

MEMORANDUM
FROM THE OFFICE OF THE CITY MANAGER

To: Mayor and City Commission
From: Pam Brangaccio, City Manager PDB
Re: City Manager's Report – April 14, 2015
Date: April 6, 2014

Team “City of NSB” will participate in the annual Chamber of Commerce 5K run/walk at 5:30 p.m. on April 9th.

The Central Beach Neighborhood Plan Kick-off meeting will be at the Coronado Civic Center on Saturday, April 11th @ 9:00 am. Residents, property owners and business owners are encouraged to attend.

The next Town Hall meeting, being held jointly with the Historic Preservation Board, will begin at 6:00 p.m. on Tuesday, April 21st at the Coronado Civic Center.

The City launched its social media presence on April 1st with Facebook and Twitter pages. The pages are another tool to help the City inform the public of programs, projects and initiatives.

The Police Chief promoted Donna Lavalley to Deputy Chief effective April 5, 2015; the promotional ceremony will be held at the May 12th Commission meeting.

Khalid and I met with representatives of the Volusia County School Board on April 1st and agreed to continue talks about the relationship between the School Board, the stadium and the City.

Attached is a copy of a status update on the Intracoastal Waterway Master Plan from Planning Solutions Corp. They have also submitted an application for FWCC funding to the Florida Boating Improvement Program.

The CRA Director provided a FUTURES Foundation student the opportunity to job shadow him during her spring break, as a part of an assignment for Government & Education Day. Attached is a copy of the report she provided; what a great summary of the last 30 years of work in the CRA.

Provided with this report are the results of the online Parks Survey. The survey program caps the calculations at 100 responses.

The City Manager and Assistant City Manager had an informative meeting with the City of South Daytona Staff who are working on creating a Quiet Zone for four FEC crossings in their City; maps like the attached are being prepared for each of the City of NSB's 12 railroad crossings, for a future meeting and on-site review to be held in New Smyrna Beach with the US Department of Transportation Safety.

Tony Otte is working with the Florida Department of Emergency Management who handles the Residential Construction Mitigation Program, to coordinate a meeting of Oak Hill, Edgewater, Port Orange, and South Daytona so they can explain the program, which provides \$175-200k grants to a City for homes that were site built before 2001, and owner occupied for wind mitigation including roof work, hurricane straps and clips, and entry work. The City would decide what houses are eligible per the guidelines and then submit them for state approval.

Included with this report is an update on the US 1 CRA adoption tasks and schedule.

The Florida Department of Transportation, Operations Division is updating the last study that was completed on the intersection of SR 44 and Airport Road which recommended a flashing light. The data collected so far suggest that the intersection may meet warrants for a traffic signal instead. They have assured us that as soon as the study is complete they will let us know and if the signal is warranted, then that is what the current project will install.

Staff met with Chris Walsh, Traffic Engineering Data Solutions, Inc. regarding a conceptual design for Cooper Street as a speed reducing/traffic calming example; wider sidewalks, narrower pavement, landscaping, bump outs, corner treatment, etc., for presentation at the May 2015 Beachside Task Force Meeting.

Attached are amendments from the County on the Community Development Grants. The amendments are for funding to be moved to the Atlantic Center for the Arts so that we are able to complete the mural at the Babe James Center, in the atrium.

We received a letter from the Florida East Coast Railway regarding maintenance of the crossing that is scheduled to occur in May at Ronnoc Street. The cost of the maintenance is the responsibility of the City and is estimated at \$79,526.19, which will require a budget transfer.

Should you have any questions or need additional information or clarification, on any of the items presented in this report, please let me know.



Office: 206 N. Beach St, Suite 205 / Daytona Beach, FL 32114
Mail: P.O. Box 4036 / Ormond Beach, FL 32175-4036
Ph. 407-491-9477

MEMORANDUM

TO: Coastal Communities Coalition

(Daytona Beach, Edgewater, Holly Hill, New Smyrna Beach, Oak Hill, Ormond Beach, Port Orange, South Daytona, Volusia County)

FROM: Beth G. Lemke, AICP, President 

RE: Intracoastal Waterway Master Plan – Authorization to Submit Grant Request

DATE: March 30, 2015

Purpose

To authorize Planning Solutions Corp to submit a request to the Florida Fish and Wildlife Conservation Commission for funding in the amount of \$44,000 to conduct an Intracoastal Waterway Master Plan.

Background

The seven Cities listed above indicated a desire to collaborate in the development of a Master Plan for the Intracoastal Waterway through Volusia County. The plan will address issues common to all of the waterfront communities, while allowing each community to have its own unique focus. The Coastal Community Collaboration has been pursuing funding for the Master Plan for over a year. In December 2014, Volusia County offered \$25,000 from the Port Authority to be used to leverage other grant funding for the Master Plan. The City of Oak Hill obtained a grant in 2015, to look at a master plan for revitalizing its waterfront. This plan will be completed in June 2015.

Scope

The purpose of the Master Plan is to promote and maximize the public benefit and enjoyment of the Intracoastal Waterway and connections to other navigable waterways, while identifying and prioritizing the waterway access needs of the coastal communities. The plan will be utilized as a tool to provide a 5-year planning analysis and forecast for the maritime needs of the community, and will include, at minimum, the following:



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1. Public boat ramp and ramp parking inventory and analysis.
2. Public mooring and docking facility analysis, including day docks and transient slips.
3. Commercial and working waterfront identification and needs analysis.
4. The identification, location, condition and analysis of existing and potential navigation channels.
5. An inventory and assessment of accessible public shorelines.
6. Public waterway transportation needs.
7. Environmental conditions that affect boat facility siting, a current resource inventory survey, and restoration opportunities.
8. Economic conditions affecting the boating community and boating facilities.
9. Acknowledgment and coordination with existing data and information.

Management & Collaboration

The plan will be developed with the guidance of a steering committee consisting of each community's City Manager (or designee). A technical steering committee is envisioned to solicit input from agency technical staff, environmental, marine industry and other pertinent interest groups. At least one presentation will be made to each community along the waterway. Public comments will be solicited and considered throughout the process.

Project's Ability to Promote Economic Development

Access to and maintenance of the waterways is critical to the community's sustainability. Boaters in Volusia County currently spend \$24.6 million annually on gas, food and drinks at non-marine-related establishments. The current (4/2011) economic impact of the waterway in Volusia County is:

- \$235.4 million in business volume
- \$53.4 million in personal income
- 1,466 jobs
- \$11.2 million in tax revenue

The Intracoastal Waterway Master Plan will enable the coastal communities to utilize the waterway as a transportation mode, to better capitalize on this market sector by identifying, prioritizing and providing additional facilities and improving access.

The East Central Florida Regional Planning Council, acting as the area's Economic Development District adopted the East Central Florida Comprehensive Economic Development Strategy (CEDS) in September 2013. The purpose of this strategy is to bring together the public and private sectors to create an economic roadmap to diversify the Region's economy. An excerpt from the CEDS states: "The East Central Florida Region strives to attract and develop the following existing and new clusters...." (See below) One of the **identified clusters is the Maritime Industry** and Transportation and Logistics.

This funding request is consistent with the East Central Florida CEDS. It states we must move from competition to collaboration. This master plan process is a model for public sector collaboration of economic development resources.

East Central Florida Comprehensive Economic Development Strategy

Unprecedented challenges require innovative solutions for creating jobs and promoting regional prosperity. As a region, we must move from competition to collaboration.

WHAT IS A REGIONAL INNOVATION CLUSTER?
 "Regional Innovation Clusters (RIC) are a geographically-bounded, active network of similar, synergistic or complementary organizations which leverage their region's unique competitive strengths to create jobs and broader prosperity" (U.S. Department of Commerce, Economic Development Administration).



Florida's Aviation & Aerospace Cluster

- Aviation Companies
- Aerospace Companies
- Commercial Airports
- Military Flight Facilities
- Commercial Spaceports
- ☆ State Capital

WHY DO RICS MATTER?

- They create a transition from unemployment or underemployment to high-skill jobs.
- On average, jobs within clusters pay higher wages.
- Regional industries based on inherent place-based advantages are less susceptible to off-shoring.
- They create many new opportunities for American workers.
- They connect disenfranchised communities to new career and educational opportunities.
- They stabilize communities by re-purposing idle manufacturing assets, engaging underutilized human capital, and contributing to improvements in the quality of life.

(Source: U.S. Department of Commerce, Economic Development Administration)

The East Central Florida Region strives to attract and develop the following existing and new clusters:

- Aerospace and Defense
- Agriculture
- Clean Tech and Energy
- Digital Media
- Financial Services and Investment
- Information Technology
- Life Sciences
- Maritime Industry and Transportation and Logistics
- Tourism

Figure 36: Florida's Aviation and Aerospace Cluster (Source: Enterprise Florida)

Innovative Components which have Applicability to other Local Governments

Area-wide Collaboration of the Coastal Communities - The area wide focus on the collaboration effort can serve as a role model for other areas with applicability around the State. This is the first time in the history of Volusia County that the individual coastal communities have voluntarily joined together to identify and prioritize future waterway needs in a systematic manner.

Waterway Master Planning – Preparing a comprehensive assessment of waterway access needs across jurisdictional boundaries is an innovative concept. Not only will this effort begin to look at waterway access demand and capacity (boardwalks, open spaces, boat ramps, piers, docks, mooring fields) in a comprehensive manner, it will also look comprehensively at environmental conditions, restoration opportunities, economic benefits and working waterfronts potential.



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Maritime Industry as Economic Diversification - Looking at the waterways as an economic development engine and providing the accessibility to capitalize on this resource to meet existing demand, capture missed demand that moves through the region but does not stop here and induce additional demand is an innovative approach to economic development.

Volusia County is home to a growing manufacturing workforce supporting more than 430 manufacturing companies. Boston Whaler is a major local manufacturer that is part of a strong production cluster focused on recreational marine. Jayne Fifer, president and CEO of the VMA manufacturing alliance was quoted in the Daytona Beach News Journal recently, saying "...the Boston Whaler boat manufacturing plant in Edgewater... where company officials late last month announced plans to expand that facility by more than 58,000 square feet. The plant, which employs 500 workers, also is set to add at least 46 more jobs over the next three years."

Waterway as Transportation Spine – Recognizing the importance of the waterway as a freight, commuter and recreational transportation mode while understanding the importance of *Multimodal Connections* is innovative with statewide applicability. Connectivity of the waterway to parks, trails, bike paths, and other non-marine related destinations will improve quality of life for all. The plan will assess the use of the waterways as a transportation mode and the intermodal aspects of connections to other modes.

Schedule

The completion of the plan will take approximately one year.

Funding

There is funding available from several different sources that will allow a Master Plan to be conducted for the Intracoastal Waterway in Volusia County with *a minimal local match*. Total funding currently available:

\$100,000 – Florida Inland Navigation District - *\$100,000 match needed*

\$ 25,000 – Volusia County – Port Authority – (Agreed in December)

\$ 21,000 – Coastal Communities Coalition (7 Communities x \$2,625) – Previously Agreed

\$ 10,000 – Oak Hill – Coastal Partnership Initiative Grant – To be completed in June.

\$ 56,000 – total funding currently available

\$ 54,000 – *Current Request to FWCC*

\$110,000 – Total match

\$210,000 – Total Project



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Florida Inland Navigation District Funding

- Deadline for request – rolling; to be requested once matching funds are successful
- Non-competitive - set aside by the District (one for each County)
- Up to \$100,000 available
- Minimum 50% match required
- Projects must be completed within 2 years, with additional one year extension (3 years maximum)
- Specifically for the purpose of conducting the master plan
- Does not compete with funding for projects under the Waterways Assistance Program

Florida Fish and Wildlife Conservation Commission – Florida Boating Improvement Program (FBIP) – (Subject of this request)

- Requesting \$54,000
- Deadline for request – April 9, 2015
- Staff review for completeness/compliance – 30 days of submittal
- Applications to review Committee for scoring – 4th week of June. Those receiving award notified.
- Award recipients sent Grant Agreement to execute – after July 1st, 2015(new fiscal year). Recipient agrees to all conditions of the grant and commits to matching funds.
- Recipient has 90 days to sign agreement

The FWCC grant awards will be known by July. Since there is no deadline for the FIND funding request, the intent is to wait for notification of award from FWCC prior to requesting the funds from FIND. The Cities would be assured that matching funds were available and the amount of funds to be awarded before requesting the set-aside funds from FIND.

Funding in the amount of \$54,000 will be requested from FWCC. Planning Solutions Corp, working through the City of Daytona Beach, will act as the project manager and will administer the grants in collaboration with the coastal communities.

From: Audrey Poulin [<mailto:audreyapoulin@aol.com>]

Sent: Saturday, March 28, 2015 12:11 AM

To: Ramirez, Cynthia A.

Subject: make up assignment

The makeup for my recent absence involved shadowing with the CRA for the day. I shadowed Anthony Otte and learned a lot about what the CRA does and how they have a serious effect on society. Shadowing at the New Smyrna Beach CRA gave me the chance to see all that they do for our small town and how much they accomplish. Before today I had no idea what the CRA did and had no idea they did so much for our town. While shadowing for Tony I was given several pictures and packets to look at. In the packets were multiple pictures of old buildings followed by the new version of them and it put into perspective all the CRA does for our town. Along with the increase of town appeal, the CRA also helps with economic development in our town. I was asked my opinion on a few simple solutions to the industrialization of business in New Smyrna Beach and was able to give some insight into the problem. I was able to read the city commissions economic development plan and learn about the 2015 plan regarding the CRA. They have plans to grow soon and big plans regarding the north causeway region, downtown New Smyrna, and US1. The CRA is also working on the appeal of SR44 more to the business side of tourism rather than the small gift shop side. By doing so the economic reasons of New Smyrna Beach will rise from a t-shirt shack, to multi million dollar businesses. I learned a lot about the CRA and how much they do that almost goes unnoticed. To my interest the place at which I work was a part of one of the CRA's project and this interests me because it is something I did not know. My experience shadowing Tony Otte was unlike any other in that it gave me experience and knowledge in the area of city development. By showing me the CRA and shadowing for the day I was able to see into the side of the city I have never seen before. I saw blueprints for future plans and old blueprints that have already been accomplished. Through the short day I was there I feel I learned a colossal amount of information. Information about not only the city location of CRA but also the CRA as a whole. I learned the impact of the CRA and what our town would be without it and how much it affects even the little things such as drainage devices and lighting fixtures. The CRA also deals with the economic side of the community by communicating with small businesses and figuring out ways to increase productivity in the town and business. Their recent project involves increases the amount of big businesses in New Smyrna Beach and in far increasing tourism. The CRA has an enormous impact on the town we

live in and most don't even know it. By improving our living and town conditions they improve tourism and the economic productivity and without them our town would be in shambles. (516 words)

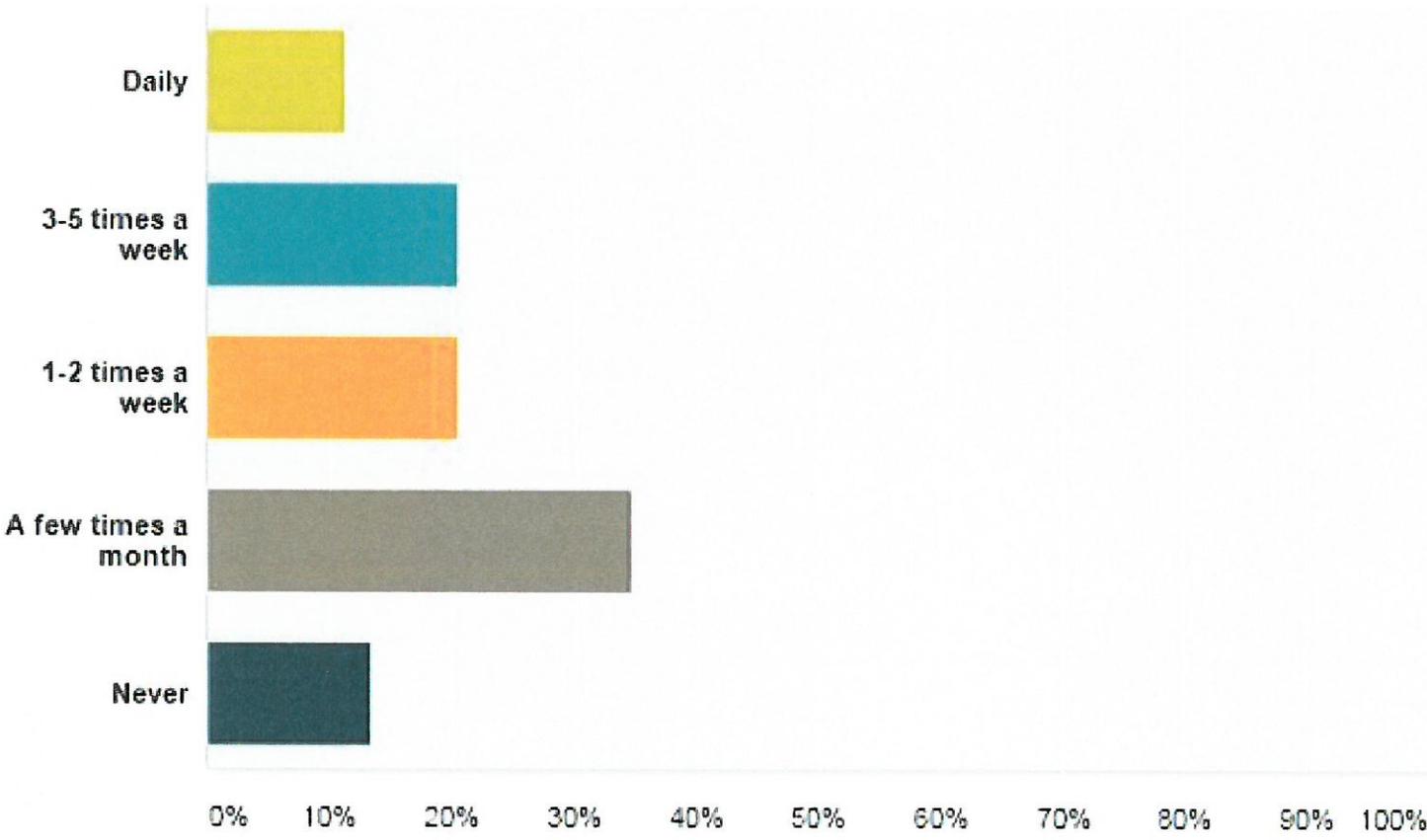
This communication and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error, please notify the sender immediately. For any other questions, please contact Support Services at custserv@volusia.k12.fl.us. Under Florida law, our e-mail addresses and communications are public records. If you do not want your e-mail address and message content released in response to a public records request, do not send electronic mail to this system. Instead, contact this office by phone or in writing. Thank You

1: How do you use parks in New Smyrna Beach?

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How often do you use New Smyrna Beach parks?

Answered: 98 Skipped: 2



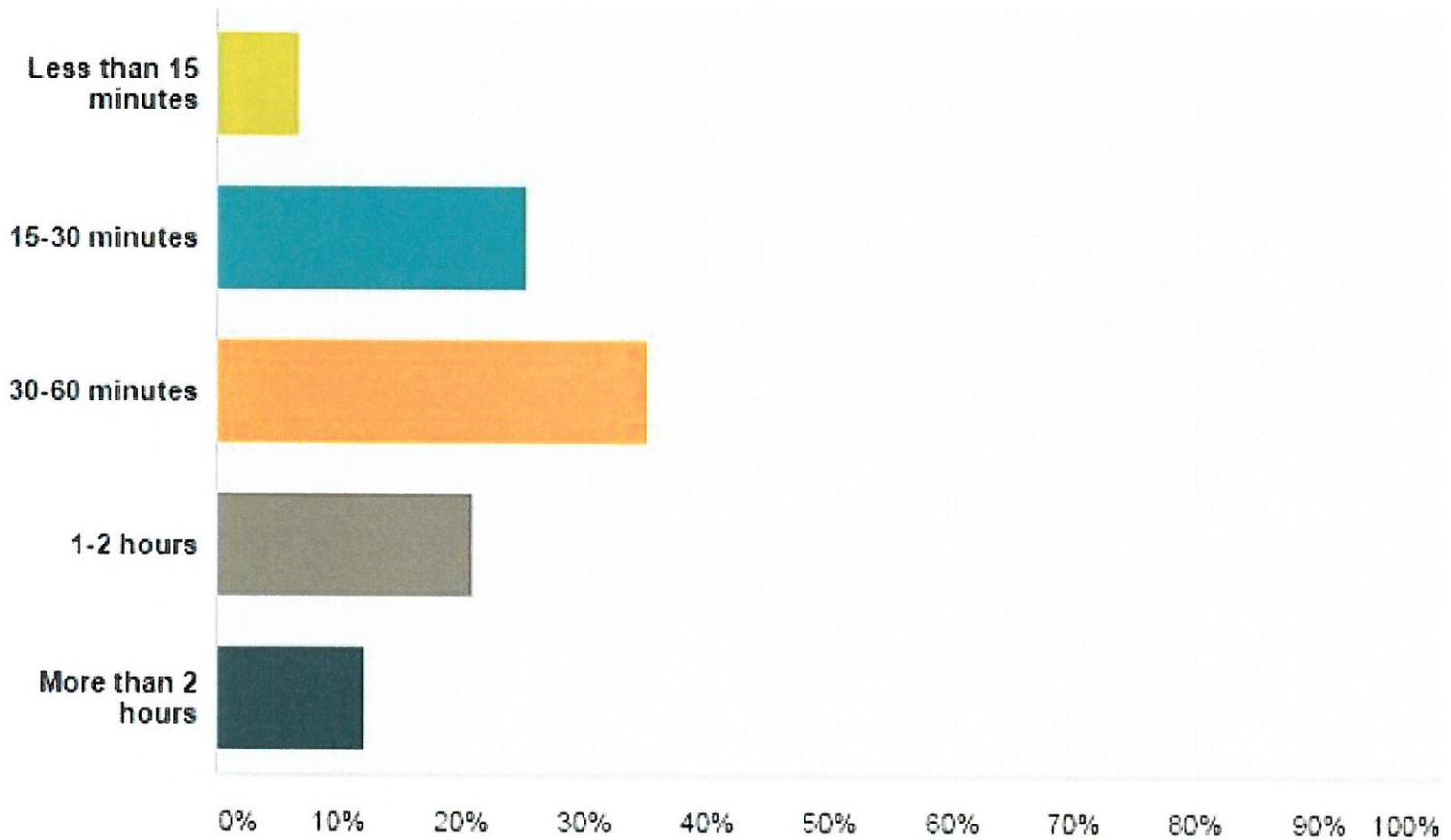
Answer Choices	Responses
Daily	11.22% 11
3-5 times a week	20.41% 20
1-2 times a week	20.41% 20
A few times a month	34.69% 34
Never	13.27% 13
Total	98

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On a typical visit, how long to you stay at the park?

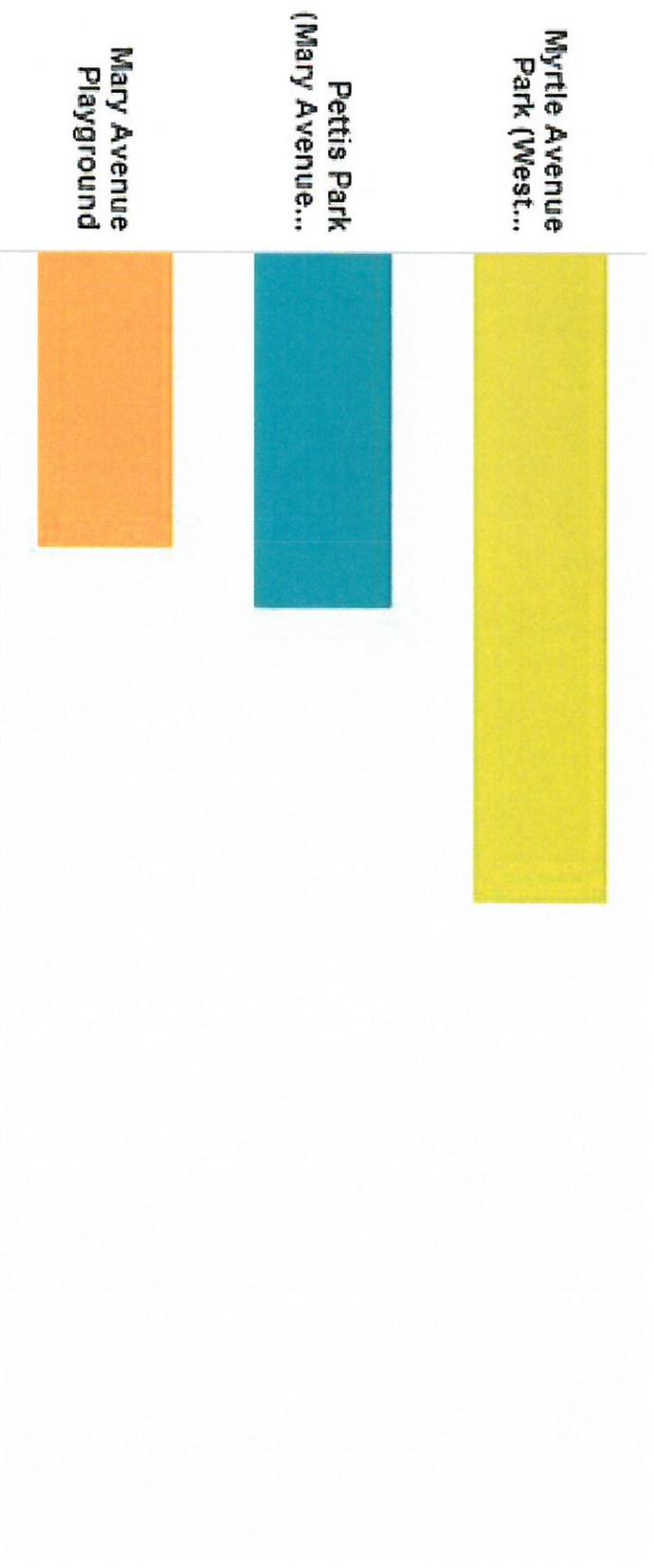
Answered: 91 Skipped: 9



Answer Choices	Responses
Less than 15 minutes	6.59% 6
15-30 minutes	25.27% 23
30-60 minutes	35.16% 32
1-2 hours	20.88% 19
More than 2 hours	12.09% 11
Total	91

Which westside/mainland City parks do you use?

Answered: 22 Skipped: 78



Answer Choices

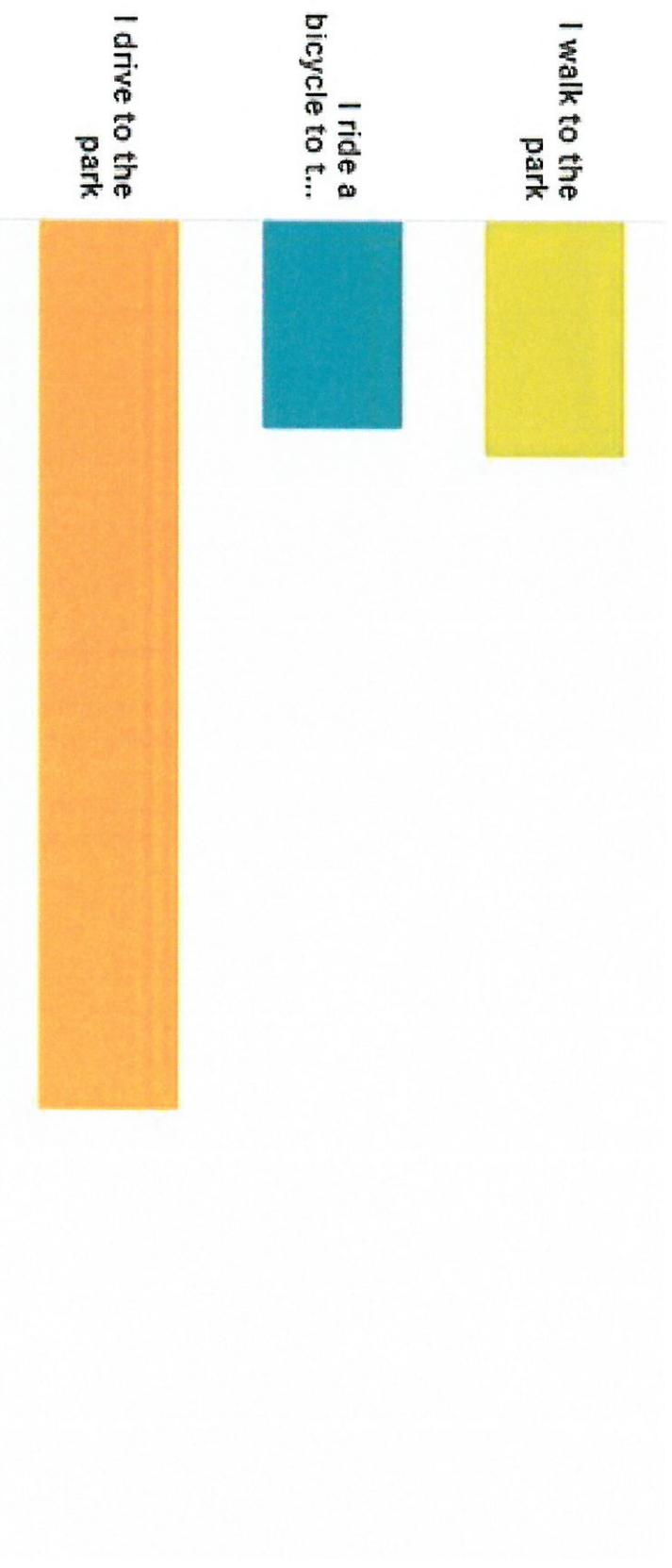
Answer Choice	Responses
Myrtle Avenue Park (West Canal Street and Myrtle Avenue)	11
Pettis Park (Mary Avenue and Duss Street)	5
Mary Avenue Playground	5

Total

22

How do you usually get to the park?

Answered: 90 Skipped: 10



Answer Choices

Responses

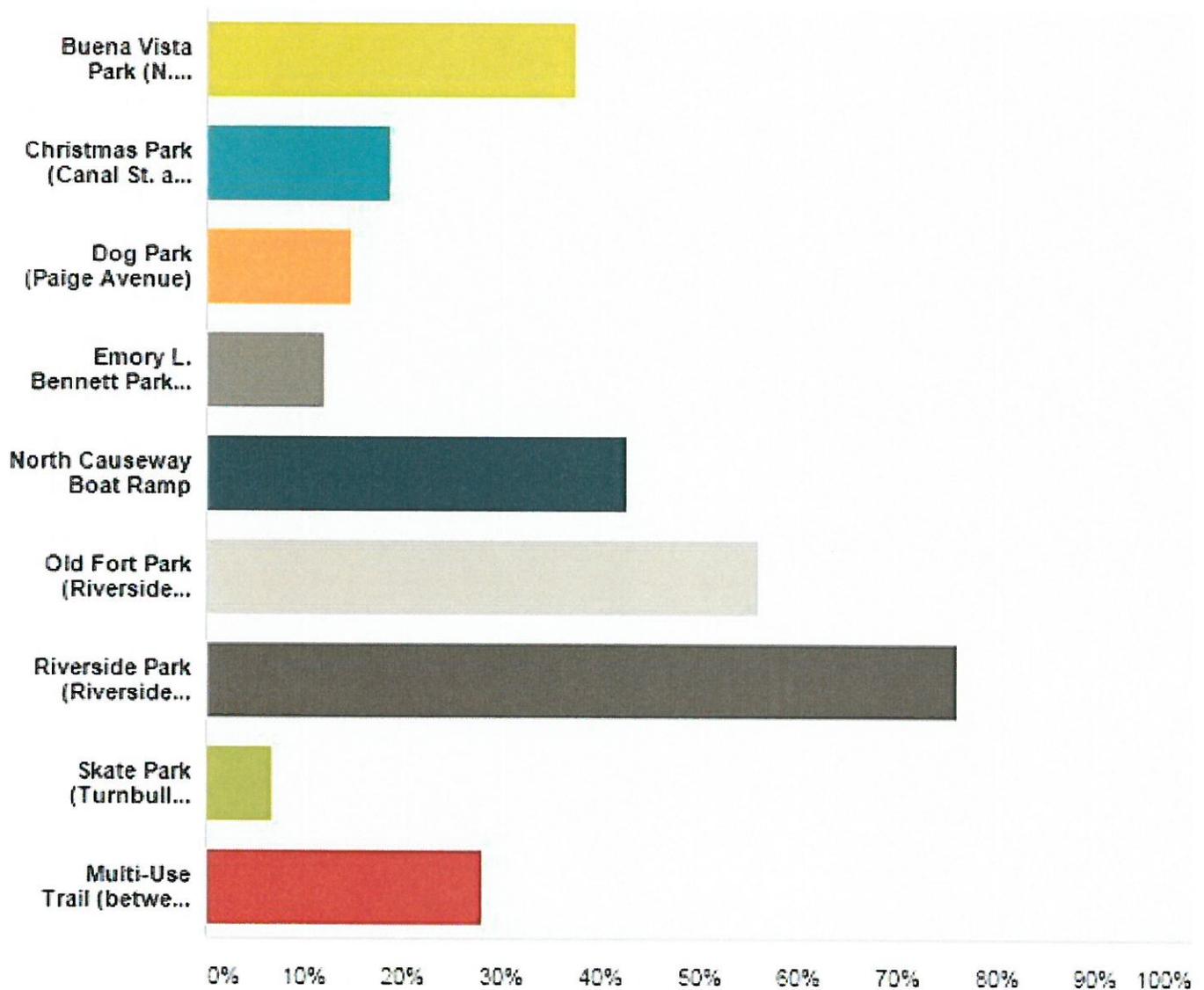
▶ I walk to the park	17.78%	16
▶ I ride a bicycle to the park	15.56%	14
▶ I drive to the park	66.67%	60

Total

90

Which central/mainland City parks to you use?

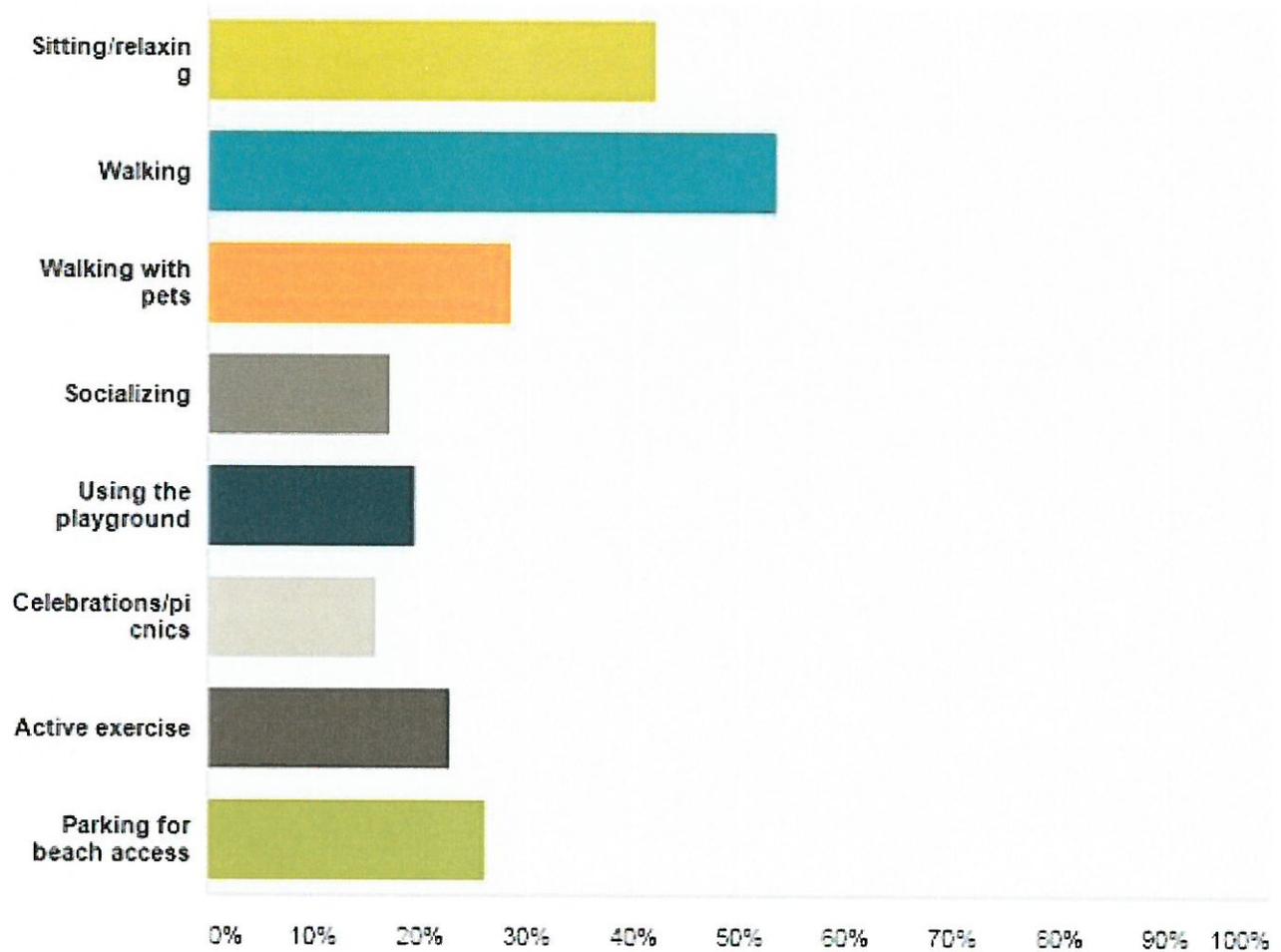
Answered: 75 Skipped: 25



Answer Choices	Responses
▼ Buena Vista Park (N. Causeway at the bridge)	37.33% 28
▼ Christmas Park (Canal St. and Live Oak St.)	18.67% 14
▼ Dog Park (Paige Avenue)	14.67% 11
▼ Emory L. Bennett Park (121 Sams Avenue)	12.00% 9
▼ North Causeway Boat Ramp	42.67% 32
▼ Old Fort Park (Riverside Drive and Washington Street across from City Hall)	56.00% 42
▼ Riverside Park (Riverside Drive and Canal Street)	76.00% 57
▼ Skate Park (Turnbull Street and Industrial Avenue)	6.67% 5
▼ Multi-Use Trail (between Sugar Mill Drive and Pine Street)	28.00% 21

How do you usually spend your time in the park?

Answered: 88 Skipped: 12



Answer Choices	Responses
Sitting/relaxing	42.05% 37
Walking	53.41% 47
Walking with pets	28.41% 25
Socializing	17.05% 15
Using the playground	19.32% 17
Celebrations/picnics	15.91% 14
Active exercise	22.73% 20
Parking for beach access	26.14% 23
Total Respondents: 88	

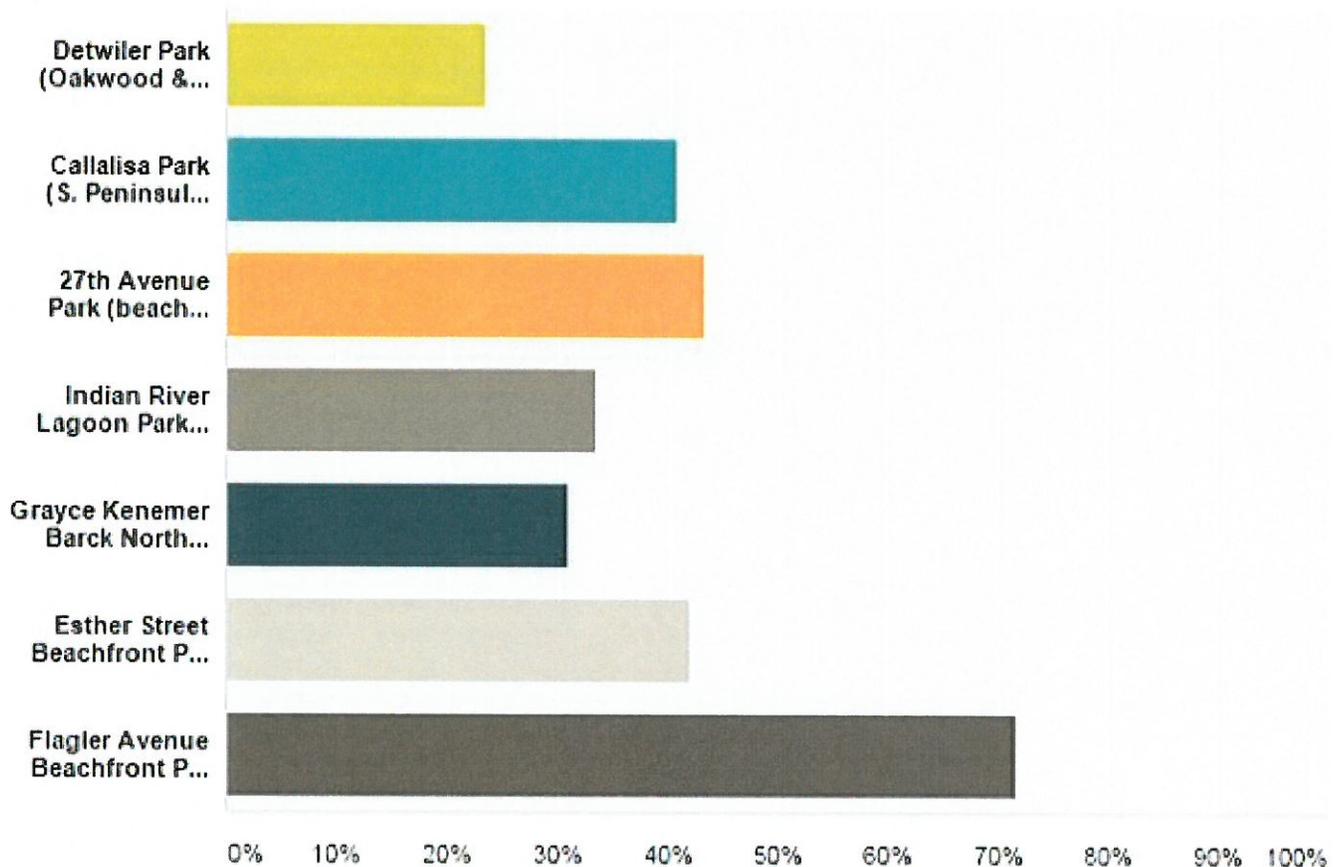
Q5

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Which beachside City parks do you use? (Choose all that apply)

Answered: 81 Skipped: 19



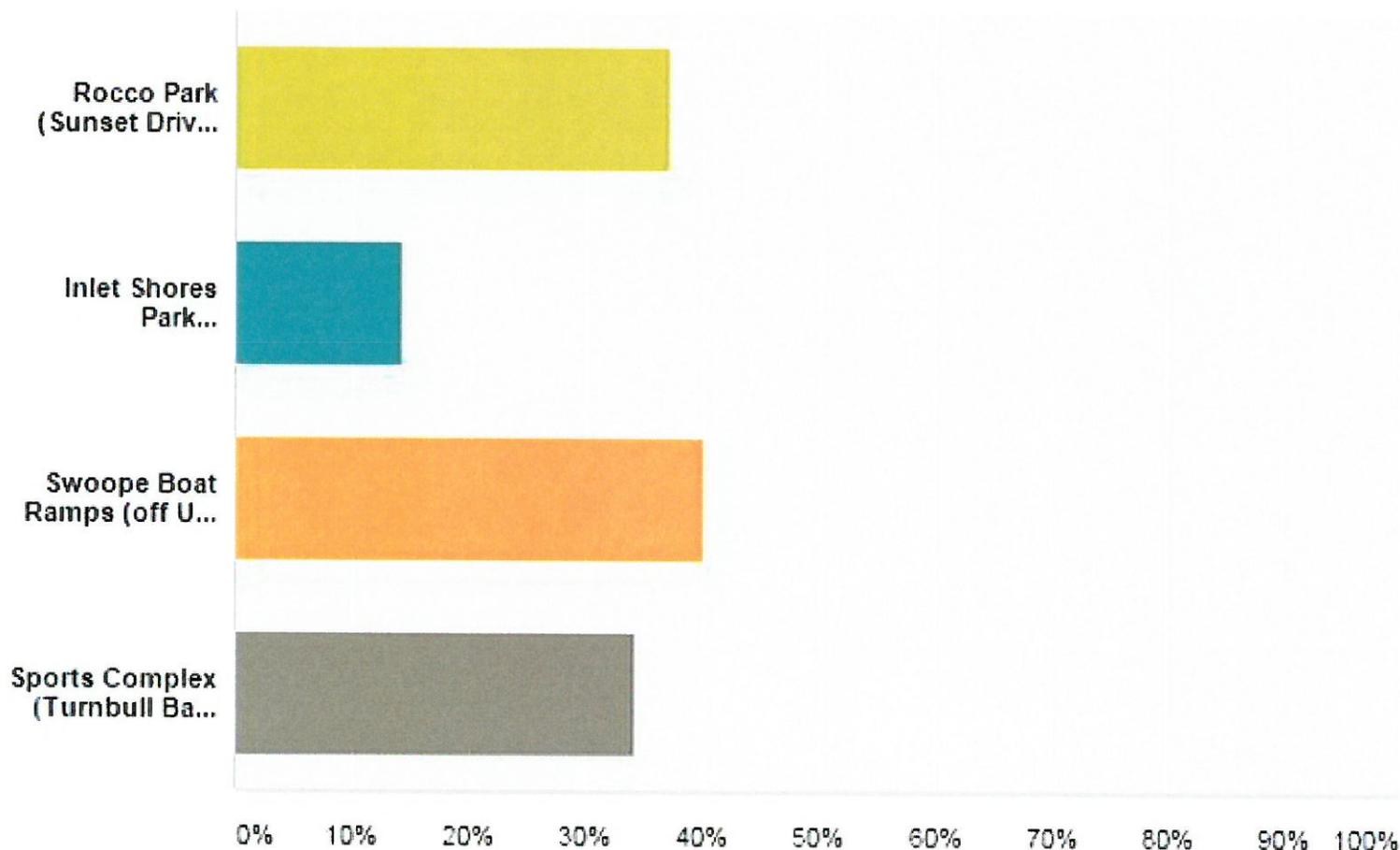
Answer Choices	Responses
▾ Detwiler Park (Oakwood & Horton)	23.46% 19
▾ Callalisa Park (S. Peninsula & S. Causeway)	40.74% 33
▾ 27th Avenue Park (beach parking area)	43.21% 35
▾ Indian River Lagoon Park (west of Saxon Drive)	33.33% 27
▾ Grayce Kenemer Barck North Beach Community Park (N. Peninsula & Sapphire)	30.86% 25
▾ Esther Street Beachfront Park (beach parking area)	41.98% 34
▾ Flagler Avenue Beachfront Park (beach parking area)	71.60% 58
Total Respondents: 81	

Customize

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Which northside/mainland City parks do you use?

Answered: 35 Skipped: 65



Answer Choices

Responses

Rocco Park (Sunset Drive near South Street)

37.14%

13

Inlet Shores Park (Cunningham Drive)

14.29%

5

Swoope Boat Ramps (off U.S. 1 in front of the airport)

40.00%

14

Sports Complex (Turnbull Bay Road)

34.29%

12

Total Respondents: 35



TU
0
Date: 4/3/2

US 1 CRA ADOPTION SCHEDULE

1. February 24 City Commission Meeting: Adoption of a resolution making a finding of necessity and the need for a community redevelopment agency. (#04-15)
 - a. Requires public hearing notice by publication at least 10 days before the meeting (February 14). Legal Ad notice must be received at the News Journal no later than 4 pm Wednesday, Feb 11 to be published on Feb. 14; and
 - b. Requires sending a registered mail notice to each taxing authority at least 15 days prior to the meeting (February 9). Sec. 163.346 , .355 & .356, FS
 - Resolution was approved. Notices executed as required.

2. February 24, City Commission Meeting: At the same time or thereafter, adopt a resolution creating the CRA and declaring the City Commission as the CRA. (#05-15)
 - a. Requires public hearing notice by publication at least 10 days before the meeting (February 14). Legal Ad notice must be received at the News Journal no later than 4 pm Wednesday, Feb 11 to be published on Feb. 14; and
 - b. Requires sending a registered mail notice to each taxing authority at least 15 days prior to the meeting (February 9). Sec. 163.346 & .357
 - Resolution was approved. Notices executed as required.

3. Historic Westside meeting to be arranged in February: present parameters for changing CIP on 3/17
 - Meeting held on February 23, 6:30 pm at the Refuge Church, 623 N. Duss St.

4. Within 30 days after adoption, file creation documents, map, and any amendments with the Department of Economic Opportunity, Special District Information Program FS 189 – they will send \$175 invoice
 - Documents filed as required.

5. Community Redevelopment Plan
 - (a) *Revise US 1 CRA Master Plan (except the Capital Improvements Plan) and submit to the Planning Department in February for the April 6 P & Z meeting.*

 - (b) March 17: City Commission: Town Hall Meeting to finalize CIP (within parameters)
 - Town Hall Meeting held. The CIP was approved by the City Commission at the March 24 regular meeting of the City Commission.

 - (b) March 18: Submit the final CIP to the Planning Department to add to 5 (a) above.
 - Final CIP submitted (included in US 1 CRA Master Plan).

- (b) April 6 P&Z: Planning and Zoning Board (LPA) to review the US 1 CRA Master Plan and to make findings as to its conformity with the comp. plan. P&Z must respond in writing within 60 days. Sec. 163.360(4), FS
- CRA Master Plan is on the April 6 P&Z agenda.
- (c) April 14, CRA Meeting: to recommend to the City Commission adoption of the CRA Master Plan. (After a 30 day response time following the CRA meeting, the City Commission proceeds to adopt an ordinance for Plan adoption.)
- First meeting of the new CRA scheduled. Agenda includes the recommendation to the City Commission of adoption of the US 1 CRA Master Plan and the naming of a registered agent.
- (d) May 26 City Commission Meeting, first reading for adoption of the Master Plan.
- Requires public hearing notice by publication at least 10 days before the meeting (May 16). Legal Ad notice must be received at the News Journal no later than 4 pm Wednesday, May 13 to be published on May 16; and
 - Requires sending a registered mail notice to each taxing authority at least 15 days prior to the meeting (May 11). Sec. 163.346 & .357
- (e) June 9 City Commission Meeting second reading for adoption of the Master Plan
- Requires public hearing notice by publication at least 10 days before the meeting (May 30). Legal Ad notice must be received at the News Journal no later than 4 pm Wednesday, May 27 to be published on May 30; and
 - Requires sending a registered mail notice to each taxing authority at least 15 days prior to the meeting (May 25). FS Sec. 163.360(5) & (6), FS
6. June 9 City Commission Meeting (this item to appear after second reading for adoption of the Master Plan) First reading of an ordinance creating the redevelopment trust fund.
- Requires public hearing notice by publication at least 10 days before the meeting (May 30). Legal Ad notice must be received at the News Journal no later than 4 pm Wednesday, May 27 to be published on May 30; Sec. 163.346 & .387, FS and
 - Requires sending a registered mail notice to each taxing authority at least 15 days prior to the meeting (May 25). FS Sec. 163.360(5) & (6), FS
7. June 23: City Commission Meeting: Second Reading of an ordinance creating the redevelopment trust fund.
- Requires public hearing notice by publication at least 10 days before the meeting (June 13). Legal Ad notice must be received at the News

Journal no later than 4 pm Wednesday, June 10 to be published on June 13; and

- ii. Requires sending a registered mail notice to each taxing authority at least 15 days prior to the meeting (June 8). FS Sec. 163.360(5) & (6), FS

Note: Dissolution of a Special District: file dissolution document within 30 days of dissolution effective date.

Note: Counting days for notices is done in this example: 10 days from February 24th is February 14; 15 days is February 9.



March 23, 2015

Pam Brangaccio, City Manager
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, FL

**Re: FY 2013/14 Community Development Grant (CDBG)
Subrecipient Agreement Amendment**

Dear Ms. Brangaccio:

This letter will approve the following change to the subject agreement as requested in correspondence from Donna Banks dated February 6, 2015.

1. Amendment Journal

Amendment 1	June 19, 2014
Amendment 2	September 15, 2014
Amendment 3	March 19, 2015

2. Reallocation of Funds

A revised Request for Monthly Funds Reimbursement and Expense Summary Form has been attached for your use.

	<u>APPROVED BUDGET</u>	<u>TRANSFER</u>	<u>REVISED BUDGET</u>
Park Improvements- Pettis Park	\$27,011		\$27,011
Code Enforcement	\$27,734		\$27,734
Babe James Recreational	\$22,187		\$22,187
PAL After School Program	\$25,516		\$25,516
Atlantic Center for the Arts	\$5,048		\$5,048
Westside Cultural Arts	\$4,104	(\$2,704)*	\$1,400
TOTAL	\$111,600		\$108,896

*Funds in the amount of \$2,704 transferred to FY 14/15 Atlantic Center for the Arts Activity.

Ms. Brangaccio
March 23, 2015
Page 2

It is understood that this amendment does not modify any provisions to the above-described contract other than listed above. This amendment will become effective when signed by both parties. **Please retain a copy of the executed amendment for your files and return the original.**

City of New Smyrna Beach

Volusia County
Housing and Grants Administration

City Manager

Diana Phillips

Manager

Date

3/23/15

Date

cc: Donna Banks, Community Development Coordinator

**SECTION I – FY 2013/14 Request For Monthly Reimbursement
and Expense Summary Form**

SUBRECIPIENT NAME: City of New Smyrna Beach TIME FRAME: _____

ADDRESS: _____ TELEPHONE: _____ (Month)

CITY: _____ STATE: _____ ZIP: _____

REQUEST# _____ FINAL REQUEST: YES ___ NO ___ FUNDING SOURCE: CDBG

CONTACT PERSON: _____ TELEPHONE: _____

REIMBURSEMENT FUNDS REQUESTED FOR THIS PERIOD: \$ _____

DESCRIPTION OF ACTIVITY	BUDGET	EXPENSES THIS MONTH	EXPENSES TO-DATE	AVAILABLE BALANCE
<u>Park Improvement- Pettis Park:</u> Be responsible for improvements to Pettis Park including but not limited to the purchase and installation of playground and trail exercise equipment.	\$27,011.00			
<u>Code Enforcement:</u> Be responsible for a part-time code enforcement officer to complete code enforcement specifically for the CDBG eligible neighborhoods within the city, including the Westside Neighborhood.	\$27,734.00			
<u>Public Services- Babe James Recreational Coordinator:</u> Be responsible for salary and benefit costs of a part-time recreational leader at the Babe James Community Center in the historic Westside Neighborhood.	\$22,187.00			
<u>Public Services- PAL After School Program-</u> Be responsible for salary expenses for a program coordinator and staff assistant for the after school program at the Babe James Community Center.	\$25,516.00			
<u>Public Services- Atlantic Arts Mural Program:</u> Be responsible for the operating expenses for a youth educational program, including expenses for weekly workshops, utilities, and rental fees.	\$5,048.00			
<u>Public Services- Westside Cultural Arts Program:</u> Be responsible for the operating expenses for an educational program, including salary costs for a tutoring director, facility expenses, and instructor fees.	\$1,400			
TOTAL	\$108,896			
<i>FOR COUNTY USE ONLY</i>				AMENDMENT JOURNAL
PREPARED BY _____				
VOLUSIA COUNTY COMMUNITY ASSISTANCE				
APPROVED BY _____				

REQUEST DATE: _____

AGENCY AUTHORIZED SIGNATURE: _____

(This form is for reproduction or copying by Recipient)



March 23, 2015

Pam Brangaccio, City Manager
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, FL

**Re: FY 2014/15 Community Development Grant (CDBG)
Subrecipient Agreement Amendment**

Dear Ms. Brangaccio:

This letter will approve the following change to the subject agreement as requested in correspondence from Donna Banks dated February 6, 2015.

1. Amendment Journal

Amendment 1 March 19, 2015

2. Reallocation of Funds

A revised Request for Monthly Funds Reimbursement and Expense Summary Form has been attached for your use.

	<u>APPROVED BUDGET</u>	TRANSFER	<u>REVISED BUDGET</u>
Park Improvements- Pettis Park	\$30,000		\$30,000
Code Enforcement	\$25,000		\$25,000
PAL After School Program	\$50,000		\$50,000
Atlantic Center for the Arts	\$6,484	\$2,704*	\$9,188
TOTAL	\$111,484		\$114,188

*Funds in the amount of \$2,704 transferred from FY 2013/14 Westside Cultural Arts Activity.

Ms. Brangaccio
March 23, 2015
Page 2

It is understood that this amendment does not modify any provisions to the above-described contract other than listed above. This amendment will become effective when signed by both parties. **Please retain a copy of the executed amendment for your files and return the original.**

City of New Smyrna Beach

Volusia County
Housing and Grants Administration

City Manager

Diana Phillips

Manager

Date

3/23/15

Date

cc: Donna Banks, Community Development Coordinator

**SECTION I – FY 2014/15 Request For Monthly Reimbursement
and Expense Summary Form**

SUBRECIPIENT NAME: City of New Smyrna Beach TIME FRAME: _____

ADDRESS: _____ TELEPHONE: _____ (Month)

CITY: _____ STATE: _____ ZIP: _____

REQUEST# _____ FINAL REQUEST: YES ___ NO ___ FUNDING SOURCE: CDBG

CONTACT PERSON: _____ TELEPHONE: _____

REIMBURSEMENT FUNDS REQUESTED FOR THIS PERIOD: \$ _____

DESCRIPTION OF ACTIVITY	BUDGET	EXPENSES THIS MONTH	EXPENSES TO-DATE	AVAILABLE BALANCE
<u>Park Improvements- Pettis Park:</u> Be responsible for installing a 15 foot extension of the existing pavilion at Pettis Park providing appropriate drainage.	\$30,000			
<u>Code Enforcement:</u> Be responsible for providing salary costs for a part-time code enforcement officer to complete code enforcement specifically for the CDBG eligible neighborhoods within the city, including the Westside Neighborhood.	\$25,000			
<u>Public Services- PAL- Afterschool Program:</u> Be responsible for providing salary costs for an academic coordinator, academic assistant, and middle school assistant for the after school program at the Babe James Community Center, to be implemented through a subrecipient agreement with the New Smyrna Beach Police Athletic League.	\$50,000			
<u>Public Services- Atlantic Arts Mural Program:</u> Be responsible for providing salary costs of a program coordinator and teaching artists to hold weekly art and educational workshops at Pettis Park and the Babe James Center.	\$9,188			
TOTAL	\$114,188			
<i>FOR COUNTY USE ONLY</i>				
PREPARED BY _____ VOLUSIA COUNTY COMMUNITY ASSISTANCE APPROVED BY _____			AMENDMENT JOURNAL	

REQUEST DATE: _____

AGENCY AUTHORIZED SIGNATURE: _____
 (This form is for reproduction or copying by Recipient)

April 1, 2015

File: 124/39/427

**NEW SMYRNA BEACH: GRADE CROSSING MAINTENANCE
RONNOC STREET, MP 124+427'-FDOT# 271968B
NOTICE OF INTENT TO WORK**

Ms. Pam Brangaccio
City Manager
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, Florida 32168

Dear Ms. Brangaccio:

This is in reference to my letter dated June 24, 2014, listing the crossings scheduled for maintenance in the year 2015. The above-referenced grade crossing has declined to the point of requiring said maintenance. The Railway or our contractors will perform all work associated with the crossing to include maintenance of traffic and paving. We have scheduled this work to begin on **May 17, 2015**.

In accordance with the terms of the agreement dated November 5, 1969, the cost of the crossing maintenance is the responsibility of the City. The costs to the City are as outlined in the enclosed estimate, however this is an estimate only and all charges for which the City is responsible shall be billed on an actual cost basis. Additionally, the City will be responsible to replace the traffic loop sensors if they are damaged during construction. If this occurs, the new sensors must be installed behind the crossing warning device gate arm to better protect them during future crossing maintenance.

Please review the enclosed estimate, and if acceptable, please acknowledge this letter by providing a letter of authorization against which we may bill for this work. In the interim, our Roadmaster, Mr. Jim Knight, will be in contact to coordinate the scheduling of the work. Otherwise, if you have any questions in this matter, please do not hesitate to contact me at (904) 279-3196.

Sincerely,



Joseph (Leslie) Schonder
Public Projects Engineer

Enclosure

cc: Mr. Jim Knight
Mr. Charles Stone
Mr. Andy Fowler
Mr. Randy Bacon

FLORIDA EAST COAST RAILWAY	DATE:	April 1, 2015
SURFACE EXISTING TYPE T-MODIFIED GRADE CROSSING	DISTRICT:	North
RONNOC LANE, NEW SMYRNA BEACH	RESPONSIBLE PARTY:	City New Smyrna Beach
MILEPOST 124+427'	AGREEMENT DATE:	November 5, 1969
FDOT# 271968B	CROSSING LENGTH:	44
DIVISION OF RESPONSIBILITY - 100% RE-COLLECTIBLE	NUMBER OF TRACKS:	1
COST PER/FT.	LENGTH OF TRACK PANEL:	104
\$1,807.41		

CONTRACT SERVICES:

	Quantity	Unit	Unit Cost	Total Cost
Mobilization	1	LS	5,250.00	\$5,250.00
Maintenance of Traffic	1	LS	6,000.00	6,000.00
Police Protection	3	Days	2,419.20	7,257.60
Construct New Track Panel	0	TF	32.00	0.00
Sawcut & Remove Asphalt	50	TF	27.00	1,350.00
Removal	104	TF	67.00	6,968.00
Install Concrete Crossing Panels	44	TF	45.00	1,980.00
Perform Thermite Welds	0	Each	450.00	0.00
Asphalt in Place	60	Tons	150.00	9,000.00
Install Transition Rails	0	Each	450.00	0.00
Milling	1	LS	1,000.00	1,000.00
Striping	1	LS	1,000.00	1,000.00
Site Cleanup & Disposal	1	LS	2,000.00	2,000.00
Miscellaneous & Contingencies	1	LS	3,780.56	<u>3,780.56</u>
TOTAL CONTRACT SERVICES.....				\$45,586.16

RAILWAY SERVICES:

Material		\$13,458.31
Includes Ballast, Timber Screw Spikes, E-Clips, Crossing Pads, Ties, and O.T.M		
Equipment		\$8,825.49
Includes Gang Trucks, Mechanical & Signal Vehicles, and On-Track Equipment		
Labor		\$7,153.46
Includes Supervisor, Mechanic, Signal Maintainer, Surfacing Gang, and Overheads		
Lodging		\$1,000.00
Miscellaneous & Contingencies		<u>\$3,502.77</u>
TOTAL RAILWAY SERVICES.....		\$33,940.03
TOTAL PROJECT COST.....		\$79,526.19
TOTAL COST TO BE BORNE BY CITY		\$79,526.19

NOTE: THE ABOVE IS AN ESTIMATE ONLY, ALL CHARGES WILL BE BASED ON ACTUAL COST.
THE RAILWAY IS NOT RESPONSIBLE FOR DAMAGE TO TRAFFIC LOOP SENSORS DURING CONSTRUCTION.