

City of Palm Bay, Florida
COMMUNITY DEVELOPMENT ADVISORY BOARD
Special Meeting 2022-03

Held on Tuesday, the 1st day of March 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 6:05 p.m.

ROLL CALL:

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

STAFF MEMBERS:

Sandra Urban, Housing Administrator; Elena Sarazua, Board Secretary.

ADOPTION OF MINUTES:

1. Regular Meeting 2022-01; January 19, 2022

Motion by Mr. Johnson, seconded by Mr. Lazarre, to approve the minutes with the following corrections: Page 4, Item number 3, 7th paragraph, the sentence should be "Mr. Johnson questioned the optics" instead of "Ms. Johnson questioned the morality". Motion carried unanimously.

OLD/UNFINISHED BUSINESS:

The Board concurred to consider Item 2, under Old/Unfinished Business, at this time.

2. CDBG-CV Requests for Contract Extensions

Tammy Ssesanga, representing Central Florida Child Health Program (CFCHF), spoke about the agency's request for contract extension. She said that the demand for services has decreased due to children going back to school after the pandemic. A staff member had quit, and a salary increase was given to another member of the team. The agency hoped to hire additional staff members from the Palm Bay area to help with the program.

Ms. Maragh felt that the agency requested more funding than could spent. Ms. Ssesanga agreed. Mr. Johnson and Ms. Maragh did not support the request.

Motion by Mr. Johnson, seconded Ms. Maragh, to deny CFCHF request for CDBG-CV contract extension. Motion carried unanimously.

Nicole Tenpenny, representing Community Housing Initiative Inc. (CHI), spoke about the agency's request for contract extension. The agency provided rental, mortgage, and utility assistance to Palm Bay residents. Ms. Tenpenny said that some of the clients could not provide all of the necessary paperwork, and some were receiving assistance from other agencies.

Ms. Maragh supported the request and asked how the agency promoted this program. Ms. Tenpenny said that the agency posted information on its website. The Board discussed how the city could help CHI promote its services.

Motion by Mr. Johnson, seconded by Mr. Lazarre, to approve CHI request for CDBG-CV contract extension. Motion carried unanimously.

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

1. State Housing Initiatives Partnership (SHIP) Affordable Housing Incentives Report for LHAP 2020-2023

Motion by Mr. Johnson, seconded by Ms. Maragh, to continue using the Incentive 3 - allowance of flexibility in densities for affordable housing. Motion carried unanimously.

The Board discussed Incentive 6 – the reduction of parking and setback requirements for affordable housing. Mr. Morin was not in favor of reducing parking spaces for affordable housing. Ms. Thibert and Ms. Maragh felt this should be approved on a case-by-case basis.

Motion by Mr. Johnson, seconded by Mr. Lazarre, to take no action on reduction of parking and setback requirements. Motion carried unanimously.

2. CDBG-CV Requests for Contract Extensions

This item was discussed earlier in the meeting.

OTHER BOARD BUSINESS:

1. Informational: Staff Report

Mrs. Urban provided an update on the CDBG Public Works Drainage Project.

Ms. Thibert asked about the time frame to reconcile the Neighborhood Stabilization Program (NSP) funding. Mrs. Urban replied that the NSP reconciliation was a very time-consuming and labor-intensive project, and due to housing staff shortage, the staff could not dedicate the time needed to complete the project. Mrs. Urban hoped that hiring additional staff would help with the project. Ms. Thibert expressed concern that the NSP funding still had not been reconciled and advised to bring in a consultant to help with the project. Mr. Johnson agreed with Ms. Thibert and felt that the City Council would approve hiring a consultant to complete the NSP fund reconciliation.

Mr. Morin spoke about the definition of affordable housing.

ADJOURNMENT:

The meeting was adjourned at approximately 7:13 p.m.

Rebecca Thibert, CHAIRPERSON

ATTEST:

Elena Sarazua, BOARD SECRETARY