



**Community Redevelopment Agency
Tuesday, August 26, 2025 at 6:10 PM**

**City Commission Chambers
214 Sams Avenue, New Smyrna Beach, Florida 32168**

1. CALL TO ORDER

A. Roll Call

2. PUBLIC PARTICIPATION

3. CONSENT AGENDA

- 3.A Consider the adoption of the Community Redevelopment Agency meeting minutes from held on Tuesday, July 22, 2025.

4. OLD BUSINESS

5. NEW BUSINESS

- 5.A Consider the approval of a Community Redevelopment Agency of the City of New Smyrna Beach (CRA) Large-Scale Commercial Facade / Property Improvement 50-50 Matching Grant in the Amount of \$96,238 to Carl Hodges, owner of The Magnolia Located at 403 Magnolia Street, New Smyrna Beach, FL.

6. REPORTS AND COMMUNICATIONS

7. ADJOURNMENT

Pursuant to Florida Statutes 286.0105, if an individual decides to appeal any decision made by the board, agency or commission of the City of New Smyrna Beach 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) 410-2630, prior to the meeting.

THE CITY OF NEW SMYRNA BEACH - CITY CLERK'S OFFICE

**CONSIDER THE ADOPTION OF THE COMMUNITY REDEVELOPMENT AGENCY MEETING
MINUTES FROM HELD ON TUESDAY, JULY 22, 2025.**

August 26, 2025

Background:

The CRA held a meeting on Tuesday, July 22, 2025. The meeting minutes are attached for the board's review and adoption consideration.

Fiscal Analysis:

N/A

Strategic Plan Item:

No

Staff Report Created By: Sharon Taylor-Harding

Attachments:

[Community Revedelopment Agency Meeting Minutes - July 22, 2025.pdf](#)



**Community Redevelopment Agency
Tuesday, July 22, 2025, at 6:10 PM**

MINUTES

1. CALL TO ORDER

Having been duly advertised as required by law, the regular meeting of the Community Redevelopment Agency of the City of New Smyrna Beach, Florida, was held on Tuesday, July 22, 2025, at the City Commission Chambers, 214 Sams Avenue, New Smyrna Beach, Florida 32168.

Chair Fred E. Cleveland opened the meeting at 6:10 PM.

Present: Chair Fred E. Cleveland, Vice Chair Lisa Martin, Member Valli Perrine, Member Jason McGuirk, and Member Brian Ashley

2. PUBLIC PARTICIPATION

No action was taken.

3. CONSENT AGENDA

- 3.A Consider the adoption of the Community Redevelopment Agency meeting minutes from held on Tuesday, April 22, 2025.

Motion:

Member Perrine moved to adopt the Community Redevelopment Agency meeting minutes from held on Tuesday, April 22, 2025. Member McGuirk seconded the motion. The motion passed unanimously.

4. OLD BUSINESS

No action was taken.

5. NEW BUSINESS

- 5.A Consider the approval of a Community Redevelopment Agency of the City of New Smyrna Beach (CRA) Large-Scale Commercial Facade / Property Improvement 50-50 Matching Grant in the amount of \$100,000 to Amanda Prokop, owner of New Smyrna Beach Chiropractic Clinic PLC located at 1205 N. Dixie Freeway, New Smyrna Beach, FL.

Motion:

Member McGuirk moved to approve a Community Redevelopment Agency of the City of New Smyrna Beach (CRA) Large-Scale Commercial Facade / Property Improvement 50-50 Matching Grant in the amount of \$100,000 to Amanda Prokop, owner of New Smyrna Beach Chiropractic Clinic PLC located at 1205 N. Dixie Freeway, New Smyrna Beach, FL. Vice Chair Martin seconded the motion. The motion passed by 4-1 vote, with Member Ashley voting no.

- 5.B Consider the approval of a Community Redevelopment Agency of the City of New Smyrna Beach (CRA) Large-Scale Facade / Property Improvement 50-50 Matching Grant in the Amount of \$98,283.50 to Victoria Marsh with The Lou Collective LLC Located at 114 Live Oak Street, New Smyrna Beach, FL.

Motion:

Vice Chair Martin moved to approve the Community Redevelopment Agency of the City of New Smyrna Beach (CRA) Large-Scale Facade / Property Improvement 50-50 Matching Grant in the Amount of \$98,283.50 to Victoria Marsh with The Lou Collective LLC Located at 114 Live Oak Street, New Smyrna Beach, FL. Member McGuirk seconded the motion. The motion passed unanimously.

6. REPORTS AND COMMUNICATIONS

No action was taken.

7. ADJOURNMENT

As there was no further business to discuss, Chair Cleveland adjourned the meeting at 6:22 pm.

THE CITY OF NEW SMYRNA BEACH - CRA/ECONOMIC DEVELOPMENT

CONSIDER THE APPROVAL OF A COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF NEW SMYRNA BEACH (CRA) LARGE-SCALE COMMERCIAL FACADE / PROPERTY IMPROVEMENT 50-50 MATCHING GRANT IN THE AMOUNT OF \$96,238 TO CARL HODGES, OWNER OF THE MAGNOLIA LOCATED AT 403 MAGNOLIA STREET, NEW SMYRNA BEACH, FL.

August 26, 2025

Background:

On April 13, 2021, the CRA Board and City Commission approved the program guidelines for the Small-Scale Commercial Facade / Property Improvement Grant Program, Large-Scale Commercial Facade / Property Improvement Grant Program and the Adaptive Reuse Opportunity Grant Program.

The Large-Scale Commercial Facade / Property Improvement Grant is designed to encourage desired, and value added exterior commercial facade / property improvements within the targeted area of the program. There is a cap per eligible applicant of up to \$100,000. To be eligible for a full \$100,000 grant award, the applicant must provide documented proof of at least a \$200,000 on completed CRA grant related commercial facade / property improvement work items.

For the grant request before you this evening, the CRA is considering an award of a Large-Scale Commercial Facade / Property Improvement Grant in the amount of \$96,238 to Carl Hodges, owner of The Magnolia for exterior improvements including two new exterior doors, ADA ramp, awnings, remove and replace the front porch, new electrical service, exterior stucco and paint, new irrigation system and landscaping, exterior landscaping lighting and exterior painting. The total estimated cost of the improvements is estimated to be \$192,476.

The total renovations are estimated to be more than \$650,000.

Findings:

The applicant provided three quotes by licensed Florida Contractors to perform the above-mentioned work:

Green Technology Construction LLC \$192,476

Hodges Brothers Roofing LLC \$203,610

Albert Flores, Inc. dba Ovation Construction Co. \$220,937

The applicant has provided all the required documentation and meets the eligibility requirements of this grant program including City of New Smyrna Beach Historic Commission Certificate of Appropriateness for the proposed improvements and the Florida Department of State compliance with the Secretary of Interior's Standards of Design and Rehabilitation as required by the Restrictive Covenant that exists on the deed to the property.

Motion to approve the CRA Large-Scale Facade Grant in the amount of \$96,238 and authorize the Mayor to execute the Grant Agreement.

Fiscal Analysis:

In the current fiscal year budget, \$600,000 was approved by the CRA Board and City Commission for these Large-Scale Commercial Facade / Property Improvement Grants. To date, we have encumbered \$457,383.50, leaving \$142,616.50 remaining in this category.

Note: We also have \$200,000 remaining in the Small-Scale Commercial Facade / Property Improvement Grant Program.

Strategic Plan Item:

No

Staff Report Created By: Samantha Bergeron - CRA / Economic Development Director

Attachments:

[Large Scale Grant Application re - Curtis Hodges - 403 Magnolia St.pdf](#)
[3-ELEVATIONS.pdf](#)
[Signed Certificate of Appropriateness.pdf](#)
[State of Florida Compliance Letter.pdf](#)
[The Magnolia 403 Magnolia St Existing Photos 8-8-25.pdf](#)



COMMUNITY REDEVELOPMENT AGENCY
OF THE CITY OF NEW SMYRNA BEACH
210 SAMS AVENUE (Old Connor Library)
NEW SMYRNA BEACH, FLORIDA 32168



Large Scale Commercial Façade / Property Improvement 50-50 Matching Grant
Program Overview

Awards up to \$100,000/Applicant (50-50 Matching) (as funds are available)

PROGRAM DESCRIPTION:

The Large-Scale Commercial Façade / Property Improvement 50-50 Matching Grant Program awards funds for EXTERIOR ONLY improvements to commercial businesses and properties that are located within the CRA District of the city's Community Redevelopment Agency of the City of New Smyrna Beach (CRA) area.

These improvements can include, but are not limited to façade painting, parking lot resurfacing, signage, landscaping, etc. Maximum CRA grant awards cannot exceed \$100,000 per applicant. The Large-Scale Commercial Façade / Property Improvement 50-50 Matching Grant was created to encourage and incentivize the redevelopment of commercial buildings and properties with commercial frontage within the CRA District / Area. The program allows the CRA to fund grant recipients or grantees on a reimbursement basis for 50% of the cost to enhance commercial facades and property improvements up to \$100,000.

For example: For a CRA Grant Recipient to receive the full \$100,000 CRA reimbursement grant, the applicant must spend a minimum \$200,000 on eligible exterior commercial façade/property improvement items. Once the required documentation has been submitted to CRA staff for approval and the project obtains necessary regulatory approval, the \$100,000 is reimbursed to the recipient.

To be considered, commercial property or business owners within the CRA District must submit a completed application accompanied by at least (3) estimates from licensed general contractors. Other estimates may be acceptable depending upon the type of improvement proposed; please contact the CRA/Economic Development Department regarding your specific proposal to determine if quotes from other licensed businesses or companies would be accepted prior to obtaining the estimates.

PROGRAM RULES:

The following rules are intended to inform a potential grant applicant of the extent and scope of the program. The purpose of the program is to encourage commercial property owners to upgrade their properties by improving the external appearance of their business and to encourage businesses to invest in the growth of their business within the CRA District. The result will halt deterioration, stabilize property values, improve and upgrade the appearance of the area, and facilitate and encourage redevelopment activity within the CRA District.

1. The program is available only for property located within the CRA commercial frontage. Click the link below to see if your address is in the CRA Grants' Targeted Area:

<https://www.cityofnsb.com/1364/CRA-Grant-Program-Details>

2. All proposed exterior façade/property improvements using CRA funds must be approved by the CRA Board before proceeding.

3. The program is for commercial properties and businesses only. Residentially zoned properties are NOT eligible (this includes multi-family units, apartment buildings and duplexes). The property owner must be the applicant. However, if the property is currently leased to a tenant, then the Application and Agreement must be jointly executed by both the owner and the tenant.

Eligible Properties include:
Commercial and Industrial Properties

Eligible Businesses include:

- Aerospace
- Aviation
- Light Industry (including Manufacturing)
- Creative Class, including High Tech
- Professional Office
- Healthcare
- Retail
- Restaurant

4. Eligible exterior Commercial Façade/Property Improvements for this program include:

- Painting
- Shutters
- Roof Repair
- Awnings/canopies
- Decorative exterior facade improvements
- Exterior doors/windows
- Landscaping around the building
- Irrigation
- Parking lot re-paving, re-sealing, re-striping
- Exterior lighting
- Patio or decks connected to the building
- Exterior wall repairs (e.g., stucco, brick or wood repairs and replacement)
- ADA improvements
- Signage
- Fencing (excluding chain link, barbed wire, and wood panels)
- Demolition of structure and (re)sodding of vacant property

CRA Large-Scale Commercial Façade / Property Improvement 50-50 Matching Grant Program

Updated January 2025

Page 2 of 11

- Public utilities and infrastructure required for business or commercial property
- Professional Design Assistance
- Exterior Security Features

Ineligible expenses include:

- Installation of trash receptacles
- Where a property is not currently in compliance, landscape material and work required to come into compliance with the City of New Smyrna Beach's Code of Ordinances or Land Development Regulations. Improvements made prior to grant approval
- Interior renovations
- Non fixed improvements
- Inventory or equipment
- Sweat equity (i.e., payment for applicant's own labor and performance for renovation or new construction work.
- Business payroll
- General periodic maintenance

5. All work must be done in compliance with applicable City of New Smyrna Beach Building Codes and Land Development Regulations. All contractors must be licensed in Florida. Please contact the City of New Smyrna Beach Development Services Department at (386) 410-2800 regarding the proposed work to schedule a Pre-Application Meeting prior to submitting a Large-Scale Commercial Façade Property Improvement Grant Application.

6. Grant funds will be reimbursed exclusively for approved work, approved change orders and only for work that has been performed after the grantee has received notification that the Grant Application has been approved by the CRA Board. Any work completed prior to receiving grant approval is ineligible for reimbursement.

7. The Large-Scale Commercial Façade Improvement 50-50 Matching Grant Program is only available to applicants who have not previously participated in the program

APPLICATION PROCESS:

1. An applicant seeking a project grant may secure an application from the Community Redevelopment Agency of the City of New Smyrna Beach (CRA) located at 210 Sams Avenue New Smyrna Beach, FL 32168, phone (386)-424-2160 or download the application from [Community Redevelopment | New Smyrna Beach, FL - Official Website \(cityofnsb.com\)](http://cityofnsb.com)

2. The CRA will administer the Large-Scale Commercial Façade / Property Improvement 50-50 Matching Grant Program and funding. In addition to the appropriate City of New Smyrna Beach building inspections, the CRA will inspect the work to determine the satisfactory completion of the work.

3. Applicants may not have any outstanding City of New Smyrna Beach liens against their property. If an Applicant has an outstanding City of New Smyrna Beach lien against the property, the grant will not be awarded until the complete satisfaction of the lien.

4. If the application and documentation is complete and meets the criteria of the program, the applicant will receive a grant agreement and affidavit for signature and notary. The complete package will be submitted to the CRA Board for approval at the next scheduled CRA Board meeting.

5. Application to this Program is not a guarantee of funding. Funding is at the sole discretion of the CRA Board. Applications will be scored, ranked and presented to the CRA Board for final approval. The total available program funding is subject to change.

REIMBURSEMENT PROCESS:

1. Grant Payments — Subject to the terms and conditions of the Grant Agreement, reimbursement will be made within approximately ninety (90) days from the CRA receiving the following:

- a) Detailed invoices, copy of processed or cancelled check and proof of payment for Eligible Reimbursable Costs
- b) Building Department Inspection forms and completed final inspections.

2. Alternatively, it is within the CRA/Economic Development Director's discretion to authorize that partial grant payments be issued on a draw schedule to facilitate the timely completion of some of the approved projects.

3. Site Visits — CRA staff will conduct a site visit before grant payment is made to verify that the business is in operation. Staff may also conduct unannounced site visits periodically to ensure compliance with the terms of the grant agreement. Staff will complete a final inspection prior to issuing final payment.

4. Reporting — by accepting the grant, the applicant agrees to comply with any reporting procedures deemed necessary by CRA staff to verify that the required job positions are properly fulfilled and maintained. Reporting may include, but is not limited to, payroll records, work schedules, and reporting forms.

5. The CRA will release funds to the client on a reimbursement basis at the completion of the entire project.

6. The CRA staff will perform monitoring exercises at least once a year to record the applicant's compliance with the grant's requirements. The monitor will formally report the applicant's level of compliance to the CRA Director and will also report any corrective action plans that the applicant has committed to implementing to achieve the agreed upon compliance goals in the grant agreement. Staff will review the documents provided. If everything is in order, the project will be declared completed and process payment to the applicant for the amount allowed by the Grant Agreement.

I have read, understand, and accept the program overview and guidelines set forth above for the Large-Scale Commercial Façade / Property Improvement 50-50 Matching Grant Program.

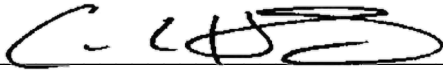
403 MAGNOLIA STREET, NEW SMYRNA BEACH, FL 32168

Property Address

City, State, Zip Code

CARL CURTIS HODGES

Applicant Name (**Please Print**)



Applicant Signature

APPLICATION CHECKLIST

Every application package must include ALL the following items before it will be processed and considered for approval.

- ☐ TAB 1: Written detailed description of the improvements to be done to the property
- ☐ TAB 2: W9 Form (attached)
- ☐ TAB 3: Copy of Business Tax Identification
- ☐ TAB 4: Copy of Occupational Licenses
- ☐ TAB 5: Copy of Warranty Deed,
- ☐ TAB 6: Copy of Lease (if applicable),
- ☐ TAB 7: Copy of Property Appraisal Records (paid property taxes)
- ☐ TAB 8: Plans or sketches (if applicable)
- ☐ TAB 9: Rendering of completed project (needed for presentation purposes)
- ☐ TAB 10: Site plan and plant list for landscape projects
- ☐ TAB 11: Third-party cost estimates from three (3) Florida licensed contractors
- ☐ TAB 12: Estimated timeline or project schedule
- ☐ TAB 13: Evidence of financial ability to pay for the project (approved loan, cash account, line of credit, etc.)
- ☐ TAB 14: Completed Application
- ☐ TAB 15: Completed Checklist

ALL DOCUMENTS ALONG WITH COMPLETED APPLICATIONS SHOULD BE PROPERLY LABELED AND INSERTED INTO A MULTI PART PRONGED FOLDER. PARTIAL SUBMISSIONS WILL NOT BE REVIEWED OR ACCEPTED.



Large Scale Commercial Facade/Property Improvement 50-50 Matching Grant Program Application

1. APPLICANT

Name: CARL CURTIS HODGES

Address: 620 S. Riverside Drive

City, State: New Smyrna Beach

Zip Code: 32168 Phone Number: 321-303-6195

E-mail: cchodges@gmail.com

2. BUILDING TO BE IMPROVED/PROPERTY INFORMATION

Owner: CARL C HODGES, TRUSTEE, KARTER PRESLEY LYNAUGH TRUST

Address: 403 MAGNOLIA STREET

City, State: New Smyrna Beach, FL

Zip Code: 32168

3. OWNER TYPE: TRUST

- | | | |
|--|--------------------------------------|-------------------------------------|
| ☐ Individual | ☐ Partnership | ☐ LLC |
| ☐ Sole Proprietorship | ☐ Corporation | ☐ Non-Profit |

4. OWNER OF PROPERTY (if not the applicant)

Name: _____

Address: _____

City, State: _____

Zip Code: _____ Phone Number: _____

E-mail: _____



Large Scale Commercial Facade/Property Improvement 50-50 Matching Grant Program Application

5. PROJECT INFORMATION (PLEASE TYPE OR WRITE)

Project Description

Exterior improvements include: new stucco, painting, awnings, exterior doors, landscaping, irrigation, landscape lighting, ADA ramps, underground utilities including 400 amp service.

Project Schedule: May 1- September 15 for completion

Select all applicable anticipated improvements in the property.

IMPROVEMENT	COST	IMPROVEMENT	COST
☒ Painting	\$32,900	☐ Exterior lighting	
☐ Shutters		☒ Patio or decks connected to the building	\$25,640
☐ Roof Repair		☒ Exterior wall repairs (e.g. stucco, brick, or wood repairs and replacement)	\$57,400
☒ Awnings/canopies	\$17,200	☒ ADA improvements	
☒ Decorative exterior facade improvements	\$9,820	☐ Signage	
☒ Exterior doors/windows	\$11,200	☐ Fencing (excluding chain link, barbed wire, and wood panels)	
☒ Landscaping around the building	\$13,800	☐ Demolition of structure	
☒ Irrigation		☒ Public Utilities and Infrastructure relative to business or commercial property	\$12,200
☐ Parking lot repaving, resealing, restriping		☐ Exterior Security Features	
☒ Professional Design Assistance	\$18,016	ESTIMATED TOTAL IMPROVEMENT COST:	\$198,176



Large Scale Commercial Facade/Property Improvement 50-50 Matching Grant Program Application

Name of **LICENSED** General Contractor for the Project: _____

Laura Hodges- Certified General Contractor 1518602

Address of General Contractor: 620 S. Riverside Drive

City, State New Smyrna Beach, FL Zip Code 32168

Phone Number of General Contractor: 407-702-3342

Email for General Contractor: greentechnologyconstructionllc@gmail.com

Estimated Total Project Cost: \$ 198,176 Grant Amount Requested: \$ 99,088

6. SOURCES OF FUNDING

REGIONS BANK- BUSINESS BANKING ACCOUNT

7. APPLICATION AGREEMENT

I (we), the applicant(s) understand that the intent of this application is only for purposes of prequalifying for a Large-Scale Commercial Facade/Property Improvement 50-50 Matching Grant and does not guarantee acceptance or approval and no commitment is hereby made on the part of either the applicant or the Community Redevelopment Agency of the City of New Smyrna Beach (CRA).

I (we) certify that to the best of my (our) knowledge, all the information in this application and all information furnished in support of this application is true and correct. Any property assisted under this program will not be used for any illegal or restricted purposes. Any intentionally false or fraudulent statement or supporting documents will constitute cancellation of my (our) application. The CRA is hereby authorized to verify any of the information provided and to inspect the property prior to approval.

I authorize the City of New Smyrna Beach and the CRA or its agents to take photos of myself and myself and business to be used to promote the program.

CARL CURTIS HODGES

Applicant Name (Please Print)

Applicant Signature

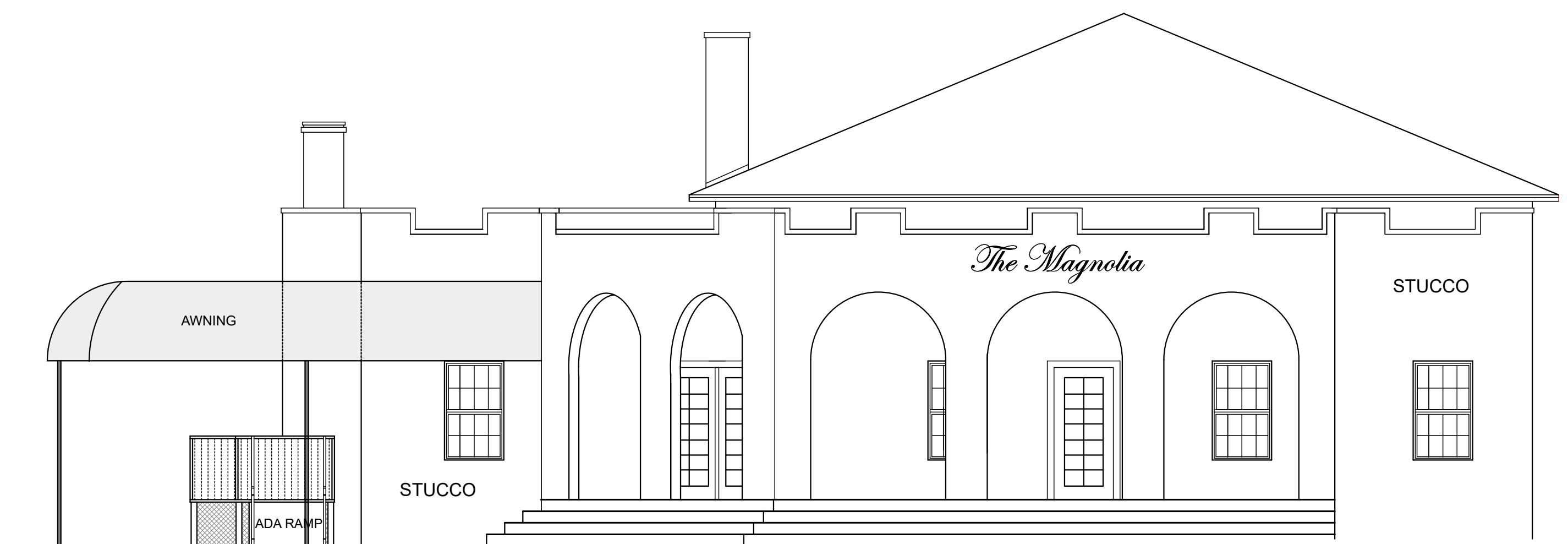
4/24/25

Date

Applicant Name (Please Print)

Applicant Signature

Date



WEST ELEVATION



EAST ELEVATION



NORTH ELEVATION



CERTIFICATE OF APPROPRIATENESS

CA-3-25

THIS CERTIFIES THAT
CARL C. HODGES, TRUSTEE

KARTER PRESLEY LYNAUGH TRUST

Has received the approval from the City of New Smyrna Beach
Historic Preservation Commission for the following:

Exterior repairs, including new stucco, paint, awnings, exterior doors, exterior windows, landscaping, ADA improvements, irrigation, and upgraded utilities to The Magnolia located at 403 Magnolia Street. This structure is a contributing structure and a Local Landmark in the New Smyrna Beach Historic District.

Dated this 11th Day of June, 2025

Historic Preservation Officer



City Mayor





FLORIDA DEPARTMENT *of* STATE

RON DESANTIS
Governor

CORD BYRD
Secretary of State

7/29/2025

Laura Hodges
403 Magnolia Street
New Smyrna Beach 32168

Re: Restrictive Covenant Review of the New Smyrna Beach Woman's Club

Dear Ms. Hodges,

This letter is to inform you that the Division of Historical Resources has reviewed the submitted material for 403 Magnolia St. in New Smyrna Beach (a.k.a. The New Smyrna Beach Woman's Club) for compliance with the Secretary of Interior's Standards of Design and Rehabilitation as required by the Restrictive Covenant that exists on the deed to the property. The proposed improvements, which include sidewalk, ramp and deck construction on a secondary elevation, is appropriate and accordance with the Standards.

Please note this review does not extend to future work, work yet detailed in any preliminary documents, or changes to the plans or documents provided. Any future renovations or constructions plans must be submitted to the Florida State Historic Preservation office for approval at least as long as the site referenced above is under a grant-related covenant.

Let me know if you need anything further.

Eric Case

Eric Case, Grants Program Supervisor

403 Magnolia St. – Existing Aug. 8, 2025



403 Magnolia Street – Existing Aug 8. 2025

