



**COMMUNITY DEVELOPMENT ADVISORY  
COMMITTEE  
March 9, 2021  
MINUTES (Conducted Electronically)**

**Members Present**

Raymond Hill  
Vernon Perry Jr.  
Matthew Slagle  
Marjorie Tester  
Shauna Nefos Webb  
Steve Willinger

**Members Absent**

Ron Crockett  
Ella Kane  
Dan Witcher

**Others Present**

Regina Edwards, 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 March 9, 2021 at 5:35 p.m., by Chairwoman 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.

**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 April 28, 2021 by Executive Order Number 78) 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.

Steve Willinger made a motion to approve moving forward with the CDAC meeting in electronic format. Vernon Perry, Jr. 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.

### **III. Approval of Minutes, February 9, 2021 Meeting**

Chairwoman Tester asked for any amendments or changes to the February 9, 2021, meeting minutes. Shauna Nefos Webb made a motion to approve the minutes from the February 9, 2021 meeting as presented. Steve Willinger seconded the motion. Christina Blevins called roll, all present were in favor.

### **IV. Old Business**

**CDBG-CV Round 1 & 3 Update:** Christina Blevins announced that staff is processing invoices and continues to be in contact with each agency. Mrs. Blevins reviewed the organizations that have used all of their allocated funding including Bristol Public Library, Crossroads Medical Mission, Healing Hands Health Center, Family Promise of Bristol, Bristol's Promise, and Birthplace of Country Music. Believe in Bristol has used all funding for the hand sanitation stations downtown but not the technical assistance/training for business funding. Also, the United Way of Bristol has used a portion of their first allocation designated for accommodations and food for COVID and the homeless. The Paramount Center, Appalachian Regional Coalition on Homelessness (ARCH), the YWCA, and Second Harvest Food Bank have not requested any reimbursements from the City at this time. Mrs. Blevins will continue to be in contact with these agencies.

Chairwoman Tester noted that she is excited about how beneficial this funding has been for our community, and how it is being utilized.

**YWCA Quarterly Report:** Christina Blevins stated that she emailed the committee the YWCA Children's Center quarterly report for October – December 2020. Group discussion ensued on the report and how well written it is. No further questions from the committee on the report.

### **V. New Business**

**2021 One-Year Action Plan – HUD Funding Discussion:** Christina Blevins shared with the committee that the City has received the formal letter from HUD for allocations. Mrs. Blevins stated that CDBG allocation of \$211,301 was up from previous years. The HOME allocation of \$1,107,741 was minimally down from previous years. Mrs. Blevins added that she will break these funding numbers out and present to the committee in April.

### **VI. Other Matters:**

**City Boards & Commissions Manual:** Christina Blevins asked the group if anyone had questions regarding the City Boards & Commissions Manual. A short discussion on the purpose of the Manual ensued. No questions or further discussion.

**CDBG & HOME Staff Monthly Reports/Program Updates:** Christina Blevins stated that she emailed the committee the CDBG and HOME staff report for February 2021. Mrs. Blevins commented on several items of interest including the recent project completion at 906 Kentucky Avenue of a new roof and interior repair. Work continues at two other emergency rehabilitations located at 205 Willow Street and 1237 Carolina Avenue. Sidewalks are vamping back up; YWCA invoices continue to be processed carefully as not to “duplicate benefits.”

**Bristol Day Center Update:** Christina Blevins gave a brief update on the progress of the Bristol Day Center. Steve Willinger had a question regarding a statement Ron Crockett made in the previous meeting about the Day Center “helping the homeless and those getting ready to lose their homes. Mr. Willinger wanted to clarify who are the people that are getting ready to lose their homes. Mrs. Blevins discussed the eviction moratorium and she stated that in her opinion, Mr. Crockett was referring to the people who may be losing their homes due to the COVID-19 pandemic.

Vernon Perry, Jr. inquired about a potential location. Mrs. Blevins said that Family Promise of Bristol is working with Hunt United Methodist Church in Bristol, VA to expand their current services.

Regina Edwards asked about transportation. Mrs. Blevins added that both Family Promise and Hunt UMC have vans and are willing to transport those in need of help.

**Bristol Housing Update:** Regina Edwards gave an update for Bristol Housing. Mrs. Edwards stated that THDA does have funding for families behind on payments. Mrs. Edwards sent information to property owners that could have been affected.

Christina Blevins also mentioned that the THDA Rent Relief program can be reached by calling 1-844-500-1112 or by visiting their site online at thda.org for information. Mrs. Blevins also added that the documentation needed is extensive and it will take time to fill out and upload the required documentation.

Chairwoman Tester thanked Mrs. Edwards for her report.

## **VII. Announcements & Adjournment:**

Christina Blevins mentioned that Ron Crockett, Vernon Perry, Jr. and Matthew Slagle are up for reappointment for CDAC, their term is ending on April 30, 2021. Please consider rejoining CDAC!

The next CDAC meeting is scheduled for April 13, 2021. Chairwoman Tester announced that the meeting will again be electronic.

There being no further business, the meeting was adjourned at 6:05 p.m.

APPROVED:   
Marjorie Tester, Chair

  
Christina Blevins, Recorder