

**Citizens Advisory Committee for Community Development**  
**Tuesday, November 27, 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, Christina Dicken and Brandy McShane

**Absent** Angela Dowler-Pryor

**Staff** Bob Atchley, Senior Planner, Planning and Development; Brendan Griesemer, Assistant Director, Planning and Development; Monica Meador, Financial Analyst, Planning and Development; Glenda Troop, Accounting Technician, Planning and Development; Renee Crouch, Accounting Clerk, Planning and Development; and Lisa Gateley, Administrative Assistant, Planning and Development

**Others Present:** Pauletta Dunn and Darlene Steele

**Attendance** Delilah Jackson, Chair called the meeting to order at approximately 6:00 p.m. in the 2<sup>nd</sup> 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:  
October 23, 2018 – CACCD Meeting

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

**CDBG Technical Assistance Training** Mr. Atchley provided staff introductions and went over the CDBG program allocation process and timeline. Mr. Atchley advised that seventy-seven invitations for packets were sent out via email and mail and that two Technical Assistance Training Meetings had been held and heavily attended, including some new potential applicants. The schedule of the timetable has been moved up and November 14, 2018 was the kickoff date. Applications are due by noon on Friday, December 14, 2018. Mr. Atchley advised that five-minute presentations are given by each CDBG proposal applicant at the Joint City Council and Citizens' Advisory Committee for Community Development Public Hearing in the order the applications are received by the Planning and Development Office.

Ms. Meador provided details of each line of the 2019-2020 Community Development Block Grant Program application and answered questions about the application. Ms. Meador provided clarification for the Leveraging and Objective questions as well as how the applications are scored by City staff. A review of the CDBG Project Evaluation Criteria score sheet was provided and the City staff will be sharing the scoring with the CACCD members.

Discussion was held regarding the Community Foundation of the Ozarks and the United Way

meetings. Mr. Atchley informed the CACCD membership that the two organizations provide input to City staff on the applicants and organizations. Any applicants that are not funded through the CDBG Grant may be referred to one of these organizations to apply with them until they are able to build up capacity and leveraging.

**New Business** Discussion regarding the December meeting being scheduled for Christmas Day, and that the next meeting will be held on January 8, 2019 for the Public Hearing on CDBG Activities – Special Meeting at 6:00 pm in Historic City Hall, 3<sup>rd</sup> Floor.

**Next Meeting:** Joint City Council / CACCD Meeting - January 8, 2019, 6:00 p.m. Historic City Hall, City Council Chambers

**Adjournment:** Chair Jackson thanked everyone for their meeting attendance.

There being no further business, the meeting adjourned at approximately 7:08 p.m.

Prepared by Lisa Gateley

Delilah Jackson, Chair

The meeting minutes of the November 27, 2018 meeting of the Citizens' Advisory Committee for Community Development were approved at the February 26, 2019 meeting of the Citizens' Advisory Committee for Community Development.