

**MINUTES**  
**COMMUNITY DEVELOPMENT BLOCK GRANT**  
**ADVISORY COMMITTEE (CDBGAC)**  
**Tuesday, January 15, 2008**

The Community Development Block Grant Advisory Committee convened at 6:35 p.m. in the Community Development Conference Room, Barbara Judkins presiding.

**Committee Members**

**Present:**

Barbara Judkins, Chair  
T.J. Gilmore  
Sunny Ugochukwu  
Kevin Davis  
Mary Scruggs  
Tamela Bowie  
Carol Rooney

**Committee Members**

**Absent:**

**Staff Members**

**Present:**

Jamey Kirby, Grants Coordinator  
Andrea Rincon, Grants Specialist

**Guests:**

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Ms. Judkins called the meeting to order and the committee reviewed the minutes of October 18, November 27 and December 4, 2007. Mary Scruggs moved to have all the minutes approved; TJ Gilmore seconded the motion which passed unanimously.

The committee discussed whether to formally create a subcommittee for keeping up with agency performance and changes between monitoring reports and application presentations. Andrea Rincon stated that she would ask these members to assist with occasional site visits and ongoing communications and not only serve as an audit committee. After some discussion, the chair asked if this should be informal of a subcommittee. TJ Gilmore asked staff and Ms. Rincon said she would find a formal structure useful. Kevin Davis made a motion to appoint an Agency Review and Relations Subcommittee with four members: Carol Rooney, TJ Gilmore, Barbara Judkins and Tamela Bowie. Mary Scruggs seconded the motion which passed unanimously.

The committee discussed a timeline for releasing the CDBG Request for Proposals. The RFP will be for bricks and mortar projects only (Category I). Social Services, Category II will be handled through the renewals process. Staff reviewed the timeline and scoring instrument with members. The committee consensus was to leave edits to staff. While Housing Rehabilitation is on hold currently, the committee would like to see a proposal to consider along with other City projects.

A motion was made to adjourn the meeting by Kevin Davis with a second by Sunny Ugochukwu, the motion passed and the meeting was adjourned at 7:48 p.m.

Respectfully Submitted,

Jamey Kirby,  
Grants Coordinator

Barbara Judkins,  
Committee Chairwoman