

TOWN COUNCIL
COMMUNITY DEVELOPMENT BOARD MEETING
MINUTES
December 20, 2022

PRESENT: Chair Angie Gardner, Vice Chair Rodney Daniels, Director Wanda Randolph, Director Marlin Daniels, Director Leviticus Henderson, Director Ruthie Critton, Director Theo Washington. **STAFF:** Greg Jackson, **CRA Attorney**, Nicole Bonds, **CRA Executive Director**, Randy Singh, **Town CAO**, Veronica King, **Town Clerk**.

CALL TO ORDER & VERIFICATION OF QUORUM - Chair Gardner called to order the CRA meeting for 5:30 pm and confirmed a quorum through roll call with Mrs. King.

INVOCATION & PLEDGE OF ALLEGIANCE - Chair Gardner led a Moment of Silence, followed by the Pledge of Allegiance.

CITIZEN PARTICIPATION (Added to agenda by consensus of the Board) – Two Citizens were identified.

MICHELLE FORT – (spoke on agenda items) Ring camera program, imposes a risk; who will be responsible for installation and overseeing, who will pay for electrician if outdated or out of code. Another program will be beneficial. Outside Counsel for Investigation, do not agree with this item, at September 26, 2019 meeting Attorney Jackson reviewed and approved the agreement and March 8, 2022 Director M. Daniels stated desire to terminate; can not terminate without looking at the contract and later deciding to add a clause. Willing to pay up to \$50,000 of fees when there was opposition to paying this type of money for Mr. Singh. To Attorney Jackson, what is the procurement policy? Why select representing counsel that are not in accordance with the procurement policy? Lien Request for 213 W. Kennedy Blvd. they did the work, they should be reimbursed. Review of Bylaws should hold up before making decisions; look at the bylaws, procedures, and procurement policy before making decisions. Citizens should be able to speak each topic.

DAVID BARANY – (Provided handouts) Requesting lien release from property, contract was set up as a deferred payment loan/lien. Completed the project within timeline with professionalism and did not get paid the full amount, was not notified in writing nor given opportunity to address default. Board voted to close the case; did not receive the 10% payment of grant amounting to \$3,000. Also was not notified about the meeting in which voting took place. The five-year lien does not serve a purpose; any action taken on the property would violate the clause. Therefore, could not conduct business.

APPROVAL OF MINUTES (Consent Agenda) – Motion for approval of consent agenda (Meeting minutes for November 15, 2022 and December 6, 2022); moved by Director Washington, seconded by Director Randolph; **AYE: ALL, MOTION PASSES.**

BOARD DISCISION

Motion for approval of CRA MEETING 2023 Calendar (Meeting minutes for November 15, 2022 and December 6, 2022); moved by Director Randolph, seconded by Director Washington; **AYE: ALL, MOTION PASSES.**

BOARD DISCUSSION ITEMS

Ring Camera Program – for senior citizen residents; to be more innovative and discuss priority of increasing safety without much of a budget increase. (Critton) will program be a signup option or mandated for eligible residents, will it be made available to others who are not a senior citizen (Gardener) no program has been written; whatever the board decides would factor into developing the program; program would not be mandatory. (M. Daniels) how much is budgeted (Gardner) approximately \$100,000 depending on the numbers that will be serviced and for wiring. In times past, the cost has been no more than \$10,000-\$30,000. We are discussing what's

out there and how to increase safety. (M. Daniels) consider outside reputable contractor, possible grant programs, and program should not be limited to seniors. Would like more details on funding sources. Get with legal about liability (Gardner) price per unit would be lesser with bulk sale. (Randolph) need study to determine the need, consider others with disabilities who could benefit from the program. What line item would this come from? (Gardner) CRA as part of the community policing efforts (R. Daniels) consider reliable service vendor and Wi-Fi. (Washington) need camera on every corner where a home is and on main streets; this will help protect the citizens. (Gardner) no research has been done as to other municipalities who may be using this product. (Randolph) have law enforcement provided record of incidents to determine the need of a program; can get this information. Other neighboring cities do have these types of programs; may be based upon the crime rate. (Washington) cameras on business can be considered. (Critton) consider the pros and cons and the neighbors, invasion of privacy.

Outside Counsel to Investigation – No cost has been determined. Legal suggest setting a budget to control the dollars to be spent. Identify attorney based upon budget. One of the recommended attorneys is not available but recommended Kurt Ardaman. Recommendations will be submitted, and board can do their due diligence with the selection of counsel; current legal should not be involved. Excellent alternative is to allow the Florida League of Cities to assist in making the determination. Response to citizen comment, the contract was reviewed and never signed by legal due to legal deficiencies; the contract was not signed by Attorney Jackson. Both attorneys agree that an RFP would be the better option than an RFQ. No vote is needed but a budget should be established. (Singh) there are requirements that will need to be included in the RFP; board should provide elements of the RFP (Scope of Work). Staff will need information in order to craft the RFP to include funding; require some careful consideration. Recommend legal to draft an RFP for review to be sent out ahead of time; also determine a specific number for the budget.

Lien Release Request 213 W. Kennedy – Requesting Lien Release on the \$30,000 placed on the building; a cost that was incurred by the owner. Faults and deficiencies were done through the former Executive Director as executor of the funds; requesting a refund due to inadequate work through unlicensed contractors and for lack of receiving funds awarded. A notice of deferred payment loan lien was issued in the amount of \$30, 000 and to remain in effect for five (5) years from the last disbursement. Owner provided all the pertinent information. (M. Daniels) How many applications were received and where is the requirements and procedures; should be in the files. (Singh) This is CRA and taxpayers funds and should be kept to high standard. Reviewed the file, there are lots of questions; saw the application, cost breakdown, and receipts. The information on the application was for the Chambers of Commerce (The Chambers do not own the building). This is a private property owner. There is missing information (CRA documentation) needed in order to determine if the lien should be released. (Gardner) permits are pulled with licenses. The end results of the project were different from the initial scope of work. Work was done on the main building and on the extension. Itemization of all costs are needed. Disagree that money was not received; there are a lot questions (R. Daniels) to the Executive Director, what is your opinion (Bonds) Information is missing, files are incomplete and do not have information on the grant requirement and the process. (Singh) If the program is not managed well, it is not fair to the applicant. (M Daniels) I have information received through a previous request; the contractor was not an active business under Sunbiz; it is disturbing now that records are missing from a governmental facility. (Randolph) request to see the documents M. Daniels referenced. Is the \$30,000 indicated on the bank statements; need to research. (Henderson) Where are the receipts from; receipt was provided in the file received from Ms. Wilder to the CRA. (R. Daniels) asked for Attorney Jackson's opinion; this is an issued grant that states \$20,000 and there is a lien for \$30,000 which indicates a discrepancy in the amount, how was a grant converted to a loan without documentation with terms to how the loan is no longer a grant. The deferred payment loan lien is invalid because the matter is based upon a grant received by the individual. There is an issue with the conversion of the grant without documentation. (Critton) with the former Executive Director being the Executor of the funds, was this also the case with Mr. Barany; the funds there may

also be a discrepancy. (Barany) The money was released in three increments; received \$27,000 out of \$30,000. The money went to the contractor. The contract provides the breakdown; the initial, the second, and the last disbursement. The deferred loan lien is the wrong instruments used; should have been a restricted covenant. Mr. Barany will provide all documentation to include requirements and criteria to the Town Clerk. (Washington) when a municipality gives money, it will place a lien on the property. The criteria were to put a business in the building; the criteria were not met. The lien protects the agency. (Attorney Jackson) A loan lien has to have loan documentation. (Randolph) would like to table the next two discussion items until the next meeting. (M. Daniels) an area should be placed on the agenda for Director's reports. In response to Ms. Fort, Florida Statue 215.425481 states that the most someone can receive for severance pay for a contract is 20 weeks; the contract was invalid.

Discussion of the CRA Bylaws and discussion of 225 W. Kennedy Blvd were TABLED.

ADJOURNMENT: Motion was made to adjourn meeting, move by Director M. Daniels; seconded by Director Critton; **MEETING ADJOURNED** at: 6:28PM.

Respectfully Submitted by:

APPROVED

Veronica L King, Town Clerk

Angie Gardner, Chair