

**STATE OF TEXAS
COUNTIES OF POTTER AND RANDALL
CITY OF AMARILLO**

On the 5th day of June, 2014, the Community Development Advisory Committee had a work session at 5:00 p.m. The session was held at the Downtown Library, 4th and Buchanan, with the following members present:

VOTING MEMBERS	PRESENT TODAY	NO. MEETINGS HELD SINCE APPOINTMENT	NO. MEETINGS ATTENDED SINCE APPOINTMENT
BANDY, Bill – Chairman	YES	25	22
GRISHAM, Glenda – NW Area	YES	66	55
JONES, Thomas – NE Area	YES	57	41
NELSON, Mary Jane – SE Area	YES	25	20
PHAM, Lo Van – SW Area	YES	13	10
RIVERA, Ruben – SE Area	YES	54	42
SALDIERNA, Rita – NE Area	YES	50	39
SISNEROS, Sabrina – Target Area	YES	17	15
STUDER, Lee – SW Area	YES	18	18

STAFF MEMBERS:

James Allen, Community Development Administrator
Deon Coffman, Housing Administrator
Kelly Robinson, HMIS System Administrator
Kathryn Foster, Program Coordinator
Michelle Martinez, HOME Administrative Technician
Amy Dixon, Administrative Technician
Michelle Wood, Administrative Assistant

Citizens in attendance: 11

Chairperson Bill Bandy established a quorum, called the meeting to order at 5:00 pm. Bill Bandy asked each committee and staff member to introduce themselves and what area they represent.

Community Development Advisory Committee Members and Community Development Staff Members met in a work session to discuss 2014-2015 Annual Action Plan for Housing and Community Development grant application funding requests and staff recommendations. No decisions were made in this work session.

ITEM 1: Discussed the procedures for the Work Session – James Allen – Community Development

James Allen explained that this was a work session and there would not be any decisions made. This would be a session for the committee to review all of the potential applications and ask questions. The Public Hearing would begin promptly at 7:00 p.m. and the committee would make recommendations to the City Council.

James Allen reminded the Committee about the funds available for the 2014 – 2015.

2014 – 2015 Community Development Block Grant	\$1,501,544
2014 – 2015 HOME Investment Partnership Program	\$ 547,346
2012 De-obligated Funds (CDBG)	\$ 24,442

This is a total of \$2,073,332. James Allen asked Bill Bandy if he had any questions before the discussions began. Bill Bandy did not have any questions.

ITEM 2: Review of each item on the action plan – Bill Bandy - Chairman

- A) Glenwood Park Splash Pad – Bill Bandy asked the Committee if there were any questions regarding this item. No questions were asked.
- B) Community Improvement Inspector – Bill Bandy asked for questions or concerns regarding this item. Members of the Committee asked about the number of inspectors. James Allen stated 5 total.
- C) Demolition and Clearance – The Committee asked questions regarding the type, cost and selection process. James Allen, Community Development and Brad Hofmann, Building Safety explained that Building Safety chose the properties based on how dangerous they are and Community Development funded the demolition.
- D) Public Services – Bill Bandy stated that there isn't enough money to fill all of the requests.
 - A) Amarillo Multiservice Center – Jan Werner Adult Day Care – No questions or discussion.
 - B) Catholic Family Service – InterFaith Hunger Project – No questions or discussion.
 - C) Catholic Charities of the Texas Panhandle – Safe Place Program – No questions or discussion.
 - D) Transportation for the Homeless – No questions or discussion.
 - E) Guyon Saunders – Day Room – Committee wanted more information on the significant difference between the past funding and the recommended funding amount. James Allen explained the criteria for choosing the dollar amount.
 - F) Maverick Boys & Girls Club – Summer Program – Committee discussed cutting a thousand meals might be excessive. James Allen explained how Community Development arrived at the dollar amount.

- G) PRPC – Child Care – The committee had concerns on stifling other programs. The committee also had questions regarding the number of people served and evidence of success of the program. Pam Zenick explained the matching funds, the source of the funds and how the funds are spent.
- H) PRPC Area on Aging – Food Net – Sundie Rossi explained how the program works and what service they provide. The committee discussed how many people would be served by the funds.
- I) Wesley Community Center – Wrestling Club – The committee asked how they could raise funds and how many children are benefiting from the program. Liz Rascon explained the process they would take to earn extra funds and the number of children served.
- E) Neighborhood Improvements – The Committee discussed why there isn't a staff recommendation on the Sinclair Housing Development. James Allen explained how he came to this recommendation. No questions or discussion on the window replacement improvements.
 - A) Catholic Charities of the Texas Panhandle – Window Replacement
 - B) Maverick Boys & Girls Club – Window Replacement
 - C) Sinclair Housing Development – Utility Infrastructure.
- F) Owner Occupied Housing Improvements – James Allen gave documentation on the programs. The Committee discussed the number of projects.
- G) Planning and Management – No questions or discussion.
- H) HOME Investment Partnership Program – No questions or discussion.
- I) Housing Rehabilitation Assistance – No questions or discussion.
- J) Rental Rehab – No questions or discussion.
- K) CHDO Projects and Assistance – Amarillo Habitat for Humanity – Glenwood Addition – No questions or discussion.

ITEM 3: Change to the Strategies of the 2010 – 2014 Consolidated Plan for Housing and Community Development

James Allen explained the current strategy and unattainable expectations of that strategy.

With no further business to come before the committee, Bill Bandy requested a motion to adjourn. Lee Studer made the motion and it was seconded by Glenda Grisham.

Approved by James Allen
Community Development

**STATE OF TEXAS
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On the 5th day of June, 2014, the Community Development Advisory Committee had a Public Hearing at 7:00 p.m. The session was held at the Downtown Library, 4th and Buchanan, with the following members present:

VOTING MEMBERS	PRESENT TODAY	NO. MEETINGS HELD SINCE APPOINTMENT	NO. MEETINGS ATTENDED SINCE APPOINTMENT
BANDY, Bill – Chairman	YES	25	22
GRISHAM, Glenda – NW Area	YES	66	55
JONES, Thomas – NE Area	YES	57	41
NELSON, Mary Jane – SE Area	YES	25	20
PHAM, Lo Van – SW Area	YES	13	10
RIVERA, Ruben – SE Area	YES	54	42
SALDIERNA, Rita – NE Area	YES	50	39
SISNEROS, Sabrina – Target Area	YES	17	15
STUDER, Lee – SW Area	YES	18	18

STAFF MEMBERS:

James Allen, Community Development Administrator
 Deon Coffman, Housing Administrator
 Kelly Robinson, HMIS System Administrator
 Kathryn Foster, Program Coordinator
 Michelle Martinez, HOME Administrative Technician
 Amy Dixon, Administrative Technician
 Michelle Wood, Administrative Assistant

Citizens in attendance: 8

Chairperson Bill Bandy established a quorum, called the meeting to order at 7:00 pm. Bill Bandy asked each committee and staff member to introduce themselves and what area they represent.

ITEM 1: Approve the minutes of the Public meetings held by the Community Development Advisory Committee on May 13, 2014 and May 15, 2014

Bill Bandy asked if there were any changes or corrections to the minutes. Ruben Rivera moved to approve the minutes, seconded by Lee Studer and passed 9-0 vote.

ITEM 2: Review of the Public Hearing Procedure – James Allen – Community Development

James Allen explained the procedure of the Public Hearing. New comments and information will be heard.

ITEM 3: Review of each item on the action plan – Bill Bandy - Chairman

- A) Glenwood Park Splash Pad – No new information or questions from the Committee or public. Rita Saldierna recommended that the Committee fund the Glenwood Park Splash Pad in the amount of \$175,000. Lo Van Pham seconded the recommendation. None oppose.
- B) Community Improvement Inspector – No new information or questions from the Committee or public. Glenda Grisham recommended that the Committee fund the project in the amount of \$64,269. Thomas Jones seconded the recommendation. None oppose.
- C) Demolition and Clearance – No new information or questions from the Committee or public. Glenda Grisham recommended that the Committee fund the project in the amount of \$90,000. Thomas Jones seconded the recommendation. None oppose.
- D) Public Services –
 - A) Amarillo Multiservice Center – Jan Werner Adult Day Care – No new information or questions from the Committee or public.
 - B) Catholic Family Service – InterFaith Hunger Project – No new information or questions from the Committee or public.
 - C) Catholic Charities of the Texas Panhandle – Safe Place Program – No new information or questions from the Committee or public.
 - D) Transportation for the Homeless – No new information or questions from the Committee or public.
 - E) Guyon Saunders – Day Room – No new information or questions from the Committee or public.
 - F) Maverick Boys & Girls Club – Summer Program – No new information or questions from the Committee or public.

- G) PRPC – Child Care – Pam Zenick said that 100% of the Amarillo funds goes to 135 providers. None of the funds go to administration. No questions from the Committee or public.
- H) PRPC Area on Aging – Food Net – Saundi Rossi explained that the rate on the Action Plan is incorrect. No questions from the Committee or public.
- I) Wesley Community Center – Wrestling Club – No new information or questions from the Committee or public.

Rita Saldierna, Lee Studer, Mary Jane Nelson and Lo Van Pham made suggestions. Glenda Grisham made a recommendation of:

Jan Werner Adult Day Care \$21,046
 InterFaith Hunger Project \$21,027
 Transportation for the Homeless \$12,000
 Guyon Saunders Day Room \$41,664
 Maverick Boys & Girls Club Summer Program \$20,653
 PRPC Childcare \$77,000
 PRPC Food Net \$20,842
 Wesley Community Center Wrestling Club \$11,000

Lee Studer asked to amend the Transportation for the Homeless to remove \$9,000 and add \$3,000 to PRPC Food Net. Rita Saldierna asked to amend the Guyon Saunders Day room to remove \$5,000 and add it to the PRPC Childcare. Sabrina Sisneros asked to remove \$3,000 from Guyon Saunders Day Room and add it to InterFaith Hunger. Ruben Rivera would like to keep the PRPC Childcare at \$100,000.

The final recommendation is

Jan Werner Adult Day Care \$21,046
 InterFaith Hunger Project \$21,027
 Transportation for the Homeless \$9,000
 Guyon Saunders Day Room \$41,664
 Maverick Boys & Girls Club Summer Program \$20,653
 PRPC Childcare \$77,000
 PRPC Food Net \$23,842
 Wesley Community Center Wrestling Club \$11,000

5 for 3 oppose (Ruben Rivera, Rita Saldierna and Sabrina Sisneros).

E) Neighborhood Improvements –

- A) Catholic Charities of the Texas Panhandle – Window Replacement - No new information or questions from the Committee or public.
- B) Maverick Boys & Girls Club – Window Replacement – No new information or questions from the Committee or public.
- C) Sinclair Housing Development – Utility Infrastructure - No new information or questions from the Committee or public.

Mary Jane Nelson made a recommendation for the Catholic Charities of the Texas Panhandle to receive \$56,087 and the Maverick Boys & Girls Club to receive \$75,000. Thomas Jones seconded and none oppose.

- F) **Owner Occupied Housing Improvements –**
- A) **Emergency Repair Grants – No new information or questions.**
 - B) **Housing Rehabilitation Assistance – No new information or questions.**
 - C) **Rehabilitation Support Administration – No new information or questions.**
- Lee Studer recommended \$339,653 to Emergency Repair Grants, \$50,000 to Housing Rehabilitation Assistance and \$150,437 to Rehabilitation Support Administration. Glenda Grisham seconded the motion. None oppose.
- G) **Planning and Management – No new information or questions. Ruben Rivera recommended that \$300,308 to Planning and Management. Seconded by Sabrina Sisneros. None oppose.**
- H) **HOME Investment Partnership Program – No new information or questions. Thomas Jones recommended \$54,734 go to HOME Investment Partnership Program. Lo Van Pham seconded the motion. None oppose.**
- I) **Housing Rehabilitation Assistance and Rental Rehab – No new information or questions. Lee Studer recommended \$143,806 go to Housing Rehabilitation and \$201,439 go to Rental Rehab. Mary Jane Nelson seconded the motion. None oppose.**
- J) **CHDO Projects and Assistance – Amarillo Habitat for Humanity – Glenwood Addition – No new information or questions. Rita Saldierna made a recommendation that \$120,000 go to the Glenwood Addition Project. Lee Studer seconded the motion. Lo Van Pham made a recommendation that \$27,367 go to the Glenwood Addition Operating Assistance. Mary Jane Nelson seconded the motion. None oppose.**

ITEM 3: Develop a recommendation on the proposed substantial change to the strategies of the 2010-2014 Consolidated Plan for Housing and Community Development – James Allen – Community Development.

James Allen explained the current strategy and unattainable expectations of that strategy. Lee Studer recommended that the Committee approve Community Development to make changes to the plan. Glenda Grisham seconded the motion. None oppose.

With no further business to come before the committee, Bill Bandy requested a motion to adjourn. Lee Studer made the motion and it was seconded by Sabrina Sisneros.

Approved by James Allen
Community Development