

City of Palm Bay, Florida
COMMUNITY DEVELOPMENT ADVISORY BOARD
Regular Meeting 2023-03

Held on Wednesday, the 18th day of January 2023, 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:	Khalilah Maragh	Present
MEMBER:	Kera Beard	Present (Late)
MEMBER:	Jamie Hirzel	Absent
MEMBER:	Dawn Bittar	Present
MEMBER:	Kenneth Johnson	Present
MEMBER:	Henry Morin	Present
MEMBER:	Shenielle Walker	Present
MEMBER:	Jerry Williams	Present
MEMBER:	Cristina Wright	Present (Late)
BOARD ATTORNEY:	Rodney Edwards	Present

STAFF MEMBERS:

Nancy Bunt, Community and Economic Development; Ibis Berardi, Assistant Director of Community & Economic Development; Siphikelelo Chinyanganya, Housing Administrator; Dorcy Normandia, Senior Housing Specialist; Rodney Edwards, Deputy City Attorney; Elena Sarazua, Board Secretary.

ADOPTION OF MINUTES:

1. Regular Meeting 2022-11; November 16, 2022

Motion by Ms. Thibert, second by Mr. Johnson, to adopt the minutes as presented. Motion carried unanimously.

PUBLIC COMMENTS: (Non-agenda items only)

There were no public comments.

NEW BUSINESS:

1. Summary of Past Performance for FY2021-2022 in accordance with the City's Citizen Participation Plan.

Ms. Bunt presented the past performance reports to allow the Board to ensure that funds were not allocated to poorly performing agencies. The agencies that submitted applications were all on track with their previous expenditures.

Ms. Beard joined the meeting at approximately at 6:03 P.M.; Ms. Wright joined the meeting at approximately 6:10 P.M.

2. Scoring of evaluation of CDBG CV & CV3 funding requests FY 2019-2020 Annual Action Plan CARES Act Amendment

Sean Odle, representing Brevard Alzheimer's Foundation, Inc., answered questions from the Board. Mr. Johnson asked why the organization was requesting more funding if they were unable to spend current funding. Mr. Odle explained it was the agency's first year using these funds for non-emergency transportation; however, the agency was now prepared to use the remaining balance as well as the requested funding.

Ms. Beard asked for clarification as to serving families. Mr. Odle explained their main clientele was seniors, but they also served low-moderate families.

Jennifer Brandon, representing Catholic Charities of Central Florida, spoke about the agency's request for funding. Mr. Johnson asked how the agency would measure the outcome and funds provided. Ms. Brandon explained their process to qualify applicants and determining how much to provide per applicant.

Marthenia Jones, representing Greater Melbourne Police Athletic League (PAL), spoke about agency's request for funds. Mr. Johnson asked about measurable outcomes, ties to COVID, remaining funds from previous allocations and past performances. Ms. Jones explained that they measured outcomes based on the number of students who graduated high school and went on to enroll in college. Due to Coronavirus, most students were still struggling to catch up with their classes. Providing tutoring helped these students to get

back on track. Rufus Williams, Melbourne PAL representative, stated they were on track to spend their full allocation as their contract had not yet expired.

Ms. Beard asked about their process to choose the schools to receive services. Ms. Jones explained that the schools would contact PAL. Ms. Beard recommended Melbourne PAL to use a “progressive engagement” and reach out to more schools that were in need versus waiting for the schools to contact PAL. Mr. Williams and Ms. Jones agreed.

Ms. Beard asked Helping Seniors of Brevard for clarification as to how their organization assisted seniors as their application was also geared to families. Kerry Fink, representative, explained how they were receiving double the calls since last year due to the housing crisis. Often, it was not just the seniors who were affected, but also their family members. The agency also received referrals from 211 Brevard, and Brevard County Housing and Human Services Department. The agency also partnered with Vinnie Richardson, Christian Housing Ministries, to provide assistance as she was a HUD Certified Housing Counselor.

Each agency received the following scoring:

A.	Catholic Charities of Central Florida	768
B.	Greater Melbourne PAL	731
C.	Helping Seniors of Brevard	694
D.	Brevard Alzheimer’s Foundation Inc.	593

Ms. Thibert noted that there was \$127,556.75 available funding for CDBG CV 1 & 3. The total amount requested by all four (4) agencies was \$140,550.00, resulting in a shortfall of \$12,993.25.

Motion by Mr. Johnson to award Catholic Charities and Greater Melbourne PAL the full amount requested, and Helping Seniors would receive the balance remaining.

Ms. Beard stated they should have enough to fund all three (3) agencies and still have funds for the 4th agency, just not the full amount they all requested.

Mr. Johnson decided to amend his motion. Ms. Maragh asked if the agencies receiving less than requested still wanted to move forward.

Mr. Odle, from Brevard Alzheimer’s Foundation Inc., stated they would still welcome funds and would scale back the number of people they could assist.

Motion by Mr. Johnson, seconded by Ms. Beard, to amend the motion to grant Catholic Charities, Greater Melbourne PAL, and Helping Seniors of Brevard the full amount requested and Brevard Alzheimer the balance remaining. Motion passed unanimously.

Mr. Johnson requested an overview of the 2022-2027 Consolidated Plan Priorities for the benefit of new board members and as a refresher of current board members. Ms. Bunt went over priorities list.

3. Scoring and evaluation of CDBG funding requests for FY 2023-2024 Annual Action Plan

A. Aging Matters in Brevard

Ms. Thibert commented that their application was thorough and easy to understand.

B. Brevard Alzheimer’s Foundation Inc.

Ms. Maragh commented funds were only for transportation and not for food delivery and asked Mr. Odle to elaborate. Mr. Odle explained that the program was for non-emergency transport for seniors, such as medical appointments, groceries, etc. Brevard Alzheimer’s Foundation Inc. was the second largest transportation provider in Brevard County, second to Space Coast Area Transit (SCAT).

Mr. Morin asked how they calculated the projection amounts. Mr. Odle said it was based on previous services and the constant demand for more.

C. Catholic Charities of Central Florida

Mr. Morin asked how they calculated their projections. Mr. Brandon explained their process and formula.

D. Grandparents Raising Grandchildren

Ms. Thibert stated that the agency had received funds from the City of Palm Bay in the past. Mr. Johnson asked if they were in good standing. Ms. Bunt

replied that no monitoring report was found in their file when they received assistance in 2017. Ms. Thibert commented on how well they presented their application and that she appreciated all the information they provided. Ms. Maragh asked for an overview of their agency for the benefit of new board members, an explanation of their units of service. Ms. Walsh explained their process to determine service units. Ms. Maragh asked about their measurable outcome. Ms. Sterling reviewed the list of services provided by their agency.

E. Greater Melbourne PAL

There were no comments.

F. Helping Seniors of Brevard

There were no comments.

G. Palm Bay Police Department – Summer Youth Program

No representative was present. Ms. Maragh wanted to hear about the program before making her decision. Ms. Bunt said no one was available to attend the meeting, and explained their focus was on low-income target areas where they wanted to implement activities for youth.

H. SCAT Bus

Mr. Johnson asked if more could be done if more funds were allocated. Ms. Bunt said that the citizens that needed vouchers the most had a hard time getting to City offices to complete the required forms. To help with this issue, Ms. Bunt spoke with several non-profit organizations in low-income areas to see if they were interested in managing the vouchers program. She further explained how the program would be used. Ms. Maragh asked if it was a 100% pilot program. Ms. Bunt replied that the City of Melbourne had a similar program. Ms. Thibert explained how the City of Melbourne managed their program. Ms. Beard believed there was high demand and need for this program in the City.

I. South Brevard Women’s Center

Ms. Lemstrom gave a brief presentation and explained their calculation process.

Each agency received the following scoring:

A. South Brevard Women’s Center	813
B. Aging Matters in Brevard	790
C. Greater Melbourne PAL	761
D. Grandparents Raising Grandchildren	760
E. Catholic Charities	756
F. Brevard Alzheimer’s Foundation Inc	738
G. SCAT Bus Voucher Program	698
H. Helping Seniors of Brevard	677
I. Police Department-Youth Summer Camp	363

Greg Minor, Director of Parks and Facilities, spoke about repairs needed for Goode Park, the Palm Bay Aquatic Center, and Victoria Park. He explained what was needed in each facility, as well as what had to be done to get estimates for the repairs and the agencies involved in the process.

Ms. Beard asked about repairs on Palm Bay Aquatic Center. Mr. Minor detailed the numerous repairs needed, including the 20-year-old pool water heater which had to be replaced. Ms. Beard asked which location was a priority. Mr. Minor stated that Goode Park was his number one priority. Ms. Thibert asked if all sites were located in low-moderate income areas. Ms. Bunt confirmed same.

Ms. Thibert noted that the Palm Bay Police Department their application for the rental unit.

Ms. Bunt presented the Police Department’s request to purchase golf carts. Ms. Thibert mentioned that the City of Melbourne currently owned a golf cart, which was useful in the community.

Motion by Ms. Thibert, seconded by Mr. Johnson, to fully fund the top four (4) public service agencies: South Brevard Women’s Center, Grandparents Raising Grandchildren, Aging Matters of Brevard, and Greater Melbourne PAL; and SCAT Bus voucher program would receive the remaining funds. Motion carried unanimously.

Ms. Thibert proposed removing the golf cart off the list for the Public Facilities Improvements.

Motion by Mr. Johnson, second by Ms. Beard, to fully fund Goode Park and provide remaining funds to Palm Bay Aquatic Center. Ms. Wright suggested waiting on Goode Park and use the funds for the Palm Bay Aquatic Center and Victoria Park.

Motion by Mr. Johnson, seconded by Ms. Beard, to amend the motion to fully fund Goode Park, and to keep \$10,000 un-allocated.

Motion carried with members voting as follows:

Ms. Thibert	Yea
Ms. Maragh	Yea
Ms. Beard	Yea
Ms. Bittar	Nay
Mr. Johnson	Yea
Mr. Morin	Yea
Ms. Walker	Yea
Mr. Williams	Yea
Ms. Wright	Nay

OTHER BOARD BUSINESS:

1. Informational: Staff Report

The only comment on the staff report was on the issue of The Source’s application withdrawal. Mr. Johnson explained The Source’s proposed services. The Source was in the process of acquiring a facility when the facility owner was threatened by a citizen. The owner decided not to sell the property to The Source; therefore, they withdrew their application for funding.

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ADJOURNMENT:

The meeting was adjourned at approximately 9:13 p.m.

Rebecca Thibert, CHAIRPERSON

ATTEST:

Dorcy Normandia, BOARD SECRETARY