



1015 Cultural Park Blvd.
Cape Coral, FL 33990

AGENDA

CDBG CITIZEN'S ADVISORY BOARD

May 22, 2023

4:30 PM

Council Chambers

1. Call to Order

A. Chair Hartman

2. Roll Call:

A. Bridges, Hartman, Hill, and Sand

3. Approval of Minutes

A. Meeting Minutes - March 27, 2023

4. Business

A. Approval of Agenda

B. CDBG 2023-2024 Applications

- Applicant Presentation
- Staff Funding Recommendation
- Citizen's Advisory Board Funding Recommendation

5. Public Input: A maximum of 3 minutes per individual is set for input of citizens.

6. Other Business

7. Date and Time of Next Meeting

A. To be determined (TBD)

8. Adjourn

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If a person decides to appeal any decision made by the Board/Commission/Committee with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

Item Number: 3.A.
Meeting Date: 5/22/2023
Item Type: Approval of Minutes

AGENDA REQUEST FORM
CITY OF CAPE CORAL



TITLE:

Meeting Minutes - March 27, 2023

SUMMARY:

ADDITIONAL INFORMATION:

Betty Castillo, Assistant City Clerk, 1-239-242-3243

ATTACHMENTS:

Description	Type
1. Meeting Minutes - March 27, 2023	Backup Material

**MINUTES FROM THE CITIZEN'S ADVISORY BOARD FOR
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

MARCH 27, 2023

COUNCIL CHAMBERS

4:30 P.M.

Vice Chair DiFederico called the meeting to order at 4:30 p.m.

ROLL CALL: Members Bridges, DiFederico, Hartman, and Sand were present. Chair Hartman participated remotely. Member Hill was excused.

ALSO PRESENT: Amy Yearsley, Housing Coordinator/City Planning Manager
Millie Babic, Senior Planner

Member Bridges moved, seconded by Member Sand, to allow Chair Hartman to participate remotely. Voice poll: All "ayes." Motion carried.

APPROVAL OF MINUTES

Meeting Minutes – May 19, 2022

The minutes of the May 19, 2022 regular meeting of the Citizen's Advisory Board for Community Development Block Grant was presented for approval.

Member Bridges moved, seconded by Member Sand, to approve the May 19, 2022 meeting minutes, as presented. Voice poll: All "ayes." Motion carried.

Election of Chair and Vice Chair

Vice Chaire DiFederico opened the floor for nominations for Chair.

Chair Hartman expressed the desire to continue serving as the Chair and nominated himself.

There were no other nominations.

Member Sand moved, seconded by Member Bridges, to appoint Sean Hartman to serve as the Chair.

Board polled as follows: Bridges, DiFederico, Hartman, and Sand voted "aye." Four "ayes." Motion carried 4-0.

Assistant City Clerk Castillo opened the floor for nominations for Vice Chair.

Member DiFederico nominated herself to continue serving as the Vice Chair.

Chair Hartman agreed with the nomination of Member DiFederico.

There were no other nominations.

Chair Hartman moved, seconded by Member Bridges, to appoint Darlene DiFederico to serve as the Vice Chair.

Board polled as follows: Bridges, DiFederico, Hartman, and Sand voted “aye.” Four “ayes.” Motion carried 4-0.

Community Development Block Grant (CDBG) Program Discussion

City Planning Manager Yearsley provided a brief presentation on the Board's background and discussed the following:

- City of Cape Coral Community Development Block Grant Program
- History of Program (continued for 2 slides)
- Program Requirements (continued for 2 slides)
- Eligible and Ineligible Activities (continued for 2 slides)
- Statutory Requirements
- City of Cape Coral CDBG Program
- Historical Funding
- Partners Agencies
- Past Projects
- PY2021 Accomplishments
- Annual CDBG Cycle
- One-Year Action Plan Timeline
- Questions and Discussion

PY 23 CDBG Grant Cycle Schedule

City Planning Manager Yearsley displayed the One-Year Action Plan Timeline and discussed the following:

- PY 23 applications binder expected to be much smaller as documentation would be available electronically via an online portal
- CDBG Members would be provided a link and email with log-in information

Discussion held regarding:

- Online allocation system for majority of the applications
- Half and half distribution of documentation; paper form and others electronic
- Next year all applications expected to be electronic
- May 22, 2023 CDBG meeting objective
- CDBG recommendations would occur at the May 22, 2023 meeting

- Mandatory meeting hearing from applicants
- July 12, 2023 City Council meeting to present CDBG recommendations
- Meetings timeline associated with City Council schedule
- Suggestion to have an additional meeting next year; one for applicants to identify needs and another for CDBG to make recommendations

Public Comment on PY 23 Community Development Needs and Priorities

Julie Ferguson, Executive Director, Cape Coral Caring Center, appeared and explained the services offered as follows:

- Emergency food pantry and other necessities
- Part of CDBG for 30+ years
- CDBG paid for Cape Coral Caring Center building and van
- Assist with utilities bills and bus passes for job searches and sharing information
- Provide food for about 1-week
- Every client treated with smile and sympathy, interviewed, and needs determined
- Extended invitation to Members to tour the center and establishment
- Through partnership with United Way, Cape Coral Caring Center, and Cape Coral – pods available in packages and announced to call the center for more information
- CDBG funding offsets the Caring Center overhead

Discussion held regarding:

- Accept food donations; do not accept used clothing
- Kiwanis handles this portion with a voucher provided by the Caring Center
- Other acceptable donations: monetary and non food items
- During business hours accept perishable food items

Council Liaison Cummings arrived at 4:53 p.m.

Karen Rodriguez, Vice President of Family Services, Habitat for Humanity of Lee and Hendry Counties, appeared and explained the services offered as follows:

- Non-profit organization servicing families more than 40 years
- Assisting low-income families by using affordable mortgage
- Developer/Builders; HUD counseling agency, mortgage lender, and retail operator
- Partner with families to build, improve, or retain places to call homes
- Homeownership through Habitat services and education
- Lendership program assistance has helped over 1,774 in Lee/Hendry Counties
- Past 5 years helped more than 34 families with CDBG funding
- CDBG funds important to continue servicing low-income families in Cape Coral

Discussion held regarding:

- CDBG funds used specifically for low-income families in Cape Coral
- Funds used for GAP financing for building homes
- Number of families assisted between 5 to 7 families during the fiscal year

Melissa Bonner, Executive Director, Dr. Piper Center for Social Services, Inc., appeared and explained the services offered as follows:

- Non-profit social services agency in the community since 1974
- Serving low-income seniors who serve elderly clients and at risk youth
- AmeriCoros Seniors and United Way partners
- Two-major programs: Senior Companions and Foster Grandparents
- Volunteer about 20-40 hours per week
- CDBG funding used for volunteers mileage reimbursement through stipend benefit
- CDBG recipient for about 18-20 years
- Primarily in Fort Myers, Lee County areas
- CDBG funding specific for Cape Coral

Jodie Costello, Recreation Program Supervisor, City of Cape Coral Parks and Recreation Department, Mini-Bus Service at the Lake Kennedy Center, appeared and explained the services offered as follows:

- Discounted rides for Seniors within Cape Coral to medical appointments, grocery shopping, and access to Lake Kennedy Center
- Regular rate \$12 round-trip and with grant only \$2 affordable rate
- Providing door to door transport services for disadvantaged Cape Coral residents

Public Input

No Speakers

Other Business

None

Date and Time of Next Meeting

The next CDBG meeting was scheduled for Monday, May 22, 2023, at 4:30 p.m. in Council Chambers.

Adjournment

There being no further business, the meeting adjourned at 5:01 p.m.

Submitted by,

Betty Castillo, CMC
Assistant City Clerk

Item Number:	4.B.
Meeting Date:	5/22/2023
Item Type:	Business

AGENDA REQUEST FORM
CITY OF CAPE CORAL



TITLE:

CDBG 2023-2024 Applications

SUMMARY:

- Applicant Presentation
- Staff Funding Recommendation
- Citizen's Advisory Board Funding Recommendation

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description		Type
▣	1. Staff Presentation	Backup Material



Coconut Cove Senior Apartments – Photo Credit: Department of Community Development

CAB – CDBG Meeting

May 22, 2023



Allocation and Funding Determination

- CDBG 23/24 allocation (\$1,048,486) slightly higher than CDBG 22/23 allocation (\$1,012,674) - ~ 4% increase
- Methodology – increase Agencies' CDBG 22/23 by 4 % across the board – except Sunrise Community.
- Sunrise community ADT facility suffered serious damage from Hurricane Ian. City staff recommended minor decrease in funding this year (\$234) since it will take time for the Agency to catch up on previous fiscal year billing due to the fact that the building was closed for a long period of time.

Staff Historical Recommendations

- Procedural Changes were introduced in 2004-2005

Procedural Changes

- Staff completed a comprehensive review and revision of the application process
- Applications were streamlined to make the process more efficient and less repetitive
- Staff created evaluation criteria and provided detailed staff analysis of each application to the Citizen's Advisory Board
- Included in the staff analysis was a monetary recommendation
- Changes were very well received by the Board

***Slide from Staff Presentation to City Council on June 1, 2004**

Staff Historical Recommendations

- Since the introduction of staff recommendations, the Board's recommendations have only varied slightly and often times they are accepted

Year	Accept Staff Recommendation	Dollar Difference	Allocation Amount
2004-2005	N	\$1,500	\$748,000
2005-2006	N	\$500	\$720,731
2006-2007	N	\$850	\$666,718
2007-2008	Y		\$689,354
2008-2009	N	\$25,000	\$686,710
2009-2010	Y		\$704,172
2010-2011	N	\$37,492	\$758,132
2011-2012	N	\$3,911	\$624,493
2012-2013	Y		\$736,708
2013-2014	Y		\$781,408
2014-2015	Y		\$859,788
2015-2016	Y		\$917,441
2016-2017	Y		\$940,159
2017-2018	Y		\$924,203
2018-2019	Y		\$1,063,955
2019-2020	Y		\$1,009,644
2020-2021	Y		\$1,077,727

CDBG ALLOCATION	\$	1,048,486			
Public Services (15%)		157,273			
Housing/Economic Development (65%)	\$	681,516		\$	0
Administration (20%)	\$	209,697			
Total Available Funds	\$	1,048,486			
Agency	Project (Public Services)	Previous Year (FY 22/23) Funding	Amount Requested	Staff Recommendation	Citizen's Advisory Board Recommendation
Abuse Counseling and Treatment	Shelter and Services for Domestic Violence Victims	\$ 33,085	\$ 36,980	\$ 34,409	
Cape Coral Caring Center	Public Services	\$ 22,566	\$ 24,500	\$ 23,468	
Cape Coral Parks and Recreation	Paratransit (Minibus)	\$ 18,337	\$ 20,000	\$ 19,070	
Cape Coral Parks and Recreation	Child Care Services	\$ 12,185	\$ 23,400	\$ 12,673	
Community Cooperative	Utility Assistance	\$ 18,786	\$ 20,000	\$ 19,537	
Deaf and Hard of Hearing Center	Handicapped Services (Deaf)	\$ 18,749	\$ 18,749	\$ 19,499	
Dr. Piper Center for Social Services	Senior Services	\$ 16,425	\$ 18,000	\$ 17,082	
Sunrise Community of SWFL	Handicapped Services	\$ 11,769	\$ 11,760	\$ 11,535	
TOTAL PUBLIC SERVICES		\$ 151,902	\$ 173,389	\$ 157,273	
Agency	Project (Housing)		Amount Requested	Staff Recommendation	Citizen's Advisory Board Recommendation
Habitat for Humanity of Lee County, Inc	Habitat Acquisition Rehab/Gap Financing	\$ 410,175	\$ 500,000	\$ 641,516	
TOTAL Housing and Public Facilities		\$ 410,175	\$ 500,000	\$ 641,516	
Agency	Project (Economic Development)		Amount Requested	Staff Recommendation	Citizen's Advisory Board Recommendation
Goodwill Industries of SWFL	Microenterprise	\$ 38,840.00	\$ 40,000	\$ 40,000	
TOTAL Economic Development		\$ 38,840.00	\$ 40,000	\$ 40,000	

Thank you!
Questions and Discussion

