

CITIZEN ADVISORY COMMITTEE MEETING MINUTES

March 2, 2020

Members present: Classon, Bird, Gilmour, Heinrichs, Hodges, Hoepner, Holloway, R. Johnson, Kelly, Kiefer, Lord, Miller, Neal,

Members excused: Obleton, Oliver,

Members Absent: None

Staff present: H. Johnson, Cameron

Meeting called to order at 6:04 PM

Roll Call

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

The minutes of the February 6, 2020 meeting were reviewed. Classon made a motion to approve and R. Johnson seconded. Motion carried.

The financial report through January 2020 were reviewed. Heinrichs made a motion to approve and Hoepner seconded. Motion carried.

Staff reviewed the allocation process and the committee discussed allocations. The following motions were presented.

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 and must identify the amount of the change, which applicant the funds would be moved from and which applicant the funds would be moved to, and the reason for the change.

Classon made a motion to start with the public services category, Hoepner seconded and the motion passed unanimously. The CAC discussed the applicable caps placed on the public services category by HUD regulations.

The group discussed the criteria used by CAC members to review applications. Staff reviewed the items included on the report card for the agencies, which include late reports, missed presentations, inaccurate reports, late draws, monitoring findings, and audit issues, as well as success in meeting the stated participant numbers in previous years.

Miller made a motion to move funding from the from Humility Homes and Services to Boys and Girls Club in the amount of \$772.00 to fulfill the Boys and Girls Club's CDBG request. Motion dies for the lack of a second.

R. Johnson made a motion to move \$985.00 from Vera French to Friendly House due to application scoring. Staff reviewed spreadsheet calculations and corrected a formula calculation.

R. Johnson withdrew the motion as the corrected calculation made the motion unnecessary.

Classon made a motion to allocate the amount as calculated by the formula to the public service category. Hoepner seconded and the motion passes unanimously.

Classon made a motion to discuss Non Public Service requests. Hoepner seconded the motion and the motion passes unanimously.

Classon 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. Hoepner seconded and the motion passed unanimously.

Hoepner made a motion to approve the entire slate of public services and non-public services as calculated by the formula and amended by motion. Holloway seconded and the motion passed unanimously.

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 +/- 15% of the initial estimate. Any changes to the City's entitlement amount above or below the +/- 15% would be brought back to the CAC for action. Holloway seconded and the motion passes unanimously.

Classon made a motion to recommend the Economic Development Staff be allowed to use program income to fund 30% of staff salary. R. Johnson seconded the motion and the motion passed unanimously.

Staff reminded the CAC that the recommendations would be brought forward to City Council for approval.

H. Johnson thanked Neal and Oliver for their service to the CAC and City of Davenport, both members will be stepping down from the CAC.

Hoepner made a motion to adjourn and Neal seconded the motion. Meeting adjourned 7:25 pm.