

MEMORANDUM
FROM THE OFFICE OF THE CITY MANAGER

To: Mayor and City Commission

From: Pam Brangaccio, City Manager 

Re: **City Manager's Report – April 26, 2016**

Date: April 18, 2016

A few upcoming events: Town Hall Meeting with Fred Costello on April 25th in the City Commission Chambers; Crystal Apple Awards Luncheon, April 26th at the Sugar Country Club; and the 18th Annual Crime Stoppers Banquet May 4th at the Ocean Center.

With the extra assistance of Police Chief Coffin; the City's United Way coordinator Claudia Rogers increased the percentage of employees contributing to 35% for the 2016 United Way Campaign.

The CM, Edgewater City Manager Tracey Barlow, SEV Chamber of Commerce Executive Vice-President Sue Williams, and Economic Development Directors Tony Otte and Sam Bishop met to discuss upcoming joint events.

The Ribbon Cutting for the Dimmick and Railroad Housing Development was held Friday April 15th. The Project was a collaborative effort between the Housing Authority, the City and the County.

The CM and Fire Chief Anglin met with County Fire Officials and the Deputy County Manager for a discussion regarding the Volusia County Fire Station 23. Attached is a report generated by Chief Anglin outlining the NSB resource deployment and staffing systems for discussion at that meeting.

A joint meeting between the City and the Utilities Commission is scheduled for Tuesday, April 19th regarding updates for the following: decommissioning timelines for the Smith Street and Swoope generation site; recently submitted F.I.N.D. Grant application for additional parking for the Swoope Boat Ramps Phase II, Septic Tank Abandonment/Sewer Connection CRA Program, Central Beach Stormwater management and upcoming projects in Inlet Shores and Isleboro communities.

Please see attached the agenda from the Environmental Justice Workshop to be held, Wednesday, April 20th which was organized by Community Resource Coordinator, Donna Banks as part of a requirement for the EPA Coalition Grant. It is the second of two major community events. The keynote speaker was Dr. Wathington from Bethune Cookman University.

On Wednesday, April 20th the TPO TIP sub-committee will score and rank the Traffic operations, Safety and Local Initiatives project applications and Transportation Planning Study applications. The attached document has projects in NSB in bold blue.

Attached is the April 2016 Economic Development Newsletter outlining commercial and residential projects underway in the City. Tony Otte prepares the report monthly for distribution.

The CM and the ACM met with the St. John's Management District on Tuesday, April 19th to review a grant submittal supporting the Isleboro Stormwater Project.

Please see attached thank you letters for the most recently approved Adopt-a-Park Program Partners: Peace Arts (Pettis Park), Mrs. Jolene Joyce (Inlet Shores Park), Mr. Travous Dever (Flagler Avenue Boardwalk). Five additional partnership agreements are currently pending.

The Fire Department is seeking funding in the FY 16-17 budget to replace two aging pumper trucks and the Tower Ladder truck. Attached is a cost estimate for replacement which will be a topic for August 2016 and FY 2016-17 budget.

Attached is the Senior Housing RFP which was approved by the City Commission at the April 12th Commission meeting to be put out for bid.

The Rediscover US 1 regional planning group is hosting a scavenger hunt April 15 – 23 to help focus attention on US1 and promote awareness of the existing businesses and redevelopment opportunities. A complete list of participating businesses and additional details is attached.

Please see attached meeting notice for Tuesday, April 26th regarding the proposed Coronado Island Marina Village Development at the site of the former AOB building. The City has responded to their questions on the \$5.4M appraisal of the site.

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

Firm Fact Sheet with Record of Participation

2015 - 16 Annual

Printed On: 2/25/2016
12:07:11PM

<p>Account Number 1571</p> <p>Firm Name City of New Smyrna Beach</p> <p>Firm Contact Claudia Rogers</p> <p>CEO Name Pamela Brangaccio</p> <p>Account Executive Cynthia J. Endara</p> <p>ECC Name Claudia G. Rogers</p> <p>NAICS Code</p> <p>NAICS Description</p> <p>Parent Firm</p> <p>Loyal Contributor</p> <p>L.C. Since</p> <p>Email 1 crogers@cityofnsb.com</p> <p>Email 2</p> <p><u>Addresses</u></p> <p>(Pri) Business 210 Sams Avenue - New Smyrna Beach, FL 32168</p>	<p>Campaign Map Group Workplace</p> <p>Category Government</p> <p>Sub Category Municipalities</p> <p>Recognition Name</p> <p>Recognition Greeting</p> <p>Solicitation Allowed Yes</p> <p>Emp. Solicitation Allowed Yes</p> <p>Solicited this Campaign No</p> <p>Thanked this Campaign No</p> <p>Uses Own Pledge Cards No</p> <p>Does Internal Fundraising No</p> <p>Campaign Start/End Dates 10/1/2015 through 12/23/2015</p> <p>Fax Number (386) 424-2109</p> <p><u>Phone Numbers</u></p> <p>Business (386) 424-2127</p>
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Firm Record of Participation

Campaign Name	Total Firm Gift	Percent Change	Total Employees	Giving Employees	Gift Per Total Employees	Gift Per Giving Employee
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Employee Record of Participation

Campaign Name	Total Employee Gift	Percent Change	Total Employees	Giving Employees	Percent Giving	Employee Gift Per Cap.	Average Employee Gift
2015 - 16 Annual	\$10,570.00	169.9 %	238	84	35.3 %	\$44.41	\$125.83
2014 - 15 Annual	\$3,916.50	(26.0%)	217	21	9.7 %	\$18.05	\$186.50
2013 - 14 Annual	\$5,296.10	25.7 %	217	22	10.1 %	\$24.41	\$240.73
2012 - 13 Annual	\$4,213.38	11.0 %	216	27	12.5 %	\$19.51	\$156.05
2011 - 12 Annual	\$3,794.47	16.7 %	212	29	13.7 %	\$17.90	\$130.84



Environmental Justice Workshop

Alonzo "Babe" James Community Center

201 N Myrtle Ave, New Smyrna Beach, Florida

April 20, 2016

9:00 to 9:15 AM	Meet and greet (coffee, bagels, fruit)
9:15 AM	Welcome & Overview - Donna Gray-Banks, Community Resource Coordinator, New Smyrna Beach, FL
9:15 – 10:00 AM	Session 1 (Two topics) <ol style="list-style-type: none">1. What is a Brownfield? Miles Ballogg – Cardno (25 min)2. What is Environmental Justice? Ken Pinnix – PTW Associates (20 min)
10:00 – 10:15 AM	Break
10:15 – 11:15 AM	Session 2 (Two Topics) <ol style="list-style-type: none">1. Community Perspectives - Speaker - Ed Johnson, Manager, East Tampa CRA (20 min)2. EJ Listening Session - Facilitated by Ken Pinnix (40 min)
11:15 – 11:25 AM	Break
11:25 – 12:00* PM	Speaker Introduction – Donna Gray-Banks, Community Resource Coordinator, New Smyrna Beach, FL Speaker – Deanna Wathington, M.D. - Bethune Cookman University (35 min)
12:00 PM	End Conference

All sessions will be held in one location to ensure maximum exposure for all attendees.

*Questions as time allows



Workshop is supported by US EPA Brownfields Coalition Grant under Cooperative Agreement # BF-00D12013-0: FL

2016 Priority Project Applications for TIP Subcommittee Review

Applicant	File Name
Traffic Operations and Safety Project Feasibility Study Applications (FS)	
Daytona Beach	FS-16-DB-Beville Rd Mast Arm Traffic Signals.pdf
Flagler Beach	FS-16-FB-Ped Enhance & Traffic Control - SR 100 & SR A1A.pdf
Port Orange	FS-16-PO-RT Lane on EB Dunlawton at Clyde Morris Blvd.pdf
Port Orange	FS-16-PO-WB Dunlawton Av (SR 421) at S Nova Rd.pdf
Volusia County	FS-16-VC-Old Mission Guardrail (Park Av to Josephine St).pdf
Volusia County	FS-16-VC-Pioneer Tr Pave Shoulders (Airport to Williamson).pdf
Volusia County	FS-16-VC-Pioneer Tr Pave Shoulders (Tomoka Farms to Airport).pdf
Volusia County	FS-16-VC-SR 15A at SR 44 Turn Lane.pdf
Volusia County	FS-16-VC-SR 421 & Victoria Gardens WB LT Lane Extension.pdf
Volusia County	FS-16-VC-SR 44 & Mission Dr Alternative Intersection Design.pdf
Volusia County	FS-16-VC-SR 472 & MLK Blvd Intersection Improvements.pdf
Volusia County	FS-16-VC-US 17-92 & Highbanks Rd SB RT Lane Extension.pdf
Volusia County	FS-16-VC-US 17-92 & New York Av SB RT Lane Extension.pdf
Volusia County	FS-16-VC-US 92 & Garfield Av Intersection Improvements.pdf
Volusia County	FS-16-VC-US 92 & Kepler Rd WB LT Lane Extension.pdf
Volusia County	FS-16-VC-US 92 & US 17 WB RT Lane Extension.pdf
Traffic Operations and Safety Project Implementation Applications (PI)	
Deltona	PI-16-DT-Catalina at Howland Intersection Improvements.pdf
Deltona	PI-16-DT-Tivoli Dr Intersection Improvements.pdf
Edgewater	PI-16-ED-SR 5 (US 1) at Turgot Av EB RT Lane.pdf
New Smyrna Beach	PI-16-NS-Fire Station 50 Emergency Signal.pdf
Port Orange	PI-16-PO-SR 421 at City Center Pkwy WB RT Lane Extension.pdf
Port Orange	PI-16-PO-Yorktowne Blvd Extension.pdf
South Daytona	PI-16-SD-RR Quiet Zone Xing Protection Improvements.pdf
Volusia County/FDOT	PI-16-VC-US 17_92 at Fort Florida Rd SunRail Bus Pre-Emption.pdf
Volusia County	PI-16-VC-East Volusia Traffic Management Center Relocation.pdf
Volusia County	PI-16-VC-LPGA Blvd Corridor Traffic Control Adaptive System.pdf
Volusia County	PI-16-VC-Saxon Blvd Corridor Traffic Control Adaptive System.pdf
Volusia County/FDOT	PI-16-VC-SR 40 Corridor Traffic Control Adaptive System.pdf
Volusia County/FDOT	PI-16-VC-SR 421 Corridor Traffic Control Adaptive System.pdf
Volusia County/FDOT	PI-16-VC-SR 44 (Lytle Av) at Myrtle Av LT Lane Extension.pdf
Volusia County/FDOT	PI-16-VC-SR 44 at Grand Av Roundabout.pdf
Volusia County/FDOT	PI-16-VC-SR 44 Corridor Traffic Control Adaptive System.pdf
Volusia County/FDOT	PI-16-VC-Traffic Adaptive Network Contracted Service.pdf
Transportation Planning Study Applications	
DeBary	PS-16-DY-Ft. Florida Rd Planning Study.pdf
New Smyrna Beach	PS-16-NS- US 1 Complete Streets.pdf
New Smyrna Beach	PS-16-NS-Beach Trolley Feasibility Study.pdf

File naming convention is as follows:

The first 2 characters identify the application type (FS = feasibility study; PI = project implementation; and PS = planning study)

The third and fourth characters identify the year (16 = 2016); the fifth and sixth characters identify the applicant (BU = Bunnell; BE = Beverly Beach; DB = Daytona Beach; DL= Deland; DS = Daytona Beach Shores; DT = Deltona; DY = DeBary; ED = Edgewater; FB = Flagler Beach; FC = Flagler County; HH = Holly Hill; LH = Lake Helen; NS = New Smyrna Beach; OB = Ormond Beach; OC = Orange City; OH = Oak Hill; PC = Palm Coast; PI = Ponce Inlet; PO = Port Orange; PS = Pierson; SD = South Daytona; and VC = Volusia County).

The project name follows the first six characters.



ECONOMIC DEVELOPMENT NEWSLETTER ***April, 2016***

✓ Florida Hospital New Smyrna is here!

The City's largest employer, Bert Fish Medical Center, has finalized its agreement with Florida Hospital and the name of the facility now changes to Florida Hospital New Smyrna. The website for the new Florida Hospital is <https://www.floridahospital.com/new-smyrna/our-location/florida-hospital-new-smyrna>.

✓ City Commission Approves the Economic Development Plan Update!

At the March 22 meeting the City Commission approved an Update of the City's Economic Development Plan. The Update will soon be posted on the City's website, cityof-nsb.com.

The original plan was presented to the City Commission in 2010 by then Mayor Adam Barringer. The 2010 plan proposed a number of projects, many of which have now been completed, including:

- Stimulate the development of hotel and convention facilities (the Hampton Inn & Suites on Flagler Ave, and the construction of a beachfront hotel near the Flagler Ave beach ramp; and the construction of a large civic center in Riverside Park)
- Develop a list/calendar of events (now available on the NSBWaterfront-Loop.com)
- Market the vacant Riverfront property (negotiations are underway for the sale and development of the AOB property, 160 N Causeway)
- Downtown revitalization plan (CRA Master Plan Update; successful revitalization of Flagler Ave and Canal St)
- Create an Arts Overlay District (now in place)
- Improve signage ("Wayfinding signage" system now in place)
- Open, transparent permitting (now in place)
- Identify land for future annexation and work with the County Council on an Annexation Agreement (Agreement now in place)
- Evaluate and take action on a full-time Airport Manager position (full-time Airport Manager position now in place).

The City's Economic Development Advisory Board has worked to develop the Plan Update for many months during their monthly public meetings. The Update identifies target industries as:

- Aviation and Aerospace
- Creative Class, including High Tech
- Light Industry, including Manufacturing
- Medical
- Professional, including Corporate Headquarters
- Recreation

The objectives of the plan follow goals set by the City Commission:

1. Develop an Economic Development Plan for the I-95 Interchange to support future business park development
2. Redevelop US 1
3. Attract Aviation Businesses to the Airport
4. Attract Businesses with Higher Wage Jobs on SR 44 and the Western Corridor
5. Create New and Retain Current Jobs

The purpose of the plan is stated as follows:

"The City of New Smyrna Beach is in the enviable position of having a number of highly desirable assets that have brought positive national and international recognition. The stated intent of this Economic Development Plan Update is to build on these assets to create a better future for the local economy, better than what would naturally evolve in the absence of the plan. This 'better future' does not seek to change New Smyrna Beach into something different, but to introduce some projects to enhance what is now in place to reach our goals. The implementation of the plan will be carefully monitored by the Economic Development Advisory Board, with periodic reports to the City Commission. The plan will be evaluated at least annually, beginning in November 2016, and adjustments will be made to ensure the plan's continued relevance. The annually adjusted plan will be the Economic Development Department's Annual Program Work."

✓ *Continued Progress on US 1:*

Former Chevrolet Dealership is leased!

Realtor Brian Adair reported last week that a lease was being negotiated to bring a large used car dealership to the former Chevrolet dealership across from the airport on US 1. Signage on the property now indicates that the lease is in place.

The former Chevrolet dealership moved to SR 44, as did the former Ford dealership that was located just south on US 1. The last new car dealership location, the Chrysler/Jeep/Dodge is also for sale, with plans to move to SR 44 as well; however, the

leasing of the former Chevrolet dealership property and the re-construction of the former Daytona Beach Community College building at Wayne Ave are signs of progress. US 1 is one of the focal points of the new Economic Development Plan Update, approved by the City Commission on March 22.

✓ **Many Prominent Projects Are Underway!**

There continues to be progress for a number of prominent projects, including:

Private Property Projects

- Tabby House, townhouses across Julia St from City Hall: site work is substantially complete. New townhouse units will be next!
- Brilliance Assisted Living Center (former Daytona State Community College Building) on US 1 at Wayne Ave: construction underway.
- Riverwalk Condos, NW area of North Causeway: construction continues on the first building, six stories, 36 units.
- Concordis Assisted Living Facility, construction underway for this two story assisted living and memory treatment facility with 115 beds at the NE corner of SR 44 and Myrtle.
- Development at Colony Park Rd, NE corner with SR 44, across from Murphy Gas Station: Construction continues on an office building; and construction continues on the Aldi Grocery store on the corner.
- WaWa, planned for the area in front of the former K Mart store at SR 44 and Old Mission/Wallace Rd: It is anticipated that a Groundbreaking ceremony will be held later this month.
- Spring Hill Suites hotel on the beach near Breakers: Construction has started on the site. Anticipated completion: April, 2017.

City Projects

- North Causeway Beautification: Construction is underway to add trees and several medians. Scheduled completion: Late Spring
- New Civic Center: Construction is well-underway. Scheduled completion: Late 2016.
- SR 44 Sewer line (assessment project): Design is complete; project to be managed by the Utilities Commission.

✓ **News Briefs**

- Health Fair and Senior Summit, April 19, Alonzo "Babe" James Community Center: Vendor space may still be available. Call Donna Banks at 314-4849 or email dbanks@cityofnsb.com.
- Environmental Justice Conference, April 20, 9 am – noon, Alonzo "Babe" James Community Center. Learn how the environment affects health. For further information go to www.cityofnsb.com.
- Job Fair at New Smyrna Beach High School, April 22: Interested employers can contact Tara Shea at 386-314-1915 or email tkshea@volusia.k12.fl.us

✓ **Business Resources**

- Business Planning Information available at no charge:
 - The “City Ready” service provides a meeting at no charge with City and Utilities Commission staff members to discuss how to maximize the use of a commercial building and/or property. Such meetings normally take less than 30 minutes and provide a wealth of useful information for business planning. The meetings are now scheduled on the first and third Wednesday morning of each month beginning at 9 am. Please call Tony Otte CRA/Economic Development Director, (386) 566-3941 (cell phone).
 - For information concerning commercial and industrial properties, demographic data identifying potential customers, traffic counts, and city-related questions: call Tony Otte, CRA/Economic Development Director, (386) 566-3941 (cell phone).
- Assistance with hiring employees: Career Source Flagler Volusia, 329 Bill France Blvd, Daytona Beach. (386) 323-7001
- Training Opportunities:
 - Training offered at Daytona State College:
 - Check out the DSC training website: <https://www.daytonastate.edu/cbi/> or contact Joanne.Parker@Daytonastate.edu or (386) 506-4224.
 - Training offered by SCORE
 - Score offers many NO CHARGE business training classes on a variety of subjects. For more information go to Score87.org or info@Score87.org.
- NO CHARGE Business Assistance – Expansion for Existing Business
 - Volusia County Department of Economic Development: (386) 248-8048 – services include exporting assistance
 - Small Business Development Center at Daytona State College: (386) 506-4723 – services include preparation of business plans, assistance in seeking loans, business consulting.
- NO CHARGE Business Assistance – Entrepreneurs
 - SCORE: (386) 255-6889 – including preparation of business plans.
- City Property Tax Exemption for expanding businesses: In November 2014 voters approved a Tax Exemption program that provides expanding businesses that meet program criteria with abatements of City property taxes. If your business is in the expansion mode please call Tony Otte (contact information below) for further information.

- Assistance with Environmental Site Assessments: The cities of New Smyrna Beach, Edgewater, and Oak Hill have jointly been awarded a US EPA grant to provide environmental site assessments, free of charge, for approved sites. The Phase 1 and Phase 2 assessments are performed to identify contaminants including soil and groundwater pollutants, mold, asbestos, lead paint; and in some cases grant funds may be used for the removal of underground storage tanks.

For information on how to apply please contact: Ms. Donna Banks:
dbanks@cityofnsb.com or (386) 314-4849.

- For prominent Commercial/Industrial properties for sale or lease, please go to Volusiasites.com and click on New Smyrna Beach. Sites can be added to this list by contacting Tony Otte (contact information below).

*For further information contact Tony Otte: totte@cityofnsb.com;
or call 386.566.3941 (office/cell)*



City of New Smyrna Beach

April 7, 2016

Ms. Shyrika Morris
PEACE ARTS
541 Washington Street
New Smyrna Beach, FL 32168

Dear Ms. Morris:

On behalf of the City of New Smyrna Beach and all our residents and visitors, please accept our sincere appreciation for your organization becoming an Adopt-A-Park member. Becoming a part of our newest Parks Program by adopting Pettis Park will be a great partnership between the City, you, your family and students. Partnering together we can help to ensure that all of our parks are clean, aesthetically pleasing, and welcoming for our residents and visitors alike.

Hopefully we will be able to continue to secure additional partners for the program so that all of our City Parks are adopted and well cared for by our volunteers and our City staff as well. Thank you again to you and everyone involved for supporting your City in our efforts! Any questions or concerns about the program please contact Faith Miller, Maintenance Operations Director, at (386) 424-2202 or by email at fmiller@cityofnsb.com.

Sincerely,

James W. Hathaway
Mayor

Judy Reiker
Vice Mayor

Jake Sachs
Commissioner Zone 2

Jason McGuirk
Commission Zone 3

Kirk Jones
Commissioner Zone 4



City of New Smyrna Beach

April 6, 2016

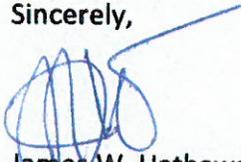
Mrs. Jolene Joyce
103 Inlet Shores Drive
New Smyrna Beach, FL 32168

Dear Mrs. Joyce:

On behalf of the City of New Smyrna Beach and all our residents and visitors, please accept our sincere appreciation for your organization becoming one of our first Adopt-A-Park members. Becoming a part of our newest Parks Program by adopting Inlet Shores Park will be a great partnership between the City, you and your family members. Partnering together we can help to ensure that all of our parks are clean, aesthetically pleasing, and welcoming for our residents and visitors alike.

Hopefully we will be able to continue to secure additional partners for the program so that all of our City Parks are adopted and well cared for by our volunteers and our City staff as well. Thank you again to you and your family for supporting your City in our efforts! Any questions or concerns about the program please contact Faith Miller, Maintenance Operations Director, at (386) 424-2202 or by email at fmiller@cityofnsb.com.

Sincerely,



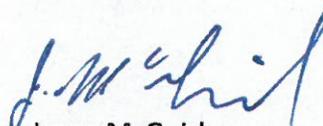
James W. Hathaway
Mayor



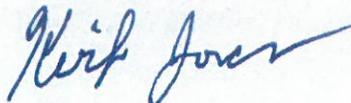
Judy Reiker
Vice Mayor



Jake Sachs
Commissioner Zone 2



Jason McGuirk
Commissioner Zone 3



Kirk Jones
Commissioner Zone 4



City of New Smyrna Beach

April 6, 2016

Mr. Travous Dever
1212 Magnolia Drive
New Smyrna Beach, FL 32168

Dear Mr. Dever:

On behalf of the City of New Smyrna Beach and all our residents and visitors, please accept our sincere appreciation for your organization becoming one of our first Adopt-A-Park members. Becoming a part of our newest Parks Program by adopting the Flagler Avenue Boardwalk will be a great partnership between the City, you and your family. Partnering together we can help to ensure that all of our parks are clean, aesthetically pleasing, and welcoming for our residents and visitors alike.

Hopefully we will be able to continue to secure additional partners for the program so that all of our City Parks are adopted and well cared for by our volunteers and our City staff as well. Thank you again to you and your family for supporting your City in our efforts! Any questions or concerns about the program please contact Faith Miller, Maintenance Operations Director, at (386) 424-2202 or by email at fmiller@cityofnsb.com.

Sincerely,

James W. Hathaway
Mayor

Judy Reiker
Vice Mayor

Jake Sachs
Commissioner Zone 2

Jason McGuirk
Commissioner Zone 3

Kirk Jones
Commissioner Zone 4



City of New Smyrna Beach

April 6, 2016

Ms. Kelly Bryan, Club Director/General Manager
New Smyrna Beach Athletic Club
401 Canal Street
New Smyrna Beach, FL 32168

Dear Ms. Bryan:

On behalf of the City of New Smyrna Beach and all our residents and visitors, please accept our sincere appreciation for your organization becoming one of our first Adopt-A-Park members. Becoming a part of our newest Parks Program by adopting Christmas Park will be a great partnership between the City, you and your organization's members. Partnering together we can help to ensure that all of our parks are clean, aesthetically pleasing, and welcoming for our residents and visitors alike.

Hopefully we will be able to continue to secure additional partners for the program so that all of our City Parks are adopted and well cared for by our volunteers and our City staff as well. Thank you again to you and your members for supporting your City in our efforts! Any questions or concerns about the program please contact Faith Miller, Maintenance Operations Director, at (386) 424-2202 or by email at fmiller@cityofnsb.com.

Sincerely,

James W. Hathaway
Mayor

Judy Reiker
Vice Mayor

Jake Sachs
Commissioner Zone 2

Jason McGuirk
Commissioner Zone 3

Kirk Jones
Commissioner Zone 4

Kosorok, Tammy

From: Brangaccio, Pam
Sent: Friday, April 15, 2016 5:50 PM
To: Kosorok, Tammy
Subject: FW: Fire Department Fleet Purchase Plan
Attachments: NSB Pricing.xlsx

[Next CM Report—for FY 16-17 Budget Discussion.](#)

From: Anglin, Greg
Sent: Friday, April 15, 2016 10:13 AM
To: Brangaccio, Pam <pbrangaccio@cityofnsb.com>
Cc: Philord, Althea <APhilord@cityofnsb.com>
Subject: FW: Fire Department Fleet Purchase Plan

FYI

From: Vandemark, Shawn
Sent: Friday, April 15, 2016 9:56 AM
To: Anglin, Greg
Subject: Fire Department Fleet Purchase Plan

The Fire Department is seeking funding to secure the purchase of two pumpers in an effort to replace two aging pumpers that have outlived their economic feasibility in regards to repair and maintenance. The fire department also seeks to purchase a replacement Tower Ladder to replace the current Tower Ladder which is 22 years old and in need of replacement.

A needs assessment was conducted to determine the City's operational needs and which manufacturer could provide the best vehicle(s) in regards to costs, function, and reliability. The committee considered multiple fire truck manufacturers and concluded that Sutphen Fire Apparatus could provide our City with the most economical and dependable fire vehicles. Sutphen is not a new manufacturer to the City of New Smyrna Beach, we have been using a Sutphen Tower truck since 1994.

Attached is a proposal from the Sutphen dealer for the state of Florida (South Florida Emergency Vehicles). It has a breakdown of each engine (2) and tower (1) cost as well as the multiple vehicle purchase discounts. For the purpose of securing funding, it is recommend adding 2% to the proposed price of \$1,999,238 for the three (3) vehicles. The 2% allows any necessary changes to the vehicles during the preconstruction review of the specifications to better meet the needs of the city.

Shawn VanDemark, Battalion Chief
City of New Smyrna Beach
1400 S.R. 44
New Smyrna Beach, FL 32168
cell: (386) 804-9107
fax: (386) 424-2166

New Smyrna Beach Fire							
Draft Proposal based on meeting Feb 25, 2016							
Pumper- S3 body			\$	450,677.70			
Pumper- S3 body			\$	450,677.70			
SPH 100			\$	1,170,789.30			
Total			\$	2,072,144.70			
Multitruck discount on Pumpers			\$	(10,000.00)			
SPH discount			\$	(27,500.00)			
3 Truck Discounted Total			\$	2,034,644.70			
Prepayment Discount for 100% pay							
within 30 days of PO			\$	(35,316.42)		total discount \$72,816.42	
			\$	1,999,328.28			



REQUEST FOR PROPOSALS

**Local Support for a Senior Affordable Housing
Development Application
for low income housing tax credits from
the Florida Housing Finance Corporation**

**SUBMISSION DEADLINE:
Noon, Thursday, May 19, 2016**

Table of Contents

1. Introduction
 - a. RFP Response due date and time
 - b. Contact
2. Submittal Requirements
3. Schedule of Events
4. Proposal Evaluation Criteria

Attachments

1. Water and Sewer system maps
2. Map of the US 1 Community Redevelopment Area
3. Anti-Lobbying Provisions form – must be executed and returned with RFP response.
4. Capital Improvements Plan, first ten years, US 1 CRA
5. Conflict of Interest and Clean Hands Disclosure Form – must be executed and returned with RFP response
6. Officers and Significant Stakeholders Form – must be completed and returned with RFP response

1. INTRODUCTION

The City of New Smyrna Beach (hereinafter referred to as “the City”) is soliciting responses to this Request for Proposals (RFP) for Senior Affordable Housing Development Applications for low income housing tax credits from the Florida Housing Finance Corporation (FHFC), to receive local support from the City of New Smyrna Beach. The City Commission may award one or more applications with a commitment for the local support dollars as required for one application if said application is approved by the FHFC. The local support amount is approximately \$50,000. It is preferable, but not required, that the applications are for an affordable senior housing development to be located within the US 1 Community Redevelopment Area (please see attached map.)

The City reserves the right to accept or reject any and all proposals submitted in accordance with this RFP. The City shall not have any obligation or liability with respect to this RFP, or the selection and award process contemplated hereunder. The City does not warrant or represents that any award will be made as a result of the issuance of this RFP and anyone who responds to this RFP does so at their own risk and expense.

This RFP is made subject to correction of errors, omissions, or withdrawal without notice. Information contained in the RFP is for guidance only and each recipient is cautioned and advised to independently verify all of the information contained herein.

a. RFP RESPONSE DUE DATE & TIME

RFP Response packages shall be mailed or hand-delivered to the Finance Department, located on the second floor of the New Smyrna Beach City Hall at 210 Sams Ave, New Smyrna Beach, Florida 32168. **RFP RESPONSE PACKAGES ARE TO BE RECEIVED NO LATER THAN Noon Thursday, May 19, 2016.** Packages received after the specified time and date will not be accepted. The City will not be responsible for mail delays, late or incorrect deliveries. The clock located in Finance Department will be the official authority for determining late responses.

A copy of this Request for Proposals will be available online on the City’s website (www.cityofnsb.com) and on DemandStar at www.DemandStar.com. This RFP may appear on other websites as well.

All RFP information and required attachments must be completed, executed and submitted in a sealed envelope. Respondents shall mark the envelope **RFP Response: Local Support for a Senior Affordable Housing Development Application for Low Income Housing Tax Credits from the Florida Housing Finance Corporation. Respondent’s name and return address must be clearly identified on the outside of the envelope.** These documents constitute the complete set of terms and conditions, specification requirements, and forms for the RFP.

Respondents shall submit Five (5) complete sets (one (1) original (marked “ORIGINAL”), (4) copies) and one (1) CD of the response, complete with all supporting documentation. Responses submitted by facsimile or electronically will NOT be accepted. Responses which do not comply with these requirements will be rejected by the City. It is the respondent’s responsibility to

ensure that RFP Response submittals are in accordance with all addenda issued. Failure of any Respondent to receive any such addendum or interpretation shall not relieve such respondent from its terms and requirements. Addenda are available online on DemandStar (www.demandstar.com) and on the City website (www.cityofnsb.com).

Responses not submitted in the format set forth herein shall be rejected.

By submitting a response to this RFP and executing the letter of interest and various forms as specified below, the undersigned individual hereby represents and warrants that they have the full authority on behalf of Respondent to submit this RFP response package to the City, and bind the Respondent to the terms and conditions of this RFP. The Respondent represents and warrants to the City that they have read, understand, and agree to abide by all the terms and conditions set forth in the RFP Package and all subsequently issued addenda. Further, Respondent certifies, represents, and warrants that all information contained in Respondent's RFP submittal is accurate and truthful and that the City will rely on said information during the RFP process. Respondent further understands and agrees that misleading, fraudulent, untruthful, and deceitful information, whether presented to the City in writing or verbally, shall be grounds for immediate disqualification. Additionally, Respondent agrees that the City shall have the sole discretion to rank respondents to this RFP. The final ranking of the qualifications of all respondents and the proposals by the City does not guarantee that any of the respondents will be selected. Further, Respondent agrees that the City has the right to reject, for any reason and without penalty, any and all submittal packages prior to and after the rankings are made by the City, and that the City has the right, for any reason and without penalty, to terminate the process at any time. Respondent shall bear all costs associated with preparing and responding to this RFP. The City will provide no compensation for such costs.

During the RFP process, Respondent consents to the City conducting credit and corporate background checks on the Respondent. Further, the Respondent hereby consents and authorizes the City to contact any and all previous references and others having business dealings with Respondents to inquire about the Respondent's past or current performance on any other project that the City deems to be relevant to the services requested under this RFP.

b. CONTACT

For information concerning the procedure for responding to this Request for Proposals (RFP), contact Tony Otte, CRA/Economic Development Director, at (386) 566-3941, e-mail totte@cityofnsb.com, Re: Local Support for Senior Affordable Housing Development RFP. (It is important to use only Local Support for Senior Affordable Housing Development for the subject in every such email.) Such contact is to be for clarification purposes only. Material changes, if any, to the scope of services or respondent procedures will only be transmitted by written addendum.

Questions received after Noon, Friday, May 6, 2016 will not be answered. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect and shall not be relied upon by Respondents in submitting their response.

Community Redevelopment Area

The City prefers that the property for development is located within the US 1 Community Redevelopment Agency (CRA) area. A map of the CRA and a copy of the Capital Improvements Plan for the first ten years of the US 1 CRA are included in the attachments.

2. SUBMITTAL REQUIREMENTS

RFP CONTENTS BY SECTION

Sections of the RFP response should be tabbed and arranged in the sequence shown in the following sections.

1. Letter of Interest

The executed letter of interest shall include a statement indicating the respondent's interest in providing an affordable senior housing development, the site of the development, and the firm's contact person and the telephone number where the person can be reached.

2. General Background

- A. Current name, address, email, telephone and fax number of respondent.
- B. Previous name and/or address of respondent, if any.
- C. Current President or CEO. Years in that position.
- D. Number of permanent employees.
- E. How many years has the organization been in business?
- F. How many years has your organization been in business under its present business name?
- G. Under what other or former names has the organization operated, if any?
- H. If a corporation, submit a copy of current Certificate of Authorization from the State of Florida and answer the following: 1) date of incorporation, 2) state of incorporation, 3) president's name, 4) vice president's name, 5) secretary's name, 6) treasurer's name.
- I. If an individual or a partnership, answer the following: 1) date of organization, name and address of all partners (state whether general or limited partnership).
- J. If other than a corporation or partnership, describe organization and name principals.
- K. Name and address of current affiliated companies (parent, subsidiary, divisions).

3. Corporate Experience - Similar Projects

Provide a narrative of the firm's experience in building affordable senior housing developments, and experience with the Florida Housing Finance Corporation programs, and any other similar experience. The list of similar developments shall include:

- a. The name of the development
- b. The street address
- c. The date the development opened
- d. The role of the respondent in the development (e.g. owner? General contractor?)
- e. If the respondent is not the current owner of the development; was the respondent ever the owner? If so, when was it sold?

- f. Does the respondent manage the development? If not, the name of the management company
- g. Provide at least 6 color pictures of each reference development including front and rear elevations, inside lobby and common areas, and pictures of a dwelling unit.
- h. References: Please provide two names, phone numbers, and email addresses for persons who were local government employees involved in the development; and the name, phone number, and email address for the person who was most involved from the Florida Housing Finance Corporation for projects completed within the last ten years.
- i. Provide a statement that the response meets the requirements for the Senior Affordable Housing Program for low income housing tax credits from the Florida Housing Finance Corporation.

4. Qualifications of Key Personnel

Present a table of key firm personnel that will work on tasks assigned under this RFP. The table should provide the name, title, function, and indicate the availability of persons. Following the table, resumes for each team member shall be provided.

5. Organizational Chart

The organizational chart shall identify all key firm personnel and all personnel who will perform work on tasks assigned under this RFP.

5. Legal Proceedings

- A. List all arbitration demands filed by, or against, the Respondent in the last five years, and identify the nature of the claim, the amount in dispute, the parties, and the ultimate resolution of the proceedings.
- B. List all lawsuits (other than labor or personal injury litigation) filed by, or against, the Respondent in the last five years, identify the nature of the claim, the amount in dispute, the parties, and the ultimate resolution of the proceedings.
- C. List any lawsuits, administrative proceedings, or hearings initiated by the National Labor Relations Board or Occupational Safety and Health Administration concerning labor practices or safety practices of the Respondent in the last five years. Identify the nature of the proceedings and the ultimate resolutions. Please include your Insurance Experience Modification factor.
- D. List any lawsuits, administrative proceedings, or hearings initiated by the Internal Revenue Service, or any State revenue department, concerning the tax liability of the Respondent in the last five years. Identify the nature of the proceedings and the ultimate resolutions.
- E. Have any criminal proceedings or investigations been brought against the Respondent or any principals of the Respondent in the last five years? If so, please attach a complete and detailed report with your responses.

6. Financial Feasibility and Respondent's Financial References

- A. Submit a preliminary financing plan, including:
 - a. construction budget and pro forma detailing total project cost and proposed sources of funding;
 - b. a description of how the project will be financed, and a letter from the lender(s) that will supply the funds.
 - c. Demonstration of Respondent's financial capability to develop the Site, including a letter of reference from a bank (or banks) that has an ongoing banking relationship with the respondent business.
- B. A statement from the Respondent indicating a willingness to have a third party financial consultant chosen and compensated by the City or CRA to review financial statements and a pro forma for the project in order to render an opinion of the financial capability of the Respondent to develop the project to fruition, and the likely success of the project;
- C. Provide a description of similar projects completed by the Respondent, how they were financed, and information on the performance of those projects.
- D. Has the Respondent, or any of its parents or subsidiaries, ever had a Bankruptcy Petition in its name, voluntarily or involuntarily?
- E. Has any majority shareholder ever had a Bankruptcy Petition filed in his/her name, voluntarily or involuntarily?
- F. Is the Respondent currently in default on any loan agreement or financing agreement with any bank, financial institution, or other entity?
- G. What is the Respondent's current bonding capabilities with a contract surety company for a single project? Identify the surety company and the current line of bonding credit. Provide name and address of current surety agent.
- H. Have Performance or Payment Bond claims ever been made to a surety on any project, past or present, where the Respondent was the principal on the bond? If so, please describe the claim, the name of the company or person making the claim, and the resolution of the claim.
- I. In the past five years, has any surety company refused to bond the Respondent on any project? If so, specify the reasons given for that refusal and the name and address of the surety company that refused to bond.
- J. In the past five years, has any surety company refused to bond the Respondent's parent company or subsidiaries on any project? If so, specify the reasons given for that refusal and the name and address of the surety company that refused to bond.

10. Conceptual Development and Vision

- A. Narrative and Vision Statement – provide a clear statement for:
 - i. The need for Affordable Senior Housing in the Area,
 - ii. How the envisioned development will address the need

iii. How the development will relate to the surrounding area

B. Conceptual Development Program – present in both narrative and graphic form the development proposal for the Site. Drawings may be “conceptual” in format, but should be detailed enough to reflect the scope of the proposed development. These elements can include: height; scale; square footage of units; proposed architectural style and material types; site and building orientation; and building setback design. Proposed buildings for the site shall have an architectural style in keeping with and sensitive to the historical nature of the surrounding area. More detail is preferred. Drawings should be drawn to scale to the extent possible. The Conceptual Site Plan shall include, at a minimum, the following:

- The layout of the building on the site
- Ingress and egress points
- General location and number of parking spaces
- Height and dimensions of buildings, and square footage
- Architectural style, building materials and general design

C. Creative and innovative design solutions are encouraged, including “green building” and sustainability.

Additional Considerations: Identify any additional or unique resources, capabilities or assets which the Respondent would bring to this project outside the scope of the project.

The information will be tabbed according to each requested section. Each page will be numbered consecutively including the Letter of Transmittal, brochures, licenses, resumes, supplemental information, etc. If Respondents are submitting a joint venture, the information requested herein shall be submitted for all firms.

11. Development Schedule

Each Respondent shall submit a development schedule including proposed design, permitting agency review, and construction schedule.

Respondents are solely responsible for educating themselves about the terms and conditions of this RFP. Further, Respondents are solely responsible for educating themselves regarding the City and CRA’s Redevelopment Plans, the characteristics of the community redevelopment area and applicable provisions of the City’s comprehensive plan and zoning codes. Copies of any of the aforementioned documents may be obtained by contacting the City’s Planning Department. Some of the documents can be located on the City’s website at www.cityofnsb.com

12. Additional Forms

As noted in the Table of Contents, the following forms contained in the Attachments section must be completed and submitted with the Response to the RFP:

- a. Conflict of Interest and Clean Hands Disclosure Form
- b. Officers and Significant Stakeholders Form
- c. Anti- Lobbying Provisions

3. SCHEDULE OF EVENTS

The City reserves the right to establish and change the schedule of the RFP process at any time, with or without notice and without penalty. However, the **anticipated** schedule for this RFP is as follows (all dates 2016):

Last time and date for Inquiries	noon, Friday, May 6
RFP Submittal Deadline	noon, Thursday, May 19
Evaluation/ranking of firms	May 20-26
Oral Presentations by selected respondents (if requested by City)	May 27
City Commission Meeting	June 14

4. PROPOSAL EVALUATION CRITERIA

A RFP Response Review Committee will evaluate and rank all proposals submitted (it is anticipated that the Committee will be composed of two city staff members). At its discretion, the Response Review Committee may request presentations from Respondents prior to final ranking. All responses meeting the requirements of the RFP will be presented to the City Commission.

Firm(s) shall be evaluated and points will be assigned based on the following criteria:

1. Professional Abilities/Experience – 25 points

Relevant development experience

2. Financial Feasibility –25 points

Submissions will be evaluated based on the Firm(s) demonstrated ability to finance the proposal.

3. Conceptual Development/Overall Vision for the Project –40 points

5. Development Schedule – 10 points

It is the desire of the City that this project commence construction within 12 months of approval by the Florida Housing Finance Corporation.

EACH RESPONDENT SHALL BE REQUIRED TO ADDRESS EACH OF THE EVALUATION FACTORS. IF ANY OF THE FACTORS OR CRITERIA IS NOT APPLICABLE, THE RESPONDENT IS INSTRUCTED TO WRITE “NOT

APPLICABLE” AS AN ANSWER.

Sewer System Map



SEWER LEGEND:

8" GRAVITY MAIN		36" GRAVITY MAIN		18" FORCE MAIN		CHECK VALVE	
10" GRAVITY MAIN		3" FORCE MAIN		20" FORCE MAIN		AIR RELEASE VALVE	
12" GRAVITY MAIN		4" FORCE MAIN		24" FORCE MAIN		PLUG VALVE	
14" GRAVITY MAIN		6" FORCE MAIN		FORCE MAIN (PRIVATE)		STUB OUT	
16" GRAVITY MAIN		8" FORCE MAIN		MANHOLE		REDUCER	
18" GRAVITY MAIN		10" FORCE MAIN		SANITARY SERVICE		CROSSOVER	
20" GRAVITY MAIN		12" FORCE MAIN		GATE VALVE			
24" GRAVITY MAIN		14" FORCE MAIN		BUTTERFLY VALVE			
30" GRAVITY MAIN		16" FORCE MAIN					

Anti- Lobbying Provisions (See Attachments for Signature Form)

COMPANIES AND PERSONS DESIRING TO RESPOND TO THIS RFP ARE HEREBY NOTIFIED THAT ALL COMMUNICATIONS REGARDING THIS RFP, WHETHER IN WRITING, ELECTRONIC, VERBAL, OR BY SOME OTHER MEANS, AND WHETHER MADE INDIRECTLY BY THIRD PARTIES OR DIRECTLY BY THE RESPONDENT, SHALL BE SUBMITTED TO THE CITY'S CRA/Economic Development DIRECTOR, EXCEPT LEGAL MATTERS MAY BE DIRECTED TO THE CITY'S ATTORNEY DIRECTLY. EXCEPT AS EXPRESSLY REQUIRED BY THIS RFP FOR FORMAL PRESENTATIONS (IF ANY), ANY INDIRECT OR DIRECT COMMUNICATIONS AND LOBBYING REGARDING THIS RFP MADE TO CITY OR CRA OFFICIALS, OR MEMBERS OF THE SELECTION ADVISORY COMMITTEE, ARE STRICTLY PROHIBITED AND SHALL CONSTITUTE GROUNDS FOR IMMEDIATE DISQUALIFICATION.

THE UNDERSIGNED RESPONDENT HEREBY AGREES TO THE TERMS AND CONDITIONS SET FORTH ABOVE AND CONTAINED ELSEWHERE IN THIS RFP AS IF SET FORTH ABOVE.

Name of Respondent

Authorized Signature

Name & Title

Date

REDISCOVER US 1

AMERICA'S BUSINESS HIGHWAY SCAVENGER HUNT ♦ April 15 - 23

Come Rediscover US 1, America's Business Highway and take part in the area's biggest ever scavenger hunt!

There are vast treasures on US 1 and it's up to you to discover each city's gems.

The Scavenger Hunt will take place April 15 - 23, with all entry forms due back to any of the 7 participating cities City Halls' by 4 pm on Tuesday, April 26.

Scavenger maps will be available starting on April 13, at City Halls, participating businesses, Chamber of Commerce locations, or you can download one from City websites and Facebook pages.

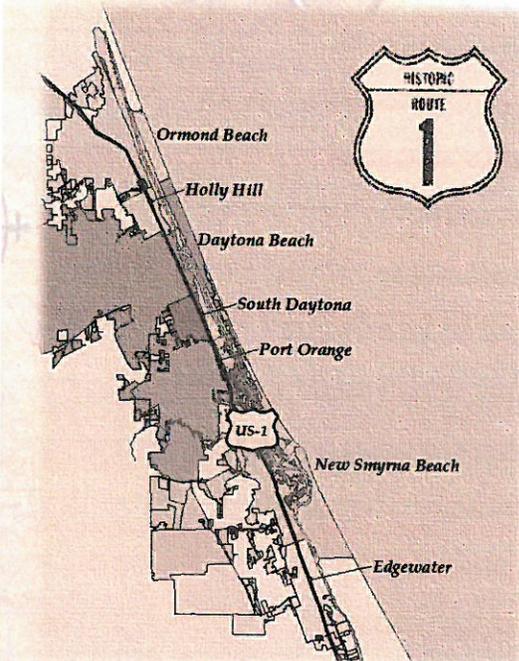
Join the fun and Rediscover US 1.

Rediscover US1,
America's Business Highway

<https://www.facebook.com/Businesshighway1>

<http://www.riverfrontshopsofdaytona.com/rediscover-us1-americas-business-highway/>

Those with the most correct answers will be entered into random drawings for chances to win prizes provided by each business.





**CITY OF NEW SMYRNA BEACH
NOTICE OF PUBLIC MEETING**

TUESDAY, APRIL 26, 2016 – 2:00 P.M.

**CITY COMMISSION CHAMBER, CITY HALL,
210 SAMS AVENUE, NEW SMYRNA BEACH, FLORIDA**

NOTICE IS HEREBY GIVEN THAT CITY OF NEW SMYRNA BEACH REPRESENTATIVES WILL MEET WITH REPRESENTATIVES OF THE PROPOSED CORONADO ISLAND MARINA VILLAGE DEVELOPMENT. THE PURPOSE OF THE MEETING WILL BE TO CONTINUE NEGOTIATIONS OF A PURCHASE/ DEVELOPMENT AGREEMENT REGARDING CITY PROPERTY AT 160 NORTH CAUSEWAY, THE FORMER CITY ADMINISTRATIVE OFFICE BUILDING SITE.

PLEASE NOTE THAT TWO OR MORE MEMBERS OF THE NEW SMYRNA BEACH CITY COMMISSION MAY ATTEND THIS MEETING.

Pursuant to Florida Statutes 286.0150, if an individual decides to appeal any decision made by City Staff 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 City Clerk's office in person or by mail at 210 Sams Avenue, New Smyrna Beach, Florida 32168, (386) 424-2112, prior to the meeting.