

**MINUTES**  
**COMMUNITY DEVELOPMENT BLOCK GRANT**  
**ADVISORY COMMITTEE (CDBGAC)**  
**Tuesday, February 17, 2009**

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

**Committee Members**

**Present:**

Tamela Bowie, Vice Chair  
Kevin Davis  
Barbara Judkins  
Mary Scruggs

**Committee Members**

**Absent:**

Carol Rooney  
Sunny Ugochukwu  
T.J. Gilmore, Chair

**Staff Members**

**Present:**

Jamey Kirby, Grants Coordinator  
Andrea Rincón Selmon, Grants Specialist

---

**Items 1 and 2:** The Vice Chair, Tamela Bowie, called the meeting to order and announced the presence of a quorum. After the committee reviewed the minutes of the January 20, 2009 meeting, Barbara Judkins made a motion to approve them; Mary Scruggs seconded and the motion passed unanimously.

**Items 3 and 4:** The committee discussed the format of presentations they will hear from social service agencies applying for City Social Service Funding as well as CDBG funding. Staff estimates that at least 15 agencies will apply for funding to provide needed social services to Lewisville residents. A Notice of Funding Availability has been released announcing that approximately \$173,250 from local funds and just over \$85,000 in federal funds will be available. Applications are due on March 4 and the committee has set aside Saturday, March 14 to hear presentations. The committee will allow staff discretion in setting the time limits for presentations depending on the number received but expects to hear presentations from 9:00 am to mid-afternoon. Committee members will review all applications, but will also be randomly assigned to proposals for extra study and to lead off questioning.

**Items 4:** Andrea Rincón Selmon briefly reviewed the Request for Proposals document with the committee. While it changed to an excel format, the substance is mostly the same. Staff also clarified that agencies can use overhead costs when calculating a program budget.

**Item 5 Reports:** Andrea Rincón Selmon reported that homebuyer applications are steady with three anticipated closings near the end of the second quarter. Additionally, home buyer education classes remain well-attended with twenty-four registrants for the February 21 class. Jamey Kirby briefed the committee on the Neighborhood Stabilization Grant and that there would be a conference call to discuss requirements and potential benefit for the city.

**Item 6 Items of Interest to the Committee:** Jamey Kirby passed out a letter to the committee clarifying Open Meetings policy based on an opinion from the office of Texas Attorney General. Only items that are specifically listed in the agenda are open for discussion. However, the committee may ask questions and staff can give factual answers. The committee may also place on item for discussion at its next meeting.

**Item 7:** A motion was made to adjourn the meeting by Kevin Davis with a second by Barbara Judkins. With no objection, the Vice Chair adjourned the meeting at 7:16 p.m.

Respectfully Submitted,

Jamey Kirby,

Grants Coordinator

T. J. Gilmore,

Committee Chair