

**City of Hollywood
Community Development Advisory Board
Regular Meeting Minutes
July 8, 2020**

The Community Development Advisory Board Meeting conducted a Virtual Advisory Board Meeting at 6:30 PM on Wednesday, July 8th using Communications Media Technology (“CMT”). Florida Governor Ron DeSantis issued Executive Order No. 20-69 pertaining to conducting local government meetings while under the public health emergency related to the Novel Coronavirus Disease 2019 (COVID-19). In accordance with this order and due to a prohibition on public access to City Hall because of the risk to public health, the City will be holding the meeting virtually.

1. CALL TO ORDER:

The City of Hollywood, Florida, held a virtual Community Development Advisory Board Meeting on July 8, 2020 via WebEx. The meeting was called to order by Chair, Marty Shuham, at 6:45 P.M.

2. ROLL CALL:

Present:

Phil de Souza
Kelly Edwards
Joann Fullington Reese
Ana Kairis
Jennifer Luciani
Siobhan McLaughlin
David Rosa
Marty Shuham
Milana Walter
Amber Yeisley

Absent:

STAFF:

Donna Biederman, Staff Liaison
Anthony Grisby, Interim Community Development Manager
Kevin Biederman, Vice Mayor

PUBLIC:

3. New Business:

➤ Introduction of New Board Members

Mr. Shuham asked for newly appointed CDAB members to introduce themselves. Mr. Rosa introduced himself, as did the rest of the board.

Mr. Shuham advised the board that Paola Adams resigned from the board.

Ms. Biederman advised that Vice Mayor Biederman was in attendance at the meeting.

Mr. Grisby was introduced to review affordable housing programs with the CDAB.

➤ Review of Affordable Housing Programs

Mr. Shuham asked Mr. Grisby from Community Development to take the floor for his presentation.

Mr. Grisby said that he believed it was important to review with the CDAB how the City handles development projects.

Mr. Grisby reviewed the City's process for Request for Proposals (RFP). He provided an example of an RFP, which includes developing, constructing and managing urban residential or mixed use projects. The City considers qualifications and experience, the development plan, financial plan, management plan and the benefit to the City.

Mr. Grisby reviewed an Unsolicited Proposal for Public Private Partnership whereby a developer approaches City staff. There is a \$25,000 fee for staff time to seek competing proposals. The City advertises and an evaluation committee ranks and scores proposals. He reviewed University Station, which is an example of an unsolicited proposal. He explained that the board is notified once federal funding is solicited.

Mr. Grisby reviewed requests for alternate or matching funding sources.

Mr. Grisby said that the purpose of this presentation is that staff may come before the board to recommend federal or state funding for development projects.

Mr. Shuham inquired of the timeframe within the process when the developer seeks funding from the City.

Mr. Grisby explained that the City gets together with other staff to determine the type of funding that would be best for the project. He then explained examples of regulatory requirements for Home and CDBG funding when it comes to development projects.

Mr. Shuham mentioned the University Station project and asked what the City Commission's direction was with regard to that project.

Mr. Grisby explained that the Commission was in favor of dedicating funding to the project if the developer was successful in securing the housing trust funds of 1M from Broward County. The 1M can be in the form of reduction in fees, dedicated funding, etc.

Mr. Shuham asked if the board had any questions.

Ms. Biederman announced that Siobhan McLaughlin had joined the meeting during the presentation.

Mr. Shuham thanked Mr. Grisby for his presentation and said that it was very helpful in understanding the process once the board is notified that state or federal funding is considered.

4. Old Business:

Mr. Shuham introduced Ms. Biederman to update the CDAB on COVID-related information regarding the CDBG public services funds. She explained that she sent each agency who was recommended funding a letter requesting their revised service numbers as a result of recommended CDAB funding. She presented the figures that were returned to her from the agencies. The only changes were the following:

- Covenant House requested \$15,000.00 to serve 50 clients and are able to serve 25 clients with the CDAB recommended \$8,682.00.
- Hispanic Unity requested \$27,750.00 to serve 20 students and are able to serve 17 students with the CDAB recommended \$17,705.00.
- NAMI requested \$21,000.00 to serve 500 clients and are able to serve 340 clients with the CDAB recommended \$14,318.00.
- Russell Life Skills and Reading Foundation requested \$35,460.00 to serve 381 students and are able to serve 185 students with the CDAB recommended \$23,182.00.
- Sweeteheartz Community Project requested \$35,000.00 to serve 50 clients and are able to serve 40 clients with the CDAB recommended \$20,250.00.
- Women in Distress requested \$40,000.00 to serve 40 clients and are able to serve 25 clients with the CDAB recommended \$22,525.00.

Ms. Biederman reviewed each agency's accommodations in their public services due to COVID-19.

Mr. Shuham inquired if Ms. Biederman had any concerns regarding their responses.

Ms. Biederman advised the board that she has no concerns at this time, but will make accommodations in their respective agreements and provide technical assistance as needed. She mentioned that while she has worked with Hispanic Unity for a long while, she was interested in monitoring the operation of childcare if the pandemic were to continue. She also mentioned that NAMI's serviceable clients is very ambitious, but the Executive Director assured staff that they would be able to manage the numbers.

Mr. Shuham asked if the board had any questions for Ms. Biederman.

Mr. Rosa thanked Ms. Biederman for this information, as it was extremely helpful.

There were no other questions.

5. Member Comments:

Ms. McLaughlin apologized to the board for being late, as she had trouble logging into the meeting. She wanted to note on the attendance sheet that some members may have had trouble logging in.

Mr. Shuham said that the City of Hollywood contracted with WebEx and all City meetings must be facilitated through WebEx.

Ms. Biederman said that Ms. McLaughlin was not penalized for her tardiness.

Ms. Biederman said that she begins the meeting 30 minutes in advance to make sure board members are able to log in with time to spare.

Mr. De Souza inquired about the resignation of Ms. Adams.

Ms. Biederman advised that Ms. Adams was having trouble attending the meetings, so she resigned.

Mr. De Souza asked if Ms. Adams was going to be replaced.

Mr. Shuham advised that the City Commission only appoints new members if a board has difficulty obtaining a quorum.

6. Staff Comments:

Mr. Grisby advised the board that staff has been working diligently on the Eviction Prevention Rent Mortgage and Utility Assistance Program. He advised how many applicants we have and the funding associated. He said that Hope South Florida has been very helpful in working with Community Development on the program.

Mr. Shuham said that hearing the details at the last meeting and thanked Anthony for keeping the board up to date.

Mr. Shuham said that seeing no other business before the board, he asked if there was a motion to adjourn.

7. Adjournment:

***A motion was made by Phil De Souza to adjourn the meeting at 8:03 PM and was seconded by David Rosa. The motion passed unanimously. ***