

MINUTES

REGULAR MEETING - COMMUNITY REDEVELOPMENT AGENCY BOARD (CRA)

September 18, 2013

Minutes of the Regular Meeting of the Community Redevelopment Agency Board of The City of Daytona Beach, Florida, held on Wednesday September 18, 2013 at 6:00 p.m., in the Commission Chambers, City Hall, 301 South Ridgewood Avenue, Daytona Beach, Florida.

1. Roll Call.

Commissioner Robert Gilliland	Present
Commissioner Patrick Henry	Present
Commissioner Paula Reed	Excused
Commissioner Carl Lentz	Present
Commissioner Pamela Woods	Present
Commissioner Kelly White	Present
Mayor Derrick Henry	Present

Also Present:

James V. Chisholm, City Manager  
Robert Jagger, Deputy City Attorney  
Jennifer L. Thomas, City Clerk

It was moved by Commissioner Gilliland to excuse the absence of Commissioner Reed. Seconded by Commissioner Henry. The motion passed 6-to-0 with the breakdown as follows:

Commissioner Gilliland	Yea
Commissioner Henry	Yea
Commissioner Reed	Excused
Commissioner Lentz	Yea
Commissioner Woods	Yea
Commissioner White	Yea
Mayor Henry	Yea

2. No invocation.

3. No Pledge of Allegiance to the Flag.

- 4. Adopted/Minutes of the August 21, 2013 Special Meeting of the Community Redevelopment Agency Board held at 6:00 p.m., in the Commission Chambers, City Hall, 301 South Ridgewood Avenue, Daytona Beach, Florida.

It was moved by Commissioner Gilliland to approve the Minutes. Seconded by Commissioner Lentz. The motion passed 6-to-0 with the breakdown as follows:

Commissioner Gilliland	Yea
Commissioner Henry	Yea
Commissioner Reed	Excused
Commissioner Lentz	Yea
Commissioner Woods	Yea
Commissioner White	Yea
Mayor Henry	Yea

- 5. AGENDA APPROVAL

James V. Chisholm, City Manager read the Agenda changes:

No changes.

It was moved by Commissioner Gilliland to approve the Agenda. Seconded by Commissioner Woods. The motion passed 6-to-0 with the breakdown as follows:

Commissioner Gilliland	Yea
Commissioner Henry	Yea
Commissioner Reed	Excused
Commissioner Lentz	Yea
Commissioner Woods	Yea
Commissioner White	Yea
Mayor Henry	Yea

- 6. CITIZENS

John Nicholson 413 North Grandview Avenue, Daytona Beach stated during his morning walk down the Boardwalk he noticed a sprinkler had broken leaving you with a black stream of garbage made from sand and dirt. This takes anywhere from a week to two weeks for staff to notice this and repair it. It can sometimes take up to three months just to get a sprinkler repaired. He asked the CRA to pay better attention to the Boardwalk because we do make a great deal of money from the Ocean Walk Shoppes and we can do better with repairing the sprinklers so they don't become an eyesore to our tourist that comes into our City.

Jennifer L. Thomas, City Clerk stated that was the only speaker to address the CRA.

7. ADMINISTRATIVE ITEMS

- 7A. Adopted/Resolution No. CRA 13-09 approving a Funding & Program Agreement with the Department of Economic Opportunity, (DEO), Division of Community Development, 107 East Madison Street, MSC 160, Tallahassee, Florida 32399-4120; and authorizing the City Manager to execute the agreement awarding this grant and acceptance of the grant funds. The grant will provide technical assistance to examine the Ballough Road Redevelopment Area with the goal of achieving the highest and best use of the property around Root Canal for a waterfront development; provide a concept plan based on current market data; and propose design standards. The DEO has received 116 requests totaling \$3.7 million from local governments across the state and the City's project has been selected for funding in the amount of \$12,500. City Clerk Thomas read the Resolution by title only. A RESOLUTION AUTHORIZING ACCEPTANCE OF GRANT FUNDS IN THE AMOUNT OF \$12,500 FROM THE STATE OF FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR MARINA DISTRICT PLANNING IN THE BALLOUGH ROAD REDEVELOPMENT AREA; AUTHORIZING THE CITY MANAGER AND CITY CLERK TO EXECUTE THE FUNDING AND PROGRAM AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

Commissioner White stated that the Commissioners received an e-mail from Chris Daun from the Uptown area regarding suggestions made as a part of the Vision Plan. She asked that the consultant be aware of the plan for the area.

Commissioner Woods stated that she forwarded the e-mail to the City Manager.

Mayor Henry thanked the Commissioner for pointing out the e-mail received from Mr. Daun. He felt that the request was reasonable to make the consultant aware of the plan.

It was moved by Commissioner Woods to adopt the Resolution. Seconded by Commissioner White. The motion passed 6-to-0 with the breakdown as follows:

Commissioner Gilliland	Yea
Commissioner Henry	Yea
Commissioner Reed	Excused
Commissioner Lentz	Yea
Commissioner Woods	Yea
Commissioner White	Yea
Mayor Henry	Yea

7B. Adopted/Resolution No. CRA 13-10 adopting the Community Redevelopment Agency Budget for the fiscal year October 1, 2013 to September 30, 2014; prescribing estimated Revenue Sources for ~~\$4,753,303~~ \$4,676,052 and setting forth Operating Expenditures, Capital Expenditures and Transfers of ~~\$4,753,303~~ \$4676,052. City Clerk read the Resolution by title only. A RESOLUTION ADOPTING THE BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2013 TO SEPTEMBER 30, 2014 FOR THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF DAYTONA BEACH; PRESCRIBING THE SOURCES OF REVENUE IN THE ESTIMATED AMOUNT OF \$4,676,052; SETTING FORTH OPERATING EXPENDITURES, CAPITAL EXPENDITURES AND TRANSFERS IN THE ESTIMATED AMOUNT OF \$4,676,052; AND PROVIDING WHEN THIS RESOLUTION SHALL TAKE EFFECT.

Commissioner Gilliland asked if it was necessary to read into the record the changes to the budget.

Commissioner Woods asked if the motion had to be amended.

James V. Chisholm, City Manager stated that the amount that was read into the record is correct; the appropriate adjustments to the budget will be made.

John Nicholson, 413 N. Grandview Avenue, Daytona Beach spoke about the CRA budgets and the amount that is spent from each fund for Staffing.

Commissioner Woods asked if there was a formula used to determine how salaries are broken down.

Reed Berger, Redevelopment Director stated that the department uses the actual amount of time by each Staff member that is spent in each CRA. Time sheets are completed and documented for time spent. The budget will look a lot different from where the fund ends up at the end of the year. It all depends on what happens during the year. Most of his time is spent in the Main Street area and for the other Staff it is their actual time spent in the CRA. There is administrative time when Staff is not only working for one area which is divided proportionately to the revenue to each one of the Redevelopment areas. If 90 percent of the Tax Increment Funds (TIF) money is coming to Main Street, the fund will pay 90 percent of the administrative cost; that is how the proportion works and how the cost are assigned.

It was moved by Commissioner Gilliland to adopt the Resolution as amended. Seconded by Commissioner White. The motion passed 6-to-0 with the breakdown as follows:

Commissioner Gilliland	Yea
Commissioner Henry	Yea
Commissioner Reed	Excused
Commissioner Lentz	Yea
Commissioner Woods	Yea
Commissioner White	Yea
Mayor Henry	Yea

8. COMMENTS/INQUIRIES FROM THE COMMUNITY REDEVELOPMENT AGENCY - CITY MANAGER AND CITY ATTORNEY REPORT.

Commissioner Gilliland stated he had no comments on tonight.

Commissioner Henry stated with the Water department water bills going up (increasing); he wanted to go on record saying we need to have someone who can help people get through this or adjusting to these high water bills. He wasn't suggesting helping to pay their water bills, just help them to understand this was a way of troubleshooting to help put out fires.

James V. Chisholm, City Manager stated we are working on that very issue.

Commissioner Lentz stated nothing for him on tonight.

Commissioner White stated that she agreed with John Nicholson when he said what you sometimes see when you walk down the Boardwalk, it might seem a bit excessive but we do need to have a heightened sense when it comes to maintenance in that area because that is sort of a show piece for out of town visitors to the beachside. She asked the City Manager if he could get the CRA members a check list which will show someone basically walks through that area twice a week and check off items that were repaired or in need of repair.

Mayor Henry asked the City Manager if he had comments or questions, hearing none he said good night.

9. ADJOURNMENT

There being no further discussion or comments the meeting was adjourned at 8:21 p.m.

  
DERRICK L. HENRY  
Chair

ATTEST:

  
LETITIA LAMAGNA  
Assistant City Clerk

Adopted: November 20, 2013

RECORD REQUIRED TO APPEAL: In accordance with Florida Statute 286.0105 if you should decide to appeal any decision the Community Redevelopment Agency Board makes about any matter at this meeting, you will need a record of the proceedings. You are responsible for providing this record. You may hire a court reporter to make a verbatim transcript, or you may buy a tape of the meeting for \$2.00 at the City Clerk's office. Copies of tapes are only made upon request. The City is not responsible for any mechanical failure of the recording equipment.