

Citizens Advisory Committee for Community Development
November 24, 2020
Held Virtually via Zoom Technology
6:00 P.M.

Members Present	Trish Hubbell, David Carr, Brandy McShane, Alexandra Sheppard, Kate Stockton, Lindsay Taggard, and Angela Dowler-Pryor
Staff	Bob Atchley, Senior Planner, Planning and Development; Bob Jones, Grants Administrator, Planning and Development; Judy White, Executive Secretary, Planning and Development, Monica Meador, Financial Analyst, Glenda Troop, Accounting Technician, Renee Crouch, Accounting Clerk, David Fraley, Associate Planner, Alana Owen, Senior Planner and Brendan Griesemer, Assistant Director, Planning and Development, Kyle Tolbert, Assistant City Attorney, Law Department
Attendance	Trish Hubbell called the meeting to order at approximately 6:05 p.m. Attendance was taken by Ms. White.
Welcome and Introductions	Welcome by Ms. Hubbell
Approval of Minutes	The approval of the minutes for October 27, 2020 meeting were moved to the December 22, 2020 meeting
Fiscal Year 2021 CDBG Technical Assistance Training	Ms. Meador and Mr. Atchley reviewed the annual Community Development Block Grant (CDBG) application process with the membership of the CACCD. Applications will be accepted for Fiscal Year (FY) 2021 funding until noon on Friday, December 18, 2020. Approximately \$200,0000 will be available for discretionary funding. One completed application is required for each program. Two technical assistance training sessions will be hosted on Tuesday, November 24, 2020 and Monday, November 30, 2020 via Zoom for potential applicants. The FY 2021 Annual Action Plan is due to HUD on May 15, 2021. Please note that on January 12, 2021 the joint meeting with City Council and Citizens Advisory Committee for Community Development will be held at 6:00 p.m. in the Historic City Hall. The First Reading and Public Hearing before City Council will be held on Monday, March 22, 2021 and Second Reading and Adoption by City Council will be held on Monday, April 5, 2021.
Review & Process – Fiscal Year 2019 Consolidated Annual Performance and Evaluation Report (CAPER)	Mr. Jones provided the CACCD membership with a brief overview of the Fiscal Year 2019 Consolidated Annual Performance and Evaluation Report (CAPER). CARES Act Round 1 is included in the 2019 CAPER. Two grants are included in the CAPER Report and they are: Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME). This is the fifth and final CAPER of the FY2015-2019 Consolidated Plan cycle which covers the period of July 1, 2019 through June 30, 2020 and references activities funded in previous fiscal years with accomplishments reports during FY2019. The City continues to work in conjunction with the local Continuum of Care (CoC, dba Ozarks Alliance to End Homelessness) to perfect the Coordinated Entry System for homeless individuals and families within our community. In addition, a large number of affordable housing units were acquired, rehabilitated and constructed to help meet the needs of the community, including several that

are Universal Design to accommodate persons with disabilities. The Homeowner Emergency Loan Program (HELP) was continued for repairs for low-and moderate-income homeowners with four agencies adding their management skills as well as leveraging their funds for energy efficiencies and essential housing repairs to allow them to remain in their homes. Also, we continued the down payment assistance program, assisting low-income home buyers.

**CDBG-CV
(CARES Act)
Round 3 Funding
Recommendations**

This City has been allocated an additional \$1.1 million of CDBG-CV (CARES Act) funding. The staff is proposing to distribute these funds at the same percentages as were adopted by City Council within the previous round of funding. Trying to track another source of funding to benefit the rental assistance programs. Hotels are being adapted for housing. Bob Atchley will send out email showing the distribution of funds from Round 1. Greene County needs requests by December 1, 2020. Bob Jones will email a report showing what was reimbursed on rent assistance. An Emergency Bill will be presented to City Council on Monday, December 14, 2020. Questions arose from the CACCD membership regarding monitoring of funds. Bob Atchley replied that he and Glenda Troop complete an on-site monitoring of each organizations that receives funds.

**Old Business:
Discussion and
Study of Citizen
Advisory
Committee
Practices and
Procedures in
other HUD
Entitlement
Communities**

Ms. Stockton is still completing the researching process and discussed some of her early findings thus far. She will send out a link to other cities that are similar in population as Springfield for the Committee to review.

Public Comments

No members of the public attended.

Next Meeting

CACCD Meeting – December 22, 2020, 6:00 p.m. Virtually via Zoom Technology

Adjournment

Ms. Hubbell thanked everyone for their meeting attendance.

There being no further business, the meeting adjourned at approximately 7:28 p.m. with David Carr motioning, and Brandy McShane seconding the motion.