

**MINUTES
REGULAR MEETING
RED BANK REDEVELOPMENT AGENCY
NOVEMBER 26, 2019
4:30 P.M.**

SUNSHINE STATEMENT

Chairman Huber 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.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Commissioners Huber, Beebe, Massey, Reynolds-Lewis and Wouters and Council member and Yassin.

ALSO PRESENT: Borough Administrator Shehady, Borough Clerk Borghi, Attorney Denson and Consultant DeRoberts and members of the Advisory Board.

ABSENT: Commissioners Reynold-Lewis and Wouters

MINUTES AND REPORTS

Report of Executive Director

Municipal Facilities Project

Administrator Shehady said there would be three resolutions on the next agenda with respect to budgets. He said those would include a resolution for the 2019 budget and a resolution for the 2020 budget. He said there would also be a resolution based on appraisal quotes that Mr. DeRoberts would be speaking on later in the meeting.

Executive Director Shehady ask the Municipal Facilities Team to come forward to get their report.

Pradeep Kapoor of DMR Architects said their team had met with all of the Department Heads and had completed their analysis. He said they had met with the Administrator and Consultant DeRoberts to review information on the existing facility and information provided regarding wants and needs. He offered specifics on the existing facility square footage and said they anticipated the Borough would need just under 40,000 square feet for a new facility. He also reviewed specifics of the existing Community Center and said he believed the Borough would need approximate 16,000 square feet for a new Community Center. He said the new Community Center would also include the Parks & Recreation Offices. He said they were still computing the data for the DPW facility.

Chairman Huber noted that they were recommending a significant increase in square footage and asked for more information.

Mr. Kapoor said the most significant increase would be in the Police Department noting that they currently had 6,800 square feet but said their needs required 18,350 square feet. He said their analysis showed that the current facility was really inadequate and reviewed specifics.

Commissioner Beebe asked his to also review the increased footage for the Community Center.

Mr. Kapoor said they had been asked to incorporate the Parks & Recreation offices, a larger community room and a small basketball court.

Mr. DeRoberts pointed out that the plan was based on requests and they had not yet vetted everything.

Mark Lescavage of Maser Consulting said the last time he had appeared he had reported that they had prepared a property inventory list which had consisted of Borough owned properties, properties in redevelopment areas and possible targeted properties. He said there were hundreds of properties that fell into those categories. He said they had parsed that list by looking at the criteria for the size of the property and had narrowed it down significantly. He said they had met last week to discuss which properties might fit the Borough's needs for the three properties which were the Municipal Building, the DPW facility and the Community Center. He said it looked like the most logical solution for the DPW facility would be to expand the existing facility specifically due to the water treatment facility. He reviewed other sites that had looked at for that facility but needed continue to review to get it down to three to four options before they started concept plans. He said they had also looked at both Borough and privately owned properties for the Municipal Building but said they had to look into them more to see if they were viable. He said, once that was narrowed down they would look at concepts to see if they could support the needs of a municipal building and potential parking.

Chairman Huber asked if they were looking at three separate facilities as they currently existed.

Mr. Lescavage said he thought that was most likely. He said it looked like the Community Center would be a property close to Count Basie Fields. He said they were looking a properties in that area. He said

the location made sense especially since it would likely include the Parks & Recreation offices.

Chairman Huber asked about the timeline.

Mr. Lescavage said next month they would have a better idea on the DPW needs and hoped to have a short list they could present. He said he expected concepts to be delivered in January for each building.

Mr. DeRoberts asked Mr. Kapoor if he was in agreement.

Mr. Kapoor said once they complete the review of the DPW Department, they would know the needs for all three facilities. He said he agreed with a similar timeline.

Commissioner Beebe asked about the expanded Community Center and asked for confirmation that it was a compilation of a variety of wish lists. He asked when and how judgements about that would be made. He also asked if the water treatment plant at DPW must absolutely stay where it is.

Mr. DeRoberts said he would answer the second part of the question. He said the water treatment plant could be relocated but at significant expense. He said it would be cost prohibitive.

Administrator Shehady said most of the initial feedback came from Department Heads. He said, last week, he had done a first round of vetting those numbers in regard to the Mayor and Council's policies, priorities and goals. He said, at this point, they were not looking for the design of the buildings but for a ball park for square footage. He said this would be a good time to address any concerns of the commission. He said one thing that had come up was in regard to the Community Center noting that the borough currently had a Senior Center that was used and needed but was currently not in usable shape. He said taking that into consideration along with the Borough's recreational needs for programs like summer camp and other offerings the Borough would like to have but can't due to a lack of space the thought was to combine the two needs with multipurpose facilities. He said with items such as the gymnasium, he said he had wanted to know what was available and then scale back if needed rather than underestimate.

Borough-Wide Threshold Analysis

Consultant DeRoberts said they had met with representatives of ARH the previous week. He said they had initiated their study and had reviewed documents, compiled records and undertaken a visual survey of the community including videotaping certain areas. He said they would be asked to attend the December meeting to give an update.

Appraisal Quotes

Mr. DeRoberts said, in line with that, he was in the process of obtaining quotes for appraisal services regarding certain properties. He said he and the Administrator would have to discuss the matter with Counsel to make sure they were following the right protocol especially for properties the Borough did not own. He said they would have a recommendation to award a contract at the December meeting. He noted that two firms had been qualified through the Request for Qualifications process. He said they would be contacting both of them for proposals.

Chairman Huber asked Mr. DeRoberts to remind him of the scope of the project.

Mr. DeRoberts gave the example that there may be a particular property that the Borough may want to acquire for a Municipal Building. He said they would need a good understanding of the scope, cost and magnitude. He said getting the appraisals was the first step and then DMR could provide a cost analysis. He said they would then ask the financial advisor to interpolate what the cost to tax payers would be. He said the appraisal services would also help them come up with the net costs in regard to assets the Borough may need to sell or buy. He said they also wanted to explore the option of public/private partnership for some of these.

Chairman Huber summarized that the appraisal would be for real estate purchases and sales only and the other players would work on fitting out exiting buildings and other costs, etc.

Mr. DeRoberts said one of the other projects that they wanted to present to the agency for consideration to begin moving on in January in line with the mission statement goals and objective to strive to maintain Socio-Economic balance in the Community. He said one area they do not want to lose sight of as they look at the municipal facilities and opportunities for redevelopment is Affordable Housing. He suggested they put together a working group of a couple of Commissioners and Councilman Ballard who was currently the Municipal Housing Authority Liaison to gain a better understanding and insight to what their needs were and how the redevelopment agency could help them. He said, in many communities, Affordable Housing was addressed as a consequence to redevelopment. He said they wanted to propose that it be woven into the fabric of all of the development planning because, he said, he felt it was critically important, especially if they wanted to maintain Socio-Economic balance.

Councilwoman Triggiano asked at what point it would get bounced back to the Planning Board.

Mr. DeRoberts said they would be when they got down to direct plans which would probably be three to six months. He said the Borough needed to work on a new Master Plan and these are critical elements that would need to be taken into consideration.

Chairman Huber asked examples.

Mr. DeRoberts said he had toured the two housing developments that the Housing Authority owned and found it interesting that the low income housing was single story and the senior citizen housing was two story. He said it seemed like it should be reversed. He said both projects were in need of upgrade plus more units were needed. He said there was land next to one of the facilities where they may be able to do some staged redevelopment to build and renovate. He said they were also looking to identify other areas or opportunities.

Chairman Huber noted that a number of the Commissioners had recently attended training at Rutgers and one of the things they had learned was that the Master Plan and Redevelopment Plan had to be synched up. He noted the Master Plan hadn't been updated in a long time so they weren't likely to be in synch.

Commissioner Massey asked if there was a time line for the Master Plan to be reexamined or updated.

Administrator Shehady said the Planning Board had recently done a Reexamination of the Master Plan that had been done in house but said it was not a wholesale re-write of the Master Plan. He said the reexamination was required every ten years which had been done. He said it was debatable whether a full scale redo was necessary. He said the Borough was compliant with the required reexamination.

Commissioner Beebe offered to serve on the Affordable Housing Committee.

Councilwoman Triggiano asked if the Affordable Housing Agency could act as their own Redevelopment Agency and asked about the positives and negatives.

Mr. DeRoberts said they could but said it would be better if the Redevelopment Agency worked in concert with them rather than going in different paths trying to solve the same problem. He said he felt they could accomplish more working together than they could independently. He said the Redevelopment Agency had resources such as Planning, Engineering and other professional disciplines.

Councilwoman Triggiano asked if the Red Bank Redevelopment Agency would be the lead rather than falling under the Housing Authority in regard to those areas on the map.

Mr. DeRoberts said that was correct.

Chairman Huber said he remembered that 20 percent affordable housing units was the standard set by the State. He asked Mr. DeRoberts to fill them in on how that worked. He also asked how any disagreements would be resolved.

Mr. DeRoberts said he would refer to Administrator Shehady because Red Bank had a settlement in place.

Administrator Shehady reviewed how the number of 20 percent was determined and said it was negotiated from there with some municipalities being higher and some being lower based on various factors. He said Red Bank had just settled theirs with Fair Share Housing and said he would send a copy of the settlement agreement to the Commissioners. He said Red Bank's number was tiered based on density and reviewed the reasoning behind that.

Councilwoman Triggiano asked if the term Affordable Housing was a larger umbrella term for properties including HUD senior housing. She also noted that it had been said that the term did not just refer to low income but also median income and asked if that was also included.

Mr. DeRoberts said that was correct and added that that was why he couldn't be specific regarding who would be the lead agency on anything because the Housing Authority would have the say over their projects.

Minutes of 10/23/2019

Councilman Yassin made a motion to approve the minutes, seconded by Councilwoman Triggiano.

ROLL CALL:

AYES: Huber, Beebe, Massey, Triggiano and Yassin

NAYS: None

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

New Business

December meeting date

Administrator Shehady said no meeting date had been set for December and suggested the Agency meeting on Thursday, December 18 at 4:30 pm. There was no objection and all Commissioners were in favor of the date. He asked the Clerk to make the proper notifications.

He also reviewed the proposed 2020 meeting calendar which he said reflected the same schedule as the 2019 with a meeting scheduled for the fourth Tuesday of each month at 4:30pm. He asked the Commissioners to review a draft resolution that had been provided and said it would be listed for action at the next meeting.

He also noted that some entities elect not to hold meetings in the summer months. He asked the Commissioners to review their availability and said if there wasn't going to be a quorum, there would be

no reason to notice the meeting. Commissioners were asked to notify the Administrator and Clerk of any conflicts.

PUBLIC COMMENT

No one appeared.

EXECUTIVE SESSION

No Executive Session needed.

ADJOURNMENT

Councilman Yassin offered a motion to adjourn the meeting, seconded by Councilwoman Triggiano.

ROLL CALL:

AYES: Huber, Beebe, Massey, Triggiano and Yassin

NAYS: None

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

Respectfully submitted,

Pamela Borghi

DRAFT