



CITY OF DOTHAN

DEPARTMENT OF PLANNING & DEVELOPMENT

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www.dothan.org

Todd L. McDonald, AICP, Director

Kelly H. Mierkowski, CDBG Program Administration

Community Development Advisory Committee

Public Meeting

City of Dothan Civic Center

126 N. Saint Andrews St., Room C, 1st Floor, Dothan, AL 36303

Thursday, March 17, 2022

4:00 p.m. to 5:00 p.m.

AGENDA

1. **Roll Call:** Chair, Victor (Coach) Laurie ____, Vice-Chair, Anita Dawkins-Weatherington ____, Buford George ____, Michael Wyant ____, Rufus Davis ____, Ruby Harris ____, Kody Kirchhoff ____.
2. **Approval of February 17, 2022, Meeting Minutes**
3. **Old Business**
 - a. None
4. **New Business**
 - a. Southeast Rural Rental Housing Preservation Academy - Application
 - b. Discussion: Neighborhood Meetings
5. **Review of the 2022/2023 Competitive Funding Process Schedule**
6. **Public Comments**
7. **Adjourn**

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE (CDAC)
FEBRUARY 17, 2022
MEETING MINUTES**

The Community Development Advisory Committee (CDAC) met on Thursday, February 17, 2022, at 4:00 p.m. in Board Room C, on the first floor of the Civic Center at 126 N. St. Andrews Street.

Vice-Chair Weatherington called the meeting to order at 4:00 p.m.

- 1. Members Present:** Vice-Chair, Anita Dawkins-Weatherington; Michael Wyant; Buford George; and Ruby Harris. **Members absent:** Chair, Victor Laurie; Rufus Davis; and Kody Kirchhoff.

Others Present: Kelly Mierkowski, Community Development Block Grant (CDBG) Program Administrator; Todd McDonald, AICP, Planning & Development Director; and Theresa Eddy, Secretary.

- 2. Approval of January 20, 2022, Meeting Minutes**

Ms. Harris made a motion to approve the minutes, Mr. Wyant seconded, and the motion carried.

- 3. Disclosure of ex parte contact**

Vice-Chair Weatherington made a motion to eliminate this line item from the agenda, Mr. Wyant seconded, and the motion carried.

- 4. Old Business**

- a. 2020 CAPER Report**

Consolidated Annual Performance Evaluation Report - CAPER

Ms. Mierkowski handed out a copy to the committee members. Mr. McDonald explained that this was our report card of what happened last year and that the committee members should read through it at their leisure.

- b. ADECA award of recaptured CARES Act funds for purchase of 2 isolation units**

Ms. Mierkowski met and collaborated with the Fire Department to obtain these 20-bed isolation units. Ms. Harris was unsure what they were and what they were to be used for, and Mr. McDonald stated they would be used as a field hospital for emergencies such as hurricane victims or infectious disease relief medical tents. Mr. McDonald suggested having the Fire Department do a presentation to the committee. Mr. Wyant asked if the Fire Department was going to be responsible for them, to which Ms. Mierkowski affirmed.

c. Mandatory TA Trainings

Ms. Mierkowski stated that there were three training sessions since there was a great response. January 26 was held at General Services in their new conference training room which held about 25 people, they seated 24 people and extra showed up that were encouraged to attend the second training session. January 31, we held the second training session at the Civic Center which held 25 attendees; 21 in person and 4 by zoom. February 3, Ms. Mierkowski met with 3 new agencies and presented to them and answered their questions. There were 7 no-shows, Ms. Mierkowski did some one-on-ones with a few new not-for-profit agencies as well. There was a press release in the Dothan Eagle, it was advertised on social media, email blasts were sent, so a large audience knew about the training. Ms. Mierkowski stated that there could be some improvements made for next year's training; larger training site's, creating and keeping an email list to send information and updates to. Vice-Chair Weatherington stated that Ms. Mierkowski did an excellent job and that there were so many people and agencies that she had never heard of and was excited to see so many people attend these training sessions.

5. New Business

a. Discussion of Site Visits

Possible site visits in the summer; Dothan Housing Authority, House of Ruth, New Beginnings Ministries, The Ark, and The Salvation Army.

b. Discussion of upcoming Neighborhood Meetings

February 22 at Doug Tew Recreation Center – 6:00-7:00 pm.

February 23 at Wiregrass Recreation Center – 6:00-7:00 pm.

February 24 at Andrew Belle Community Center – 6:00-7:00 pm.

February 25 at Hawk-Houston Youth Enrichment Ctr. – Noon-1:00 pm

Ms. Mierkowski encouraged the committee members to attend. There will be introductions, handouts, a list of agencies that have projects or programs that were funded in the past, and a survey.

6. Review of the 2022/2023 Competitive Funding Process Schedule

March 4 – Applications are due.

March 7-28 Review applications, organize into binders

March 17 – Regular Meeting to discuss the applications

April 1 – Deadline to have binders ready, if not beforehand.

Members will be emailed once they are ready for pick up.

April 25 & 26 Presentations – 15-minute presentation for applicants

Vice-Chair Weatherington requests that the meetings be moved up in the day and not after hours. The committee agreed to start around lunchtime. Ms. Eddy will procure the rooms and times.

April 28 – Deliberations

Ms. Eddy will procure the room and time. It was agreed to start around lunchtime as well.

7. Public Comments

8. Adjourn

Mr. Wyant made a motion to adjourn, Ms. Harris seconded, and the motion carried.

The meeting ended at 4:40 p.m. The next regular meeting date is March 17, 2022.

Anita Dawkins-Weatherington, Vice-Chair (Action Chair)

Theresa Eddy, Secretary

2022 COMPETITIVE FUNDING PROCESS SCHEDULE

ACTIONS

TIMELINES

1. Regular CDAC Meeting	Thursday, October 21, 2021- <i>Cancelled</i>												
2. Regular CDAC Meeting	Thursday, November 18, 2021- <i>Cancelled</i>												
3. Regular CDAC Meeting (Elect Officers)	Thursday, December 16, 2021												
4. <u>CDBG APPLICATIONS AVAILABLE</u>	<u>Tuesday, January 18, 2022</u>												
5. Regular CDAC Meeting	Thursday, January 20, 2022												
6. CDBG Application Period opens	Tuesday, January 18, 2022												
7. Application Training	Wednesday, January 26, 2022 (Noon-1:30pm)												
8. Regular CDAC Meeting	Thursday, February 17, 2022												
9. Neighborhood Meetings (6p-7p)	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Doug Tew Rec Center, 300 Garland St.</td> <td style="width: 25%;">CT 411:1 / 412:1</td> <td style="width: 25%;">Tues., Feb 22, 2022</td> </tr> <tr> <td>Wiregrass Rec Center, 620 Sixth Ave.</td> <td>CT 412:2 / 410:1 / 411:1</td> <td>Wed., Feb 23, 2022</td> </tr> <tr> <td>Andrew Belle Community Ctr., 1270 Lake St.</td> <td>CT 414:3&1 / 415:3&5</td> <td>Thurs., Feb 24, 2022</td> </tr> <tr> <td>Hawk-Houston YEC, 329 Chickasaw St.</td> <td>CT 406:1,2,3</td> <td>Fri, Feb 25, 2022 (Noon)</td> </tr> </table>	Doug Tew Rec Center, 300 Garland St.	CT 411:1 / 412:1	Tues., Feb 22, 2022	Wiregrass Rec Center, 620 Sixth Ave.	CT 412:2 / 410:1 / 411:1	Wed., Feb 23, 2022	Andrew Belle Community Ctr., 1270 Lake St.	CT 414:3&1 / 415:3&5	Thurs., Feb 24, 2022	Hawk-Houston YEC, 329 Chickasaw St.	CT 406:1,2,3	Fri, Feb 25, 2022 (Noon)
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10. <u>CDBG APPLICATIONS DUE</u>	<u>Friday, March 4, 2022 (4pm)</u>												
11. Review, rank, summarize & binder applications	Monday, March 7 – Thurs., March 28, 2022												
12. Regular CDAC Meeting	Thursday, March 17, 2022												
13. CDBG application packets available to CDAC	Friday, April 1, 2022												
14. Regular CDAC Meeting	Thursday, April 21, 2022												
15. CDAC - CDBG applicant presentations	Mon. April 25 & Tues. April 26, 2022												
16. CDAC formulates recommendations	Thursday, April 28, 2022												
17. CDAC presentation to Commissioners	Tues., May 17, 2022												
18. Regular CDAC Meeting	Thur. May 19, 2022												
19. Public Hearing and City Commission Approves 2022 CDBG projects	Tues., June 7, 2022 (10am)												
20. Advertise Annual Action Plan – 30 days	Mon. June 13 – Wed. July 13, 2022												
21. Regular CDAC Meeting	Thurs, June 16, 2022												
22. Annual Action Plan approved by City Commission	Tuesday, July 19, 2022												
23. Regular CDAC Meetings	July, August, and Sept. – <i>Cancelled</i>												
24. Submit 2022 Annual Action Plan to HUD	Friday, July 29, 2022.												