

Citizens Advisory Committee for Community Development
Tuesday, October 23, 2018
Busch Building – 2 West Conference Room
6:00 P.M.

Members Present: Delilah Jackson, Chair; Earle Doman; Erin Gray; *Kate Stockton; David Carr; Johnathan Saunders and Brandy McShane

Absent *Kate Stockton arrived at 6:08 p.m.
Angela Dowler-Pryor and Christina Dicken

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 2nd 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 25, 2018 – CACCD Meeting

Earle Doman moved to approve the minutes as presented. David Carr seconded the motion, and it was approved by the following vote: Ayes: David Carr, Erin Gray, Brandy McShane, Delilah Jackson, Johnathan Saunders and Earle Doman. Nays: None. Abstain: None. Absent: Kate Stockton, Angela Dowler-Pryor and Christina Dicken.

Discussion of Draft Timetable of Events for the 2019 CDBG Program Year Mr. Atchley advised that this year everything is being moved up by about a month and went through the draft timetable of events for the CDBG Program Allocation Process for Program Year 2019 (Attachment A). Discussion of how information is distributed to potential applicants as well as CACCD members being able to share this information on social media.

Discussion for CACCD members to sit up front and together at the Public Hearing so that it is easier to identify members for the presenters and members are able to ask questions.

Discussion of Possible CDBG Public Service Funding of Startup Organizations Mr. Atchley advised that due to the time restraints there will not be much time to research startups. HUD emphasizes the focus on existing organizations due to there being instances of fraud and such, therefore leveraging is something they look for. Per HUD's representative and the documentation, it is recommended that perhaps starting out with a small amount of money for startup organizations and then possibly be able to fund second year with larger amount after they go through one year of smaller funding and meet requirements.

Mr. Doman mentioned that the accounting process will be a key for startups. Mr. Atchley advised that the City of Springfield Accounting Representatives do go out to answer questions and do a review of the accounting.

Mr. Griesemer advised that there are two agencies in town that funds startup organizations, and they will be referred to them.

Discussion that the City Council Joint luncheon would be a good time to request approval from City Council.

Erin Gray motioned to present request for funding of up to \$10,000 for startup organizations for the CDBG funds to City Council at the Joint City Council CACCD lunch on Tuesday, November 13, 2018. Brandy McShane seconded the motion, and it was approved by the following vote: Ayes: David Carr, Erin Gray, Brandy McShane, Kate Stockton, Delilah Jackson, Johnathan Saunders and Earle Doman. Nays: None. Abstain: None. Absent: Angela Dowler-Pryor and Christina Dicken.

Public Comments None

New Business Discussion regarding McGregor tour, and Mr. Atchley was the only person who attended the tour.

Next Meeting: November 27, 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 6:45 p.m.

Prepared by Lisa Gateley

Delilah Jackson, Chair

The minutes of the October 23, 2018 meeting of the Citizens' Advisory Committee for Community Development were approved at the November 27, 2018 meeting of the Citizens' Advisory Committee for Community Development.