



**COMMUNITY DEVELOPMENT ADVISORY
COMMITTEE
January 12, 2021
MINUTES (Conducted Electronically)**

Members Present

Raymond Hill
Ella Kane
Vernon Perry Jr.
Marjorie Tester
Shauna Nefos Webb
Steve Willinger
Dan Witcher

Members Absent

Ron Crockett

Others Present

Steve Scyphers, Bristol Housing
Tim Beavers, Staff
Cherith Young, Staff
Christina Blevins, Staff

I. Call to Order & Roll Call

The Community Development Advisory Committee (CDAC) meeting was called to order on January 12, 2021 at 5:35 p.m., by Chair Marjorie Tester. The meeting was held electronically via Zoom. Chairwoman Tester welcomed everyone to the meeting. Christina Blevins called the roll and those present/absent are noted above. The Bristol, TN City Annex was open for citizens to attend or participate in the Public Hearings.

II. Explanation and Approval of Conducting the Meeting Electronically

Chairwoman Tester noted the necessity for conducting electronic meetings and Governor Lee's Executive Order No. 16 (extended through February 27, 2021 by Executive Order Number 71) which suspended the provisions of the Open Meetings Act to the extent necessary to allow governing bodies to conduct their essential business by electronic means, rather than being required to gather a quorum of members physically in the same location.

One condition of meeting electronically is that if a member of CDAC or Staff is attending by audio only, they are asked to identify themselves by name and position when they speak.

In order to proceed with meeting electronically, the Governing body should make a determination that meeting electronically is necessary to protect the health, safety and welfare of Tennesseans in light of the COVID-19 outbreak. At this time it would be appropriate for the members to discuss whether they believe that meeting electronically is necessary, and vote

accordingly. If the members do not agree that meeting electronically is appropriate at this time, then this meeting should be adjourned until such time as the members can meet in person.

Ella Kane made a motion to continue the CDAC meeting in electronic format, Steve Willinger seconded the motion. The approval of the electronic meeting was put to a vote and all members present voted unanimously to approve the electronic format of the meeting. A quorum was present, and the electronic meeting was approved to continue.

III. Approval of Minutes, November 10, 2020 Meeting

Chairwoman Tester asked for any amendments or changes to the November 10, 2020, meeting minutes. Dan Witcher made a motion to approve the minutes from the November 10, 2020, meeting as presented. Steve Willinger seconded the motion. Christina Blevins called roll, all present were in favor.

IV. Public Hearing – 2019 Consolidated Annual Performance Evaluation Report

Chairwoman Tester officially opened the 2019 CAPER public hearing and announced the purpose of this first public hearing is to provide citizens of Bristol, public agencies and other interested parties an opportunity to review and comment on the City's program performance this past year through the Consolidated Annual Performance and Evaluation Report also known as the CAPER for 2019. A 15-day comment period in conjunction with this Public Hearing has been advertised in the Bristol Herald Courier for January 12 – January - 26, 2021. Chairwoman Tester then asked for any comments on the 2019 CAPER or if anyone like to speak to the 2019 CAPER? Hearing none from the committee or public, Chairwoman Tester closed the Public Hearing.

Chairwoman Tester asked for a motion to approve the 2019 CAPER as presented. Steve Willinger made a motion to approve 2019 CAPER as presented. Shauna Nefos Webb seconded the motion. Christina Blevins called roll, all present were in favor.

V. Public Hearing – 2021 One-Year Action Plan

Chairwoman Tester officially opened the 2021 one-year Action Plan Public Hearing and announced that this second Public Hearing provides citizens of Bristol, public agencies and other interested parties an opportunity to express views regarding the identification of housing and community development needs within the City of Bristol and sets aside a time for staff to respond to proposals and comments. Interested parties are encouraged to comment at this Public Hearing or within 30-days following this Public Hearing. This begins the process for planning of the 2021 one-year Action Plan for the Northeast Tennessee/Virginia HOME Consortium as well as the Community Development Block Grant program established by the City of Bristol, Tennessee. Public meetings will be conducted during the year and comments welcomed throughout the planning process. A 30-day comment period has been advertised in the Bristol Herald Courier for the time period of January 12, 2021 – February 11, 2021. Chairwoman Tester then asked for any comments regarding any housing or Community Development needs within the Bristol, TN City limits or the Northeast Tennessee/Virginia HOME Consortium footprint, for planning of the 2021 one-year Action Plan. Hearing none from the committee or public, Chairwoman Tester closed the Public Hearing.

IV. Old Business

CDBG-CV Round 3 New Funding: Christina Blevins announced she had great news. The CDAC recommendation requesting that the CDBG-CV Round 3 funding partnership with the United Way of Bristol be approved, was approved by City Council. HUD has also reviewed and approved the partnership and appropriate paperwork has been signed. Christina was pleased that everyone came together to support this effort. She added that a press release and roll-out for the program is coming soon.

2019 CAPER: Christina Blevins stated that she has emailed the committee the CAPER for review. Minor typos and Bristol Housing funding will be updated. Public comments will be accepted and put into the final CAPER to be submitted to HUD. Again the 15-day public comment period runs through January 26, 2021.

V. New Business

Dan Witcher asked about repaving State Street. Christina stated that she would talk with City staff regarding the matter.

VI. Other Matters:

CDBG & HOME Staff Monthly Reports/Program Updates: Christina stated that she emailed the committee the staff monthly reports for November & December 2020 for the CDBG and HOME programs. Items of interest include the completion of a substantial rehabilitation at 300 Summerwood Drive and staff recently signed contracts on three emergency rehabilitation projects located at 1237 Carolina Avenue, 602 9th Street and 205 Willow Street. An additional emergency rehabilitation at 906 Kentucky Avenue contract was signed in January. Christina added that she has spoken with multiple people for help but she's running into issues with lack of homeowners insurance and non-paid taxes.

Bristol Day Center Update: Christina stated the Bristol Day Center is moving along and Family Promise of Bristol will be selecting a location soon. Christina was hoping that Ron Crockett would be here to give a more formal update. Questions ensued from the group regarding the status of the potential Day Center and Christina directed those to Melissa Roberts working with Family Promise.

Bristol Housing Update: Steve Scyphers gave an update stating that Bristol Housing received COVID CARES funding and selected three home-ownership participants to receive funding.

Steve Willinger asked about the Homeownership Program through Bristol Housing. Steve Scyphers gave a quick overview of the Homeownership program. Steve also discussed several issues within the high-rises regarding COVID-19 and new limitations put upon those buildings.

VII. Announcements & Adjournment:

Ella Kane asked about possible signage or speedbumps in several areas of the City where children are playing and residents have safety concerns. Christina states that she would speak to staff and ask them to reach out for additional information.

Christina added that ARCH will be doing the PIT Count this year. She added that the shelters are planning to take care of themselves and ARCH has additional help from ETSU for the count.

The next CDBG meeting is scheduled for February 9, 2021, and will be electronic.

There being no further business, the meeting was adjourned at 6:28 p.m.

APPROVED: 
Marjorie Tester, Chair


Christina Blevins, Recorder