



**Community Development Advisory Board
Minutes
December 5, 2019 @ 5:30 p.m.**

		Present	
Vacant	District 1	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Lisa Kerns	District 2	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Jackie Adams	District 3	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ann Birch	District 4	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Bud Thames	District 5	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Marshall West	District 6	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Rev. Jimmie Howell	District 7	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Kristen Smalls	District 8	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Edward Beaufort-Cutner	County Supervisor Appointee	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Staff			
John O. Williams	County Attorney	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Victoria Marshall	Grants Administrator	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

I. Call to Order

The meeting was called to order at 5:32 p.m. by Victoria Marshall, Grants Administrator.

II. Introductions

Each member present shared their work and community volunteer experience.

III. New Business

- Advisory Board ByLaws

This matter was skipped and will be addressed at the next scheduled meeting.

- Nomination of Chair, Vice Chair

This matter was skipped and will be addressed at the next scheduled meeting.

- Confidentiality Agreement & Conflict of Interest

Marshall explained the reason for the needed forms to be read and completed by each new Board member and asked them to be signed and turned in as soon as possible.

IV. Overview of CDBG Funds

A powerpoint was shared on the CDBG primary objectives and activities that can be funded. Eligible and ineligible projects, the 5-Year Consolidated Plan process, the community priorities and the County rollout of the CDBG Program over the next three years. HOME funds to develop affordable housing and Emergency Solutions Funds for homeless services will become available once the County shows it has the capacity to manage the Department of Housing and Urban Development (HUD) funds effectively.

The County is anticipating \$1.1M in funding less 15% for planning and administration. The County will set aside \$100,000 for demolition of blighted properties. If there is not a request for up to \$100,000 for these type projects, those funds will roll over into the balance of funds for public facility projects. There is a timeliness in spending required by HUD. When evaluating proposals for funding, board members will want to take that into consideration when scoring and funding recommendation.

During Year 2 funding cycle, non-profit organizations will be invited to apply for Public Service Grants (capped at 15%) by HUD. The County will provide training events for local non-profits to prepare them on the expectations and responsibility of receiving federal funds. The agencies that are funded are required to report to the County as the County is to the federal government.

V. Other Discussion

The next meeting will include training on the review and scoring of proposals for CDBG funds.

VI. Next Meeting Date/Time

Thursday, January 16, 2020 @ 6:00 p.m.
Berkeley County Administration Building, Room 125

VII. Adjournment

Victoria thanked the Board for their service that will make an impact in the low-to-moderate areas of the County for years to come.

The meeting was adjourned at 7:14 p.m. by Victoria Marshall