MINUTES OF THE
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
ADVISORY COMMITTEE
NOVEMBER 18, 2021

The Community Development Block Grant Advisory Committee of the City of Moore, Oklahoma held a meeting on November 18, 2021 in the Council Chambers, Moore City Hall, 301 N Broadway, Moore, Oklahoma.

Agenda Item No. 1: ROLL CALL

Chairman Louie Williams asks for roll to be called for the Community Development Block Grant Advisory Committee. The following members reported present:

Janie Milum	Ralph Sherrard	Louie Williams	Melissa Hunt	Amanda Robinson
Absent:	Mark Hamm	Kelley Mattocks	Sean Evans	
Staff:	Kahley Gilbert, Grants Manager	Sky Larson, Administrative Assistant/Recording Secretary		

Agenda Item No. 2: PLEDGE OF ALLEGIANCE

Agenda Item No. 3: APPROVAL OF MINUTES OF THE JUNE 24, 2021 CDBG ADVISORY COMMITTEE MEETING

Motion: Ralph Sherrard makes a motion to approve the minutes of the June 24, 2021 CDBG Advisory Committee Meeting. Janie Milum seconds the motion. Roll is called.

Ayes:	Janie Milum Ralph Sherrard	Louie Williams	Amanda Robinson	Melissa Hunt
Nays:				
Abstained:				
Absent:	Kelley Mattocks	Mark Hamm	Sean Evans	

Agenda Item No. 4: DISCUSS AND CONSIDER 2020 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

Kahley Gilbert states that this year with the COVID-19 funds and with the 2020 Entitlement funds we provided services for 5,764 individuals. 370 of those individuals is with Entitlement money that's including Kelley Creek sewer rehabilitation infrastructure project. 5,500 individuals is with COVID-19 money. Out of $363,317.00 available we spent $312,378.00. We had funds left over from Administration $26,400.00. We also had

$24,538.00 that was left over from the infrastructure project and a little from our public services so that will be rolled over into our Armstrong sewer rehabilitation project for 2021. On page 8, the number of households served, there's not an explanation of where those numbers came from so we will be revising the narrative information. It consists of rental and utility assistance programs from The Salvation Army and Community Action Agency. The Community Action Agency serviced 40 low income households. The Salvation Army serviced 31 households. Our program with Food and Shelter, the rapid rehousing and hotel voucher program has served 4 households so far. That's where the total number 77 comes from.

Melissa Hunt askes what the income break such as extremely low versus other incomes is.

Kahley Gilbert states moderate income is 80% of area median income, low income is 50% and extremely low is 30%.

Amanda Robinson asks if Food and Shelter has only done 4 families.

Kahley Gilbert states that is what they have submitted to us and it's through September 2021.

Amanda Robinson states that total number sounds correct then.

Motion: Ralph Sherrard makes a motion to approve the 2020 Consolidated Annual Performance and Evaluation Report (CAPER). Melissa Hunt seconds the motion. Roll is called.

CDBG Committee:

Ayes:	Melissa Hunt Louie Williams	Amanda Robinson	Ralph Sherrard	Janie Milum
Nays:				
Abstained:				
Absent:	Sean Evans	Mark Hamm	Kelley Mattocks	

Agenda Item No. 5: DISCUSS AND CONSIDER AMENDMENT TO THE 2021 ACTION PLAN

Kahley Gilbert states we met with the Moore Social Services Coalition. They asked for a meeting back in the summer time. Sky and I met with Skyler with The Food and Resource Center. They have seen a real need for public transportation of bus routes here in Moore. We asked them to put together a proposal of locations they think would be beneficial, how many routes, how often they should run and how many of their clients they think would use it. Kahley Gilbert states she has seen a draft on it and it looks good. They are anticipating at the City Council meeting in March to present. In the meantime, Elizabeth and Kahley have met with Embark to get cost estimates. They are currently working on a new bus study that shows two different bus routes coming through Moore. One is straight down I-35 with one stop off of 4th street and another one that comes down Santa Fe or Walker and goes basically from I-35 to Santa Fe or Walker down 12th St. While they are doing the bus study we asked if they can do something more detailed and in depth for Moore that can include a survey or study showing the demand of transportation and where they see the best routes and bus stops would be. This amendment would be funding that specific study with Embark.

Ralph Sherrard states there may be funding out of the newly passed infrastructure package that hopefully Embark can utilize to offset some of their expenses.

Kahley Gilbert states she has read through it and it seemed a lot of it was going to Amtrak to rehabilitate existing public transportation systems. There wasn't much on establishing a new bus system, but hopefully as it moves forward they will open up more money for people to establish new transportation systems.

Louie Williams asks would there be requirements for subsidizing from the City of Moore?

Kahley Gilbert states she has met with Midwest City because they have a bus route that Embark provides. They have 10 stops that run roughly every 30 minutes. They pay roughly $200,000.00 a year fee to Embark and they supply the bus, the driver, maintenance, etc. Midwest City provides the stops such as a bench or shelter. They have a set amount that is $150,000.00 which is a line item in their budget. They pay for any increase in cost through their Public Works sales tax. They build in a 10% increase every year which is paid though sales tax. They have seen around that percentage of increase every year for Embark's cost.

Louie Williams states that is a fairly substantial amount.

Kahley Gilbert states once Embark broke down the costs, it added up quickly. Even though Midwest City has only one route, there are 3-4 buses that run the route.

Louie Williams states maybe we don't need that frequent or that number of stops.

Kahley Gilbert states we told Embark we would like the bare bones to start with to see what the need is for it and we can always increase and find funding where we can. The $20,000.00 in this amendment would come from our general admin which is our payroll and publication costs. We roughly spend around $35,000.00 a year in that so we would have plenty for this study.

Motion: Ralph Sherrard makes a motion to approve the Amendment to the 2021 Action Plan. Amanda Robinson seconds the motion. Roll is called.

Ayes:	Louie Williams Amanda Robinson	Janie Milum	Ralph Sherrard	Melissa Hunt
Nays:				
Abstained:				
Absent:	Kelley Mattocks	Mark Hamm	Sean Evans	

Agenda Item No. 6: UPDATE ON CDBG COVID-19 FUNDING

Kahley Gilbert states originally in our 2nd round of funding we were asked from The Food and Resource Center to fund an additional freezer for them. The quote was $100,000.00 which we approved, but when the time came they couldn't get ahold of the original company that quoted them $100,000.00. They reached out to several other companies, however, the cost has increased substantially. They have now asked if instead of the additional freezer, a new parking lot can be funded. They are receiving a lot of traffic and it's not functional. It needs to be redesigned, you can tell it's been patched up through the years and holds a lot of water. There are also a lot of elderly that visit and it's sometimes hard for them to make it in safely. They have asked if they can use the funds to get it redesigned appropriately and constructed. The City has approved this project for CV funding, but wanted to update the committee on it as well.

Agenda Item No. 7: CITIZENS TO BE HEARD

There are no citizens in attendance.

Agenda Item No. 8: MEMBERS TO BE HEARD

Ralph Sherrard states he would like to hear updates about The Curve. Kahley Gilbert states their goal date as of this week is for building B to open by December 3rd. They're currently waiting on the elevator inspector for that building and our Building Official is waiting on some engineering for that building as well. They anticipate building C which is the building that has the commercial spaces and should be ready a couple weeks after building B opens. Building A should open a month after building C. They have around half of the units pre-leased for the entire property.

Melissa Hunt states part of it is we don't know when it will be fully done.

Kahley Gilbert states that they aren't giving any move in dates because they don't want to promise a date and then cancel.

Louie Williams asks if most of the repairs have been completed and passed inspection.

Kahley Gilbert states the only thing we are waiting on are the engineering reports that the Building Official needs.

Amanda Robinson states that in regards to the pricing of The Curve, she was under the assumption that some of it is going to be based on income.

Kahley Gilbert explains the difference between income based housing and affordable housing. Affordable housing rents tend to be higher than income based rents.

Agenda Item No. 9: ADJOURNMENT

Motion: Melissa Hunt makes a motion. Janie Milum seconds the motion. Roll is called.

Ayes:	Melissa Hunt Amanda Robinson	Janie Milum	Ralph Sherrard	Louie Williams
Nays:				
Abstained:				
Absent:	Kelley Mattocks	Mark Hamm	Sean Evans	

RECORDED FROM NOTES AND TRANSCRIBED BY Sky Larson Sky Larson, Administrative Assistant