

**MINUTES  
ORGANIZATION MEETING  
RED BANK REDEVELOPMENT AGENCY  
JUNE 25, 2019  
4:30 P.M.**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT:** Commissioners Beebe, Huber, Massey, Reynolds-Lewis and Wouters, Mayor Menna and Council members Triggiano and Yassin.

**ALSO PRESENT:** Borough Administrator Shehady, Borough Clerk Borghi, Consultant DeRoberts and Consultant Hartnett.

**SUNSHINE STATEMENT**

Borough Clerk Borghi requested the minutes reflect that, in compliance with Public Law 1975, Chapter 231 (Open Public Meetings Act), notice of this meeting has been provided by notifying the Asbury Park Press, the Two River Times and the Star Ledger and by placing a notice on the bulletin board and filing same with the Borough Clerk on May 22, 2019.

**MINUTES AND REPORTS**

Executive Director/Finance Report

Administrator Shehady reported that he and three Commissioners had attended a training session at Rutgers University the previous week. He encouraged the other Commissioners to review the fall schedule and to register as soon as possible. He reminded them that they had 18 months from the date of appointment to complete the training.

The 2019 meeting schedule was distributed. Mr. Shehady stated that the Commissioners would meet monthly and meetings would be held with the Advisory Board quarterly. He said all meetings would be open to the public. He reviewed the startup costs of the agency. He said a large part of the financing would come from project developer's fees and escrows. He said a bond ordinance had been done the previous month that would help fund municipal facilities improvements.

Minutes of 5/9/2019

It was noted that the minutes should be corrected as Consultant Hartnett had not been included on the roll call.

Mayor Menna made a motion to approve the minutes as amended, seconded by Councilwoman Triggiano.

**ROLL CALL:**

**AYES:** Beebe, Huber, Massey, Menna, Reynolds-Lewis, Triggiano, Wouters and Yassin

**NAYS:** None

There being seven ayes and no nays, the motion was declared approved.

**NEW BUSINESS**

Chairman Huber said the Consultants would review the various documents with the Commissioners and said there would be no vote at this meeting.

**Mission Statement/Goals and Objectives**

Consultant DeRoberts said these were meant to be dynamic. He said Consultant Harnett had drafted suggested language.

Consultant Harnett said it was meant to stimulate thinking and get the ball rolling. He suggested they be adopted in July and said they were living documents that could be changed over time. He read the Mission Statement and said it was the result of six months of intense discussion and deliberation with the Mayor and Council. He said it was tailored to Red Bank and stressed the need for the agency to use laser like focus on redevelopment issues.

Chairman Huber asked for questions or comments.

Councilwoman Triggiano said she would like to see an objective regarding preserving culture and heritage during development.

Consultant Hartnett said he would incorporate that.

Consultant Hartnett said the Goals & Objectives document would follow the same concept and also was the result of a lot of thought and deliberation by the Council and the experience of Consultants DeRoberts and Hartnett. He reviewed the items listed and said they should begin by focusing on the Municipal Facility improvement project. He also noted that the Mayor and Council had adopted a bond ordinance to help kick start the project.

Commissioner Beebe noted the Master Plan re-examination was listed as a bullet item and asked where that responsibility had been historically.

Consultant Hartnett said it would with the Planning Board.

Consultant DeRoberts said the Redevelopment Agency should be advocates for a complete re-do.

Administrator Shehady reviewed the Master Plan process and said it was collaborative. He said they wanted to make sure that the Redevelopment Agency was a part of the process.

Consultant Harnett said the Agency could make things happen and said the Master Plan could not do that.

Commissioner Beebe asked about the amount of the bond.

Administrator Shehady said he believed it was for \$300,000.

Chairman Huber suggested Commissioners digest the information and communicate any concerns/questions to the Administrator. He said they would return to the matter in July for a vote.

#### Professional Services RFQs

Consultant DeRoberts reviewed the process to request proposals for professional services. He reviewed the credentials of the responders and recommended appointments. For some positions, he recommended appointing a pool of professionals.

A discussion followed regarding the fact that only one firm had applied for the appraisal services. Mr. DeRoberts said it was not a concern and said he was familiar with the firm and said they had good credentials.

Commissioner Huber asked how they could control the fees with only one responder.

Administrator Shehady said nothing would preclude them from getting quotes from other firms. He said they could not use the alternate firms under the Fair and Open process but said they could compare the rates.

Councilman Yassin made a motion to move forward with the recommended appointments, seconded by Councilwoman Triggiano.

#### ROLL CALL:

AYES: Beebe, Huber, Massey, Menna, Reynolds-Lewis, Triggiano, Wouters and Yassin

NAYS: None

There being seven ayes and no nays, the motion was declared approved.

Administrator Shehady said there would be resolutions to memorialize the appointments at the July meeting.

Chairman Huber asked if any needed to begin right away.

Consultant DeRoberts said the General Counsel would be needed and said they would also want to work with the Architect and Engineer to get started.

Mayor Menna suggested individuals at the firms should be named.

Consultant Hartnett agreed.

#### Review of Project Plans

##### 1. Existing Redevelopment Agreements and Approvals.

Consultant DeRoberts said the Agency should review existing Redevelopment Agreements and approvals.

A discussion followed on when a Redevelopment Agreement was required.

Councilman Yassin asked about the difference between a Redevelopment Area and an Area in Need of Rehabilitation.

Consultant DeRoberts reviewed the differences which included the ability to offer tax abatements, to negotiate payment in lieu of taxes or use eminent domain.

Commissioner Beebe said he would like to see the documents regarding the projects at the 55 West Front Street and the VNA property.

Administrator Shehady said he would forward them.

Mayor Menna said those agreements were already finalized and could not be amended but were good for historic reference.

##### 2. Study for Areas in Need of Rehabilitation/Redevelopment

Commissioner DeRoberts said they needed to begin to identify areas that need to be studied for each category. He said the agency could make recommendations to the Mayor & Council and also the Planning Board.

A discussion followed on the criteria to be used in identifying areas.

Commissioner Beebe asked when the last time was that an assessment for rehabilitation had been done.

Mayor Menna said it was last year.

Consultant DeRoberts noted that that had been done internally.

Mayor Menna agreed and said the new study would be more intensive.

### 3. Municipal Facilities Project

Consultant DeRoberts said the Borough was in dire need of improvements to various facilities and said they would need creative solutions for generations. He said the starting point was to prepare scopes of work and get proposals. He said they could possibly engage professionals by September.

Chairman Huber asked how many buildings were included in the project.

Administrator Shehady reviewed the various municipal facilities including the Municipal Building at 90 Monmouth Street, the Senior Center and the Public Works facility.

Chairman Huber asked if they were focusing on efficiency or maximum resources.

Administrator Shehady said largely efficiency. He reviewed the current needs and noted that most of the current facilities were on prime real estate. He said there were also deficiencies with safety/security, a good community space and HVAC issues. He said the facility would need a better design that would be up to today's standards.

A discussion followed on the existing properties.

### **PUBLIC COMMENT**

No one appeared.

### **EXECUTIVE SESSION**

No Executive Session needed.

### **ADJOURNMENT**

Councilman Yassin offered a motion to adjourn the meeting, seconded by Mayor Menna.

### **ROLL CALL:**

AYES: Beebe, Huber, Massey, Menna, Reynolds-Lewis, Triggiano, Wouters and Yassin

NAYS: None

There being seven ayes and no nays, the motion was declared approved.

Respectfully submitted,

Pamela Borghi