



City of Palm Coast Minutes CITIZENS' ADVISORY TASK FORCE

City Hall
160 Lake Avenue
Palm Coast, FL 32164
www.palmcoastgov.com

Wednesday, June 12, 2019

6:30 PM

CITY HALL

RULES OF CONDUCT:

>Public Comment will be allowed consistent with Section 286.0114(3), Florida Statutes.

>Public comment on issues on the agenda or public participation shall be limited to 3 minutes for each speaker.

>The Board Chair shall call for public comment, each speaker shall be directed through the podium. All parties shall be respectful of other person's ideas and opinions. Clapping, cheering, jeering, booing, catcalls, and other forms of disruptive behavior from the audience are not permitted.

>The City of Palm Coast is not responsible for any mechanical failure of recording equipment.

>If you wish to obtain more information regarding the agenda, please contact Jose Papa at 386-986-2469.

>In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk at 386-986-3713 at least 48 hours prior to the meeting.

>All cell phones are to remain OFF while the meeting is in session.

Call to Order and Pledge of Allegiance

Mr. Davis (acting Chairperson) called the June 12, 2019 Citizens' Advisory Task Force (CATF) meeting to order at 6:30PM.

Roll Call and Determination of a Quorum

The Recording Secretary, Irene Schaefer, called the roll. Present and answering the roll were:

*Mr. Bongiovanni
Ms. Santa Maria
Ms. Sperber
Mr. Davis
Mr. Scully
Mr. Lehnertz
Mrs. Lucas
Ms. Shank*

Absent were:

*Mr. Dolney
Mr. Smith
Mr. DeMaria*

Mrs. Lucas nominated Ms. Shank as the chairperson for the CATF, no other member was nominated.

Approval of Minutes

1 MEETING MINUTES OF THE CITIZENS' ADVISORY TASK FORCE NOVEMBER 29, 2018 MEETING

Pass

Motion made to approve as presented made by Board Member Scully and seconded by Task Force Member Sperber

Approved - 8 - Chair Glenn Davis, Board Member Jake Scully, Board Member Pete Lehnertz, Board Member Sybil Dodson-Lucas, Task Force Member Carmen Bongiovanni, Task Force Member Dorothy Sperber, Task Force Member Sandra Shank, Task Force Member Denise Santa Maria

Public Hearings/Action Items

2 APPROVAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FEDERAL FISCAL YEAR (FFY) 2019 (FY 2019/20) ANNUAL ACTION PLAN

Mr. Jose Papa, Senior Planner, gave a presentation which is attached to these minutes.

Mr. Scully discussed a prior recommendation regarding the "mini grant" program that was previously discussed, he recommended that the CATF members vote to get the "mini grant" program written, in place and advertised. Further discussion ensued about the process for writing the grant requests for the public service subrecipient assistance funds.

Mr. Papa clarified for the CATF members what the next steps would be to get a "mini grant" program in place. The steps required would be to provide for the mechanism to accept grants, to score grants and to monitor grants. These items would be created by someone who has created a similar program, typically the City would rely on its grant administrator (a consultant) to help the City setup these programs. Including the paperwork and establishing what subrecipient need to met and receive the grant. Once this process is complete, advertising would be the next step.

Mr. Papa clarified the time frame and cost associated with working with a consultant to document the process and procedure for a new "mini grant" program.

Discussion ensued about increasing the planning, administration and monitoring allocation within the plan to \$10,000, with a strong recommendation for the board to initiate a plan to get the public services money out (to the potential recipients).

Mr. Papa clarified the role of a consultant "ranking" of grants along wneed to avoid any conflict of interest in the awarding of any grants.

The committee members discussed alternative methods that the city council has used to award GDBG funds other than a grant program. Mr. Papa clarified the rules for the recipient to qualify for a GDBG award.

Pass

Motion made to approve as amended to accept the annual action plan with an adjustment to increase the planning and administration, based on the thumbnail estimate to \$10,000 in order to account for the additional consulting work that would be necessary to properly implement a mini grant program, which this board strongly recommends made by Board Member Scully and seconded by Board Member Dodson-Lucas

Approved - 8 - Chair Glenn Davis, Board Member Jake Scully, Board Member Pete Lehnertz, Board Member Sybil Dodson-Lucas, Task Force Member Carmen Bongiovanni, Task Force Member Dorothy Sperber, Task Force Member Sandra Shank, Task Force Member Denise Santa Maria

Public Comments

Chair. Shank opened the meeting to public comment at 7:10PM. Mr. Rolston Reodica commented on the recommendations from the CATF however he also mentioned the need for funding mental health, suicide prevention and homeless assistance. Mr. Reodica discussed the requirements of monitoring on the City's behalf and the need to fully fund these programs to ensure a large number of Palm Coast residents can benefit from these funds.

Board Discussion

Adjournment

*Motion made that the meeting be adjourned by Mr. Scully and the motion was seconded by Mr. Smith.
The meeting was adjourned at 7:12PM.*

*Respectfully Submitted by:
Irene Schaefer, Recording Secretary*

ATTACHMENT