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**MINUTES OF THE
COMMUNITY REDEVELOPMENT AGENCY
MEETING OF OCTOBER 1, 2008
DEBERRY ROOM 3RD FLOOR
200 CANAL STREET
NEW SMYRNA BEACH, FLORIDA**

8 **Chairperson Linda DeBorde called the October 1, 2008 CRA meeting to order at**
9 **1:00 p.m.**

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Answering to roll call:

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**Linda DeBorde, Chair
Steve Dennis, Vice Chair
James Kosmas
Charles Belote
Douglas Hodson
Thomas Williams**

20
21 Also present were Kevin Fall, CRA Director; Noeleen Foster, CRA Coordinator; Mark
22 Hall, CRA Attorney; and Claudia Soulie, Administrative Specialist. Commissioner
23 Cynthia Lybrand arrived at 1:05 pm.

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CONSENT AGENDA

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28 Ms. DeBorde stated that the City Commission meeting scheduled for 5:00 pm
29 today, so the CRA meeting had to be run on a very tight schedule and asked everyone for
30 their consideration.

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32 **Mr. Dennis made the motion to approve the minutes of the September 3rd, 2008**
33 **CRA meeting as written; seconded by Mr. Williams. The motion carried on roll call**
34 **vote 6 – 0.**

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PUBLIC PARTICIPATION

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

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42 Adele Aletti, representing the Citizen's Resource Group on Recycling, informed
43 the CRA Commissioners that a workshop on "Business Recycling" was scheduled for
44 October 2, 2008 at CorMeth from 5:30 to 7:30 pm. Ms. Aletti encouraged everyone to
45 attend this workshop for a "brainstorming" session on how to better recycle.
46

47 Mr. Fall introduced Michelle Martin as the new CRA Project Manager. Ms.
48 Martin transferred from the Engineering Department of the City of New Smyrna Beach.
49 The Commissioners welcomed Ms. Martin.

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52 **OLD BUSINESS**

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54 **A. CRA Grants and Aid Applications**

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56 Mr. Fall stated that the CRA Commissioners had previously approved the Grants
57 and Aid application for Flagler Avenue Event Group in the amount of \$15,000 to assist in
58 a new event called “New Smyrna Beach Uncorked”.

59
60 In response to concerns regarding the applicant’s registration with the State of
61 Florida, Mr. Fall stated that the Company is registered as Fortis Group of Flagler Avenue.
62 Mr. Fall continued that staff reviewed the previous application, corrected all items of
63 concern and brought this application back before the CRA Commissioners for their
64 acknowledgement. Mr. Fall stated that all future applications would be checked for
65 accuracy, based on the Grants and Aid Application checklist, prior to being presented to
66 the CRA Commission. Mr. Fall felt that, unless the CRA Commissioners thought it
67 necessary, no motion was needed.

68
69 Mr. Hodson inquired if, aside from the corrections, all paperwork and the grant
70 remained the same, which Mr. Fall confirmed.

71
72 Mr. Fall referred to the next application from the Canal Street Historic Downtown
73 District, Inc. (CSHD) and inquired if the CRA Commissioners needed to have a
74 representative from this group make an actual presentation.

75
76 Mr. Belote inquired if the grant was a reimbursable grant for specific expenditures
77 and not intended for funding a percentage of general budgeted items. Ms. DeBorde
78 confirmed such.

79
80 **Mr. Williams made the motion to accept the grant request for CSHD for \$19,300;**
81 **seconded by Mr. Belote. The motion carried on roll call vote 7 – 0.**

82
83 Mr. Fall commented on the application from the Gallery Group and Mr. Belote
84 felt that no specific expenditures had been addressed in this application.

85
86 Jenny Norado, representing the Gallery Group, thanked the CRA Commissioners
87 for all their previous support and explained that this grant request was for advertising
88 only and apologized if that was not indicated clearly.

89
90 **Mr. Hodson made the motion to accept the grant request for The Gallery Group for**
91 **\$15,000; seconded by Mr. Kosmas. The motion carried on roll call vote 7 – 0.**

93 **B. Selection of Firm for Flagler Boardwalk Sub Surface and Foundation**
94 **Project**
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96 Mr. Fall informed the Commissioners that the ranking committee for the Flagler
97 Boardwalk RFQ had selected Halcrow as the top firm out of the four (4) companies that
98 had submitted proposals and that staff was seeking the CRA Commission's approval of
99 this firm and authorization to negotiate a contract and scope of services. After CRA
100 approval of the firm and upon completion of the negotiations, the contract will be brought
101 back to the CRA and City Commission for approval.
102

103 Ms. Lybrand inquired how the rating committee came up with their
104 recommendation. Mr. Fall referred back to the ranking sheet and stated that all firms were
105 qualified, but felt that Halcrow had the edge by being a multi-discipline, international
106 firm. Mr. Williams, who was also part of the ranking committee, stated that he had seen
107 projects performed by Halcrow and confirmed that it was a close decision.
108

109 Mr. Belote felt that based on their presentation, Halcrow offered a complex
110 solution to a simple problem.
111

112 **Mr. Dennis made the motion to accept staff's recommendation of Halcrow and to**
113 **authorize Mr. Fall to commence negotiations for a contract; seconded by Mr.**
114 **Hodson. The motion carried on roll call vote 7 – 0.**
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117 **NEW BUSINESS**
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119 **A. Property Acquisition – 533 W. Canal Street**
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121 Ms. DeBorde stated that she had negotiated a contract with the owners of the
122 property at 533 W. Canal Street. This contract had a ninety (90) day due diligence period
123 and was contingent upon certain conditions being met.
124

125 A brief discussion ensued between staff and the Commissioners about which
126 parcels were included in the acquisition.
127

128 Mr. Williams inquired if there were any existing leases, and Ms. DeBorde stated
129 there were not. Mr. Williams was concerned about the layout of the separate parcels and
130 how that would affect their use from an accessibility standpoint.
131

132 Mr. Kosmas asked about a Site Rehabilitation Completion Order (SRCO) and felt
133 that Environmental Assessment studies needed to be performed. He was concerned about
134 purchasing this property without these assessments. Mr. Kosmas also inquired about
135 previous CRA studies and asked Ms. DeBorde how she saw the CRA utilizing this
136 property.
137

138 Ms. DeBorde felt that this was a wonderful opportunity to beautify this corner in
139 the CRA district and that the CRA's purpose was development and redevelopment. This
140 project was specifically called out in the CRA's Redevelopment Plan.

141

142 Mr. Kosmas stated that he would prefer this property be purchased by a private
143 entity versus a government acquisition. Mr. Kosmas was in favor of having the CRA
144 Redevelopment Plan completed before making a large purchase like this.

145

146 Mr. Williams agreed that the corner was in need of beautification, but also
147 preferred private acquisition for this property.

148

149 A brief conversation ensued as to what kind of businesses this property could be
150 used for under the current zoning codes and the policies/procedures to add a new turning
151 lane through the FDOT/Volusia County MPO.

152

153 Mr. Fall informed the CRA Commissioners about conversations he had with a
154 representative from the Department of Environmental Protection, in regards to hazardous
155 waste/ underground storage tanks and what options/choices were given to the property
156 owner pertaining to selling his property with or without a SRCO.

157

158 Mark Hall, CRA Attorney, stated that he understood the concerns raised but
159 reiterated that the 90-day due diligence period would allow the CRA to back out of the
160 contract.

161

162 Ms. Lybrand inquired about a Brownfields designation for this property. Mr.
163 Kosmas cautioned that this program was only beneficial, if this property created certain
164 types of jobs. Mr. Fall elaborated on the benefits of a Brownfields designation.

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166 Mr. Kosmas asked when this 90-day period started and was informed by Mr. Hall
167 that it commenced on September 11, 2008 and would expire December 11, 2008, which
168 brought up the subject of requesting a longer due diligence period prior to signing the
169 contract.

170

171 Mr. Dennis felt that there wasn't any real reason not to move forward, as the CRA
172 was being "protected" by the due diligence period.

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174 Mr. Fall emphasized that the contract was already in force and staff only needed
175 the CRA Commissioners to vote whether or not they wanted staff to continue with
176 addressing the contingencies listed in the contract.

177

178 **Mr. Dennis made the motion to authorize staff to move forward with the contract,**
179 **resolving the contingencies and contingent upon City Commission approval;**
180 **seconded by Mr. Belote. The motion carried on roll call vote 4 – 3 with**
181 **Commissioners Kosmas, Lybrand and Williams casting the dissenting votes.**

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B. Presentations – Request for Qualifications – CRA Redevelopment Plan Update

Mr. Fall stated that four (4) firms were “short-listed” in regards to the Request for Qualifications (RFQ) for the CRA Redevelopment Plan Update and were invited to give presentations. The three (3) firms listed below appeared before the CRA Commissioners to give a presentation about their company and expertise.

- Renaissance Planning Group
- Land Design Innovations Inc
- Glatting Jackson

The IBI Group did not appear at their scheduled time of 4:15 pm; consequently the CRA Chair asked Mr. Fall to start on his Director’s report.

7. REPORTS AND COMMUNICATIONS

A. Director’s Report (verbal)

Mr. Fall stated that he had met with a representative from Real Estate Research Consultants, who was retained by Volusia County to ascertain how the County and the various agencies could enhance their working relationship in leveraging resources to meet common goals. Mr. Fall continued that it was the County’s desire to get a better understanding of the particular CRA programs in an endeavor to coordinate the local plans with the County’s overall development objectives.

Ms. DeBorde was in favor establishing a reporting timeframe for progress updates and offered her assistance.

Mr. Kosmas inquired about the process/procedure of extending the CRA’s term. Mr. Fall stated that the CRA Commissioners could make a recommendation for a term extension to the City Commission for their final approval. Mr. Fall suggested encouraging Volusia County’s and the SE Hospital District’s support and partnership.

Mr. Williams asked about the relationship of property value increases within and outside the CRA district. Mr. Fall stated that an economic analysis would determine that and would be accomplished as part of the Redevelopment Update Plan.

Mr. Fall gave a brief update pertaining to the Florida Redevelopment Agency Conference in October, 2008. Also, he would present the requested information on the history of certain projects as well as the historic grant program criteria to the CRA Commissioners at their next meeting.

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B. Capital Projects Status Report - No new business

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C. Property Improvement & Residential Grant Status Report - No new
business

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D. Correspondence - None

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Ms. DeBorde inquired if the IBI Group had arrived and was informed they had not.

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ADJOURNMENT

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Mr. Hodson made a motion to adjourn, seconded by Mr. Kosmas; all agreed.

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Meeting adjourned at 4:30 pm, so the City Clerk could set up for the City

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Commission meeting at 5:00 pm.