

**MINUTES OF THE
COMMUNITY REDEVELOPMENT AGENCY
MEETING OF FEBRUARY 6th, 2008
DEBERRY ROOM 3RD FLOOR
200 CANAL STREET
NEW SMYRNA BEACH, FLORIDA**

Chairperson Linda DeBorde called the February 6th, 2008 meeting to order at 2:50 p.m.

**Answering to roll call:
Linda DeBorde, Chairperson
Steve Dennis, Vice Chair
Douglas Hodson
Cynthia Lybrand
James Kosmas
Charles Belote**

Also present were Mark Rakowski, Interim CRA Director; Kevin Fall, CRA Project Manager; Noeleen Foster, CRA Coordinator; Mark Hall, CRA Attorney; and Claudia Soulie, CRA Board Secretary. Thomas Williams, CRA Commissioner, was absent.

CONSENT AGENDA

Mr. Hodson made the motion to approve the minutes of January 9, 2008 CRA Board meeting as written; seconded by Mr. Dennis. The motion carried on roll call vote 6 – 0.

PUBLIC PARTICIPATION

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

Ms. Flare Elliott, 421 Canal Street, thanked the Board for the \$15,000 - 2007 promotional grant for the Canal Street Merchant's Association. She summarized what the grant was used for, including updating of the Canal Street Historic District Map, a full page ad in the Daytona Beach Museum of Arts and Sciences Magazine and funding for two (2) local events. Ms. Elliott informed the Board that she was working with their new treasurer and a report containing all invoices would be forthcoming for the CRA records. Ms. Elliott continued by thanking the Board for their patience in regards to the FEC lease.

OLD BUSINESS

A. W. CANAL STREETScape – MYRTLE AVENUE PARK IMPROVEMENTS

Mr. Fall stated that City staff met with representatives from the ThadCon project team, the Atlantic Center for Arts and local artists to discuss their proposed improvements for the Myrtle Avenue Park. Those concepts included incorporation of two (2) replica coquina arches to define the entrances at the east and the west end of the park creating an additional pedestrian entrance along Canal Street, a small seating area, interior park lights and a wooden fence with pedestals, which then could be used to display artwork by local artist and schoolchildren. A budget of \$30,000 for these enhancements was included in the West Canal Streetscape bid. A consensus was reached at the meeting that minimal improvements should be made to the park at this time and to look at redesigning the park as a whole later.

Mr. Fall asked the Board for a recommendation to continue working with the “Myrtle Avenue Park Improvement Team” in regards to the proposed improvements and to pursue a Request for Proposal (RFP) for design concepts for this park.

There was a brief discussion between staff and the Board in regards to the proposed improvements.

Mr. Dennis made the motion to accept staff’s recommendation to move forward with the coordination efforts for Myrtle Avenue Park improvements; seconded by Ms. Lybrand. The motion carried on roll call vote 6 – 0.

NEW BUSINESS

A. FLAGLER BOARDWALK – SURFBOARD MEMORIAL

Mr. Fall reported that the Surfari Club, Inc. requested a financial contribution from the CRA in the amount of \$5,900.00 for the surfboard monument at the Flagler Boardwalk. The total cost was estimated at \$13,000. The work would include curbing and landscaping around the monument as well as re-furbishing the existing base.

The Board and staff discussed landscaping choices pertaining to maintenance and logistics, curbing and keeping the monument safe from use by skateboarders while still allowing for picture taking by pedestrians. Mike Martin, who was present on behalf of the Surfari Club, Inc. outlined their design plans.

Mr. Fall stated that the proposed design needed to go through the City’s review process before it could be brought before the CRA Board for possible funding. He continued that funding was available from the Public Art account within the adopted FY2008 CRA budget and recommended approval of appropriation in the amount of \$5,900 for CRA participation in the renovation of the Surfboard Memorial

Ms. Lybrand made the motion to have staff bring this item back before the Board for review once the re-design had been finalized; seconded by Mr. Belote. The motion carried on roll call vote 6 – 0.

B. RESIDENTIAL PROPERTY IMPROVEMENT GRANT APPLICATION – 612 DOWNING STREET

Mr. Fall informed the Board that this property scored only twelve (12) out of fourteen (14) required evaluation points due to not using historically accurate or reproduction materials to install the proposed concrete driveway.

Staff recommended the CRA Board not approve funding for this Residential Grant application.

Mr. Dennis made the motion to accept staff's recommendation to deny funding of the 612 Downing Street Residential Grant application; seconded by Mr. Hodson. The motion carried on roll call vote 6 – 0.

Ms. DeBorde reported that she received a letter on February 6th, 2008 from Nancy Loudon, Atlantic Center for Arts (ACA), asking the CRA to make the \$5,000 patron art purchase again this year. There seemed to have been some confusion from the requestor's side as to when such a letter of request should be submitted to the CRA.

The Board discussed requiring timely communication between the requestor and the CRA as well as the CRA not being listed as a sponsor for this event and came to the consensus that any request for financial support should be submitted to the CRA at budget time.

Mr. Fall will draft a letter stating such for Ms. DeBorde to sign.

Ms. DeBorde brought back the Esther Street Project subject that had been discussed at the CRA workshop. Mr. Rakowski asked the Board's permission to read a draft of a possible motion:

Approve the \$395,000 for the Esther Street Project contingent upon 1) the CRA be kept informed on all activities on this project and 2) the City Commission pays the funds back to the CRA trust should the Florida Legislature fund the City's request for the funds through the Community Budget Issue Request.

The Board wanted to clarify that the funds reimbursement would be done within the same fiscal year, and to leave the funding reimbursement source unspecified (see amended motion below).

Mr. Dennis made the motion to approve the \$395,000 for the Esther Street Project contingent upon 1) the CRA be kept informed on all activities on this project and 2) the City Commission pays the funds back to the CRA trust should the Florida Legislature fund the City's request for the funds through the Community Budget Issue Request or any other funds; seconded by ~~Ms. DeBorde~~ Mr. Belote. The motion carried on roll call vote 6 – 0.

Mr. Fall commented on the schedule for the Joint CRA/City Commission workshop to be held on February 18, 2008 at 5:00 pm at the Brannon Center. Mr. Fall also mentioned the

joint CRA/City Commission/Bert Fish Medical Center Workshop on March 4, 2008 at 6:00 pm in the Deberry Room.

Mr. Belote asked to be excused at 3:20 pm and Ms. DeBorde stated for the record to be reflected.

REPORTS AND COMMUNICATIONS

A. CAPITAL PROJECTS STATUS REPORT

Mr. Fall reported that staff was working with the City to ascertain the benefits and costs of the CRA maintaining its own insurance policy as opposed to piggybacking on to the City's policies in regards to the FEC Landscape Lease.

Mr. Fall continued that the lights chosen for the West Canal Streetscape were also applicable for Riverside Park and staff was waiting for the UC to install a sample light at Riverside Park and should have a proposal drafted up for the CRA to review by the March meeting.

Mr. Fall stated that the Flagler Boardwalk Request for Qualifications (RFQ) would be advertised in the Newspaper within a few days with a ninety- (90) day submittal allowance. Staff will keep the CRA Board informed and updated.

Mr. Kosmas asked for the proposed scope timeframe for the FEC project. There was some discussion that suggestions were made to use Phase I, connectivity to Canal Street, as the kick-off, which could take place within one (1) year and the larger plan within five (5) to fifteen (15) years.

Mr. Kosmas inquired about re-location of the VOTRAN bus stop on Live Oak Street. Mr. Rakowski stated that he would get more information on this matter.

Ms. DeBorde read a November 2002 newspaper article of a joint City Commission/CRA workshop, which listed the then current CRA projects. Ms. DeBorde commented that the majority of those projects had been completed and felt that the CRA was moving in the right direction in regards to project completion.

Ms. Lybrand asked if the Board would be able to review any plans for the West Canal Streetscape at the next meeting and about a proposed start date. Mr. Fall was hopeful that staff would receive design plans from the project team within one week and the proposed start date would be after Bikeweek.

B. Property Improvement Grant/ Residential Grant Status Report

None

ADJOURNMENT

Mr. Dennis made a motion to adjourn; seconded by Mr. Hodson, all agreed. Meeting adjourned at 3:35 pm.