

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE (CDAC)  
DECEMBER 15, 2022  
MEETING MINUTES**

The Community Development Advisory Committee (CDAC) met on Thursday, December 15, 2022, at 4:00 p.m. in Board Room C, on the first floor of the Civic Center at 126 N. St. Andrews Street.

Chair Laurie called the meeting to order at 4:00 p.m.

- 1. Members Present:** Chair Victor (Coach) Laurie; Vice-Chair Anita Dawkins-Weatherington; Buford George; Cheryl Gibson; and Twyla Williams.

**Members absent:** Ruby Harris and Kody Kirchoff.

**Others Present:** Kelly Mierkowski, Community Development Block Grant (CDBG) Program Administrator; and Theresa Eddy, Secretary.

**2. Approval of Agenda**

*Ms. Williams made a motion to approve the agenda, Vice-Chair Weatherington seconded, and the motion passed.*

**3. Approval of Meeting Minutes**

- a. November 17, 2022, Meeting Minutes.**

*Ms. Gibson made a motion to approve the November 17 meeting minutes, Mr. George seconded, and the motion passed.*

**4. Old Business**

**a. FY 2023 Competitive Funding Process (review)**

- Ms. Mierkowski explained that applications will be available on January 17 and that the application training will be on January 19 from noon – 1:30 pm at the Dothan Civic Center Arena. This training is mandatory every year. Ms. Williams suggested a media blast. Ms. Mierkowski will work with Mr. Vincent, the city's Community Relations Officer on advertising this event.
  
- Ms. Williams asked about the Neighborhood Meetings. Ms. Mierkowski explained that she started doing this last year and the response was good. Last year, Ms. Mierkowski went through the Consolidated Plan process, the Annual Action Plan, the CAPER report, and our citizen participation plan for HUD, and then she had everyone complete a survey as to what they saw as priorities. Then, she and the summer intern compiled all the information into one document that was attached to the Annual Action Plan and submitted to HUD.

**b. FY 2022 Subrecipient Agreements (December)**

- Ms. Mierkowski explained that the City Commission approved the 2022 Subrecipient Agreements on December 6, 2022, and the organizations were coming in to sign for their funds.

**5. New Business**

**a. FY 2021 Consolidated Annual Performance and Evaluation Report (December)**

- Ms. Mierkowski stated that this is a report to HUD on the activities the CDAC did this past year. There was an ad in Sunday's paper announcing a 15-day public comment period. There is a hard copy of the CAPER at the Library, at the Civic Center, and on the city website. HUD requires two public hearings in the program year. We had one in June, and we will be having one in the City Commission meeting on December 20 at 10:00 a.m.

**b. Committee Orientation (December)**

- Ms. Mierkowski assembled a packet for the Community Development Advisory Committee. The packet included the Mission & Purpose of committee members, the CDAC By-laws, the definition of the Consolidated Plan for housing and community development, The Alabama Open Meetings Act (OMA) and Robert's Rules of Order, Acronyms, Terms, and Definitions, and it all covers the importance of the role of being a CDAC committee member.

**6. Public Comments:** Vice-Chair Weatherington stated that she will be taking a recertification course covering Lead-Based Paint in homes older than 1978 and that the agencies that are receiving CDBG funds should be aware that the state is checking contractors for their certification to work on homes with lead-based paint.

**7. Adjourn**

*Vice-Chair Weatherington made a motion to adjourn, Mr. George seconded, and the motion passed.*

The meeting ended at 4:45 p.m. The next regular meeting date is January 19, 2023.

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**Victor Laurie, Chair**

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**Theresa Eddy, Secretary**