

CITIZEN ADVISORY COMMITTEE MEETING MINUTES
March 6, 2017

Members present: Classon, Heinrichs, Hodges, Hoepner, Joiner, Kelly, Kiefer, Lopez, Lord, Obleton, Williams.

Members excused: Huss

Members Absent: None

Staff present: Cameron, Johnson, Pribyl

Meeting called to order at 6:00 PM

There were no citizens with business to present to the CAC.

Heinrichs made a motion to approve the minutes of the February 6, 2017 meeting with the Correction that Lopez was present at the meeting, Hodges seconded, and the motion passed.

Lopez made a motion to accept the financial report, Heinrichs seconded, and the motion passed.

Staff reviewed the formula allocation process, as approved by the CAC. Motion to fund based on formula calculated amounts requires a simple majority to pass. Motions to fund an amount different from the calculated amount requires a 2/3 majority.

Classon made a motion to start with the non-public services, Joiner seconded and the motion passed 11-0.

Classon made a motion to approve allocations for all public services as calculated by the formula with the exception of United Neighbors Summer Youth Program. Joiner seconded and the motion passed 10-1.

Obleton made a motion to recommend funding City Planning and Administration (staff and operations) and City Housing Rehab/Neighborhood Revitalization (staff and operations) at the requested amounts. Lopez seconded and the motion passed 11-0.

CAC discussed the requests from City Housing Rehab/Neighborhood Revitalization and City Economic Development Program to use program income generated by the revolving loan funds for a portion of program delivery costs.

Classon made a motion to approve the use of program income generated by revolving loan funds up to the amount identified in the CDBG applications for program delivery for City Planning and Administration (staff and operations) City Housing Rehab/Neighborhood Revitalization and City Economic Development Program staff and operations. Lord seconded and the motion passed 11-0.

Classon made a motion to allocate the amount as calculated by the formula to the UNI DREAM Downpayment Program, UNI DREAM Staff, and UNI Summer Youth pending resolution of the existing situation with the Iowa Finance Authority, presentation of audit, and resolution of audit findings. Lopez seconded. After discussion, Classon and Lopez withdrew the motion.

Classon made a motion to hold aside funding as calculated by the formula for the UNI DREAM Downpayment Program, UNI DREAM Staff, and UNI Summer Youth pending resolution of the existing situation with the Iowa Finance Authority, presentation of audit, and remaining application requirements. Lopez seconded. After discussion, Classon and Lopez withdrew the motion.

Classon made a motion to set aside funding for the UNI DREAM Downpayment Program, UNI DREAM Staff, and UNI Summer Youth pending completion of the audit and submission of the additional required application items no later than June 1, 2017. The CAC will consider the submitted documents and review the allocation recommendations at the next CAC meeting after submission. Lopez seconded. The motion passed 10-1.

Lopez made a motion to approve funding for the City Economic Development Fund and the City Housing Rehabilitation/Neighborhood Revitalization Fund as calculated by the formula, and to approve a set aside of funding as calculated by the formula pending completion of the audit and submission of the additional required application items for CAC review and consideration no later than June 1, 2017 for the UNI DREAM Downpayment Program and UNI DREAM Staff. Obleton seconded and the motion passed 9-2.

Classon made a motion to approve a set aside of funding as calculated by the formula pending completion of the audit and submission of the additional required application items for CAC review and consideration no later than June 1, 2017 for the UNI Summer Youth program. Obleton seconded and the motion passed 11-0.

Heinrichs made a motion to approve the entire slate of public services and non-public services as calculated by the formula but with a set aside of funding for the three UNI programs pending completion of the audit and submission of the additional required application items for CAC review and consideration no later than June 1, 2017. Obleton seconded and the motion passed 11-0.

Classon made a motion recommending across the board cuts or increases (but not above the amount requested) if the City's actual entitlement amount is +/- 10% of the initial estimate. Any changes to the City's entitlement amount above or below the +/- 10% would be brought back to the CAC for action. Joiner seconded and the motion passed 11-0.

Staff reminded the CAC that the recommendations would be brought forward at the March 15 Committee of the Whole meeting. Final vote is anticipated at the March 22 Council meeting.

Staff reminded the CAC that CDBG Week is coming up in April and planning for an event is underway. CAC members are always welcome to attend events.

Staff provided an update on the NHS waiver, the request has been submitted to the Omaha Field Office, and they are responsible for submitting it to HUD Headquarters.

Meeting adjourned at 7:38.