



**COMMUNITY DEVELOPMENT ADVISORY
COMMITTEE
April 11, 2023
MINUTES**

Members Present

Kat M’Kora Farmer
Brittany Fleenor
Patricia Herndon
Raymond Hill
Steven Willinger, Chairman

Members Absent

Ella Kane
Katherine Stigers
Vernon Perry Jr.
Shauna Nefos Webb

Others Present

Karena Coakley, Bristol Housing
Cherith Young, Staff
Christina Blevins, Staff

I. Call to Order & Roll Call

The Community Development Advisory Committee (CDAC) meeting was called to order on April 11, 2023, at 5:35 p.m., by Chairman Steve Willinger at the YWCA. Chairman Willinger welcomed the group. Christina Blevins called the roll and those present/absent are noted above.

Mary Anne Gibson, Director of Licensed Programs, and Brittney Sullivan, YWCA Chief of Staff, gave a brief history and overview of the Childcare Center. They reviewed financial information for families that are supported by the CDBG program. Mrs. Gibson and Mrs. Sullivan discussed the differences between the Bristol Regional Medical Center childcare center and the YWCA childcare center downtown, as they are both managed by the YWCA staff but are separate facilities. The YWCA is the only licensed, sliding-scale fee payment childcare program in Bristol. The downtown facility is the only location that utilizes CDBG funding. Early childcare costs are comparable to college tuition, Mrs. Gibson added. Over 40 children are enrolled in the downtown program currently. Mrs. Gibson added that the center is licensed for up to 84 children, but due to COVID and staffing struggles, they are building the program up to pre-pandemic enrollment. Mrs. Gibson stated demand for childcare services is high and noted there are over 171 families on the waitlist. The waitlist is on a first-come, first-served basis and completely unbiased. The YWCA received the three-star achievement award through the State of Tennessee, which is the highest standard for a childcare center, that can be achieved in the state. Mrs. Gibson and Mrs. Sullivan thanked the committee for their ongoing support and partnership. They continue to ask for financial support/funding from the City to help low-and

moderate-income families in Bristol receive much-needed childcare. Also adding, that the YWCA is looking at adding several new programs to support low-and moderate-income families in Bristol.

Chairman Willinger thanked the YWCA staff for the great job they do in our community.

II. Approval of Minutes, March 14, 2023, Meeting

Chairman Willinger asked for any amendments or changes to the March 14, 2023, meeting minutes. Patricia Herndon motioned to approve the minutes from the March 14, 2023, meeting as presented. Kat M’Kora Farmer seconded the motion. No questions or further discussion. All present were in favor.

III. Old Business

CDBG, CDBG-CV, HOME, and HOME-ARP Staff Monthly Reports/Program Updates:

Christina Blevins reviewed the March 2023 staff report and asked if there were any questions. No questions were received.

2023 HUD One-Year Annual Action Plan:

Christina Blevins distributed and reviewed the 2023 One-Year Annual Action Plan staff recommendations. 2023 public services were discussed including funding two organizations that specifically asked for CDBG funds (YWCA and Family Promise of Bristol). Mrs. Blevins added that the max amount for public service is 15% of the total grant (\$33,504).

Chairman Willinger motioned to approve and recommend to City Council the 2023 Action Plan with the following revision to include public service funding of \$25,000 to the YWCA Childcare Center and the remaining \$8,504 to Family Promise of Bristol for a “Place to Be Day Center”. Kat M’Kora Farmer seconded the motion. No questions or further discussion. All present were in favor.

Mrs. Blevins thanked the CDAC and noted that the second public hearing will be held at the City Council meeting on May 2, 2023, and the 30-day public comment period will run from 4/17/23 – 5/16/23.

IV. New Business

April is Fair Housing Month: Christina Blevins stated that the City Council presented Chairman Willinger with a proclamation for Fair Housing Month during their April 4, 2023, meeting.

V. Other Matters

Bristol Housing (BH) Update: Karena Coakley discussed a recent purchase by Bristol Housing and the leasing of the units.

VI. Announcements & Adjournment

Christina Blevins announced that Raymond Hill and Shauna Nefos Webb’s CDAC term is ending, she is hoping that each will renew their application on CDAC for another term.

The next CDAC meeting is scheduled for September 12, 2023, at 5:30 p.m., unless a called meeting is needed.

Chairman Willinger thanked CDAC for their attendance and participation.

There being no further business, the meeting was adjourned at 6:35 p.m.

CDAC was given a tour of the YWCA childcare facility by Mrs. Gibson and Mrs. Sullivan.

APPROVED:  
Steven Willinger, Chairman


Christina Blevins, Recorder