

MINUTES
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
MAY 6-7, 2015, 12:30 P.M. *
COMMUNITY DEVELOPMENT TRAINING ROOM #E105
KILLEEN ARTS AND ACTIVITIES CENTER
802 N. 2ND ST., BUILDING E, KILLEEN, TX 76541

1. **CALL TO ORDER:** Mr. Cossey called the meeting to order at 12:39 PM.
2. **ROLL CALL:** Committee members were present: Mr. Banta, Ms. Batie, Mr. Alvarez, Mr. McConaughy, Dr. Dillard, Ms. Whitworth, and Mr. Barr. Mr. Guidry was absent and Ms. Driver-Moultrie arrived at 12:49PM. City Staff present: Leslie Hinkle, Traci Briggs, Cinda Hayward and Celeste Sierra.
3. **APPROVAL OF AGENDA:** Dr. Dillard moved, seconded by Mr. Barr to approve the meeting's agenda. Motion carried.
4. **APPROVAL OF MINUTES:** Mr. Alvarez moved, seconded by Mr. Banta to approve the minutes of the February 11, 2015 CDAC meeting. Motion carried.
5. **COMMITTEE & STAFF ITEMS**
 - A. **RECEIVE BRIEFING ON STATUS OF CDBG AND HOME PROJECTS FOR PERIOD ENDING APRIL, 20, 2015:** Leslie Hinkle briefed Committee on the status of current CDBG and HOME projects advising that Central TX 4C had decided to return the funds allocated during FY 14-15 and would discuss further during the next item.
 - B. **DISCUSS AND CONSIDER REPROGRAMMING OF CDBG AND HOME FUNDS TO ELIGIBLE FY 2015-16 ACTIVITIES:** Leslie Hinkle briefed Committee on the funding available to be reprogrammed during this funding process. She advised that Central TX 4C, Inc. had decided to not use the funding allocated and return to the City and due to there not being any eligible CHDOs, the funding set aside for FY 13-14 and 14-15 had been returned to the Entitlement to be used on other eligible activities. After a brief discussion on CHDO requirements Dr. Dillard moved, seconded by Mr. Banta to approve the reprogramming of funds as listed. Motion carried.
 - C. **DISCUSS AND CONSIDER APPROVAL OF APPLICATIONS SUBMITTED FOR FY 2015-16 PROPOSED PROGRAM OF ACTIVITIES FOR RECOMMENDATION TO CITY COUNCIL:** The Committee heard from the following entities applying for Community Development Block Grant funding: Frances Little, Ronda Montgomery, Tania Elliot and Cynthia from Bell County Human Services; Maureen Jouett from Bring Everyone in the Zone, Michael DeWees and Cinnamon Clay from Communities in Schools of Central Texas; Suzanne Armour from Families in Crisis, Inc.; Michael Christ from Heritage House of Central Texas; Lewann Turner from Hill Country Community Action Association; and Celeste Sierra from City of Killeen Community Development. This ended the presentations for Public Service requests. Mr. Cossey advised Committee on the use of the evaluation and assessment review forms provided for each applicant. Ms. Hinkle addressed questions on the total funds available for allocation and what can be used towards the public services proposals, for public facilities and for HOME program proposals. Ms. Hayward addressed question in reference to projects being consistent with the Consolidated Plan priorities and goals. Mr. Cossey asked Committee to consider the applicants and funding overnight and discussion would continue tomorrow.
6. **RECESS:** Mr. Cossey entertained a motion to recess. Mr. Barr moved, seconded by Ms. Driver-Moultrie to recess until May 7, 2015 to continue discussion of agenda items. Motion passed and Committee recessed at 2:55 PM.

MAY 7, 2015, 12:30 PM.

Mr. Cossey called the meeting to order after recess. All committee members were present for the exception of Mr. Guidry. City Staff was also present.

- C. **DISCUSS AND CONSIDER APPROVAL OF APPLICATIONS SUBMITTED FOR FY 2015-16 PROPOSED PROGRAM OF ACTIVITIES FOR RECOMMENDATION TO CITY COUNCIL:** Committee discussed observations on how the presentations were going. Mr. Cossey advised the Committee didn't have too much time to ask questions. Ms. Briggs advised that the Council provides additional time if there is anything they still require further discussion on. The Committee then heard from the following entities applying for CDBG funds under

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Public Facilities and Improvements: Janell Sherwood from Central TX 4C; Brett Williams, Pete Vento, and Luke Beherns from City of Killeen Parks and Recreation Department; John Koester, Jason McBride and James Mundy from City of Killeen, Street Services, Ed Radeke and Jennifer Guzman, City of Killeen, Community Development. The Committee then continued hearing presentation from entities applying for funding under the HOME Program: Maria Barraza, City of Killeen, Community Development Division and William Hall from Families in Crisis, Inc.

After all presentations were made, Mr. Cossey asked Committee for discussions on any of the applications. After discussing some of the applications, Dr. Dillard moved, seconded by Mr. Banta to recommend the following entities with Community Development Block Grant amounts. Motion passed 8 to 1 with Mr. McConaughy opposing.

CDBG PUBLIC FACILITIES AND IMPROVEMENTS		
APPLICANT	PROJECT	FUNDING
Central TX 4C, Inc.	Improvements and Modifications to bathrooms, classrooms, entry and playground per Head Start Center requirements at old Fowler Elementary School location on Trimmier Ave.	\$21,912.30
City of Killeen Parks and Recreation	Stewart Neighborhood Project – Phase II replacement of playground equipment and fall surface, expansion of play area, resurface of Sport court, installation of pavilion, landscaping and irrigation.	\$322,000.00
City of Killeen Street Services	Stewart Neighborhood Sidewalk Reconstruction for replacement of approximately 1800 LF of existing deteriorated sidewalks in areas adjacent to the 2014 Stewart Neighborhood Project.	\$140,700.00
City of Killeen Community Development	Housing Rehabilitation of Owner Occupied Housing to address urgent and minor repairs, and accessibility modifications/accommodations.	\$170,695.00
TOTAL PUBLIC FACILITIES AND IMPROVEMENTS RECOMMENDATIONS FOR FUNDING		\$655,307.30

After Committee discussed the HOME funding recommendations, Mr. Barr moved, seconded by Mr. McConaughy to fund the following entities with HOME Program funds. Motion passed unanimously.

HOME PROGRAM		
APPLICANT	PROJECT	FUNDING
Community Housing Development Organizations	Required Set Aside	\$45,258.90
HOME Administration	Administration and Planning of HOME Program activities	\$30,1752.60
Families in Crisis, Inc.	Tenant Based Rental Assistance Program for documented domestic violence survivor households, victims of assault, or veterans and their families.	\$216,364.48
First Time Homebuyer Program	Down payment and closing cost assistance and repairs to qualified buyers	\$166,746.21
TOTAL HOME PROGRAM RECOMMENDATIONS FOR FUNDING		\$458,542.19

After Committee discussed the funding available for CDBG Public Services, Mr. Barr moved, seconded by Dr. Dillard to fund the following entities with CDBG funds. Motion passed unanimously.

CDBG PUBLIC SERVICES		
APPLICANT	PROJECT	FUNDING
Bell County Human Services	Affordable child care costs to eligible workers or in job training	\$5,000.00
Bring Everyone in the Zone	Military Support Program resource manager salary assistance	\$8,000.00
Communities in Schools	Connections Program case worker salary assistance	\$22,000.00

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Families in Crisis, Inc.	Client Transportation Services	\$6,000.00
Greater Killeen Free Clinic	Nursing Supervisor/Educator salary assistance	\$23,911.75
Heritage House of Central TX	Empowerment Program client advisor salary assistance	\$5,000.00
Hill Country Community Action	Elderly Meals Program center aide/driver salary assistance	\$10,000.00
COK Community Development	Elderly Transportation Program	\$60,000.00
TOTAL CDBG PUBLIC SERVICES RECOMMENDATIONS FOR FUNDING		\$139,911.75
ADMINISTRATION/PLANNING OF CDBG PROGRAMS AND ACTIVITIES		\$186,549.00

Dr. Dillard pointed out there should be a limit as to how many times an agency could apply for funding because the same agencies apply and get funded year after year and don't give an opportunity for other agencies to apply. Ms. Driver-Moultrie advised there were agencies that had attended the public hearings and had not even applied, knowing that staff is available to assist with the application process. Ms. Hayward advised that many agencies have commented that the same agencies get funded every year, so they don't bother to apply and she advised them that if they don't apply they don't get a chance to get funded. Mr. Barr advised that a lot of these agencies that had been funded year after year were making a difference in the community by providing needed services. Mr. Cossey advised that this was a good subject they could maybe discuss with staff and maybe place on the agenda for future meetings.

Mr. Cossey invited all Committee members to attend the public hearings so they could be recognized for the hard work they have during this funding process. Mr. Cossey then asked for a motion to adjourn. Mr. McConaughy moved, seconded by Dr. Dillard to adjourn. Meeting adjourned at 3:27 PM.

Celeste Sierra, CD Specialist
Community Development