

Citizens Advisory Committee for Community Development
Tuesday, September 25, 2018
Busch Building – 2 West Conference Room
6:00 P.M.

Members Present:	Delilah Jackson, Chair; Angela Dowler-Pryor, Vice Chair; Earle Doman; Kate Stockton; David Carr; Christina Dicken and Brandy McShane
Absent	Erin Gray
Staff	Bob Atchley, Senior Planner, Planning and Development; Brendan Griesemer, Assistant Director, Planning and Development; Glenda Troop, Accounting Technician, Planning and Development; and Lisa Gateley, Administrative Assistant, Planning and Development
Others Present:	None
Attendance	Delilah Jackson, Chair called the meeting to order at approximately 6:00 p.m. in the 2 nd Floor West Conference Room of the Busch Municipal Building. Attendance was taken.
Welcome and Introductions	Welcome by Ms. Jackson, Chair.
Approval of Minutes	The Committee reviewed the following draft meeting minutes: September 11, 2018 – CACCD Meeting Angela Dowler-Pryor moved to approve the minutes as presented. David Carr seconded the motion, and it was approved by the following vote: Ayes: David Carr, Angela Dowler-Pryor, Christina Dicken, Brandy McShane, Kate Stockton, Delilah Jackson and Earle Doman. Nays: None. Abstain: None. Absent: Erin Gray.
Discussion of CDBG Public Service Scoring Criteria & Procedures	Mr. Doman requested that this agenda item be added back to the agenda for this meeting. He would like to make sure that the CACCD is comfortable with the criteria. Mr. Doman expressed concern that maybe there is something they can do for startups that do not have the background that some of the agencies do. Perhaps a difference between the groups that have a large amount of resources versus the ones that do not. Mr. Doman expressed his concern that the CACCD recommend to City Council that a certain dollar or percentage amount of funds be set aside for startups if they meet the guidelines. Mr. Dowler-Pryor expressed her concern that they need to leave room for new ideas so that the habit isn't to go with the same groups. Discussion regarding startups percentage or optional additional points that could be provided to the startups. Fiscal responsibility would be important to review. Use of grant funds for administrative costs is ineligible, but funding may be used to provide a direct service to the client, such as a case manager that is counseling a client but may not be used for an accountant type position.

Ms. Dowler-Pryor requested clarification on leveraging, specifically if the applicants receive more points if they have more of their own money. Mr. Griesemer clarified the basis that these funds are leveraging other funds. Mr. Griesemer also advised that HUD wants to see leveraging and about a month ago HUD advised that there wasn't enough leveraging used in the system. Ms. Dowler-Pryor expressed concern that with the leveraging requirement the funding really isn't for small startup type organizations. Further discussion regarding one of the grantees funding and leveraging. Mr. Doman questioned how to turn their concerns into a fair and equitable evaluation system. Ms. Dowler-Pryor suggested that it could possibly be in the application process and the applicants disclose what the project costs as well as what it brings in. Mr. Griesemer provided clarification that the information is shown in the project list portion on the application.

Ms. McShane asked if neighborhoods are encouraged to voice their priorities, or if anything is done with the neighborhood groups to ask what they would like to see? Mr. Griesemer advised that the staff consults with the neighborhood associations as a part of the five-year plan which sets the priorities, then the individual years the action plan is the application. Discussion continued regarding the Neighborhood Advisory Council (NAC). It was felt that NAC is a good group to reach out to on behalf of neighborhoods. Ms. McShane inquired if the Planning and Development office sends anyone out to spread the word? Ms. Dicken provided insight as a Neighborhood President that the Planning and Development office speaks to the NAC, but there is not any sort of next step of going out to the specific neighborhood meetings to discuss the funding. She did clarify that it is not a lack of willingness on behalf of the City, but it's just not something they have set up. Mr. Atchley advised that the next five-year plan is being geared up and timing for this conversation is good.

Mr. Carr expressed concern that the neighborhoods are not the actual organizations that are receiving the money, so there is a need to connect the community involvement with the organizations that will receive the money.

Ms. Dicken inquired about allocating a portion of funds to Building Development Services for demolition? Mr. Griesemer advised that the homes must be replaced on a one for one basis. Discussion was held regarding Building Development Services as well as the program from 2009 that was previously executed and how additional staff would be needed to do again.

Mr. Griesemer advised that the Planning and Development staff will look at the startups idea and try to bring something back to the CACCD for further discussion.

Public Comments None

New Business Mr. Atchley advised that a schedule for Fiscal Year 2019 will be presented to the CACCD at the October meeting and the staff is planning to hold a technical training session at the November meeting. If the CACCD is wanting to amend the criteria, it would be good to have it done so that the CACCD and applicants are getting the same training. Mr. Atchley provided details for the November 13, 2018 joint City Council / CACCD Luncheon. He indicated that the Luncheon will consist of a review of the previous Fiscal Year as well as preparation of the next Fiscal Year will be discussed. The joint meeting will be at noon in the 4th Floor Conference Room of the Busch Municipal Building. An email invitation will be sent out to the membership of the CACCD.

Next Meeting: October 23, 2018, 6:00 p.m. Busch Municipal Building – 2nd Floor West Conference Room

Adjournment:

Chair Jackson thanked everyone for their meeting attendance.

There being no further business, the meeting adjourned at approximately 6:53 p.m.

Prepared by Lisa Gateley

Delilah Jackson, Chair

The minutes of the September 25, 2018 meeting of the Citizens' Advisory Committee for Community Development were approved at the October 23, 2018 meeting of the Citizens' Advisory Committee for Community Development.