

1. Consideration of the Program Year 2025-2026 Annual Action Plan and recommendations of programs and activities to be funded by Community Development Block Grant (CDBG), first hearing.



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Scott Morgan, Interim City Manager

**THRU:** Ibis Camacho, Assistant Director, Community & Economic Development

**DATE:** April 3, 2025

**RE:** Consideration of the Program Year 2025-2026 Annual Action Plan and recommendations of programs and activities to be funded by Community Development Block Grant (CDBG), first hearing.

### SUMMARY:

For Program Year (PY) 2025-2026, the City anticipates receiving approximately \$776,641 in Community Development Block Grant (CDBG) funds from the U.S. Department of Housing & Urban Development (HUD) as a direct entitlement. The City of Palm Bay is an entitlement community and a member of the Brevard County Housing Consortium, along with Brevard County, Titusville, Cocoa, and Melbourne. Brevard County is the lead entity for the Consortium.

The use of CDBG funds must meet one (1) of the three (3) National Objectives: benefit low/moderate income persons; eliminate or prevent slums or blight; or meet urgent needs. HUD guidelines allow a maximum of 15 percent of CDBG funds to be allocated to public service agencies (providers) and a maximum of 20 percent of CDBG funds to be allocated for administration of the CDBG program.

All activities carried out with CDBG funds must be consistent with the priorities and needs of the City's adopted five (5) year Consolidated Plan. A one (1) year Action Plan (also known as Annual Action Plan) for the Program Year must be completed and submitted to HUD through Brevard County indicating how the Program Year funds will be expended to address the needs identified in the Consolidated Plan. Prior to submittal, a public comment period no less than 30 days and a second public hearing must be conducted. The PY 2025 Annual Action Plan must be submitted to Brevard County by August 1, 2025, for submission to HUD. This is a request for preliminary approval of projects and activities proposed for inclusion in the City's PY 2025 Community Development Block Grant (CDBG) Action Plan. To qualify for CDBG Entitlement funding from the U.S. Department of Housing & Urban Development (HUD), the City is required to annually submit an Action Plan to HUD and receive their approval to award funds for the agencies and projects contained herein. The CDBG allocations for PY 2025 have not yet been released. For planning purposes, staff has utilized the PY

2024 CDBG allocation amount of \$776,641. The funding amount will be adjusted upon receipt of the final allocation amount from HUD.

The Housing Division of the Community and Economic Development (CED) Department published a Request for Applications (RFA), accepting proposals from nonprofit agencies and City departments from December 6, 2024, through January 6, 2025. The City received ten (10) applications for public services and seven (7) applications for public facilities/improvements. The Housing Division staff reviewed all applications for completeness, eligibility, and consistency with the Consolidated Plan and presented staff recommendations to the Community Development Advisory Board (CDAB) during its regular meeting on February 19, 2025. The CDAB's award criteria for eligible projects and activities include demonstration of need; measurable outcomes; consolidated plan consistency; organizational capacity and capability; leveraging; financial capacity; and past performance. The CDAB agreed with staff's recommendation and recommend the same to City Council. The appeals process started on February 20, 2025, and ended on February 28, 2025. No letters of appeal were submitted to the City.

Aside from eligible administrative expenses for program administration and fair housing, the Action Plan proposes to fund six (6) public services agencies, three (3) public improvement (parks) projects, and one (1) project delivery activity (housing rehabilitation inspections). Summary profiles on all projects/activities are provided as an attachment. A worksheet showing the requested amounts and the CDAB and staff recommendations are also attached.

Two public hearings are required for final approval of the Action Plan and will return to City Council on July 3, 2025. The CDBG allocation for PY 2025-2026 (tentatively estimated at \$776,641) is recommended to be awarded for the below categories as follows:

Administration/Planning, includes Fair Housing (20% maximum):	\$155,328
Housing Rehabilitation Inspections (Project Delivery Costs):	\$101,017
Public Services (15% maximum):	\$116,496
Capital Improvement Projects:	\$403,800
<b>Total :</b>	<b>\$776,641</b>

Admin Activity	Project Description	Amount of Request	Staff Recommendation	CDAB Funding Recommendation
Administrative Costs	Salaries, Contracts Admin	\$151,328	\$151,328	\$151,328
Fair Housing	Fair Housing Education	\$4,000	\$4,000	\$4,000
Total		\$155,328	\$155,328	<b>\$155,328</b>

<b>Activity</b>	<b>Project Description</b>	<b>Amount of Request</b>	<b>Staff Recommendation</b>	<b>CDAB Funding Recommendation</b>
Housing Rehabilitation Inspections	Project Delivery Cost	\$101,017	\$101,017	<b>\$101,017</b>

\*\*Per HUD guidance CDBG funds may be used for inspections on HOME-funded projects.\*\*

<b>Public Services</b>	<b>Project Description</b>	<b>Amount of Request</b>	<b>Staff Recommendation</b>	<b>CDAB Funding Recommendation</b>
Catholic Charities	Homelessness Prevention Program to assist low-income households at risk of homelessness.	\$35,000	\$35,000	\$35,000
Club Esteem, Inc.	Academic and Personal Enrichment After-school and Summer Programs and services for children ages 6-19.	\$15,000	\$15,000	\$15,000
Greater Melbourne PAL	Mentoring Program designed to encourage and support long term relationships between adult role models.	\$23,800	\$21,119	\$21,119
Palm Bay Community & Economic Development Dept.	30-day bus passes to low-income Palm Bay residents.	\$9,324	\$9,324	\$9,324
Palm Bay Recreation Dept.	Summer camp scholarships for low-income persons.	\$102,620	\$14,934	\$14,934
South Brevard Women's Center, Inc.	Transitional Housing Program for victims of domestic violence.	\$34,675	\$21,119	\$21,119
Total				<b>\$116,496</b>

<b>Capital Improvements</b>	<b>Project Description</b>	<b>Amount of Request</b>	<b>Staff Recommendation</b>	<b>CDAB Funding Recommendation</b>
Parks & Facilities - Victoria Playground	Scope will include: City removal of the existing	\$210,000	\$210,000	\$210,000

and Sunshade Structure	playground and fall surface; install new play structure, rubber fall surface, swing set, fall surface, and border. Replace the sunshade structure with a new structure and shade covering.			
Parks & Facilities - Liberty Dugouts	Remove and replace 8 dugouts.	\$156,800	\$156,800	\$156,800
Parks & Facilities - Driskell Restrooms and Doors	Replace restroom doors and frames. Install floor and ceramic wall tile and new restroom wall partitions.	\$37,000	\$37,000	\$37,000
Total				\$403,800

**REQUESTING DEPARTMENT:**

Community & Economic Development

**FISCAL IMPACT:**

There is no fiscal impact in the current Fiscal Year 2024-2025. The Program Year 2025-2026 CDBG funding and all awards will be allocated/budgeted during the City's normal budget process for Fiscal Year 2025-2026.

**STAFF RECOMMENDATION:**

Motion to 1) conduct the first Public Hearing to obtain citizen input and comments on housing and community development needs; 2) approve recommendations on Program Year 2025 CDBG program funding; and 3) upon final allocation announced by HUD provide notice to solicit public comment and notice of final public hearing, scheduled for July 3, 2025.

**ATTACHMENTS:**

1. Florida Today Ad for this Public Hearing
2. Funding Worksheets showing CDAB and Staff Recommendations
3. Proposal Profile Booklet



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Scott Morgan, Interim City Manager

**THRU:** Ibis Camacho, Assistant Director, Community & Economic Development

**DATE:** April 3, 2025

**RE:** Consideration of the Program Year 2025-2026 Annual Action Plan and recommendations of programs and activities to be funded by Community Development Block Grant (CDBG), first hearing.

### SUMMARY:

For Program Year (PY) 2025-2026, the City anticipates receiving approximately \$776,641 in Community Development Block Grant (CDBG) funds from the U.S. Department of Housing & Urban Development (HUD) as a direct entitlement. The City of Palm Bay is an entitlement community and a member of the Brevard County Housing Consortium, along with Brevard County, Titusville, Cocoa, and Melbourne. Brevard County is the lead entity for the Consortium.

The use of CDBG funds must meet one (1) of the three (3) National Objectives: benefit low/moderate income persons; eliminate or prevent slums or blight; or meet urgent needs. HUD guidelines allow a maximum of 15 percent of CDBG funds to be allocated to public service agencies (providers) and a maximum of 20 percent of CDBG funds to be allocated for administration of the CDBG program.

All activities carried out with CDBG funds must be consistent with the priorities and needs of the City's adopted five (5) year Consolidated Plan. A one (1) year Action Plan (also known as Annual Action Plan) for the Program Year must be completed and submitted to HUD through Brevard County indicating how the Program Year funds will be expended to address the needs identified in the Consolidated Plan. Prior to submittal, a public comment period no less than 30 days and a second public hearing must be conducted. The PY 2025 Annual Action Plan must be submitted to Brevard County by August 1, 2025, for submission to HUD. This is a request for preliminary approval of projects and activities proposed for inclusion in the City's PY 2025 Community Development Block Grant (CDBG) Action Plan. To qualify for CDBG Entitlement funding from the U.S. Department of Housing & Urban Development (HUD), the City is required to annually submit an Action Plan to HUD and receive their approval to award funds for the agencies and projects contained herein. The CDBG allocations for PY 2025 have not yet been released. For planning purposes, staff has utilized the PY

2024 CDBG allocation amount of \$776,641. The funding amount will be adjusted upon receipt of the final allocation amount from HUD.

The Housing Division of the Community and Economic Development (CED) Department published a Request for Applications (RFA), accepting proposals from nonprofit agencies and City departments from December 6, 2024, through January 6, 2025. The City received ten (10) applications for public services and seven (7) applications for public facilities/improvements. The Housing Division staff reviewed all applications for completeness, eligibility, and consistency with the Consolidated Plan and presented staff recommendations to the Community Development Advisory Board (CDAB) during its regular meeting on February 19, 2025. The CDAB's award criteria for eligible projects and activities include demonstration of need; measurable outcomes; consolidated plan consistency; organizational capacity and capability; leveraging; financial capacity; and past performance. The CDAB agreed with staff's recommendation and recommend the same to City Council. The appeals process started on February 20, 2025, and ended on February 28, 2025. No letters of appeal were submitted to the City.

Aside from eligible administrative expenses for program administration and fair housing, the Action Plan proposes to fund six (6) public services agencies, three (3) public improvement (parks) projects, and one (1) project delivery activity (housing rehabilitation inspections). Summary profiles on all projects/activities are provided as an attachment. A worksheet showing the requested amounts and the CDAB and staff recommendations are also attached.

Two public hearings are required for final approval of the Action Plan and will return to City Council on July 3, 2025. The CDBG allocation for PY 2025-2026 (tentatively estimated at \$776,641) is recommended to be awarded for the below categories as follows:

Administration/Planning, includes Fair Housing (20% maximum):	\$155,328
Housing Rehabilitation Inspections (Project Delivery Costs):	\$101,017
Public Services (15% maximum):	\$116,496
Capital Improvement Projects:	\$403,800
<b>Total :</b>	<b>\$776,641</b>

<b>Admin Activity</b>	<b>Project Description</b>	<b>Amount of Request</b>	<b>Staff Recommendation</b>	<b>CDAB Funding Recommendation</b>
Administrative Costs	Salaries, Contracts Admin	\$151,328	\$151,328	\$151,328
Fair Housing	Fair Housing Education	\$4,000	\$4,000	\$4,000
Total		\$155,328	\$155,328	<b>\$155,328</b>

<b>Activity</b>	<b>Project Description</b>	<b>Amount of Request</b>	<b>Staff Recommendation</b>	<b>CDAB Funding Recommendation</b>
Housing Rehabilitation Inspections	Project Delivery Cost	\$101,017	\$101,017	<b>\$101,017</b>

\*\*Per HUD guidance CDBG funds may be used for inspections on HOME-funded projects.\*\*

<b>Public Services</b>	<b>Project Description</b>	<b>Amount of Request</b>	<b>Staff Recommendation</b>	<b>CDAB Funding Recommendation</b>
Catholic Charities	Homelessness Prevention Program to assist low-income households at risk of homelessness.	\$35,000	\$35,000	\$35,000
Club Esteem, Inc.	Academic and Personal Enrichment After-school and Summer Programs and services for children ages 6-19.	\$15,000	\$15,000	\$15,000
Greater Melbourne PAL	Mentoring Program designed to encourage and support long term relationships between adult role models.	\$23,800	\$21,119	\$21,119
Palm Bay Community & Economic Development Dept.	30-day bus passes to low-income Palm Bay residents.	\$9,324	\$9,324	\$9,324
Palm Bay Recreation Dept.	Summer camp scholarships for low-income persons.	\$102,620	\$14,934	\$14,934
South Brevard Women's Center, Inc.	Transitional Housing Program for victims of domestic violence.	\$34,675	\$21,119	\$21,119
Total				<b>\$116,496</b>

<b>Capital Improvements</b>	<b>Project Description</b>	<b>Amount of Request</b>	<b>Staff Recommendation</b>	<b>CDAB Funding Recommendation</b>
Parks & Facilities - Victoria Playground	Scope will include: City removal of the existing	\$210,000	\$210,000	\$210,000



and Sunshade Structure	playground and fall surface; install new play structure, rubber fall surface, swing set, fall surface, and border. Replace the sunshade structure with a new structure and shade covering.			
Parks & Facilities - Liberty Dugouts	Remove and replace 8 dugouts.	\$156,800	\$156,800	\$156,800
Parks & Facilities - Driskell Restrooms and Doors	Replace restroom doors and frames. Install floor and ceramic wall tile and new restroom wall partitions.	\$37,000	\$37,000	\$37,000
Total				\$403,800

**REQUESTING DEPARTMENT:**

Community & Economic Development

**FISCAL IMPACT:**

There is no fiscal impact in the current Fiscal Year 2024-2025. The Program Year 2025-2026 CDBG funding and all awards will be allocated/budgeted during the City's normal budget process for Fiscal Year 2025-2026.

**STAFF RECOMMENDATION:**

Motion to 1) conduct the first Public Hearing to obtain citizen input and comments on housing and community development needs; 2) approve recommendations on Program Year 2025 CDBG program funding; and 3) upon final allocation announced by HUD provide notice to solicit public comment and notice of final public hearing, scheduled for July 3, 2025.

**ATTACHMENTS:**

1. Florida Today Ad for this Public Hearing
2. Funding Worksheets showing CDAB and Staff Recommendations
3. Proposal Profile Booklet

# Ad Preview

Ad#11121524 03/18/2025  
PUBLIC NOTICE / CITY OF  
PALM BEACH  
COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM  
(CDBG) and  
HOME INVESTMENT PARTNER-  
SHIPS PROGRAM (HOME)  
PUBLIC HEARINGS ON CDBG  
AND HOME PROJECTS/ACTIVI-  
TIES  
PROPOSED FOR THE PY 2025

## ACTION PLAN

Notice is hereby given that the City of Palm Beach will conduct public hearings on 4/3/25, at 6:00 P.M. in City Hall Council Chambers, 120 Malabar Road, SE, Palm Beach, Florida. The purpose of the hearings are to receive comments and take preliminary action on Community Development Advisory Board recommendations to Council concerning CDBG and HOME projects/activities proposed for the PY 2025 Action Plan. The U.S. Department of Housing and Urban Development has not yet announced the PY 2025 award amounts but based on last year's awards, the City anticipates receiving \$776,641 in CDBG entitlement funds and \$227,234.16 in HOME funds for the program year that begins on 10/1/25.

**COMMUNITY DEVELOPMENT OBJECTIVES:** The overall purpose of the CDBG program is the development of viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low/moderate income.

**HOME INVESTMENT PARTNER-SHIPS PROGRAM OBJECTIVES:** The overall purpose of the HOME program is to provide decent affordable housing to persons of low/moderate income. The public comment period starts on March 18, 2025, through April 3, 2025. Comments provided during the comment period and at the public hearing will be considered and submitted to the U.S. Department of Housing and Urban Development (HUD) during the submission of the PY 2025 Action Plan.

All interested persons are invited and encouraged to attend the public hearings and make oral or written comments. In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should call Denise Carter at 952-3400 ext. 3408 or email [denise.carter@palmbeachflorida.org](mailto:denise.carter@palmbeachflorida.org) at least 48 hours prior to the meeting.



## Order Confirmation

Not an Invoice

Account Number:	1127256
Customer Name:	City Of Palm Bay
Customer Address:	City Of Palm Bay 120 Malabar Rd Se attn: Accounts Payable Palm Bay FL 32907-3009
Contact Name:	Angelica Collins
Contact Phone:	321-952-3427
Contact Email:	Angelica.Collins@palmabayflorida.org
PO Number:	

Date:	03/13/2025
Order Number:	11121524
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	71.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
BRE Brevard Florida Today	1	03/18/2025 - 03/18/2025	Public Notices
BRE floridatoday.com	1	03/18/2025 - 03/18/2025	Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$148.97
Tax Amount	\$0.00
Service Fee 3.99%	\$5.94
Cash/Check/ACH Discount	-\$5.94
Payment Amount by Cash/Check/ACH	\$148.97
Payment Amount by Credit Card	\$154.91

Order Confirmation Amount

\$148.97

# Ad Preview

Ad#11121524 03/18/2025  
PUBLIC NOTICE / CITY OF  
PALM BEACH  
COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM  
(CDBG) and  
HOME INVESTMENT PARTNER-  
SHIPS PROGRAM (HOME)  
PUBLIC HEARINGS ON CDBG  
AND HOME PROJECTS/ACTIVI-  
TIES  
PROPOSED FOR THE PY 2025

## ACTION PLAN

Notice is hereby given that the City of Palm Beach will conduct public hearings on 4/3/25, at 6:00 P.M. in City Hall Council Chambers, 120 Malabar Road, SE, Palm Beach, Florida. The purpose of the hearings are to receive comments and take preliminary action on Community Development Advisory Board recommendations to Council concerning CDBG and HOME projects/activities proposed for the PY 2025 Action Plan. The U.S. Department of Housing and Urban Development has not yet announced the PY 2025 award amounts but based on last year's awards, the City anticipates receiving \$776,641 in CDBG entitlement funds and \$227,234.16 in HOME funds for the program year that begins on 10/1/25.

**COMMUNITY DEVELOPMENT OBJECTIVES:** The overall purpose of the CDBG program is the development of viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low/moderate income.

**HOME INVESTMENT PARTNER-SHIPS PROGRAM OBJECTIVES:** The overall purpose of the HOME program is to provide decent affordable housing to persons of low/moderate income. The public comment period starts on March 18, 2025, through April 3, 2025. Comments provided during the comment period and at the public hearing will be considered and submitted to the U.S. Department of Housing and Urban Development (HUD) during the submission of the PY 2025 Action Plan.

All interested persons are invited and encouraged to attend the public hearings and make oral or written comments. In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should call Denise Carter at 952-3400 ext. 3408 or email [denise.carter@palmbeachflorida.org](mailto:denise.carter@palmbeachflorida.org) at least 48 hours prior to the meeting.



## Order Confirmation

Not an Invoice

Account Number:	1127256
Customer Name:	City Of Palm Bay
Customer Address:	City Of Palm Bay 120 Malabar Rd Se attn: Accounts Payable Palm Bay FL 32907-3009
Contact Name:	Angelica Collins
Contact Phone:	321-952-3427
Contact Email:	Angelica.Collins@palmabayflorida.org
PO Number:	

Date:	03/13/2025
Order Number:	11121524
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	71.0000
Height in Inches:	0.0000

Print

Product	#Insertions	Start - End	Category
BRE Brevard Florida Today	1	03/18/2025 - 03/18/2025	Public Notices
BRE floridatoday.com	1	03/18/2025 - 03/18/2025	Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$148.97
Tax Amount	\$0.00
Service Fee 3.99%	\$5.94
Cash/Check/ACH Discount	-\$5.94
Payment Amount by Cash/Check/ACH	\$148.97
Payment Amount by Credit Card	\$154.91

Order Confirmation Amount

\$148.97

## PY 2025 CDBG Funding Worksheet

[illegible]

PY 2025 CDBG Funding Worksheet

[illegible]

## PY 2025 CDBG Funding Worksheet

Organization & Project Name	Project Description	Amount of Request	Staff Recommendations	CDAB Funding Recommendations
<b>CAPITAL IMPROVEMENTS</b>				
Public Works - San Filippo Drive Sidewalk from Wichita Blvd. to Eldron Blvd.	This project involves the construction of an 8ft. wide sidewalk along the east side of San Filippo Drive, extending from Wichita Blvd. to Eldron Blvd.	\$300,000	\$0	\$0
Parks and Facilities - Victoria Playground and Sunshade Structure	Scope will include: City removal of the existing playground and fall surface; install new play structure, rubber fall surface, swing set, fall surface, and border. Replace the sunshade structure with a new structure and shade covering.	\$210,000	\$210,000	\$210,000
Parks and Facilities - Veterans Park Pavilions, Fencing & Lights	Install two (2) pavilions. Replace the tennis court lights with LED lights. Remove and replace fencing.	\$89,639.00	\$0.00	\$0.00
Parks and Facilities - Liberty Dugouts	Remove and replace 8 dugouts.	\$156,800.00	\$156,800.00	\$156,800.00
Parks and Facilities - Driskell Restrooms and Doors	Replace restroom doors and frames. Install floor and ceramic wall tile and new restroom wall partitions.	\$37,000.00	\$37,000.00	\$37,000.00
Parks and Facilities - Goode Park Dock and Captain House	Removal & replacement of the decking, bump rails, and hardware of the floating docks. Replace the windows with hurricane rated windows, install new hardiboard, exterior rated hurricane door, new cabinets, restroom and kitchen facets and sinks, bring restrooms update ADA code, install flooring, replace exhaust fans and vents, install handicap rails, and interior and exterior paint.	\$183,064.00	\$0.00	\$0.00
Parks and Facilities - Lagoon House Boatwalk and HVAC	Replace one 7.5 ton HVAC unit. Replace existing 210 feet of board walk with new to include all materials, sealing, removal of old structure with 100% inhouse labor.	\$53,142.00	\$0.00	\$0.00
<b>Total Capital Improvements</b>		<b>\$1,029,645.00</b>	<b>\$403,800.00</b>	<b>\$403,800</b>



# PY 2025 CDBG Funding Worksheet

[illegible]

PY 2025 CDBG Funding Worksheet									
--------------------------------	--	--	--	--	--	--	--	--	--

[illegible]

### PY 2025 CDBG Funding Worksheet

Organization & Project Name	Project Description	Amount of Request	Staff Recommendations	CDAB Funding Recommendations
<b>CAPITAL IMPROVEMENTS</b>				
Public Works - San Filippo Drive Sidewalk from Wichita Blvd. to Eldron Blvd.	This project involves the construction of an 8ft. wide sidewalk along the east side of San Filippo Drive, extending from Wichita Blvd. to Eldron Blvd.	\$300,000	\$0	\$0
Parks and Facilities - Victoria Playground and Sunshade Structure	Scope will include: City removal of the existing playground and fall surface; install new play structure, rubber fall surface, swing set, fall surface, and border. Replace the sunshade structure with a new structure and shade covering.	\$210,000	\$210,000	\$210,000
Parks and Facilities - Veterans Park Pavilions, Fencing & Lights	Install two (2) pavilions. Replace the tennis court lights with LED lights. Remove and replace fencing.	\$89,639.00	\$0.00	\$0.00
Parks and Facilities - Liberty Dugouts	Remove and replace 8 dugouts.	\$156,800.00	\$156,800.00	\$156,800.00
Parks and Facilities - Driskell Restrooms and Doors	Replace restroom doors and frames. Install floor and ceramic wall tile and new restroom wall partitions.	\$37,000.00	\$37,000.00	\$37,000.00
Parks and Facilities - Goode Park Dock and Captain House	Removal & replacement of the decking, bump rails, and hardware of the floating docks. Replace the windows with hurricane rated windows, install new hardiboard, exterior rated hurricane door, new cabinets, restroom and kitchen facets and sinks, bring restrooms update ADA code, install flooring, replace exhaust fans and vents, install handicap rails, and interior and exterior paint.	\$183,064.00	\$0.00	\$0.00
Parks and Facilities - Lagoon House Boatwalk and HVAC	Replace one 7.5 ton HVAC unit. Replace existing 210 feet of board walk with new to include all materials, sealing, removal of old structure with 100% inhouse labor.	\$53,142.00	\$0.00	\$0.00
<b>Total Capital Improvements</b>		<b>\$1,029,645.00</b>	<b>\$403,800.00</b>	<b>\$403,800</b>

# **FY 2025-2026**

## **CDBG Funding Proposals and Recommendations**

### **TABLE OF CONTENTS**

	<b>Page Number</b>
Request for CDAB and staff Recommendations for FY 2025-2026 CDBG funds	
CDBG Profiles – Public Services	2
CDBG Profiles – Public Improvements	12
CDBG Profiles - Administration	19
CDBG Profiles – Housing Rehabilitation	21

### **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC SERVICES**

---

**Agency Name:** Aging Matters in Brevard  
**Requested Amount:** \$27,898.85

**Introduction/Demonstration of Need:** Aging Matters in Brevard is seeking funds for its Meals on Wheels program which would deliver meals and safety checks to homebound seniors. The program serves seniors who are unable to shop or cook due to disabilities, providing not only essential nutrition to prevent health deterioration but also daily social contact from volunteers that reduces isolation and creates a profound, life-changing impact.

**# of Units of Service:** 58 unduplicated participants

**Description of Target Clientele:** aging adults 60 and older residing in Palm Bay

**Measurable Outcomes:** Increase from 75% to 78% the clients that will report eating more well-balanced meals; increase from 96% to 98% the clients who reports improved nutrition and ability to live independently; more than 95% of the clients will report feeling less lonely and isolated due to daily volunteer visits or lunch program.

**Consolidated Plan Consistency/Priorities:** MEDIUM -05A Senior Services

**Organizational Capacity and Capability:** Aging Matters initiated the Brevard Senior Nutrition Program in 1974, servicing all of Brevard through congregate sites and the Meals on Wheels program. The agency brought on board the Brevard Community Kitchen with a full staff in July 1992.

**Leverage/Match:** The agency will match/leverage \$40,682.88 in other sources restricted non-agency funds

**Staff Evaluation:** The agency has been previously funded with Palm Bay CDBG funds. In FY 23-24 Aging Matters expended \$27,900 and assisted 59 seniors out of 62 proposed participants, the agency expended the entire agreement amount. FY 23-24 monitoring had 2 concerns regarding recordkeeping (some clients files didn't have dates of services and CDBG self-certification forms), and CDBG accounts were not identified in the chart of accounts, budget and financial statements. The application packet is missing the national performance measurement form, and project staffing information is incomplete.

**Financial Capacity:** The Revenue and expenditures activity for FY 2024 (City of Palm Bay CDBG related expenditures were not identified yet).

Financial statements and the Independent Auditor's Reports as of December 31, 2024. Per the Independent Auditor's report, the financial statements present fairly, in all material respects, the financial position of the Organization as of December 31, 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the USA.

Note: during last year CDBG monitoring for FY 23-24 we had the same concern, that the agency must separate & identify City of Palm Bay's grant related expenses on their financials.

**Preliminary CDAB and Staff Recommendations for FY25-26 Action Plan: \$0.00**

**PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

**PUBLIC SERVICES**

---

**Agency Name:** Angels Bridging Gaps, Inc.

**Requested Amount:** \$35,625

**Introduction/Demonstration of Need:** Angels Bridging Gaps is seeking funding for its ABGworks Enrichment Program to provide enrichment activities for 30 teen/adult participants to attend various sessions ranging from social skills, arts, music, cooking, money management, job training and entrepreneurship skills. Program will also provide resources and wrap around support to the caregivers.

**# of Units of Service:** 30 unduplicated participants; \$1,187.50 per participant

**Description of Target Clientele:** persons with disabilities who reside in Palm Bay

**Measurable Outcomes:** Increase the number of participants that can afford attending the program. 90% the of participants will continue program participation. 10% of the participants will attend internship/OJT with collaboration of Vocational Rehabilitation program.

**Consolidated Plan Consistency/Priorities:** MEDIUM 05B Services for Persons with Disabilities 570.201

**Organizational Capacity and Capability:** The agency was founded in 2021.

**Leverage/Match:** Angels Bridging Gaps will provide \$45,327 towards the entire project

**Staff Evaluation:** This is the first time that the agency has applied for CDBG funds. The application packet is incomplete – missing certification regarding drug-free workplace requirements form, list of board members, staff resumes, project staffing information, the 990 form; the agency is not registered on sam.gov. The agency only submitted 4 copies of application packet instead of 5, didn't submit electronic copy of the application.

**Financial Capacity:** This Agency's Financials appear incomplete: Missing the 990 form Return of the Organization Exempt from Income Tax. The agency provided an IRS confirmation of the form 990-N was submitted for tax year 2023 on 8-12-2024, but no copy of the tax return was submitted.

The agency provided:

The Balance Sheet for 2024, and annual Cash flow Statement from June 1,2023 – May 31,2024 and the Profit & Lost statement for the period January 1 – December 31,2023.

The agency's financial statements (the Balance Sheet, the Cash Flow and the Profit & Lost statements) are not for the same fiscal year so when comparing different financial statements they should cover the exact time frames (e.g. month, quarter, or year) to ensure accurate analysis. Most accounting standards require comparisons be conducted for the same time periods.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$0.00**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC SERVICES**

---

**Agency Name:** Brevard Alzheimer's Foundation, Inc. (BAFI)

**Requested Amount:** \$30,000

**Introduction/Demonstration of Need:** BAFI is seeking funds for their Non-Emergency Medical

Transportation (NEMT) program to assist the residents of Palm Bay

**# of Units of Service:** 3000 trips, 131 unduplicated participants

**Description of Target Clientele:** Seniors, disabled, and low- income residents of the City of Palm Bay.

**Measurable Outcomes:** The NEMT program will provide 3,000 trips to Palm Bay residents. The trips are documented, and income is verified.

**Consolidated Plan Consistency/Priorities:** MEDIUM-05A Senior Services, MEDIUM-05E Transport

**Organizational Capacity and Capability:** The NEMT program has been around since 2008, and continues to grow as the need persists and continues to grow.

**Leverage/Match:** BAFI will provide \$365,554 match, consisting of Florida Department of Transportation, United Way, and Agency funds from fundraising.

**Staff Evaluation:** The Brevard Alzheimer's Foundation, Inc., has participated in the CDBG program over the last 3 years. The FY 24-25 CDBG Agreement expires on Sep 30, 2025. The agency has reported \$22,640 in expenditures out of \$25,080 in the agreement budget. 71 clients out of 130 projected clients was served. Agency submitted 3 invoices as of 1.22.25 and none of them has been approved. Staff reviewed reimbursement request #1 six (6) times before all the requested corrections were done. A meeting with the Director of Operations and Finance Coordinator was requested to discuss the changes needed on the payment request. Agency stated that they won't be able to meet this year agreement goal of servicing 130 clients.

**Financial Capacity:** Agency provided the financial statements as of June 30,2024 & 2023 and the Independent Auditor's report.

Per the Independent Auditor's report, the financial statements present fairly, in all material respects, the financial position of Brevard Alzheimer's foundation, as of June 30,2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the USA.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$0.00**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC SERVICES**

---

**Agency Name:** Catholic Charities of Central Florida, Inc.

**Requested Amount:** \$35,000.00

**Introduction/Demonstration of Need:** Catholic Charities is seeking funding for Homelessness Prevention Program to assist low-income households at risk of homelessness because of financial inability to pay first month rent, past due rent and/or utility costs. Agency would also provide case management.

**# of Units of Service:** 18 low-income Palm Bay households will receive one-time rent and/or utility assistance and case management, which includes creating a budget and referrals to other services or training.

**Description of Target Clientele:** Low-income Palm Bay residents at risk of homelessness

**Measurable Outcomes:** 18 of 18 (100%) low-income Palm Bay households remain in stable housing through financial support of rent and/or utilities.

**Consolidated Plan Consistency/Priorities:** MEDIUM 05Q Subsistence Payments

**Organizational Capacity and Capability:** Catholic Charities of Central Florida has over 61 years of experience serving people in need in the nine-county service area including Brevard County. Since the 1970's the agency has been providing financial assistance to low-income people throughout the nine counties.

**Leverage/Match:** Catholic Charities will provide \$8,750 in in-kind services including bookkeeping, program oversight, delivery of checks to landlord/utility company and other costs necessary to keep households in stable housing.

**Staff Evaluation:** Catholic Charities of Central Florida was awarded \$33,250 in FY 24-25 CDBG funding, as of January 15, 2025, agency has expended \$7,108.87 and assisted 3 persons out of 17 people proposed.

**Financial Capacity:** Financial statements and the Independent Auditor's report as of June 30, 2024. Per the Independent Auditor's report, the financial statements present fairly, in all material respects, the financial position of Catholic Charities of Central Florida and its affiliates as of June 30, 2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the USA.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$35,000**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC SERVICES**

---

**Agency Name:** Club Esteem, Inc.

**Requested Amount:** \$15,000

**Introduction/Demonstration of Need:** Club Esteem is seeking funding to provide structured, rigorous, yet fun and culturally sensitive, academic and personal enrichment after-school and summer programs and services for children ages 6-19 Monday through Thursday 2:30 PM to 6:30 PM; Friday 1:00PM to 5:30 PM. Summer programming hours are from 12:00 to 5:30 PM. Club Esteem's programs focus on mastery of academic skills, pro-social character development, and personal excellence.



**# of Units of Service:** Club Esteem aims to serve 45 participants; the cost per student is \$3,560.

**Description of Target Clientele:** low-income youth residing in Palm Bay. Typically, 81% of agency's students are from single-family homes, many are living with foster parents, grandparents and other relatives.

**Measurable Outcomes:** At least 45 Palm Bay children from low-mod income households increased their knowledge in math, reading, computer, English etc.

**Consolidated Plan Consistency/Priorities:** HIGH – 05D Youth Services

**Organizational Capacity and Capability:** Club Esteem has been a fixture in the community for 33 years. Club Esteem was founded by Gladys Williams in 1991 with 50 students meeting once a week at Brother's Park (now The Delta Life Development Center). In 2004 Club Esteem Youth and Family Center opened adjoining the Eddie Lee Taylor Sr. Community Center (formerly Lipscomb Park Community Center) at 3316 Monroe St. in Melbourne. Each year Club Esteem continues to experience growth (currently averaging 175 students served) and improve and expand their programs.

**Leverage/Match:** Agency will have a match of \$622,578 from unrestricted cash and in-kind goods and services.

**Staff Evaluation:** Club Esteem has not received City of Palm Bay CDBG funding in the past 5 years. Sam.gov registration wasn't provided but is active. The IRS 990 is for 2021 and was not the most recent statement. The agency didn't attend January 15, 2025, CDAB meeting.

**Financial Capacity:** The Accountant's Compilation report and the statements of Assets, Liabilities and net assets-modified cash basis as of June 30, 2024 & 2023, and the related statements of Revenue & Expenses and changes in net assets. Additionally, the agency provided: The Statement of Activity Report for period July 1, 2024 – January 2, 2025.

The Statement of Financial position as of January 2, 2025.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$15,000**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC SERVICES**

---

**Agency Name:** Conklin Davis Center for the Visually Impaired, Inc.

**Requested Amount:** \$35,000

**Introduction/Demonstration of Need:** The agency is seeking funding for Supportive Services for Blind and Visually Impaired Residents of Palm Bay to create suitable living environments by providing clients with a dedicated curriculum and support system that focuses on vocational training and employment, independent living skills, technology training, children's services, and a variety of additional community services including group activities, adjustment to blindness counseling, and more.

**# of Units of Service:** \$1,000 per person; 35 unduplicated Palm Bay residents

**Description of Target Clientele:** For Palm Bay residents who are blind or visually impaired the

cost per participant is estimated to be \$3,217, with \$1,000 funded by City of Palm Bay CDBG and \$2,215 funded through annual support from Florida's Division of Blind Services.

**Measurable Outcomes:** 100% of program participants will report increased confidence living with visual impairment, 100% will report improved independence; 100% will improve their mobility; 67% will improve their employable skills (a portion of the 35 clients are anticipated to be children who are too young to work).

**Consolidated Plan Consistency/Priorities:** MEDIUM - 05B Handicapped Services

**Organizational Capacity and Capability:** The agency has over 36 years of service for this population group. The President/CEO, Ronee David, has over 30 years of experience in the field of Blindness Rehabilitation as well as 24 years as President/CEO.

**Leverage/Match:** \$77,595 from other sources restricted non-agency funds

**Staff Evaluation:** The agency was awarded \$28,916 in FY 24-25 CDBG funding. As of January 23, 2025, the agency has not submitted any reports or reimbursement requests, and currently is not on track with expenditures per agreement.

**Financial Capacity:** Statement of Financial position as of June 30, 2023 and 2022, Cash Flow & Statement of activities and functional Activities for the year ended June 30, 2023

Per the Independent Auditor's report, the financial statements present fairly, in all material respects, the financial position of the Conklin Davis center, as of June 30, 2023 and 2022. The changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the USA.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$0.00**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC SERVICES**

---

**Agency Name:** Greater Melbourne Police Athletic League

**Requested Amount:** \$23,800.00

**Introduction/Demonstration of Need:** Agency is seeking funding for Melbourne PAL Youth Enrichment Mentoring Program for low to moderate income families in Palm Bay.

**# of Units of Service:** 28 Youth

**Description of Target Clientele:** The agency's community-based youth mentoring program is designed to encourage and support mutually beneficial, long-standing relationships between adult role models and the youth of the community.

**Measurable Outcomes:** 1) 90% Graduation Rates at all levels, 2) 0% Dropout Rate, 3) >80% Improve Attitudes and reduce repeated school discipline problems, 4) 80% of Seniors enroll in College or Vocational School.

**Consolidated Plan Consistency/Priorities:** HIGH – 05D Youth Services

**Organizational Capacity and Capability:** Marthenia Jones has been the Executive Director for more than -10 years and is responsible for executing all programs. The agency hires supplemental staff as required along with leveraging their large set of partner organizations as needed for mentors and other activities.

**Leverage/Match:** \$6,000 will be provided from unrestricted agency cash and in-kind goods and services

**Staff Evaluation:** The agency has received CDBG funding from the City of Palm Bay for the last two years. In both FY 2022-2023 and FY 2023-2024 their full allocation was expended and the targeted number of youths was served. FY 23-24 Monitoring revealed 3 concerns and no findings. Current FY24-25 CDBG Agreement – the agency expended \$6,800 out of \$22,950 and served 8 students out of projected 27. The application is missing an organizational chart.

**Financial Capacity:** The following documents were provided: Agency Accountant’s Compilation report, the statements of financial position as of September 30, 2024 & 2023 and the Statement of Activities (revenues & Expenses). Per the Compilation report the financial statements are prepared in accordance with accounting principles generally accepted in the United States of America.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$21,119**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC SERVICES**

---

**Agency Name:** Space Coast Area Transit (SCAT) Bus Voucher Program

**Requested Amount:** \$9,324

**Introduction/Demonstration of Need:** The City seeks funding to provide 30-day bus passes to low-income Palm Bay residents. For those low-income residents utilizing the bus service this would assist them with those costs and encourage other low-income residents who walk or ride a bike to take the bus.

**Units of Service:** the 30-day ride pass is \$42. Staff anticipates assisting 37 persons. By purchasing the vouchers in bulk, the city receives a 50 percent discounted price - \$21 per pass.

**Description of Target Clientele:** City staff intends to serve 37 persons. The cost per participant is \$21 for a 30-day ride per person/per month. The request is based on 37 persons with unlimited 30-day bus passes for 12 months (37 individuals x \$21 x 12 months=\$9,324).

**Measurable Outcomes:** Bus ridership for 30-day ride pass.

**Consolidated Plan Consistency/Priorities:** MEDIUM 05E Transportation Services

**Organizational Capacity and Capability:** City staff would manage this program

**Leverage/Match (how much additional funding is being dedicated to this project):** Staff costs would be utilized as leverage match.

**Staff Evaluation:** This program was funded for FY 23-24 and FY 24-25 and has been very successful, there is a high demand for this service in Palm Bay. In FY 23-24 staff was able to expend the entire \$9,093 allocation in 6 months and met the target of assisting 25 persons. FY 24-25 allocation was \$6,300, and as of January 23, 2025, 134 bus passes were distributed and \$4,200 expended.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$9,324**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC SERVICES**

---

**Agency Name:** City of Palm Bay Recreation Department

**Requested Amount:** \$102,620

**Introduction/Demonstration of Need:** The City of Palm Bay Recreation Department is seeking funding to provide scholarships for low-income youth attending Summer Camp. The Summer Fun Camp serves approximately 120 children (ages 6-12) and 13–15-year-olds as Counselors-in-Training. Scholarships aim to increase attendance and make the camp accessible to families in need by supplementing tuition costs. Funding will ensure all campers can participate in field trips and special weekly activities, creating an inclusive and enriching summer experience for every attendee. The camp would take place at 2 locations – Tony Rosa and Ted Whitlock Community centers.

**Units of Service:** \$114 per week per child

**Description of Target Clientele:** staff intends to serve 90 youth

**Consolidated Plan Consistency/Priorities:** HIGH – 05D Youth Services

**Leverage/Match (how much additional funding is being dedicated to this project):** Staff costs would be utilized as a leverage match.

**Staff Evaluation:** Summer camps provide supervised wholesome recreational and educational activities for children. Scholarships will be awarded to those low-income children who have no other financial means with which to afford the summer program.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$14,934**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC SERVICES**

---

**Agency Name:** South Brevard Women's Center

**Requested Amount:** \$34,675.00

**Introduction/Demonstration of Need:** The agency seeks funding for Transitional Housing Program for victims of domestic violence who are low-to moderate income families in Palm Bay. The program will provide apartment, case management, mental health counseling, financial assistance with childcare, transportation, and medical expenses, and access to the agency food bank which also includes hygiene and baby items.

**# of Units of Service:** \$95 unit cost includes a bed night with supportive services. The agency will provide 365 units per client. The goal is to assist 4 households/8-10 individuals (mother and children)

**Description of Target Clientele:** victims of domestic violence residing in Palm Bay

**Measurable Outcomes:** 4 households have more stable housing and increased assistance in becoming self-sufficient; 100% of clients have a secure, affordable place to sleep; increased number of families, 80% who exit the program transition into permanent housing as a result of having case management sessions; 80% of families have improved economic situations, as evidenced by increase in income and/or decrease in debt.

**Consolidated Plan Consistency/Priorities:** MEDIUM 05G – Battered and Abused Spouses

**Organizational Capacity and Capability:** The agency has nearly 50 years of experience in

executing all their programs and 21 years of experience owning and operating housing programs.

**Leverage/Match:** Agency will match \$97,900 or 74% of the total program budget

**Staff Evaluation:** The agency has received CDBG funding multiple times. In FY 22-23 and FY 23-24 SBWC was able to expend the entire CDBG allocation. In FY 23-24 the agency assisted 10 persons instead of targeted 11 and in FY 22-23 assisted 15 persons meeting the target of 10. FY 23-24 Monitoring didn't reveal any findings or concerns.

**Financial Capacity:** The Independent Auditor's Report for the years ended December 31, 2023 & 2022: this report stated that the financial statements present fairly, in all material respects, the financial position of the Center as of December 31, 2023 & 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in USA.

Statement of Financial Position, the Statement of Activities & the Cash flow statement for the years ended December 31, 2023 & 2022.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$21,119**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC IMPROVEMENTS**

---

**City of Palm Bay – Public Works Department, San Filippo Drive Sidewalk**

**Requested Amount:** \$300,000.00

**Introduction/Demonstration of Need:** Public Works is seeking funding for construction of sidewalks as follows: Construct 8' sidewalk along the east side of San Filippo Boulevard from Wichita Blvd to Eldron Blvd, approximately 0.65 miles. The sidewalk extension will enhance pedestrian safety, provide improved pedestrian access to Bill Madden Park, and address community development needs.

**Description of Target Area:** Census Tract 071339 Block Group 1, 2 and 3.  
Total low-mod income percentage is 43%.

**Consolidated Plan Consistency/Priorities:** High – 03L Sidewalks

**Leverage/Match:** \$400,000 pending Council approval

**Staff Evaluation:** New census data shows that this area no longer meets the 51% low to moderate income area benefit requirement, so no CDBG funds can be spent on this project.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$0.00**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC IMPROVEMENTS**

---

### **City of Palm Bay – Parks and Facilities, Victoria Playground and Sunshade**

**Requested Amount:** \$210,000

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for Victoria Park playground and sunshade structure improvements. The scope will include removal of the existing playground and fall surface, contractor will install new playground structure, rubber fall surface, swing set, fall surface, and border. The improvement will also involve replacing the Sunshade structure with a new structure and shade covering.

**Description of Target Area:** Census Tract 065123 Block Groups 1 and 2.  
Total low-mod income percentage is 78%

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Project Priority:** # 1

**Leverage/match:** The City will leverage \$23,292 by utilizing in house labor to remove and dispose of the existing structures and surfacing.

**Staff Evaluation:** The playground equipment is showing signs of aging and rusting. The shade structure covering is torn. Park improvement projects deliver a number of benefits, impacting community health, environmental well-being, economic vitality, and social cohesion. These improvements are needed and necessary to improve and sustain the park facility. This project is shovel ready and the estimated time to complete is 90 days from permitting.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$210,000**

## PROPOSAL PROFILES PROGRAM YEAR 2025-2026

### PUBLIC IMPROVEMENTS

---

#### City of Palm Bay – Parks and Facilities, Veterans Park Pavilions, Fencing & Lights

**Requested Amount:** \$89,639

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for installation of 2 pavilions, replacement of tennis court lights, removal and replacement of fencing. The city already owns the materials for the structures, the old pavilions have already been removed. The tennis court lights will be replaced with LED light emitting diodes to reduce energy consumption and improve light levels. The fencing will be removed and replaced to include 3 new entrance gates.

**Description of Target Area:** Census Tract 065201 Block Groups 1, 2 and 3.  
Total low-mod income percentage is 54%.

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Project Priority:** # 2

**Leverage/match:** The City will leverage \$51,644 in labor and materials.

**Staff Evaluation:** Park improvement projects deliver a multitude of benefits, impacting community health, environmental well-being, economic vitality, and social cohesion. These improvements enhance the quality of life for residents and contribute to a more vibrant and sustainable environment. These improvements are needed and necessary to improve and sustain the park facility.

Because the census data changed for this park, staff was still verifying the census data and was not able to finalize the eligibility for this park before the funding committee met. This park is eligible for the CDBG funds. This project is shovel ready and the estimated time to complete is 90 days from permitting.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan:** \$0,00



## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC IMPROVEMENTS**

---

### **City of Palm Bay – Parks and Facilities, Liberty Park Dugouts**

**Requested Amount:** \$156,000

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for Liberty Park improvements as follows: remove and replace 8 dugouts at softball fields.

**Description of Target Area:** Census Tract 071341 Block Group 3, 58.7% low-income.

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Project Priority:** # 3

**Leverage/match:** The City will leverage \$34,156 in labor.

**Staff Evaluation:** Park improvement projects deliver a multitude of benefits, impacting community health, environmental well-being, economic vitality, and social cohesion. These improvements enhance the quality of life for residents and contribute to a more vibrant and sustainable environment. These improvements are needed and necessary to improve and sustain the park facility.

The project is shovel ready and the estimated time to complete is 90 days from permitting

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$156,000**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC IMPROVEMENTS**

---

### **City of Palm Bay – Parks Department, Driskell Memorial Park Restrooms**

**Requested Amount:** \$37,000

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for Driskell Park improvements as follows: replace restrooms doors and frames that are past their useful life; install floor and ceramic wall tile and new restroom wall partition fixtures.

**Description of Target Area:** Census Tract 065123 Block Groups 1 and 2.  
Total low-mod income percentage is 78%

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Project Priority:** # 4

**Leverage/match:** The City will leverage \$19,790 in labor.

**Staff Evaluation:** Park improvement projects deliver a multitude of benefits, impacting community health, environmental well-being, economic vitality, and social cohesion. These improvements enhance the quality of life for residents and contribute to a more vibrant and sustainable environment. These improvements are needed and necessary to improve and sustain the park facility.  
The project is shovel ready and the estimated time to complete is 90 days from groundbreaking.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$37,000**

## PROPOSAL PROFILES PROGRAM YEAR 2025-2026

### PUBLIC IMPROVEMENTS

---

**City of Palm Bay – Parks Department, Goode Park Dock and Captain House**

**Requested Amount:** \$183,064.00

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for removal and replacement of the decking, bump rails and hardware of the floating docks at Goode Park boat ramp. The Captain House project will include replacing windows with hurricane rated windows, installation of new hardboard, exterior rated hurricane door, new cabinets, restroom and kitchen facets and sinks, bringing restrooms to ADA code, installing flooring, replacing exhaust fans and vents, installing handicap rails, interior and exterior paint.

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Description of Target Area:** Census Tract 65123 Block Group 2; Census Tract 65201 Block Group 1,2, and 4.

Total low-mod income percentage is 49%.

**Project Priority:** #5

**Leverage/match:** The City will leverage \$250,673 in labor and design costs.

**Staff Evaluation:** This park doesn't meet the 51% low to moderate income service area requirement, therefore CDBG funds cannot be spent on this project.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan:** \$0.00

## PROPOSAL PROFILES PROGRAM YEAR 2025-2026

### PUBLIC IMPROVEMENTS

---

**City of Palm Bay – Parks Department, Lagoon House Boat walk and HVAC**

**Requested Amount:** \$53,142.00

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for replacing one 7.5 ton HVAC unit, replacing existing 210 feet board walk with new to include all materials, sealing, removal of old structure.

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Description of Target Area:** Census Tract 65123 Block Group 1.  
Total low-mod population is 92%.

**Project Priority:** #5

**Leverage/match:** The City will leverage \$250,673 in labor and design costs.

**Staff Evaluation:** Initially we thought that this park did not qualify for CDBG funding. After reviewing the data further, it does qualify for CDBG funding, however, no more CDBG funds are available to fund this request.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan:** \$0.00

## ADMINISTRATION

---

**City of Palm Bay – Housing and Community Development Division, Program Administration**

**Requested Amount:** \$151,328.00

**Introduction/Demonstration of Need:** Funding for general administration, planning, and oversight associated with the management of the Community Development Block Grant Program. CDBG regulations allow the City to use up to 20% of its grant to pay program administration expenses.

Program administration is part and parcel of delivering quality services under CDBG Program. Staff capacity is a key factor in HUD's assessment of the City's ability to manage CDBG funds.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$151,328**

## PROPOSAL PROFILES PROGRAM YEAR 2025-2026 ADMINISTRATION

---

**City of Palm Bay – Housing and Community Development Division, Fair Housing**

**Requested Amount: \$4,000.00**

**Introduction/Demonstration of Need:** This request for funding is to undertake fair housing education and outreach activities for the benefit of the residents of Palm Bay. City staff proposes to work closely with the Brevard County HOME Consortium to identify the most efficient ways to educate the public and promote awareness of fair housing in our community. HUD requires, as a condition of receipt of CDBG and HOME Investment Partnerships Program funds, the entitlement communities “affirmatively further fair housing”. City staff recommends partnering with the Brevard County HOME Consortium to implement this activity.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$4,000**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 HOUSING REHABILITATION**

---

**City of Palm Bay – Housing and Community Development Division, Housing Rehabilitation  
Activity Delivery Costs- In house or by outside contractor**

**Requested Amount: \$101,017.00**

**Introduction/Demonstration of Need:** City staff is seeking CDBG funds to charge the activity delivery costs for housing inspections to the CDBG and HOME Programs.

**Staff Evaluation:** An increase in housing projects, re-occurring grant expenditure deadlines, along with annual monitoring of rental housing projects, and inspection and assistance with the housing non-profit projects have all contributed to the need for the housing rehabilitation program to maintain the Housing Rehabilitation activity delivery cost for housing services.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$101,017**

# **FY 2025-2026**

## **CDBG Funding Proposals and Recommendations**

### **TABLE OF CONTENTS**

	<b>Page Number</b>
Request for CDAB and staff Recommendations for FY 2025-2026 CDBG funds	
CDBG Profiles – Public Services	2
CDBG Profiles – Public Improvements	12
CDBG Profiles - Administration	19
CDBG Profiles – Housing Rehabilitation	21

### **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC SERVICES**

---



**Agency Name:** Aging Matters in Brevard  
**Requested Amount:** \$27,898.85

**Introduction/Demonstration of Need:** Aging Matters in Brevard is seeking funds for its Meals on Wheels program which would deliver meals and safety checks to homebound seniors. The program serves seniors who are unable to shop or cook due to disabilities, providing not only essential nutrition to prevent health deterioration but also daily social contact from volunteers that reduces isolation and creates a profound, life-changing impact.

**# of Units of Service:** 58 unduplicated participants

**Description of Target Clientele:** aging adults 60 and older residing in Palm Bay

**Measurable Outcomes:** Increase from 75% to 78% the clients that will report eating more well-balanced meals; increase from 96% to 98% the clients who reports improved nutrition and ability to live independently; more than 95% of the clients will report feeling less lonely and isolated due to daily volunteer visits or lunch program.

**Consolidated Plan Consistency/Priorities:** MEDIUM -05A Senior Services

**Organizational Capacity and Capability:** Aging Matters initiated the Brevard Senior Nutrition Program in 1974, servicing all of Brevard through congregate sites and the Meals on Wheels program. The agency brought on board the Brevard Community Kitchen with a full staff in July 1992.

**Leverage/Match:** The agency will match/leverage \$40,682.88 in other sources restricted non-agency funds

**Staff Evaluation:** The agency has been previously funded with Palm Bay CDBG funds. In FY 23-24 Aging Matters expended \$27,900 and assisted 59 seniors out of 62 proposed participants, the agency expended the entire agreement amount. FY 23-24 monitoring had 2 concerns regarding recordkeeping (some clients files didn't have dates of services and CDBG self-certification forms), and CDBG accounts were not identified in the chart of accounts, budget and financial statements. The application packet is missing the national performance measurement form, and project staffing information is incomplete.

**Financial Capacity:** The Revenue and expenditures activity for FY 2024 (City of Palm Bay CDBG related expenditures were not identified yet).

Financial statements and the Independent Auditor's Reports as of December 31, 2024. Per the Independent Auditor's report, the financial statements present fairly, in all material respects, the financial position of the Organization as of December 31, 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the USA.

Note: during last year CDBG monitoring for FY 23-24 we had the same concern, that the agency must separate & identify City of Palm Bay's grant related expenses on their financials.

**Preliminary CDAB and Staff Recommendations for FY25-26 Action Plan: \$0.00**

**PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

**PUBLIC SERVICES**

---

**Agency Name:** Angels Bridging Gaps, Inc.

**Requested Amount:** \$35,625

**Introduction/Demonstration of Need:** Angels Bridging Gaps is seeking funding for its ABGworks Enrichment Program to provide enrichment activities for 30 teen/adult participants to attend various sessions ranging from social skills, arts, music, cooking, money management, job training and entrepreneurship skills. Program will also provide resources and wrap around support to the caregivers.

**# of Units of Service:** 30 unduplicated participants; \$1,187.50 per participant

**Description of Target Clientele:** persons with disabilities who reside in Palm Bay

**Measurable Outcomes:** Increase the number of participants that can afford attending the program. 90% the of participants will continue program participation. 10% of the participants will attend internship/OJT with collaboration of Vocational Rehabilitation program.

**Consolidated Plan Consistency/Priorities:** MEDIUM 05B Services for Persons with Disabilities 570.201

**Organizational Capacity and Capability:** The agency was founded in 2021.

**Leverage/Match:** Angels Bridging Gaps will provide \$45,327 towards the entire project

**Staff Evaluation:** This is the first time that the agency has applied for CDBG funds. The application packet is incomplete – missing certification regarding drug-free workplace requirements form, list of board members, staff resumes, project staffing information, the 990 form; the agency is not registered on sam.gov. The agency only submitted 4 copies of application packet instead of 5, didn't submit electronic copy of the application.

**Financial Capacity:** This Agency's Financials appear incomplete: Missing the 990 form Return of the Organization Exempt from Income Tax. The agency provided an IRS confirmation of the form 990-N was submitted for tax year 2023 on 8-12-2024, but no copy of the tax return was submitted.

The agency provided:

The Balance Sheet for 2024, and annual Cash flow Statement from June 1,2023 – May 31,2024 and the Profit & Lost statement for the period January 1 – December 31,2023.

The agency's financial statements (the Balance Sheet, the Cash Flow and the Profit & Lost statements) are not for the same fiscal year so when comparing different financial statements they should cover the exact time frames (e.g. month, quarter, or year) to ensure accurate analysis. Most accounting standards require comparisons be conducted for the same time periods.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$0.00**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC SERVICES**

---

**Agency Name:** Brevard Alzheimer's Foundation, Inc. (BAFI)

**Requested Amount:** \$30,000

**Introduction/Demonstration of Need:** BAFI is seeking funds for their Non-Emergency Medical

Transportation (NEMT) program to assist the residents of Palm Bay

**# of Units of Service:** 3000 trips, 131 unduplicated participants

**Description of Target Clientele:** Seniors, disabled, and low- income residents of the City of Palm Bay.

**Measurable Outcomes:** The NEMT program will provide 3,000 trips to Palm Bay residents. The trips are documented, and income is verified.

**Consolidated Plan Consistency/Priorities:** MEDIUM-05A Senior Services, MEDIUM-05E Transport

**Organizational Capacity and Capability:** The NEMT program has been around since 2008, and continues to grow as the need persists and continues to grow.

**Leverage/Match:** BAFI will provide \$365,554 match, consisting of Florida Department of Transportation, United Way, and Agency funds from fundraising.

**Staff Evaluation:** The Brevard Alzheimer's Foundation, Inc., has participated in the CDBG program over the last 3 years. The FY 24-25 CDBG Agreement expires on Sep 30, 2025. The agency has reported \$22,640 in expenditures out of \$25,080 in the agreement budget. 71 clients out of 130 projected clients was served. Agency submitted 3 invoices as of 1.22.25 and none of them has been approved. Staff reviewed reimbursement request #1 six (6) times before all the requested corrections were done. A meeting with the Director of Operations and Finance Coordinator was requested to discuss the changes needed on the payment request. Agency stated that they won't be able to meet this year agreement goal of servicing 130 clients.

**Financial Capacity:** Agency provided the financial statements as of June 30,2024 & 2023 and the Independent Auditor's report.

Per the Independent Auditor's report, the financial statements present fairly, in all material respects, the financial position of Brevard Alzheimer's foundation, as of June 30,2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the USA.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$0.00**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC SERVICES**

---

**Agency Name:** Catholic Charities of Central Florida, Inc.

**Requested Amount:** \$35,000.00

**Introduction/Demonstration of Need:** Catholic Charities is seeking funding for Homelessness Prevention Program to assist low-income households at risk of homelessness because of financial inability to pay first month rent, past due rent and/or utility costs. Agency would also provide case management.

**# of Units of Service:** 18 low-income Palm Bay households will receive one-time rent and/or utility assistance and case management, which includes creating a budget and referrals to other services or training.

**Description of Target Clientele:** Low-income Palm Bay residents at risk of homelessness

**Measurable Outcomes:** 18 of 18 (100%) low-income Palm Bay households remain in stable housing through financial support of rent and/or utilities.

**Consolidated Plan Consistency/Priorities:** MEDIUM 05Q Subsistence Payments

**Organizational Capacity and Capability:** Catholic Charities of Central Florida has over 61 years of experience serving people in need in the nine-county service area including Brevard County. Since the 1970's the agency has been providing financial assistance to low-income people throughout the nine counties.

**Leverage/Match:** Catholic Charities will provide \$8,750 in in-kind services including bookkeeping, program oversight, delivery of checks to landlord/utility company and other costs necessary to keep households in stable housing.

**Staff Evaluation:** Catholic Charities of Central Florida was awarded \$33,250 in FY 24-25 CDBG funding, as of January 15, 2025, agency has expended \$7,108.87 and assisted 3 persons out of 17 people proposed.

**Financial Capacity:** Financial statements and the Independent Auditor's report as of June 30, 2024. Per the Independent Auditor's report, the financial statements present fairly, in all material respects, the financial position of Catholic Charities of Central Florida and its affiliates as of June 30, 2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the USA.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$35,000**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC SERVICES**

---

**Agency Name:** Club Esteem, Inc.

**Requested Amount:** \$15,000

**Introduction/Demonstration of Need:** Club Esteem is seeking funding to provide structured, rigorous, yet fun and culturally sensitive, academic and personal enrichment after-school and summer programs and services for children ages 6-19 Monday through Thursday 2:30 PM to 6:30 PM; Friday 1:00PM to 5:30 PM. Summer programming hours are from 12:00 to 5:30 PM. Club Esteem's programs focus on mastery of academic skills, pro-social character development, and personal excellence.

**# of Units of Service:** Club Esteem aims to serve 45 participants; the cost per student is \$3,560.

**Description of Target Clientele:** low-income youth residing in Palm Bay. Typically, 81% of agency's students are from single-family homes, many are living with foster parents, grandparents and other relatives.

**Measurable Outcomes:** At least 45 Palm Bay children from low-mod income households increased their knowledge in math, reading, computer, English etc.

**Consolidated Plan Consistency/Priorities:** HIGH – 05D Youth Services

**Organizational Capacity and Capability:** Club Esteem has been a fixture in the community for 33 years. Club Esteem was founded by Gladys Williams in 1991 with 50 students meeting once a week at Brother's Park (now The Delta Life Development Center). In 2004 Club Esteem Youth and Family Center opened adjoining the Eddie Lee Taylor Sr. Community Center (formerly Lipscomb Park Community Center) at 3316 Monroe St. in Melbourne. Each year Club Esteem continues to experience growth (currently averaging 175 students served) and improve and expand their programs.

**Leverage/Match:** Agency will have a match of \$622,578 from unrestricted cash and in-kind goods and services.

**Staff Evaluation:** Club Esteem has not received City of Palm Bay CDBG funding in the past 5 years. Sam.gov registration wasn't provided but is active. The IRS 990 is for 2021 and was not the most recent statement. The agency didn't attend January 15, 2025, CDAB meeting.

**Financial Capacity:** The Accountant's Compilation report and the statements of Assets, Liabilities and net assets-modified cash basis as of June 30, 2024 & 2023, and the related statements of Revenue & Expenses and changes in net assets. Additionally, the agency provided: The Statement of Activity Report for period July 1, 2024 – January 2, 2025.

The Statement of Financial position as of January 2, 2025.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$15,000**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC SERVICES**

---

**Agency Name:** Conklin Davis Center for the Visually Impaired, Inc.

**Requested Amount:** \$35,000

**Introduction/Demonstration of Need:** The agency is seeking funding for Supportive Services for Blind and Visually Impaired Residents of Palm Bay to create suitable living environments by providing clients with a dedicated curriculum and support system that focuses on vocational training and employment, independent living skills, technology training, children's services, and a variety of additional community services including group activities, adjustment to blindness counseling, and more.

**# of Units of Service:** \$1,000 per person; 35 unduplicated Palm Bay residents

**Description of Target Clientele:** For Palm Bay residents who are blind or visually impaired the

cost per participant is estimated to be \$3,217, with \$1,000 funded by City of Palm Bay CDBG and \$2,215 funded through annual support from Florida's Division of Blind Services.

**Measurable Outcomes:** 100% of program participants will report increased confidence living with visual impairment, 100% will report improved independence; 100% will improve their mobility; 67% will improve their employable skills (a portion of the 35 clients are anticipated to be children who are too young to work).

**Consolidated Plan Consistency/Priorities:** MEDIUM - 05B Handicapped Services

**Organizational Capacity and Capability:** The agency has over 36 years of service for this population group. The President/CEO, Ronee David, has over 30 years of experience in the field of Blindness Rehabilitation as well as 24 years as President/CEO.

**Leverage/Match:** \$77,595 from other sources restricted non-agency funds

**Staff Evaluation:** The agency was awarded \$28,916 in FY 24-25 CDBG funding. As of January 23, 2025, the agency has not submitted any reports or reimbursement requests, and currently is not on track with expenditures per agreement.

**Financial Capacity:** Statement of Financial position as of June 30, 2023 and 2022, Cash Flow & Statement of activities and functional Activities for the year ended June 30, 2023

Per the Independent Auditor's report, the financial statements present fairly, in all material respects, the financial position of the Conklin Davis center, as of June 30, 2023 and 2022. The changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the USA.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$0.00**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC SERVICES**

---

**Agency Name:** Greater Melbourne Police Athletic League

**Requested Amount:** \$23,800.00

**Introduction/Demonstration of Need:** Agency is seeking funding for Melbourne PAL Youth Enrichment Mentoring Program for low to moderate income families in Palm Bay.

**# of Units of Service:** 28 Youth

**Description of Target Clientele:** The agency's community-based youth mentoring program is designed to encourage and support mutually beneficial, long-standing relationships between adult role models and the youth of the community.

**Measurable Outcomes:** 1) 90% Graduation Rates at all levels, 2) 0% Dropout Rate, 3) >80% Improve Attitudes and reduce repeated school discipline problems, 4) 80% of Seniors enroll in College or Vocational School.

**Consolidated Plan Consistency/Priorities:** HIGH – 05D Youth Services

**Organizational Capacity and Capability:** Marthenia Jones has been the Executive Director for more than -10 years and is responsible for executing all programs. The agency hires supplemental staff as required along with leveraging their large set of partner organizations as needed for mentors and other activities.

**Leverage/Match:** \$6,000 will be provided from unrestricted agency cash and in-kind goods and services

**Staff Evaluation:** The agency has received CDBG funding from the City of Palm Bay for the last two years. In both FY 2022-2023 and FY 2023-2024 their full allocation was expended and the targeted number of youths was served. FY 23-24 Monitoring revealed 3 concerns and no findings. Current FY24-25 CDBG Agreement – the agency expended \$6,800 out of \$22,950 and served 8 students out of projected 27. The application is missing an organizational chart.

**Financial Capacity:** The following documents were provided: Agency Accountant’s Compilation report, the statements of financial position as of September 30,2024 & 2023 and the Statement of Activities (revenues & Expenses). Per the Compilation report the financial statements are prepared in accordance with accounting principles generally accepted in the United States of America.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$21,119**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC SERVICES**

---

**Agency Name:** Space Coast Area Transit (SCAT) Bus Voucher Program

**Requested Amount:** \$9,324

**Introduction/Demonstration of Need:** The City seeks funding to provide 30-day bus passes to low-income Palm Bay residents. For those low-income residents utilizing the bus service this would assist them with those costs and encourage other low-income residents who walk or ride a bike to take the bus.

**Units of Service:** the 30-day ride pass is \$42. Staff anticipates assisting 37 persons. By purchasing the vouchers in bulk, the city receives a 50 percent discounted price - \$21 per pass.

**Description of Target Clientele:** City staff intends to serve 37 persons. The cost per participant is \$21 for a 30-day ride per person/per month. The request is based on 37 persons with unlimited 30-day bus passes for 12 months (37 individuals x \$21 x 12 months=\$9,324).

**Measurable Outcomes:** Bus ridership for 30-day ride pass.

**Consolidated Plan Consistency/Priorities:** MEDIUM 05E Transportation Services

**Organizational Capacity and Capability:** City staff would manage this program

**Leverage/Match (how much additional funding is being dedicated to this project):** Staff costs would be utilized as leverage match.

**Staff Evaluation:** This program was funded for FY 23-24 and FY 24-25 and has been very successful, there is a high demand for this service in Palm Bay. In FY 23-24 staff was able to expend the entire \$9,093 allocation in 6 months and met the target of assisting 25 persons. FY 24-25 allocation was \$6,300, and as of January 23, 2025, 134 bus passes were distributed and \$4,200 expended.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$9,324**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC SERVICES**

---

**Agency Name:** City of Palm Bay Recreation Department

**Requested Amount:** \$102,620

**Introduction/Demonstration of Need:** The City of Palm Bay Recreation Department is seeking funding to provide scholarships for low-income youth attending Summer Camp. The Summer Fun Camp serves approximately 120 children (ages 6-12) and 13–15-year-olds as Counselors-in-Training. Scholarships aim to increase attendance and make the camp accessible to families in need by supplementing tuition costs. Funding will ensure all campers can participate in field trips and special weekly activities, creating an inclusive and enriching summer experience for every attendee. The camp would take place at 2 locations – Tony Rosa and Ted Whitlock Community centers.

**Units of Service:** \$114 per week per child

**Description of Target Clientele:** staff intends to serve 90 youth

**Consolidated Plan Consistency/Priorities:** HIGH – 05D Youth Services

**Leverage/Match (how much additional funding is being dedicated to this project):** Staff costs would be utilized as a leverage match.



**Staff Evaluation:** Summer camps provide supervised wholesome recreational and educational activities for children. Scholarships will be awarded to those low-income children who have no other financial means with which to afford the summer program.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$14,934**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC SERVICES**

---

**Agency Name:** South Brevard Women's Center

**Requested Amount:** \$34,675.00

**Introduction/Demonstration of Need:** The agency seeks funding for Transitional Housing Program for victims of domestic violence who are low-to moderate income families in Palm Bay. The program will provide apartment, case management, mental health counseling, financial assistance with childcare, transportation, and medical expenses, and access to the agency food bank which also includes hygiene and baby items.

**# of Units of Service:** \$95 unit cost includes a bed night with supportive services. The agency will provide 365 units per client. The goal is to assist 4 households/8-10 individuals (mother and children)

**Description of Target Clientele:** victims of domestic violence residing in Palm Bay

**Measurable Outcomes:** 4 households have more stable housing and increased assistance in becoming self-sufficient; 100% of clients have a secure, affordable place to sleep; increased number of families, 80% who exit the program transition into permanent housing as a result of having case management sessions; 80% of families have improved economic situations, as evidenced by increase in income and/or decrease in debt.

**Consolidated Plan Consistency/Priorities:** MEDIUM 05G – Battered and Abused Spouses

**Organizational Capacity and Capability:** The agency has nearly 50 years of experience in

executing all their programs and 21 years of experience owning and operating housing programs.

**Leverage/Match:** Agency will match \$97,900 or 74% of the total program budget

**Staff Evaluation:** The agency has received CDBG funding multiple times. In FY 22-23 and FY 23-24 SBWC was able to expend the entire CDBG allocation. In FY 23-24 the agency assisted 10 persons instead of targeted 11 and in FY 22-23 assisted 15 persons meeting the target of 10. FY 23-24 Monitoring didn't reveal any findings or concerns.

**Financial Capacity:** The Independent Auditor's Report for the years ended December 31, 2023 & 2022: this report stated that the financial statements present fairly, in all material respects, the financial position of the Center as of December 31, 2023 & 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in USA.

Statement of Financial Position, the Statement of Activities & the Cash flow statement for the years ended December 31, 2023 & 2022.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$21,119**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026**

### **PUBLIC IMPROVEMENTS**

---

#### **City of Palm Bay – Public Works Department, San Filippo Drive Sidewalk**

**Requested Amount:** \$300,000.00

**Introduction/Demonstration of Need:** Public Works is seeking funding for construction of sidewalks as follows: Construct 8' sidewalk along the east side of San Filippo Boulevard from Wichita Blvd to Eldron Blvd, approximately 0.65 miles. The sidewalk extension will enhance pedestrian safety, provide improved pedestrian access to Bill Madden Park, and address community development needs.

**Description of Target Area:** Census Tract 071339 Block Group 1, 2 and 3.  
Total low-mod income percentage is 43%.

**Consolidated Plan Consistency/Priorities:** High – 03L Sidewalks

**Leverage/Match:** \$400,000 pending Council approval

**Staff Evaluation:** New census data shows that this area no longer meets the 51% low to moderate income area benefit requirement, so no CDBG funds can be spent on this project.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$0.00**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC IMPROVEMENTS**

---

### **City of Palm Bay – Parks and Facilities, Victoria Playground and Sunshade**

**Requested Amount:** \$210,000

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for Victoria Park playground and sunshade structure improvements. The scope will include removal of the existing playground and fall surface, contractor will install new playground structure, rubber fall surface, swing set, fall surface, and border. The improvement will also involve replacing the Sunshade structure with a new structure and shade covering.

**Description of Target Area:** Census Tract 065123 Block Groups 1 and 2.  
Total low-mod income percentage is 78%

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Project Priority:** # 1

**Leverage/match:** The City will leverage \$23,292 by utilizing in house labor to remove and dispose of the existing structures and surfacing.

**Staff Evaluation:** The playground equipment is showing signs of aging and rusting. The shade structure covering is torn. Park improvement projects deliver a number of benefits, impacting community health, environmental well-being, economic vitality, and social cohesion. These improvements are needed and necessary to improve and sustain the park facility. This project is shovel ready and the estimated time to complete is 90 days from permitting.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$210,000**

## PROPOSAL PROFILES PROGRAM YEAR 2025-2026

### PUBLIC IMPROVEMENTS

---

#### City of Palm Bay – Parks and Facilities, Veterans Park Pavilions, Fencing & Lights

**Requested Amount:** \$89,639

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for installation of 2 pavilions, replacement of tennis court lights, removal and replacement of fencing. The city already owns the materials for the structures, the old pavilions have already been removed. The tennis court lights will be replaced with LED light emitting diodes to reduce energy consumption and improve light levels. The fencing will be removed and replaced to include 3 new entrance gates.

**Description of Target Area:** Census Tract 065201 Block Groups 1, 2 and 3.  
Total low-mod income percentage is 54%.

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Project Priority:** # 2

**Leverage/match:** The City will leverage \$51,644 in labor and materials.

**Staff Evaluation:** Park improvement projects deliver a multitude of benefits, impacting community health, environmental well-being, economic vitality, and social cohesion. These improvements enhance the quality of life for residents and contribute to a more vibrant and sustainable environment. These improvements are needed and necessary to improve and sustain the park facility.

Because the census data changed for this park, staff was still verifying the census data and was not able to finalize the eligibility for this park before the funding committee met. This park is eligible for the CDBG funds. This project is shovel ready and the estimated time to complete is 90 days from permitting.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan:** \$0,00

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC IMPROVEMENTS**

---

### **City of Palm Bay – Parks and Facilities, Liberty Park Dugouts**

**Requested Amount:** \$156,000

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for Liberty Park improvements as follows: remove and replace 8 dugouts at softball fields.

**Description of Target Area:** Census Tract 071341 Block Group 3, 58.7% low-income.

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Project Priority:** # 3

**Leverage/match:** The City will leverage \$34,156 in labor.

**Staff Evaluation:** Park improvement projects deliver a multitude of benefits, impacting community health, environmental well-being, economic vitality, and social cohesion. These improvements enhance the quality of life for residents and contribute to a more vibrant and sustainable environment. These improvements are needed and necessary to improve and sustain the park facility.

The project is shovel ready and the estimated time to complete is 90 days from permitting

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$156,000**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 PUBLIC IMPROVEMENTS**

---

### **City of Palm Bay – Parks Department, Driskell Memorial Park Restrooms**

**Requested Amount:** \$37,000

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for Driskell Park improvements as follows: replace restrooms doors and frames that are past their useful life; install floor and ceramic wall tile and new restroom wall partition fixtures.

**Description of Target Area:** Census Tract 065123 Block Groups 1 and 2.  
Total low-mod income percentage is 78%

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Project Priority:** # 4

**Leverage/match:** The City will leverage \$19,790 in labor.

**Staff Evaluation:** Park improvement projects deliver a multitude of benefits, impacting community health, environmental well-being, economic vitality, and social cohesion. These improvements enhance the quality of life for residents and contribute to a more vibrant and sustainable environment. These improvements are needed and necessary to improve and sustain the park facility.  
The project is shovel ready and the estimated time to complete is 90 days from groundbreaking.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$37,000**

## PROPOSAL PROFILES PROGRAM YEAR 2025-2026

### PUBLIC IMPROVEMENTS

---

**City of Palm Bay – Parks Department, Goode Park Dock and Captain House**

**Requested Amount:** \$183,064.00

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for removal and replacement of the decking, bump rails and hardware of the floating docks at Goode Park boat ramp. The Captain House project will include replacing windows with hurricane rated windows, installation of new hardboard, exterior rated hurricane door, new cabinets, restroom and kitchen facets and sinks, bringing restrooms to ADA code, installing flooring, replacing exhaust fans and vents, installing handicap rails, interior and exterior paint.

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Description of Target Area:** Census Tract 65123 Block Group 2; Census Tract 65201 Block Group 1,2, and 4.

Total low-mod income percentage is 49%.

**Project Priority:** #5

**Leverage/match:** The City will leverage \$250,673 in labor and design costs.

**Staff Evaluation:** This park doesn't meet the 51% low to moderate income service area requirement, therefore CDBG funds cannot be spent on this project.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan:** \$0.00

## PROPOSAL PROFILES PROGRAM YEAR 2025-2026

### PUBLIC IMPROVEMENTS

---

**City of Palm Bay – Parks Department, Lagoon House Boat walk and HVAC**

**Requested Amount:** \$53,142.00

**Introduction/Demonstration of Need:** Parks and Facilities is seeking funding for replacing one 7.5 ton HVAC unit, replacing existing 210 feet board walk with new to include all materials, sealing, removal of old structure.

**Consolidated Plan Consistency/Priorities:** High – 03F Parks, Recreational Facilities

**Description of Target Area:** Census Tract 65123 Block Group 1.  
Total low-mod population is 92%.

**Project Priority:** #5

**Leverage/match:** The City will leverage \$250,673 in labor and design costs.

**Staff Evaluation:** Initially we thought that this park did not qualify for CDBG funding. After reviewing the data further, it does qualify for CDBG funding, however, no more CDBG funds are available to fund this request.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan:** \$0.00



## **ADMINISTRATION**

---

**City of Palm Bay – Housing and Community Development Division, Program Administration**

**Requested Amount:** \$151,328.00

**Introduction/Demonstration of Need:** Funding for general administration, planning, and oversight associated with the management of the Community Development Block Grant Program. CDBG regulations allow the City to use up to 20% of its grant to pay program administration expenses.

Program administration is part and parcel of delivering quality services under CDBG Program. Staff capacity is a key factor in HUD's assessment of the City's ability to manage CDBG funds.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$151,328**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 ADMINISTRATION**

---

**City of Palm Bay – Housing and Community Development Division, Fair Housing**

**Requested Amount: \$4,000.00**

**Introduction/Demonstration of Need:** This request for funding is to undertake fair housing education and outreach activities for the benefit of the residents of Palm Bay. City staff proposes to work closely with the Brevard County HOME Consortium to identify the most efficient ways to educate the public and promote awareness of fair housing in our community. HUD requires, as a condition of receipt of CDBG and HOME Investment Partnerships Program funds, the entitlement communities “affirmatively further fair housing”. City staff recommends partnering with the Brevard County HOME Consortium to implement this activity.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$4,000**

## **PROPOSAL PROFILES PROGRAM YEAR 2025-2026 HOUSING REHABILITATION**

---

**City of Palm Bay – Housing and Community Development Division, Housing Rehabilitation  
Activity Delivery Costs- In house or by outside contractor**

**Requested Amount: \$101,017.00**

**Introduction/Demonstration of Need:** City staff is seeking CDBG funds to charge the activity delivery costs for housing inspections to the CDBG and HOME Programs.

**Staff Evaluation:** An increase in housing projects, re-occurring grant expenditure deadlines, along with annual monitoring of rental housing projects, and inspection and assistance with the housing non-profit projects have all contributed to the need for the housing rehabilitation program to maintain the Housing Rehabilitation activity delivery cost for housing services.

**Preliminary CDAB and Staff Recommendations for FY 25-26 Action Plan: \$101,017**