



Planning & Development Division
Planning & Economic Development Department

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Community Development Committee Meeting Summary

Tuesday, January 9, 2024, 5:30 p.m.

1. Call to Order and Roll Call

Chair Steve Wick called the meeting to order at 5:32 pm

Attending: Steven Wick (Chair), Jen Harris (Vice-Chair), David Lewis, Patrice Critchley-Menor, Lavelle (AC) Kirk

Absent: Pat Sterner, Mary Garness, Jasmine Clark

Staff Present: Suzanne Kelley, Phillis Webb, Ryan Pervenanze

2. Approval of December 5, 2023 Meeting Summary and Public Hearing

MOTION/Second: Critchley-Menor/ Lewis_Vote (5-0)

3. Finalize Committee Recommendation: FY2024 Annual Action Plan

- Manager Pervenanze presented the funding recommendations for the FY 2024 Action Plan, each category was individually reviewed and voted upon.
- **CDBG Affordable Housing.** The Committee adjusted the Manager's Recommendation for Affordable Housing that was presented at the December 5, 2023 meeting. Specifically defunding One Roof's New Construction Program in the amount of \$200,000 and allocating that amount to the proposed \$50,000 for One Roof's Acquisition Rehab Program for a total recommendation of \$250,000 for Acquisition Rehab. This funding change was requested by One Roof Community Housing.

Chair Wick asked for a motion to approve the funding recommendation for affordable housing: **MOTION/Second: Lewis/ Harris_Vote (4-0-1, Committee Member Kirk abstain)**

- **CDBG Pubic Facilities.** No changes were made.
- Chair Wick asked for a motion approve the funding recommendation for public facilities: **MOTION/Second: Harris/ Kirk Vote (4-0-1, Committee Member Critchley-Menor abstain)**

- **CDBG Economic Development.** No changes were made.

Chair Wick asked for a motion to approve the funding recommendation for economic development: **MOTION/Second:** Harris/ Lewis_Vote (4-0-1, Committee Member Kirk abstain)

- **CDBG Public Services.** Committee Member Harris asked if there could be any money moved to CHUM Hunger Project to fully fund them. She suggested moving funds from the Tenant Landlord Connection. Committee Member Lewis stated that it is a good idea, however he would not want to take so much that they are not operable. Manager Pervenze stated that since he does not know the exact amount that the city is getting from HUD, the city can put any extra money towards the Hunger Project. No funding changes were made.

- Chair Wick asked for a motion to approve the funding recommendation for Public Services: **MOTION/Second:** Lewis/ Kirk_Vote (4-0-1 Committee Member Critchley-Menor abstain)

- **HOME Program Funding.** The Committee adjusted the Manager's Recommendation for HOME Program Funding that was presented at the December 5, 2023 meeting. Specifically defunding One Roof's Acquisition Rehab Program in the amount of \$152,000 and allocating that amount to One Roof's New Construction Program. This funding change was requested by One Roof Community Housing.

- Chair Wick asked for a motion to approve the funding recommendation for the HOME Program Funding: **MOTION/Second:** Critchley-Menor / Lewis_Vote (5-0)

- **ESG Program Funding.** No changes were made.

Chair Wick asked for a motion to approve the funding recommendation for the ESG Program: **MOTION/Second:** Lewis / Harris_Vote (3-0-2 Committee Members Critchley-Menor and Kirk abstain)

- **CDBG/HOME/ESG Administration & Planning.** No changes were made.

- Chair Wick asked for a motion to approve the funding recommendation for the CDBG/HOME/ESG Administration Planning budget. **MOTION/Second:** Lewis / Kirk_Vote (5-0)

- **Contingency Plan.** The Committee reviewed the Contingency Plan, which stated: If there should be a higher level of funding allocated to the city for FY 2024 than estimated, such funding shall be distributed proportionally, rounded to the nearest dollar to previously recommended projects that were not recommended to receive full funding, up to 3% of the final allocation, and if less funding is allocated, all projects shall be reduced proportionally rounded to the nearest dollar up to 3% of the final allocation. If the final allocated amount

varies by more than 3% of the estimated amount then the Community Development Committee shall reconvene and revise the funding recommendation and submit it to the City Council.

- Chair Wick asked for a motion to accept the contingency plan **MOTION/Second: Lewis / Kirk_Vote (5-0)**
- Manager Pervenanze informed the Committee about having a Committee of the Whole meeting with City Council on January 22, 2024 for the funding recommendations.
- Chair Wick explained the process for the Committee of the Whole, and making the final funding recommendations for the 2024 Action Plan.
- Motion to move forward with the recommendations
MOTION/Second: Critchley-Menor/ O'Halloran-Johnson_Vote (5-0)

4. Committee of the whole with City Council Preparations Commissioner

- Chair Wick assigned who would be presenting what portion of the final recommendation. The CD Committee will meet at 5:30 on January 22, 2024 to review the presentation notes prior to the City Council meeting at 6:15.
- Lewis (Affordable Housing)
- Critchley-Menor (Economic Development)
- Wick (Public Service)
- Garness (Public Facilities)
- Clark (HOME)
- Harris (ESG)
- Kirk (Contingency Plan)
- Sterner (Administration)

5. Adjourn

Motion to adjourn at 6:21pm: Critchley-Menor / Harris. VOTE: 5-0, motion passes.