

City of Palm Bay, Florida
COMMUNITY DEVELOPMENT ADVISORY BOARD
Regular Meeting 2024-12

Held on Wednesday, the 18th day of December 2024, 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:	Dawn Bittar	Present
MEMBER:	Alfred Agarie	Absent
MEMBER:	Kenny Johnson	Present
MEMBER:	Jamie Hirzel	Present
MEMBER:	Henry Morin	Present
MEMBER:	Randall Olszewski	Present
MEMBER:	Shenielle Walker	Present
MEMBER:	Dr. Deborah Livingston	Present
BOARD ATTORNEY:	Rodney Edwards	Present

Mr. Johnson attended the meeting via teleconference.

STAFF MEMBERS:

Clinton Hatcher, Community & Economic Development Director; Ibis Berardi, Assistant Director of Community & Economic Development; Denise Carter, Housing Administrator; Tania Ramos, Principal Planner of Land Development Division; Carmen Journey, Board Secretary.

ADOPTION OF MINUTES:

1. Regular Meeting 2024-08; August 21, 2024.

Motion by Mr. Morin, seconded by Vice-Chairperson Bittar, to adopt the minutes as presented. Motion carried unanimously.

PUBLIC COMMENTS: (Non-agenda items only)

There were no public comments.

OLD/UNFINISHED BUSINESS:

1. Final AHAC Priorities

Ms. Berardi explained to the Board that the Affordable Housing Advisory Committee (AHAC) priorities were tabled until the January 15, 2025, CDAB meeting due to advertising requirements.

NEW BUSINESS:

1. Consolidated Annual Performance and Evaluation Report (CAPER)

Ms. Carter explained that the CAPER provided information on the City's performance during the 2023 Annual Action Plan period (October 1, 2023, through September 30, 2024) in meeting the one-year goals. The report provided detailed financial and beneficiary information. It also explained how the City carried out its housing and community development strategies, projects, and activities. The United States Department of Housing and Urban Development (HUD) federal regulations required a public comment period for no less than fifteen (15) days. The City advertised the public comment period on December 2, 2024, through December 19, 2024.

The program year 2023 was the second program year under the 2022-2027 Consolidated Plan. The CAPER was due to HUD by December 29, 2024.

Ms. Carter explained and pointed out key accomplishments provided on the CAPER documents. She asked the Board members for any comments on the document and a motion to approve the City's CAPER. Ms. Carter mentioned that the CAPER report would be considered by City Council at a public hearing scheduled for December 19, 2024.

Ms. Thibert said the maps provided with the CAPER were helpful and recommended to keep it and refer to it in the future to identify where the low to moderate income areas were located.

Motion by Mr. Morin, seconded by Ms. Bittar, to approve the City's 2023-2024 CAPER. Motion passed unanimously.

OTHER BOARD BUSINESS:

1. Informational: Staff Report

Ms. Carter provided a highlight about the State Housing Initiatives Partnership (SHIP) waiting list information. She said that staff sent out information to seventy-eight (78) people on the wait list. Staff received responses from thirty-eight (38) of the applicants. The wait list numbers increased as so many new people were added to the list. Ms. Carter informed Board members that staff had been working on decreasing the number of people on the wait list.

Ms. Thibert was glad to hear the Space Coast Area Transit (SCAT) bus vouchers program was in demand.

Ms. Carter provided an update on the planning proposed schedule as there were some changes. Staff held a meeting on December 6, 2024, which went very well and was attended by approximately twenty-nine (29) people. Those that could not attend could still apply. Applications were also made available to the agencies. The deadline for application submission was January 6, 2025, and agencies were asked to provide a thumb drive with the application.

Ms. Carter explained that the CDAB regular meeting on January 15, 2025, would include nonprofit organizations making presentations and staff would be bringing forth the AHAC for consideration and approval. At the February 19, 2025, CDAB meeting, the Board would make Fiscal Year (FY) 2025-2026 funding recommendations for the CDBG and HOME programs.

Ms. Carter gave an overview of the important citizen participation dates in the development of the City's FY 2025-2026 CDBG and HOME planning proposed process schedule. The first public hearing would be at the City Council meeting planned for April 3, 2025. The final public hearing would be held on June 19, 2025.

Ms. Thibert encouraged Board members to attend the January and February regular CDAB meetings.

Mr. Olszewski commented that City Council had no meetings in June pursuant to the City Charter, so the June 19th public hearing had to be changed. Staff would update the planning schedule accordingly. Ms. Thibert asked if the public comment period could be

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opened sooner and have the hearing prior to June 2025. Ms. Carter said it would be rescheduled to July.

ADJOURNMENT:

The meeting was adjourned at approximately 6:22 p.m.

Rebecca Thibert, CHAIRPERSON

ATTEST:

Carmen Journey, BOARD SECRETARY