



# CITY OF BAYTOWN

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## NOTICE OF MEETING

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE  
TUESDAY, JUNE 8, 2021 5:30 P.M.  
HULLUM CONFERENCE ROOM, CITY HALL  
2401 MARKET STREET, BAYTOWN, TEXAS 77520**

Due to the COVID 19 Disaster and the CDC's recommendation regarding social distancing measures, the public may not be allowed to be physically present at this meeting, as there is a limited amount of space when maintaining the required six feet of separation from others.

For those members of the public that cannot or do not wish to be physically present at the meeting, they will be able to participate through two-way communications. For video conferencing, use the following website [www.zoom.com](http://www.zoom.com), click on "join a meeting" on the top right corner, and input the following Meeting ID: --- 841 377 3551. For telephone conferencing please use the following toll-free number: 1-877-853-5247, Meeting ID 841 377 3551.

Any person who is participating through video/teleconferencing interested in speaking on any item on the agenda must submit their request via email to the Community Development Manager at [CDBG@baytown.org](mailto:CDBG@baytown.org). The request must include the speaker's name, address, and phone number that will be used if teleconferencing as well as the agenda item number. The request must be received prior to the posted time of the meeting.

The agenda packet is accessible to the public in both HTML and PDF formats at the following link: <https://www.baytown.org/city-hall/city-clerk/agendas-minutes>. For more information or questions concerning the teleconference, please contact the Community Development Team at [CDBG@baytown.org](mailto:CDBG@baytown.org).

## **AGENDA**

### **1. ROLL CALL OF BOARD MEMBERS**

- a. Roll call of board members.

### **2. MINUTES**

- a. Consider approving the minutes of the May 4, 2021 Community Development Advisory Committee Meeting.
- b. Consider approving the minutes of the May 11, 2021 Community Development Advisory Committee Meeting.

### **3. PY21 ACTION PLAN**

- a. Consider a recommendation regarding additional funding to the 2021-2022 program year.

- b. Conduct a public hearing giving all interested parties the right to appear and be heard regarding the draft of the 2021 Proposed Action Plan and Projected Use of Funds.

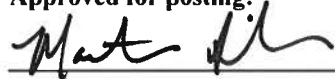
4. **MANAGER'S REPORT**

- a. Receive the Community Development Manager's report.

5. **ADJOURN**

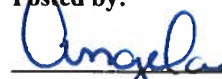
**THE CITY OF BAYTOWN IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE ACCOMMODATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED UPON REQUEST. FOR ASSISTANCE PLEASE CALL 281-420-6522, FAX 281-420-6586, OR CONTACT 281-420-6522 VIA RELAY TEXAS AT 711 OR 1-800-735-2988 FOR TYY SERVICES. FOR MORE INFORMATION CONCERNING RELAY TEXAS, PLEASE VISIT: [HTTP://RELAYTEXAS.COM](http://RELAYTEXAS.COM).**

Approved for posting:



Martin Scribner, AICP, CFM  
Director of Planning and Development Services

Posted by:



Angela Jackson,  
Acting City Clerk

(SEAL)



Posted this 4th day of June, 2021, at 5:00 P.M.



**COMMUNITY DEVELOPMENT ADVISORY  
COMMITTEE**

**1. a.**

**Meeting Date:** 06/08/2021

**Subject:** Roll Call of Board Members

**Prepared for:** Martin Scribner, Planning and Development Services

**Prepared by:** Luis Sanchez, Planning and Development Services

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**Information**

**ITEM**

Roll call of board members.

**PREFACE**

Roll call of board members.

**RECOMMENDATION**

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**COMMUNITY DEVELOPMENT ADVISORY  
COMMITTEE**

**2. a.**

**Meeting Date:** 06/08/2021

**Subject:** Consider approving the CDAC meeting minutes from May 4, 2021

**Prepared for:** Martin Scribner, Planning and Development Services

**Prepared by:** Luis Sanchez, Planning and Development Services

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**Information**

**ITEM**

Consider approving the minutes of the May 4, 2021 Community Development Advisory Committee Meeting.

**PREFACE**

The minutes of the Community Development Advisory Committee meeting for May 4, 2021 are attached for your review.

**RECOMMENDATION**

Staff recommends approval.

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**Attachments**

May 4 Minutes

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**COMMUNITY DEVELOPMENT ADVISORY  
COMMITTEE**

**2. b.**

**Meeting Date:** 06/08/2021

**Subject:** Consider approving the CDAC meeting minutes from May 11, 2021

**Prepared for:** Martin Scribner, Planning and Development Services

**Prepared by:** Luis Sanchez, Planning and Development Services

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**Information**

**ITEM**

Consider approving the minutes of the May 11, 2021 Community Development Advisory Committee Meeting.

**PREFACE**

The minutes of the Community Development Advisory Committee meeting for May 11, 2021 are attached for your review.

**RECOMMENDATION**

Staff recommends approval.

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**Attachments**

May 11 Minutes

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**COMMUNITY DEVELOPMENT ADVISORY  
COMMITTEE**

**3. a.**

**Meeting Date:** 06/08/2021

**Subject:** Consider a recommendation regarding additional funding to the 2021-2022 program year.

**Prepared for:** Martin Scribner, Planning and Development Services

**Prepared by:** Luis Sanchez, Planning and Development Services

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**Information**

**ITEM**

Consider a recommendation regarding additional funding to the 2021-2022 program year.

**PREFACE**

In February, staff received notification from HUD allocating \$643,126 to the City of Baytown. On May 13, 2021, staff received notification from HUD with a revision to the original allocation, which added \$9,478. The new amount is \$652,604. The CDAC will discuss how to allocate the additional funding and make a recommendation to adjust the proposed budget to accommodate the increase in funding.

**RECOMMENDATION**

Staff recommendation required.

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**Attachments**

**CDAC Budget Recommendation**

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**COMMUNITY DEVELOPMENT ADVISORY  
COMMITTEE**

**3. b.**

**Meeting Date:** 06/08/2021

**Subject:** Conduct a Public Hearing Regarding the 2021 Proposed Action Plan and Projected Use of Funds.

**Prepared for:** Martin Scribner, Planning and Development Services

**Prepared by:** Luis Sanchez, Planning and Development Services

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**Information**

**ITEM**

Conduct a public hearing giving all interested parties the right to appear and be heard regarding the draft of the 2021 Proposed Action Plan and Projected Use of Funds.

**PREFACE**

The 2021 Proposed Action Plan and the Projected Use of Funds addresses local priorities given to Housing and Urban Development (HUD) eligible activities. The Community Development Advisory Committee (CDAC) will hold a public hearing to explain the draft of the Program Year 2021-2022 (PY21) Proposed Action Plan and Projected Use of Funds. The CDAC would like to hear your comments on how the City plans to spend CDBG funding for the upcoming year. Residents with suggestions and/or concerns will be provided an opportunity to voice those issues at the public hearing and during the public comment period beginning on June 4, 2021.

A draft of the 2021 Proposed Action Plan and the Projected Use of Funds are attached.

**RECOMMENDATION**

This is a public hearing.

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**Attachments**

PY21 Executive Summary

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**COMMUNITY DEVELOPMENT ADVISORY  
COMMITTEE**

**4. a.**

**Meeting Date:** 06/08/2021

**Subject:** Receive The Community Development Manager's Report

**Prepared for:** Martin Scribner, Planning and Development Services

**Prepared by:** Luis Sanchez, Planning and Development Services

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**Information**

**ITEM**

Receive the Community Development Manager's report.

**PREFACE**

Receive the Community Development Manager's report.

**RECOMMENDATION**

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