



# The CITY OF DAYTONA BEACH

REDEVELOPMENT DIVISION

POST OFFICE BOX 2451

DAYTONA BEACH, FLORIDA 32115-2451

PHONE (386) 671-8180

## AGENDA

### MIDTOWN REDEVELOPMENT BOARD

TUESDAY, March 9, 2021 – 6:00 P.M.

City Commission Chambers - City Hall

**NOTICE** – Pursuant to Section 286.0105, Florida Statutes, if any person decides to appeal any decision made by this Board at this public meeting, such person will need a record of the proceedings and, for that purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City does not prepare or provide such a record.

	<p>For special accommodations, please notify the City Clerk's Office at least 72 hours in advance. (386) 671-8023</p>		<p>Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's Office.</p>
---	---	---	---

In accordance with the Americans with Disabilities Act (ADA), persons with a disability needing a special accommodation to participate in the Board meeting should contact the City Clerk's Office, 301 S. Ridgewood Ave, Room 210, Daytona Beach, FL 32114, Ph: (386) 671-8023, Email: clerk@codb.us not later than 72 hours prior to the proceedings. If you are hearing or voice impaired contact the relay operator at 1-800-955-9771.

1. **Call to Order**

2. **Roll Call**

3. **Invocation**

4. **Pledge of Allegiance to the Flag**

5. **Approval of Minutes**

February 9, 2021 Board Meeting

6. **Staff Reports**

6a. Police Department

6b. Code Enforcement

7. **Presentation - Spotlight on Midtown**

7a. Ms. Lena Hopkins, Manager of Pro Bono Services, for Community Legal Services of Mid-Florida will share information about the free legal services it provides to the Midtown community.

7b. Ms. Yasmine Plummer & Ms. Keanni Stokes, Crunch Time Urban Wear - 147 S. Nova Rd.

8. **Emergency Procedures for Public Meetings and Public Comments**

During this time of extraordinary circumstances dealing with the declared State of Emergency associated with the COVID-19 pandemic, the City is temporarily allowing online public comments, and limited in-person public comments at City Hall, for public meetings of the City Commission and the various City Boards.

**Online Public Comment Forms.** The City is providing an online Public Comment Form to allow members of the public to submit public comments for each public meeting of the City Commission or a City Board. The

Public Comment Form may be found at <https://www.codb.us/comments>. Please follow the directions on the Form to ensure proper electronic submission to the City. All Public Comment Forms completed and properly transmitted before 5 p.m. on the day prior to the public meeting will be provided to City Commission or Board members, as applicable, for their review and consideration prior to the public meeting. Any Public Comment Forms submitted after 5 p.m. on the day prior to the meeting will be provided to Commission or Board after the public meeting. All Public Comment Forms will be included in the official meeting records and retained by the City Clerk or the Board Secretary as a public record. If you have issues with accessing, completing, or submitting the online Public Comment Form please email us at [comments@codb.us](mailto:comments@codb.us) or call 386-671-8023.

**Public Comments on Propositions before the City Commission or a Board.** Although persons are strongly encouraged to submit online Public Comment Forms during this State of Emergency, persons may visit City Hall during a public meeting to make public comments on propositions coming before the City Commission or Board for a vote, subject to these City procedures and all social distancing requirements established by the Federal Centers For Disease Control and Prevention. The Commission Chambers will be closed for in-person attendance by the public. The City Hall lobby will be equipped with an audio/video feed to the Commission Chambers and a lectern and microphone will be placed immediately inside the door for public comments. Forms will be provided for persons to fill out who wish to make public comments. Persons may approach the lectern to speak on an item before the Commission or Board at appropriate times, when called upon, subject to such time limitations as may be imposed by the public body. The lobby will also have a limited defined area, with social distancing, for persons waiting to make public comment. In addition, the exterior entryway to City Hall will be equipped with a loudspeaker for persons waiting for permission to enter to make public comment due to space limitations in the lobby. Persons may also monitor public meetings from their iPhone, iPad, or other electronic device at [www.codb.us/618/DBTV](http://www.codb.us/618/DBTV), and enter City Hall for public comment at appropriate times, when called upon. Persons who have finished speaking or not intending to speak on a matter coming before the Commission or Board will not be permitted to remain in City Hall. All persons must comply with social distancing requirements while at City Hall, such as by remaining at least 6 feet apart. Use of facial masks is mandated to combat the spread of the COVID-19 disease.

## **9. Old Business**

- 9a. Update & Follow-up on Board Presentation to the City Commission
- 9b. Review/Approval on Future Meeting Dates
- 9c. Review/Approval on Upcoming Workshops

## **10. New Business**

- 10a. Discussion on Potential Outside Funding Sources

## **11. Public Comments**

## **12. Board Comments**

## **13. Adjournment**



# THE CITY OF DAYTONA BEACH

## REDEVELOPMENT DIVISION

POST OFFICE BOX 2451  
DAYTONA BEACH, FLORIDA 32115-2451

PHONE (386) 671-8180

Fax (386) 671-8187

### MEMORANDUM

---

DATE: March 2, 2021  
TO: Midtown Redevelopment Board  
FROM: Reed Berger, Redevelopment Director  
SUBJECT: Agenda Summaries

---

The attached agenda summaries were provided by Board Chair Collins to give Board members additional information about certain agenda items.

# Midtown Redevelopment Board Meeting

## Tues, 9 March 2021

### Agenda Summaries

#### 9. Old Business

##### **9a. Update & Follow-up on Bd. Presentation to the City Commission**

On Wed, 17 Feb. 2021 three members of the board, namely; Ms. Valencia Stubbs, Mr. Pierre Louis, and Mr. A. Shawn Collins made a presentation before the City Commission. The purpose of the presentation was to inform the Commissioners of the issues we've encountered as members of this board. We additionally were seeking solutions to address those issues as we move forward into the future in Midtown. We are happy to inform the members and the community that the Commission, for the most part, is interested in our issues and would like to hear what we're proposing as solutions.

Following that presentation, Mr. Collins forwarded a memo addressed to the City Manager, the City Attorney, and each of the members of the Commission to include the Mayor (*a copy of that memo is attached*). The memo reduced to writing the issues this board has been seeking resolutions for going back many years.

Subsequent to that memo, the Chair has also reached out, via phone, to the Deputy City Attorney, Mr. Ben Gross, to seek his office's assistance in how best to resolve our issues. Example methods of addressing our issues include:

- Modifications to the City's Land Development Codes (LDC)
  - *This includes specific, word-for-word language to be incorporated into the City's LDCs*
- Modifications to the Board's By-Laws, or
  - *Possible, specific examples include something similar to what would come from the above referenced solution.*
- Specific delegations from the City Commission relating to certain authorities
  - *This would involve, possibly, a resolution that would include a specific number and date of adoption.*

This agenda item serves two purposes; to keep the Board and the Community updated on previous action items, and secondly, to identify specific plans of action to take in order for the Board to reach our intended goal(s).

##### ***What's Expected From this Agenda Item:***

- *Recommendation and Approval on specifics as to how to resolve the issues presented to the City Commission on Wed, 17 Feb. 2021 and again in the memo on Thurs, 18 Feb. 2021.*

##### **9b. Review/Approval on Future Meeting Dates**

According our by-laws, each year the Board is responsible for approving the meeting dates for the upcoming year.

##### ***What's Expected From this Agenda Item:***

- *An approved list of Midtown Redevelopment Board meeting dates*

### **9c. Review/Approval on Upcoming Workshops**

Recently various members have expressed an interest in holding special workshops to discuss specific topics of interest that may not be adequately discussed during the Board's regular meetings. Scheduling of workshops would provide the Board an opportunity to focus on a particular topic, exclusively for an hour or two, in an effort to keep the members better informed and prepared to handle its duties.

#### ***What's Expected From this Agenda Item:***

- *An approved list of Midtown Redevelopment Board workshop dates*

## **10. New Business**

### **10a. Discussion on Potential Outside Funding Sources**

During several of the Board's previous meetings other agencies and entities have been identified as potential partners in future projects. The purpose of this item is to explore ways to enhance those potential partnerships to ascertain ways and means of securing funding, directly or indirectly, for future projects.

#### ***What's Expected From this Agenda Item:***

- *The identification of other agencies and entities that provide services in the Midtown area, as well as, the specific services they provide that the Board may be interested in learning more about.*
- *A plan of action, to include a schedule, on how to approach those agencies and entities to create partnerships.*

# From the desk of

A. Shawn Collins, PTP, AICP

**To:** James Chisholm, City Manager Daytona Beach  
**From:** A. Shawn Collins, Chair Midtown Community Redevelopment Board  
**CC:** Daytona Beach City Commissioners  
Daytona Beach City Attorney  
**Date:** Thursday, 18 February 2021  
**Subject:** Follow-up from the 17 February 2021 City Commission Meeting - Agenda Item 11a.

---

Good morning Sir, I trust that you had a wonderful night's rest. As stated above, the subject of this memo is to follow-up from the Commission's meeting last night, and specifically the memo that I committed to providing to you this morning, this is that memo.

There's an old saying that goes,, *You feed a man a fish you feed him for a day, you teach a man how to fish you feed him for a lifetime.* What we're trying to do on the Midtown board is to feed our community and the business owners for a lifetime. There's another saying that goes,, *when you do the same thing over, and over, and over again and expect a different outcome every time, that, by definition, is insanity.* What we've been doing in the Midtown area is not working, has not worked, and will not work. I pray that you would agree it's time to try something new.

The something new that we're requesting from the Mayor and the Commissioners is a change in how we create and finally, chose projects that have as their intended purpose, redevelopment of the Midtown community. Redevelopment has historically meant, at least in Daytona Beach, the construction of capital projects. ONLY. Redevelopment, at its core, is people, is business owners, is the children, and the elderly citizens in that area. Without their "buy in", any amount of capital projects, whether they be benches on Mary McLeod Bethune Blvd., or much-needed streetscape projects on Orange Avenue or MLK Blvd. will not incentivize the community to "redevelop".

Midtown is a unique place that has gone through a lot. We know that by listening to the Harold Lucas' and the Irvin White's of the world. What is expended in the Beachside or Downtown areas will not always work in Midtown. That may be equality, but it's not equity.

Similarly, how the Beachside or Downtown areas function may or may not work for Midtown, one size does not fit all. Since my tenure on the board (*goes back to January 2020*) all I've heard from the other members is a need to be "heard". Not one time has anyone on the board expressed an interest in usurping ANY authority or powers away from City Commission/CRA. So you can imagine my dismay when I read the memo (*dated 10 February 2021*) from your staff member assigned to the Midtown board. The memo is replete with inaccuracies, outdated information, and unsubstantiated conclusions, not to mention its unprofessional nature.



# From the desk of

A. Shawn Collins, PTP, AICP

Whatever we're attempting to accomplish has to have a 'buy in' by your office and staff. It-Will-Not-Work otherwise. So if I had to narrow down what we'd like to have changed, it would be the following:

1. Requires that any project financed by City-controlled funds targeted directly or indirectly for the Midtown area be brought before our board for our review, comment, and recommendations.
2. That the Midtown board regularly identifies projects for potential funding that will be forwarded to the Commission/CRA throughout the year, as well as, prior to the adoption of the City's Capital Improvement Program adoption.
3. Provide a mechanism/process where there's constant and continuous communications between the Midtown board and Commission/CRA.
4. That the Midtown board review and make recommendations concerning the Midtown Community Redevelopment area's budget prior to a final decision by the Commission/CRA.
5. That the Commission/CRA directs staff to honor and abide by the Midtown Board's adopted rules and procedures, namely the Midtown Board's by-laws.

I look forward to hearing from you and the Commission/CRA on what we're proposing and on how we can make the Midtown board become what it was originally created to become, an additional voice of the Midtown residents and businesses. Let me know how much time you'll need to respond and to begin the process of making these recommendations become reality.

Feel free to reach out to me at anytime, I can be reached at: [ashawn06@gmail.com](mailto:ashawn06@gmail.com), [ashawn06@ashawncollins.com](mailto:ashawn06@ashawncollins.com), and at 386.451.8478.

Until then, please stay safe Young Man.



**MIDTOWN REDEVELOPMENT BOARD  
MINUTES OF THE  
REGULAR MEETING  
Tuesday, February 9, 2021**

The regular meeting of the Midtown Redevelopment Board was held Tuesday, February 9, 2021, at 6:00 p.m. in the City Commission Chambers, Daytona Beach City Hall, 301 S. Ridgewood Avenue, Daytona Beach, Florida. The following people were present:

**Board Members Present**

Mr. Shawn Collins, Chair  
Mr. Byron Cogdell  
Ms. Tangelia Hardy  
Mr. Pierre Louis  
Ms. Renee Richardson  
Ms. Valencia Stubbs

**Board Members Absent**

Ms. Terica Charles  
Mr. Milverton Robinson (Planning Board appointee)

**Staff Members Present**

Mr. Reed Berger, Redevelopment Director  
Mr. Ben Gross, Deputy City Attorney  
Capt. Todd McBride, District 1  
Ms. Sarah Kirk, Neighborhood Services Officer  
Ms. Becky Groom, Board Secretary

**1. Call to Order**

Mr. Collins called the meeting to order at 6:00 p.m.

Mr. Collins distributed a new agenda which he prepared and was different from what was included in the packet. The Board agreed by consensus to continue the meeting following Mr. Collins' agenda.

**2. Roll Call**

The roll was called and attendance was noted as stated above.

3. **Invocation**

Mr. Cogdell gave the invocation.

4. **Pledge of Allegiance to the Flag**

The Pledge of Allegiance was stated by the Board.

5. **Approval of Minutes**

Mr. Collins stated he would like more detail in Mr. Robinson's statements on Page 2 during discussion with Capt. Todd McBride's presentation of the Police report. Mr. Collins' asked that the minutes be amended to include his statement that "redevelopment is not new benches, redevelopment is people." Mr. Collins asked that the minutes be corrected to include Ms. Richardson's comments on Page 5 about young entrepreneurs.

Mr. Collins stated he would like the prepared minutes noted with a time stamp to indicate the time that each discussion started during the meeting.

Mr. Berger stated the items are time stamped with the video on the city's website.

**Board Action:**

A motion was made by Mr. Louis, seconded by Mr. Cogdell, to approve the minutes of the January 12, 2021 minutes, as corrected. The motion carried (6-0).

6. **Staff Reports**

Mr. Berger introduced Michelle Toliver, who is the new Project Manager for the Midtown Redevelopment area.

a. Police Department

Capt. Todd McBride stated crime is down city wide; and in Midtown residential burglaries are down 50% and non-residential burglaries are down 78%. Capt. McBride stated larcenies are down 35% and aggravated assaults and batteries are also down 35%. Capt. McBride stated the traffic plan is in place for Race Week as well as Bike Week. Capt. McBride stated the Police Officers are working to distribute flyers to young people regarding the Police Explorers.

Mr. Louis stated most comments he hears from residents indicate they are pleased to see officers in the Dr. Mary McLeod Bethune Blvd. area.

b. Code Enforcement

Ms. Sarah Kirk, Neighborhood Services, stated 20 new cases were opened in Midtown during the last month, which included maintenance code violations, work being done without permits, an abandoned building, rental violation, and 1 unsafe structure.

**7. Presentation – Spotlight on Midtown**

7a. Ms. Tracobbie Gosha – the BeautE Bar Salon – 948 W. International Speedway Blvd.

Mr. Louis introduced Ms. Gosha. Mr. Louis stated he visited the business on International Speedway Blvd. which is very elegant and sophisticated.

Ms. Gosha stated she is a graduate of Bethune-Cookman University and wanted to bring her business to Midtown so customers could experience luxury. Ms. Gosha stated her goal is to promote mental health and confidence in women. Ms. Gosha stated she has an event planned for Mothers' Day titled Moms and Mimosas where 5 women will be selected to receive makeovers.

Ms. Richardson stated she read of Ms. Gosha's recent event on Facebook and welcomed Ms. Gosha and her business to the community.

Mr. Cogdell thanked Ms. Gosha for choosing Midtown as the area to locate her business.

Ms. Stubbs thanked Ms. Gosha for bringing a positive experience to the community.

Ms. Hardy congratulated Ms. Gosha on her new business.

Mr. Louis thanked Ms. Gosha for bringing a touch of elegance to Midtown.

Mr. Collins welcomed Ms. Gosha to the community and noted she is what we are looking for in Midtown.

Mr. Louis stated he is pleased to see that Mr. Collins instituted the "Spotlight on Midtown" portion of the meeting. Mr. Louis stated he calls each of the businesses the day after they appear before the meeting and stated he would like a card prepared that Board members could sign that could be provided to the businesses that appear before the Board.

Mr. Collins asked what happened to the logo that was previously on the Board agenda.

Mr. Berger stated he was asked to keep the agendas for all Board meetings in a standard format.

Mr. Collins stated he would like those decisions to be presented to the Board so they are not told afterwards that a decision has been made.

**8. Public Comments by Persons Addressing the Board**

Included in the agenda is the outline for procedures for providing public comments during the COVID-19 pandemic.

**9. Old Business**

9a. Proposed Amendments to the Bylaws – Mr. Ben Gross, Deputy City Attorney

Mr. Gross stated included in the packet is a clean draft copy of the by-laws. Mr. Gross stated the highlighted areas indicate the comments that were made by Board members at the last meeting. Mr. Gross stated Mr. Collins contacted him this week and suggested additional changes which the Board will have an opportunity to review.

Mr. Gross stated Section 3 reflects the terms of service; and Section 4 regarding absences only relates to regular meetings.

Mr. Gross stated throughout the document, Chair has been changed to Presiding Officer.

Mr. Gross stated Article 5, Page 2, reflects changes requested by Mr. Collins. Mr. Gross stated this section indicates the Chair will have the authority to cancel a meeting.

Mr. Louis asked if staff can cancel a meeting.

Mr. Gross stated there is no option for staff to cancel a meeting, but staff may call a special meeting.

Ms. Stubbs asked about Section 3 and if that relates to calling special meetings or regular meetings.

Mr. Gross stated that section applies to any meeting.

Mr. Gross stated he will revise the time of notification to 72 hours for regular meetings and 24 hours for a special meeting.

Mr. Collins stated the Board discussed preparation of the agenda and stated he is planning for the March agenda now. Mr. Collins stated he feels the agenda should be finalized three weeks before the meeting.

Mr. Gross stated there may be a provision in the Land Development Code regarding the time as to when an agenda should be finalized. Mr. Gross stated he will research that item for the Board.

Mr. Collins stated the agenda can be changed at any time so action items that may need to be scheduled have nothing to do with agenda preparation.

Mr. Berger stated there are schedules outlined in the Land Development Code so applicants know the expectations as to when materials are to be submitted so they can be processed for review by various Boards and the City Commission. Mr. Berger stated draft agendas are prepared and must be submitted to the Planning Director, Deputy City Manager, and City Manager for approval. Mr. Berger stated the purpose of the schedule is to make opportunities fair and consistent for everyone.

Mr. Collins stated the current procedure is that the agenda will be distributed one week in advance of the meeting and he feels the agenda should be distributed earlier than that. Mr. Collins stated if the agenda is distributed two weeks prior to the meeting and someone wants to add something, it's just a matter of changing the agenda. Mr. Collins stated one week does not make sense to him; and if something changes, the agenda can be revised and sent out again.

Ms. Stubbs stated she is fine with receiving the agenda one week in advance. Ms. Stubbs stated she does not know staff's internal review process, but items may need a legal review or other authorization and there may be items that would supersede that review.

Mr. Louis stated he is also ok with receiving the agenda one week prior to the meeting.

Mr. Berger stated there is an internal review process that is in place for approving agendas prior to distribution. Mr. Berger stated it may be confusing to send out another email with a revised agenda.

Ms. Hardy stated she is also ok with receiving the agenda one week prior to the meeting.

Mr. Gross stated an item will be added to each agenda for approval of the agenda by the Board, as requested by Mr. Collins.

Mr. Louis stated he would like to know if he communicates with Mr. Berger, how that information can be distributed to other members of the Board.

Mr. Gross stated a sentence could be added to Section 5 to indicate that information provided to staff by a Board member will be distributed to remaining Board members.

**Board Action:**

A motion was made by Mr. Louis, seconded by Mr. Cogdell, to approve the changes to the bylaws as stated. The motion carried (6-0).

9b. Staff update on the Status of the Board's Approval of funding for the Re-training of Midtown Residents and Businesses – Mr. Reed Berger, Redevelopment Director

Mr. Berger stated there is no change in terms of any actions being undertaken by the City. Mr. Berger stated the Safe Neighborhoods Act is available to provide assistance for training purposes and noted CRA funds are not eligible for training costs.

Mr. Louis stated the Midtown Master Plan talks about funds being used for helping for employment and that is what the Board was trying to do, but the funds do not fit for being used as training. Mr. Louis stated the Midtown Redevelopment Board appropriated \$74,000 for the Midtown Community Development Board to be used for business development. Mr. Louis stated on Page 2 of the activity report provided by the Midtown Community Development Board and Cornerstone, it is indicated that the funds were used for workshops and training. Mr. Louis stated those funds were used for training and wondered why the funding the Board previously requested could not be used for training.

Mr. Berger stated the goal and purpose of the contract with Cornerstone was to bring a grocery store to Midtown. Mr. Berger stated CRA funds cannot be directly used for training.

Ms. Stubbs asked if CRA funds can be used solely for training.

Mr. Berger stated State Statutes outline what CRA funds can be used for and CRA funds cannot be used for training purposes.

Ms. Stubbs stated she would like the Board to receive a copy of the State Statute since it may help clarify the use of the funds.

Mr. Gross stated he will meet with Mr. Berger and review the Statute and discuss it with the Board at the next meeting.

Mr. Collins asked the status of the Item that was approved by the Board to provide funding for training for the residents of the Midtown.

Mr. Berger stated he reported the information of the action by the Board to the City Manager's office.

Mr. Collins asked if the City Commission has received the information.

Mr. Berger stated not that he is aware of.

Mr. Collins asked why Mr. Berger has not taken the lead to see that the information is relayed to the City Commission.

Mr. Berger stated it is not his job to provide information to the City Commission.

Ms. Richardson stated she does not feel all of the Board members are on the same page. Ms. Richardson stated she would like some type of preparation as to how items are processed and asked if someone could talk with the Board to address their concerns.

Mr. Berger stated he would be willing to talk individually with Board members in addition to the initial Board orientation. Mr. Berger stated staff could offer a workshop to go through the process.

Ms. Hardy stated Mr. Robinson asked at the last meeting what happens to items so they can be moved forward to the City Commission.

Mr. Berger stated the information relating to an action of the Board is forwarded to the City Manager's office.

Ms. Hardy asked if Board members can contact the City Manager to ask if they have received information from the Board.

Mr. Berger stated all staff, including the City Manager, have email addresses listed on the City's website.

Ms. Hardy asked if Mr. Collins could send information of items that have been approved by the Board to the City Manager.

Mr. Collins stated he could do that but he would not do that because he feels staff reports to the City Manager.

Mr. Gross stated the City operates under a City Manager form of government and everyone employed by the City works for the City Manager. Mr. Gross stated Mr. Berger works for the City Manager and he is not the Board's employee.

Mr. Collins stated when we get to Item 9C, we will receive the same answer that staff will not do anything on that item.

Mr. Berger stated that is not true.

Mr. Collins stated we are just trying to get information to the City Commission.

Ms. Richardson asked how Mr. Berger makes the decision as to what goes forward.

Ms. Stubbs stated that Mr. Berger stated he would take whatever is proposed at this Board to the City Manager, who is his boss; and from there, he cannot make his boss take anything further. Ms. Stubbs stated Mr. Berger did what the Board asked and he cannot take something beyond his authority.

Mr. Berger stated for clarification that he reports to the Deputy City Manager and the Deputy City Manager will communicate with the City Manager, and Mr. Berger is often not in those conversations. Mr. Berger stated many times, things are reported to the Communications Manager and information may be forwarded through her. Mr. Berger stated the minutes and the video of the Board are available and many times that is how information is received. Mr. Berger stated unless he is asked by the Deputy City Manager, nothing is conveyed in writing. Mr. Berger stated anything that is reported to the Deputy City Manager will be relayed to the City Manager.

Ms. Stubbs stated the Board members or the Chair could send an email to the Deputy City Manager or City Manager so there is a paper trail so the community knows what is being done to relay concerns from the community.

Mr. Collins stated he is not interested in staff filtering what is decided by the Board. Mr. Collins stated that is not their job. Mr. Collins stated he feels the Board needs to appear before the City Commission or CRA to delegate authority to the Board so actions taken by the Board are provided to the City Commission.

Mr. Gross stated the Chain of Command has to agree to provide the information.

Mr. Collins stated he is not interested in that.

Mr. Gross stated the City Commission will have to give that direction. Mr. Gross stated any person has the ability to email their City Commissioners, email the City Manager, and can appear during the Citizen Comment section of the City Commission agenda. Mr. Gross stated it was his understanding that that was one of the items the Chair was going to address the City Commission about.

9c. Staff Update on the Board's Upcoming Presentation Before the CRA/City Commission – Mr. Reed Berger, Redevelopment Director

Mr. Berger stated Mr. Collins is scheduled to appear at the February 17, 2021 City Commission meeting during the public comment section.

Mr. Collins asked how long Mr. Berger has known about this.

Mr. Berger stated he was told yesterday.

Mr. Collins asked how long in advance of the meeting does the City Manager put the agenda together.

Mr. Berger stated the agenda is completed the week before the meeting and the Board's request was added at the agenda meeting.

Ms. Stubbs stated the Board previously discussed time limits for meetings and asked if that could be addressed since she didn't see the item on the agenda.

Mr. Collins stated the only way he knows to limit the time of the meeting is to limit the amount of time each member can talk on a specific item.

Ms. Stubbs stated she does not want to limit Board members' comments but if items are not reviewed at a meeting, they could be continued to the next meeting.

Mr. Louis stated he remembers discussing limiting the time of the meeting to two hours and if items were not addressed, remaining items would be tabled.

Mr. Gross stated it would be difficult to delay items scheduled for a quasi judicial hearing since some members may be absent from the initial

meeting and would not have heard the discussion when the item was presented at the next meeting.

Mr. Cogdell stated he is against time limits for meetings. Mr. Cogdell stated Board members should be concise and get the business done. Mr. Cogdell stated there are not items on the agenda that take a large amount of time, it's just the discussions that are held.

Ms. Hardy stated she does think there needs to be a time limit due to other obligations of the members.

Mr. Collins stated he does not have a problem with time limits but feels the learning curve has caused the extended meetings. Mr. Collins stated by this time next month, the Board will have made their presentation to the City Commission and the Board will know at that time whether the decisions the Board makes will be transmitted to the City Commission.

**Board Action:**

A motion was made by Ms. Stubbs, seconded by Ms. Hardy, that Board meetings will generally be limited to 2 hours but could be extended on a consensus or a vote of the Board members and will be extended in order to complete quasi-judicial hearings presented at that meeting. The motion carried (6-0).

**10. New Business**

- 10a. Scheduling of Workshop(s):
  - \*2021-22 budget
  - \*Future and Upcoming Project Selection Process
  - \*Establishment of Goals for 2021

Mr. Collins asked that Mr. Berger place the item of the scheduling of meetings on the agenda for the next meeting. Mr. Collins stated the bylaws indicate that the Board should set the meeting schedule. Mr. Collins stated if the City Commission grants the Midtown Board the authority, he would like to schedule a workshop to discuss the upcoming budget. Mr. Collins stated he would also like to be involved in the project selection process. Mr. Collins stated he would also like to have the Board establish goals.

**11. Public Comments**

There were no public comments.

## 12. **Board Comments**

Ms. Richardson asked when the Board will be addressing the City Commission.

Mr. Collins stated the City Commission meeting will be February 17, 2021 and would like the Board members to be in attendance, and in particular he would like Ms. Stubbs to be in attendance.

Ms. Stubbs stated she does plan to attend.

Mr. Cogdell stated there appears to be an increase in the indigent population in Midtown, especially in Joe Harris Park. Mr. Cogdell stated he hopes everyone saw the banners that were on International Speedway Blvd. which were an effort by many people in the community. Mr. Cogdell stated there is an article in the Daytona Times about the banners. Mr. Cogdell stated new banners will be placed on the poles next month.

Ms. Stubbs stated this has been a learning process as far as the operations of the city. Ms. Stubbs suggested having Community Legal Services appear before the Board since they are not located in Midtown but do serve Midtown. Ms. Stubbs stated many times they hold clinics that would provide information that Board members could pass along.

Mr. Collins stated as long as there is a connection to Midtown, he has no problem with presentations being made to the Board. Mr. Collins suggested Ms. Stubbs contact them to see if they would be available to attend a meeting.

Ms. Hardy stated if we don't get the residents involved in the changes that need to be made in the community, the Board meetings are pointless. Ms. Hardy stated she met with a resident of Midtown about organizing a community day each month with the first event being held in May. Ms. Hardy asked if the Board members would like to be involved.

Mr. Collins stated he feels that is something that could be part of the goals for the Board and perhaps that could be placed on the city calendar. Mr. Collins stated he likes the idea.

Mr. Gross reminded Board members that nothing could be discussed at an event among themselves if it is something that may be discussed at a Board meeting.

Mr. Cogdell asked if he can talk with Ms. Hardy about this community event and asked if the board can collaborate on an item.

Mr. Gross asked what is the chance the Board would be discussing logistics of this event. Mr. Gross stated the Board has asked for policy changes that may impact their actions. Mr. Gross stated if they discussed where an event could be held that's fine; but if they discussed scheduling a jobs program, that may be a conflict since jobs for the community is an item that has been discussed by the Board several times.

Mr. Louis stated if something is going to be presented as an action item, he and Ms. Hardy could not discuss it.

Ms. Hardy stated the community event would not be originated by the Midtown Board and she was asking if community leaders would like to be involved.

Mr. Louis stated the Masonic Lodge is listed on the Black Heritage Trail and the building was recently demolished. Mr. Louis stated the former Safari Lounge building has also been demolished. Mr. Louis stated he would like the Board to have advance notice of those actions.

Mr. Louis stated Commissioner Quanita May recently referenced a report that listed grants that have been provided.

Mr. Berger stated that information is part of the Board packet and is included in the City Manager's update.

Mr. Louis asked if the motorcycle club has been approved by the City Commission.

Mr. Berger stated those items are reviewed and approved administratively by staff.

Mr. Louis stated in the Midtown Master Plan, there is a reference to a Town Center Plan which would be located between Dr. Mary McLeod Bethune and International Speedway Blvd. intersection. Mr. Louis stated there are 5 neighborhood plans included in the Master Plan. Mr. Louis asked if the staff can look at the proposed plans to see if proposed businesses comply with the Master Plan.

Mr. Gross stated no and noted administrative decisions are based on zoning.

Mr. Louis stated when staff is trying to promote the Midtown area to developers, potential developers are provided with the Midtown Master Plan, not the Land Development Code. Mr. Louis stated it is nothing against the motorcycle club, but the area was proposed as being a cultural center.

Mr. Collins stated he plans on discussing the proposed Midtown Plan with the City Commission next week.

**12. Adjournment**

There being no further business, the meeting was adjourned at 8:45 p.m.

---

Shawn Collins, Chair

---

Becky Groom, Board Secretary

## Midtown Redevelopment Area

### Public Works Projects

#### **Campbell Pool main entry building/pool deck expansion with shade structures (Ph 1 + Ph 2)**

##### Commission District/Description:

- Construction documents for a well-defined entry point to Campbell Pool, increased site connectivity, and expanded pool deck for Campbell Pool
- Zone 6 (Paula Reed)
- Redevelopment Area: Midtown Redevelopment Area
- Progress
  - Building A/C installed on 02/11
  - Soffit installation and paint installation during week of 3.1.21
- Schedule:
  - Substantial Completion mid March
  - Continued Construction Administration duties as needed during construction
- Upcoming Work (1 week look-ahead):
  - Submittal reviews and answering RFI's as they come in during construction
- Risks/Challenges:
  - None
- Project Cost:
  - \$200-300K
  - Race and Rec Grant (\$139,386.00) City Match (\$151,614) \$291,000.00 (total budget)
- Summary:
  - This project is a component of the Dickerson Center Master Plan. The project includes a new entry pavilion and extended pool deck with shade structures for the Campbell pool.

#### **Campbell Pool Parking Lot Improvements**

---

- Description/Commission District:
  - Project is for design and construction of parking lot improvements for Dickerson Center and Campbell Pool facility.
  - Zone 6
  - Midtown Redevelopment CRA
- Progress
  - Work Authorization #23 for design and permitting for PMA issued
  - Redesign needed due to park masterplan changes
- Upcoming Work (1 week look-ahead)
  - Review of revised plans to City from Design Engineer.
- Risks/Challenges
  - Minimizing disruption to pool and Dickerson center users during construction
  - Identify entrance to pool and pedestrian path to entrance
  - Completion of work within budget
  - SJRWMD Permitting
- Schedule
  - Design completion: March 2021
- Project Costs
  - Design Cost: (Survey: \$8,397, Geotech \$1,401, \$26,000 PMA Design and permitting)
  - Construction Costs (Grant award): \$369,359

- Summary
  - On Schedule

## **Dickerson Center HVAC**

---

- Commission District/Description:
  - Zone 6
  - Midtown CRA
  - Project consist of the installation of new HVAC air flow boxes with electronic controls, environmental remediation and restore of ceiling and carpet materials.
- Progress
  - ITB process completed.
  - Contract awarded to General Mechanical Corp.
  - Bid is \$82,000 over project budget based on engineer's design; request for additional funding approved.
- Project Costs
  - \$307,000.00
- Summary
  - The engineer's budget was underestimated based on design. The project is necessary due to the interior environmental conditions of the building for the Boys & Girls Club occupancy.

## **Dickerson Park Playground**

---

- Commission District/Description:
  - Construction documents for a new relocated playground at the Dickerson Center
  - Zone 6 (Paula Reed)
  - Redevelopment Area: Midtown Redevelopment Area
- Progress
  - Schematic site plan complete
  - Permit + Bid drawings for Dickerson Master Plan are currently underway by Parker Mynchenberg
- Schedule:
  - City Commission acceptance of Race and Rec Grant on May 20th, 2020
  - January-February, 2020: Completion of Design Documents
  - March 2021: Commission approval of playground vendor installation, concrete contractor for playground seat walls, and other vendors for irrigation, electrical as needed in project scope
  - April 2021 – June 2021: Construction of playground
- Pending Work:
  - Finalizing proposals from vendors for playground and concrete work associated with the project (take to commission in April for approval)
- Upcoming Work (1 week look-ahead):
  - Final Playground pricing from playground vendor (Kompan)
  - Commission Agenda package for approval of grant expenditure on playground vendor and equipment for April Commission date
- Risks/Challenges:
  - None

- Project Cost:
  - \$402,400.00
  - Race and Rec Grant (\$302,400.00) City Match (\$100,000.00) \$402,400.00 (total budget)
- Summary:
  - A new playground to replace the existing playground at the Dickerson Center. This project is a piece of a larger Master Plan for the Dickerson complex.

### **Dr. MM Bethune Streetscape – MLK to Ridgewood**

---

- Commission District/Description:
  - Zone 3 and 6
  - CRA – Midtown and Downtown Redevelopment Areas
  - To construct streetscape improvements along MMB Blvd from MLK to Ridgewood Ave.
- Progress
  - Plans updated for bidding purposes
  - Bids came in over budget
  - Deductive Change Order 1 to make project meet budget – removed benches and waste receptacles
  - Green Technologies was low bid and awarded contract
- Schedule
  - Project approved on 10/7/2020 Commission Agenda
  - Notice to Proceed 11/2020
  - Begin construction 12/2020
  - Contract length is 150 days
  - Finish project 4/2021
- Upcoming Work (1 week look-ahead)
  - Awaiting Final Invoice for retainage and maintenance.
- Project Costs
  - Estimate for construction: \$244,530
  - Lowest bid is \$335,750
  - Final contract price: \$236,950
- Summary
  - Bid starts 6/16/2020.
  - Bid opening 7/23/2020
  - Deductive Change Order signed to bring project within budget
  - Approved at October 7, 2020 Commission meeting
  - Substantial Completion – Dec. 15, 2020
  - Maintenance period has ended and project closeout is underway.
  - Final paperwork is being processed at this time to close out job.

### **Fremont Avenue Sidewalks**

---

- Commission District/Description:
  - Design plans for the construction of a new sidewalk on the north side of Fremont Avenue from Niles Street to Ridgewood Avenue (US 1). The City is working with the TPO and the project appears to be eligible to receive LAP funding to assist with construction cost.
  - Zone 6, A portion of the project is within the Midtown Redevelopment Area

- Schedule:
  - Plans and Bid documents completion March 2020.
  - Sidewalk construction anticipated to be programmed FDOT FY 2020/2021
- Project Costs
  - \$35,346.66 (Design)
- Summary
  - FDOT sent email on 12/29 about funding project in 07/2021.
  - Revised plans and technical specifications received. Purchasing is preparing bid documents, will need to resubmit to FDOT for review after completion.
  - Project is on time.

### **Michal Brown Bldg. Storeroom Renovation**

---

- Commission District/Description:
  - Zone 6
  - Midtown CRA
  - Project consist of renovating a 430 square foot room that was formerly bathrooms and convert it into usable storage space.
- Progress
  - Renovation complete.
  - Punch list completed on 02/25.
- Schedule
  - Punch list work to be completed 03/05.
  - Project close-out 03/05.
- Project Costs
  - Project budget set at \$20,000
  - Low bidder is \$20,705
- Summary
  - The storeroom will be ready for Leisure Services use on 03/05.