

Community Development Advisory Commission

Special Meeting Minutes

Wednesday, August 25, 2021

This meeting was held via Zoom.

To view the recording, please click the following link and observe the instructions if prompted:

https://us06web.zoom.us/rec/share/zCTd9xDhQnR_exBMRDhdK_FCAJ6EdjKnQKRv1g_guFPghIPXbNqSewqJroQGK5Oe.tlIQfyU7Mx5uxwI

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Commission Members in Attendance

Brian Courtney - *Commission Chair*

Joyce Blandon

Michael Brooks

Mike Johnson

Robin Lamott-Sparks

Robert Werner

Thomas Whitbread

Vaughn Willis

Others in Attendance

Julie Smith - *Acting Community Development Program Manager*

Colette Kroop - *Program Specialist*

Alyssa Bussard - *Commission Clerk*

Call to Order

As a quorum was present, the meeting was called to order at 6:33.

Approval of Minutes from July 14, 2021 meeting

Mr. Courtney called for a motion to approve the minutes from the special meeting held on July 14, 2021. Mr. Brooks made the motion which was seconded by Mr. Werner. The motion passed in favor, with Mr. Whitbread and Mr. Willis abstaining.

Community Development Manager's Report

ADA Improvements:

There are no updates at this time.

Blight

There are no updates at this time.

Business Assistance

There are no updates at this time.

Down Payment Assistance

There are no updates at this time..

Fair Rent

There are no updates at this time.

Infrastructure

There are no updates at this time.

Public Service Agencies

The quarterly reports for the public service agencies for program year 46 have been received and the remaining applications have been received as well.

Residential Rehab

There are no updates at this time.

Other Business

Ms. Smith reported that there has been much work being done on the Annual Action Plan and the CAPER.

In September and October there will be meetings with the contractor from SCROG regarding the regional affordable housing plan. As mentioned prior, Ms. Smith hopes that members from the commission will be present as their input is valuable.

There have been many events with the Community Soup Kitchen and the Keefe Center as well as vaccine events on Fridays. The Summer Youth Employment has ended and things will be transitioning into Autumn planning. The Food Bank will hopefully be changing so that clients can come in and “shop” for their food.

New Business

Discussion of CAPER Draft for Public Comment

Ms. Kroop shared an overview of the document and explained to the new members what the CAPER (Consolidated Annual Performance Evaluation Report) actually represents and why it is important.

Mr. Courtney raised some comments regarding some spelling and grammar errors on the report that Ms. Kroop stated would be addressed prior to the report going out for public comment.

Based on the discussion, Mr. Courtney called for a motion to approve the CAPER with the edits discussed to be put out for public comment. The motion was made by Ms. Lamott-Sparks and seconded by Mr. Johnson. The motion passed unanimously.

Vote to Cancel the September Meeting

Mr. Courtney called for a motion to cancel the meeting to be held on September 8, 2021. The motion was made by Mike Johnson and seconded by Mr. Werner. The motion passed unanimously. The next meeting will be held on October 13, 2021.

Old Business

There was no old business discussed.

Adjournment

Mr. Courtney called for a motion to adjourn. The motion was made by Mr. Johnson and seconded by Mr. Werner. The meeting concluded at 7:02pm.

Submitted By: Alyssa Bussard, Commission Clerk