

MEMORANDUM
FROM THE OFFICE OF THE CITY MANAGER

To: Mayor and City Commission

From: Pam Brangaccio, City Manager 

Re: City Manager's Report – June 25, 2013

Date: June 18, 2013

City Offices will be closed for the holiday on Thursday, July 4th. Fireworks are at 9.15pm, when Food Trucks set up at Riverside Park late afternoon as well.

The Government Finance Officers Association announced that Althea Philord-Bradley and the City of New Smyrna Beach have received the GFOA's Distinguished Budget Presentation Award for the current budget. A formal presentation will be scheduled for a Commission meeting in the near future.

Congratulations to the NSB Police Department Motorcycle Unit for placing 7th in a statewide annual challenge to improve traffic safety.

Requests for sealed construction bids for West Canal Parking Lot have been advertised for July 23rd; this is CRA funded project in the FY 12-13 Budget.

Gail Henrikson has been invited to participate on a Community Planning Assistance Team (CPAT) for a project the American Planning Association (APA) is working on for Franklin, Tennessee in July. We are very proud of her involvement with APA. Her work in NSB on historical preservation is her focus in the July project. All of her expenses are covered by APA for the project.

The Interlocal Service Boundary Agreement (ISBA) with the County allows the City to annex non-contiguous parcels within the designated annexation area. Since May 16th, Staff received 33 annexation applications, which are currently being processed for upcoming P&Z meetings. A special P&Z meeting is being held on June 24th, and a special City Commission will be needed as well in August. Staff is working on information for specific neighborhood meetings, as the next step; as well as implementation and permitting procedures with the County staff.

HR is recommending a voluntary "revised workweek schedule" for the month of July. The details of this voluntary schedule are attached for your information. It will not result in any office closures or overtime costs. This is a small way to thank our employees in the month of July, who work so hard year-round.

The attached draft business survey has been provided by the Chamber of Commerce and the Center for Business Excellence, working with the Cities of New Smyrna Beach and Edgewater, on expanding economic development efforts in Southeast Volusia. The survey will be conducted this fall by the CBE.

The Police Chief, Khalid Resheidat and I met with the Deputy County Manager, and numerous members of the County Beach & Traffic Engineering Staff, regarding beach traffic concerns on holiday weekends. The County will be working with FDOT, in the respective electric message boards to provide earlier warnings of beach access/traffic conditions in NSB. Also, The ACM has provided to FDOT a request for no-parking on North Causeway ROW, to address weekend congestion concerns from the last Commission meeting.

The City was requested by Volusia County to assist with Florida East Coast railroad track maintenance, after the multi-million \$ reconstruction of the 10th Street crossing and agreed to support this effort at an annual cost of \$4,272.

CRA funded, FDOT approved, Banners are finally being installed in the remainder of the CRA, over the next three weeks. The locations range from East 3rd Street to East & West Canal Street, from North Causeway to Riverside, so be on the lookout for them.

A formal presentation by the City's Financial Advisor on the "wrap-around" Revenue Bond for priority Capital Projects will be held on August 13th.

Should you have any questions or need additional information, just give us a call. As a reminder, City staff will be in and out of office as well in July, as the next formal meeting after June 25th, is the Budget Meeting on July 30th at 5pm.



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

May 20, 2013

Ms. Pamela Brangaccio
City Manager
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, FL 32168-9985

Dear Ms. Philord-Bradley:

A Panel of independent reviewers has completed its examination of your budget document. We are pleased to inform you that the panel has voted to award your budget document the Distinguished Budget Presentation Award for the current fiscal period. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

The Distinguished Budget Presentation Award is valid for one year. To continue your participation in the program, it will be necessary to submit your next annual budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption. Enclosed is an application form to facilitate a timely submission. This form should be submitted with four copies of your budget accompanied by the appropriate fee.

Each program participant is provided with confidential comments and suggestions for possible improvements to the budget document. Your comments are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next budget.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. Enclosed is a Certificate of Recognition for Budget Preparation for:

Althea Philord-Bradley, Finance Director

Your award plaque will be mailed separately and should arrive within eight to ten weeks. Enclosed is a camera-ready reproduction of the award for inclusion in your next budget. If you reproduce the camera-ready in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria.

The following standardized text should be used:

Ms. Pamela Brangaccio

May 20, 2013

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The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of New Smyrna Beach, Florida** for its annual budget for the fiscal year beginning **October 1, 2012**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A press release is enclosed.

The Government Finance Officers Association encourages you to make arrangements for a formal presentation of the award. If you would like the award presented by a member of your state or provincial finance officers association, we can provide the name of a contact person for that group.

We appreciate your participation in this program and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients (with hyperlinks) can be found on GFOA's website at www.gfoa.org. If we can be of further assistance, please contact the Technical Services Center.

Sincerely,

A handwritten signature in black ink that reads "Stephen J. Gauthier". The signature is written in a cursive style with a large, stylized initial "S".

Stephen J. Gauthier, Director
Technical Services Center

Enclosure



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

May 20, 2013

PRESS RELEASE

For Further Information Contact
Stephen J. Gauthier (312) 977-9700

Chicago--The Government Finance Officers Association of the United States and Canada (GFOA) is pleased to announce that **City of New Smyrna Beach, Florida** has received the GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

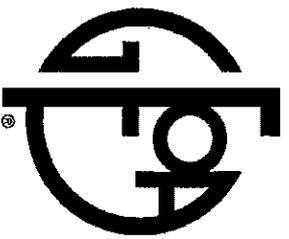
- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to **Althea Philord-Bradley, Finance Director**.

For budgets including fiscal period 2012, over 1,340 entities are expected to received the Award. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

The Government Finance Officers Association is a nonprofit professional association serving over 17,800 government finance professionals throughout North America. The GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.



**The Government Finance Officers Association
of the United States and Canada**

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

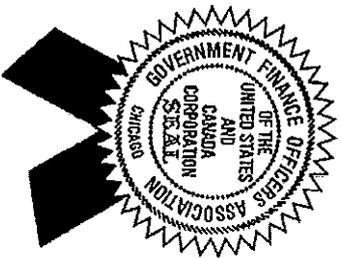
to

**Althea Philord-Bradley, Finance Director
City of New Smyrna Beach**

The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

Executive Director

Date May 20, 2013





City of New Smyrna Beach

ADVERTISEMENT FOR BIDS

Sealed Bid Proposals for furnishing all labor, materials and equipment for the **WEST CANAL PARKING LOT** within the City of Smyrna Beach, Volusia County, Florida, will be received until Tuesday July 23rd, 2013 by 2:00 P.M. at City Hall, 210 Sams Avenue, New Smyrna Beach, Florida. Sealed Bid Proposals will be publicly opened and read aloud at that time. Bid Proposals received after the designated time will be returned unopened.

Drawings, Specifications and Contract Documents are available for public inspection at City Hall, 210 Sams Avenue, New Smyrna Beach, Florida 32168 and may be obtained by e-mail request to ftiblier@cityofnsb.com. There is no cost for these documents. A Non-mandatory Pre-bid Conference shall be held in the Commission Chambers, City Hall, 210 Sams Avenue, New Smyrna Beach, FL 32168, on Tuesday, July 16, 2013 at 9:00 am.

The work shall consist of: Public Parking Lot with Appurtenant Drainage and Landscaping Improvements

Bid Proposals shall be submitted on standard forms which are furnished with the Contract Documents, placed in a separate envelope and plainly marked, "**West Canal Parking Lot, City of New Smyrna Beach, Florida**". Bid Security, in the form of either a Certified Check, a Cashier's Check or a Bid Bond, payable to the City of New Smyrna Beach in the amount of ten (10%) percent of the total bid, must also be submitted, placed in a separate envelope and plainly marked "**BID SECURITY: West Canal Parking Lot, City of New Smyrna Beach, Florida**".

The Bid Proposal envelope shall be addressed to Engineering, City Hall, 210 Sams Avenue, New Smyrna Beach, Florida, 32168, and plainly marked "**West Canal Parking Lot, City of New Smyrna Beach, Florida**".

The City reserves the right to reject any or all Bid Proposals, waiver informalities, and the award, if award is made, will be made to the lowest responsive bidder whose qualifications indicate that the award complies with all of the prescribed requirements.

Pam Brangaccio, City Manager

DATED: 6/22/13

Building Capacity: APA's Community Planning Assistance Teams

Ryan Scherzinger and Thomas Bassett

D

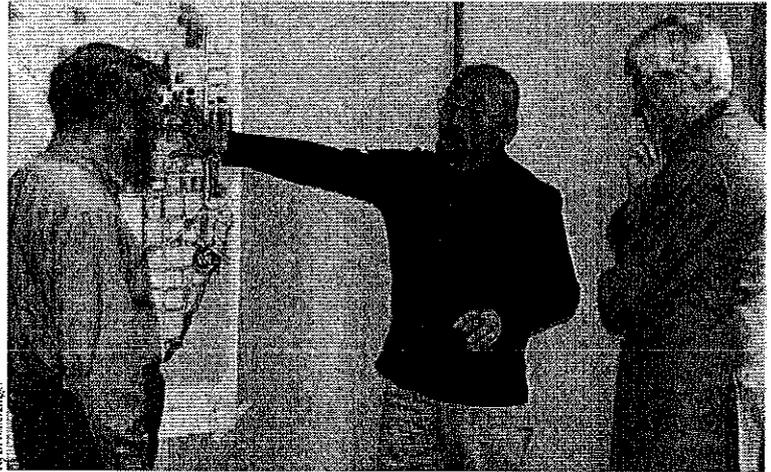
ubuque County, Iowa, experienced three epic rain events in just four years. During the 2011 storm, as much as 15 inches of rain fell in 12 hours. Several sections of the Heritage Trail, which stretches the length of the county, were literally washed away. Many of the recreation trail's old railway bridges buckled and gave way to the powerful force of the flooded Little Maquoketa River. With assistance from FEMA, the county spent \$1.8 million on the trail's infrastructure.

The County Board of Supervisors wanted a plan and some justifications before spending any more money to improve the trail. Anna O'Shea, zoning administrator for the county, knew of APA's CPAT program and pulled many of the county's cities together to submit an application. They knew the trail was a gem, capable of benefiting the county both economically and adding to its residents' quality of life, but they needed outside expertise and perspectives to bring together everyone's vision for the trail.

Despite critical need, not all cities, towns, or counties have the capacity or resources to tackle many of their planning challenges. Many smaller jurisdictions have little or no planning staff, limited expertise, and tight budgets. In other cases, regardless of a jurisdiction's size and capacity, deeply divided views surrounding an issue may cripple a community's ability to move a project forward. That's where APA's Community Planning Assistance Teams (CPATs) come in. Imagine a group of hand-picked, top-tier planners from around the country volunteering their time to concentrate their efforts on an important project in your community and developing recommendations on how to address your community's issues.

Background

The purpose of the pro bono CPAT initiative is to serve communities faced with limited resources by helping them address planning issues such as social equity and affordability, economic development, sustainability, consensus building, and urban design. CPATs provide an independent, professional, third-party planning analysis and a planning approach to communities around the country. APA staff works



As the CPAT teams assemble from across the country, part of the experience is to develop a support quickly as Alan Mullach.

FAICP, John Gashem, AICP, and Jeff Lee did during the Buzzard Point project in Washington, D.C.

with the community, key stakeholders, and the host organization—typically the local planning or community development department of the local government—to assemble a team of planners with the specific expertise needed for the project. At the conclusion of the project, the expert team provides a detailed final report including an analysis of the public visioning process with concomitant designs and short- and long-term recommendations.

A struggling African American community in North Carolina was the site for the first CPAT project. In 1995, the APA Board of Directors established the "Community Planning Team" initiative in recognition of the key role urban and regional planners play in community building. This initiative resulted in a very successful pro bono effort to assist a Greensboro, North Carolina, neighborhood. Since that time, APA has continued to develop a pro bono planning program that provides assistance to communities, including a five-year effort in the wake of Hurricane Katrina. APA and its members helped the displaced and shared ideas on how good planning could aid in the recovery and rebuilding. Among APA's many efforts in the affected Gulf Coast region, CPATs visited three communities: Henderson Point, Mississippi, and Mandeville and Slidell, Louisiana.

Buzzard Point, a neighborhood in Southwest Washington, D.C., was host to a revamped program. APA's professional institute, the American Institute of Certified Planners (AICP), broadened the scope of the program in 2009. Over the course of the site visit, the team met with more than 40 neighborhood groups, government agencies, residents, and other stakeholders. The team ad-

vised community leadership on long-range strategies to strengthen both existing and proposed transit links and increase accessibility; improve existing affordable housing developments, position the area as a major gateway to the city; and consider the dominant industrial areas as opportunities within the neighborhood.

Following the Buzzard Point project, APA officially relaunched the CPAT program with a national call for applications from communities in need of planning assistance. APA also put the call out to its members. Community assistance is actually built into the professional role of a planner. One principle of the AICP Code of Ethics and Professional Conduct states that certified planners should aspire to “contribute time and effort to groups lacking in adequate planning resources and to voluntary professional activities.” CPATs allow planners to give back.

Public Participation is Integral

Inclusive communities require true public engagement. Working with the community to enrich the process and move projects forward productively is the core value of the CPAT program. No one knows the community better than those who live there. CPATs employ creative public participation to engage the community and to inform their recommendations. Without the public’s input, the projects would be ignorant planning exercises.



Residents in Crestdale, North Carolina, engaged in a visual preference survey as part of their planning initiative.

Most CPATs devote the majority of their time spent on the ground engaging with the community. Whether it is in a large town-hall format or with specific stakeholder meetings, the team is always talking with and working in the community. This connection strengthens the outcomes by incorporating the views, concerns, and dreams of the community.

Crestdale, North Carolina

Crestdale began as a post-Civil War settlement founded by free African Americans and freed plantation slaves. Originally known as Tank Town, Crestdale is considered the oldest African American community in the state of North Carolina. A CPAT visited Matthews, a growing town 12

Crestdale’s challenges include historic preservation, affordability, and surrounding development.

miles southeast of Charlotte, in the summer of 2011 to focus on this historic neighborhood. Despite its location less than a half-mile from downtown Matthews,

the community remained isolated socially and physically. Construction of I-485 in the 1990s blocked one of three access roads, increasing the neighborhood’s isolation. Throughout much of its history, the 135-acre area, bisected by railroad tracks, consisted of home-based stores, barber shops, and the churches that served its residents. Inadequate roads, poorly draining soils, land shape and ownership, and traditional suburban zoning standards all limited construction potential while the surrounding Town of Matthews boomed. Not until 1988 did annexation by the town finally provide much needed water and sewer lines to Crestdale.

Matthews is now an affluent and fast-growing municipality due to Charlotte’s rapid metropolitan growth. Crestdale faces a stark set of challenges, as desires to preserve the historic neighborhood and its affordability are met with new development arising in and around Matthews. Kathi Ingrish, AICP, planning director for Matthews, was very aware of the mounting problems and Crestdale residents’ concerns, so she applied to CPAT to help navigate the way forward.

Upon arrival, the CPAT met with both Crestdale and Matthews residents and stakeholders. They were asked to share their perspectives and hopes for the neighborhood. The team also conducted a visual preference survey to aid their understanding of what types of housing, commercial areas, and open spaces residents preferred to see in Crestdale. In subsequent days, the team held many individual and group interviews with stakeholders followed by a period of intensive analysis of all of the information, data, and public input.

From the process, the team generated an overall vision and recommendations intended to inform and assist residents, local stakeholders, and government agencies as they move forward with any formal planning processes. The team’s final report outlines five focus areas including the community’s identity, preserving its heritage, connectivity and neighborhood improvement, and major adjacent development proposals. Beginning the long overdue conversation in Crestdale was, in fact, a big first step. Residents initiated the start of a new neighborhood association immediately following the team’s final presentation.

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Heritage Trail, Iowa

Heritage Trail, one of the first rails-to-trails projects in the country, is a 26-mile multi-use recreation trail comprised of compacted crushed limestone connecting the cities of Dubuque and Dyersville on the eastern and western edges of Dubuque County respectively. In late 2010, Dubuque County and seven of its cities came together to form the Dubuque Smart Planning Consortium. They sought to develop a regional sustainability plan and then incorporate the smart planning elements of the plan into local comprehensive plans. Consortium partners also agreed to seek more recreational and commercial opportunities for tourists visiting the area. In its application to CPAT, the consortium expressed the desire to utilize the Heritage Trail as an economic development tool for the region.

The trail underwent an intensive series of repairs due to aging infrastructure, much of it devastated by the three epic floods. Repair work was nearing completion, however, including a new pedestrian overpass bridge and 11 reengineered bridges, when the team visited in October 2012. The County

Conservation Board, which owns and manages the trail, did a remarkable job working with FEMA and engineers to resolve the flooding issues while keeping much of the trail open to the public during the repairs.

The team worked with the consortium to administer a brief electronic survey to county residents before the team visit, providing a better glimpse into how the community uses the trail. Following a day of touring the trail and consortium cities, the team was greeted by more than 100 community members at a public meeting in Dyersville. Survey results were shared and then breakout discussion groups were formed. The team spent the following day interviewing groups of stakeholders.

Recommendations included creating a trail identity with a unified wayfinding system for the trail, including consortium cities adjacent to the trail. Adding other activities along the trail, such as camping and fishing, as well as adding much-needed amenities such as restrooms, water, and parking, will enhance the value of the trail. With the idea that "what gets measured gets managed," the team recommended starting an annual trail count right away, which will provide a benchmark for tracking use and help determine other needed improvements. The Heritage Trail project gathered broad participation from residents, business owners, advocates, government agencies, and elected officials. The collaborative effort pursued by the CPAT and consortium members serves as a model and is a stepping stone toward other future regional planning projects.

\$795.00

EACH

50 x 100 FOOT LOT

\$95.00 DOWN \$19.45 MONTHLY

Located 5 Miles South of
Wakulla Springs on Florida
State Highway No. 282



Used with permission of Wakulla County, Florida

FACTS TO KNOW!

- * Taxes: Less than \$2,000—1961
- * Title Insurance available
- * 5 miles to Gulf of Mexico
- * 5 miles to Wakulla Springs
- * Florida's largest and deepest spring
- * Electricity available
- * Reasonable building restrictions
- * Plenty of good well water
- * All year hunting and fishing in season
- * Health Clinic, groceries and schools available in Crawfordville
- * Approximately 2 miles

THE PANACEA DEVELOPMENT CORPORATION

P. O. Box 501

of Panacea, Florida

Phone: Crawfordville WA 6-7721

ACTUAL PRINT OF RECORDED PLAT SHOWN ON REVERSE SIDE

Wakulla County, Florida

Wakulla Gardens is an extremely dense residential subdivision in a rural county. Wakulla County is a coastal county located in the eastern panhandle of Florida, directly south of Tallahassee. Once rural with small fishing and farming communities, the county is now one of the fastest growing counties in the state. Between 2000 and 2010, Wakulla County's population increased 35 percent and now numbers more than 30,000. In fall 2012, a CPAT visited Wakulla County. The community charged the team with looking at an underserved area of the county, Wakulla Gardens.

Wakulla Gardens was one of the land seams of the mid-20th century: Originally platted between the years of 1961 and 1965 by the Panacea Development Corporation, lots were sold at county fairs across the United States by real estate speculators promising a retirement haven in beautiful Wakulla County.

Prospective land owners and residents were attracted to Wakulla Gardens with advertisements like this.

Wakulla Gardens has nearly 4,000 lots that measure 50 feet wide by 100 feet deep. There are known wetlands in the development and only 2,500 of the lots are considered buildable because of flooding. The area lacks essential infrastructure such as water, sewerage, paved roads, and stormwater management. Though 25 percent of the lots are built out, Wakulla Gardens continues to develop. Impassable roads, flooded homes, and septic tanks that contaminate groundwater are among the many problems. The team had many problems to address in a county lacking major funds.

The team arrived in Wakulla County on September 8, 2012, and the county planning staff provided a site visit of Wakulla Gardens. Over the next three days they held two well-attended community drop-in meetings. The large cross-section of people attending the meetings brought varying ideas and concerns. The team also met with key stakeholders from the public and private sectors.

Next, the team tackled generating new ideas for Wakulla Gardens, prioritizing challenges, looking for new funding, and laying out an implementation strategy. This culminated in a public presentation on Tuesday, September 11. Team members presented their ideas for funding key infrastructure projects and proposed the development of a formal community organization, among other strategies. The final report outlined the county's options rather than providing one specific path. These different options allow the county to prioritize the issues of importance as it moves forward. The team was able to touch on all concerns expressed and offered ideas and actionable items.

Conclusion

CPATs provide a unique experience for a community looking to improve with planning assistance. Since the planners come from across the country, their "outsider" perspective augments the community's perspective. Local elected officials and bodies such as planning commissions are a vital part of the equation. The program strives to fill gaps and offer productive recommendations for a positive future.

APA is always looking for new projects and welcomes applications for the next cycle. Visit www.planning.org/communityassistance to find out more about past projects and information on how to apply for a CPAT.

Story County, Iowa

Leanne A. Harter, AICP, Planning Director, Story County

PLANNERS LOVE ACRONYMS. So it was no surprise that when the Story County planning and development staff went to their elected board of supervisors asking for support to submit an application for a CPAT, a discussion of CPAT was included in the presentation. CPAT—Community Planning Assistance Team—provides local jurisdictions with unique opportunities to have very specialized consultative services by planning professionals for very little money. As budgets shrink—a trend that looks to be continuing for cities and counties—the CPAT experience provides a low-cost way for local jurisdictions to engage in professional consultative services. It is these services that often bring forward new ideas and concepts that can be applied to address issues affecting jurisdictions.

When county staff presented the idea of applying for CPAT to the board, it was at a time when a philosophical shift by the county board of supervisors was emerging. Prior to January 2011, Story County government played a very low-key, minimally funded role in economic development. The paradigm shift emerging in early 2011 aimed to modify this past role. This shift aimed to elevate funding and increase hands-on involvement in economic development policies and practices.

Jump-starting the conversation in early 2011, Supervisor Rick Sanders brought forward an Economic Development Strategic Planning Proposal. Upon consideration by the board of supervisors in January 2011, the board directed the planning and development staff to identify economic development strategies for the board to consider. In response, the application for CPAT was prepared and submitted, and ultimately accepted and awarded.

After two visits from the CPAT members, which included opportunities for stakeholder involvement as well as the integration of students and faculty from the Community and Regional Planning Department at Iowa State University into the process, a final report was drafted and presented to the board in January 2012. The report outlined recommendations centering on four primary areas: vision and long-range planning; strategic partnerships and investments; trails, recreation, and other quality of life issues; and county planning organization. Within each of these areas, CPAT members suggested specific strategies. Daryle Vegge, chair of the Story County Planning and Zoning Commission, said: "I was impressed with how a group of experts from scattered places could come to Story County and make such a quick assessment through citizen input, and then point out areas where we could make some small to significant gains in the arena of economic development."

Throughout 2012, engaging discussions among the board members, staff, economic development professionals, and interested parties maintained the focus on the report and ensured that recommendations were addressed and implemented where appropriate. As Story County looked to approve a truly balanced budget while maintaining its per capita tax rate (the lowest in the 99 counties in Iowa), it is taking steps to continue to increase funding and realize successful implementation of many of the CPAT strategies. During 2013, Story County expects to release an RFP for economic development services and bring services online in July, identifying \$100,000 in funding for the upcoming fiscal year to support such efforts. In addition, it has identified funding to implement a pilot program for facade improvement projects in some of the smaller communities in the county. Also, funding and staff time have been allocated to complete a comprehensive plan audit, community vision plan fact sheet, and pilot program to provide planning services to communities.

THE CPAT SERVED AS A CATALYST FOR STORY COUNTY TO BUILD UPON and played a key role in economic development planning. Capital improvements planning and goal-setting sessions are set to come online in 2013. Along with opportunities to fund high-priority projects with tax increment financing funding related to the construction of wind turbines, Story County anticipates that successful economic development projects—from policies to real, on-the-ground projects—will be realized.



City of New Smyrna Beach

June 11, 2013

MEMBERS OF THE LOCAL PLANNING AGENCY
PLANNING AND ZONING BOARD
New Smyrna Beach, Florida

THIS SHALL SERVE AS YOUR OFFICIAL NOTIFICATION of the special meeting of the LOCAL PLANNING AGENCY AND THE PLANNING AND ZONING BOARD on MONDAY, June 24, 2013 at 6:30 P.M., in the City Commission Chambers, 210 Sams Avenue, New Smyrna Beach, Florida, for consideration of the following:

ROLL CALL

PUBLIC PARTICIPATION

OLD BUSINESS

NEW BUSINESS

A. A-10-13: 1634 WHITE STREET / KNAPP

Irvine J. Knapp, 1634 White Street, applicant and property owner, requests voluntary annexation, *Comprehensive Plan* amendment from Volusia County Rural to City Rural, and rezoning from Volusia County Rural Agriculture Estate to City Rural Agriculture Estate. The subject property consists of approximately 2.5 acres and is generally located southwest of the intersection of Turnbull Bay Road and White Street, at 1634 White Street.

B. A-11-13: WILDWOOD DRIVE/OLIVER DRIVE/PATRICIA DRIVE/TIMBERLANE DRIVE

- Dallas L. Lippincott, 761 Wildwood Drive, New Smyrna Beach, Florida, 32168, applicant and property owner, requests voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Low Intensity to City Low Density Residential and rezoning from Volusia County R-4, Urban Single-Family Residential to City R-2, Single-Family Residential.
- Lee E. Pinder, 549 Oliver Drive, New Smyrna Beach, Florida, 32168, applicant and property owner, requests voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Medium Intensity to City Medium Density Residential and rezoning from Volusia County R-4, Urban Single-Family Residential to City R-2, Single-Family Residential.

- R. Kent Cullen, 470 Patricia Drive, New Smyrna Beach, Florida, 32168, applicant and property owner, requests voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Medium Intensity to City Medium Density Residential and rezoning from Volusia County R-4, Urban Single-Family to City R-2, Single-Family Residential.
- J. Mitchell and Debra S. Cole, 585 Timberlane Drive, New Smyrna Beach, Florida, 32168, applicants and property owners, request voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Low Intensity to City Low Density Residential and rezoning from Volusia County R-3, Urban Single-Family to City R-3CO, Urban Single-Family.

The subject properties consist of a total of 3.64 acres and are located at 761 Wildwood Drive, 549 Oliver Drive, 470 Patricia Drive and 585 Timberlane Drive.

C. A-12-13: 1275 MILLS DRIVE / BUSH

Glenn and Jeanne Bush, 1275 Mills Drive, New Smyrna Beach, Florida, 32168, applicants and property owners, request voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Medium Intensity to City Medium Density Residential and rezoning from Volusia County MH-5, Urban Mobile Home to City MH-2, Manufactured Housing Subdivision District. The subject property consists of approximately 0.4 acres and is generally located on the north side of Mills Drive, east of Old Mission Road, at 1275 Mills Drive.

D. A-13-13: 144 SPRUCE STREET / 184 BAY STREET

- Jean M. Raulerson, 144 Spruce Street, New Smyrna Beach, Florida, 32168, applicant and property owner, requests voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Medium Intensity to City Medium Density Residential and rezoning from Volusia County R-4, Urban Single-Family Residential to City R-2, Single-Family Residential.
- Gregory A. Carpenter, Trustee, and Catherine A. Pavlish, Trustee, IGM Trust, 5806 NW Rhododendron Street, Newport, Oregon, 97365, request voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Medium Intensity to City Medium Density Residential and rezoning from Volusia County R-4, Urban Single-Family Residential to City R-2, Single-Family Residential.

The subject properties consist of approximately 0.83 acres and are generally located on the north of Pioneer Trail, west of Milford Place and south of Julia Street, at 144 Spruce Street and 184 Bay Street.

E. A-14-13: DAVIS DRIVE / JUANITA DRIVE / DOSTER DRIVE / SWOOPE DRIVE

- Terri Lynn Breary, 14 Cunningham Drive, New Smyrna Beach, Florida, 32168, applicant and property owner, requests voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Low Intensity to

- City Low Density Residential and rezoning from Volusia County R-4, Urban Single-Family Residential to City R-2, Single-Family Residential
- Robert D. and Pauline E. Gettings, 2225 Doster Drive, New Smyrna Beach, Florida, 32168, applicants and property owners, request voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Low Intensity to City Low Density Residential and rezoning from County R-4, Urban Single-Family Residential to City R-2, Single-Family Residential
- Eugene and Elizabeth Griffith, 2221 Swoope Drive, New Smyrna Beach, Florida, 32168, applicants and property owners, request voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Low Intensity to City Low Density Residential and rezoning from Volusia County R-4, Urban Single-Family Residential to City R-2, Single-Family Residential.

The subject properties consist of a total of 1.63 acres, and are located 2250 Davis Drive, 2176 Juanita Drive, 2225 Doster Drive, 2221 Swoope Drive, and a vacant lot on the south side of Juanita Drive, east of Corbin Park Road.

E. A-15-13: 2936 TURNBULL BAY ROAD / DUPREE

Wayne and Nancy DuPree, 2936 Turnbull Bay Road, New Smyrna Beach, Florida, 32168, applicants and property owners, request voluntary annexation, *Comprehensive Plan* amendment from Volusia County Rural to City Rural and rezoning from Volusia County RA, Rural Agriculture Estate to City RA, Rural Agriculture Estate. The subject property consists of approximately 0.9 acres and is generally located on the south side of Turnbull Bay Road at 2936 Turnbull Bay Road.

F. A-16-13: 1610 AND 1700 PIONEER TRAIL / SCHUSTER AND HAWVER

Judy K. Schuster, 1610 Pioneer Trail, New Smyrna Beach, Florida, 32168, and Timothy L. and Janet L. Hawver, 1700 Pioneer Trail, New Smyrna Beach, Florida, 32168, applicants and property owners, request voluntary annexation, *Comprehensive Plan* amendment from Volusia County Medium Intensity Residential to City Medium Density Residential and rezoning from Volusia County R-4, Urban Single-Family Residential to City R-2, Single-Family Residential. The subject properties consist of approximately 1.26 acres and are generally located on the south side of Pioneer Trail, between Tanner Street and Warren Avenue, at 1610 and 1700 Pioneer Trail.

G. A-17-13: 805 BOLTON ROAD AND 2220 SIERRA DRIVE

Robert M. Cole, 805 Bolton Road, New Smyrna Beach, Florida, 32168, and Kenneth and Sandra Jackson, 2220 Sierra Drive, New Smyrna Beach, Florida, 32168, applicants and property owners, request voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Low Intensity to City Low Density Residential and rezoning from Volusia County R-4, Urban Single-Family Residential to City R-2, Single-Family Residential. The subject properties consist of approximately 0.77 acres and are generally located south of

State Road 44, between Bolton Road and Corbin Park Road, at 805 Bolton Road and 2220 Sierra Drive.

H. A-18-13: 525 PATRICIA DRIVE / ZEBICK

Thomas and Mary Zebick, 525 Patricia Drive, New Smyrna Beach, Florida, 32168, applicants and property owners, request voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Medium Intensity to City Medium Density Residential and rezoning from Volusia County R-4, Urban Single-Family Residential to City R-2, Single-Family Residential. The subject property consists of approximately 0.22 acres and is generally located southeast of the intersection of Patricia Drive and Hazel Bishop Drive, at 525 Patricia Drive.

I. A-19-13: 2221 SIERRA DRIVE / LINTHICUM

Mark Linthicum, 2221 Sierra Drive, New Smyrna Beach, Florida, 32168, applicant and property owner, requests voluntary annexation, *Comprehensive Plan* amendment from Volusia County Urban Low Intensity to City Low Density Residential and rezoning from Volusia County R-4, Urban Single-Family Residential to City R-2, Single-Family Residential. The subject property consists of approximately 0.38 acres and is located on the north side of Sierra Drive at 2221 Sierra Drive.

J. ZT-6-13: R-3CO ZONING DISTRICT

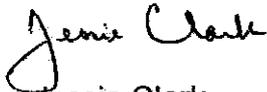
The City of New Smyrna Beach, 210 Sams Avenue, New Smyrna Beach, Florida, 32168, requests approval of amendments to the City's *Land Development Regulations* to create the R-3CO zoning district.

COMMENTS OR STATEMENTS BY MEMBERS OF THE BOARD

REPORTS AND COMMUNICATIONS BY THE STAFF

ADJOURNMENT

Respectfully,



Jessie Clark
Chairperson

cc: Mayor and City Commissioners
City Manager
City Clerk
City Attorney

Planning Manager
Planners
Members of the Press

Pursuant to Florida Statutes 286.01015, if an individual decides to appeal any decision made by the Planning & Zoning Board with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. Such person must provide a method for recording the proceedings.

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:

Ursula Moccia, Planning and Zoning Secretary
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, FL 32168
(386) 424-2132

City of New Smyrna Beach

Interoffice Memorandum

To: All Department Heads

From: Carol A. Hargy, SPHR
Director, Human Resources

Date: June 13, 2013

Re: July Workweek

The City Manager has approved the option of revised workweeks during the month of July 2013. This is a voluntary program to be offered to employees currently scheduled to work a five day, 40 hour work week.

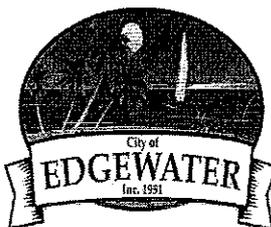
The options to consider would be a four-ten hour work day with one full day off or a four-nine hour work day with one-half day off. See examples:

Current Shift	Compressed shift
8 am to 5 pm	7 am to 6 pm or 8 am to 7 pm. (4 ten hour day)
8 am to 5 pm	7 am to 5 pm or 8 am to 6 pm (4 nine hour day)
7 am to 3:30 pm	7 am to 5:30 pm (4 ten hour day)
7 am to 3:30 pm	7 am to 4:30 pm (4 nine hour day)

The pay periods in July will begin on June 30th and end July 27th. There is a holiday on July 4th, therefore, if a compressed workweek is worked, then the holiday would have to be supplemented with one or two personal leave hours depending upon the hours worked on the remaining days of the week.

This is strictly a voluntary program and cannot result in closure of any department or result in overtime costs.

DRAFT



The purpose of this survey is to assist Southeast Volusia Businesses and the Chamber of Commerce in expanding our economic development efforts for Southeast Volusia. This information will be helpful in creating a demographic profile of our business community to better assist the cities and employers with job creation and economic growth.

For your convenience this survey may be completed by telephone, paper and return mail or fax, and online. For those who may want the convenience of completing this survey online, a URL has been provided.

To complete by telephone: contact Samantha Bishop at (386) 428-2449. Fax completed survey to (386) ###-####

To complete online: https://secure.onestops.com/Survey_POSD/Port_Orange_South_Daytona.asp

Enter Company name in the respective field" Please enter company name field" and select the "click here to continue "button. If you have questions about this process contact Samantha Bishop at the Southeast Volusia Chamber of Commerce at (386) 428-2449.

Samantha Bishop
Southeast Volusia Chamber of Commerce
Executive Director

Handwritten signature of Rick Fraser.

Rick Fraser
Center for Business Excellence
President

Ind on 4th Qtr

2013 / 2 cities, CBE + Chamber

BUSINESS INFORMATION

Company name:

Address:

City, State, Zip Code:

Phone :() ext.

Email:

SURVEY QUESTIONS

1. What type of Business do you operate?

a. NAICS CODES LISTED

2. What best describes your business structure?

a. Sole Proprietorship _____

b. Limited Liability Company _____

c. C Corporation _____

d. S Corporation _____

e. Partnership _____

f. Other _____

3. How long has your business been in operation in Southeast Volusia?

a. _____

4. Who are your current suppliers?

a. _____

5. Where are they from?

a. Local (Volusia County) _____

b. Regional(West to Orlando/South to Brevard/North to Jacksonville) _____

c. Within the state of Florida _____

d. Within the Continental United States _____

e. Internet _____

f. Worldwide _____

6. Who are your current customers?

a. _____

7. Where are they from?

a. Local(Volusia County) _____

b. Regional(West to Orlando/South to Brevard/North to Jacksonville) _____

c. Within the state of Florida _____

d. Within the Continental United States _____

e. Internet _____

f. Worldwide _____

8. Estimate your annual sales range?

a. _____

9. Has your annual sales range increased over the last year? If so, by what %?

a. _____

10. How many employees do you currently have:

a. Part time _____

b. Full time/Salaried _____

c. Seasonal/etc. _____

11. What is your average salary ranges via:

a. Part time _____

b. Full time/Salaried _____

c. Seasonal/etc. _____

12. Do you plan to give raises this year?

a. Part time _____

b. Full time/Salaried _____

c. Seasonal/etc. _____

13. Do you plan to expand operations via:

a. Equipment _____ By what percentage? _____

b. Materials _____ By what percentage? _____

c. Facilities _____ By what percentage? _____

d. Additional Employees _____ By what percentage? _____

14. What are the current barriers to expanding your business?

a. _____

15. How might the Cities of New Smyrna/Edgewater and Oak Hill be of assistance with helping your business?

a. _____

16. How might the Southeast Volusia Chamber be of assistance with helping your business?

a. _____

17. Are you a Southeast Volusia Chamber of Commerce member?

a. Yes _____

b. No _____

18. If not, would you be interested in receiving information on the services, benefits, and activities offered to local businesses?

a. Yes _____

b. No _____

COMMENTS

19. Would you like to be contacted by the Cities and the Chamber of Commerce for follow up regarding your comments, concerns or questions? If so please provide your contact info:

a. **Company name:** _____

b. **Contact person:** _____

c. **Phone Number:** _____

d. **Email address:** _____

SE Volusia Business Telephone Survey Script

Hello, my name is _____ and I am contacting you on behalf of the SE Volusia Chamber, The City Governments of New Smyrna, Edgewater, Oak Hill, and the Center for Business Excellence. We are conducting a survey to gain insights regarding our local business needs.

May I continue?

We are asking business owners (such as yourself) to answer a few simple questions as part of this regional survey. Your participation is voluntary, and this survey should take less than ten minutes.

SE Volusia Business Survey Script

The Southeast Volusia Chamber in conjunction with the Cities of New Smyrna, Edgewater, Oak Hill and the Center for Business Excellence, our workforce board, is conducting a survey of local employers to determine business needs. This survey should take no more than ten minutes to complete and the information provided will allow for the development of local services to better meet these needs.

We would like to thank you in advance for participating in this survey. The results will be made available to all participants.

SE Volusia Business Survey Script (Introduction pg.1of survey)

Good Day, SE Volusia Business Owner, you are receiving this survey as a result of having a business registered in the Cities of New Smyrna Beach, Edgewater, Oakhill and/or the Southeast Volusia Chamber of Commerce. These organizations, in conjunction with the Center for Business Excellence, are conducting a survey to gain insights toward assisting our local businesses with regional services.

We would like to thank you in advance for participating in this survey. The results will be made available to all participants.

For your convenience the survey may be completed by telephone, paper and return mail or fax, and online. For those who may want the convenience of completing this survey online, a URL has been provided.

To complete by telephone: contact Samantha Bishop at (386) 428-2449. You may fax completed surveys to (386) 423-3512

To complete online: <https://www.sevchamber.com>

Enter Company name in the respective field" Please enter company name field" and select the "click here to continue "button. If you have questions about this process please contact Samantha Bishop at the Southeast Volusia Chamber at (386) 428-2449.

As a result of your participation in this survey, you will be provided, at no cost, a comprehensive report of the survey's findings regarding your local businesses.