



**COMMUNITY DEVELOPMENT ADVISORY
COMMITTEE – Called Meeting (s)
July 10, 2018 / July 17, 2018
MINUTES**

July 10, 2018

Members Present

Ron Crockett
Spence Flagg
Ella Kane
Dan Witcher, Chairman

Members Absent

Todd Dolehanty, Vice Chairman
Chase Mitchell
Tiffany Walden
Marjorie Tester

Others Present

Kate White, Haynesfield Elementary
Christina Blevins, Staff

Call to Order & Roll Call:

The Community Development Advisory Committee (CDAC) meeting was called to order on July 10, 2018, at 5:30 p.m. at the City Hall Annex by Chairman Dan Witcher. Dan noted that due to unforeseen circumstances we do not have a quorum tonight; however, the group will hear from Kate White and continue on with general discussion adding that an additional called meeting will need to occur with enough voting members.

Dan introduced Kate White, Haynesfield Elementary School teacher and applicant for the FY 19 Neighborhood Grant Program.

Kate White discussed the Neighborhood Garden concept with the group. Kate then mentioned several ideas for the future Neighborhood Garden such as students being paired with a “Garden Buddy” and additional partnerships within the community. Kate added that the small garden Haynesfield has now is utilized and she has seen much success with the limited amount of space they have now and hoping to grow on that success with these grant funds.

Christina added that the group had a couple questions that she asked Kate to address for the meeting today. Christina added that Kate is aware the City is unable to provide the mulch for the project as requested in the grant application. Kate addressed that and stated that she understands and is currently looking to get that donated for the project. Christina noted that the group was also concerned about the City School Policy for visitor’s onsite after school hours. Kate provided a copy of the Bristol Tennessee City School System – School Board Policy for Community Use of School Facilities, Policy Number 5.105 stating that *When not in use for school purpose, school buildings and grounds or portions thereof may be used for public, governmental, charitable, civic, recreational, cultural, and such other purposes that promote the*

welfare of the community, as approved by the Board. Kate also added that Haynesfield Elementary Principle, Dr. Rachel Walk, actually wrote a support letter for this grant application and is in support of the garden. Kate noted that hours for the community garden would be posted, but currently while school is in session the garden would not be open to visitors while the students are there. Kate also mentioned this is one of the reasons for the “Garden Buddy” she mentioned earlier as the buddies would need to have a background check before they could work with students.

Ron mentioned that the City may wish to help purchase items for the garden which could make it easier on Kate and she and her team would not have to have bids for each product/service as stated in the grant guidelines.

Dan asked Kate about how ASD is currently funded to come and help with the garden and Kate replied that the school has some very generous parents who have supported ASD.

Dan wanted to make sure that the designation reflects the Haynesfield Community Neighborhood Garden and not the actual Haynesfield School Garden.

Ella mentioned more neighborhood community focus and asked about the timeframe the garden would be open to the neighborhood residents. Kate discussed with the group that currently the garden would be open to the neighborhood on the weekends, summer months and after 3:30 p.m. on weekdays.

Ella also noted that she was pleased with the grant application and noted the fact that two of the four factors identified by the TN Commissioner of Health states that physical inactivity and obesity are reasons that keep Tennessee from being a top ten healthy state, both are being addressed in this grant application.

The committee thanked Kate for her attendance tonight and she was excused.

The group discussed grant criteria and Christina mentioned discussions with other City Departments regarding the application. The group noted that the signage for the garden is very important and focus needs to be placed more on the neighborhood rather than the school.

Group discussion on the date for the next called meeting.

There being no other items to discuss, Chairman Witcher adjourned the meeting at 6:15 p.m.

July 17, 2018

Members Present

Ron Crockett
Todd Dolehanty, Vice Chairman
Spence Flagg
Ella Kane
Marjorie Tester
Tiffany Walden
Dan Witcher, Chairman

Members Absent

Chase Mitchell

Others Present

Christina Blevins, Staff

Call to Order & Roll Call:

The Community Development Advisory Committee (CDAC) meeting was called to order on July 17, 2018, at 5:30 p.m. at the City Hall Annex by Chairman Dan Witcher. Dan noted that due to unforeseen circumstances in the previous meeting we did not have a quorum. This meeting was called for an actionable vote and Dan appreciated everyone in attendance.

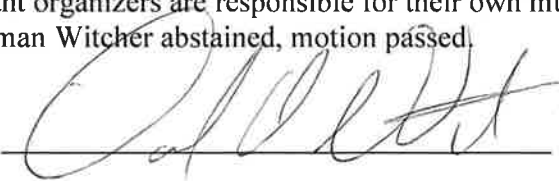
Dan reviewed the notes from the previous meetings discussion and asked if any of the CDAC members had questions or comments to present regarding the Haynesfield Community Garden grant application.

Todd noted that he would be happy to help the group get mulch donated for the project if necessary.

The group discussed criteria and the potential of not awarding a grant. The group was pleased with the application.

Ron made a motion to accept the grant with the conditions that we receive an approval letter from the City School Board, CDAC has input on the final Haynesfield Community Garden signage and the Haynesfield Community Grant organizers are responsible for their own mulch. Todd Dolehanty seconded the motion, Chairman Witcher abstained, motion passed.

APPROVED:



Dan Witcher, Chair


Christina Blevins, Recorder

