

**ORMOND BEACH
NEIGHBORHOOD IMPROVEMENT ADVISORY BOARD
REGULAR MEETING**

**January 17, 2019
City Hall Training Room
22 South Beach Street
Ormond Beach, FL**

6:00 P.M.

CALL TO ORDER – ROLL CALL

Members present were, Frank Ganz, David Glasser, Josh Pringle, Matthew Shapiro and Margaret Sharifi.

Staff present were: Grants Coordinator Loretta Moio, Deputy City Attorney Ann Margret Emery and Recording Secretary Shā Moss.

Audience Present was: Robert Renforth.

Mr. Pringle noted Mr. Kimble is no longer on this Board, but is serving on two other City Boards and has appreciated his time and service on the Neighborhood Improvement Advisory Board.

APPROVAL OF MINUTES – October 18, 2018

Mr. Shapiro moved, seconded by Mr. Ganz to approve the minutes of the October 18, 2018, meeting. The motion passed unanimously.

AUDIENCE REMARKS

Mr. Renforth, 97 South Ridgewood Avenue, stated he submitted some suggestions to staff regarding projects in his neighborhood.

Mr. Pringle stated staff will review those suggestions and give information to the Board.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

- Nomination for Chairman – Secretary

Sha Moss called for any nominations for Chairman.

Mr. Shapiro moved, seconded by Ms. Sharifi to nominate Josh Pringle as Chairman of the Neighborhood Improvement Advisory Board.

- Call Vote for Chairman – Secretary

The motion passed unanimously.

- Nomination for Vice-Chair

Ms. Sharifi moved, seconded by Mr. Shapiro to nominate Frank Ganz as Vice-Chairman of the Neighborhood Improvement Advisory Board.

- Call Vote for Vice-Chairman – Secretary

The motion passed unanimously.

SUNSHINE LAW

Ms. Emery stated that the Neighborhood Improvement Advisory Board is advisory to the City Commission so it falls under the Sunshine Law. What that means is that all of the Board's discussions need to be in public and cannot have any discussions between each other that is going to come before the Board or could possibly come before the Board. Some inadvertent ways this occurs is that staff would send an email and you would "Reply All" and inadvertently type something about an agenda item. She noted you can always talk directly to any staff member or anyone else regarding an agenda item, just not each other outside of a meeting. Another way for this to happen is trying to get clarity on an item before or after a meeting.

Ms. Emery stated regarding voting conflicts, if you think there might be a conflict of interest you could always give staff or the legal department a call for clarification. If you don't have a pecuniary interest in the outcome of a vote or something to be considered, you don't have a conflict of interest. She noted that "you" could also include someone in your family or your employer. Ms. Emery stated if you have a conflict of interest you cannot vote, but you can still participate in the discussion but you need to disclose the conflict of interest.

BOARD DUTIES AND RESPONSIBILITIES

Ms. Moision stated the function of the Board was to recommend to the City Commission how to use annual Community Block Development Grant (CDBG) funds. She noted Ormond Beach was a subrecipient of Volusia County for those funds. Those funds are intended for use in the CDBG priority areas which were determined resulting from the 2010 Census data. She mentioned the five-year American Community Survey may be

used in the future instead of the ten year census. She noted if anyone had any questions to feel free to call her.

Ms. Moision noted the main purpose of the Board was to provide advisement to the City Commission as to how to use the annual Community Development Block Grant funds. She noted there was a required Mandatory Public Meeting to be held in the spring where residents attend and express ideas as to how they would like the funds used, as well as receiving requests from public service agencies and other groups. All funding recommendations by the Board go to the City Commission for review and final approval before being sent to Volusia County. After which, HUD reviews and determines final approval.

Ms. Moision stated community input for projects is sought, but it is challenging to get community input. She noted that she had toured the area when the new maps came out and noted some possible projects. Additionally, the City's Engineering Division makes suggestions on projects needed in the CDBG priority area. She stated the map was the guideline as to where the funds could be used within the City. However, funds could also be used outside of the designated area if used for ADA compliant projects on public property.

Ms. Moision stated in the last few years HUD has begun to be more strictly adhere to its guidelines for public service projects. For example, CDBG funding cannot continue to fund the same project year after year. Public service activities have to be a new service or show a quantifiable increase in the service provided. Ms. Moision also noted each city can only use 15% of its annual allocation toward public service activities. At one time, the cities were able to go above the 15% because some cities used more and some used less, but that flexibility is no longer allowed.

Mr. Glasser asked whether the community or citizens could speak with him regarding projects and should he present them at a meeting or call staff. Mr. Glasser asked whether the Board has business cards.

Ms. Moision answered that they could suggest projects and they can be presented at a meeting or by calling staff. They can also come to the meeting. She noted she would look into business cards.

Mr. Shapiro stated public participation has always been low, but welcomed. He noted that an effort is made when projects are presented by the community.

Mr. Pringle encouraged the members to walk the priority area and make notes on things that could be done in the area.

Ms. Moision gave Mr. Glasser a list of projects that the Board has worked on in the past.

Ms. Moision suggested the Board use the funding amount from last year as a starting point and then revise it once the final amount is given from Volusia County.

ATTENDANCE REQUIREMENTS

Mr. Pringle stated it was important to have a quorum at each meeting. The City Commission may, by majority vote terminate the membership for cause of any board or committee member who during a twelve month period who is absent from two consecutive meetings without an excused absence or is absent from three meetings with or without an excused absence. Mr. Pringle noted the Board meets quarterly; however, in the spring there will be additional meetings because of the CDBG project applications and for the mandatory public hearing.

Mr. Pringle stated staff presented some tentative dates for the Mandatory Public Hearing in which a quorum is necessary, and at this meeting the public will present their requests. At a separate meeting, the Board will discuss and vote on those recommendations.

The Board reviewed the tentative dates. They discussed having the Mandatory Public Hearing on February 28, 2019, and will check their calendars.

CDBG PLANNING

CDBG Annual Plan – FY 2019-2020

Ms. Moisio stated she has not heard anything regarding this funding cycle, but the Board can start discussing items so the recommendations are available for the deadline. The deadline has been around mid-April and that will allow time to send the recommendations to the City Commission in draft form for approval. Last year's amount was \$151,299.

UPDATES

Park Enhancements

Ms. Moisio stated the open projects include: Bailey Riverbridge Gardens, Cassen Park and Ames Park landscaping improvements. This will be on the City Commission February 5 agenda for bidding. There will also be parking enhancements at those parks and they will all be done together to save on cost.

Mr. Pringle asked whether the Cassen Park improvements will be done after the pier is completed; wherein Ms. Moisio answered she will find out the timing of the pier.

Great Kids Explorer Club

Ms. Moisio stated they were working with them on their new learning program and getting those children qualified. She noted third party income verification has always been challenging.

Housing Replacement Roof Replacement

Ms. Moio stated they are waiting on the bid packets to be approved by Volusia County, and then the Housing Authority would begin the bidding process.

NEXT MEETING DATE – April 18, 2019

The Board discussed having the Mandatory Public Hearing on February 28, 2019.

Mr. Glasser asked whether that meeting will be for public participation.

Mr. Pringle answered yes, and noted they would also discuss what other projects are available from staff.

Ms. Moio stated at any meeting, the public is welcomed to provide their input.

ADJOURNMENT – The meeting adjourned at 6:40 p.m.

Respectfully Submitted,

Shā Moss, Recording Secretary

ATTEST:

Josh Pringle, Chairman