

Town Of Havana

Mid-Month Council Meeting & Public Hearing

April 8, 2025 – 6:00pm

Meeting minutes

Call to Order

The meeting and public hearing was called to order by Mayor Bass at 6:00pm. Invocation was led by Town Attorney, Jody Finklea, followed by the Pledge of Allegiance.

Roll Call

A roll call confirmed the presence of the following council members including Penny Key, Matt Wesolowski, Howard McKinnon, Mayor Bass and Tabatha Nelson, ensuring a quorum for the meeting. Councilman Seymour and Mayor Pro Tem Lawrence Reed was not in attendance.

Recognition of Visitors

None

Request to Approve Minutes

None

Old Business

None

New Business

CDBG Small Cities Grant – 1st Public Hearing

Mayor Bass officially opened the public hearing portion for the CDBG Small Cities Grant. Ms. Wilkerson, Town Manager shared that the Town of Havana has the opportunity to apply for a CDBG Small Cities Grant. A requirement of the grant is that the Town must appoint a Citizens Advisory Task Force of at least five members to discuss and provide a recommendation on a project for our Town. The CATF met today, 4/8/2025 @ 5:00pm, at a hearing facilitated by Justin Ford, PE for Dewberry Engineers. Ms. Wilkerson requested council's approval for Mr. Ford to provide a report on the discussion and recommendation put forth from the CATF.

Justin Ford shared that the public hearing is a requirement of the CDBG grant process for funding through HUD-Florida Commerce. These funds are leftover funding and currently accepting emergency applications which are due 5/2/2025. The Citizens Advisory Task Force met at 5pm. Justin reviewed the CDBG funding four categories which are housing, neighborhood revitalization, commercial revitalization and economic development. Neighborhood revitalization is for community infrastructure projects (roadways, utilities, drainage, etc. and it can be a multiple); housing is housing repairs (doors, insulation, etc.); commercial revitalization is improvement to commercial areas and economic revitalization requires a business partner such as a commercial business that has committed to come to the area. This grant benefits low income and income surveys are required to support at least a population are of 51% low income for neighborhood revitalization & housing projects.

Mr. Ford stated that the CATF met at 5:00 pm today and elected Ms. Stacy Henderson as the spokesperson for the CATF. Mr. Ford shared that the CATF voted to recommend the Neighborhood Revitalization application and they felt it would benefit more people in the community. Discussion included which will include drainage, underground utilities, sidewalks and walking paths, etc. If the Council has a specific project that is an option or it can be recommended by the council to get with Town Staff for recommended needs. Now it is up to the council to make a recommendation and give direction on the path for this grant application.

Councilman Wesolowski stated he agrees that the Neighborhood Revitalization is best option and asked about a set amount of money. Mr. Ford stated nothing is guaranteed, \$40 million is available and majority of counties & cities are eligible to apply if small/rural. It is vital that the strongest application is submitted due to the competitiveness. Mr. Ford shared the scoring of the projects and different scenarios of how the scoring works. There is no cap on this but Mr. Ford recommends staying within the \$1 mil to \$1.5 mil range which can include multiple items within the Neighborhood Revitalization application. Councilman McKinnon inquired to if the Town is limited to a specific neighborhood. Mr. Ford reiterated that 51% of the neighborhood impacted must be low income. Lift stations, drainage would need to be listed for the entire town. Mr. Ford's staff stated that according to Florida Commerce the Town of Havana is 47%. Mr. Ford stated that with regards to a lift station, specific addresses could be listed and surveyed. Councilwoman Nelson inquired about downtown striping and Mr. Ford shared that there are no houses in the downtown area to survey in order to qualify for the Neighborhood Revitalization.

Mr. Ford requested that the public hearing be opened formerly to the public for comments.

No public comments offered.

Motion made by Councilman Wesolowski to move forward with the Neighborhood Revitalization CDBG application. Seconded by Councilwoman Nelson and motion carried.

Motion made by Councilman McKinnon for the Town Manager and Staff to meet with Mr. Ford and determine the projects based on needs to be listed in the CDBG Neighborhood Revitalization application. All the Council was in consensus and agreed upon this.

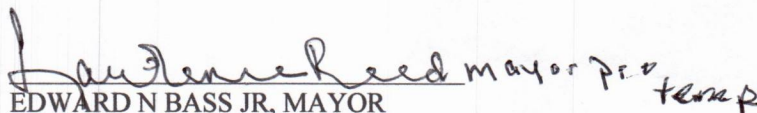
Town Manager, Kendrah Wilkerson, shared that the second public hearing will be on 4/22/2025 during council meeting at 6pm.

Public Hearing was closed.

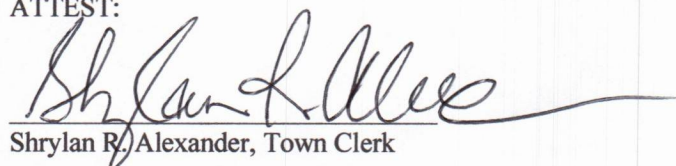
Motion to Adjourn

Councilman Wesolowski made motion to adjourn the April 8, 2025 council meeting & public hearing. Councilman McKinnon seconded, and motion carried.

Mayor Bass adjourned the meeting at 6:25pm.


EDWARD N BASS JR, MAYOR

ATTEST:


Shrylan R. Alexander, Town Clerk

