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MINUTES
COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE (CDBGAC)

Tuesday, July 16, 2019

The Community Development Block Grant Advisory Committee convened at 6:34 p.m. in the Community Development Conference Room, Deniese Sheppard presiding.

Committee Members Present:	Committee Members Absent:	Staff Members Present:
Deniese Sheppard, Vice Chair	Eric Page	Jamey Kirby, Grants Coordinator
Jim Mustain	Audra Smolinski	Stacie Anaya, Director of Parks and Recreation
Jim Meyer	Chris Crawford	Drew Christ, Admin Analyst
Traci Logue		**Guest:** none

Item 1: Deniese Sheppard called the meeting to order in the presence of a quorum at 6:34 p.m.

Item 2: Ms. Sheppard welcomed new committee members Jim Meyer and Traci Logue, as well as Chris Crawford who could not attend this evening. The new members all received an overview presentation from staff on the CDBG program the previous week.

Item 3: The committee reviewed the minutes of the June 18, 2019 meeting. Jim Mustain moved to approve the minutes. Jim Meyer seconded. The minutes were approved unanimously.

Item 4 Public Hearing: No citizens attended the public hearing. Jamey Kirby reviewed the Annual Action Plan document for the committee. The plan is the City's official application for CDBG funding and informs both HUD and the public of the City's priorities and projects selected for funding. It also contains discussions on homelessness, capacity building, community needs, anti-poverty efforts and citizen participation. Projects funded meet goals established in the 2017 Consolidated Plan for Housing and Community Development. The committee had previously made recommendations for social service programs funded in the Action Plan, although they will have the opportunity to re-allocate some funds at this meeting. Staff will present those re-allocations in a revised copy of the plan for Council approval.

Additionally, the Annual Action Plan funds a Park Development and Accessibility project that will address park, open space and pedestrian accessibility in the 'triangle' area between I-35, St. Hwy. 121 and Corporate Dr. This area overlays with a high density, low-income population that can be assisted with CDBG funds. The study area has over 4,000 residents of whom 71.5% are non-white/Hispanic, 24% under 16 and with a median household income of only $35,000. Using CDBG funds will begin implementation of recommendations from the Urban Land Institute study that was recently conducted using the 10-minute walk to a park standard.

Following discussion of the plan, Traci Logue made a motion to recommend approval of the plan to City Council. Jim Mustain seconded the motion which passed 4-0.

Item 5: Jamey Kirby advised the committee that Chin Community Ministries has announced that it will close at the end of the year and they have withdrawn from the grant award process leaving $8,500 available to re-allocate to other social service programs. Mr. Kirby suggested that before re-considering individual grants, the committee could agree on a funding approach: within the same category (health), to an under-funded category, or divided across all the funded agencies. Following some discussion, Jim Mustain suggested that funding specific agencies might mean having to cut them back significantly next year. Mr. Mustain made a motion to re-allocate the available funds evenly to all agencies currently recommended for funding, approximately $470 each. Traci Logue seconded. The motion passed unanimously.

Item 6: Jim Mustain asked if election of a committee chair and vice-chair could be postponed until the next meeting to include members who were absent. Staff responded that they could table the item. Mr. Mustain made a motion to table which was seconded by Jim Meyer. The motion passed unanimously.

Item 7: Staff briefly presented the committee with the status of currently funded projects and agency accomplishment reports. Mr. Kirby also mentioned that the percent of goals achieved by some programs can appear very high on the report depending on how the goals were set and he would troubleshoot the report before their next meeting.

Item 8: Deniese Sheppard adjourned the meeting at 7:50 p.m.

Respectfully Submitted,

Jamey Kirby
Grants Coordinator

Deniese Sheppard
Committee Vice-Chair