



**AGENDA ACTION FORM**

**Consideration of a Resolution Authorizing the Mayor to Execute a CDBG Sub-recipient Agreement with Meals on Wheels of Kingsport, Inc.**

To: Board of Mayor and Aldermen  
From: Chris McCartt, City Manager *CM*

Action Form No.: AF- 61-2024  
Work Session: March 19, 2024  
First Reading: N/A  
Final Adoption: March 19, 2024  
Staff Work By: Michael Price  
Presentation By: Michael Price

**Recommendation:**  
Approve the Resolution

**Executive Summary:**  
At its business meeting on **May 5, 2023**, the Board of Mayor and Aldermen approved the CDBG Annual Action Plan funded by the Department of Housing and Urban Development (HUD). The plan included CDBG funding for Public Service programs and Emergency Home Repairs to allocate at a later date.

In an effort to clean up past projects, staff has determined that there is a balance of unused Public Service dollars from prior years that need to be encumbered. A funding round was opened up for the balance of \$4088.17 from CD1905, CD2105 and CD2205. The CDAC selected Meals on Wheels to receive this funding.

The partner agreements are for one year, starting on March 19, 2024, and ending on February 28, 2025.

Meals on Wheels of Kingsport, Inc. \$4,088.17

- Attachments:**
1. Resolution
  2. Supplemental Information
  3. Application
  4. Contract

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—