
CITIZEN ADVISORY COMMITTEE MEETING MINUTES

November 7, 2022

Members present: COOPER, GILMOUR, GLEASON, HODGES, JOHNSON (R), KEIFER, LORD, NOLAN, OBLETON, RASSO (ADELA), RASSO (ALAN), WILLS

Members excused: BIRD, HOLLOWAY

Members Absent: PATEL

Staff present: JOHNSON (H), CAMERON

A. Roll Call

Twelve members present, two excused, and one absent

B. Meeting called to order at 6:00 PM by past Chair Kiefer

C. Citizens with CAC business to present to the CAC

There were no citizens with business present

D. Review and approval of October 3, 2022 Meeting

Wills made a motion to approve with a second by Gilmour. Motion passed.

E. Action Item: Reprogramming of Year 47 Funds to Year 48

Johnson (H) told the committee of the need to program unspent Year 47 funds and bring them into Year 48 eligible activities. Johnson (H) also reminded the committee of the Public Service cap which would allow a reprogramming amount of \$15,000 under the cap.

Hodges made a motion to move the three public service applications forward for funding recommendation as the agencies and their activities are deemed eligible by CED staff. Gleason seconded and the motion passed.

Johnson (H) entered the three agency's funding requests into the YR 48 application formula and the committee discussed the results.

Wills made a motion to forward to council the recommendation of

Project Renewal	\$6880
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Big Brothers Big Sisters	\$3120
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Humility Homes and Services	\$5000
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Lord seconded and the motion passed.

Johnson (H) explained to the committee in the Non-Public Service group that the Economic Development staff have requested \$115,000 in

reprogramming funds to get their projects in the pipeline for this program year through to contract.

Johnson (H) also explained to the committee the need to allocate all of the funds to activities and therefore the Housing programs would request the remainder of the funding to put towards activities such as down payment, accessibility, owner occupied rehab, and infrastructure in low to moderate income neighborhoods.

R. Johnson made a motion to recommend to council that Economic Development receive \$115,000 and Housing Rehabilitation receive \$100,761.81. Nolan seconded and the motion carried.

F. Other Business

Johnson (H) explained to the members the timeline going forward to include:

- December 5: Review Year 47 subrecipient audit extension requests (if any). Meeting could be cancelled if no business.
- January 9: (one week late due to holiday)
- January 16: (a Monday) – Worksession
- January 19: (a Thursday) – Second Worksession if needed
- February 6 and possibly 9: (a Monday, Thursday) – Presentation Meetings (second day only if needed based on number of applicants)
- March 6: – Allocation Meeting

Hodges made a motion to cancel the December meeting to convene if needed. Nolan seconded and the motion passed.

G. Adjourn

- a. R. Johnson made a motion to adjourn and Nolan seconded. Meeting adjourned at 6:44 PM.