



# MEETING AGENDA

## COMMUNITY DEVELOPMENT COMMITTEE

Tuesday, September 27, 2022 - 5:30 p.m. Room 155

1. Call to Order and Roll Call

Chair Sterner calls the meeting to order at 5:30pm

Committee Members Present: Pat Sterner (Chair), Steven Wick (Vice Chair), Mary Garness, Jessica Harris, David Lewis, Theresa O'Halloran-Johnson

Absent: Patrice Critchley-Menor, Ryan Glenn

City Staff: Kathy Wilson, Tom Church, Steven Robertson

2. Approval of Meeting Summary:  
*August 16, 2022 Meeting*

Motion to approve August 16<sup>th</sup> Meeting Summary: David Lewis / Second by Steven Wick  
VOTE: 5-0, motion passes.

3. Review Conflict of Interest Policy

City staff Kathy Wilson reviewed the city's conflict of interest policy for reviewing funding applications & encouraged committee members to err on the side of caution in disclosing their conflicts.

4. Overview of FY2023 Application Review and Scoring Process

Kathy Wilson gave an overview of the funding process and the application review process, reminding committee members that their individual scores for applications will not be public and that they can request additional information from applicants.

5. Review Applications (Attached: Staff Reports for Public Services and Homelessness)

- a. Question from the Committee for all applicants
  - If your program budget includes anticipated funds from other sources, please describe your confidence level in securing those funds. For example, what percent chance do you believe your organization has to receive these funds and why do you think that? Have you received/been awarded this funding



## MEETING AGENDA

previously? If your organization has submitted multiple project proposals, please provide a response for each application.

### b. Public Services (CDBG)

Kathy Wilson presented each application for CDBG Public Services funds. Committee asked questions as follows:

- Tenant Landlord Connection – OneRoof
  - How are you tracking landlord participation?
  - What are you doing to increase landlord participation?
- Landlord Incentive Program – Salvation Army
  - What was the rationale for setting the 2023 goal at 25 landlords after aiming for 75 the past year?
- START Program - Family Freedom Center
  - As a new applicant to the City's Community Development Program, can you provide more information about your organization's plan/outlook for long-term stability and continued funding from other sources?
  - What are the quantifiable outcomes of the career training mentorship program? What does completion of the program look like for the participants?

### c. Homelessness (CBDG/HOME/ESG)

Tom Church presented each application for Homelessness projects. Committee asked questions as follows:

- Shelter - Safe Haven
  - What is your organization's total operating budget?
- Shelter - Center City Housing Corporation
  - Your application lists different amounts for your ESG request, are you requesting \$30,000 or \$60,000 in ESG funding?
- Shelter - Salvation Army
  - Your application lists different amounts for your ESG request, are you requesting \$9,500 or \$10,000 in ESG funding?
- The Loft - Life House



## MEETING AGENDA

- Explain in more detail the ESG funding need. How would it affect the program if you did not receive the full amount requested?
- Your program budget includes a line item for “per diems,” please provide more detail about that funding. What is it used for?
- Annie’s House - Divine Konnections
  - As a new applicant to the City’s Community Development Program, can you provide more information about the full scope of your organization? What is the organization’s history? Do you run any other programs besides Annie’s House or is Annie’s House your focus?

### 6. Adjourn

Motion to adjourn at 6:58pm: Steven Wick / Seconded by Mary Garness. VOTE: 6-0, motion passes.