ZOOM Virtual Public Meeting

Members Present: Tami Rey, Jeanette Tarver, Margaret Wilson, James Martin, Amina Shakir

Members Absent: Megan Buwalda, Candice Howell

City Staff: Venessa Collins-Smith, Community Development Coordinator
Christopher Raschke; Community Development Compliance Specialist
Jaime Marsman, Community Investment Secretary

CALL TO ORDER
The meeting was called to order at approximately 5:36 p.m.

ROLL CALL (Quorum 4)
Ms. Marsman conducted roll call of CDAAC members and determined quorum existed.

APPROVAL OF AGENDA
Ms. Wilson made a motion to accept the December 30, 2020 Agenda, supported by Mr. Martin. A voice vote was taken, and the motion passed.

APPROVAL OF NOVEMBER 2020 MINUTES
Ms. Wilson, supported by Mr. Martin, motioned to approve the November 19, 2020 minutes. A voice vote was taken, and the motion passed.

CITIZEN COMMENTS ON NON-AGENDA ITEMS
No citizen comments.

OLD BUSINESS

COVID 19 (Third Tranche of CDBG CARES Act funding)

We will be going to the City Commission Public hearing on January 4th and will be presenting on the Cares Act allocation. At that time, we will be requesting that the City Commission approve the second substantial amendment 2nd for 2019. This funding will be for the Knights Inn and the recommendation will be that the award will be given to the LIFT Foundation for assistance with the purchase of the Knights Inn.

Ms. Wilson asked for verification that these funds will be used to assist in the acquisition on the Knights Inn. Ms. Collins-Smith verified this. The amount that we are allocating is the $482,782, which is the total amount of the Act 3 allocation that has been awarded to the City.

NEW BUSINESS

Nominating Committee Report

Ms. Wilson thanked Ms. Collins-Smith and Ms. Marsman for their efforts. She also thanked Mr. Martin and Ms. Tarver for their feedback. The Committee met on December 16th. Ms. Collins-Smith is working
on creating a formal procedure for the nominating process and will also be sending a letter out to other organizations and neighborhood associations.

They will be meeting again on January 14 to review the total pool of applicants. The Committee is also reading over the Bylaws and City policies regarding the nomination procedure and organizing a list of questions for the interview with candidates. At the meeting on January 14, they will review all the applications and hope to do final interviews on January 27th or 28th. Mr. Martin asked if we knew when the letter will go out to the organizations? Venessa confirmed that this will go out no later than the 2nd.

**Scoring Committee Report**

Ms. Rey provided a brief overview. Ms. Collins-Smith clarified that the Scoring Committee is reviewing the repetitive applications for funding in 2021.

**COMMUNICATIONS/MEMBERS' REPORTS/STAFF UPDATES**

Ms. Collins-Smith stated that, at this time, we do not have staff updates. She encouraged everyone to stay safe and be careful during this time. If you don’t have to venture out, please don’t. Stay safe.

Mr. Martin thanked both Eric Cunningham and Amanda Cockroft for attending the meeting this evening. Mr. Cunningham thanked the group.

**CITIZEN COMMENTS**

No citizen comments.

**ADJOURNMENT**

Ms. Shakir, supported by Ms. Tarver, moved to adjourn the meeting. A voice vote was taken and passed. The meeting adjourned at approximately 5:50 p.m.