



City of New Smyrna Beach

October 10, 2011

MEMBERS OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ADVISORY BOARD
New Smyrna Beach, Florida

THIS SHALL SERVE AS YOUR OFFICIAL NOTIFICATION of the regular meeting of the COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ADVISORY BOARD on **THURSDAY, October 20, 2011 at 6:00 P.M., at the Bethel Baptist Church, 1407 Enterprise Avenue, New Smyrna Beach, Florida**, for consideration of the following:

ROLL CALL

APPROVAL OF MINUTES

September 22, 2011 Regular Meeting

NEW BUSINESS

- A. Presentation by Pastor Walter Hill on Status of Boxing Program
- B. Presentation by Wonzel Morris on Status of Track Program
- C. Reallocation of Track and Boxing Funds
- D. Advertisement for Notice of Anticipated Funding Availability
- E. Establishment of Regular Meeting Dates and Times

COMMENTS OR STATEMENTS BY MEMBERS OF THE BOARD

REPORTS AND COMMUNICATIONS BY THE STAFF

Follow-up from September 22, 2011 Meeting:

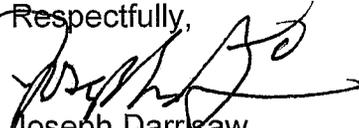
- FY2012/2013 Applications
 - Sent 30 copies to Babe James
 - Sent copy to Historic Westside churches
 - Posted on City's website
 - Notice posted at City Hall

Schedule of events for KC Society Teen Stipend Program

Update of On-going CDBG Projects

ADJOURNMENT

Respectfully,



Joseph Darrisaw
Chairperson

cc: Mayor and City Commissioners
City Manager
City Clerk
City Attorney
Planning Manager
Community Redevelopment Agency Director
Parks and Recreation Director
New Smyrna Beach Housing Authority Director
Members of the Press

Pursuant to Florida Statutes 286.01015, if an individual decides to appeal any decision made by the Community Development Block Grant Advisory Board with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. Such person must provide a method for recording the proceedings.

In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the Board Secretary listed below prior to the meeting:

Ursula Moccia, Administrative Specialist II
City of New Smyrna Beach
210 Sams Avenue
New Smyrna Beach, FL 32168
(386) 424-2132

1 The Community Development Block Grant (CDBG) Advisory Board held a regular
2 meeting on Thursday, September 22, 2011 at the Babe James Community Center, 201
3 North Myrtle Avenue, New Smyrna Beach, Florida. Joseph Darrisaw, Chairperson,
4 called the meeting to order at 6:14 p.m.

5
6 **ROLL CALL**

7
8 The following members answered to roll call:

9 Joseph Darrisaw
10 Gwendolyn Lee Jenkins Rainge
11 Jacqueline Dianna Wadley
12 Mildred White

13
14
15 Melvin Brown, Sr. was absent.

16
17 Jacquelyn Morgan entered the meeting at 6:29 p.m.

18
19 Also present was Gail Henrikson, Planning Manager, Kerry-Anne Perkins and Shirley
20 Green of the KC Society, and members of the public.

21
22 **APPROVAL OF MINUTES**

23
24 **Regular Meeting August 25, 2011**

25
26 **Mr. Rainge made a motion to approve the minutes as amended, seconded by Ms.**
27 **White. Motion passed, 3-1. Ms. White dissented as she had not yet read the**
28 **minutes.**

29
30 **NEW BUSINESS**

31 **A. Presentation by KC Society on Status of Teen Stipend Program**

32
33 Ms. Kerry-Anne Perkins addressed the Board and spoke about the Teen Stipend
34 Program. She stated that it is continuing along with training and workshops and
35 volunteering. However, since school started, the program has slowed down. There have
36 been a total of seventeen kids who have participated in the program. However, some
37 teens left and were replaced by other teens. She stated that five of the teen stipend
38 recipients have also found paid employment.

39
40 Ms. White asked how the students are selected.

41
42 Ms. Perkins stated that an application is completed along with a permission slip and
43 waiver form. The parents must complete a permission slip for trips and a medical
44 authorization form. The students go through a two-step interview process.

45
46 Ms. White asked how many teens would be hired.

47
48 Ms. Perkins stated that according to the CDBG grant only thirteen teens can be hired.

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SEPTEMBER 22, 2011
MINUTES

1
2 Ms. White asked what happened if there were more than thirteen applications received.
3 She asked for clarification as to how it was determined which teens are hired.
4
5 Ms. Perkins stated that initially there were less than thirteen applications so they
6 continued to have sessions until they received more than thirteen applications. Some of
7 the teens did not like the pay and were no longer interested, which left only thirteen
8 applications. She stated that for any additional applications, the next person on the list
9 will replace a vacant position.
10
11 Mr. Darrisaw asked Ms. Perkins if she was the only one involved in the interviews.
12
13 Ms. Perkins stated yes.
14
15 Mr. Darrisaw stated his concern that no one else was involved in the interview process.
16 He asked why Ms. Perkins was the only person involved.
17
18 Ms. Perkins stated that it is not a qualifying interview because everyone qualifies who
19 fills out and meet the criteria. The first thirteen people who applied were hired. She
20 stated that when there is an opening the next person on the list will fill it so there is no
21 favoritism.
22
23 Ms. White asked whether everyone in the program was required to be on food stamps.
24
25 Ms. Perkins stated no, but CDBG required that fifty percent of the participants be on
26 food stamps. She stated that families that qualified for food stamps were considered to
27 be of low- to moderate-income.
28
29 Ms. Rainge asked why two permission slips are necessary.
30
31 Ms. Shirley Green addressed the Board and stated that one is for the general
32 membership application for KC Society and the other is for different programs that the
33 teen wants to participate in.
34
35 Ms. Rainge asked questions about the application.
36
37 Ms. Green explained that the purpose of the application is to be used as a learning tool,
38 in order to familiarize teens with the information required on a standard job application.
39
40 A discussion was held regarding the application. During the discussion a question was
41 asked about the minimum age required to participate in the program. The response was
42 that the teens had to be at least fourteen years old.
43
44 Mr. Darrisaw asked questions about the reports such as where the activities took place.
45
46 Ms. Perkins explained the activities were at various places and listed several of the
47 places.

COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY BOARD
SEPTEMBER 22, 2011
MINUTES

1
2 Mr. Darrisaw asked what activities take place at the Babe James Community Center
3 and when they take place.
4
5 Ms. Perkins stated that they meet at the Babe James Community Center on Tuesdays
6 and Thursdays from 6 to 9. She stated that this did not occur every week if it was during
7 the summer time.
8
9 Mr. Darrisaw asked what activities took place at the Babe James Community Center on
10 Tuesdays and Thursdays.
11
12 Ms. Perkins stated that the interviewing skills seminar took place in July.
13
14 Ms. White asked how demographics and income levels are identified.
15
16 Ms. Perkins stated that she is required to complete an income verification form.
17
18 Ms. White asked how the teen mentors are selected.
19
20 Ms. Perkins explained how training is provided through the mentoring process.
21
22 Ms. White asked about the percentage of activities completed and why it was left blank
23 on the form.
24
25 Ms. Perkins stated that there would be an extension of the sub-recipient agreement with
26 the City for an additional six months.
27
28 Ms. Henrikson stated that the extension is at the discretion of the City Commission.
29
30 Ms. Perkins stated that because the program was started late that it was her
31 understanding that there would be a six month extension.
32
33 Ms. White asked Ms. Perkins why she did not estimate the percent of the project that
34 was completed to date.
35
36 Ms. Perkins stated that the percentage information was always filled out for her because
37 she was not knowledgeable enough to fill out that information.
38
39 Ms. Rainge asked about the completion date and asked if any of the teens will be kept
40 or would new teens be brought in.
41
42 Ms. Perkins stated that some of the teens can remain in the program if they have not
43 found employment or if they need more help in training.
44
45 Carol Baker, 532 North Myrtle Avenue, addressed the Board and stated her concern
46 that if the program is to be productive, then there needs to be more than thirteen teen
47 stipends. She stated that her children where in the KC Society when it first began two

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1 years ago she was not pleased with the program and took her children out of it. She has
2 a grandchild that recently joined the program and stated that she has never seen a
3 permission slip or a check stub and felt that parents needed to be more aware. She
4 stated a concern about falsifying permission slips.

5
6 Ms. Perkins stated that all of the forms are on file and are available to be reviewed. She
7 said she would have no idea if a form was falsified. She said the KC Society has an
8 open door policy and any parent who has a concern is welcome to address it with the
9 KC Society.

10
11 Gail Evans addressed the Board and stated that her concern about Saturday
12 workshops.

13
14 Ms. Perkins stated that it is always best to contact the person in charge with a concern.
15 She stated that she has never told a child if they don't show up they don't get paid. She
16 discussed how the workshops are held.

17
18 Ms. Evans asked how long the workshops last on Saturday.

19
20 Ms. Perkins stated an hour and a half maximum.

21
22 A discussion was held regarding issues Ms. Evans had with her children being in the
23 program.

24
25 Charlena Felter addressed the Board and stated that she drove the teens to Busch
26 Gardens during a field trip.

27
28 Donna Gray-Banks asked if the Busch Gardens trip was part of the CDBG teen stipend
29 program.

30
31 Ms. Perkins stated absolutely not.

32
33 Ms. Gray-Banks stated that they are there about the teen stipend program and said if
34 there is an issue with the KC Society programs then the Board shouldn't concern
35 themselves about that. She said that questions about what goes on during the KC
36 Society general programs should not be discussed at this venue.

37
38 Ms. Rainge stated that part of the problem is that the Board does not know what part of
39 the KC Society's programs are conducted as part of the CDBG grant and which are not.

40
41 Ms. White stated that she understood that there is a line between KC Society and the
42 teen stipend program. She asked whether the teen stipend recipients met on Tuesday
43 and Thursday.

44
45 Ms. Perkins stated that the teen stipend program ran during the day.
46

COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY BOARD
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MINUTES

- 1 Ms. White asked for clarification that the KC Society is group for teens, but that it is not
2 part of the CDBG teen stipend program.
3
- 4 There was general discussion about the summer teen stipend program and the field trip
5 to Busch Gardens.
6
- 7 Ms. Perkins stated that as a reward the teens were taken on a field trip and were not
8 paid. She stated that the trip to Bush Gardens was not paid for through the teen stipend
9 program.
10
- 11 Mr. Darrisaw asked if the program location during the summer was at Solid Rock
12 Church.
13
- 14 Ms. Perkins stated yes.
15
- 16 Mr. Darrisaw asked if a permission form was sent home to parents each time the teens
17 left the premises of Solid Rock.
18
- 19 Ms. Perkins stated no.
20
- 21 Ms. Rainge discussed verifying permission slips with parents.
22
- 23 Ms. White suggested a parent and child meeting.
24
- 25 Ms. Perkins stated that parents were asked to meet with KC Society representatives
26 and only that two parents showed up.
27
- 28 Ms. White stated that it should be mandatory for the parent and child meeting and the
29 child would not be able to participate unless the parent attends the meeting.
30
- 31 Mr. Darrisaw stated that both the parent and the child should be at the meeting.
32
- 33 Ms. Perkins stated that there was a parent that refused to participate.
34
- 35 Ms. Green stated that volunteers are welcome and she would like to have more support
36 from everyone.
37
- 38 Ms. Evans addressed her concern about supervision and stated that there should be
39 more adult supervisors.
40
- 41 [Inaudible] stated there are at least four adults at every function.
42
- 43 Ms. Perkins stated that Ms. Evans is addressing KC Society activities that have nothing
44 to do with the teen stipend program and would be happy to address the issue with her
45 at a later time.
46

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1 Ms. Green discussed the types of activities that are held during the different programs
2 that are offered.

3
4 Ms. Green stated that the CDBG has specific requirements for the children to be part of
5 the teen stipend program. She said that not everyone on the West side receives food
6 stamps, but for those that do, not all of them want the public to know so it may be hard
7 to get thirteen teens to be able to participate.

8
9 Ms. Rainge suggested a letter to be mailed out and addressed to every parent, but not
10 have the letterhead on the outside of the envelope so the teen won't know who the letter
11 is from.

12
13 Chanal Mitchell addressed the Board and directed his question to Ms. Perkins and
14 asked if the grant money is used for any of the general programs of the KC Society.

15
16 Ms. Perkins stated that those activities privately funded.

17
18 Ms. Mitchell asked whether Ms. Perkins was paid for administering the KC Society
19 programs.

20
21 Ms. Perkins stated that she is not paid.

22
23 Mr. Darrisaw asked if the funds from the grant for the stipend are only used during the
24 summer or throughout the year.

25
26 Ms. Perkins stated that the funds are used until they are exhausted.

27
28 Mr. Darrisaw asked that a schedule of activities be provided for the next meeting.

29
30 Habbiballah [last name unknown], addressed the Board and directed his concern to Ms.
31 Green regarding "internal concern" and discussed his concern with problems needing to
32 be addressed.

33
34 Ms. Henrikson asked Ms. Perkins how the teens would be able to work 20 hours of
35 volunteer time into their school schedules.

36
37 Ms. Perkins stated that school will be counted towards their 20 hours since they cannot
38 allow the teens to volunteer 20 hours on top of homework time. She stated that they will
39 ensure the 20 hours are fulfilled including having meetings on Saturdays.

40
41 Ms. Henrikson stated that Donna King from Volusia County Community Assistance, who
42 was present at the meeting, had informed her that the hours spent in school could not
43 be used to satisfy the teen stipend program requirements.

44
45 Ms. Evans stated that she had a problem with having teens participate in the stipend
46 program on Saturdays during the school year.

47

COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY BOARD
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1 Ms. Evans stated that if meetings are to be held on Saturdays then she wants a copy of
2 all the meetings, workshops and the times.

3
4 A discussion was held among the Board and public participants regarding issues that
5 were previously addressed during the meeting. These issues were stated as being of no
6 concern to the CDBG, but as an internal matter with the KC Society.

7
8 Mr. Darrisaw stated that the issues can be brought to the Active Concerned Citizens of
9 the Black Community meeting held next Monday at 10:30 a.m.

10
11 Mr. Darrisaw suggested to those who have any issues or concerns to address them in a
12 letter to the Active Concerned Citizens of the Black Community so that the issues can
13 be addressed at the meeting.

14
15 Ms. Rainge stated a concern that if there is a problem in the community and CDBG are
16 being used for this activity, then the Board needs to be aware of any concerns that need
17 to be addressed.

18
19 Ms. Morgan addressed the forms used by the KC Society and suggested that under the
20 parent information section of the form there should be an area for the parent address so
21 activity information can be sent to all of the parents to avoid any miscommunication.

22
23 Ms. Green stated they are willing to take any constructive criticism.

24
25 Ms. Wadley suggested requesting a copy of a birth certificate to verify age and also to
26 state trip information on the permission slip forms to keep parents informed.

27
28 B. FY 2012/2013 Action Plan – Activity #5

29 Mr. Darrisaw addressed the Action Plan for Fiscal Year 2012/2013.

30
31 Ms. Henrikson stated that this item was continued from the August 25th meeting. At that
32 meeting, there was discussion among the Board members regarding Activity #5.
33 Specifically, there was a question as to whether or not there was a need for demolition
34 in the neighborhood and if not, should the funds be allocated to a different project.

35
36 Ms. Rainge addressed her concern about tearing down a house and keeping the lot
37 clean.

38
39 The Board asked Ms. Henrikson if \$1,000 can be set aside for mowing services.

40
41 Ms. Henrikson stated that lawn mowing is not eligible.

42
43 The Board asked whether the City could cut the grass and then place a lien on the
44 property.

45
46 Ms. Henrikson stated that it would be separate from this program. A discussion
47 followed.

1
2 **Ms. Rainge made a motion to keep Activity #5 at 11 percent, seconded by Ms.**
3 **White. The vote passed unanimously, 5-0.**

4
5 Mr. Darrisaw stated that since Mr. Brown was unable to attend the meeting he had
6 forwarded a letter to the Board Members addressing eleven possible projects that he
7 would like to address. Mr. Darrisaw stated that discussion by the Board on this issue
8 could either be tabled until Mr. Brown was able to attend or they could discuss these
9 items at the current meeting.

10
11 Ms. Henrikson asked if the proposals are addressing fiscal year 2012/2013 because
12 she didn't think any of the items are listed on the action plan and some of the items may
13 or may not be eligible.

14
15 **Ms. White made a motion to continue discussion of this item until the October**
16 **2011 meeting, seconded by Ms. Morgan. Motion passed unanimously, 5-0.**

17
18 C. Review of Draft CDBG Public Service Application

19 Ms. Henrikson presented the draft application to the Board for their review and
20 comments.

21
22 Ms. White noted that a correction was needed to state that the funds could be used
23 between October 1, 2012 and September 30, 2013, not September 30, 2012.

24
25 No other Board members had comments or corrections on the application.

26
27 **Motion by Ms. Rainge, seconded by Ms. Wadley, to approve the application as**
28 **amended. Motion passed unanimously, 5-0.**

29
30 D. Status of Track and Boxing Programs

31 Ms. Henrikson addressed the Board and provided an summary of the actions that have
32 occurred on these two projects. She stated that because neither the track nor the
33 boxing program was a 501(c)3 organization, they were ineligible to receive CDBG funds
34 directly.

35
36 Ms. Henrikson stated that she had contacted David Adkins at the Police Athletic League
37 (PAL) about operating the two programs. She stated that Mr. Adkins had met with the
38 PAL Board and, while they were willing to take on the track program, they were not
39 interested in having the boxing program.

40
41 Ms. Henrikson stated that at this point, there has been no action on these two programs
42 and she was requesting direction from the Board as to whether the funds from these
43 two programs should be reallocated to another project.

44
45 The consensus of the Board was that Pastor Walter Hill and Wonzel Morris should be
46 present at the October CDBG meeting to discuss the status of their programs.

COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY BOARD
SEPTEMBER 22, 2011
MINUTES

1 **Motion by Ms. Rainge, seconded by Ms. White, to continue this item to the**
2 **October 2011 CDBG Advisory Board meeting. Motion passed unanimously, 5-0.**
3

4 E. Establishment of Regular Meeting Dates and Times
5 A meeting date of October 20, 2011, was selected by the Board for the next meeting.
6

7 COMMENTS OR STATEMENTS BY MEMBERS OF THE BOARD
8 None.
9

10 REPORTS AND COMMUNICATIONS BY THE STAFF
11 Ms. Henrikson presented the Board with follow-up information in response to inquiries at
12 the August 25, 2011 Meeting.
13

14 ADJOURNMENT
15 With there being no further business, the meeting was adjourned at 8:10 p.m.

Interoffice Memorandum

City of New Smyrna Beach

To: CDBG Advisory Board Members

From: Gail Henrikson, AICP, Planning Manager *GAM*

Subject: **STATUS OF BOXING PROGRAM**

Date: October 12, 2011

On May 11, 2010, the City Commission voted to reallocate the remaining CDBG funds from the Pettis Park improvement project. The projects approved by the City Commission were recommended by the residents of the Historic Westside Neighborhood. One of the recommendations was to allocate \$5,000.00 to the boxing program operated by Pastor Walter Hill.

Staff forwarded the recommendations to Volusia County in May 2010, to be scheduled for County Council approval. Because the boxing program is considered a public service project, it could not go before the County Council until after September 30, 2010. The reason is that the County can only use 15% of its total CDBG funds for public service projects. The funding for the boxing program was approved by the County Council in January 2011.

Following County Council approval, staff met with Pastor Hill on XXXXX. While a subrecipient agreement has been drafted between Solid Rock Boxing and the City, Solid Rock Boxing must become a 501(c)3 organization in order to receive the CDBG funds. Staff also contacted the Police Athletic League (PAL) to see if the boxing program could be operated under the auspices of PAL. However, the PAL Board declined to take on the boxing program.

At the September 22nd CDBG Advisory Board meeting, the Board requested that Pastor Hill be invited to the October 20th meeting to discuss the status of the boxing program. Staff contacted Pastor Hill on October 12th and he confirmed that he would be at the meeting. During the conversation with Pastor Hill, he indicated that he was not aware that the organization had to be 501(c)3 and that he was under the impression that the CDBG funds could be used for that purpose. However, staff informed Mr. Hill that the CDBG funds cannot be used for that purpose.

Pastor Hill will be present at the October 20th meeting to discuss this item further with the Board members.

Interoffice Memorandum City of New Smyrna Beach

To: CDBG Advisory Board Members
From: Gail Henrikson, AICP, Planning Manager *GAH*
Subject: **STATUS OF TRACK PROGRAM**
Date: October 12, 2011

At the September 22, 2011 CDBG Advisory Board meeting, the Board requested that the representative of the track program be invited to the October 20th meeting to discuss the status of the track program. Staff contacted Wonzel Morris on October 10, 2011 regarding this issue. An email response from Mr. Morris is attached to this memo. In his email, Mr. Morris states that he has returned to Daytona Beach and that he requests that the \$5,000 allocated to the track program be used for another project.

Staff has included a list of projects submitted by Melvin Brown at the September 22nd meeting. The list includes several projects that are either outside of the City limits or which are ineligible expenses.

RECOMMENDATION

Staff is requesting that the Board identify an alternative project or projects to receive the \$5,000 currently allocated to the track program. The Board should be advised that the funds can only be used for Capital Projects (i.e., building something) and cannot be used for a Public Service project.

Henrikson, Gail

From: backroads530@aol.com
Sent: Tuesday, October 11, 2011 6:29 AM
To: Henrikson, Gail
Subject: Re: CDBG Funds and Track Program

Ms. Henrikson:

I can't say I remember receiving any information concerning the seminar in April; but I do remember you mentioning one being offered. The track program is a season that last for about seven months and April is when competition really gets on the way. It's a huge sacrifice and it takes a commitment from the community as well as from PAL which doesn't exist here. This is something that can't be operated from behind a desk. The New Smyrna Beach Express Track Club which I started and took to Nationals was derailed by the New Smyrna Beach Trailblazers. A program that's headed by their own coaches which were assigned by Pal.

I personally feel that NSB is too small to have two track programs, even though the desire of the kids still exist. Based on what I experienced this year I decided to return to the program where I begin 8 yrs ago. I had over 60 kids willing and ready to participate, but we didn't have a place to practice here in NSB. My time was volunteered and I'm not going to allow anyone to tell me how to volunteer my time. Neither am I going to allow anyone to tell me how to operate a program in which they have no knowledge of. I really don't feel like its worth the headaches dealing with the politics here in New Smyrna when it comes to the kids.

I've made a decision to return to Daytona Beach where I began 8yrs ago. I feel like its time that I focus on my own grandchildren which live in the Daytona Beach area and are of age to participate. Besides that I want them to follow in the footsteps of my son, who is currently a five time AAU National Champion at the age of 15.

He also set records at Disney as an athlete of NSB two years ago. I appreciate all that you've tried to do, but I refuse to work with NSBPAL and those associated with their program. So the grant money that was supposedly sat aside for the track program can be used in areas where you see fit. Thanks you!

Coach

Wonzel Morris

-----Original Message-----

From: Henrikson, Gail <ghenrikson@cityofnsb.com>
To: backroads530 <backroads530@aol.com>
Sent: Mon, Oct 10, 2011 3:13 pm
Subject: CDBG Funds and Track Program

Mr. Morris:

When we last met on April 18, 2011, with Donna King from Volusia County Community Assistance, we advised you that you would need to form a 501(c)3 organization or find a 501(c)3 organization that would operate the track program. The CDBG grant program only allows funds to go to 501(c)3 organizations. Information was forwarded to you on April 30, 2011 regarding a seminar at the Babe James Community Center about becoming a 501(c)3 organization. To date, I have not had any response back from you.

At the September 22, 2011 CDBG Advisory Board meeting, the Board requested that you attend the October 20, 2011 Board meeting. The Board has questions about the status of the track program and needs to decide whether to continue with the program or reallocate the funding to another project.

Please let me know if you will be able to attend the October 20th CDBG Advisory Board meeting. The meeting will be at 6:00 p.m. at the Babe James Community Center.

Thanks.

Melvin James Brown, Sr.
1050 Wayne Avenue, Apt. 31
New Smyrna Beach, Fl 32168
(386) 423-7936

To: The "CDBG" Board Members
Subject: Proposal for "CDBG" Budget Spending

Dear Fellow Board Members,

After looking over the new "CDBG" budget outline, I would like to make the following proposals for your consideration: Using the CDBG funds for projects west of Myrtle Avenue and using the GRA funds to work on projects east of Myrtle Avenue. The reason, the CRA only covers projects east of Myrtle Avenue.

The projects that I would like for you to consider are:

1. A score board at Pettis Park
 2. PA system at Pettis Park - INELIGIBLE
 3. New dug-outs at Pettis Park
 4. Rain Gutters around pavilion at Pettis Park
 5. 2 to 3 mist fans for the pavilion at Pettis Park
 6. The Black Heritage Museum - ONLY FOR HISTORIC PRESERVATION - NOT MAINTENANCE
 7. Sidewalks on both sides of Mary Avenue for Myrtle Avenue West to Spruce Street and lights - MARY AVE, WEST OF MILFORD PLACE IS NOT IN CITY
 8. Sidewalks on both sides of Duss Street from Julia Street North to Enterprise Avenue and lights
 9. Sidewalks on both sides of Milford Place from Enterprise Avenue South to Canal Street and lights
 10. Sidewalks on both sides of Spruce Street from Enterprise Avenue South to Pioneer Trail and lights
 11. Buying Property
- |
NOT IN CITY

Thank You,

Melvin Brown Sr.

Melvin Brown, Sr.
Board Member

Interoffice Memorandum City of New Smyrna Beach

To: CDBG Advisory Board Members
From: Gail Henrikson, AICP, Planning Manager *GAH*
Subject: **ADVERTISEMENT FOR NOTICE OF ANTICIPATED FUNDING AVAILABILITY**
Date: October 12, 2011

Following the CDBG Board approval of the application for public service projects in FY 2012/2013, staff forwarded copies of the application as follows:

- Sent 30 copies to Babe James
- Sent copy to Historic Westside churches
- Posted on City's website
- Notice posted at City Hall

Staff would also like to prepare an ad for the Daytona Beach New Journal, similar to the advertisement used by Daytona Beach (attached).

RECOMMENDATION

Staff is requesting a recommendation from the Board as to whether the City should place an advertisement in the newspaper calling for public service projects for FY 2012/2013.

Part -

I'M THINKING WE SHOULD RUN
A SIMILAR AD FOR OUR COBG
APPLICATIONS. THOUGHTS?

GAIL

PROBABLY
ABOUT \$500.00 OR MORE

good
ideal.

NOTICE OF ANTICIPATED FUNDING AVAILABILITY
AND
PUBLIC MEETING SCHEDULE

The City of Daytona Beach's Development and Administrative Services Department Community Development Division announces anticipated funds in the amount of \$83,000 being available under the Community Development Block Grant from October 1, 2012 to September 30, 2013. The funding will be used to provide Public and Economic Services to residents of Daytona Beach, Florida. **Only Private Non-Profit agencies designated under Internal Revenue Code Section 501(c) (3) or governmental agencies independent of City of Daytona Beach can apply.** Funding awarded involves a competitive application process.

Schedule of workshops and public meetings regarding anticipated funding are as follows:

Application Workshop for eligible entities
Thursday, October 20, 2011 - 10:00 a.m.
(Release of Application)

Community Development Citizens Advisory Board Meeting
Thursday, January 19, 2012 - 6:00 p.m.
(Applicant verbal presentations)

Community Development Citizens Advisory Board Workshop & Meeting
Thursday, February 2, 2012 - 6:00 p.m.
(Question and answer workshop to determine funding recommendations)

STATED MEETINGS ARE OPEN TO THE PUBLIC

All meetings and workshops will be held at:
Daytona Beach City Hall
301 South Ridgewood Avenue - 1st floor Conference Room 116
Daytona Beach, Florida 32114

Applications can be requested via email using contact information below.

Contact information:
Don Gooding, Compliance Coordinator
Email: goodingd@codb.us
Phone: (386) 671-8055

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Interoffice Memorandum City of New Smyrna Beach

To: CDBG Advisory Board Members
From: Gail Henrikson, AICP, Planning Manager *GAH*
Subject: **ESTABLISHMENT OF MEETING DATES AND TIMES**
Date: October 12, 2011

Staff is requesting that the Board set meeting dates and times for upcoming meetings through February 2012. In order to ensure that the best dates and times are picked for the majority of the Board members, please bring your calendars so the Board can set meeting dates for this time period. The meeting dates are required if the Board chooses to run an advertisement in the newspaper for application for FY 2012/2013. Also, the Board should be prepared to discuss whether they want to hold a meeting in December 2011, due to possible conflicts with holidays.

Interoffice Memorandum City of New Smyrna Beach

To: CDBG Advisory Board Members
From: Gail Henrikson, AICP, Planning Manager *GAH*
Subject: **UPDATE ON ON-GOING CDBG PROJECTS**
Date: October 12, 2011

Attached is a table listing currently funded CDBG projects, as well as the status of those projects. This table is provided for informational purposes only. If there are any questions about any of the projects, staff will be able to address those at the October 20, 2011 meeting.

Update on On-Going CDBG Projects
October 2011

Work Item	CDBG Funding	Project Status
Park ranger	\$25,000 FY 11/12	<ul style="list-style-type: none"> • Application forwarded to Volusia County in June 2011; approved by County Council on June 21, 2011 • Waiting for final notice of funding from HUD/Volusia County (anticipated for October 1, 2011 start date)
Senior stipend	\$20,000 FY 11/12	<ul style="list-style-type: none"> • Application forwarded to Volusia County in June 2011; approved by County Council on June 21, 2011 • Waiting for final notice of funding from HUD/Volusia County (anticipated for October 1, 2011 start date)
Fence on top of racquetball court and/or mesh fence on top of courts	\$5,000 FY 11/12	<ul style="list-style-type: none"> • Application forwarded to Volusia County in June 2011; approved by County Council on June 21, 2011 • Waiting for final notice of funding from HUD/Volusia County (anticipated for October 1, 2011 start date)
Boxing Club	\$5,000 FY 10/11	<ul style="list-style-type: none"> • Club needs to have 501(c)3 status • Met with David Adkins from PAL 8/8/11 to discuss using PAL organization as umbrella group to obtain funding; waiting for response from PAL Board • Need approval of subrecipient agreement by Volusia County and City Commission
KC Society	\$20,000 FY 10/11	<ul style="list-style-type: none"> • Subrecipient agreement approved by City Commission 6/28/11 • 1st reimbursement check issued 8/3/11
Track Club	\$5,000 FY 10/11	<ul style="list-style-type: none"> • Club needs to have 501(c)3 status • Met with David Adkins from PAL 8/8/11 to discuss using PAL organization as umbrella group to obtain funding; waiting for response from PAL Board • Need approval of subrecipient agreement by Volusia County and City Commission
Bicycle racks at Pettis Park	\$1,000 FY 11/12	<ul style="list-style-type: none"> • Application forwarded to Volusia County in June 2011; approved by County Council on June 21, 2011 • Waiting for final notice of funding from HUD/Volusia County (anticipated for October 1, 2011 start date)

Update on On-Going CDBG Projects
September 15, 2011

Work Item	CDBG Funding	Project Status
Complete kitchen counter inside picnic pavilion	Completed 2011	Completed
Skate area at Pettis Park	Completed 2011	Completed
Handicapped parking spaces at Pettis Park	Completed 2011	Completed
Electronic message center sign at Babe James Center	\$25,000 FY 10/11	<ul style="list-style-type: none"> • Bids opened 6/17/11 • Contract signed • On-site meeting held September 2nd to discuss sign location and colors • Notice to Proceed issued October 7, 2011
Babe James Playground Equipment and Fence Relocation	\$51,467	<ul style="list-style-type: none"> • Bids opened 6/17/11 • Notice to Proceed issued September 27, 2011
Demolitions	\$33,481 FY 11/12	<ul style="list-style-type: none"> • Application forwarded to Volusia County in June 2011; approved by County Council on June 21, 2011 • Waiting for final notice of funding from HUD/Volusia County (anticipated for October 1, 2011 start date)
Code enforcement	\$20,000 FY 11/12	<ul style="list-style-type: none"> • Application forwarded to Volusia County in June 2011; approved by County Council on June 21, 2011 • Waiting for final notice of funding from HUD/Volusia County (anticipated for October 1, 2011 start date)
Computer printers and software at Babe James Center	\$8,995 FY 11/12	<ul style="list-style-type: none"> • Application forwarded to Volusia County in June 2011; approved by County Council on June 21, 2011 • Waiting for final notice of funding from HUD/Volusia County (anticipated for October 1, 2011 start date)
Pettis Park Walkway	\$58,000 FY 10/11	<ul style="list-style-type: none"> • Meeting with residents held at Pettis Park on 3/5/11 • Tentative walkway design presented at March 2011 Westside Community Meeting

Update on On-Going CDBG Projects
September 15, 2011

Work Item	CDBG Funding	Project Status
		<ul style="list-style-type: none">• Plans under review by City Parks and Engineering staff• Anticipated bid date 10/15/11