

HOUSING/RECREATION/CDBG/GICH COMMITTEE MEETING MINUTES

JULY 1, 2021

PRESENT: Vice Mayor Jones, Council Members Anderson, Bates, Byne, City Manager Valerie Kirkland, Assistant City Manager Trinetta Skinner, Planning & Development Coordinator Shelly Broxton, City Clerk Jermaine Evans

ABSENT:

1. The meeting was called to order by Chairwoman Vickey Bates at 4:30 p.m.
2. Councilman Byne gave the invocation.
3. Councilwoman Anderson led those present in the Pledge of Allegiance.
4. Chairwoman Bates requested the updates for the committee for the Waynesboro Homeless Task Force (WHTF): City Clerk Jermaine Evans addressed the committee as a volunteer for the Homeless Task Force expressing the following main points:
 - Request that the City appropriate funding for the WHTF

Committee Chairwoman Bates and Anderson clarified that the WHTF were looking to be included in the City's budget. City Clerk Evans confirmed and agreed. Committee Chairwoman Bates stated that the request would need to be reviewed by the City Manager and Mayor and the WHTF would be notified at a later date.

- Clarification of ownership of the building near 911 Herman Lodge Blvd (also known as 911 Quaker Road) in the city that was donated to the WHTF.

City Manager Kirkland stated that the process is ongoing, the property is not owned by the City as yet. Vice Mayor Jones stated that he'd spoken with Ms. Mary Bennett and she stated that as of today the building was owned by the City. City Manager Kirkland then clarified that the necessary documentation had not been received by the City Attorney and therefore ownership by the City could not be established. City Clerk Evans then stated that as part of a need for repair work, expenses, equipment and cost mitigation the WHTF's request to be have funding appropriated would support the overall efforts of the WHTF. City Clerk Evans then spoke to their being confusion between the members of the WHTF not knowing how the task force was structured. Whether it was supposed to be a city ran program or stand-alone organization receiving aid from the City. City Manager Kirkland recommended that the WHTF become a 501c3 nonprofit organization. City Clerk Evans stated that he contacted the City Attorney requesting guidance or advice concerning the WHTF becoming a 501c3. At the time of the meeting, the City Attorney's office had not returned contact. City Clerk Evans stated he created a relationship with the local YMCA who is already publicly donating bags of food to those in need in the community. When the YMCA is supplied with a letter of request, they will supply a weekly allotment of grocery bags to the WHTF for distribution. City Manager Kirkland stated that she would be willing to have the City support the WHTF by being the fiscal agent should they so choose. She also established that with the City taking on the role of fiscal agent, WHTF would be responsible for raising and/or providing their own funding operating in the same fashion as

the Downtown Development Authority (DDA). Councilwoman Anderson asked where were in-person meetings held by the WHTF? City Clerk Evans stated that previous meetings were held in the chamber hall at the old City Hall Building. Discussions otherwise were held via telephone or email. Councilwoman Anderson suggested that in-person meetings could be held at the new City Hall, possibly in a conference room or in the council chamber. Councilwoman Anderson questioned whether the City Attorney would be waiving any fees or expenses related to aiding the WHTF. City Clerk Evans stated that he didn't know because communications had not been returned by the attorney as yet. It was suggested that completing the 501c3 qualifying and creation process be done by the members thereby reducing or avoiding additional fees or expenses. City Clerk Evans stated that he will be helping the task force complete that process. City Manager Kirkland inquired who was the president or chairperson. City Clerk Evans stated that Ms. Lottie Higgins was the president/chairperson. City Manager Kirkland then inquired what position or role did Ms. Mary Bennett hold. City Clerk Evans explained that Ms. Bennett directly facilitated receipt of donations, food and clothing purchases, meal preparation and distribution, meets with the public, the homeless population and local stakeholders. Ms. Bennett performed many functions, tasks and was the "boots on the ground" for the WHTF.

5. Chairwoman Bates requested an update for the building at 567 West 9th Street. Planning and Development Coordinator Shelley Broxton addressed the committee. She stated that after the completion of a financial review of the Planning and Development Dept. there were charges to the department that she was unfamiliar with. After researching the charges, they were found to be for the property at 567 9th Street. The total expenses for that property year to date are \$6,448.18. The income generated from that building year to date is \$3,600. Reviewing other annual financial records for that property starting at 2016, it was found that the building had been operating at a deficit with the exception of 2019. P&C Coordinator Broxton stated that she wanted to make Council aware of the financial status of the building requesting direction for resolving the issue. Councilwoman Anderson inquired which department's responsibility the building falls under. City Manager Kirkland stated that the building's expenses historically were paid by Planning and Development. Councilwoman Anderson stated she personally believed that to be incorrect and that the building should not be that departments' responsibility. She also suggested that the rental fee be increased to balance out the income discrepancy. After clarifying the difference between the year to date expense balance versus the potential projected expense balance at year's end that P&D Coordinator Broxton provided, Councilwoman Anderson stated that an increase of the rental fee would not be necessary at this time. City Manager Kirkland asked the committee if they would like to continue ownership of the building and continue to collect rental fees or sell it. The current contract is in effect until 2024 and the building will continue to require repair, maintenance and upkeep.
6. With no further business on the agenda, the meeting was adjourned at 4:52 p.m.