

**MINUTES  
CITY OF ORMOND BEACH  
QUALITY OF LIFE ADVISORY BOARD  
REGULAR MEETING**

**February 13, 2020**

**5:00 PM**

**City of Ormond Beach  
Training Room  
22 South Beach Street  
Ormond Beach, Florida**

**1) Call to Order**

Recording Secretary Angela Gibbs called the meeting to order at 5:03 p.m.

Members present were: John Adams, Peggy Hart, William Masters, and Dr. Philip Shapiro. Absent was Ali Mehrabian, Troy Railsback and Margaret Sharifi.

Staff present was: Assistant City Manager Claire Whitley, Director of Leisure Services Robert Carolin, Director of Public Works Shawn Finley and Recording Secretary Angela Gibbs.

**2) Election of Chairman**

City Ordinance 2012-31, Section 2.219(c) was read as part of the record.

**Ms. Hart moved, seconded by Mr. Masters to nominate Dr. Philip Shapiro as Chairman. The motion passed unanimously.**

Dr. Shapiro thanked the Board for their continued confidence in him as Chairman.

**3) Election of Vice-Chairman**

Dr. Shapiro stated he has not missed a meeting since Chairing the Board, but it could happen, and that person needs to be familiar with the overall functions of the Board.

**Ms. Hart moved, seconded by Mr. Adams to nominate William Masters as Vice-Chairman. The motion passed unanimously.**

**4) Approval of Minutes – December 5, 2019**

**Mr. Adams moved seconded by Mr. Masters to accept the minutes of the December 5, 2019 meeting. The motion passed unanimously.**

**5) Administrative Matters**

- Establishment of Regular Meeting Schedule and Time

**The Board unanimously passed that the Quality of Life Advisory Board would continue to meet bi-monthly, the first Thursday at 5:00 PM.**

- Sunshine Law

Dr. Shapiro stated that the Quality of Life Advisory Board falls under the Sunshine Law and explained the definition of the Sunshine Law. No questions or clarifications were asked from the Board.

**6) The Garden Club of the Halifax Country**

Dr. Shapiro introduced Director of Leisure Services, Robert Carolin.

Mr. Carolin stated the City has been blessed with the opportunity to consider a partnership with the Garden Club of the Halifax Country. The partnership consists of the revamping of City owned, Vadner Park, which is located at Seton Trail and Seminole Avenue.

Mr. Carolin introduced Sang Roberson, Lori Tolland, Katherine Wing and Peggy Hart, members of the Garden Club of the Halifax Country.

Sang Roberson stated she and Katherine Wing are Co-Chairmen of the Vadner Park proposed project for the Garden Club of the Halifax Country. The group of fifty plus women are committed to the preservation, conservation and beautification of Ormond Beach's Vadner Park.

Ms. Roberson stated Vadner Park is a perfect project to bring back to one little area of Ormond, a truly ecological balance, that can serve as an educational guide to visitors, school children, and new residents. She stated their purpose is to create an all-native plant park with the correct foliage for Florida's insects, birds and wildlife.

Ms. Roberson stated they met at Vadner Park with Director of Leisure Services, Mr. Carolin, Contract Manager, Mr. Demchak, City Manager, Joyce Shanahan, and City Commissioners to discuss the proposed project. The Garden Club researched and found Karina Veaudry from Orlando who is from Florida and has over 31 years of knowledge of Florida's native plants. Ms. Veaudry is a landscape architect with Native Florida Landscape, Incorporated.

Ms. Roberson stated members of the Garden Club attended the February 4, 2020 Commission meeting and spoke of their plans for Vadner Park and City Commissioners loved their project ideas. She asked City staff to come up with estimates of what the City could help with the cost.

Dr. Shapiro asked if there would be any new trees planted on the property, wherein, Ms. Roberson stated there would be new native trees planted, beds filled with wildflowers and crushed, coquina pathways. The amount of money raised would determine how many trees could be planted.

Dr. Shapiro stated Vadner Park and surrounding area has Timucua remains and that any digging would need to be kept shallow to not harm any artifacts.

Ms. Tolland stated if the project goes forward, informative signage would be posted at Vadner Park informing the community of the progress taking place.

Ms. Hart commented it's a beautiful, peaceful, calm park with rolling dunes and feels if the project is completed, more people would come to walk their dogs, sit at the benches and nearby schools could utilize it as a learning experience for students.

Ms. Roberson stated Amy Bird, teacher at Osceola Elementary School, class wrote letters to City Commissioners about how fun it would be to have an outdoor classroom. The Garden Club feels it could be an added extra stop to school field trips when touring Emmons Cottage and the Ormond Art Museum. Students would benefit from learning about art, science, nature and the history of Ormond Beach.

Ms. Wing did a lot of research and photos were passed around showing landscaped, amphitheater style seating they would like to implement at Vadner Park. Ms. Roberson said the largest class they have encountered for third grade is 27 students and approximately two rows would be needed.

Ms. Tolland stated that Ms. Wing surveyed the neighbors around Vadner Park area, and everyone seemed to be excited about the project and no negative input was received.

Mr. Adams stated that the Ormond Rotary has helped in the past years with many projects with gardens for Osceola Elementary School and repairs to monuments at Hillside Cemetery. He suggested the Garden Club contact Ormond Rotary wherein, Ms. Roberson stated Ormond Rotary is top on their list.

**Mr. Adams moved seconded by Mr. Masters that the Quality of Life Advisory Board endorse the project at Vadner Park as presented by the Garden Club of Halifax Country. The motion passed unanimously.**

## **7) Traffic Calming – Shawn Finley, Public Works Department**

Dr. Shapiro introduced Director of Public Works, Shawn Finley.

Mr. Finley stated that Ormond Beach citizens had requested a traffic calming program many times throughout the years. He noted a traffic calming program was presented to the Commission previously in 2008, but the current plan proposal being presented had a different perspective and approach than the prior time.

Mr. Finley displayed a PowerPoint presentation explaining the details of the traffic calming program.

Mr. Finley stated the presentation would be focused around answering four key questions:

- “Is a traffic calming program necessary?”
- “How do we introduce a traffic calming program?”
- “How do we define the process, timeline, and budget for a traffic calming program?”
- “What are the acceptable devices for calming traffic within the city?”

Mr. Finley listed the five “E’s” of safety: engineer, enforce, educate, encourage, and evaluate. He explained he referred to a sixth “E” as well: evolve. He noted how traffic calming had evolved over the years through advancements and new ideas.

Mr. Finley reviewed the various benefits and disadvantages of traffic calming. He listed each benefit and discussed each one in detail: speed reduction, collision reduction, increasing the safety of non-motorized users, reducing cut-through traffic, increasing quality of life, reducing the negative impacts of vehicles on the neighborhood and environment, and reducing dependence on police enforcement.

Mr. Finley expressed the importance of traffic calming being self-enforced and noted using the correct traffic calming program would be working smarter, not harder.

Mr. Finley discussed what factors made roadways eligible for traffic calming and gave examples of local streets within the City of Ormond Beach that would be allowed to implement the program. He stated the street must be maintained by the City of Ormond Beach, must be designated as a local road or minor collector by the City of Ormond Beach, and must not be a primary emergency vehicle route.

Mr. Finley reviewed the categories of traffic calming devices and defined each category: vertical devices, horizontal devices, and narrowing devices. He noted speed tables would be an example of a vertical device and explained that speed tables had evolved over time from the old-fashioned speed bumps. He noted that speed tables were designed for the vehicle to travel over at the appropriate speed without noticing the table. He then proceeded to provide examples of horizontal and narrowing devices.

Mr. Finley reviewed the process that staff was recommending for the traffic calming program. He explained City staff would receive a request submitted by a resident and would then review the request and meet with the resident. The form required residents to discuss the issue with their neighbors and return the form with the support of at least 65 percent of their neighborhood for the request to be considered. He noted the reasoning behind requiring 65 percent approval was to filter requests that were wanted by most of the neighborhood from those which had little support. He explained that after the form was submitted, the next step would be for staff to collect data. He reviewed an example traffic calming priority ranking form that would help staff evaluate each request. He noted the form would be judged through a ranking system with 100 points being the maximum priority a form could receive.

Mr. Finley stated the program would provide a beneficial way for staff to help residents with their concerns. He noted once the case report was approved, a feasibility study and concept plan would be implemented next, followed by staff holding a meeting with the neighborhood. He noted the conceptual plans would be an internal process that would then be brought to the residents for approval. He stated they would listen to the residents' input, then return it as a final product to see if the residents approved of the plan or were against it. He noted 65 percent support would be required for approval.

Dr. Shapiro inquired if the citizens making the requests realized the time process it would take to complete a project.

Mr. Finley noted the major change since the previous time the traffic calming program was brought before the Commission, was that staff would prepare plans and present the plan as a capital project. He listed the process for the proposed plan: requests would be received, the process would be followed, a plan and budget would be put together for each project, and all qualified forms would be included in the Capital Improvement Program (CIP). The Commission could decide which projects to move forward with and request the funds for those projects. He noted the process may take a longer amount of time but would allow the Commission to have input.

Mr. Finley reviewed the timeline for processing the traffic calming initiatives and noted it was an example of what would be used in future years, explaining there were current requests that would be accelerated. He noted requests would be accepted year-round, but in order to be considered in the year requested, they would need to be submitted January through February. He listed the timeline for the program's process: a site data collection would take place February through March, a feasibility study would be performed March through April, a neighborhood meeting would be conducted by April, a ballot would be sent and votes would be received by May, the project would be included in the CIP budget in June, construction would take place in the second year, and finally, the traffic calming installation would be reviewed during the third year.

**Mr. Masters moved seconded by Mr. Adams that the Quality of Life Advisory Board endorse the Traffic Calming concept as presented. The motion passed unanimously.**

Mr. Finley thanked the Board for their endorsement and stated staff would try their best to come up with a result that would work for everyone.

**7) Audience Comments**

Suzanne Heddy, 300 S Orchard Street, questioned Mr. Finley if the 65 percent of residents being polled in a neighborhood could be renters and property owners wherein; Mr. Finley stated only property owners and property owners of rented property would be polled.

**8) Member Comments**

Dr. Shapiro asked when the Cassen Park dock project would be completed wherein; Mr. Finley stated Monday, February 17, 2020. A final walk through was done and general cleanup would be occurring over the weekend he stated.

Dr. Shapiro stated discussion of an Environmental-Tree Board had been brought up before at a Quality of Life Advisory Board meeting and at a recent Commission meeting. Dr. Shapiro stated the Quality of Life Advisory Board already handles environmental issues and items involving trees, and an arborist would attend to serve as a guide at meetings. The Board agreed that another advisory board was not needed.

Dr. Shapiro questioned when the Quality of Life Advisory Board would be reviewing the Capital Improvement Program (CIP). Ms. Whitley stated June 4, 2020 wherein, Mr. Shapiro asked for all Board members to attend this critically, important meeting.

Dr. Shapiro thanked the Board again for their continued confidence in him as Chairman and stated he would see everyone at the next board meeting.

**9) Adjournment – Next Meeting – June 4, 2020**

The meeting adjourned at 5:56 p.m.

Respectfully submitted,

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Angela Gibbs, Recording Secretary

ATTEST:

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Dr. Philip J. Shapiro, Chairman