

MEMORANDUM

TO Community Development Block Grant Advisory Committee

FROM Jamey Kirby, Grants Coordinator

DATE March 30, 2020

SUBJECT **April 4, 2020 Special Meeting – Agency Presentations**

Attached is your agenda for the Saturday, April 4 meeting. The presentations begin at 9:00 a.m. As we have communicated, due to the Covid-19 orders, this year the presentations will take place online and you will attend through a remote access on the Zoom platform. Please log in at 8:30 so everyone can get comfortable with the platform. We will have short morning and afternoon breaks and a longer break for lunch.

There are 16 applicants this year, each with a 15-minute block for presentation and Q&A. We expect the meeting to last until 3:00 p.m. The attached schedule assigns a committee member to be the 'lead' on each application, but all members can ask questions of the presenters. Remember there are also attachments for each applicant. If you would like to see an agency's audits, board roster, or strategic plan, I can email them.

Thank you in advance for your preparation and for giving up your Saturday. Following the meeting, please expect to meet on the first and third Tuesdays through April and May and possible into June. You **DO NOT NEED TO BEGIN SCORING** applications yet. You'll have a discussion session next Tuesday, April 7. We can discuss scoring sheets as well. Then you'll have two weeks following that to use the scoring sheets.

AGENDA

LEWISVILLE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ADVISORY COMMITTEE MEETING

Saturday, April 4, 2020
9:00 a.m. – 3:00 p.m.

Via remote access

Due to the closing of all city facilities, the CDBG Advisory Committee meeting scheduled for Saturday, April 4th, will only be open to the public via remote access.* To access the meeting, go to:
Join Zoom Meeting <https://zoom.us/j/577581374> Meeting ID: 577 581 374 or listen to the meeting by calling 1.346.248.7799/ ID: 577 581 374. Residents must sign-in to the event in order to comment. If you have a technical issue connecting to this meeting, or during the meeting, call Tiffini Hackett at 972.219.5026.

1. Call Meeting to Order, Announce a Quorum is Present
2. Approval of Minutes from February 18, 2020
3. Presentations from Agencies Submitting CDBG Category II and City Fund Proposals.
 - PediPlace
 - Camp Summit
 - Denton County MHMR
 - Christian Community Action
 - New Hope Learning Center
 - The Salvation Army
 - Court Appointed Special Advocates (CASA)
 - Special Abilities of North Texas
 - United Way
 - Denton County Friends of the Family
 - Break for lunch**
 - Communities in Schools of North Texas
 - Journey to Dream
 - SPAN
 - Health Services of North Texas
 - RSVP
 - Neighborhood and Inspection Services

4. Adjournment

NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS

The City will provide appropriate auxiliary aids and services, including sign language interpreters and assisted listening devices, whenever necessary to ensure effective communication with members of the public who have hearing, sight or speech impairments, unless doing so would result in a fundamental alteration of its programs or an undue financial burden. A person who requires an accommodation or auxiliary aid or service to participate in a City program, service or activity, should contact the sponsoring Department, or the Human Resource Department at 972-219-3450 or by Fax at 972-219-5005 as far in advance as possible but no later than 48 hours before the scheduled event.



LEWISVILLE

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**MINUTES
COMMUNITY DEVELOPMENT BLOCK GRANT
ADVISORY COMMITTEE (CDBGAC)**

Tuesday, February 18, 2020

The Community Development Block Grant Advisory Committee convened at 6:32 p.m. in the Community Development Conference Room, Jim Mustain presiding.

Committee Members

Present:

Jim Mustain, Chair
Audra Smolinski, Vice Chair
Chris Crawford
Traci Logue
Madison Collins
Robyn Johnston

Committee Members

Absent:

Deniese Sheppard

Staff Members

Present:

Tiffini Hackett, Grants Specialist

Item 1: Jim Mustain called the meeting to order in the presence of a quorum at 6:36 p.m. Mr. Mustain welcomed new member Robyn Johnston and invited members to introduce themselves as it was her first meeting.

Item 2: The committee reviewed the minutes of the February 4, 2020 meeting. Traci Logue moved to approve the minutes. Chris Crawford seconded the motion. The minutes were approved unanimously.

Item 3: Mr. Mustain revisited the details of reallocating \$5,470 to New Hope Learning Center. The committee reviewed the memo provided to them by New Hope Learning Center. Mr. Mustain asked for a motion to approve the reallocation. Audra Smolinski moved to approve. Mr. Crawford seconded the motion. The motion was approved unanimously.

Item 4: Tiffini Hackett presented an overview of the Category II Pre-Application Workshop Training that the applicants received. Audra Smolinski asked if CCA was in attendance and if so, could the committee have access to their past two years of applications to refresh their memory during the Request for Proposal process. Mrs. Johnston asked who the new agencies were that attended training.

Item 5: Mrs. Hackett presented quarter one data from the social service agencies reports toward their goal completion and funds spent.

Item 6: Discussion was held concerning the next meeting date being rescheduled due to Lewisville ISD's Spring Break. It was determined to reschedule rather than cancel the meeting as the Request

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For Proposal Scoring Tool will need to be discussed and reviewed. Ms. Smolinski made a motion to adjourn. All were in favor.

Respectfully Submitted,

Tiffin Hackett
Grants Specialist

Jim Mustain
Committee Chair