

CITY OF PALM BAY, FLORIDA

COMMUNITY DEVELOPMENT ADVISORY BOARD Regular Meeting No. 2011-06

The Community Development Advisory Board meeting was held on Wednesday, the 16th of November 2011, in the City Hall Council Chambers, 120 Malabar Road, SE, Palm Bay, Florida.

These minutes are on file at the Housing and Neighborhood Development Services, 120 Malabar Road, SE, Palm Bay, Florida. The minutes are not a verbatim transcript but a brief summary of the discussions and actions taken at the regular meeting.

CALL TO ORDER:

The meeting was called to order by Chairperson Ms. Kaufmann-Griffin at 6:32 P.M.

ROLL CALL:

CHAIRPERSON:	Kimberly S. Kaufmann-Griffin (Banking)	Present
VICE CHAIR:	David L. Hernandez (Residential Home Bldg.)	Present
MEMBER:	Nancy Domonousky (P&Z Board)	Present
MEMBER:	Christopher Duncan (Advocate for low-income)	Absent
MEMBER:	Carolina Mallon (Employers within the City)	Absent
MEMBER:	Sharon Maynard (Real Estate)	Present
MEMBER:	William O'Hara (Not-for-profit)	Present
MEMBER:	Hilda Boitnott (Resident of the City)	Present
MEMBER:	Latoya Reynolds (For-profit provider)	Absent
MEMBER:	Rainer Warner (Actively engaged in home building)	Present
MEMBER:	Jane Williams (Essential Services Personnel)	Present

ALSO PRESENT:

William J. Pehaim, HANDS Specialist; Andrew Lannon, City Attorney; Patricia Smith, Deputy City Attorney; Nick Tsamoutales, City Attorney Emeritus; Glenda Hege, Land Development Recording Secretary.

ADOPTION OF MINUTES:

1. Regular Meeting No. 2011-05; June 22, 2011.

Motion by Ms. Domonousky, seconded by Mr. Hernandez to adopt the minutes of Regular Meeting No. 2011-05. Motion carried with members voting as follows: Mr. Hernandez, aye; Ms. Domonousky, aye; Ms. Kaufmann-Griffin, aye; Ms. Maynard, aye; Mr. O'Hara, aye; Ms. Boitnott, aye; Mr. Warner, aye; Ms. Williams, aye.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

1. City Attorney’s Presentation of the Florida Sunshine Laws.

Mr. Lannon provided the Board with a presentation of the Florida Sunshine Law. The Board discussed the law. Mr. Tsamoutales stated that Board members should participate in meetings and vote as long as they did not receive any special and private financial gain.

2. Discussion of the Palm Bay CDBG Consolidated Annual Performance Evaluation Review (CAPER).

Mr. Pehaim reviewed Fiscal Year 2010/2011 progress:

• Available to Spend	\$1,584,533.58
• Total Expended excluding Program Income	\$ 894,209.64
• Plus Program Income	<u>\$ 0.00</u>
Total Spent During Program Year FY 10/11	\$ 894,209.64

Unexpended Balance \$ 690,323.94

For the Fiscal Year 2010/2011 totals were given to the Board pertaining to the amount spent towards Public Service Agencies, Housing and Neighborhood Development Projects, and Capital Improvement Projects.

Mr. Pehaim informed the Board that the City exceeded expectations on 20 of the 24 project categories examined pursuant to the programs administered by the Housing and Neighborhood Services (HANDS) Division.

For the Fiscal Year 2012 the areas of focus would be as follows:

- 1) Handicap accessibility to neighborhoods, energy efficiency upgrades and selective public services. There would still need to be additional resources for public service agencies.
- 2) As single-family home foreclosures continued in the area, the HANDS Division would continue to get those properties ready to repurchase as affordable housing.

A Grant writing workshop had been scheduled for Public Service Agencies on December 1, 2011 in the City Hall Annex Community Meeting Room. This would provide guidance to all of the agencies regarding how to write an application for funding. Several Board members stated that they would like to attend.

Upcoming FY 2012/2013 Community Development Block Grant Action Plan calendar was distributed to all Board members.

PUBLIC COMMENTS:

There were no public comments.

ANNOUNCEMENTS:

Ms. Kaufmann-Griffin introduced Ms. Boitnott to the Board.

ADJOURNMENT:

Motion by Ms. Domonousky, seconded by Ms. Maynard, to adjourn. Motion carried with members voting as follows: Ms. Domonousky, aye; Ms. Maynard, aye; Ms. Kaufmann-Griffin, aye; Mr. Hernandez, aye; Mr. O'Hara, aye; Ms. Boitnott, aye; Mr. Warner, aye; Ms. Williams, aye.

The meeting was adjourned at approximately 7:48 p.m.

Kimberly Kaufmann-Griffin, Chairperson

ATTEST:

David L. Hernandez, Vice Chairperson