

Citizens Advisory Committee for Community Development
September 22, 2020
Historic City Hall, 830 N. Boonville Ave.
6:00 P.M.

Members Present	Trish Hubbell, David Carr, Brandy McShane, Kate Stockton, Lindsay Taggard
Absent	Angela Dowler-Pryor, Alexandra Sheppard
Staff	Bob Atchley, Senior Planner, Planning and Development Department; Bob Jones, Grants Administrator, Planning and Development Department; Judy White, Executive Secretary, Planning and Development Department; Kyle Tolbert, Assistant City Attorney, Law Department
Others Present	None
Attendance	Trish Hubbell called the meeting to order at approximately 6:01 p.m. Attendance was taken by Ms. White.
Welcome and Introductions	Welcome by Ms. Hubbell
Approval of Minutes	The Committee review the following draft meeting minutes: July 23, 2020 - CACCD Meeting Brandy McShane moved to approve the minutes of the July 23, 2020 CACCD meeting. Kate Stockton seconded the motion.
Discussion and Study of Citizen Advisory Committee Practices & Procedures in other HUD Entitlement Communities	Ms. Hubbell addressed the group stating that they are in the process of talking about their bylaws as well as the resolution they operate under. Gathering data and information from outside the City of Springfield has been part of this process to determine if the group would like to make any changes and provides a better look at their operations. Ms. Stockton stated that research had already been done by Mr. Atchley of all the Mid-West in 2018. Her screen was shared to the group showing the lists of contacts and locations of this research. Mr. Atchley provided information of the beginning of his research, which started with HUD Region 7 and includes Missouri, Kansas, Iowa, and Nebraska. The research expanded a bit outside of this region to a few communities in Illinois and Little Rock, Arkansas since they are of comparable size to Springfield. Of the 42 communities that were contacted by email and phone, half (21 communities) of those responded. The feedback received varied greatly and was put into a spreadsheet. Mr. Atchley pointed out that each community adopts their own Citizen Participation Plan which HUD signs off on. Therefore, if the role or resolutions of CACCD is greatly amended, the Citizen Participation Plan would need amended as well. Presentation was shown by Ms. Stockton from a website that shows cities that most closely align with Springfield, having similar population and poverty rates. A list has been started of cities that also have a citizen advisory board. More discussion followed regarding these cities. Ms. Stockton will be emailing the information out to the other members for more to be able to

participate in the research. Mr. Atchley suggested using a google search, or possibly the HUD exchange, as an aid to find the citizen participation plans for most of these communities. Discussion went on regarding information they would like to obtain from the research of each of these communities. Mr. Atchley will send out the resolution, bylaws, and citizen participation plan for review in order to have a full discussion at the October meeting.

New Business None

Public Comments None

Next Meeting CACCD Meeting – October 27, 2020, 6:00 p.m. Historic City Hall

Adjournment Ms. Hubbell thanked everyone for their meeting attendance.

There being no further business, the meeting adjourned at approximately 6:34 p.m.

Prepared by Rhonda Moore

Trish Hubbell, Chair

The meeting minutes of the September 22, 2020 meeting of the Citizens' Advisory Committee for Community Development were approved at the October 27, 2020, meeting of the Citizens' Advisory Committee for Community Development.