

City of Palm Bay, Florida
COMMUNITY DEVELOPMENT ADVISORY BOARD
Regular Meeting 2022-04

Held on Wednesday, the 20th day of April 2022, at City Hall Council Chambers, 120 Malabar Road SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Housing and Community Development Division Office, City Hall Annex, Palm Bay, Florida.

The meeting was called to order by Chair Thibert at approximately 6:02 p.m.

ROLL CALL:

CHAIRPERSON:	Rebecca Thibert	Present
VICE-CHAIRPERSON:	Alan Borkowski	Absent
MEMBER:	Kera Beard	Present*
MEMBER:	Kenneth Johnson	Present
MEMBER:	Rito Lazarre	Absent
MEMBER:	Khalilah Maragh	Present
MEMBER:	Henry Morin	Present
MEMBER:	Cristina Wright	Present
BOARD ATTORNEY:	Rodney Edwards	Present

Mr. Johnson attended the meeting via teleconference.

*Note: Pursuant to Community Development Advisory Board Regular Meeting 2022-07, Adoption of Minutes, the following correction was made to Roll Call: Kera Beard should be listed as present instead of absent.

STAFF MEMBERS:

Sandra Urban, Housing Administrator; Rodney Edwards, Deputy City Attorney; Peter Burghardt, Acting Parks and Facilities Director; Elena Sarazua, Board Secretary.

ADOPTION OF MINUTES:

1. Special Meeting 2022-03; March 1, 2022

Motion by Ms. Maragh, seconded by Ms. Wright, to adopt the minutes as presented.
Motion carried unanimously.

PUBLIC COMMENTS: (Non-agenda items only)

There were no public comments.

The Board concurred to consider Item 1, under New Business, at this time.

1. FY 23-27 Consolidated Plan Public Meeting

Joel Warren, Program Analyst from Cloudburst, gave a presentation regarding the Consolidated Plan and Assessment of Fair Housing.

Ms. Maragh asked about the definition of fair housing. Mr. Warren gave an overview of Fair Housing and Fair Housing Act.

Ms. Wright asked about the Consolidated Plan target area. Mrs. Urban said that the target area in current the Consolidated Plan was the northeast quadrant of the city.

Ms. Wright asked if the development of Palm Bay compound areas would be in the plan. Mrs. Urban replied that new construction activities would be eligible under the HOME Investment Partnership Program (HOME) funding, however, the City would not build new homes in the area because there were no utilities available.

Ms. Maragh asked if the Fair Housing assessment would provide a success rate. Mrs. Urban replied that all projects and activities had to be entered into the Integrated Disbursement and Information System and staff had ability to see where the funds were spent. Such activities would include reconstruction, demolition, sidewalk repairs, etc. This data also provided the number of people served and the service area.

Ms. Maragh asked if the date had been established for the next Public Meeting. Mrs. Urban said it would possibly be held during the May 2022 Community Development Advisory Board (CDAB) meeting.

Suheil Cuevas, representing Resource Center for Disability Solutions, asked if there were any agencies accepting Fair Housing complaints and providing home modification assistance for people with disabilities. Mr. Warren replied that Community Legal Services of Mid-Florida might accept Fair Housing complaints. Ms. Beard added that Aging Matters in Brevard and the City of Palm Bay State Housing Initiatives Partnership (SHIP) Program were providing home modification assistance. Mrs. Urban encouraged everyone interested in home modification assistance to contact the Housing Division of the City of Palm Bay.

Terri Smith from Helps Community Initiative asked if the assessment determining future needs was available for public. Mrs. Urban said that the data would be finalized in May 2022 and would be available to public.

Drew Warren, Director of Community of Hope, added that the only non-profit agencies providing home repairs and home modification assistance were Aging Matters in Brevard and Habitat for Humanity.

The Board resumed consideration of items in the order as shown on the agenda.

OLD/UNFINISHED BUSINESS:

1. Substantial Amendment to Program Year 2019-2020 Annual Action Plan

The Board had a discussion regarding affordable rental housing.

Mrs. Urban spoke about the request to approve Substantial Amendment to the Fiscal Year (FY) 2019-2020 Community Development Block Grant (CDBG) Annual Action Plan to reallocate \$397,954.50 to the Greater Palm Bay Senior Center project.

Mr. Burghardt gave an overview of the project. Mr. Burghardt said that although several upgrades were done to Senior Center since 2016, the center was in need of complete renovation of heating, ventilation and air conditioning (HVAC) system, which included replacing all existing duct work and insulation, removing existing smaller HVAC units and replacing with larger units. This would reduce the maintenance requirements for the City, as well as the maintenance costs, while at the same time increasing efficiency.

Ms. Maragh asked if the total cost of upgrades might exceed the requested amount. Mrs. Urban responded that in that scenario, there were additional unallocated CDBG funds from previous years that could not be used for Public Services or Administrative costs. In case the Senior Center renovation would cost less than the requested amount, the City would put out a Request for Applications for the project.

Ms. Maragh was in favor of the request.

Ms. Thibert felt the City had already invested a lot of funding into the Senior Center and going forward the funding should be more spread out for other projects.

Mr. Morin asked about Center membership, operating statement and if the center staff was salaried. Mrs. Urban replied that a membership was established, Senior Center had Operating statements and their staff were 100% volunteers.

Ms. Wright asked if renovations could be done in phases. Mr. Burghardt explained that the chiller could not be replaced without replacing all the piping and ductwork. He answered further questions regarding current HVAC equipment condition. Ms. Beard felt it was important to replace HVAC equipment to avoid possible mold growth.

Motion by Ms. Beard, seconded by Ms. Maragh, to request City Council to conduct a public hearing to approve a Substantial Amendment to the FY 2019-2020 CDBG Annual Action Plan to reallocate \$397,942.50 from Plan Years 2017, 2018, 2019, and 2020 to the Senior Center project. Motion carried unanimously.

PRESENTATIONS:

There were no presentations.

NEW BUSINESS:

1. FY 23-27 Consolidated Plan Public Meeting

The item was discussed earlier in the meeting after Public Comments.

OTHER BOARD BUSINESS:

1. CDAB Code of Ordinance and Bylaws

Motion by Mr. Morin, seconded by Ms. Maragh, to approve the bylaws and recommend to City Council the approval of an ordinance to revise Sections 52.192 (A), 52.192 (A)(7), 52.193(C), and 52.193 (D) of the City of Palm Bay's Code of Ordinances. Motion carried unanimously.

2. Membership Information Update

Mrs. Urban reminded the board members that if any of the members ceased to be qualified for the member position held, the Chair and staff would need to be notified.

Ms. Thibert asked each board member to provide a statement in writing to Mrs. Urban explaining how they qualified for the position held.

3. Attendance

Mrs. Urban reminded CDAB members to promptly notify staff of their ability to attend meetings in order to responsibly conduct the programs and activities relating to state and federal housing grants and maintain compliance with each grant program.

4. Staff Report

Mrs. Urban spoke about HOME Program monitoring conducted by Brevard County and the upcoming Neighborhood Stabilization Program monitoring by the State.

ADJOURNMENT:

The meeting was adjourned at approximately 7:40 p.m.

Rebecca Thibert, CHAIRPERSON

ATTEST:

Elena Sarazua, BOARD SECRETARY