



AGENDA

PALM BAY MUNICIPAL FOUNDATION, INC. DISASTER RELIEF COMMITTEE EXECUTIVE BOARD

Regular Meeting 2022-03
Tuesday, October 18, 2022 – 6:00 P.M.
City Hall Council Chambers, 120 Malabar Road, SE

CALL TO ORDER:

ROLL CALL:

PUBLIC COMMENTS: (Non-Agenda Items Only)

Public Comments on Agenda Items – Individuals wishing to speak on specific agenda items can do so at the time the item is being considered by the Board. The Chairperson will ask if there are any public comments prior to the Board taking action on the item. All speakers will be limited to three (3) minutes each.

ADOPTION OF MINUTES:

1. Regular Meeting 2022-01; March 30, 2022.
2. Special Meeting 2022-02; April 4, 2022.

UNFINISHED AND OLD BUSINESS:

1. Discussion on developing guidelines for Committee Members to raise funds in order to replenish the Disaster Relief Committee's account.

NEW BUSINESS:

1. Discussion of assistance to the southwest areas in Florida affected by Hurricane Ian.
(Chairman Felix)

OTHER BUSINESS:

1. Next regular meeting – Monday, December 19, 2022, at 6:00 p.m. **(Informational)**

City of Palm Bay, Florida

Disaster Relief Committee – Regular Meeting 2022-03

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ADJOURNMENT:

If an individual decides to appeal any decision made by the Disaster Relief Committee with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (Section 286.0105, Florida Statutes). Such person must provide a method for recording the proceedings verbatim.

In accordance with the Americans with Disabilities Act, persons needing special accommodations for this meeting shall, at least 48 hours prior to the meeting, contact the Legislative Department at (321) 952-3414 or Florida Relay System at 711.

CITY OF PALM BAY, FLORIDA
PALM BAY MUNICIPAL FOUNDATION, INC.
DISASTER RELIEF COMMITTEE
EXECUTIVE BOARD
REGULAR MEETING 2022-01

Held on Monday, the 30th day of March 2022, at the City Hall Council Chambers, 120 Malabar Road, SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Office of the City Clerk, City Hall, Palm Bay, Florida. The minutes are not a verbatim transcript, but a brief summary of the discussions and actions taken at the meeting.

The meeting was called to order at the hour of 6:02 P.M.

ROLL CALL:

CHAIRMAN:	Donny Felix	Present
MEMBER:	Stephen Hayes	Present (Late)
MEMBER:	Keith Miller	Present
MEMBER:	Eunhea 'Vivian' Park	Present
MEMBER:	Vacant	

CITY STAFF: Present was Suzanne Sherman, City Manager; Rodney Edwards, Deputy City Attorney; Terri Lefler, Deputy City Clerk.

PUBLIC COMMENTS:

There were no public comments.

ADOPTION OF MINUTES:

1. Regular Meeting 2021-04; September 20, 2021.

Motion by Mr. Miller, seconded by Chairman Felix, to adopt the minutes as presented. Motion carried with members voting as follows: Chairman Felix, Yea; Mr. Miller, Yea; Ms. Park, Yea.

NEW BUSINESS:

1. Election of Vice-Chairperson.

Chairman Felix nominated Mr. Miller to serve as Vice-Chairperson. Mr. Miller accepted the nomination.

Motion by Ms. Park, seconded by Chairman Felix, to elect Mr. Miller as Vice-Chairperson. Motion carried with members voting as follows: Chairman Felix, Yea; Mr. Miller, Yea; Ms. Park, Yea.

Mr. Hayes joined the meeting at 6:10 P.M.

2. Overview of by-laws.

Mrs. Lefler presented an overview of the by-laws. She provided the Committee with a copy of Resolution 2017-01 (which established the sub-committee); a copy of the by-laws; and a copy of the marketing flyer/business card (designed by the initial committee).

3. Discussion of developing guidelines for Committee Members to raise funds in order to replenish the Disaster Relief Committee's account.

Chairman Felix asked if the Disaster Relief Committee (DRC) would be prohibited from any particular fundraising methods. Mr. Edwards said that he was not aware of any fundraising activities that would be prohibited. Chairman Felix expressed concern about DRC fundraising events being perceived as city-sponsored events. Vice-Chairman Miller asked how distinction was made between the DRC and the City of Palm Bay being that donations were made through the City's website. Mr. Edwards explained that the Palm Bay Municipal Foundation (PBMF) was the 501(c)(3) fundraising arm of the City. He stated that the DRC was a sub-committee of the PBMF and operated as a conduit to decide what was brought before the PBMF.

Mr. Hayes presented the following ideas for fundraising efforts:

- Charge fees for parking during the City's Fourth of July event, with proceeds designated to the DRC. Mr. Hayes suggested the following options: \$20 for VIP parking, \$10 for preferred parking, and free for the remainder of parking locations.
- Offer memorial fundraisers for military and/or law enforcement such as engraved bricks or monuments installed on public property. Mr. Hayes provided a handout that detailed engraved brick products and prices from *Bricks R Us*.
- Utilize volunteer grant companies who provide grants to non-profit organizations that volunteer their time/services and meet the required criteria. Mr. Hayes provided a handout that detailed certain volunteer grant companies, the minimum volunteer hours required by those companies, and the grant amounts offered.

- Advertise DRC fundraising events through the Brevard fundraiser events calendar on *Everything Brevard's* website (www.everythingbrevard.com). Mr. Hayes provided a copy of the Brevard fundraiser events calendar which listed examples of the posted fundraising events.

Vice-Chairman Miller suggested that local church groups could be approached with the opportunity to volunteer for the volunteer grant companies, with the proceeds (in whole or part) to go towards the DRC.

Chairman Felix expressed concern with charging for parking at the Fourth of July event since residents had parked for free at past events. Ms. Sherman stated that the paid parking could be optional; certain areas that were closer to the event could be designated as VIP and charged a fee for the convenient parking location. She mentioned the possibility of pre-registration to secure a VIP parking spot, advertising that proceeds would go to the DRC for disaster relief purposes. Ms. Sherman stated that she would discuss the logistics with staff.

Chairman Felix mentioned the possibility of a pathway made of engraved bricks at Sacrifice Park. Ms. Sherman stated that individual requests to have memorials (such as a park bench) donated on behalf of a family member had been accommodated in the past and were historically processed through the Recreation Department. Ms. Sherman also mentioned the *Friends of Turkey Creek* (a non-profit organization) program to purchase an engraved plank for the Turkey Creek boardwalk, in which the proceeds were put back into the Turkey Creek Sanctuary. Ms. Sherman advised she would have staff look into possible memorial options. She mentioned the possibility of running two types of programs: one to honor to those who had lost their lives in service and one as a general memorial program. She said that an individual park could be selected for the program(s) and that the sidewalk(s) could be replaced with the memorial bricks.

Ms. Park expressed concern about charging for parking at the Fourth of July event since it was free in the past. She felt it may not be well-received by the residents. Chairman Felix stated that Ms. Park had a legitimate concern; however, paid parking would be optional and there would still be areas designated for free parking. He felt that some individuals would be willing to pay for closer parking. Vice-Chairman Miller reiterated that the paid parking would be an option to residents, not an ultimatum, and that he was in support of the idea.

OTHER BUSINESS:

Chairman Felix advised that the next regular meeting would be held on Monday, June 20, 2022, at 6:00 P.M., in the Council Chambers. Vice-Chairman Miller stated that he had a conflict with the June 20th date. The Committee concurred to reschedule the meeting to Monday, June 13, 2022. Mr. Hayes advised that he would be ten (10) minutes late to the meeting. Chairman Felix proposed that the Committee schedule a special meeting to discuss assistance to Ukraine relating to the 2022 Russian attacks.

Motion by Vice-Chairman Miller, seconded by Mr. Hayes, to hold a special meeting on Monday, April 4, 2022, to discuss assistance to Ukraine relating to the 2022 Russian attacks; and to change the meeting times of the April 4th and June 13th meetings to begin at 6:15pm.

Chairman Felix presented Vice-Chairman Miller with a pin, recognizing him for one (1) year of service as a City boardmember on the Disaster Relief Committee.

ADJOURNMENT:

There being no further business, the meeting adjourned at the hour of 6:55 P.M.

Donny Felix, CHAIRMAN

ATTEST:

Terri J. Lefler, DEPUTY CITY CLERK

CITY OF PALM BAY, FLORIDA
PALM BAY MUNICIPAL FOUNDATION, INC.
DISASTER RELIEF COMMITTEE
EXECUTIVE BOARD
SPECIAL MEETING 2022-02

Held on Monday, the 4th day of April 2022, at the City Hall Council Chambers, 120 Malabar Road, SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Office of the City Clerk, City Hall, Palm Bay, Florida. The minutes are not a verbatim transcript, but a brief summary of the discussions and actions taken at the meeting.

The meeting was called to order at the hour of 6:16 P.M.

ROLL CALL:

CHAIRMAN:	Donny Felix	Present
VICE-CHAIRMAN:	Keith Miller	Present
MEMBER:	Stephen Hayes	Present
MEMBER:	Eunhea 'Vivian' Park	Present
MEMBER:	Vacant	

CITY STAFF: Present was Rodney Edwards, Deputy City Attorney; Terri Lefler, Deputy City Clerk.

PUBLIC COMMENTS:

There were no public comments.

NEW BUSINESS:

**1. Discussion of assistance to Ukraine relating to the 2022 Russian attacks.
(Chairman Felix)**

Chairman Felix presented the item and asked the Committee to discuss providing assistance to Ukraine as the war with Russia had persisted for 40 days. Chairman Felix felt Samaritan's Purse, a non-profit faith-based organization, had an impeccable record providing humanitarian work worldwide. He provided a handout that detailed the organization's current work efforts and showed a brief video which told the story of Samaritan's Purse. Chairman Felix reiterated that this was merely his recommendation, and that the Committee did not have to select this particular organization.

Ms. Park felt that the Committee's funding would be better used for the local community. Mr. Hayes stated that many organizations had already heavily donated towards this cause

and questioned what the Committee suggested donating. Chairman Felix reviewed the Committee's prior donations and felt that even a small donation by the Committee would be worthwhile. Ms. Park inquired as to the balance in the Committee's account. Ms. Lefler advised there was an approximate balance of \$9,690. Mr. Hayes mentioned that his family was involved with Samaritan's Purse and felt the organization did a great job earmarking where funding should be utilized. Vice-Chairman Miller understood Ms. Park's concern; however, he believed that benevolence and marketing goes a long way. Vice-Chairperson Miller felt the Committee should stay consistent and recommended the donation amount of \$1,000. Chairman Felix concurred.

Motion by Mr. Hayes, seconded by Vice-Chairman Miller, to recommend to the Palm Bay Municipal Foundation, Inc. (PBMF) a donation to Samaritan's Purse in the amount of \$1,000 for assistance to Ukraine relating to the 2022 Russian attacks. Motion carried unanimously.

OTHER BUSINESS:

1. Next regular meeting – Monday, June 13, 2022, at 6:15 p.m. (Informational)

Chairman Felix announced that the next regular meeting would be held on Monday, June 13, 2022, at 6:15 P.M., in the Council Chambers.

Chairman Felix asked if the donation should be sent directly to Samaritan's Purse or through a local church (he mentioned Calvary Chapel). Vice-Chairman Miller felt the funds should go directly to Samaritan's Purse. Mr. Edwards advised it should be part of the vetting process.

ADJOURNMENT:

There being no further business, the meeting adjourned at the hour of 6:41 P.M.

Donny Felix, CHAIRMAN

ATTEST:

Terri J. Lefler, SECRETARY