

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

The Community Development Block Grant Advisory Committee convened at 6:37 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:

Items 1 and 2:

Ms. Judkins called the meeting to order and the committee reviewed the minutes of January 15, 2008. Tamela Bowie moved to have all the minutes approved; Carol Rooney seconded the motion which passed unanimously.

Item 3:

Jamey Kirby briefly explained the report from Children's Advocacy Center on their capital campaign, and reviewed progress on the Children's Advocacy Center's grant for a new Facility. The City has funded \$70,500 toward the construction project. Staff explained that in their contract, there is a provision for the committee to review progress because the City's funds cannot be used until the agency raises enough money from other sources to begin construction. Staff reported that while the agency was not meeting its project goals, there was also not an immediate need to re-allocate the funds to another project. Also the agency's board will consider taking out a construction loan at its next meeting so that it can begin construction this summer. Their director feels it is important to begin because they are overcrowded at their current location. The committee accepted the information as a staff report and decided no action was needed at this time. Sunny Ugochukwu made a motion to accept as report. Kevin Davis seconded the motion which passed unanimously.

Item 4:

The committee considered amending the scope of the Edna-Charles Street and Sewer Project to add a section of Milton Street and Hickory Street. When the project was originally funded, several blocks fell within the available budget. Bids on the project were received recently and came in lower than expected which will allow the 400 block of Hickory to be added. This block falls within the budget and was the next on the proposed list in the original project proposal. After a public comment period, Council will consider the committee's recommendation. A motion was made to approve plans to amend the City's

Annual Action Plan for CDBG funding in order to add one more block to the Sewer Rehabilitation project by Kevin Davis with a second by T.J. Gilmore, the motion passed.

Item 5:

Andrea Rincon briefly covered consideration of a one-year Request for Proposals Cycle in 2009, using priorities from the 2005 Needs Assessment. Staff reported that a new Community Needs Assessment will not be completed until next year. Without setting new priorities, the committee prefers to allow new applications next Spring for a special one-year grant cycle before getting back to the preferred three-year cycle once the Needs Assessment results are known and the committee can recommend new funding priorities. Tamela Bowie made a motion to approve a one (1) year special grant cycle. Carol Rooney seconded the motion which passed unanimously.

Item 6: Reports

Subcommittee on Agency Relations: Andrea Rincon passed out binders to sub-committee members with information on agencies. The subcommittee will familiarize themselves with monitoring findings and responses. Ms Rincon also reported on Homebuyer Pipeline and Closings: while there has only been one closing in the last couple of months, workshops at Greater Lewisville Association of Realtors have been very successful in generating new interest and leads. Many new applicants have attended orientations with staff or begun the application process.

Timeliness: Jamey Kirby updated the committee on CDBG spending goals. The City is well ahead of where we were last year at this time but we are slightly behind the goals set in the Work Out Plan. In order to meet the spending test at the end of July the City only needs to spend another \$88,000.

Bid Award and Income Survey: Mr. Kirby reported that the Income Survey is now underway and results appear to meet the expectation that the area between Edna and Hatcher will be eligible for Street and Sewer Projects. A bid award will be made as soon as possible.

Item 7:

Sunny Ugochukwu updated the committee on progress and plans of the Operation Peace of Mind organization. They are making plans that include a Kids Court, the McGruff Crime Prevention program, a mobile unit with videos for kids and use of a national crime prevention program.

A motion was made to adjourn the meeting by Mary Scruggs with a second by Kevin Davis, the motion passed and the meeting was adjourned at 7:33 p.m.

Respectfully Submitted,

Jamey Kirby,

Grants Coordinator

Barbara Judkins,

Committee Chairwoman