

<b>DATE</b>	<b>ACTIVITY</b>
October 2016	Declaration 4283 for Hurricane Matthew included Brevard County as one of the most impacted by the storm.
February 22, 2018 at 1:00 pm	Community Development Block Grant – Disaster Recovery (CDBG-DR) Orientation Webinar.
March 5, 2018 at 10:00 am	DEO Community Outreach Meeting – Overview of CDBG-DR.
April 12, 2018 at 2:00 pm	Community Development Block Grant – Disaster Recovery Program Webinar – Projected timeline for implantation and a summary of impact and the Unmet Needs Assessment.
April 18, 2018	Public Meeting was advertised to discuss the submission of applications for funding from The Florida Department of Economic Opportunity (DEO) through the Community Development Block Grant Disaster Recovery (CDBG-DR) Program, in the Florida Today Newspaper. The meeting was be held on Monday, April 23, 2018, from 1:00-2:00 p.m.
April 23, 2018 at 1:00 pm	Public Meeting Re: CDBG-DR Applications for Outside Agencies.
April 30, 2018	Signed Public Meeting Minutes.
May 7, 2018	Applications for Funding due to Brevard County Housing and Human Services Department.
May 7, 2018 – May 9, 2018	Application Review Process.
May 11, 2018 at 2:00 pm	Meeting with Housing and Human Services staff re: DR Application Results.
May 22, 2018	Public Notice for Public Comment regarding the five eligible projects. A ten-day public comment period (which must be advertised prior to application submission) begins on May 21, 2018 and ends May 31, 2018.
May 21, 2018 – May 31, 2018	Public Comment Period.
May 22, 2018	Letter sent to DEO regarding Brevard County acting as lead designated applicant who will contractually serve as the Subrecipient and hold responsibility for the management of the CDBG-DR grant and its subsequently requesting \$12,886,713.00 in eligible housing and non-housing projects that directly tie back to Hurricane Matthew.
May 24, 2018	Brevard County's Application was submitted to DEO.
June 12, 2018 at 2:15 pm	Conference call with DEO (Kevin Ogden) Re: questions about Disaster Recovery Applications.
July 11, 2018	DEO's Request for Initial Site Visits.
July 24, 2018 at 2:30 pm	Conference Call Re: CDBG-DR update with DEO.
August 13, 2018 at 9:00 am	DEO CDBG-DR Discussion with Housing and Human Services Staff.
August 23, 2018 – August 24, 2018	Brevard County CDBG-DR Site Visit.
September 26, 2018 at 9:00 am	Follow-up DEO CDBG-DR Meeting with County Staff.

DATE	ACTIVITY
October 26, 2018	Letter Re: Notification of subrecipient award Hurricanes Hermine and Matthew – Palms at University New Construction Project. Award Amount: Up to \$3,000,000.
November 13, 2018 at 10:30 am	DEO Award Letter Follow-up telephone conference.
November 15, 2018 at 2:30 pm	CDBG-DR Grant meeting with Housing and Human Services Staff and Mike Bean.
January 10, 2019 at 2:00 pm	Bi-weekly call with DEO.
January 14, 2019 at 2:00 pm	Telephone Conference Re: DEO Grant with Housing and Human Services Staff, Todd Zimmerman, and Mike Bean.
January 24, 2019 at 1:30 pm	Bi-weekly call with DEO and Melbourne Housing Authority
February 4, 2019 at 10:00 am	DEO Document Meeting with Housing and Human Services Staff.
February 7, 2019 at 2:00 pm	Bi-weekly call with DEO.
February 19, 2019 - February 21, 2019	DEO Hermine and Matthew Implementation Webinar.
May 7, 2019 at 9:37 am	Email from Linda Graham to Michael Bean requesting back-up documentation for the Environmental.
May 16, 2019 at 5:23 pm	Email from Todd Zimmerman Re: the Scope of Work.
May 16, 2019 at 5:31 pm	Email to Todd Zimmerman Re: the Scope of Work and the breakdown of the construction costs.
May 16, 2019 at 6:14 pm	Email from Alan Woolwich Re: additional items that Todd Zimmerman is supposed to follow-up on for the Environmental.
May 16, 2019 at 8:24 pm	Email from Todd Zimmerman confirming that the total cost will be \$10,273,840.
June 3, 2019 at 4:33 pm	Email from Alan Woolwich to Michael Bean Re: a status update to back-up documentation that Brevard County requested for the Environmental.
June 4, 2019 at 8:10 pm	Email from Todd Zimmerman Re: The Environmental Impact Assessment review.
June 5, 2019 at 4:09 pm	Email from Steven Monroe (Monroe Engineering, Inc.) Re: the SJRWMD Permit #151502-1.
June 5, 2019 at 4:55 pm	Email from Adam Wilson (Bessolo Design Group, Inc.) Re: information for the Environmental.
June 6, 2019 at 11:56 am	Email from Alan Woolwich to Todd Zimmerman about getting with Jon Shephard Re: a written status on the Scrub Jay and Gopher Tortoise surveys, studies, and plans.
June 6, 2019 at 2:32 pm	Email from Todd Zimmerman to Alan Woolwich Re: The Environmental and Jon Shephard.
June 9, 2019 at 2:34 pm	Email from Jon Shephard (Atlantic Environmental) Re: his responses regarding the Scrub Jay and Gopher Tortoise surveys, studies, and plans.

<b>DATE</b>	<b>ACTIVITY</b>
June 10, 2019 at 10:30 am	Telephone Conference with DEO Re: Brevard County / Melbourne Housing Authority Discussion.
June 11, 2019 at 10:31 am	Email to Todd Zimmerman Re: the award letter from DEO for the Palms at University Project.
June 11, 2019 at 10:46 am	Email from Todd Zimmerman Re: DEO's award letter. Providing Ian's contact information to the HUD Lender should they wish to contact him directly.
June 11, 2019 at 3:17 pm	Email from Todd Zimmerman Re: Brevard County's timeline for the substantially final drafts of the LURA and Contract.
June 11, 2019 at 4:18 pm	Email from Lesley Singleton to Todd Zimmerman Re: Brevard County's timeline.
June 17, 2019 at 1:16 pm	Email from Atty Patricia Green Re: grant funds and documentation that reflects the grant conditions and any restrictive covenant that might apply.
June 17, 2019 at 1:36 pm	Email to Atty Patricia Green Re: Palms at University Grant Funds and the Award Letter.
June 19, 2019 at 1:30 pm	Telephone Conference with DEO Re: Financial Discussion.
June 21, 2019 at 10:33 am	Email from Henry Munoz (DEO) Re: Hermine & Matthew Draft CDBG-DR Subrecipient Agreement for Pre-Execution Local Review.
July 1, 2019 at 9:30 am	Meeting Re: CDBG-DR Deliverables with the Melbourne Housing Authority.
July 1, 2019 at 3:36 pm	Email from Brian Breslin to Michael Bean Re: Land Use Restriction Agreement, payment request, and Draw Schedule.
July 2, 2019 at 10:30 am	DEO Draft Agreement meeting with Housing and Human Services Staff.
July 2, 2019 at 5:21 pm	Email to Michael Bean and Todd Zimmerman requesting a narrative of the process they used in 2015 to secure MH Williams as the contractor.
July 9, 2019 at 5:19 pm	Email from Atty. Patricia Green Requesting further information about the County's CDBG-DR Grant to the Melbourne Housing Authority.
July 9, 2019 at 6:20 pm	Email from Michael Bean Re: the Palms at University MFR – Plans and Specs.
July 9, 2019 at 6:27 pm	Email from Michael Bean providing the requested narrative for the General Contractor MH Williams.
July 9, 2019 at 6:44 pm	Email from Michael Bean Re: HUD Firm Commitment for funding regarding the Palms at University Project.
July 10, 2019 at 9:37 pm	Email for Michael McDonald to Michael Bean requesting the Civil/Site Plans to include Landscaping Plan.
July 10, 2019 at 6:33 pm	Email from Michael Bean to Michael McDonald providing the Civil Site Plans with Landscaping

<b>DATE</b>	<b>ACTIVITY</b>
July 11, 2019 at 9:01 am	Email from Asst. County Attorney Abigail Jorandby Re: her finalizing a draft of the Interlocal Agreement.
July 23, 2019 at 3:54 pm	Email from Attorney Patricia Green Re: a status update of the County Grant documents for the Palms at University.
July 30, 2019 at 5:27 pm	Email from Attorney Patricia Green Re: a date for the draft documents to be circulated.
July 31, 2019 at 12:39 pm	Email to Attorney Patricia Green Re: draft Interlocal Agreement needs to be sent to DEO for approval.
July 31, 2019 at 2:44 pm	Email from Attorney Patricia Green Re: circulation drafts with the understanding that they are preliminary.
August 6, 2019 at 10:30 am	Palms at University Agreement Meeting with Asst. County Attorney Abigail Jorandby.
August 6, 2019 at 3:59 pm	Email from Attorney Patricia Green Re: the progress of the Interlocal Agreement.
August 6, 2019 at 5:01 pm	Email from Asst. County Attorney Abigail Jorandby Re: Revised Palms at University Interlocal Agreement to County staff.
August 7, 2019 at 8:53 am	Email from Asst. County Attorney Abigail Jorandby providing an update on the draft documents.
August 7, 2019 at 1:33 pm	Email from Brian Breslin to Michael Bean Re: draw schedule and scope of work.
August 7, 2019 at 10:02 am	Email from Todd Zimmerman to Asst. County Attorney Abigail Jorandby requesting a realistic event timeline for the document production and finalization including approvals.
August 8, 2019 at 3:30 pm	Email from Lesley Singleton Re: CDBG-DR Reporting Forms and Requirements in the County/DEO Agreement.
August 8, 2019 at 5:34 pm	Email to Henry Munoz (DEO) Re: CDBG-DR Reporting Forms/Requirements for the Interlocal Agreement with the Melbourne Housing Authority.
August 9, 2019 at 9:13 am	Email from Henry Munoz (DEO) Re: CDBG-DR Reporting Forms/Requirements for the Interlocal Agreement with the Melbourne Housing Authority Response.
August 9, 2019 at 9:27 am	Email to Henry Munoz (DEO) Re: CDBG-DR Reporting Forms/Requirements for the Interlocal Agreement and a draft review by DEO.
August 9, 2019 at 9:39 am	Email from Henry Munoz (DEO) Re: possible review of interlocal agreement by DEO legal staff.
August 9, 2019 at 9:44 am	Email to Henry Munoz (DEO) Re: Brevard County will be sending DEO the draft interlocal agreement first.
August 9, 2019 at 11:04 am	Email to Todd Zimmerman Re: that the County will be providing DEO with the final draft of the interlocal agreement prior to disseminating it to anyone else.

<b>DATE</b>	<b>ACTIVITY</b>
August 12, 2019 at 1:06 am	Email from Todd Zimmerman Re: Palms at University Grant Funds – Critical Timeline.
August 16, 2019 at 9:55 am	Email from Ryan Butler (DEO) requesting an update for when the County anticipates submitting compiled comments/feedback to the draft subrecipient agreement.
August 20, 2019 at 8:54 am	Email to Ryan Butler and Henry Munoz (both from DEO) that Brevard County plans to submit the draft subrecipient agreement to them by Friday, August 23, 2019.
August 20, 2019 at 2:00 pm	Palms at University Brevard Meeting with Asst. County Attorney Abigail Jorandby.
August 26, 2019 at 6:29 pm	Email from Todd Zimmerman requesting a status update on the document production for their preparation for closing the Palms at University construction loan.
August 29, 2019 at 2:00 pm	Palms at University Brevard Meeting with Housing and Human Services Staff.
September 10, 2019 at 6:23 pm	Email from Todd Zimmerman Re: The Palms at University, LLC/Melbourne Housing Authority along with the HUD Lender is requesting a conference call regarding the awarded CDBG-DR Grant Funds.
September 12, 2019 at 2:00 pm	Conference Call Re: DEO / Brevard County Discussion
September 16, 2019 at 3:25 pm	Email from Lesley Singleton sending the draft Interlocal Agreement between Brevard County and the Melbourne Housing Authority for the Palms at University Project to Henry Munoz (DEO).
September 17, 2019 at 1:30 pm	Palms at University – DEO CDBG-DR Grant Conference Call.
October 28, 2019 at 5:08 pm	Email from Todd Zimmerman Re: a request for DEO to provide a status update of execution, transmittal and distribution of the Sub-recipient Agreement pertaining to the Palm at University CDBG-DR Grant.
October 29, 2019 at 8:15 am	Email from Henry Munoz Re: the partially executed Sub-recipient Agreement being within the DEO signature process.
October 29, 2019 at 9:31 am	Email from Lena Nepryntseva (AVP & Underwriter  HUD Underwriting) requiring a status update from DEO Re: the Interlocal Agreement.
October 30, 2019 at 11:06 am	Email from Lena Nepryntseva (AVP & Underwriter  HUD Underwriting) Requesting an update in order to keep HUD posted regarding a Firm Commitment Extension.
November 4, 2019 at 8:41 am	Email from Henry Munoz (DEO) Emailing the fully executed Brevard Hermine & Matthew CDBG-DR Subrecipient Agreement to Brevard County.
November 4, 2019 at 8:46 am	Email to Henry Munoz (DEO) requesting a status update on their review of the Interlocal or the request to have the Environmental reviewed.

<b>DATE</b>	<b>ACTIVITY</b>
November 4, 2019 at 10:02 am	Email from Todd Zimmerman Re: follow-up to Asst. County Attorney preparing the Inter-local Government Agreement between Brevard County and Melbourne Housing Authority.
November 4, 2019 at 10:14 am	Email from Asst. County Attorney Re: the Interlocal Agreement being drafted and sent to DEO on 09/16/19 for review. The County is awaiting DEO's approval/comments.
November 4, 2019 at 10:44 am	Email from Todd Zimmerman Re: looking forward to receiving both the Sub-recipient Agreement and draft Inter-local Government Agreement.
November 4, 2019 at 10:52 am	Email to Todd Zimmerman and County staff Re: fully executed Sub-Recipient Agreement from DEO and a requested status review of the Interlocal Agreement.
November 4, 2019 at 11:03 am	Email from Henry Munoz (DEO) requesting to schedule a conference call kickoff meeting.
November 5, 2019 at 5:23 pm	Email from Todd Zimmerman Re: requesting confirmation that the Environmental Clearance Review and 16-day Public Notice Period is in process.
November 5, 2019 at 5:38 pm	Email to Todd Zimmerman Re: the environmental not in the public comment period. The environmental and interlocal will be the discussion points on a conference call with DEO on Thursday, November 7th.
November 5, 2019 at 5:56 pm	Email from Todd Zimmerman requesting an update later this week.
November 7, 2019 at 2:00 pm	Brevard CDBG-DR Program Kickoff Meeting
November 7, 2019 at 4:09 pm	Email from Henry Munoz (DEO) Re: Palms at University Apartments Environmental Exempt Form and Further Guidance.
November 7, 2019 at 4:29 pm	Email from Henry Munoz (DEO) that DEO has received and reviewed the submitted draft interlocal agreement and currently has no comments or concerns.
November 8, 2019 at 8:35 am	Email from Asst. County Attorney sending the latest draft Interlocal Agreement to Housing and Human Services.
November 8, 2019 at 9:36 am	Email from Asst. County Attorney to Patricia Green (Attorney for Melbourne Housing Authority) sending the draft Interlocal Agreement.
November 13, 2019 at 5:53 pm	Email to Asst. County Attorney Abigail Jorandby from Attorney Patricia Green Re: LURA draft.
November 15, 2019 at 3:49 pm	Email from Patricia Green (Attorney for Melbourne Housing Authority) Re: CDBG funds to Melbourne Housing Authority and a Land Use Restriction Agreement (LURA) between Brevard County and the Palms at University, LLC.
November 20, 2019 at 9:32 am	Email from Asst. County Attorney Re: Melbourne/Palms at University LURA for Grant and scheduling a meeting.

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November 21, 2019	Hermine & Matthew CDBG-DR Subrecipient Agreement Meeting with Housing and Human Services Staff.
November 22, 2019 at 8:18 am	Email to the Melbourne Housing Authority and the Palms at University to schedule meeting regarding DEO CDBG-DR Grant - Palms at University.
November 22, 2019	Melbourne / Palms at University LURA for Grant Meeting with County Staff
November 22, 2019 at 4:08 pm	Email from Lesley Singleton Re: DEO Grant/ Melbourne Housing Authority Project and DEO Application Guide.
November 24, 2019 at 10:27 pm	Email from Alan Woolwich (Housing and Human Services Community Planner) Re: Palms at University Apartments Updated Environmental Review Forms and Exempt Activities dated November 21, 2019.
November 25, 2019 at 9:11 am	Email requesting documentation from both Todd Zimmerman and Michael Bean for the December 5th meeting.
November 25, 2019 at 10:02 am	Email from Lesley Singleton Re: DEO Grant/ Melbourne Housing Authority Project.
November 25, 2019 at 11:10 am	Email Re: Project Narrative Estimate / Project Delivery Activities to Housing and Human Services staff.
December 2, 2019 at 1:51 pm	Email from Henry Munoz Re: Palms at University Apartments Updated Environmental Review Forms and Exempt Activities dated November 21, 2019.
December 2, 2019 at 10:00 am	Hermine & Matthew CDBG-DR Subrecipient Agreement Meeting with Housing and Human Services Staff.
December 5, 2019 at 12:59 pm	Email from Todd Zimmerman Re: providing 1) document package for procurement of General Contractor and 2) Construction Contract (to be executed at closing).
December 5, 2019 at 3:00 pm	Meeting Re: Palms at University – DEO CDBG-DR Grant meeting with Housing and Human Services Staff and the Melbourne Housing Authority.
December 5, 2019 at 4:30 pm	Meeting Re: Palms at University with Asst. County Attorney Abigail Jorandby.
December 5, 2019 at 4:23 pm	Email from Lesley Singleton Re: Draw Schedule and Scope of Work.
December 6, 2019 at 2:10 pm	Email from Todd Zimmerman Re: Preliminary Budget along with Sources & Uses Analysis as of August 2019 and Draw Schedule.
December 6, 2019 at 3:02 pm	Email to Todd Zimmerman Re: Palms at University - CDBG-DR Preliminary Budget/Sources & Uses Analysis and Draw Schedule.
December 6, 2019 at 3:46 pm	Email from Todd Zimmerman Re: receipt of the Commitment of Funds letter.
December 6, 2019 at 3:49 pm	Email to Todd Zimmerman Re: A&E cost/full construction costs.

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December 6, 2019 at 4:37 pm	Email to Todd Zimmerman Re: DEO requested 4 Construction Draws (25%, 50%, 75%, and 100%). DEO's timeline form was also attached.
December 6, 2019 at 5:36 pm	Email from Alan Woolwich Re: revised project costs for the environmental review.
December 6, 2019 at 6:52 pm	Email from Todd Zimmerman Re: Melbourne Housing Authority's estimated timeline for construction based upon the contract performance parameters (11-12-month construction period) and a projected construction start date of January 20, 2020.
December 10, 2019 at 9:00 am	Brevard County Initial Site Visit for CDBG-DR Hermine/Matthew Program.
December 10, 2019 at 10:18 am	Email to Todd Zimmerman Re: The City of Melbourne's site and plan approval.
December 10, 2019 at 11:22 am	Email from Todd Zimmerman Re: a September 12, 2019 Permit Ready letter from the City of Melbourne.
December 10, 2019 at 11:49 am	Email to Todd Zimmerman Re: DEO and their review of the procurement for the General Contractor, it looks like the General Contractor will need to be re-bid. It must meet County and State requirements.
December 10, 2019 at 1:17 pm	Email from Todd Zimmerman Re: General Contractor procurement / CDBG-DR RFP.
December 10, 2019 at 1:26 pm	Email to Todd Zimmerman Re: DEO having concerns with what was submitted.
December 10, 2019 at 1:43 pm	Email from Todd Zimmerman Re: regulatory compliance. Melbourne Housing Authority wants to identify and address any remaining issues with DEO/County swiftly.
December 10, 2019 at 4:02 pm	Email from Mike Bean Re: MH Williams is Melbourne Housing Authority's General Contractor and at this point, Melbourne Housing Authority cannot re-bid.
December 10, 2019 at 4:13 pm	Email to Mike Bean Re: The County needing procurement that meets all DEO and County procurement processes.
December 10, 2019 at 4:22 pm	Email from Steven Monroe (Monroe Engineering, Inc.) Re: The City of Melbourne approving both the site plan and building plans for the Palms at University.
December 10, 2019 at 4:46 pm	Email from Todd Zimmerman requesting information on the 15-day Public Notice Period for the Environmental Review.
December 10, 2019 at 4:50 pm	Email to Todd Zimmerman and Alan Woolwich Re: Environmental Review draft from DEO and previous public notices.
December 10, 2019 at 5:31 pm	Email from Todd Zimmerman Re: Environmental publication for the preparation for loan closing.

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December 11, 2019 at 10:39 am	Email from Alan Woolwich Re: the Melbourne Housing Authority's signature for the Environmental Certification and the Request for Release of Funds and Certification.
December 11, 2019 at 5:39 pm	Email from Todd Zimmerman returning the fully executed Request for Release of Funds HUD Form 7015.15 Re: The Palms at University MFR CDBG-DR Grant.
December 16, 2019 at 4:44 pm	Email from Todd Zimmerman to Henry Munoz (DEO) re: the principals of the Palms at University would like to schedule a short telephone conference to discuss a perceived procurement issue regarding the HUD-approved general contractor pertaining to the Palms at University MFR project/CDBG-Dr grant funding.
December 19, 2019 at 8:31 am	Email from Henry Munoz (DEO) Re: Palms at University CDBG-DR Grant Funding call and the principals of the Palms at University's request to schedule a short conference call to discuss the perceived procurement issue regarding the HUD-approved general contractor.
December 19, 2019 at 8:45 am	Email to Henry Munoz Re: the documentation that DEO utilizes as their guidance on procurement.
December 19, 2019 at 9:10 am	Email from Henry Munoz Re: DEO utilizing federal guidance: 2CFR 200.318-2 CRF 200.326, the Federal Register Notices relating to Hermine & Matthew (FRN Volume 81 Number 224, Volume 82 Number 11, and Volume 82 Number 150), and Florida Statute 287 for reference to State Guidelines.
December 19, 2019 at 11:39 am	Email from Henry Munoz (DEO) Re: all procurement questions and correspondence needs to go through Brevard County.
December 19, 2019 at 1:15 pm	Email from Steven Darling Re: purchasing documents needed from the Housing Authority regarding the Palms at University Project.
December 19, 2019	Meeting Re: Melbourne Housing Authority with County Staff.
December 19, 2019 at 7:32 pm	Email from Mike Bean Re: Clarification with DEO's latest concerns over the General Contractor procurement. Upon our most recent conversation with the HUD lender Walker & Dunlop, re-bidding or a change of the General Contractor at this late juncture (with loan approval in hand) would indeed terminate the construction loan approval and virtually "kill the project".
December 19, 2019 at 8:35 pm	Email from Ryan Butler (DEO) Re: specific procurement concerns and potential resolution scenarios and/or identify a prospective path moving forward.
December 19, 2019 at 8:40 pm	Email to Ryan Butler (DEO) Re: needed information from the Housing Authority regarding the Palms at University Project.
December 20, 2019 at 9:15 am	Telephone Conference with DEO Re: Brevard County Procurement Discussion.

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December 20, 2019 at 3:21 pm	Email from Lesley Singleton Re: final Interlocal Agreement changes.
December 20, 2019 at 4:56 pm	Email to Mike Bean Re: review of the Sub-Recipient Agreement and documents previously provided by the Melbourne Housing Authority.
December 23, 2019 at 8:01 am	Email from Mike Bean confirming receipt of the County's review.
January 2, 2020 at 9:52 am	Email from Henry Munoz Re: Environmental Update / Part 58 Exempt CENST form and possibly canceling today's bi-weekly telephone conference.
January 2, 2020 at 9:54 am	Email to Henry Munoz Re: confirming the cancellation of the bi-weekly telephone conference and about double checking the CENST form.
January 3, 2020 at 2:00 pm	Melbourne Housing Authority – Palms at University – CDBG-DR Related Response to my email dated February 27, 2019 at 6:41 pm.
January 3, 2020 at 3:26 pm	Email from Alan Woolwich Re: executed ER, CENST, and RROF Forms.
January 3, 2020	Mike Bean dropped off Palms at University CDBG-DR Project files: a) Architect of Record file, b) Civil Engineering RFQ file, c) Construction Management Services Re-bid, d) Melbourne Housing Authority Policy.
January 6, 2020 at 5:15 pm	Email to Mike Bean acknowledging receipt of documents from the Housing Authority of Brevard County on January 3, 2020.
January 13, 2020 at 9:21 am	Email from Henry Munoz (DEO) Re: Brevard County Initial Site Visit Report CDBG-DR.
January 13, 2020 at 11:32 am	Email to Asst. County Attorney and Steven Darling Re: MHA seeking to piggyback on a procurement from Eastern Florida State College for General Contractor services.
January 13, 2020 at 4:26 pm	Email from Todd Zimmerman Re: the status of the "public notice period" and a projected date for issuance of "Release of Funds" letter.
January 14, 2020 at 2:59 pm	Email from Asst. County Attorney Abigail Jorandby Re: proposed language.
January 14, 2020 at 7:14 pm	Email from Todd Zimmerman Re: confirmation that HUD D.C. has granted the final extension request precipitating a clear timeline for rate lock that must occur on or about February 3, 2020 in preparation for construction loan closing. Release of Funds letter must be made available to the Melbourne Housing Authority.
January 14, 2020 at 7:24 pm	Email to Michael Bean Re: due to the Melbourne Housing Authority not providing required/ promised documentation, Brevard County is unable to determine if it will be able to meet the procurement requirements.

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January 14, 2020 at 7:25 pm	Email to Alan Woolwich Re: the end of the public comment period for the environmental.
January 14, 2020 at 7:43 pm	Email from Ryan Butler Re: DEO's environmental review coordination and processing timeline.
January 14, 2020 at 7:49 pm	Email from Michael Bean Re: Melbourne Housing Authority has not received the promised requested document from Eastern Florida State College. Several conversations have taken place with them, but they are unable to locate or produce their advertisement documentation therefore, please rely on Melbourne Housing Authority's original procurement records of MH Williams as previously submitted.
January 15, 2020 at 7:43 am	Email from Ryan Butler (DEO) Re: Eastern Florida Procurement Documents.
January 15, 2020 at 10:26 am	Email to Alan Woolwich Re: environmental package being sent to DEO.
January 15, 2020 at 4:26 pm	Email from Attorney Patricia Green Re: Melbourne/Palms at University LURA language and attachments.
January 15, 2020 at 4:27 pm	Email from Alan Woolwich Re: Pubic Notice and HUD Environmental Assessment.
January 15, 2020 at 4:36 pm	Email from Alan Woolwich requesting execution of the Request for Release of Funds form.
January 15, 2020 at 5:08 pm	Email to Todd Zimmerman Re: significant concerns about the February 3, 2020 deadline.
January 15, 2020 at 5:08 pm	Email from Todd Zimmerman Re: executed Request for Release of Funds form.
January 15, 2020 at 5:55 pm	Email from Alan Woolwich to DEO Re: The Palms at University Apartments Environmental Assessment, Phase 1 EA Document and FONSI & RROF form for your review and processing.
January 15, 2020 at 8:13 pm	Email from Todd Zimmerman Re: HUD/Lender – formal commitment letter indicating availability of funds to close "Release of Funds" letter won't be issued without DEO's satisfactory environmental review and expiration of public notice period.
January 16, 2020 at 2:38 pm	Email from Asst. County Attorney Abigail Jorandby to Attorney Patricia Green Re: the review of the Interlocal Agreement and the draft LURA, and issues with the Melbourne Housing Authority regarding issues concerning the procurement process and construction.
January 21, 2020 at 10:18 am	Email from Todd Zimmerman Re: deadline for "rate lock" is Wednesday, February 5, 2020 and the formal CDBG-DR Release of Funds/Commitment letter.

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January 21, 2020 at 11:21 am	Email to Todd Zimmerman Re: Ian will not guarantee or confirm the date that the County will receive an Authority to Use Grant Funds. The Environmental was sent to DEO, us under review, and any corrections/changes will impact the date. The County cannot envision moving forward with an Interlocal Agreement with the Housing Authority until we resolve the procurement issues.
January 21, 2020 at 12:13 pm	Email from Attorney Patricia Green to Asst. County Attorney Abigail Jorandby Re: requested additional language added to the Interlocal Agreement.
January 21, 2020 at 5:15 pm	Email from Asst. County Attorney Abigail Jorandby Re: scheduling a telephone conference regarding the additional language added to the Interlocal Agreement by Attorney Patricia Green.
January 24, 2020 at 5:18 pm	Email to Michael Bean Re: review of the original procurement records provided January 6, 2020 and a certified letter was mailed to Michael L. Bean Re: the same.
January 28, 2020 at 11:16 am	Email from Todd Zimmerman Re: an update on the status of the Environmental Review and Public Notice Period.
January 28, 2020 at 11:52 am	Email from Ryan Butler (DEO) Re: summarizing and confirmation for partner sharing purposes regarding the environmental review.
January 28, 2020 at 2:10 pm	Email to Todd Zimmerman Re: a response from DEO regarding the environmental review.
January 28, 2020 at 2:16 pm	Email from Todd Zimmerman Re: swift response to the environmental review.
January 28, 2020 at 3:49 pm	Email from Todd Zimmerman request a short meeting to address and resolve the outstanding General Contractor procurement items.
January 28, 2020 at 5:24 pm	Email to Todd Zimmerman Re: scheduling of the requested meeting.
January 29, 2020 at 9:19 am	Email from Mark Murray (DEO) Re: clarification request regarding specific information as it is currently planned on stories/height and size/dimensions of property.
January 29, 2020 at 10:09 am	Email from Ryan Butler (DEO) Re: DEO's Environmental Review team identified two specific areas of the Environmental Review documents that require clarification in order to complete DEO's review.
January 29, 2020 at 1:58 pm	Email from Alan Woolwich Re: building & lot size confirmation.
January 29, 2020 at 3:10 pm	Email to County staff Re: DEO's discrepancies.
January 29, 2020 at 6:18 pm	Email from Alan Woolwich Re: problems and conflicts.
January 30, 2020 at 7:25 am	Email to Alan Woolwich Re: building structures and units.
January 30, 2020 at 11:19 am	Email from Henry Munoz (DEO) Re: DEO's Environmental Team requesting further information before they can complete their review.

<b>DATE</b>	<b>ACTIVITY</b>
January 30, 2020 at 11:33 am	Email from Alan Woolwich Re: Melbourne Housing Authority - site plan maps and environmental review.
January 30, 2020 at 11:36 am	Email to Henry Munoz (DEO) Re: County's response to DEO's request for clarification.
January 30, 2020 at 12:44 pm	Email from Ryan Butler (DEO) Re: updated information will be provided to DEO's Environmental Team for further review. An additional discrepancy was identified with the project total.
January 30, 2020 at 12:45 pm	Email to Alan Woolwich Re: Palms at University final project amount.
January 30, 2020 at 2:04 pm	Email from Alan Woolwich Re: Palms at University final project amount.
February 3, 2020 at 2:00 pm	Meeting Re: Palms at University CDBG-DR with Melbourne Housing Authority and County Staff. At this meeting the Melbourne Housing Authority provided additional project documentation.
February 3, 2020 at 4:17 pm	Email from Henry Muniz (DEO) Re: Brevard County's clearance regarding the CDBG-DR Environmental Assessment submittal to DEO. The Authorization to Use Grant Funds (Form 7015.16) will be issued through a separate email.
February 3, 2020 at 4:18 pm	Email from Henry Munoz (DEO) Re: copies of the Environmental Review approval letter and the Authority to Use Grant Funds approval for the Palms at University Affordable Rental Housing project. Please ensure that the Melbourne Housing Authority coordinates directly with Brevard County for any/all additional program and/or project related conditions that may have been specified by Brevard County officials.
February 3, 2020 at 4:32 pm	Email to Michael Bean Re: Environmental and the ATUFG. There is no ability to expend funds until the procurement is addressed.
February 4, 2020 at 9:00 am	Melbourne Housing Authority Conference Call.
February 4, 2020 at 12:40 pm	Email to Henry Munoz (DEO) from Michael Bean (cc. the County) confirming receipt and understanding of his direction.
February 4, 2020 at 1:24 pm	Email to the Melbourne Housing Authority Re: a summary of items and conditions for continued County involvement in the Palms at University project.
February 4, 2020 at 3:16 pm	Email from Asst. County Attorney Abigail Jorandby Re: latest draft of the Interlocal Agreement that was sent to the Melbourne Housing Authority's attorney. Setting up a brief review meeting with staff.
February 4, 2020 at 5:16 pm	Email from Asst. County Attorney Abigail Jorandby Re: revised Interlocal Agreement and review of the current LURA.
February 5, 2020 at 9:02 am	Email from Asst. County Attorney Abigail Jorandby Re: LURA and her changes, comments, and questions.

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February 5, 2020 at 10:29 am	Email from Mike Bean Re: MH Williams Construction Group, Inc. being allowed to bid on the procurement actions that are being separated from the 2015 contract.
February 5, 2020 at 11:04 am	Email to Mike Bean Re: MH Williams Construction Group, Inc.
February 5, 2020 at 11:21 am	Email from Todd Zimmerman Re: Interlocal Agreement, trade/vendor procurement for deployment of CDBG-DR Grant related funds for consideration, and tortoise relocation.
February 5, 2020 at 11:27 am	Email from Steven Darling Re: MH Williams Construction Group, Inc.
February 5, 2020 at 11:50 am	Email from Brian Breslin Re: Melbourne Housing Authority Draw schedule template.
February 5, 2020 at 3:23 pm	Email from Lesley Singleton Re: comments regarding LURA Section 1.4 Long Term Affordability.
February 5, 2020 at 3:23 pm	Email from Brian Breslin Re: comments to the LURA.
February 5, 2020 at 7:50 pm	Email from Michael Bean requesting the finalized Interlocal Agreement.
February 6, 2020 at 8:19 am	Email from Asst. County Attorney Abigail Jorandby to Michael Bean Re: The County is finalizing the language of the Interlocal Agreement.
February 6, 2020 at 10:22 am	Email from Asst. County Attorney Abigail Jorandby Re: the insertion of attachments to the Interlocal Agreement final draft from the lender.
February 6, 2020 at 11:05 am	Email from Lesley Singleton Re: proposed revised Melbourne Housing Authority Interlocal Agreement with Attachments.
February 6, 2020 at 11:06 am	Email from Asst. County Attorney Abigail Jorandby Re: the LURA language.
February 6, 2020 at 1:49 pm	Email from Asst. County Attorney Abigail Jorandby Re: Interlocal Agreement final exhibits.
February 6, 2020 at 1:56 pm	Email to Asst. County Attorney Abigail Jorandby Re: Revised Interlocal Agreement and Attachments.
February 6, 2020 at 2:41 pm	Email from Asst. County Attorney Abigail Jorandby to Patricia Green with the <i>draft</i> Palms at University Interlocal Agreement with attachments and the revised LURA for review.
February 6, 2020 at 4:15 pm	Email from Lesley Singleton Re: concerns about rent limits.
February 6, 2020 at 4:18 pm	Email to County staff Re: rent limit issues.
February 6, 2020 at 4:21 pm	Email to County staff Re: DEO RFP approval
February 6, 2020 at 5:21 pm	Email from Lesley Singleton to Henry Munoz (DEO) clarifying that the County must comply with HUD HOME income and rent limits for CDBG-DR Hurricanes Hermine and Matthew funding.
February 6, 2020 at 6:27 pm	Email from Todd Zimmerman Re: the HUD lender/counsel has requested a conference call to discuss comments on the Interlocal Agreement, process and procedures.

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February 7, 2020 at 9:57 am	Email from Henry Munoz (DEO) to Lesley Singleton regarding rental housing guidance that was extracted from the HUD Exchange.
February 7, 2020 at 4:00 pm	Palms at University Conference Call with Walker & Dunlop.
February 10, 2020 at 8:30 am	Conference call with DEO (Ryan) and Asst. County Attorney.
February 10, 2020 at 11:00 am	Conference call between the Melbourne Housing Authority and County Staff
February 10, 2020 at 1:00 pm	Meeting Re: Palms at University Procurement Documents.
February 10, 2020 at 2:49 pm	Email from Mary Jo George Re: Palms - General Contractor Procurement and if the general contractor would be eligible to bid on the materials.
February 10, 2020 at 3:43 pm	Email from Todd Zimmerman Re: Palms General Contractor Procurement and public notice/publishing requirements.
February 10, 2020 at 3:56 pm	Email to Lena Nepryntseva Re: Palms at University – General Contractor. Rebidding the project at this point in the process causes some additional concerns and the County believes that an Invitation to Bid, sealed bids, or Request for Proposals would be more appropriate.
February 11, 2020 at 9:33 am	Email to Todd Zimmerman and Mary Jo Re: Palms – General Contractor Procurement.
February 11, 2020 at 3:56 pm	Email to the Melbourne Housing Authority and their attorneys Re: three options available for the Palms at University project. It is respectfully requested that the Melbourne Housing Authority respond in writing by close of business on February 14, 2020 with their decision on which option they have chosen.
February 13, 2020 at 10:16 am	Email to Ryan Butler (DEO) Re: the risk/liability for Brevard County if there are one or more findings (following an audit) related to the Melbourne Housing Authority procurement.
February 13, 2020 at 1:00 pm	Meeting Re: Palms at University – CDBG-DR with the Purchasing Director, County Manager, Assistant County Manager, County Attorney, and Asst. County Attorney.
February 13, 2020 at 4:20 pm	Email from Michael Bean that the Melbourne Housing Authority has elected to issue an Invitation for Bid for General Contractor Services pertaining to the project. Invitation for Bid was attached for County review. Invitation for Bid timeline needs to meet County/DEO requirements.
February 13, 2020 at 4:42 pm	Email from Steven Darling Re: The Invitation for Bid's timeline.
February 13, 2020 at 4:42 pm	Email from Ryan Butler (DEO) Re: Brevard County having negative monitoring results for the procurement previously performed by the Melbourne Housing Authority. DEO is closely monitoring the coordination between Brevard County and the Melbourne Housing

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	Authority to resolve the concerns that were noted during the initial site visit performed in December 2019.
February 13, 2020 at 4:48 pm	Email to Ryan Butler (DEO) Re: project update.
February 13, 2020 at 4:58 pm	Email from Todd Zimmerman to Steven Darling Re: Melbourne Housing Authority's public notice period for the Invitation for Bid.
February 13, 2020 at 7:11 pm	Email from Steven Darling Re: advertisement needing to be advertised for 30 consecutive days.
February 14, 2020 at 11:45 am	Meeting Re: The Palms at University with the Purchasing Director and Asst. County Attorney Abigail Jorandby.
February 14, 2020 at 1:30 pm	Email to Steven Darling from Todd Zimmerman Re: date corrected Invitation for Bid for review.
February 14, 2020 at 2:02 pm	Email from Steven Darling Re: his concerns with the Melbourne Housing Authority's bid documents.
February 14, 2020 at 4:46 pm	Email to Michael Bean Re: Palms at University Invitation to Bid Issues.
February 14, 2020 at 5:23 pm	Email from Attorney Jason Lagasca to Steven Darling Re: advertising for competitive bids or proposals clarification.
February 14, 2020 at 5:28 pm	Email from Steven Darling to Attorney Jason Lagasca Re: clarification that the Invitation for Bid has to run for 30 consecutive days not the ad in Florida Today.
February 14, 2020 at 6:48 pm	Email from Attorney Jason Lagasca Re: The County being to overly restrictive on the Melbourne Housing Authority's Invitation for Bid. Revised document provided.
February 14, 2020 at 9:32 pm	Email from Steven Darling Re: Melbourne Housing Authority's Procurement policy and manual.
February 15, 2020 at 9:35 am	Email from Attorney Jason Lagasca Re: revised addition with the requested references removed.
February 15, 2020 at 11:57 am	Email to Attorney Jason Lagasca Re: corrections to previously provided documentation.
February 16, 2020 at 8:24 am	Email from Steven Darling Re: revised Melbourne Housing Authority Invitation for Bid package and required references.
February 17, 2020 at 2:53 pm	Email to County staff Re: the review of additional Melbourne Housing Authority documents.
February 17, 2020 at 4:15 pm	Email from Asst. County Attorney Abigail Jorandby Re: additional changes to the Interlocal Agreement.
February 18, 2020 at 10:00 am	Meeting - Melbourne Housing Authority / Palms at University with the County Manager, Asst County Manager, County Attorney, Asst. County Attorney, Melbourne Housing Authority and their attorneys (Julie S. Hochard, Scott Knox, Scott D. Widerman, and Jason Lagasca). At this meeting the County was provided with the MHA at University Apartments – Project Manual – Volume I and Volume II.

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February 18, 2020 at 2:25 pm	Email to Ryan Butler (DEO) Re: third-party vendor question.
February 18, 2020 at 3:15 pm	Email from Ryan Butler (DEO) Re: DEO's response to the County's third-party vendor question.
February 18, 2020 at 3:46 pm	Email from Todd Zimmerman Re: HUD approval for Tortoise Relocation/Remediation. MHA will engage the Tortoise Relocation/Remediation process upon obtaining DEO/County's similar written approval.
February 18, 2020 at 3:53 pm	Email from Alan Woolwich Re: tortoise relocation related studies documents, plans and sign off letter from the State FWC are in the transmittal to DEO.
February 18, 2020 at 3:57 pm	Email from Asst. County Attorney Abigail Jorandby Re: revisions to the Interlocal Agreement language. Input needed as to the monitoring/oversight language.
February 18, 2020 at 6:12 pm	Email from Alan Woolwich Re: the process of approval for the capture and relocation of gopher tortoises.
February 19, 2020 at 9:01 am	Email to Alan Woolwich Re: the approval process for the capture and relocation of the gopher tortoises.
February 19, 2020 at 9:28 am	Email from Alan Woolwich Re: Moving forward with the removal per the FWC permit and reporting conditions and the EA-FONSI.
February 19, 2020 at 1:46 pm	Email to Ryan Butler (DEO) Re: a quick question regarding gopher tortoises.
February 19, 2020 at 2:21 pm	Email from Ryan Butler (DEO) Re: DEO agrees with Ian's assessment regarding gopher tortoises.
February 19, 2020 at 2:46 pm	Email to Todd Zimmerman Re: the request for DEO to provide the auditing/oversight/monitoring services for this project under the state contract was denied. The County is moving forward with a review of the State's ITN to develop a scope in order to explore the County's Internal Auditors providing the service. There is no additional approval needed from the County or DEO for the Melbourne Housing Authority to move forward with the removal and relocation of the tortoises per the permit provided. A complete preliminary review of the project manual was completed and a list of items need to be addressed through an Addendum.
February 19, 2020 at 5:37 pm	Email from Todd Zimmerman Re: the additional audit layer.
February 19, 2020 at 6:04 pm	Email from Maryanne Wilcox to Steven Darling Re: IFB No. 02052020 (56) General Contractor Bid.
February 19, 2020 at 7:26 pm	Email from Steven Darling Re: IFB No. 02052020 (56) General Contractor Bid.
February 20, 2020 at 11:00 am	Meeting Re: Palms at University Interlocal Agreement.
February 20, 2020 at 12:40 pm Add attachments.	Email from Asst. County Attorney Abigail Jorandby Re: MHA draft Interlocal Agreement with Exhibits (including LURA)

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February 20, 2020 at 1:14 pm Add attachments.	Email to Ryan Butler (DEO) Re: MHA draft Interlocal Agreement with Exhibits (including LURA) with highlighted changes for review.
February 20, 2020 at 3:10 pm	Email to Todd Zimmerman Re: the County is working to remain responsive. As indicated in Ian's previous email, the County has begun putting together the Scope for the third-party vendor and hopes to have a conversation with our Internal Auditor within the next 10 business days.
February 22, 2020 at 10:59 am	Email from Ryan Butler (DEO) Re: DEO's completed review comments and suggestions for consideration on the LURA and ILA.
February 24, 2020 at 8:56 am	Email to Asst. County Attorney Abigail Jorandby Re: DEO's comments and suggestions.
February 24, 2020 at 4:40 pm	Email from Asst. County Attorney Abigail Jorandby Re: DEO's recommended changes.
February 25, 2020 at 9:00 am	Meeting with Asst. County Attorney Abigail Jorandby Re: Palms at University.
February 25, 2020 at 10:48 am	Email from Asst. County Attorney Abigail Jorandby Re: Interlocal Agreement revisions.
February 25, 2020 at 10:58 am	Email to Ryan Butler (DEO) re: Brevard County's comments/questions regarding the LURA and Interlocal Agreement.
February 25, 2020 at 12:15	Email from Ryan Butler (DEO) Re: updated information as it relates to the LURA.
February 25, 2020 at 12:26 pm	Email from Michael Bean to Henry Munoz (DEO) Re: the timing issues that the Melbourne Housing Authority has faced due to Brevard County.
February 25, 2020 at 12:33 pm	Email from Michael Bean stating that the Melbourne Housing Authority has accepted the advice of the HUD Regional IV Director, Denise Carpenter-Leggett and has cancelled its procurement of General Contractor for the Palms at University. HUD will not extend the project Multifamily closing date, MHA has no means in which to comply with the HUD deadline or the elusive CDBG-DR funding.
February 25, 2020 at 1:00 pm	Meeting re: Melbourne Housing Authority Pre-Construction Meeting.
February 25, 2020 at 1:10 pm	Email to Michael Bean asking if his email was formal notice that they were cancelling the project.
February 25, 2020 at 3:05 pm	Email from Michael Bean stating that his earlier email was not formal notice that the project was canceled.
February 27, 2020 at 11:38 am	Email to the Board of County Commissioners Re: the CDBG-DR Grant with the Melbourne Housing Authority.
February 27, 2020 at 11:49 am	Email from the District 2 Commission Office Re: MHA and HABC management responsibilities.

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February 27, 2020 at 2:00 pm	Bi-weekly Conference Call with DEO.
February 27, 2020 at 4:42 pm	Email from Asst. County Manager Jim Liesenfelt to Reggie Dixon (DEO) Re: the email sent to the Board of County Commissioners Re: the CDBG-DR Grant with the Melbourne Housing Authority.
February 27, 2020 at 5:00 pm	Email from Reggie Dixon (DEO) Email Re: providing requested information.
February 28, 2020 at 10:48 am	Email from the District 3 Commission Office Re: Melbourne Housing Authority's General Contractor.
February 28, 2020 at 10:49 am	Email to the District 3 Commission Office Re: the Housing Authority's procurement was flawed based upon our review.
February 28, 2020 at 11:50 am	Email to Mason Alexander (HUD) Re: request for a telephone conference or meeting to discuss the Palms at University Project.
February 28, 2020 at 12:40 pm	Email from Mason Alexander (HUD) Re: request for meeting form.
February 28, 2020 at 1:18 pm	Email to Mason Alexander (HUD) Re: completed request for meeting form.
March 2, 2020 at 10:45 am	Email from Jason Lagasca to Asst. County Attorney Abigail Jorandby requesting an update on the Interlocal Agreement or on the Palms at University Project.
March 2, 2020 at 11:49 am	Email from Asst. County Attorney Abigail Jorandby providing an update that the County is was working on the Interlocal Agreement contingent upon the re-procurement of the General Contractor IFB. Melbourne Housing Authority cancelled that re-procurement altogether and the County is needing clarification as to the status of the re-procurement before moving forward.
March 8, 2020 at 9:18 pm	Email from Michael Bean to Commissioner Lober Re: Melbourne Housing Authority's critical development issue with the County as it pertains to CDBG-DR grant fund development for the Palms at University Elderly & Disabled [new construction] Affordable Housing project.
March 9, 2020 at 8:20 am	Email from Commissioner Lober's staff to County staff forwarding Michael Bean's March 8, 2020 email and February 10, 2020 letter to Ian Golden.
March 9, 2020 at 10:38 am	Email to District 2, the Asst. County Manager, and County Attorney stating that Ian had never received the February 10, 2020 letter from Michael Bean by email or by U.S. Mail.
March 9, 2020 at 1:17 pm	Email from Asst. County Manager Jim Liesenfelt that the County Manager's Office never received a copy of the February 10, 2020 letter from Michael Bean.
March 9, 2020 at 4:18 pm	Email to Attorney Pamela Bress Re: The Palms at University Project and the County's second in-depth review of Melbourne Housing Authority's procurement.

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March 10, 2020 at 11:33 am	Email from Asst. County Manager Jim Liesenfelt to County Manager Frank Abbate Re: staffs communications with Commissioner Lober and the commissioner requesting Ian Golden put together a memo highlighting what has transpired during this project process and sending it to Pam Bress.
March 10, 2020 at 11:49 am	Email from Asst. County Manager Jim Liesenfelt to County Commissioner Frank Abbate Re: Michael Bean's March 8, 2020 email to Commissioner Lober.
March 10, 2020 at 11:50 am	Email from County Manager Frank Abbate to Asst. County Manager Jim Liesenfelt Re: The Palms at University Project.
March 11, 2020 at 8:30 am	Meeting with Asst. County Attorney Abigail Jorandby Re: The Palms at University Project.
March 11, 2020 at 10:09 am	Email from staff Re: results of an email search.
March 11, 2020 at 1:20 pm	Email from Attorney Pamela Bress Re: Brevard County's issues raised about the Palms at University Project.
March 11, 2020 at 3:38 pm	Email to the County Attorney's Office from Alison Dawley regarding a conference call that she had that included Alesia Scott-Ford, HUD Jax, Fritz Van Volkenberg for Bryan Lober, Michael Bean, Pam Bress, Todd Zimmerman, Yvonne Minus, and Phil Williams. Once Ms. Scott-Ford receives the requested summary of facts, she would like to schedule a meeting with everyone.
March 11, 2020 at 3:59 pm	Email from Asst. County Attorney Abigail Jorandby Re: email from Alison Dawley.
March 12, 2020 at 11:00 am	Conference Call with Asst. County Manager Jim Liesenfelt, Asst. County Attorney Abigail Jorandby, Ian Golden, and Todd Zimmerman.
March 12, 2020 at 1:17 pm	Email from Asst. County Attorney Abigail Jorandby responding to Pamela Bress' email dated March 11, 2020.
March 12, 2020 at 2:00 pm	Bi-weekly Conference with DEO.
March 12, 2020 at 3:12 pm	Email from Todd Zimmerman re: Steven Darling being the point of contact for managing material procurement per project specs. General Contractor, Mike Williams would like to discuss the mechanics of process and procedure.
March 12, 2020 at 3:18 pm	Email to Todd Zimmerman re: The County needing something from the underwriter and HUD stating approval and that this is the way to move forward with the project.
March 12, 2020 at 3:27 pm	Email to Mason Alexander (HUD) Re: status update on the request for telephone conference and/or meeting.
March 12, 2020 at 8:34 pm	Email from Attorney Pamela Bress Re: researching the additional facts provided by Asst. County Attorney Abigail Jorandby in her March 12th email and would be open to discuss the issues.

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March 13, 2020 at 10:32 am	Email from Mason Alexander (HUD) Re: scheduling a telephone conference.
March 13, 2020 at 4:44 pm	Email from Todd Zimmerman re: written approvals from HUD/Lender have been requested by the Melbourne Housing Authority per the telephone conference yesterday. It may take a few days to receive corresponding responses.
March 13, 2020 at 4:57 pm	Email to Todd Zimmerman stating that once the County receives the written approvals the County will start scheduling all necessary meetings.
March 17, 2020 at 10:30 am	County staff conference call with HUD Re: The Palms at University.
March 17, 2020 at 12:00 pm	Email from Alesia Scott-Ford.
March 17, 2020 at 12:17 pm	Email to Alesia Scott-Ford re: an email from the Melbourne Housing Authority (FW: Urgent Melbourne Housing Authority Elderly/Disabled Housing CDBG-DR Grant) which contains a letter addressed to Ian Golden regarding The Palms at University Procurement that the County has no record of receiving either hard copy or electronically dated February 10, 2020.
March 17, 2020 at 12:28 pm	Email from Alesia Scott-Ford Re: emails.
March 17, 2020 at 12:29 pm	Email to County staff regarding a call with HUD. On the telephone call were Denise Cleveland-Leggett, Alesia Scott-Ford, Michael Browder, Michael Bean, and Ian Golden. On this call, Denise clarified and Michael Bean verified that she had only told him to follow the advice of his attorneys. At this time, Ian reiterated the options available to move forward and the condition that the underwriters approve the County procuring the materials/commodities separately. Staff will be scheduling a conference call.
March 17, 2020 at 3:06 pm	Email from Asst. County Attorney Abigail Jorandby re: revised Interlocal Agreement language regarding CDBG funds.
March 17, 2020 at 3:45 pm	Email from Todd Zimmerman Re: scheduling telephone conference between the County, Melbourne Housing Authority and the HUD Lender.
March 17, 2020 at 4:56 pm	Email from Todd Zimmerman Re: rescheduling of the telephone conference call between the County, Melbourne Housing Authority and the HUD Lender.
March 18, 2020 at 10:02 am	Email from Todd Zimmerman Re: scheduling a Palms at University telephone conference.
March 18, 2020 at 2:46 pm	Email from Todd Zimmerman re: the scheduling of a conference call to include Melbourne Housing Authority staff, County staff, DEO, HUD Underwriter, and the general contractor for Friday, March 20, 2020 at 2:00 pm.

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March 18, 2020 at 3:58 pm	Email from Lesley Singleton to Brian Breslin Re: The Palms at University IA and LURA with new language.
March 20, 2020 at 11:37 am	Email from Lena Nepryntseva (HUD Underwriter) Re: telephone conference.
March 20, 2020 at 2:15 pm	Conference Call Re: The Palms at University with Lena Nepryntseva, Todd Zimmerman, Michael Bean, and County staff.
March 20, 2020 at 3:48 pm	Email from Todd Zimmerman Re: Brevard County's possible interest in conducting the General Contractor (GC) procurement from start to finish including GC selection/award.
March 20, 2020 at 3:50 pm	Email from Steven Darling stating that he does not believe Brevard County's possible procurement of a GC is feasible or a good idea.
March 20, 2020 at 3:56 pm	Email to Todd Zimmerman requesting the reasons why the Melbourne Housing Authority wants the County to procure their General Contractor. If the Melbourne Housing Authority complies with their own procurement policy, local, state, and federal regulations there are no fidelity issues.
March 20, 2020 at 4:13 pm	Email from Todd Zimmerman re: The County completing the General Contractor procurement process due to limited timing and "no margin for error".
March 20, 2020 at 5:12 pm	Email from Alesia Scott-Ford (HUD) Re: As a result of the March 17th conference call, HUD was able to dispel some incorrect information reported by Michael Bean of the Brevard County Housing Authority.
March 23, 2020 at 2:38 pm	Email to Todd Zimmerman re: the updated IFB not being sent to the County for review. Requesting a possible estimate of when the County will be receiving the documents.
March 23, 2020 at 4:22 pm	Email from Todd Zimmerman re: The County General Contractor procurement/purchase of materials for the jobsite as discussed on the March 20, 2020 telephone conference and a draft of the anticipated process for County deployment of CDBG-DR Grant Funds.
March 23, 2020 at 4:36 pm	Email to Todd Zimmerman requesting time for County staff to review the proposed process for the County's deployment of the CDBG-DR Grant Funds, since at the end of March 20th's telephone conference the options provided for review were off the table entirely per the Underwriters. Asking for notice from Lena that the proposed item is now a viable option.
March 23, 2020 at 4:51 pm	Email from Todd Zimmerman forwarding an email from Lena Nepryntseva (HUD Underwriter) asking for exactly what is being proposed as far as the County procuring certain materials for the Palms at University Project.

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March 23, 2020 at 4:53 pm	Email from Asst. County Attorney Abigail Jorandby Re: review of the revised Interlocal Agreement.
March 24, 2020 at 8:57 am	Emails between County staff regarding the revised Interlocal Agreement.
March 24, 2020 at 2:00 pm	Conference call with Asst. County Attorney Abigail Jorandby and Ian Golden Re: Interlocal Agreement discussion.
March 24, 2020 at 4:30 pm	Email to Todd Zimmerman and County Staff regarding the County's revisions/responses to the Melbourne Housing Authority's anticipated process for deployment of CDBG – DR Grant Funds.
March 24, 2020 at 4:30 pm	Email to Ryan Butler at DEO forwarding him the County's response regarding the revisions/responses to the Melbourne Housing Authority's anticipated process for deployment of CDBG – DR Grant Funds.
March 24, 2020 at 5:58 pm	Email from Todd Zimmerman re: his request for official confirmation from the Melbourne Housing Authority regarding concurrence for moving forward with the County deployment of CDBG-DR Grant Funds through procurement/purchase of materials for the Palms at University project and memorializing same in the revised Inter-local Agreement as outlined in email chain.
March 25, 2020 at 7:10 am	Email from Steven Darling regarding clarification regarding the contractor being the monitoring firm. The contractor hired to audit/monitor will be a separately procured contractor with a scope that the County will define.
March 25, 2020 at 1:04 pm	Email to Todd Zimmerman re: clarification of the County's procurement for construction materials and commodities might be awarded to another third-party vendor/contractor other than MH Williams.
March 25, 2020 at 2:00 pm	Email from Todd Zimmerman Re: Palms at University – General Contractor Procurement clarification.
March 25, 2020 at 2:30 pm	Conference call between Asst. County Attorney Abigail Jorandby and Ian Golden Re: discussion on the Interlocal Agreement.
March 26, 2020 at 8:58 am	Email from Asst. County Attorney Abigail Jorandby re: revisions to the Interlocal Agreement based on March 25, 2020's telephone conference.
March 26, 2020 at 12:05 pm	Email to Ryan Butler (DEO) Re: brief update.
March 30, 2020 at 11:02 am	Email to Ryan Butler (DEO) Re: another update. As of 11:00 am this morning, the County has not received any communication from the Melbourne Housing Authority, their attorneys, or the underwriters.
April 1, 2020 at 12:10 pm	Email from Steven Darling regarding Melbourne Housing Authority – Palms at University – County Bid status.

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April 1, 2020 at 12:13 pm	Email to Steven Darling that the County has not received any contact from Mike Bean, his attorneys, or the underwriters since the telephone conference on March 20, 2020.
April 8, 2020 at 7:36 am	Email from Ryan Butler (DEO) Re: Brevard's Bi-weekly Call and possible questions or items to be discussed.
April 8, 2020 at 10:33 am	Email to Ryan Butler (DEO) Re: Brevard County has not received any contact from anyone from or associated with the Melbourne Housing Authority.
April 8, 2020 at 11:48 am	Email from Ryan Butler (DEO). DEO will be canceling the bi-weekly conference call scheduled for April 9th.
April 13, 2020 at 3:41 pm	Email to County Staff Re: a last attempt to document the County's request for information, etc. to the Melbourne Housing Authority. Proposed email for staff review.
April 13, 2020 at 4:06 pm	Email to Mike Bean Re: formal notice that the County will be seeking to terminate its Sub-Recipient Agreement with the Florida Department of Economic Development for the Palms at University Project.
April 13, 2020 at 5:34 pm	Email from Mike Bean Re: Understanding the County's position to eliminate the Subrecipient Agreement with DEO.
April 23, 2020 at 2:00 pm	Bi-weekly Conference Call with Ryan Butler (DEO).