

**MINUTES OF THE
COMMUNITY REDEVELOPMENT AGENCY
MEETING OF MARCH 5TH, 2008
DEBERRY ROOM 3RD FLOOR
200 CANAL STREET
NEW SMYRNA BEACH, FLORIDA**

Chairperson Linda DeBorde called the March 5th, 2008 meeting to order at 2:00 p.m.

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

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

CONSENT AGENDA

Mr. Dennis made the motion to approve the minutes of the February 6th, 2008 CRA Board meeting and February 6th, 2008 workshop as written; seconded by Mr. Hodson.

Ms. DeBorde requested the following change to be made to the regular meeting minutes on page 3: *Mr. Dennis made the motion...*

...seconded by ~~Ms. DeBorde~~ Mr. Belote.

Mr. Dennis amended the motion to approve the minutes of the February 6th, 2008 CRA Board meeting with the above changes and the February 6th, 2008 workshop as written; seconded by Mr. Hodson. The motion carried on roll call vote 7 – 0.

PUBLIC PARTICIPATION

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

Ms. DeBorde declared public participation closed since there was nobody present to speak.

OLD BUSINESS

A. CANAL STREET MERCHANTS GRANTS AND AID PROGRAM

Flare Elliott, Grant Coordinator and Eileen Kilday, CSHD Treasurer with the Canal Street Merchants had submitted a final financial report regarding the CRA grants and aid program funding to be added to the CRA agenda. The Board deferred this agenda item until Ms. Kilday was present (conclusion see item B. CRA Project and Prioritization Review).

B. CRA PROJECT PRIORITIZATION REVIEW

Mr. Rakowski asked the Board for their thoughts and input pertaining to the CRA project prioritization list.

Ms. DeBorde was concerned that the *Medical District Improvements* item was not “broken down”, since every Board member might have a different idea of what they envision the improvements to be.

Mr. Williams agreed to re-submit his prioritization list with more precise rankings and staff will re-evaluate the projects and re-submit the final list at the next CRA meeting.

There was a brief discussion between the Board members and staff about why projects ranked where they did, what could be the CRA’s next step after the projects have been ranked, projects that were time-sensitive and had to be addressed right away regardless of ranking and separating the projects that were proposed or in process and possibly using different fonts to distinguish the two. The Board further discussed the definition of “in process” to which Mr. Kosmas stated that in process can be defined as “funded and they’re getting our money”.

Mr. Rakowski stated that the Master Plan needed to be updated and possibly removed from the project list to be addressed individually. The Board and staff discussed ways to update this plan, be it by staff or by an outside source and a possible timeline for completion. Ms. DeBorde asked the Board Members to review the Master Plan on the City’s website to give ideas and suggestion to staff by the May meeting and for staff to research the anticipated cost for outside professional consultant services. Ms. Lybrand commented that staff needs to prepare the draft of the updated master plan and then bring in an outside professional to formalize the report. Mr. Dennis suggested staff look at different companies that specialize in creating Master Plans.

Ms. DeBorde brought back the Canal Street Historic District Grants and Aids Program discussion since Ms. Eileen Kilday; Treasurer with the Canal Street Merchants Historical District (CSHD) had arrived. Ms. Kilday thanked the Board for their support and felt that the Canal Street Merchants met the goals and objectives given to them by the CRA. The Board agreed that this was a very comprehensive report and they did not have any

additional questions. Mr. Williams stated that the activities downtown have increased and felt that this was money well spent.

C. FLAGLER AVENUE HOTEL PROPOSAL – CRA PROPERTIES

Mr. Rakowski discussed the need for comprehensive planning and ordinance work that still had to be done in regards to the proposed Flagler Avenue Hotel project and informed the CRA Board of previous Comprehensive Plan amendments from 2005, which were approved by the Volusia Growth Management Commission (VGMC) with the condition that the VGMC would not authorize future Comprehensive Plan amendments until the City completed traffic, water and sewer, and school impact studies related to previous amendments. Related to the proposal from Premiere Development Group to utilize the CRA properties on Florida Avenue within the project concept, Mr. Rakowski explained that the City had authorized a new future land use category, “hospitality” and were awaiting the State’s approval prior to applying the new category to a specific property. Mr. Rakowski suggested the CRA properties located at 207 and 215 Florida Avenue be appraised and felt that a financial planner should be consulted regarding the scenarios for disposition of the properties.

A discussion ensued among the Board members regarding the various options available to the CRA, e.g. leasing or selling the parking lots, keeping and maintaining a certain number of parking spaces, associated taxes and possibly hiring a commercial appraiser.

Mr. Hall, CRA Attorney suggested to inform the applicant, Mr. Swentor with Premier Development, that those expenditures would have to be carried by the applicant.

Mr. Kosmas stated that, in his experience of drafting real estate agreements, he came across various scenarios that ultimately led to the developer withdrawing from the project. He felt that Premier Development should present a plan to the CRA defining their needs and requirements, prior to the CRA investing any more resources, and that, subject to obtaining the CRA properties, Premiere is at the point of moving forward with the project.

Mr. Williams felt that the CRA had given their approval for the intent of the proposed hotel project however the City Commission seemed less committed in their discussion. Mr. Dennis suggested that the CRA Board defer the discussion and any more action by staff until the May CRA meeting.

Mr. Dennis made the motion to defer the Flagler Avenue Hotel Proposal until the May CRA meeting; seconded by Mr. Kosmas. Upon discussion, Mr. Kosmas noted that the CRA Board has already supported the concept of utilizing the CRA land as part of the project. The motion carried on roll call vote 7 – 0.

D. W. CANAL STREETSCAPE REPORT – UTILITIES

Noeleen Foster stated that staff and the Utilities Commission (UC) had the understanding that the UC will maintain the CRA selected streetlights for the West Canal Streetscape and add them to their inventory. This was no longer the case, since the UC decided to maintain the lights but not to stock them in their inventory. Ms. Foster continued that staff submitted plans to the UC for their review and comments, to have written documentation to avoid misinterpretation.

Ms. DeBorde inquired about the ease of ordering replacement parts for the selected streetlights. Mr. Rakowski explained that Public Works had offered to stock light parts at their facilities.

Ms. Lybrand stated that in looking at the submitted drawings she got the impression that some of the driveways did not line up with the sidewalk and questioned the proposed start date of the project. Ms. Foster stated that the UC was asking for easements. Ms. Lybrand asked if the sidewalk could be made narrower to avoid the need for easements. Ms. Lybrand requested that the Utilities Commission provide a written report of their review of the West Canal Streetscape project.

Mr. Rakowski duly noted all of the Commissioners concerns and questions and felt it would be more appropriate to defer this topic until Kevin Fall, CRA Project Manager, was present, since he was the person with the most knowledge pertaining to this project. Discussion ensued regarding the proposed schedule for the West Canal Streetscape project.

NEW BUSINESS

NONE

REPORTS AND COMMUNICATIONS

A. CAPITAL PROJECTS STATUS REPORT

Ms. DeBorde commented that the Canal Street and US 1 Landscape lease had not moved forward as anticipated, but felt that alternatives would be found pertaining to the insurance issue. A meeting has been scheduled between City staff, City Manager and FEC representatives for March.

A brief discussion ensued about what and who needed to be covered under the CRA insurance policy and if the proposed policy will eliminate the need for CRA insurance purchased through the City. Ms. Deborde requested that Mr. Hall research the CRA insurance issue.

Ms. Foster pointed out that the Parks and Recreation Department's request for grant funding related to the Coronado Shuffleboard Court project did not get approved. Upon inquiry, the grant was available from the Florida Recreation Development Assistance Program (FRDAP).

Ms. DeBorde stated that Jerry Taylor, President of the Coronado Shuffleboard Club sent her a letter thanking the CRA for their involvement in trying to secure grants for financing. Ms. DeBorde mentioned that he was under the mistaken impression that the CRA was in charge of this project. Mr. Dennis commented that he chaired a meeting in Ms. DeBorde's absence, where Liz Yancey, Parks and Recreation Director, had asked for funds to make repairs to the Shuffleboard Courts. Mr. Dennis continued that the Board asked Ms. Yancey for a more detailed proposal, before they would consider funding and such a detailed proposal was never presented. Ms. DeBorde stated that she would send a response to Mr. Taylor clarifying the matter.

Mr. Belote asked for clarification if the Riverside Park Light replacement topic would be on the March Utility Commission agenda as proposed. Ms. Foster stated that Mr. Fall was attempting to have this topic placed on the March UC agenda, but it was not confirmed. Staff was waiting on the proposal from different light vendors.

Mr. Kosmas asked if the CRA would be funding the proposed Esther Street project as discussed at the March 6, 2008 CRA workshop. Mr. Rakowski stated that the City Commission agreed with the CRA's "conditions", but the overall project funding was contingent upon receipt of funds from the Florida Communities Trust.

Mr. Kosmas felt that the Board should be aware of the Hospital Board possibly asking the CRA Board for funding in regards to construction of their parking lots.

The Board and staff discussed the meeting between the CRA, City Commission and the Hospital Board and felt that it was successful and a step in the right direction.

B. PROPERTY IMPROVEMENT GRANT STATUS REPORT

Ms. Foster felt that the CRA could fund about three (3) or four (4) more applicants in 2008, all the advertising was done, but there were no applications received for the March 10th, 2008 deadline.

C. RESIDENTIAL GRANT STATUS REPORT

Ms. Foster stated that this grant was only offered twice a year, one (1) application had been submitted but staff recommended it not be approved.

Ms. DeBorde informed the Board of the Northeast and East Central Regional Workshop that will be held Friday, April 18, 2008 in Holly Hill and invited anyone interested to attend.

ADJOURNMENT

Mr. Dennis made a motion to adjourn; seconded by Mr. Hodson, all agreed. Meeting adjourned at 4:00 pm.