



2/28/2024

**BLOCK GRANT ADVISORY COMMITTEE AGENDA
COUNCIL CHAMBERS - 210 W. 6TH AVE
PUBLIC CALL INTO MEETING 509-585-4566**

4:00 PM

- 1. CALL TO ORDER:**
- 2. ATTENDANCE:**
- 3. APPROVAL OF MINUTES:**
 - a. Review and approval of the August 23, 2023 minutes
 - b. Review and approval of the September 28, 2023 minutes
- 4. OPEN ISSUES:**
- 5. NEW BUSINESS:**
 - a. Updates for 2023 CDBG Projects
- 6. COMMITTEE COMMENTS/DISCUSSION:**
- 7. ADJOURNMENT:**

DRAFT
CITY OF KENNEWICK
CDBG COMMITTEE
August 23, 2023

1. CALL TO ORDER:

Bobbie Littrell called to order the regular meeting of the Block Grant Advisory Committee at 4:00 p.m. on August 23, 2023 in the City Hall Council Chambers.

2. ATTENDANCE:

Members Present

Bobbie Littrell, Vice Chair
Bruce Donner
Christy Watts
Jerry Martin
Vel Wright
Jim Millbauer, Councilmember
Christina Palmer, M.S Director
Kylie Peel, Staff Liaison

Members Excused/Absent

Ron Hue, Chair
Carlo D'Alessandro

3. APPROVAL OF MINUTES:

Bobbie Littrell opened the discussion on the May 24, 2023 minutes and asked for a motion. Christy Watts motioned for the minutes to be approved as written. Vel Wright seconded the motion – vote approved unanimously.

Bobbie Littrell opened the discussion on the June 28, 2023 minutes and asked for a motion. Christy Watts motioned for the minutes to be approved as written. Bruce Donner seconded the motion – vote approved unanimously.

Bobbie Littrell opened the discussion on the July 26, 2023 minutes and asked for a motion. Christy Watts motioned for the minutes to be approved as written. Bruce Donner seconded the motion – vote approved unanimously.

4. OPEN ISSUES:

CARES Act Substantial Amendment – Kylie Peel stated that no changes have been made to the proposed Community Center Security project and the quote that was given with last month's and today's meeting remains the same. Now that a quorum was present, the committee just needed to determine if funding should be recommended for approval

Jerry Martin asked if there was a schedule for the project yet to which Christina Palmer advised we needed a vote to approve the project to begin planning. Typically, it would be a few months to give enough time for the contractor to order and install the items. Christina reminded the committee there is not a timeliness issue as CARES Act funds do not have to be spent until the end of 2026.

Bobbie opened the discussion on the Community Center Security project and asked for a motion. Bruce Donner motioned for the project to be approved. Vel Wright seconded the motion – vote approved unanimously.

5. NEW BUSINESS:

None.

6. COMMITTEE COMMENTS/DISCUSSION:

Kylie reminded the committee that next month's meeting has been moved to September 28th at 2:30 p.m. to accommodate the applicant's for the 2024 program year. This meeting is where the committee will review, hear presentations, and vote on which projects to fund for the 2024 year.

7. ADJOURNMENT:

The meeting adjourned at 4:06 p.m.

The next scheduled meeting is set for September 28, 2023 at 2:30 p.m.

DRAFT
CITY OF KENNEWICK
CDBG COMMITTEE
September 28, 2023

1. CALL TO ORDER:

Ron Hue called to order the meeting of the Block Grant Advisory Committee at 2:30 p.m. on September 28, 2023 in the City Hall Council Chambers.

2. ATTENDANCE:

Members Present

Ron Hue, Chair
Bobbie Littrell, Vice Chair
Christy Watts
Jerry Martin
Vel Wright
Christina Palmer, M.S Director
Kylie Peel, Staff Liaison

Members Excused/Absent

Carlo D'Alessandro
Bruce Donner
Jim Millbauer, Councilmember

3. APPROVAL OF MINUTES:

There was no open discussion on the August 23, 2023 minutes due to the annual application and presentation schedule.

4. OPEN ISSUES:

None.

5. NEW BUSINESS:

a) 2024 CDBG Application Presentations and Deliberations

The following applicants gave presentations about the programs and projects they have requested funding for:

Senior Life Resources - Meals on Wheels
The ARC of Tri-Cities - Therapeutic Recreation Scholarships
Elijah Family Homes - Transition to Success
City of Kennewick Recreation Dept. - Youth Recreation Scholarships
Domestic Violence Shelter - Shelter Upgrades
City of Kennewick Parks Dept. - Underwood Park Swing Upgrade
City of Kennewick Parks Dept. - Eastgate Walking Path Renovation
City of Kennewick Public Works - Juniper St. Sidewalk
City of Kennewick Public Works - Fruitland St. Sidewalk
Kennewick Housing Authority - 13th & Gum St. Sidewalk

After presentations, the committee deliberated about which projects and programs would most benefit from 2024 funding. The Kennewick Housing Authority's request is contingent on them additionally being awarded CHIP Funds (Community HOME Investment Program) to fund the rest of the overall project. CHIP funds will help bring utility infrastructure into the project development before actual construction of the housing complex can begin. Award are expected to be announced in January 2024.

Given the widespread needs related to affordable housing in the community, the Committee would like to support the Kennewick Housing Authority's request. Since that project is contingent upon other funds being awarded to complete the project, the Committee provided two sets of recommendations on priorities.

The following recommendation – given as Plan A – would be presented to Council in November:

\$10,000 – Elijah Family Homes (Transition to Success Case Management)
\$30,000 – Senior Life Resources (Meals on Wheels)
\$22,500 – The ARC of Tri-Cities (Therapeutic Recreation Scholarships)
\$20,000 – City of Kennewick Recreation Dept. (Youth Scholarships)
\$74,000 – City of Kennewick Parks Dept. (Eastgate Park Walking Path Renovation)
\$382,374 – Kennewick Housing Authority (13th & Gum St. Sidewalk) *contingent upon also receiving CHIP funding.*

Ron Hue opened the discussion on recommending Plan A allocations to City Council and asked for a motion. Christy Watts motioned for the project allocations to be approved. Vel Wright seconded the motion – motion passed unanimously.

It was then discussed how the funds would be allocated if the Housing Authority did *not* receive CHIP Funds and the following recommendation – given as Plan B – would then be recommended to Council:

\$10,000 – Elijah Family Homes (Transition to Success Case Management)
\$30,000 – Senior Life Resources (Meals on Wheels)
\$22,500 – The ARC of Tri-Cities (Therapeutic Recreation Scholarships)
\$20,000 – City of Kennewick Recreation Dept. (Youth Scholarships)
\$90,500 – City of Kennewick Parks Dept. (Underwood Park Swing Upgrade)
\$80,000 – City of Kennewick Parks Dept. (Eastgate Park Walking Path Renovation)
\$220,000 – City of Kennewick Public Works (Juniper St. Sidewalk)

Ron Hue opened the discussion on Plan B recommendations if the Housing Authority did not receive CHIP funding to bring to City Council and asked for a motion. Bobbie Littrell motioned for the allocations to be approved. Vel Wright seconded the motion. Jerry Martin stated he was opposed to funding the Juniper sidewalk project based on the cost. Ron Hue called for a vote. Motion passed 4-1 with Jerry Martin in opposition.

6. COMMITTEE COMMENTS/DISCUSSION:

None.

7. ADJOURNMENT:

The meeting adjourned at 4:30 p.m.

The next scheduled meeting is set for January 24, 2024 at 4:00 p.m.