDULE

ROOM	FLOOR	WALL	CEILING
OFFICE	1.00	1.00	1.00
CONFERENCE	1.00	1.00	1.00
RECEPTION	1.00	1.00	1.00
STAIRS	1.00	1.00	1.00
RESTROOM	1.00	1.00	1.00
MECHANICAL	1.00	1.00	1.00
STAIRS	1.00	1.00	1.00
MECHANICAL	1.00	1.00	1.00

ELECTRICAL LEGEND

SYMBOL	DESCRIPTION
[Symbol]	GROUP PANEL AND SWITCH
[Symbol]	OUTLET
[Symbol]	SWITCH
[Symbol]	RECEPTACLE
[Symbol]	CONDUIT

DATE: 08/15/2017
 TIME: 10:00 AM
 PROJECT: DOLPHIN VIEW REMODEL
 SHEET: 2 OF 2
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT NO: [Number]
 SHEET NO: [Number]

REVISIONS

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	08/15/2017
2	ISSUED FOR CONSTRUCTION	08/15/2017

DOLPHIN VIEW
 REMODEL
 1374 PACIFIC BLVD
 SEASIDE, CA 92160
 PHONE: 949.422.3079

WILLIAMS ENGINEERING
 2544 VICTORIA BLVD
 NEWPORT BEACH, CA 92660
 PHONE: 949.427.4642
 FAX: 949.427.0432



Customized Estimate of Cost

DATE: May 10, 2011
CLIENT: **George Richford / Dolphin View Restaurant**
107 N. Riverside Drive, New Smyrna Beach, FL 32169
PROJECT ADDRESS: **107 N. Riverside Drive, New Smyrna Beach, FL 32169**

The assumptions we have made in our development of the estimated costs for your project are the direct results of the discussions you have had with Geof Felton, Teri Peaden and/or Chad Wiggins.

Below is a Summary of Our Understanding of the Project.

- Demo and remove walls and ceiling portions of storage area and office area of existing restaurant
- Remodel existing space to provide climate controlled dining area, approximately 800 square feet
- Form and pour concrete to raise finished floor elevation to meet outside elevation and to meet ADA requirements
- Frame interior walls (light gauge metal framing)
- Hang, tape & finish drywall to Level 4 finish, including texture
- Install acoustical 2x4 grid ceiling in white
- Insulate walls according to requirements set by Florida Energy Code
- Electrical according to Florida Building Code
- Install HVAC according to Florida Energy Code

Estimated Cost: \$80,740

NOTES:

- This estimate is based off a combination of verbal specifications and the latest plan revisions.
- This estimate is subject to change upon revision of final, signed & sealed construction plans.

302A South Woodland Blvd, DeLand, FL 32720
Office 386.734.4560 eFax 407.386.9199
www.feltonconstruction.com
#QB0017417

MARKETING, ADVERTISING & TOURISM DATA

Marketing & Advertising

Our marketing and advertising are directed at promoting four activities associated with the business. These are the Dolphin View Restaurant, Pastime Princess Deep Sea Fishing, Dolphin View River Cruise & Dinners, and Dolphin View Catering. All play important parts of the overall business and allow cross marketing with each other as well as providing the opportunity for additional cross marketing with other local companies. Currently, the business sees over 100,000 customers and visitors annually, thus making it a key component of the Canal Street core area.

While we have a large following of the local population, a large portion of customers and visitors arrive in the New Smyrna Beach area from central Florida. These include but are not limited to Orange, Osceola, Seminole and Lake Counties. In addition, there has been a concerted effort to market to Volusia County, especially the eastern portion that is a major tourism destination.

Our marketing efforts include but are not limited to:

- the Internet via our own web site, as well as additional promotions through Google
- Print materials that include flyers, cards, calendars and other related promotional items;
- Advertising in the local medias, both print and radio
- Rack cards distributed in key visitor areas throughout Volusia County
- Personal visits to east Volusia hotels
- Email contact to over 2000 bona fide email addresses compiled since the inception of the business.
- The use of "Groupons" and coupon books
- Signage
- Sponsorships of local events

The following is a more detailed sample of our advertising efforts;

1. Ads in Observer Newspaper
2. Street Sign & River Cruise & Dinner Street Sign.
3. Coupon participation in Small Pond coupon book that was delivered to surrounding cities along with phone book.
4. Coupons in Best Community Value book that was mailed to cities in surrounding area.
5. Rack Cards advertising River Cruise & Dinner, Dolphin View Restaurant and Pastime Princess Deep Sea Fishing distributed throughout Volusia County in hotels and businesses.
6. River Cruises themselves advertise restaurant and visa versa.
7. Web Site for Pastime Princess also has ads for River Cruises & Restaurant
8. Web Site for Dolphin View and River Cruise & Dinners,.
9. WSBB radio ads to promote Restaurant and River Cruise & Dinners
10. Extra advertising on Internet with Google.
11. Personal Customer Email list of approximately 2000 we have comprised since opening.

12. Advertisement in Daytona News Journal and Pennysaver

**TOURISM DATA
(For proposed project)**

The effect of enclosing a portion of the building with climate controlled seating is greater than one might expect. The following is an estimation to demonstrate the economic impact.

The Average Lunch cost is 10.50, the Average Dinner cost is \$12.00, the average turn for current seating is 1/day, there are 54 seats proposed for this project and Visit Florida (State's Tourism Agency) estimates average visitors arriving by car is 2.8. Estimating that these turns would occur at 3 prime days of the week conservatively for 50 weeks out of the year we can make the following projections on revenues generated, visitors and number of vehicles. This is a very conservative estimate based on the number of turns that occur and when.

MEALS					VEHICLES		
	LUNCH		DINNER				
#seats	54	54	54	54	#seats	54	54
#turns	1	2	1	2	#turns	1	2
sub total	54	108	54	108	sub total	54	108
Avg.Cost	\$10.50	\$10.50	\$12.00	\$12.00	2.8/car	19	39
sub total	\$567.00	\$1,134.00	\$648.00	\$1,296.00	#days/wk	3	3
#days/wk	3	3	3	3	cars/wk	58	116
\$'s/wk	\$1,701.00	\$3,402.00	\$1,944.00	\$3,888.00	#wks	50	50
#wks	50	50	50	50	Total cars	2893	5786
Gross sales	\$85,050.00	\$170,100.00	\$97,200.00	\$194,400.00	2 Svcs. lch. & din.	5786	11571
Sales Tax	\$5,528.25	\$11,056.50	\$6,318.00	\$12,636.00	X 2.8 P/V	16200	32400

This is a very conservative estimate, however it does demonstrate the ability of this change to bring 5000 to 11,000 vehicles to the core area as well as 16,000 to 32,000 visitors annually. With the addition of an ample supply of "cross marketing" with other core area merchants and the support of the CRA this would create a substantial anchor that would continue to generate activity well into the future.

2009 VISIT FLORIDA VISITORS STUDY

Average expenditures per person per day for visitors arriving by auto in 2009 totaled \$99.00 for domestic visitors. Down from visitor average expenditures of \$103.60 per person per day in 2008.

The average auto travel party size in 2009 was 2.6 persons, down from 2008 of 2.8 persons.

See APPENDIX "B" , " Summary of domestic Visitors to Florida, 2009"

CRA PROPOSAL

PROJECT

The construction of indoor dining space will allow year round, all weather dining at the facility located at the end of Canal Street. The space will be large enough to accommodate 54 seats that will be moved from the eastern exterior deck area and relocated in the climate controlled space, resulting in no net gain of seating, therefore requiring no additional parking. The eastern exterior deck area will remain devoid of seating to maintain the view from the climate controlled seating of the Inter Coastal Waterway (ICW) There will be a realignment of the ingress and egress for customers, as customers enter to place their orders and select whether they want to stay in the climate controlled interior or exit to the exterior where there are several areas open to the environment with views of the Inter Coastal Waterway (ICW). Included in the project is the addition of glass walls that will allow customers on the interior to have a view of the ICW as well. Of key importance is the climate controlled seating area with views and natural lighting. In addition, the open covered space on the north side of the building called the "Pavillion" will be connected to the main building via a covered walkway that may provide for future expansion.

Goal

We have the opportunity to establish an anchor on the east end of Canal Street with a minimum amount of investment that will generate prospects that will experience the downtown area as they pass through exposing them to other venues and businesses on the street. Eventually encouraging visitors to leave their car and walk the downtown area for longer periods or return at a later time for other activities. The anchor will also create a number of evening activities that will help to keep visitors in the downtown area longer. These activities include but are not limited to cruises, special events, special event dining, outdoor events, fishing and viewing the marine environment first hand.

Cost

Estimated cost for the project is based on the demolition and reconstruction of the interior space on the east side of the building. The property is owned by the Sams Family and Mr. Gary Sams serves as the Landlord.

Approvals

Mr. Richford has submitted sealed plans for the project to the City of New Smyrna Beach and has received all the necessary approvals to proceed with the project. There is no additional parking required, as there is no net gain in seats

PROJECT JUSTIFICATION

Investing in our local businesses will help to preserve the viability of our core business community, but also assist those businesses in maintaining current levels of employment, especially considering the current economic conditions. Maintaining jobs already in place is easier than creating new jobs. Appendix A lists some of the pros and cons of a proposed project of this type.

APPENDIX "B"

Summary of Domestic Visitors to Florida, 2009

Domestic Visitors to Florida, Florida Visitor Study/2009

- Florida's top origin states for domestic visitors were Georgia (11.4%), New York (9.4%), and Illinois (6.9%). Top origin states for air visitors were New York (14.7%), California (7.2%), and Illinois (6.9%), while top auto visitor origins were Georgia (21.4%), Alabama (10.5%) and South Carolina (6.0%).
- The top destination counties for all domestic visitors to Florida were Orange (29.4%), Hillsborough (7.4%), and Miami-Dade (6.6%). The top destination counties for air visitors were Orange (34.4%), Hillsborough (10.8%), and Miami-Dade (9.1%). The top destinations for auto visitors were Orange (25.0%), Okaloosa (7.2%), and Volusia (6.6%) counties. *(Note: County names are determined based on the main destination city reported by the respondents.)*
- Florida's top origin Designated Market Areas (DMAs) of domestic visitors in 2009 were New York, NY (9.4%); Atlanta, GA (7.7%); and Chicago, IL (4.1%).
- The top activities domestic visitors enjoyed while in Florida were shopping (25%), beach/waterfront activities (21%), touring/sightseeing activities (19%), and going to a theme/amusement park (14%).
- The average length of stay for domestic visitors to Florida was 5.0 nights. The majority of domestic visitors traveling via airplane prefer to stay 4-7 nights while in the state (47%), and those traveling via automobile prefer to stay 1-3 nights (47%).
- Average expenditures per person per day in 2009 totaled \$134.60 for domestic visitors. Air visitor expenditures per person per day averaged \$169.80, while auto visitor expenditures averaged \$99.00 per person per day.
- Eighty-six percent of domestic visitors came to Florida for leisure purposes. Vacationing was their primary reason for coming to Florida (37.5%). Visiting friends or relatives was the second most common reason (26.2%) followed by general business (14.5%).
- The major type of lodging used by domestic visitors was a hotel, motel or bed and breakfast (45.7%) followed by a home, apartment or condominium that wasn't theirs (37.5%), and condominium or timeshare (7.1%).
- The average travel party size in 2009 was 2.3 persons. For those arriving by air, the party size was 2.0 persons while for those that came by auto, the average was slightly higher at 2.6 persons.
- More than three quarters of domestic visitors made accommodation and transportation reservations prior to traveling to Florida. The most common reservation type for both was online.

Soulie, Claudia

From: Otte, Tony
Sent: Wednesday, May 18, 2011 4:42 PM
To: Ned Harper
Cc: Brangaccio, Pam; 'Mark'; Soulie, Claudia; GM@dolphinviewseafood.com; Steve Dennis; Chad Schilsky; Charles Belote; Doug Hodson; James Peterson; Jim Kosmas; Thomas Williams
Subject: RE: Dolphin View Restaurant

Ned, thank you very much for your valuable assistance on this project. Will see you soon when you get back! Thanks again! Tony

From: Ned Harper [mailto:HarperN@daytonastate.edu]
Sent: Wednesday, May 18, 2011 11:51 AM
To: Otte, Tony
Subject: Dolphin View Restaurant

Tony,
After reviewing additional information on the financial trend of the Dolphin View Restaurant and considering the property owner's concessions, restaurant owner's investment and potential CRA support, I think this project is a sound investment of CRA funds and will bring a very good return for the Canal Street district.

I will be out of the office due to surgery, but available before next meeting to discuss.



Ned D Harper, Director
Small Business Development Center
Daytona State College
1200 W. ISB Blvd.
Bldg. 110 Rm 222
Daytona Beach, FL 32114
386-506-4723
www.sbdccdaytona.com

=====
Please note: Florida has very broad public records laws. Most written communications to or from college employees and students are public records and available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.



City of New Smyrna Beach

August 23, 2010

To whom it may concern:

The permit (A2010-0851) for interior remodel and additional seating at Dolphin View Restaurant has been applied for by Felton Construction Inc. Permit has been approved by all appropriate departments (Building, Fire and Zoning) and now ready to be issued to contractor.

If you have any further questions please contact Building Department.

Thank you,

**Mike Knotek
Chief Building Official
City of New Smyrna Beach
Building Department
210 Sams Avenue
New Smyrna Beach, FL 32168
386-424-2139**

AGENDA ITEM SUMMARY

Department Making Request: Community Redevelopment Agency

Meeting Date June 8, 2011

Action Item Title: Professional Services Contract for Architectural Services:
Pendergast Bender

Agenda Section: Consent_____ Public Hearing_____ Special Items__x__

Summary Explanation and Background

CRA staff anticipates that there will be a number of projects in which architectural services will be needed. The first such project is the Washington Street Business District/Incubator.

In order to obtain the services of an architect for this and other projects, the CRA has been following the procedures in the Consultant's Competitive Negotiation Act (CCNA)::

- CRA staff published a Request for Qualifications (RFQ) (the ad appeared in the News Journal on November 26, 2010)
- CRA and City staff individually reviewed and evaluated the submittals. There were submittals from 12 firms.
- CRA and City staff members held a public meeting to rank the submittals and determined which firms to invite to make presentations. This meeting was held on February 11, 2011 and after reviewing the 12 submittals the following firms were invited to make presentations:
 - Burke, Hogue, and Mills (Lake Mary)
 - CPH (DeLand)
 - DJ Design (Holly Hill)
 - Godwin/Williams (Melbourne/New Smyrna Beach)
 - Pendergast/Bender (New Smyrna Beach/Key West)
 - Schweizer Waldroff (New Smyrna Beach)
- On February 23, 2011 CRA and City staff heard presentations from each of the 6 firms (30 minutes) and then asked questions (15-20 minutes). After the last presentation the group ranked the top three firms as follows:
 1. Burke, Hogue, and Mills
 2. Pendergast/Bender
 3. Schweizer Waldroff

At the regular meeting on March 3, the CRA voted to recommend the list of the top firms (the "short list") to the City Commission as recommended by staff.

The City Commission reviewed this recommendation at their March 29 meeting and then held a special meeting on April 20 to hear presentations from the top three firms listed above. The City Commission determined the short list to be as follows:

1. Pendergast/Bender
2. Burke, Hogue, and Mills
3. Schweizer Waldroff

The City Commission directed staff to negotiate a contract beginning with the number one ranked firm.

CRA staff and the CRA attorney met with Jay Pendergast and reviewed the standard Professional Services Agreement. This is the standard contract that includes items such as the rate sheet for different persons working in the firm, insurance requirements, payment procedures, etc. There is no work called for in this contract, it simply establishes the contractual relationship. Actual work to be done will be described separately in "scopes of work" to be prepared and brought forward in the future to describe projects and the cost.

The standard professional services contract is over 30 pages long and is not included in the agenda packets. It will be made available upon request.

The hourly rates proposed for this contract are as follows:

Principal Architect	\$175
Project Manager	150
Staff architect	140
CADD Technician	60
Admin Assistant	45

CRA staff discussed these rates with Assistant City Manager/Public Works Director Khalid Resheidat, who stated that these fees are typical architectural hourly rates. Mr. Pendergast said that when he is doing staff architect work, he will charge that rate; when doing Project Manager work he will charge that rate, etc. If approved, this item will be forwarded to the City Commission for final approval.

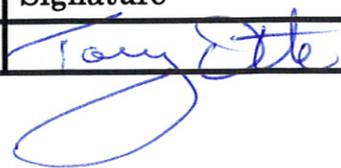
Recommended Action/Motion:

Approval.

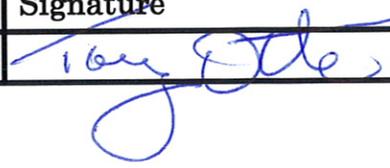
Funding Analysis: Budgeted__N/A____ If not budgeted, recommend funding account: The negotiation of a contract as recommended will not require funding. However, any work to be done by the architectural firm under the approved contract will require a separate scope of work to be approved by the CRA and funded under the budgeted line item for that particular project. (For example, the Washington Street Business Incubator Project is funded in line item 120.51.515.51502.5679.06 in the amount of \$279,000 in the current CRA budget.

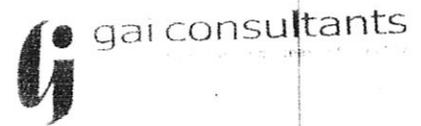
Exhibits Attached:

None

Reviewed By:	Name	Signature
CRA Director	Tony Otte	

CRA AGENDA ITEM SUMMARY

Staff Member Making Request: Michelle Martin		
Meeting Date: June 8, 2011		
Action Item Title: Mary Ave Streetscape Project – GAI Request for Additional Services		
Agenda Section: Consent <u> x </u> Public Hearing _____ Special Items _____		
Summary Explanation and Background: Staff has requested GAI to perform some additional duties for the Mary Ave Streetscape Phase I and Phase II Projects, and therefore GAI has submitted a Request for Additional Services for the following tasks: <ul style="list-style-type: none">• Prepare an additional FDOT Permit for Phase I for \$4,265. Note: The original FDOT Permit was used last year for the emergency pipe crossing across US1.• Added construction administration for Phase I for \$2,500.• Modify and complete the Phase II design for \$ 2,500. <p style="text-align: center;">Total = \$9,265</p>		
Recommendation: Approval for GAI's Request for Additional Services for \$9,265		
Funding Analysis: Budgeted _____ If not budgeted, recommend funding account: Account # 12051502-567777 The budget for this project is \$885,011, minus the contract price for construction of \$729,271, \$76,800 for construction Change Order # 2, and miscellaneous other expenses, leaves an available balance of \$34,080 in this line item. The cost of this Additional Services Request is \$9,265 which will leave a remaining account balance of \$24,815.		
Exhibits Attached: GAI Request for Additional Services dated May 23, 2011		
Reviewed By:	Name	Signature
CRA Director	Tony Otte	
Commission Action		



May 23, 2011
GAI Project No. A030027.03

Attention: Michelle Martin
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, Florida 32169

Subject: Mary Avenue and US 1 – Authorization for Additional Services
Task Name: Additional Services – FDOT Permitting, Railroad Permitting,
and Mary Avenue Construction Meetings

Dear Michelle:

The City of New Smyrna beach has requested additional services from GAI Consultants. The following is an effort in our part to identify all the work that GAI will perform in the future:

NTE Budget \$4,265

1.0 – FDOT Permitting

- 1.1 Coordinate and process the proposed FDOT Driveway Connection application for the proposed work within the FDOT Right of Way.
- 1.2 Develop an MOT plan using FDOT standard indexes for the closure of Mary Avenue at US 1.
- 1.3 Provide a plan view of the proposed work within the FDOT Right of Way. The plan will include:
 - Handicap ramps in accordance with FDOT and ADA standards.
 - Saw cut limits at the intersection of Mary Avenue and US 1.
 - Pavement section
 - Curb and gutter
- 1.4 Respond to one RFI from FDOT addressing the proposed MOT or site plan.

NTE Budget \$2,500

2.0 – FEC Railroad Permitting

- 2.1 Provide an engineer's opinion of probable cost for work within the FEC Right of Way. This includes the items not being constructed by FEC.
- 2.2 Revise the Mary Ave Phase II plans (modifying to show the sidewalk only on the north side of the roadway and meandered towards the EOP).
- 2.3 Revise the Mary Ave Phase II plans based on (1) RFI from FEC addressing the proposed site plan within the FEC right of way.

3.0 – Mary Avenue Construction Administration Meetings

NTE Budget \$2,500

Note: This scope is not intended to be all inclusive. This scope of services/ fee proposal is for general support services, as needed/requested for various construction administration support. GAI will proceed on an hourly basis, as needed/as directed according to our standard rates (attached).

3.1 Attend (4) bi-weekly team meetings for 1 hour providing assistance with civil related items.

4.0 – Exclusions

The following items are not included in this scope of work but can be provided upon request as additional services

- π Attend a pre application meeting with FEC to discuss the proposed right of way permit.
- π Additional meetings
- π Additional permits not noted above

Please review the enclosed request for Authorization for Additional Services Form for the above referenced project. If this additionally proposed service is acceptable to you, please execute both forms and return one original to GAI Consultants, Inc.

Please contact our office at (407) 423-8398, if you have any questions or require additional information.

Sincerely,

GAI Consultants, Inc.



Keith S. Haugdahl, P.E.
Assistant Project Manager

Authorization for Additional Services

To:	Date: May 23, 2011
City of New Smyrna Beach	Project No.: A030027.03
210 Sams Avenue	Task No.:
New Smyrna Beach, Florida 32169	Project: Mary Avenue and US 1
	FDOT Permitting, FEC Permitting, and Mary Avenue Construction Administration Meetings
Attn: Michelle Martin	

We hereby propose to do the following work:

Scope of Service included in the attached letter itemizing revisions.

Fees for the above will be billed as follows:

On an Hourly basis, up to a Not-to-Exceed amount of \$9,265

This authorization is bound by the general terms and conditions of the original agreement.

GAI CONSULTANTS, INC.

Approved and Accepted:

By: _____

Keith Haugdahl
Keith S. Haugdahl, P.E.
Assistant Project Manager

By: _____

Signature: _____

Date: _____

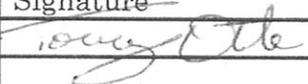
May 23, 2011

Print: _____

Date: _____

Please return one original signed copy to GAI Consultants, Inc.

AGENDA ITEM SUMMARY

Department Making Request: CRA Department		
Meeting Date: June 14, 2011	1 st Reading:	2 nd Reading:
Action Item Title: Orange St Streetscape and Parking Lot Improvements Project – GAI Request for Additional Services		
Agenda Section: Consent <input checked="" type="checkbox"/> Public Hearing _____ Special Items _____		
Summary Explanation and Background: Staff has requested GAI to perform some additional construction administration duties for the Orange St Streetscape and Parking Lot Improvements Project, and therefore GAI has submitted a Request for Additional Services for this task for \$1,000.		
Recommended Action/Motion: Approval for GAI's Request for Additional Services for \$1,000		
Funding Analysis: Budgeted <input checked="" type="checkbox"/> If not budgeted, recommended 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, minus the price for C.O. # 3 \$18,226.20, and miscellaneous other expenses, leaves an available balance of \$74,525.75 in this line item. The cost of this Additional Services Request is \$1,000 which will leave a remaining account balance of \$73,525.75.		
Exhibits Attached: GAI Request for Additional Services dated May 23, 2011		
Reviewed By:	Name	Signature
Department Director:	Tony Otte	
Finance Director	Althea Philord Bradley	
City Manager	Pam Brangaccio	
City Attorney	Frank Gummey	
Commission Action:		



May 23, 2011
GAI Project No. A040128.00

Attention: Michelle Martin
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, Florida 32169

Subject: Orange Street – Authorization for Additional Services
Task Name: Additional Services – Orange Street Construction Administration Services

Dear Michelle:

The City of New Smyrna beach has requested additional services from GAI Consultants. The following is an effort in our part to identify all the work that GAI will perform in the future:

1.0 – Orange Street Construction Administration **NTE Budget \$1,000**

Note: This scope is not intended to be all inclusive. This scope of services/ fee proposal is for general support services, as needed/requested for various construction administration support. GAI will proceed on an hourly basis, as needed/as directed according to our standard rates (attached).

- 1.1 Coordinate civil related testing services.
- 1.2 Provide up to (2) site visits required for certification to regulatory agencies.

Please review the enclosed request for Authorization for Additional Services Form for the above referenced project. If this additionally proposed service is acceptable to you, please execute both forms and return one original to GAI Consultants, Inc.

Please contact our office at (407) 423-8398, if you have any questions or require additional information.

Sincerely,

GAI Consultants, Inc.

Keith S. Haugdahl, P.E.
Assistant Project Manager

Authorization for Additional Services

To:	Date: May 23, 2011
City of New Smyrna Beach	Project No.: A040128.00
210 Sams Avenue	Task No.:
New Smyrna Beach, Florida 32169	Project: Orange Street
	Orange Street Construction Administration
Attn: Michelle Martin	

We hereby propose to do the following work:

Scope of Service included in the attached letter itemizing revisions.

Fees for the above will be billed as follows:

On an Hourly basis, up to a Not-to-Exceed amount of \$1,000

This authorization is bound by the general terms and conditions of the original agreement.

GAI CONSULTANTS, INC.

Approved and Accepted:

Keith Haugdahl

By: _____

By:

Keith S. Haugdahl, P.E.
Assistant Project Manager

Signature: _____

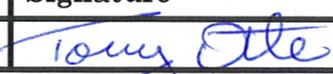
Date: May 23, 2011

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Date: _____

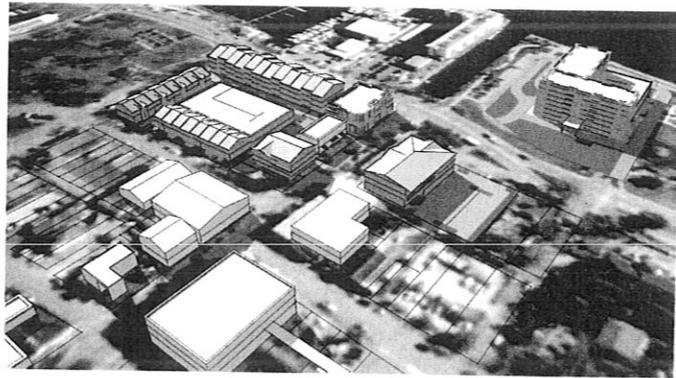
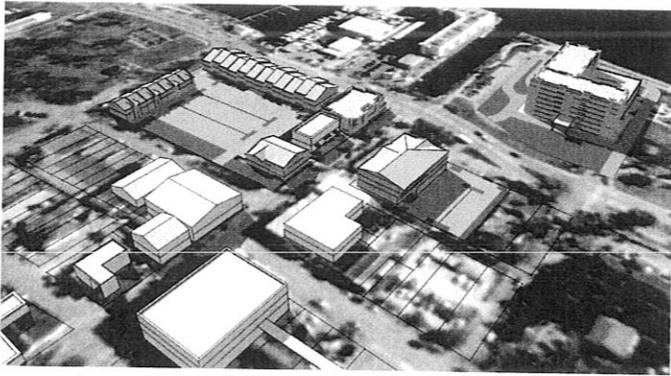
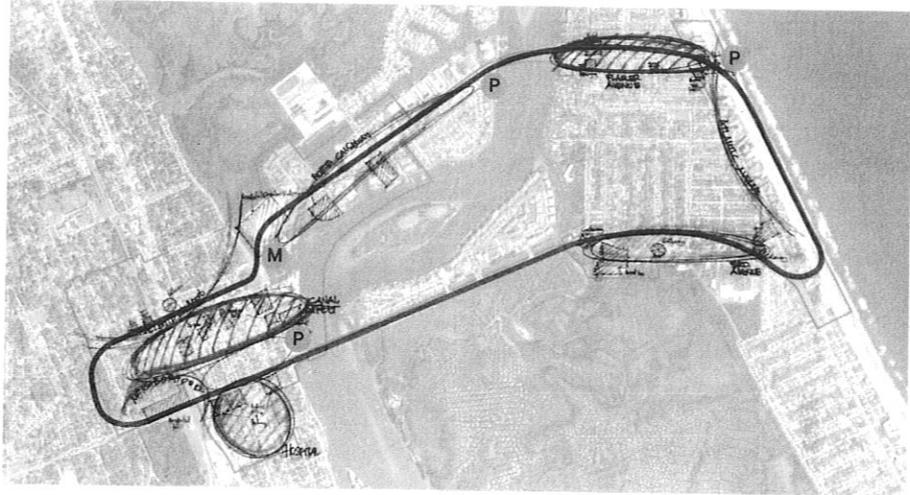
Please return one original signed copy to GAI Consultants, Inc.

CRA AGENDA ITEM SUMMARY

Staff Member Making Request Tony Otte		
Meeting Date: June 8, 2011		
Action Item Title Report on the Preparation of the CRA Strategic Marketing Plan		
Agenda Section: Consent _____ Public Hearing _____ Special Items <u> x </u>		
Summary Explanation and Background		
<p>Holly Smith, the consultant who is preparing the CRA Strategic Marketing Plan, will give a progress report. Ms. Smith will also provide a report at the July 6 CRA meeting, and the July 27, 2011 City Commission Budget meeting (8 am – noon at the Brannon Center.)</p> <p>Surveys have been collected at several events covering different area of the CRA:</p> <ul style="list-style-type: none"> • The Farmer's Market • A Historic Westside community meeting • A restaurant on Third Ave • A "wine stop" during the Wine Walk (Flagler Ave) on Memorial Day weekend <p>The survey information will be reviewed by a focus group that will meet several times to develop marketing information for the NSB Waterfront Loop, the approved name to be used in the branding of the CRA. This effort follows the recommendation on p. 49 of the CRA Master Plan Update for "branding the District."</p>		
Recommended Action/Motion:		
None at this time.		
Funding Analysis: Budgeted <u> x </u> If not budgeted, recommend funding account: The preparation of the CRA Strategic Marketing plan is funded in budget line items 120.51502.531099, Other Professional Service, and 51502.548001, Promotional Expense.		
Exhibits Attached:		
<ol style="list-style-type: none"> 1. A copy of P. 49 of the CRA Master Plan Update re "Branding the District." 2. A copy of the survey that was used is attached. 		
Reviewed By:	Name	Signature
CRA Director	Tony Otte	
Commission Action		
		

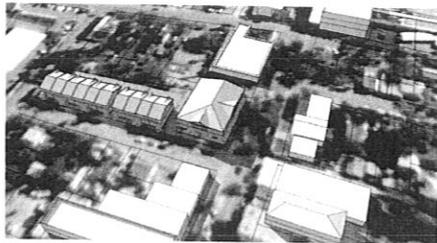
Branding the District

The "circle" is a geography of significant streets (driven by bridges and historic Main Streets) which links all of the character places within the CRA. The "circle" could be marketed as a place for shopping, festivals and events, such as road races and cycling exhibitions. The "circle" can also be reinforced through consistent district wayfinding, pedestrian treatments and landscape.



Redevelopment Example : Volusia County Site, Brannon Center, Bellsouth Site

Canal Street and Riverside Drive is a significant 'Main & Main' intersection for the downtown. The properties at this location have aging buildings that are not particularly active on the ground floor, or contributing towards the goal of increased residential. The above diagrams illustrate mixed use development opportunity on all 3 sites. The county site could accommodate new county buildings and maintain the historic Chamber of Commerce while incorporating retail and residential. The Brannon Center could be rebuilt as a waterfront hotel with publicly available meeting space.



'Pennysaver' site

This property, if combined with the adjacent public parking lot could easily accommodate new mixed use development. Incentives and Design Standards would assist in guiding this opportunity.



We want to hear what you think.
Thank you for your willingness to take this five-minute survey.

1. Which of the following best describes you?

- I work in the CRA of New Smyrna Beach
- I am a business owner in New Smyrna Beach
- I live in New Smyrna Beach or Southeast Volusia County
- I live elsewhere in Volusia County
- I am a visitor/tourist and my zip code is _____
- I am affiliated with local government

2. Have you heard of the *NSB Waterfront Loop*?

- Yes
- No

If "yes," please briefly describe what it is. _____

For the remaining questions, please focus your answers on these four areas: Canal Street, the North Causeway, Flagler Avenue and Third Avenue collectively.

3. Think about your favorite **experiences** in these four areas. What three adjectives immediately come to mind?

4. What are the top three **unique** characteristics of these four areas?

5. If you were going to describe the "**personality**" of these four areas collectively, what words come to mind? (Shy, outgoing, reserved, vivacious, charming, classy, down-to-earth, friendly, etc.)

6. How would you describe the **atmosphere** or emotional **feelings** that you experience living in, working in, or visiting these four areas of New Smyrna Beach?

Please continue on back...

7. Imagine a stranger walks up to you and says he is considering moving his family to New Smyrna Beach. He asks your opinion on how you'd like the community – especially these four areas – to “look” **in five years**. What would you tell him?

8. In your opinion, what are **the best things** about these four areas that attract local and out-of-town visitors?

9. What do people who have never been here before say about New Smyrna Beach?

10. How do you keep up-to-date with what's happening in New Smyrna Beach? Please place an “x” in the box that indicates how often you use each information source.

	Never	Rarely	Sometimes	Always
Local Newspaper (paper edition)				
Television				
Radio				
Websites (including on-line news)				
Social Media				
Word of Mouth				
Other				

11. Which “printed” newspapers, TV stations, radio stations, websites, etc. do you rely on most for information?

Thank you for sharing your thoughts with the New Smyrna Beach Community Redevelopment Agency.

REPORTS AND COMMUNICATIONS

CRA DIRECTOR'S REPORT

June 8, 2011

Announcements

- The City Commission is not scheduled to hold any regular meetings in July. Budget meetings are scheduled for June 22 and July 27.
- Westside Community Meeting: Monday, June 27, 6:15 pm, Babe James Center.
- The Florida Redevelopment Association Annual Conference will be held from October 19-21 at the Hilton Orlando. CRA staff will ask during the presentation of the Director's Report which CRA Commissioners are interested in attending so that reservations can be made.

City Commission Items

- May 24 City Commission meeting:
 - AOB site: The City Commission rejected the only proposal received for the AOB site. The rejection was based on several factors, including:
 - The budget for the project included a line item for the cost of the property: \$500,000. This seems quite low given that last year the Feager's Marine site, which is smaller than the AOB site (4 acres v. 5 acres) reportedly sold for \$2 million.
 - The proposal did not include a hotel. It mentioned that a hotel may be built on site in the future.

The City Manager noted that this is not a "fire sale" and that through this process the City learned that there is an interest in the property; but before going back out for proposals, staff will complete a number of tasks, including:

- Having a survey of the 5 acre site prepared
 - Researching the title of the submerged lands
 - Researching the site for contamination
 - Researching the site for buried rubble
 - Vacating the platted street right of way that is currently on the property
 - Researching the feasibility of moving, enhancing, or removing the present docks.
- Parker Mynchenberg contract for engineering services for Esther St park approved, \$107,270.
 - Resolutions 12-11 and 22-11 approved for wayfinding sign locations and signage criteria.
 - Approval of a design for "gateway features" for SR 44 at I-95, and SR 44 at W Canal St (the triangle), and approval of a contract for construction drawings for the projects.
 - Approval of a commercial real estate firm to sell selected city properties: Harkins Commercial of Sanford.
 - Direction to staff to re-issue the residential real estate RFP.
 - Re-appointment of CRA members Jim Kosmas, Jamie Peterson, and Tom Williams for four year terms.

- May 10 City Commission meeting
 - Approval of Change Order number 3 for Orange Street Streetscape Project in the amount of \$18,226.20.
 - Approval of extension of project completion date for the Mary Ave Streetscape.
 - Annexation of 41.45 acres at the NE corner of SR 44 and Colony Park Rd.
 - Appointment of Melissa Latty to the CRA to fill a term that expires June 11, 2014.
 - Appointment of James Kosmas as Chairman and James Peterson as Vice-Chairman of the CRA.
 - Approval of a CRA grants for “That’s Amore’

Work Priorities

- Form Based Code – the consulting firm has conducted several public meetings and is preparing a draft document. The draft should be forthcoming in the next few weeks and then will be the subject of another public meeting to review it. The focus of this effort is to revise the Land Development Code for the Canal St area to make it easier to develop in the historic area by providing flexibility in setbacks, building heights, and other site plan requirements.
- South Orange St Streetscape – work continues ahead of schedule with estimated completion in August. Staff is adding one crepe myrtle tree to the project at the request of residents.
- Mary Ave Streetscape – work continues on schedule with estimated completion at the end of the calendar year.
- Funding for the railroad crossing at Mary Ave from the TPO is still being sought by CRA and City staff. The City’s application for funds submitted last year was highly ranked, 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. Staff has prepared a schedule to have the airport and the airport industrial park designated as a brownfield site at the June 28 City Commission meeting.

In addition, the survey of potential Brownfield sites is underway.
- Construction projects in design or in the bidding phase: 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). A sign has been provided by a sub-consultant on this project (David Dacar) and it has been installed in the NW corner of the parking area. The names of the City and CRA Commissioners are on the sign.

- 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 and has included a funding allocation in the proposed budget for this purpose..
- Maintenance – staff is reviewing the maintenance at CRA parking lots.
- Parking:
 - The City Commission selected parking on Flagler Ave as one of their top ten priorities for calendar year 2011. CRA staff (planner Kevin Jameson) is working on the study utilizing base data collected by AECOM for the CRA Master Plan Update.
 - CRA staff has discussed changing the signs at the Coronado Civic Center. At present there are four signs that warn motorists that the parking area is to be used for civic center parking only. CRA staff has requested that these signs be removed and that persons renting the civic center be instructed to set out sawhorses that have the same message, thus reserving the civic center parking only when there is an event. When there is not an event, the lot is intended to be open for public parking.



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



Status Report of CRA Construction Projects

June 3, 2011

South Orange St Streetscape and Downing St Parking Lot Improvements Project

This project consists of the following improvements:

- Complete reconstruction of the stormwater system
- Complete reconstruction of the roadway with nested on-street parking, new 5FT sidewalks, hardscape, landscaping, and irrigation from Lytle Avenue to Downing Street
- Milling and resurfacing roadway from Downing Street to Canal Street
- Decorative streetlights from Lytle Avenue to Canal Street
- Improvements to the Downing Street Parking Lot, including paving, stormwater, streetlights, landscaping, and irrigation

Progress to date:

This project is nearing completion, ahead of schedule, and within budget

- Reconstruction of the stormwater system is complete
- Decorative streetlights are complete
- Reconstruction of the roadway is complete
- Improvements to the Downing Street Parking Lot are complete
- Paving is complete
- Landscaping is 95% complete

Items Remaining to be Installed:

- Miscellaneous Change Order items
- Striping and Signing
- Remainder of Landscaping

Mary Ave Streetscape Project – N Myrtle Avenue to US1:

This project consists of the following improvements:

- Complete reconstruction of the roadway with curb and gutter and nested on-street parking, 4FT sidewalk on the south side and 8FT multi-use trail on the north side, landscaping, and irrigation
- Complete reconstruction of the stormwater system
- Decorative streetlights
- Improvements through the Florida East Coast Railway (FECR) right-of-way will be constructed in a separate phase of work

Progress to date:

This project got off to a slow start due to utility conflicts, but is nearing the first milestone with the reconstruction of the stormwater system. The contract time was extended by 118 days (12/3/10 to 3/31/11), and the new estimated date of completion will be 11/7/11.

- Reconstruction of the stormwater system is now 95% complete

Washington St Streetscape – N Myrtle Ave to US1:

This project is currently in design, which is expected to be complete by mid September 2011.

Esther St Park Improvements Project:

This project is being designed and will be constructed in 3 phases including reconstructing the seawall, stormwater improvements to the area, and new park facility.

Progress:

- The stormwater features are in design and an FDEP 319h Grant has been submitted for
- The seawall is currently in design, and is expected to be complete in the next few weeks. Also the FDEP permit has been submitted.

Riverside Park Improvements Project:

This project is being designed and will be constructed in 2 phases including reconstructing the seawall and wooden boardwalk, and replacing the park lighting

Progress:

- The seawall and boardwalk design is complete, and a FIND Grant has been submitted for
- The park lighting is currently in design, and is expected to be complete in the next few weeks

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD

06/03/2011 12:36
csoulie

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

PG 1
glytbdud

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

ACCOUNT	DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
120 .51.515.51502.511001.	EXECUTIVE SALARY	85,010.00	60,187.49	0.00	24,822.51	70.8%
120 .51.515.51502.512001.	REGULAR SALARY	162,989.00	114,941.52	0.00	48,047.48	70.5%
120 .51.515.51502.514001.	REGULAR OVERTIME	2,000.00	4,425.17	0.00	-2,425.17	221.3%*
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	13,354.85	0.00	5,617.15	70.4%
120 .51.515.51502.522001.	FRS RETIREMENT	3,242.00	3,822.98	0.00	-580.98	117.9%*
120 .51.515.51502.522003.	DC PLAN	17,433.00	11,050.34	0.00	6,382.66	63.4%
120 .51.515.51502.523002.	FLORIDA HEALTH CARE	22,233.00	21,803.86	0.00	429.14	98.1%
120 .51.515.51502.523004.	BCBS INSURANCE	11,633.00	4,189.02	0.00	7,443.98	36.0%
120 .51.515.51502.523008.	MET LIFE DENTAL	1,720.00	1,124.79	0.00	595.21	65.4%
120 .51.515.51502.523009.	MUTUAL OF OMAHA	1,818.00	1,208.36	0.00	609.64	66.5%
120 .51.515.51502.524001.	WC	4,513.00	2,482.12	0.00	2,030.88	55.0%
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	24,075.68	0.00	29,674.32	44.8%
120 .51.515.51502.531001.	PHYSICALS	0.00	0.00	100.00	-100.00	100.0%*
120 .51.515.51502.531012.	LEGAL	50,000.00	17,560.25	32,439.75	0.00	100.0%
120 .51.515.51502.531016.	CONSULTANT PROGRAM	591,920.00	86,649.35	95,688.80	409,581.85	30.8%
120 .51.515.51502.531023.	SURVEYS	15,000.00	0.00	0.00	15,000.00	.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%

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD

06/03/2011 12:36
csoulie

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

PG 2
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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

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
120 .51.515.51502.531099.	OTHER PROFESSIONAL SERVICE		53,000.00	1,575.00	300.00	51,125.00	3.5%
120 .51.515.51502.532001.	AUDIT	25,000.00	14,446.00	11,569.40	0.00	2,876.60	80.1%
120 .51.515.51502.534001.	EXTERMINATE SERVICE	0.00	500.00	204.36	95.64	200.00	60.0%
120 .51.515.51502.534018.	PROPERTY MAINTENANCE	500.00	55,000.00	7,300.99	495.83	47,203.18	14.2%
120 .51.515.51502.540005.	TRAVEL	0.00	4,000.00	1,903.77	0.00	2,096.23	47.6%
120 .51.515.51502.540099.	OTHER TRAVEL	0.00	500.00	156.95	0.00	343.05	31.4%
120 .51.515.51502.541001.	PHONE CHARGES	0.00	2,000.00	514.23	0.00	1,485.77	25.7%
120 .51.515.51502.541003.	MOBILE PHONE CHARGES	0.00	3,336.00	1,122.04	0.00	2,213.96	33.6%
POSTAGE		250.00	250.00	0.00	0.00	250.00	.0%
SHIPPING/HANDLING		350.00	350.00	28.94	146.06	175.00	50.0%
120 .51.515.51502.543001.	ELECTRIC AND WATER	0.00	70,000.00	61,096.58	0.00	8,903.42	87.3%
120 .51.515.51502.545001.	LIABILITY INSURANCE	0.00	7,804.00	5,058.67	0.00	2,745.33	64.8%
120 .51.515.51502.545002.	AUTO AND PROPERTY INSURANCE	0.00	4,654.00	2,749.85	0.00	1,904.15	59.1%
120 .51.515.51502.546001.	ANNUAL MAINT CONTRACT	0.00	1,000.00	970.46	579.54	-550.00	155.0%*
120 .51.515.51502.546308.	OUTSIDE REPAIRS	0.00	500.00	2,830.73	0.00	-2,330.73	566.1%*
120 .51.515.51502.546341.	R & M OFFICE EQUIPMENT	0.00	500.00	0.00	0.00	500.00	.0%
120 .51.515.51502.546350.	FLEET MAINTENANCE BILLINGS	0.00	7,630.00	4,719.02	0.00	2,910.98	61.8%
120 .51.515.51502.546399.	R & M EQUIPMENT	0.00	500.00	61.02	0.00	438.98	12.2%
120 .51.515.51502.546401.	REPAIR & MAINT-OTHER	0.00	20,500.00	10,388.73	700.00	9,411.27	54.1%
120 .51.515.51502.546412.	SIGNAL MAINTENANCE-FEC	0.00	7,865.00	1,300.00	0.00	6,565.00	16.5%
120 .51.515.51502.546429.	R & M -STREET LIGHT POLES	0.00	20,000.00	6,824.03	0.00	13,175.97	34.1%
120 .51.515.51502.546430.	R&M-STREET MAINTENANCE	30,600.00	45,600.00	16,581.34	19,571.96	9,446.70	79.3%

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD

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

PG 3
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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
120 .51.515.51502.547099. OTHER PRINT & BINDING	1,293.00	290.00	417.00	79.2%
120 .51.515.51502.548001. PROMOTIONAL EXPENSE	10,005.24	6,481.52	283,452.70	5.5%
120 .51.515.51502.549001. NEWS ADS	4,431.44	130.06	4,438.50	50.7%
120 .51.515.51502.549099. OTHER CURR CHGS	11,692.88	14.50	4,238.16	73.4%
120 .51.515.51502.551001. OFFICE SUPPLY	1,702.73	1,805.76	141.51	96.1%
120 .51.515.51502.551005. OFFICE SMALL MACHINE & EQUP	865.22	0.00	1,134.78	43.3%
120 .51.515.51502.552001. GAS/OIL	3,140.26	0.00	3,283.74	48.9%
120 .51.515.51502.552004. UNIFORMS	0.00	0.00	500.00	.0%
120 .51.515.51502.552064. PROPERTY MAINTENANCE SUPPLIES	3,383.20	7,075.72	24,541.08	29.9%
120 .51.515.51502.552099. OTHER OPER SUPPLIES	4,063.06	0.00	2,076.94	66.2%
120 .51.515.51502.554001. MEMBERSHIPS	10,070.00	0.00	5,430.00	65.0%
120 .51.515.51502.554002. REF MAT	127.85	0.00	-127.85	100.0%*
120 .51.515.51502.554003. SUBSCR	0.00	0.00	300.00	.0%
120 .51.515.51502.554004. SEMINAR/CONF REGISTRATION	2,307.50	0.00	2,692.50	46.2%
120 .51.515.51502.559002. O/H OPERATING EXPENSE	103,132.75	0.00	73,666.25	58.3%
120 .51.515.51502.567758. ESTHER STREET PROJECT	41,160.00	114,250.00	709,340.00	18.0%
120 .51.515.51502.567776. WEST CANAL STREETScape	225,581.36	22,908.83	291,535.69	46.0%
120 .51.515.51502.567777. MARY AVENUE STREETScape	122,850.92	728,079.52	34,080.88	96.1%
120 .51.515.51502.567778. FLAGLER AVENUE BOARDWALK	123,345.50	80,455.91	342,367.59	37.3%
120 .51.515.51502.567779. SOUTH ORANGE AVENUE	598,026.18	255,879.77	74,525.75	92.0%
120 .51.515.51502.567781. WASHINGTON STREET IMPROVEMENT	49,820.00	76,180.00	793,550.00	13.7%
120 .51.515.51502.567782. MYRTLE AVE PROJECT	757.85	0.00	464,242.15	.2%
465,000.00	0.00			

MUNIS FINANCIAL MANAGEMENT SOLUTIONS

WELCOME TO THE NEIGHBORHOOD

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

PG 4
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FOR 2011 13

ACCOUNTS FOR: 120 COMMUNITY REDEVELOPMENT AGENCY ORIGINAL APPROP TRAFERS/ADJSTMS REVISED BUDGET

	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
120 .51.515.51502.567787. PUBLIC ART	0.00	0.00	13,600.00	.0%
120 .51.515.51502.567788. FLAGER DUNES PARKING/LEASE IM	68,000.00	0.00	0.00	100.0%
120 .51.515.51502.567842. CHAMBER RESTORATION PROJECT	237,447.01	188,960.12	-23,275.65	105.8%*
120 .51.515.51502.567885. DUNN LAND ACQUISITION	34,466.29	0.00	30,533.71	53.0%
120 .51.515.51502.567895. RIVERSIDE PARK UPGRADES	28,945.00	65,620.00	651,300.00	12.7%
120 .51.515.51502.567906. WASHINGTON STREET BUSINESS IN	0.00	0.00	279,000.00	.0%
120 .51.515.51502.567908. GATEWAY LANDSCAPING & BEAUTIF	0.00	0.00	60,450.00	.0%
120 .51.515.51502.567909. WAYFINDING AND SIGNAGE	38,650.00	10,000.00	230,350.00	17.4%
120 .51.515.51502.583001. FACADE IMPROVEMENTS	39,411.79	58,482.63	92,105.58	51.5%
120 .51.515.51502.583002. IMPACT FEES- GRANTS/AID	4,488.47	3,628.58	60,882.95	11.8%
120 .51.515.51502.583003. DEVELOPMENT ASSISTANCE & INC	0.00	0.00	1,379,533.00	.0%
120 .51.515.51502.583004. REVITALIZATION GRANT	12,065.89	9,500.00	68,434.11	24.0%
120 .51.515.51502.583006. OTHER GRANTS AND AIDS	48,543.39	51,747.77	957.84	99.1%
TOTAL COMMUNITY REDEVELOPMENT	2,339,506.67	1,831,608.27	6,858,417.44	37.8%
TOTAL COMMUNITY REDEVELOPMENT	2,339,506.67	1,831,608.27	6,858,417.44	37.8%
TOTAL EXPENSES	2,339,506.67	1,831,608.27	6,858,417.44	37.8%

CITY OF NEW SMYRNA BEACH
Community Redevelopment Agency

Revised 05/25/11

	<u>Term</u>	<u>Appointed</u>	<u>Expires</u>
Melissa G. Latty 106 North Peninsula Avenue New Smyrna Beach, FL 32169 Phone: Office: (407) 644-4440; (407) 256-5523 *Vice: Charles Belote	4 yrs	5-10-11	6-11-2014
Douglas D. Hodson P. O. Box 1345 708 Faulkner Street New Smyrna Beach, Florida 32170 Phone: Home - 235-3865 Third Term	4 yrs	6-10-08	6-11-2012
John Michael Kinney 201 Canova Drive New Smyrna Beach, Florida 32169 Phone: Home - 233-0171; Office (386) 402-7880 *Vice: Steve Dennis	4 yrs	4-29-11	6-11-2013
James M. Kosmas 111 Live Oak Street New Smyrna Beach, FL 32168 Phone: Home - 428-0055 Fourth Term	4 yrs	5-24-11	6-11-2015
James C. Peterson 418 Canal Street, NSB, FL 32168 (Office) Phone: Home (386) 428-2464 Home Address: 472 Old Mission Road New Smyrna Beach, FL 32168 (386) 314-9381 (H) First Full Term	4 yrs	5-24-11	6-11-2015
Chad Michael Schilsky 103 South Pine Street New Smyrna Beach, FL 32169 Phone: Home (386)527-6747; Office (386) 957-4956 *Vice: Linda DeBorde	*	9-14-10	6-11-2014
Thomas C. Williams 206 Live Oak Street New Smyrna Beach, FL 32168 (386) 478-1208 (home) (386) 427-8431 Second Term	4 yrs	5-24-11	6-11-2015

***Vice: prep**
instead of; as a substitute for
[from Latin, ablative of *vicis* change]

Melissa Latty filled the unexpired term of former Chair Charles Belote.
Chad Schilsky filled the unexpired term of Linda DeBorde.
John Kinney filled the unexpired term of former Vice Chair Steve Dennis