



AGENDA

Citizens' Advisory Committee for Community Development

March 28, 2017

Busch Municipal Building (840 Boonville Avenue)

1st Floor Conference Room, 6:00 p.m.

1. Attendance
2. Welcome and Introductions
3. Approval of Minutes
 - a. February 28, 2017 CACCD Meeting
4. Discussion of April Election of Officers
5. Discussion of Tour Dates for CDBG Funded Agencies
6. New Business
7. Public Comments
8. Next meeting: April 25, 2017, 6:00 p.m.
Busch Municipal Building – 1st Floor Conference Room,
9. Adjournment

NOTE: In accordance with ADA guidelines, if you need special accommodations when attending any City meeting, please notify the City Clerk's office at 864-1443 at least 3 days prior to the scheduled meeting. For all other questions please contact Bob Atchley at 864-1308.

Planning and Development Department

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DRAFT

**Citizens Advisory Committee for Community Development
Tuesday, February 28, 2017
1st Floor Conference Room – Busch Municipal Building
6:00 P.M.**

Members Present: Tedra Estis, Chairwoman; Earle Doman, Angela Dowler Pryor, Jayne Bullard, and Erin Gray.

Members Absent: Delia Croessmann, Mary Ann Jennings, Nancy Fazzino, and Winter Kinne.

Clerk's Note: Winter Kinne, who was recently sworn-in to the Committee, resigned on February 27, 2017 due to a conflict of interest. Our office also received a resignation from Nancy Fazzino due to a conflict.

Others Present: None.

Staff: Brendan Griesemer, Randall Whitman, Bob Jones, Glenda Troop, Renee Crouch, Monica Meador, and Bob Atchley, Planning and Development; and Anita Baker Climer, City Clerk's Office.

Chairwoman Tedra Estis called the meeting to order at approximately 6:01 p.m. in the 1st Floor Conference Room – Busch Municipal Building and a quorum was declared present.

Introductions were conducted.

- **Approval of the Minutes**

The Committee reviewed the draft meeting minutes of September 13, 2016 and January 19, 2017 (Public Hearing).

Anita Climer, Administrative Assistant-City Clerk's Office, noted that the January 19, 2017 draft minutes have been updated to reflect the word "he" has been replaced with "she" for Erin Gray for the Clerk's Note pertaining to the Members Absent section on page 1.

Earle Doman moved to approve the September 13, 2016 minutes as presented.

Erin Gray seconded the motion, and it was approved by the following vote: Ayes: Doman, Pryor, Bullard, Gray, and Estis. Nays: None. Abstain: None. Absent: Croessmann and Jennings. Resigned: Fazzino and Kinne.

Angela Dowler Pryor moved to approve the January 19, 2017 minutes as updated.

Mr. Doman seconded the motion, and it was approved by the following vote: Ayes: Doman, Pryor, Bullard, Gray, and Estis. Nays: None. Abstain: None. Absent: Croessmann and Jennings. Resigned: Fazzino and Kinne.

Brendan Griesemer, Planning and Development Manager, cautioned the Committee due to possible weather concerns (i.e. possible tornado threat), if the emergency sirens sound, everyone will need to evacuate to the basement for safety and shelter.

- **HUD Consolidated Action Plan Recommendations**

Planning and Development Manager Griesemer introduced the following Planning and Development staff members in attendance at tonight's meeting: Randall Whitman, Bob Jones, Glenda Troop, Monica Meador, Renee Crouch, and Bob Atchley, who is the Committee's new staff liaison.

Planning and Development Manager Griesemer distributed and reviewed the Revised CDBG (Community Development Block Grant) program for FY (Fiscal Year) 2017-2018 handout with the Committee. *(Please refer to Exhibit A located within the City Clerk's Office for additional information.)*

Planning and Development Manager Griesemer informed the Committee that approximately \$192,000.00 would be available for the discretionary funds.

- **Committee Discussion– Tedra Estis**

The Committee and City staff reviewed and discussed the proposed FY 2017-2018 Community Development Block Grant (CDBG) project recommendations.

During the Committee's discussion, Planning and Development Manager Griesemer addressed questions and comments posed by the Committee.

Planning and Development Manager Griesemer briefly explained City staff would be sending out letters to the applicants informing them of their project grant status, which would note their strengths and weaknesses pertaining to the results.

Some of the Committee members expressed their support for Recommendation #B pertaining to the discretionary funds, which would help fund two additional projects as opposed to Recommendation #A.

Following further discussion, Mr. Doman moved the proposed CDBG project applications ranking compiled by City Staff regarding the Recommendation #B projects be approved and forwarded as presented to the City Council for their review at the upcoming March 20, 2017 Council meeting.

Ms. Pryor seconded the motion, and it was approved by the following vote: Mr. Doman seconded the motion, and it was approved by the following vote: Ayes: Doman, Pryor, Bullard, Gray, and Estis. Nays: None. Abstain: None. Absent: Croessmann and Jennings. Resigned: Fazzino and Kinne.

- **New Business**

Planning and Development Manager Griesemer reviewed a handout entitled "Chapter 9, Program Contingency Funds" with the Committee. *(Please refer to Exhibit B located within the City Clerk's Office for additional information.)*

Planning and Development Manager Griesemer inquired if the Committee would like to attend an upcoming Springfield Cardinals game in the future.

Per a consensus of the Committee, Planning and Development Manager Griesemer noted City staff would work on scheduling a game day for possibly in June 2017.

- **Public Comments**

There were no public comments made at tonight's meeting.

- **Next Meeting: March 28, 2017, 6:00 p.m.**

Planning and Development Manager Griesemer noted the next meeting is scheduled for March 28, 2017 at 6:00 p.m. in the 1st Floor Conference Room – Busch Municipal Building.

The Committee discussed their meeting schedule.

Per a consensus of the Committee, a Committee meeting will be held on March 28, 2017 to address their upcoming officer elections, which shall be held at the upcoming April 25, 2017 meeting, as well as to discuss some other possible topics (i.e. tours).

- **Adjournment**

Chairwoman Estis thanked everyone for their meeting attendance.

With no further business coming before the Committee, the meeting was adjourned at approximately 7:13 p.m.