

**MINUTES
CITY OF ORMOND BEACH
QUALITY OF LIFE ADVISORY BOARD
REGULAR MEETING**

February 13, 2013

6:00 PM

**City of Ormond Beach
Training Room
22 South Beach Street
Ormond Beach, Florida**

1) Call to Order

Dr. Shapiro called the meeting to order at 6:03 p.m.

Members present were: Debbie Berner, Juliann Blanford, William Masters, Brain Nave, Troy Railsback, Dr. Philip Shapiro. Excused were: Dr. Daniel Drake, Kathy Page. Absent were: Betty Smith and Dr. Gerald Woodard.

Others present were: Leisure Services Director Robert Carolin, Recording Secretary Shá Moss.

Dr. Shapiro introduced staff and members.

2) Approval of Minutes - September 6, 2012

Corrections: Dr. Shapiro stated the word escalation should be elevation on page 3.

Ms. Berner moved seconded by Mr. Railsback to accept the minutes of the September 6, 2012 meeting, as amended. The motion passed unanimously.

3) Election of Chairman

Dr. Shapiro noted that he was Chairman last year and it was a privilege to serve in that position. He would be willing to serve again, unless someone else wanted to. He stated the Chairman was also liaison to the Ormond Memorial Art Museum.

Ms. Berner moved, seconded by Mr. Masters, to nominate Dr. Shapiro as Chairman. The nomination passed unanimously. Dr. Shapiro accepted the nomination.

4) Election of Vice-Chairman

Dr. Shapiro stated Ms. Berner has been vice-chair of the Board for many years and has knowledge of the board functions and the community.

Mr. Railsback moved, seconded by Mr. Masters, to nominate Ms. Berner as Vice-Chairman. The motion passed unanimously. Ms. Berner accepted the nomination.

5) Administrative Matters

Dr. Shapiro read the mission statement from the website: the Quality of Life Advisory Board is responsible for the development of a community-wide consensus as to the relative need, priority and funding for the City's programs in the areas of economic opportunity, leisure and recreational activities, educational and learning opportunities, and environmental and aesthetic standards for the City. In addition, the Board advises the City Commission on methods to preserve and vitalize property and prevent deterioration in the central business district. It is governed by Section 2-224 of the Code of Ordinances.

a. Establishment of Regular Meeting Schedule and Time

The Board's regular schedule meetings are on the 1st Thursday of the month at 6:00 p.m. in the training room. If there is a meeting you cannot attend, please let staff know. When the packet is sent, hit reply and let staff know whether or not you are able to attend the meeting.

Dr. Shapiro stated he would not be available to attend the September 5, 2013 meeting.

b. Sunshine Law

Dr. Shapiro stated transparency was the key when describing the Sunshine Law. Board members could not speak to one another about items that could come before the Board outside of a publically advertised meeting. They could discuss those projects with the community, staff or the City Commission. If there was a matter before the Board which a member had a financial interest there would be a conflict of interest. He stated that the member could still participate in the discussion, but would not be able to vote on the issue. If anyone was unsure whether an issue was a conflict of interest, they could contact staff for clarification.

c. Attendance Requirement

Dr. Shapiro noted that if a member had two consecutive unexcused absences or three absences during the year, the City Commission could ask that the member be removed from the Board.

6) Board Activities

Dr. Shapiro stated the Board is a focus group to give input and priority to the City Commission. He stated that the Board reviewed the Capital Improvement Program; the annual Community Development Block Grant, from the Neighborhood Improvement Advisory Board; periodically community issues would be before the Board for discussion or projects from staff or the City Commission.

Mr. Carolin stated he was working on getting the CIP to the Board early that usual so that the Board would have more time for input.

7) Casements Guild Presentation

Kathy Liviccori, co-chair of The Casement Centennial Celebration Committee, stated in October, 2013, The Casements will be 100 years old. Considering the history and the rise from the ashes, it is still the jewel of Ormond Beach. The Casements Guild is a volunteer organization dedicated to historic preservation, public education and public enrichment. The Guild wanted to develop a year plan, keeping the goals in mind and aside from the events and activities they wanted to include a special structure as a tribute to become a lasting legacy. After months of discussion, they decided to build a Centennial Gazebo on the north lawn of The Casements property. The Centennial Gazebo would be a gift to the City.

Mrs. Liviccori stated they met with the Planning Department in June and it was determined that no Certificate of Appropriateness would be required if the total size did not exceed 150 square feet and if the design was compatible and furthered the existing design of The Casements. The Guild met with Brian Fredley of BPF Designs, he followed the guidelines, and he also has experience in designing historical properties. The Centennial Gazebo would be modeled after the existing portico share. Ms. Liviccori mentioned a window that was left over from The Casements renovations that would be used in the Centennial Gazebo, preserving more of The Casements history.

Mrs. Liviccori stated the Guild is asking the Board for their support as they move forward in this project to make the Centennial Gazebo a reality. They will present the idea to the Leisure Services Advisory Board next week and then the City Commission in March for approval. She asked the members to mark their calendars for October 19, 2013, for the Opening of The Centennial Celebration at The Casements and hopefully the dedication of the Centennial Gazebo.

Dr. Shapiro stated because the Centennial Gazebo was an accessory structure, there was no need for the Historic Landmark Preservation Board to go through a public hearing. He asked whether The Guild was funding the construction and

asked about the maintenance after about 3 years.

Mrs. Liviccori stated the Guild was funding the construction and noted they spoke with the City and initially there should be no maintenance, but the City would maintain the structure.

Mr. Railsback asked whether there would be some type of warranty with the structure; where Mrs. Liviccori agreed.

Dr. Shapiro stated he didn't want maintenance to become a financial issue, and asked if The Guild could assist with some of the maintenance.

Mrs. Liviccori stated she could not make that assurance at this time about the maintenance or add additional funds to what was already being provided for construction.

Mr. Railsback asked the projected cost for construction; wherein Ms. Liviccori stated it should be between \$20 and \$25,000.

Phyllis Lowry, President of The Casements Guild stated this was a gift to the community, but they give hours and time and a few years ago gave the City \$30,000. This project was in their heart and if the maintenance was going to be an issue for the Board's approval then they could meet with the Guild board for approval. She noted the Garden Club would take care of the planting and shrubbery and if the structure needed painting, they have volunteers available.

Mr. Nave stated it would be a great picture opportunity but asked what made them decide on building a Centennial Gazebo.

Ms. Lowry stated they were trying to come up with a lasting memorial and decided on the Centennial Gazebo.

Mr. Nave asked whether they would have benches and a naming plaque; wherein Ms. Lowry said there would be.

Mr. Liviccori said it would be named the Centennial Gazebo.

Mr. Nave asked about the window.

Siohhan Daly, Cultural Center Coordinator, stated the window was being stored in the carriage house and during renovations they tried to incorporate it into the carriage house renovations, but it didn't meet the hurricane wind requirements. Mr. Fredley stated the window would meet the requirements for an open structure and he would make a second window for the back of Centennial Gazebo.

Mr. Nave asked about the sprinkler system being moved.

Mrs. Liviccori stated the Garden Club would be involved with the landscaping and the plan for the landscaping was given to the City. She also noted that they sold the bricks to the patio and could do the same for a pathway from the Centennial Gazebo.

Mr. Carolin stated the area was due for an upgrade and the City does annual planting. Moving the irrigation system was not costly and was moved often.

Ms. Blanford asked whether the Centennial Gazebo would have electricity.

Mr. Liviccori stated there would be electricity and the final plans would have the material listing and the electricity.

Ms. Blanford besides the plague, would there be anything else to distinguish it as being 100 years old, such as 100 bricks and the old window.

Mrs. Liviccori stated the contractor has worked with historic structures and will be able to make the window safe.

Mr. Nave asked if it would be lighted at night.

Mrs. Liviccori stated it should have low ground lights to deter vandals.

Mr. Carolin stated currently there are no dollars set aside for maintenance on the structure. Regarding the landscaping, he suggested they work with the City's landscape architect, Paul MacDonald.

Mr. Liviccori stated they have spoken with Mr. MacDonald.

Mr. Carolin stated whenever the City has gone to the Guild for anything they have always stepped up to the plate. If something major happened and the City didn't have the funding for it, he was confident the Guild would be supportive.

Ms. Berner moved, seconded by Mr. Railsback that the Quality of Life Advisory Board supports the gift of the Centennial Gazebo to the City consistent with the design presented to the Board and contingent upon all financial considerations coming together. The motion passed unanimously.

Mr. Railsback reminded the Guild to ask the builder about the warranty as a part of the construction.

Dr. Shapiro stated if the structure would have been 151 feet, it would have to come before the Historic Landmark Preservation Board for a Certificate of Appropriateness for renovations on a historic structure and the cost have risen from \$100 to about \$700 for a public hearing.

Mr. Nave stated he always thinks about cost when people bring projects and ideas to the City, especially when some of those costs are defrayed to the City.

8) Member Comments

Andy Romano Beachfront Park

Dr. Shapiro stated there would be a Grand Opening for the Andy Romano Beachfront Park on Saturday, February 23, 2013, beginning at 10:30 am.

Jewish New Year

Dr. Shapiro stated September 5, 2013, is the Jewish New Year and he will not be able to attend the meeting. He suggested rescheduling the meeting or Debbie Berner could chair the meeting.

Meeting Attendance

Dr. Shapiro stated when you get your packet, please reply if you are able or unable to attend the meeting. Also if you are suppose to be at the meeting and cannot make it, please contact Robert Carolin at 882-3487.

Three Chimneys

Dr. Shapiro stated there would be a Three Chimneys Open House on March 3, 2013, from 11:00 to 2:00 pm.

T-Ball Opening

Mr. Carolin stated the Doug Wigley T-Ball Dedication Ceremony at the Ormond Beach Sports Complex will be on held on March 1, 2013, at 5:30 pm.

Meeting Packets

Mr. Nave and Ms. Blanford stated they would prefer to have all packets electronically.

Packets are normally sent electronically with the exception of the CIP also being sent by US Mail.

Tours

Mr. Carolin states if any member wanted a tour of any City facility to please contact him and it will be arranged.

Timucua Indian Statute

Mr. Carolin stated the Timucua Indian Statute will come back to the Board for discussion. He noted the cost to bronze has increased and it will be made out of coquina stone.

Project ROMP

Mr. Carolin stated the Grand Opening for Project ROMP will be held on Sunday,

February 17, 2013, at 5:00 pm. They are still doing some work, so if anyone had time to volunteer, it would be appreciated.

9) Adjournment - Next Meeting - March 7, 2013

The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Shá Moss, Recording Secretary

ATTEST:

Dr. Philip J. Shapiro, Chairman