

REGULAR MEETING OF THE FLAGLER BEACH CITY COMMISSION SITTING AS THE COMMUNITY REDEVELOPMENT AGENCY, THURSDAY, DECEMBER 14, 2023 AT 4:40 P.M. COMMISSION CHAMBERS 105 SOUTH SECOND STREET FLAGLER BEACH, FLORIDA 32136.

MINUTES

PRESENT: Mayor Suzie Johnston, Chair Eric Cooley, Vice-Chair Rick Belhumeur, Commissioners Jane Mealy, James Sherman and Scott Spradley, City Attorney D. Andrew Smith, III, City Manager Dale L. Martin, CRA Executive Director Caryn Miller, and City Clerk Penny Overstreet.

1. CALL THE MEETING TO ORDER: Chair Cooley called the meeting to order at 4:30 p.m.
2. PLEDGE OF ALLEGIANCE: Mayor Johnston led the Pledge of Allegiance.

CONSENT AGENDA

3. APPROVAL OF THE MINUTES OF THE SEPTEMBER 28, AND NOVEMBER 9, 2023 MEETINGS
4. APPROVE THE 2024 CRA QUARTERLY MEETING SCHEDULE

A motion to approve the Consent Agenda was made by Commissioner Mealy and seconded by Commissioner Sherman. The motion carried unanimously.

GENERAL BUSINESS

5. APPROVAL OF SMALL REDEVELOPMENT GRANT FO 211 S. 3RD STREET: Ms. Miller presented the application. A motion to approve the grant application was made by Commissioner Belhumeur, seconded by Commissioner Sherman. The motion carried unanimously.
6. DISCUSSION AND APPROVAL OF AMENDMENTS TO THE SMALL REDEVELOPMENT GRANT APPLICATION: Discussion ensued related to whether or not the grant program should continue. Consensus was reached to place the discussion on the next CRA agenda. Additional changes to the grant application were suggested.

The following changes were made to the Small Grant Application Package:

- Page 2 Introduction- Reworded to make more sense to the reader
- Page 2 Fixed and corrected the Goal section
- Page 3 Added language related to Tenant/ Owner expectations and letter required
- Page 3-4 Added examples of non-fixed items to include “not a permanent appurtenance to the property”.
- Page 4-b Added Tenant/ owner expectations
- Page 4-d Added “the CRA reserves the right to request a site plan if necessary”.
- Page 5 Added “not eligible for reimbursement”
- Page 6 Application- Added letter from owner approval must be included.

Chair Cooley opened public comments. Richard Clemons and Bob Cunningham provided comments. Chair Cooley closed public comments. A motion was made by Commissioner Belhumeur to approve the amendments to the Small Redevelopment Grant application. Commissioner Mealy seconded the motion. The motion carried unanimously.

7. DISCUSSION AND APPROVAL OF AMENDMENTS TO THE LARGE REDEVELOPMENT GRANT APPLICATION: Ms. Miller reviewed the changes she suggested. After discussion the following changes were made to the Large Grant Application Package:

- Application Page 1- Added Contractor estimate supporting project costs applied for in the application. Took out 2 estimate requirement if over \$200,000.
- Page 2- Corrected Goal and Policy
- Page 3 Introduction- Reworded to make more sense to the reader
- Page 3 Eligible expenses- Added the explanation these grants are for larger projects.
- Page 5 Procedures and Guidelines- Added language to reflect the two grants awarded per year and they are on first come first serve basis.
- Page 5 Item e- Changed to Contractor estimate supporting project costs applied for in the application. Took out 2 estimate requirement if over \$200,000.

Chairman Cooley opened the item for public comment. Seeing none, public comment was closed. Motion by Commissioner Mealy to approve the amendments to the Large Grant Application as presented. Seconded by Commissioner Sherman. The motion carried unanimously.

8. REVIEW OF BOARD PRIORITY PROJECTS TO DATE: Ms. Miller reviewed the list provided. This item was for information only. No action was taken.

9. CRA EXECUTIVE DIRECTOR UPDATE: Ms. Miller reported the CRA budget needs to be amended. She spoke of a list that states that 79k will have to come out of the CRA budget and be funded by the General Fund since the CRA cannot fund those items. The City Manager will come back with compensatory changes to the budget at a regular Commission meeting to compensate for this shortage. No action was taken.

10. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA: None

11. ADJOURNMENT: A motion to adjourn was made by Commissioner Sherman, seconded by Commissioner Belhumeur. The CRA meeting adjourned at 5:38 p.m. The motion carried unanimously.

Attest:

Chairman Eric D. Cooley

Caryn Miller MPA, CRA Executive Director