

**CITY OF MELBOURNE
CITIZENS' ADVISORY BOARD
MINUTES OF REGULAR MEETING
April 2, 2012**

A regular meeting of the CAB was held in Council Chambers at City Hall on this date.

Chair Rhodie Humbert called the meeting to order at 7:30 P.M.

Invocation was led by Vice Chair Minus.

All present gave the Pledge of Allegiance to the Flag of the United States of America.

The following members and officials were:

Present:

Rhodie Humbert, Chair
Yvonne Minus, Vice Chair
Eva Mills, Member
Michael Montgomery, Member
Michele Trotter, Member
Carol Bush, Alternate Member
Lou Murren, Alternate Member

Also Present:

Housing & Community Development (H & CD) staff:
Melinda Thomas, H & CD Director
Denise Carter, Assistant, H & CD Director
Alta Fresco, Community Development Assistant

Absent:

Eric Ellebracht, Member
Dale Haynes, Member

APPROVAL OF MINUTES – March 5, 2012 Regular Meeting

Motion by Minus/Montgomery for approval of minutes (with any necessary changes) of the Regular Meeting on March 5, 2012. Motion Approved.

GUEST PRESENTATIONS

None

HOUSING & COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Melinda Thomas, Housing & Community Development Director, discussed the highlights of the H & CD Dept. Accomplishments/Status Report and provided additional information as follows:

- The twenty (20) foreclosed homes acquired and rehabilitated under Neighborhood Stabilization Program 1(NSP1) have all been sold or rented. The last of the 13 homes for sale was sold on March 23, 2012. We are using the proceeds (program income) from the sale of the homes to purchase additional homes. To date, two (2) homes have been acquired using Program Income from NSP1 and one (1) is currently being rehabilitated.
- Housing & Urban Development (HUD) recently selected Melbourne's NSP3 for review because the City had not drawn down any funds from the U. S. Treasury, creating doubt about the City's ability to meet production and expenditure goals. Staff assembled and e-mailed all materials requested by the firm contracted by HUD to conduct the review. During the scheduled follow-up telephone conference call, staff satisfactorily addressed all of the reviewer's questions regarding the City's NSP3 implementation plans.
- On the CDBG-Disaster Recovery Initiative Program (CDBG-R DRI 2), bids for Spain Outfall Drainage Basin, Phase II project were opened by the County on March 14, 2012 and contract award is pending to the lowest bidder, Masci General Contractor, Inc. The Shenandoah Drainage Improvement project was advertised for bids on March 29, 2012, and the due date for bids is April 30, 2012. Both projects were delayed because easements needed to be acquired prior to

implementing the projects. Since the CDBG-DRI grant contract with the State expires in June, the County plans to ask for an extension from the State for both projects.

- The City is applying for two (2) grants from the Florida Inland Navigation District (FIND) under the District's 2012 Waterways Assistance Program as follows:
 - The proposed Melbourne Harbor Channel Dredge Phase I project includes survey, design, engineering and permitting of Melbourne Harbor Channel to increase the depth and ease boat access between the Indian River Lagoon and Harbor.
 - The proposed Horse Creek project includes survey, design, engineering and permitting for the creation of a non-motorized boat launching site and dredging of Horse Creek. The nonmotorized boat launch site will be located on the 0.31 acre City-owned property located on Riverside Drive in Grandview Shores subdivision. The improvements will include a paved driveway and handicap parking, associated stormwater treatment, required landscaping, and a launch "ramp".

In response to a question by Mr. Humbert, Ms. Thomas said the search for funds for the EGRET study is still active.

Denise Carter, Assistant Housing & Community Development Director, updated the Board on the status of the following projects:

- Staff is preparing the 2012-2013 CDBG Action Plan. The second (and final) public hearing on the 2012-2013 Action Plan was advertised on March 24th in the Florida Today newspaper and will be held by City Council on April 24, 2012. To date, no comments have been received on the proposed Action Plan.
- The CDBG-R project is 100% complete and the grant is ready for closeout. Staff is preparing closeout documents that will be submitted to the U. S. Department of Housing and Urban Development on the completion of the Spain Phase I CDBG-R improvements.
- On March 27, 2012, HUD Section 108 Loan staff asked ten additional (10) questions on the Hyatt Place and City Centre Project. City staff and the developer are working together to prepare a response to HUD on their questions. Ms. Thomas added that although the questions cover a wide variety of areas, HUD is specifically interested in: how the project will be administered by city departments; the financing structure of the deal; ownership of the property on which the project will be constructed, how liens will be handled; and Hyatt Corporation's involvement with the project.

At the March CAB meeting, Mr. Ellebracht asked whether staff knew the number of people that apply for home modifications each year and the number of people that are actually assisted under the Space Coast Center for Independent Living (SCCIL) Home Modification Program. Ms. Carter said that she contacted the coordinator of the Home Modification Program and requested their program accomplishment data. She is still waiting on the information from SCCIL to be submitted to her as requested. Ms. Thomas mentioned that staff will follow-up to ascertain the information by the May CAB meeting.

CAB REPORTS

Mrs. Minus reported the following:

- Keep Brevard Beautiful Annual Trash Bash was held on Saturday, March 17th. The Trash Bash was well attended. About 70 people participated at two check-in sites that were located at Lipscomb Park and the Housing and Community Development Office. Ms. Minus praised Jennifer Thompson, Environmental Community Outreach Manager, on the successful coordination of the event and thanked Ms. Carter for her participation in the event.

- City Council Member, Kathy Meehan held a community meeting on March 29th at Greater Allen Chapel AME Church to provide updates to residents and listen to any concerns that people may have in the community.
- Mrs. Minus indicated that she voiced concerns about the condition of Brothers Park. The benches located near the playground need to be replaced. The tables located under the pavilion need to be painted. The quality of the paint used on the tables could be improved. The smaller pavilions have mildew stains and also need painting. Trash and litter was scattered throughout the park.
- Mrs. Minus also mentioned that there are no designated handicap parking spaces in the east parking lot of Brothers Park. She thought handicap parking was a part of the scope of work in the recently completed Brothers Park Pavilion and Sidewalk Improvement Project. Ms. Thomas said handicap parking spaces was not part of the scope of work.
- Mrs. Minus noted that birds nesting or roosting in the interior roof area of the pavilion at Riverview Park produce lots of droppings on the floor and tables beneath their perch. The pavilion also has mildew problems. Ms. Thomas informed the Board that transfer of Riverview Park from County to City ownership has not been finalized and encouraged Ms. Minus to call the Leisure Services Director concerning her observations and requests.

Mr. Humbert thanked Board members who attended the City Council meeting on March 27, 2012 for the Annual Board Report. Eric Ellebracht, Eva Mills, Michele Trotter and Carol Bush attended the meeting.

COMMUNICATIONS/CORRESPONDENCE/ANNOUNCEMENTS

Mrs. Minus said that the Melbourne Police and Community Relations Council meeting will be held on Thursday, April 12, 2012 at 7 P.M., at Carver Park Community Center.

ADJOURNMENT

Moved by Montgomery/Mills to adjourn. Motion carried.

The meeting adjourned at 8:05 PM.

Alta Freson

Alta Freson, Recording Secretary