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MINUTES
COMMUNITY DEVELOPMENT BLOCK GRANT ADVISORY COMMITTEE (CDBGAC)

Tuesday, February 4, 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:	Committee Members Absent:	Staff Members Present:
Jim Mustain, Chair		Jamey Kirby, Grants Coordinator
Audra Smolinski, Vice Chair		Tiffini Hackett, Grants Specialist
Deniese Sheppard		
Chris Crawford		
Traci Logue		
Madison Collins		

Item 1: Jim Mustain called the meeting to order in the presence of a quorum at 6:32 p.m. Mr. Mustain welcomed new member Madison Collins and invited members to introduce themselves as it was her was her first meeting.

Item 2: The committee reviewed the minutes of the November 12, 2019, November 19, 2019 and January 11, 2020 advisory committee meetings. Chris Crawford moved to approve the minutes. Traci Logue seconded the motion. The minutes were approved unanimously.

Item 3: Jamey Kirby referred to the memo in the agenda packet and gave updates on the Morningside Sewer Project, specifically discussing the bid award. Deniese Sheppard made a motion to recommend that the project move forward with the use of additional CDBG funds. Madison Collins seconded the motion and the committee voted unanimously 6 – 0 to recommend approval of the bid award.

Item 4: Tiffini Hackett discussed possible options for the reallocation of funds that were granted to a youth services agency that had since closed it's doors. The consensus of the committee was that the funds would be reallocated to New Hope Learning Center to assist with day care needs for working families. Should NHLC accept the funds they will be instructed to write a proposal to the committee outlining how the funds will be used and to ensure they will be spent before the end of the fiscal year. The re-allocation will be on the committee's next agenda.

Item 5: Mr. Kirby explained the reports included in the agenda packet; Timeliness Workout Plan, Consolidated Annual Performance and Evaluation Report (CAPER). The committee had no questions or concerns about any of the reports.

Mr. Crawford wanted to put in record that he volunteers with CCA and is willing to do what is needed procedurally during the agency presentations for funding. Mr. Kirby stated that merely volunteering for funded agencies would not present any issue. Mr. Mustain is also affiliated with CCA as he sits on their board of directors and he stated that he will recuse himself from matters involving the agency.

Item 6: Ms. Collins made a motion to adjourn and Audra Smolinski second. Mr. Mustain adjourned the meeting at 7:36 PM

Respectfully Submitted,

Tiffin Hackett
Grants Specialist

Jim Mustain
Committee Chair