



# City of Columbia, Missouri

## Meeting Minutes

### Housing and Community Development Commission

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Wednesday, November 16, 2022  
7:00 PM

Regular Meeting

Council Chambers, City  
Hall 701 E Broadway

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#### I. CALL TO ORDER

The meeting was called to order by Rose at 7:01 pm.

#### II. INTRODUCTIONS

Present at the start of the meeting were commission members Shaw, Jefferson, Willoughby, Rose, Lambert, and Suhler. City Staff Tim Teddy, Jennifer Deaver, Jacob Amelunke, Darcie Clark, and Molly Fair were also in attendance.

**Present:** 6 - Diane Suhler, Thomas Rose, Barbara Jefferson, Blake Willoughby, Rebecca Shaw and Michelle Lambert

**Excused:** 3 - Michael Fletcher, Mitchell Ritter and Ross Kasmann

#### III. APPROVAL OF AGENDA

**Motion to approve the agenda: Willoughby**

**Motion to 2nd: Jefferson**

**Motion passes: 6:0**

**Not voting: Fletcher, Ritter, and Kasmann**

#### IV. APPROVAL OF MINUTES

**Attachments:** [10.12.2022 HCDC Meeting Transcript](#)

[HCDC Draft Minutes 10.12.2022](#)

**Motion to approve the draft October 12th, 2022 minutes: Jefferson**

**Motion to 2nd: Shaw**

**Motion passes: 6:0**

**Not voting: Fletcher, Ritter, and Kasmann**

#### V. SPECIAL ITEMS

International Human Rights Day celebration December 10, 2022 - Chairperson, Columbia Human Rights Commission: Amanda Hinnant, Chairperson of the Human Rights Commission, and Cheryl Miller, member of the Human Rights Commission shared that the HRC is hosting an event on December 10th and will have a panel there focusing on housing if one or two of the HCDC members would be available to join. The HRC will send more information via email to City staff, who will distribute to HCDC.

#### VI. OLD BUSINESS

**Attachments:** [FY 2024 HCDC Draft Calendar](#)

Draft FY 2024 HCDC Calendar: Staff shares that the draft calendar did not proceed to a vote at the last meeting, so will need to be voted on and approved at this meeting. Rose inquired if HCDC will have an informational work session for commissioners, Teddy

shared that staff will determine an available date.

**Motion to approve the draft FY2024 calendar: Suhler**

**Motion to 2nd: Willoughby**

**Motion passes: 6:0**

**Not voting: Fletcher, Ritter, and Kasmann**

**Attachments:** [Housing and Community Development Needs Survey for FY 2023 Results](#)  
[Commissioner Fletcher Survey Recommendations](#)

FY 2024 Housing and Community Development Needs Survey Workshop: Extensive discussion was had by the Commission regarding the survey and possible improvements that could be made to this year's survey and survey process. The Commission suggested ranking priorities on the survey, and dividing the rankings by CDBG and HOME funds.

Rose inquired if Dr. Aida Guhlincozzi had sent her survey questions to staff, Clark shared that staff has not received them but will follow up.

Teddy shared that staff will create a draft survey based on the suggestions made tonight and bring it to the next meeting for revision.

Rose suggested Commissioners think of five outlets or places for survey distribution and bring those to the next meeting for discussion.

## VII. NEW BUSINESS

**Attachments:** [Amended 2022 CHDO RFP](#)

FY 2020 and 2021 CHDO RFP: Teddy shared that the recent CHDO RFP received one response but it was withdrawn due to issues with the type of housing proposed. The applicant is interested in reformulating their application and applying again. Amelunke spoke to the CHDO construction requirements.

**Motion to approve the FY2020 and 2021 CHDO RFP: Willoughby**

**Motion to 2nd: Shaw**

**Motion passes: 6:0**

**Not voting: Fletcher, Ritter, and Kasmann**

## VIII. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

Deaver introduced herself as the new Housing Programs Manager.

Shaw shared that January 26th is Project Homeless Connect's biannual count of the unhoused population, and also that Turning Point has opened an emergency shelter and is in need of experienced volunteers and donations.

## IX. NEXT MEETING DATE

January 11, 2023

## X. ADJOURNMENT

The meeting was adjourned at 9:18 pm.

**Motion to Adjourn: Willoughby**

**Motion to 2nd: Shaw**

**Motion passes 6:0**

**Not voting: Fletcher, Ritter, and Kasmann**

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