

**City of Palm Bay, Florida**  
**COMMUNITY DEVELOPMENT ADVISORY BOARD**  
**Regular Meeting 2023-08**

Held on Wednesday, the 16<sup>th</sup> day of August 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:**

<b>CHAIRPERSON:</b>	Rebecca Thibert	Present
<b>VICE-CHAIRPERSON:</b>	Jerry Williams	Present
<b>MEMBER:</b>	Kera Beard	Present
<b>MEMBER:</b>	Dawn Bittar	Present
<b>MEMBER:</b>	Robert Good	Present
<b>MEMBER:</b>	Jamie Hirzel	Present
<b>MEMBER:</b>	Kenneth Johnson	Present
<b>MEMBER:</b>	Henry Morin	Absent
<b>MEMBER:</b>	Shenielle Walker	Present
<b>MEMBER:</b>	Cristina Wright	Absent
<b>BOARD ATTORNEY:</b>	Patricia Smith	Present

Mr. Johnson attended the meeting via teleconference.

**STAFF MEMBERS:**

Ibis Berardi, Assistant Director of Community & Economic Development; Siphikelelo Chinyanganya, Housing Administrator; Patricia Smith, City Attorney; Elena Sarazua, Board Secretary.

**ADOPTION OF MINUTES:**

**1. Regular Meeting 2023-06; June 21, 2023**

Motion by Ms. Bittar, seconded by Mr. Williams, to adopt the minutes as presented.  
Motion carried unanimously.

**PUBLIC COMMENTS: (Non-agenda items only)**

There were no public comments.

**NEW BUSINESS:**

**1. Palm Bay Police Department Summer Youth Program Presentation**

Lieutenant Michael Roberts provided an overview of the Summer Youth Program funded with Community Development Block Grant (CDBG) funds.

Ms. Hirzel and Ms. Bittar commended Lieutenant Roberts for services provided to Palm Bay children.

**2. The Essence at Palm Bay (formerly known as Cristal Palace) – 1881 Palm Bay Road - Request for SHIP Funds**

Nuri Dorra, representing 1611 Meridian LLC, spoke about the agency's funding request for development of affordable housing units in Palm Bay. The project would include rehabilitation of the existing 130 units, and future demolition and new construction of 170 units. The housing units would be for households at or below 80% of area median income (AMI) limits.

Ms. Beard asked how long the affordability period would be for the project and if a Land Use Restrictive Agreement (LURA) would be in place. Mr. Dorra responded that usually the affordability period for projects of this type was 20 to 30 years. However, the affordability period for this particular project had not been determined.

Ms. Berardi stated that at this stage the City had not determined if LURA would be in place.

Mr. Dorra pointed out that the requested \$100,000 from SHIP funds was not a significant amount for this project which had an estimated cost of \$10-\$12 million dollars.

Ms. Beard wanted to know the source of funds and operating Pro Forma for the project. She asked if the letter of support from Housing Authority of Brevard County was for housing vouchers and, if so, what kind of vouchers. Mr. Dorra responded that it would be project-based housing vouchers.

Ms. Beard had strong concerns about the age of the building and preferred the building be demolished instead of rehabilitated.

Ms. Thibert asked about outstanding code liens. Ms. Berardi replied that the applicant entered into a Repair Agreement with the City to resolve existing code issues.

Mr. Good asked if the requested \$100,000 would go towards any specific expense. Mr. Dorra said the requested amount was insignificant for this project and the request for funds was mainly to get the City's participation in the project.

Ms. Chinyanganya added that, if approved, the funding would be on a reimbursement basis after completion of the project, and the timeframe for award of funds was not to exceed 24 months.

Ms. Hirzel felt that the building in its current state was a big concern for the community.

Motion by Ms. Beard, seconded by Ms. Hirzel, to request the following additional information before voting on the project: operating budget; rental proforma; sources and uses of funds; rental rates; and outstanding water lien would need to be brought current. Motion passed unanimously.

The item would be scheduled at a future meeting after information was received.

### **3. Assessment of Fair Housing (AFH) Plan**

Ms. Berardi gave an overview of Assessment of Fair Housing Plan.

Motion by Ms. Thibert, seconded by Mr. Good, to recommend approval of the Assessment of Fair Housing (AFH) Plan to City Council for adoption. Motion carried unanimously.

## **OTHER BOARD BUSINESS:**

### **1. Informational: Staff Report**

Ms. Chinyanganya provided a status update on housing programs such as Community Development Block Grant (CDBG), Coronavirus (CDBG-CV1), CDBG-CV3, HOME Investment Partnerships Program (HOME), State Housing Initiatives Program (SHIP) and Neighborhood Stabilization Program (NSP).

Ms. Thibert asked if the Public Works Drainage project was meeting the expenditure deadline. Ms. Berardi said that the Public Works Department completed the design and engineering phase of the project and was still on track to meet the expenditure deadline.

Ms. Berardi said that per Councilman Johnson's request, staff would be bringing an Affordable Housing Building Permit Fee Reduction Program for consideration at the September 7, 2023, regular City Council meeting.

Mr. Good asked about SHIP funds and for what type of project the funding could be used. Ms. Berardi explained that the SHIP Program was for low-income homeowners to receive assistance with home repairs. The application for the wait list was currently available on City's website and current maximum award amount per homeowner was \$75,000. Chair Thibert recommended Mr. Good to meet with housing staff to learn about housing programs.

There was a board discussion on Local Housing Assistance plan (LHAP) SHIP strategies and the Request for Proposal (RFP) process. Ms. Thibert asked staff to provide information on City's policies for RFP process.

**ADJOURNMENT:**

The meeting was adjourned at approximately 7:03 p.m.

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Rebecca Thibert, CHAIRPERSON

ATTEST:

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Elena Sarazua, BOARD SECRETARY