VOLUSIA COUNTY ECHO ADVISORY COMMITTEE MEETING MINUTES



April 19, 2016 Lifeguard Headquarters 515 South Atlantic Avenue, Daytona Beach

MEMBERS:

Damien Richards, Chair Gerard Pendergast, Vice Chair Larry Donnelly Greg Lefils Pat Northey Hilary Reilly Regina Santilli Stony Sixma Catherine Storch

STAFF:

Dona DeMarsh Butler, Community Services Director Carmen Hall, Operations Manager Jamie Seaman, County Attorney Jill Marcum, Administrative Coordinator

CALL TO ORDER/ROLL CALL

Chair Damien Richards called the meeting to order at 9:08 a.m. Chair Richards welcomed the attendants and explained that the purpose of the meeting was to rank the applications to determine which projects would be presented to County Council.

Roll was called. Members Greg Lefils, Patricia Northey and Hilary Reilly were absent.

APPROVAL OF MARCH 29, 2016 MINUTES

Reggie Santilli made a <u>MOTION</u> "To approve the minutes of the March 29, 2016 meeting". Stony Sixma seconded the motion. <u>The motion carried unanimously</u>.

STAFF REPORT:

Carmen Hall, Operations Manager, informed the Committee that the UF-IFSA Volusia County Extension Service Grant 14-03 had submitted a written request to not install the turf demonstration portion of the grant as they had problems finding the alternative turf species and transportation for the turf. This does not change or compromise the intent of the project or the funding since that portion of the project was a donation. She let the Committee know that the request had been approved by staff.

Ms. Hall advised the Committee that the City of Port Orange requested an extension for Grant 14-06, Coraci Ballfields Phase III, through March 2017. The City needs more time to finalize the foundation design and restroom building. The extension was granted by staff.

Ms. Hall went on to report that the City of Ormond Beach requested an extension for Grant 14-20, Central Park Environmental Discovery Center, through September 30, 2016 to finalize the project and submit the reimbursement request. The extension was granted by staff.

Ms. Hall notified the Committee that the Museum of Arts and Sciences requested an extension for Grant 10-07, West Wing Project, through March 2017. The new West Wing was opened to the public in October of 2015, but there are still back-of-the-house construction items that need to be completed. Ms. Hall stated that this request

cannot be approved by staff due to the length of the project and it will be presented to the County Council at the same time the new applications will be submitted.

OFFICIAL OPENING AS GRANT REVIEW PANEL:

Chair Richards explained that the Committee would go through the grant applications one at a time and that the applicant's representative should come to the podium when their project comes up for review. He then explained that the Committee would have the opportunity to discuss, comment and ask questions regarding each project, then the project would be scored and ranked. The Highest and lowest scores will be thrown out and then calculated. Any project scoring 80 and above would be presented to the County Council for approval, reminding them that regardless of the ranking at this meeting the County Council has the right to address all applications.

Mr. Richards read into the record a letter from Dona Butler, Community Services Director recommending that concerns regarding funding not be considered when evaluating the projects. She advised that all applications should be reviewed based on the merit of the project and all recommended projects should be forwarded to the County Council even if the funding exceeds the \$2.5 million.

Jamie Seaman, County Attorney, informed the Committee that in the past when there were not sufficient funds for all ranked projects that the money had been found for all of the projects from other sources. Ms. Seaman then asked the Committee to please review on the project's merits.

Application Review and Ranking:

<u>Application: 16-02 Volusia County Coastal Division – Smyrna Dunes Park Renovation</u> Amount of Request \$400,000.00; Amount of Match \$1,610,406.00

Jessica Winterwerp, Director of Coastal Division acted as representative for the project.

Larry Donnelly asked why Phase I had not started yet. Ms. Winterwerp explained that the County did not own the property, they leased it from the State of Florida and the Federal Bureau of Land Management and that there had been some land issues regarding property lines. She said that they couldn't begin construction until they knew their property rights. Ms. Winterwerp stated that the problem had been worked out in 2015 and that they were now waiting on the final permit for the fishing pier from the Corp of Engineers. Chair Richards said that he was curious about the change in the costs and that he didn't understand how they could figure costs when the project had not yet been bid out. Ms. Santilli asked if Phases I and II would be bid together. Ms. Winterwerp said yes, that they would be bid together since it was best to have one contractor for the entire project. She explained that having one contractor made maintaining and replacement in the future would be easier since the same materials would be used. Mr. Donnelly advised Ms. Winterwerp that he thought there would be parking problems. Ms. Winterwerp said that they had completed some repainting and restriping to add 15 more spaces but that they were attempting to preserve as much of the natural resources as possible.

There being no more remarks, Chair Richards called for a vote:

Scores were taken from each Committee member with the average being 89.75. Item will be presented to County Council.

<u>Application: 16-03 City of Daytona Beach – Historic Clock Tower Restoration</u> Amount of Request \$115,510.00; Amount of Match \$115,510.00

Beth Lemke, Planning Solutions acted as representative for the City of Daytona Beach.

Ms. Lemke informed the Committee that the project had started when the City received a \$50,000.00 grant from the State of Florida Department of Historic Preservation. Once the project had started they found several structural deficiencies, due to the importance of the Clock Tower and the safety issues they decided to continue the project while also searching for additional funds. She stated that the project was about 65% complete and that the ECHO Grant would be more of a reimbursement project.

Chair Richards asked staff if there would be any problems with it being a reimbursement. As the project is a historic stabilization reimbursement it is not an issue.

There being no more remarks, Chair Richards called for a vote:

Scores were taken from each Committee member with the average being 95.50. Item will be presented to County Council.

<u>Application: 16-04 City of Holly Hill – Sunrise Park South Improvements</u>

Amount of Request \$327,690.00; Amount of Match \$375,075.00

Beth Lemke, Planning Solutions acted as representative for the City of Holly Hill.

Ms. Lemke said that the park is a part of three City parks in the same area and that this project is only for Sunrise Park South. She said that by fixing one boat ramp and adding another it would make the park more functional and that additional parking is really needed. Catherine Storch stated that she had gone by the park and was really surprised that there were so many people there on a weekday. Mr. Sixma stated that he had been curious about the usage as well. Mr. Donnelly said that he had gone by on a Saturday and there was only one boat trailer in the parking lot, he also stated that he thought the pier could be fixed with just a pressure washing. Ms. Lemke said that she was a boater and had used the site before and that the condition is really horrible. She explained that it was extremely difficult to launch a boat there because you had to go so far into the water with the trailer to get the boat in.

There being no more remarks, Chair Richards called for a vote:

Scores were taken from each Committee member with the average being 93.75. Item will be presented to County Council.

<u>Application: 16-05 City of New Smyrna Beach – Acquisition of Historic First Baptist Church of New Smyrna Beach</u>

Amount of Request \$400,000.00; Amount of Match \$490,000.00

Nancy Maddox, Leisure Services Director for the City of New Smyrna Beach was representative for the project.

Chair Richards affirmed that Committee Member J. Pendergast will not participate in any discussions and would abstain from voting due to a voting conflict pursuant to F.S. Section 112.3143. Committee Member J. Pendergast filed Form 8B, Memorandum of Voting Conflict for County, Municipal and other Local Public Officers with Jill Marcum, who is the person responsible for recording the minutes of the meeting. This form is incorporated into these minutes as an attachment.

Ms. Storch thanked Ms. Maddox for taking her through the building and said that it was a very interesting experience. Mr. Donnelly asked if it was necessary to tear down the back of the building for it to be a historic

site. Ms. Maddox explained that the City was in dire need of parking. She stated that there were a lot of activities held in the area, mentioning the flea market, museum and other programs. She said that there wasn't enough parking to accommodate all of them. Mr. Donnelly stated that he had been by the church three different times and the most cars in the lot were eight. He expressed again the fact that he was concerned about seeing part of the structure torn down. Ms. Storch said that she had toured the inside of the church building and that it was full of mold and water damage and that the most recent addition was just not viable. Ms. Maddox explained that the City will keep the integrity of the original building. Ms. Storch said that she lived in New Smyrna Beach and that parking was always an issue, Mr. Sixma agreed. Mr. Donnelly asked Ms. Maddox what the City intended to do with the building, Ms. Maddox answered that they had plans to work with the Historical Museum for exhibits, programs and classes. Mr. Donnelly asked if after tearing the back down if it would be a historical building, Ms. Maddox explained that it was already a contributing structure.

Mr. Richards expressed his concerns with the City Offices portion of the project and asked the staff if they had a comment. Ms. Seaman stated that the project was for acquisition of the building so that it needed to be judged solely on its value. She went on to say that if the City came back for further funds that would be when the topic of usage would need to be addressed.

Mr. Richards asked how the City had come up with the cost of the church, Ms. Maddox answered that there had been an appraisal and that they are paying well below that appraisal.

There being no more remarks, Chair Richards called for a vote:

Scores were taken from each Committee member with the average being 93.67. Item will be presented to County Council.

<u>Application: 16-06 City of New Smyrna Beach – Live Oak Cultural Center</u>

Amount of Request \$400,000.00; Amount of Match \$1,113,500.00

Nancy Maddox, Leisure Services Director for the City of New Smyrna Beach was representative for the project.

Ms. Santilli commended the City for the innovative programs that are anticipated. Chair Richards asserted that it was a great example of community partnerships.

There being no more remarks, Chair Richards called for a vote:

Scores were taken from each Committee member with the average being 97.50. Item will be presented to County Council.

<u>Application: 16-07 Volusia County Parks, Recreation & Culture Division – Lemon Bluff Park</u> Amount of Request \$400,000.00; Amount of Match \$400,000.00

Mr. Tim Baylie, Parks Recreation and Culture Division Director for Volusia County was representative for the project.

Mr. Baylie explained that there was a small existing boat ramp just north of the Lemon Bluff Park project site and that there was an issue with people having to walk down Lemon Bluff to get to their trailers. He said that he met with the engineers on site to see if there was a way to put the boat launch on site and prevent the traversing of the street and that they've identified a way to do that by adding a larger boat launch rather than a kayak launch. He showed a slide of the conceptual design and explained that with a little reconfiguring they had

ensured that they would not impact the historical trees on site as that was a part of what made the site so special. He stated that the project still has all the same amenities laid out in the application and that adding the boat launch and hammer drive would enhance the project and make it more user friendly for the boaters accessing the St. Johns River. Mr. Baylie said that any additional costs would be funded by the Florida Boater Programs or impact fees. Ms. Storch said that the plan was definitely safer and that she saw 25 boats and cars parked on the side of the road with people running back and forth when she visited the site. Ms. Storch asked if, once the project was complete, cars that are illegally parked will be ticketed. Mr. Baylie assured her that they would be ticketed.

There being no more remarks, Chair Richards called for a vote:

Scores were taken from each Committee member with the average being 92.75. Item will be presented to County Council.

<u>Application: 16-08 Volusia County Parks, Recreation & Culture Division – Shell Harbor</u> Amount of Request \$400,000.00; Amount of Match \$672,000.00

Mr. Tim Baylie, Parks Recreation and Culture Division Director for Volusia County was representative for the project.

Mr. Baylie explained that the Shell Harbor project was made possible by donations of land on the southeast shores of Lake George. He went on to explain that Volusia County does not have a public boat ramp on Lake George which is the 2nd largest lake in the State of Florida, it is 11 miles by 6 miles with over 43,000 acres of surface area. It is necessary to travel over an hour from Ed Stone Park all the way up the St. Johns if you want to park in Volusia County, otherwise you have to go out of Volusia County to access Lake George. Mr. Baylie said that the project will include restrooms, pavilions, 16 boat trailer parking spaces, 15 vehicle parking spaces and a meandering promenade along the sea wall. Mr. Donnelly asked if the house at 1690 was included in the property. Mr. Baylie explained that the property to the north of the house was the donated land. Ms. Storch asked if the road would be paved. Mr. Baylie answered that the St. John's River Waterway District considers shell as an impervious structure so it didn't save anything from a storm water capacity, but from a maintenance point of view the paved asphalt will make a huge difference. Ms. Santilli said that the budget detail for both Shell Harbor and Lemon Bluff says it is non-potable, is that because it is so close to the water. Mr. Baylie said that was the reason and that the water would not be treated. There will be bathrooms but no water fountains.

There being no more remarks, Chair Richards called for a vote:

Scores were taken from each Committee member with the average being 94.50. Item will be presented to County Council.

<u>Application: 16-09 Stetson University, Inc. – Public Access Enhancements at Stetson Aquatic Center on Lake Beresford</u>

Amount of Request \$400,000.00; Amount of Match \$400,000.00

Mr. Clay Henderson, Stetson University Executive Director was the representative for the project.

Mr. Henderson stated that he was excited that the projects submitted in this grant cycle were the first public access projects in West Volusia funded by ECHO. Mr. Henderson said that this project would be used for the Stetson Rowing team, but that the ECHO portion was strictly for the public access to the river, trails and

botanical gardens. Mr. Richards stated that he liked the idea of the project having so many components. Mr. Donnelly asked why the budget included \$27,000.00 for signage, he thought it seemed high. Mr. Henderson explained that the University had been inspired by the Putnam County project which included interpretive signage telling the story of Mr. Bartram's travel up the St. John's River and that the money would be used to create similar signage. Mr. Donnelly said that it was really a beautiful facility. Ms. Santilli said that she thought it would be a real asset to Stetson and to Volusia County and that she thought the Botanical Garden would be a really good marketing tool. She expressed concern about public perception of giving public money to the University and asked what kind of access the public would actually have. Mr. Henderson said that when the County Council approved the project they had many discussions with neighbors about access and restrictions, he said that the result was that the park would be open to the public from dawn to dusk 365 days per year. He then stated that the only other time there would be any kind of problem was twice a year at the regattas because they had 2,000 to 3,000 people and parking would be tight.

There being no more remarks, Chair Richards called for a vote:

Scores were taken from each Committee member with the average being 96.25. Item will be presented to County Council.

<u>Application: 16-10 Volusia/Flagler YMCA – Ormond Beach YMCA Community Aquatic and Park Project</u> Amount of Request \$400,000.00; Amount of Match \$400,000.00

Theresa Rand, President and CEO of Volusia Flagler YMCA was representative for the project.

Ms. Rand provided documentation of match to the Advisory Committee and expressed her excitement for the next phase of the project. She said that Phase I of the project match was completely paid by donations and that they had raised 4 million dollars so far for Phase II. Mr. Sixma stated that they had done a really great job with the project so far. Ms. Storch thanked Ms. Rand for showing her around the facility and said she was really impressed by the number of people using the pool at 10:00 in the morning. Mr. Donnelly asked if the dog park was going to be where the buses park now, Ms. Rand told him that the parking for the dog park would be where the buses are and that the dog space would be on the acre and ½ just beyond.

There being no more remarks, Chair Richards called for a vote:

Scores were taken from each Committee member with the average being 96.00. Item will be presented to County Council.

Ms. Storch stated that all the applications well written and the projects would be an asset to Volusia County. Chair Richards said that he thought it was much easier now to review the applications and that better projects were being submitted.

Staff completed and displayed the ranking. Chair Richards announced that all applications had scored above 80 and would be presented to the County Council for approval.

Ms. Catherine Storch made a **MOTION** "present to County Council as ranked". Mr. Stony Sixma seconded the motion. Motion carried unanimously.

NEW BUSINESS

Ms. Reggie Santilli asked that the Committee discuss the Pioneer Settlement Grant DCE-EH14-21 for the Joseph Underhill Stabilization at the next meeting.

Chair Richards asked staff to put the discussion on the agenda for the May 10, 2016 meeting.

PUBLIC PARTICIPATION

Chair Richards called for comments from the public.

Mr. Clay Henderson asked if staff knew when the grants would be put on the County Council Agenda. Ms. Hall told him that they were hoping to have it on the May 19, 2016 Council Agenda.

Ms. Nancy Maddox thanked the Committee for taking the time to visit and review projects.

ADJOURNMENT – There being no further business before the committee, Chair Richards adjourned the meeting at 10:19 a.m.



March 30, 2016

Mr. Damien Richards Volusia ECHO Advisory Committee Chair 19 Cherokee Trail Ormond Beach, Florida 32174

Subject:

Volusia ECHO Advisory Committee

FY 2015/16 Recommendations

Dear Mr. Richards:

As a follow up to yesterday's ECHO board meeting, I met with County Manager, James Dinneen, to discuss the ECHO grant requests, which are in excess of the \$2.5 million budgeted.

The review process of the ECHO advisory board is an important step in the annual award of funding. The \$2.5 million budget as approved by County Council was based on an average of prior year's funding. It is recommended that that concerns regarding funding **not be considered** when evaluating these projects based upon their merit. The total list of all recommended projects based on merit should be forwarded to the County Council even if that funding exceeds the \$2.5 million.

We appreciate the hard work that you and all of the board members put into the grant review process. Thank you for continuing to enhance the quality of life for Volusia County's residents!

Sincerely,

Dona DeMarsh Butler

Director

SMALL BUSINESS CHECKING 6000015203

GATEWAY BANK OF FLORIDA

4/18/2016 4:25:16 PM

Reporting Institution: 61

Printed by: ERIK KRABY

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Additional Relationships

Tax Name: VOLUSIA/FLAGLER FAMILY YOUNG

See Mailing Information

Summary

Memo Ledger Balance: Memo Available Balance: Current Ledger Balance: Current Available Balance: Overdraft Limit: ATM/POS Overdraft Balance:	\$700,703.15 \$700,703.15 \$700,703.15 \$700,703.15 \$0.00		\$7,500.00 \$157,000.00 Feb 11, 2015
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Apr 27, 2016 Wednesday				
Service Charge				

Service Charge

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FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

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CITY/ COUNTY	☐ COUNTY ☐ OTHER LOCAL AGENCY
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DATE ON WHICH VOTE OCCURRED	4
BALL ON WHICH VOICE	MY POSITION IS:
1 4-19-10	□ ELECTIVE □ APPOINTIVE
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WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which 'ould inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST
1. Couland Textong 18t , hereby disclose that on 4-19 , 20 16:
(a) A measure came or will come before my agency which (check one or more)
inured to my special private gain or loss;
inured to the special gain or loss of my business associate,
inured to the special gain or loss of my relative,
inured to the special gain or loss of, by
whom I am retained; or
inured to the special gain or loss of, which
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.
(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:
If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.
4-19-16 June 1-
Date Filed Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.