

COMMITTEE OF THE WHOLE MINUTES

Monday, April 5, 2010

5:30 pm

City Hall

Chairman Klein called the meeting to order at 5:30 p.m.

Social Development Director MacIsaac gave a presentation on the following information with the Common Council.

I. CDBG Fundamental Requirements

- National Objective
- Eligibility
- Compliance with OMB Circular A-87
- Environmental Review
- Performance Measurements

II. Process & Timeline

- Application release mid-August-deadline mid-September
- Public Meeting
- Public hearing
- Eligibility determination
- CD Advisory Committee review
- Action Plan prepared
- 30 day public comment period
- Submission to HUD by January 15

III. Funding from HUD

- Entitlement community
- Public Service Cap- 15% maximum
- Administration Cap- 20% maximum
- IV. Unused Funds
- V. Questions

Councilmember Johnson asked about the money for King Street Park, asked where the money was supposed to come from.

Mayor Tkazyik responded that \$107,000.00 was appropriated for City Parks. Councilmembers were supposed to submit proposals for the parks in their wards.

Councilmember Johnson stated that all of the parks are in desperate need of work and she believes that one park should be done at a time, one a year in different wards. She wanted to know if we can try to do something.

Mayor Tkazyik stated that we wanted to address the needs of the parks and what councilmembers were requesting, get estimates and randomly choose projects and all money would not be spent in one park.

Social Development Director MacIsaac stated that we did not receive CDBG funds until September last year, hopefully now that the funds are in the bank and we can move forward and decide what projects are going to be done.

Councilmember Johnson asked for **Social Development Director** to inform the new councilmembers what the purpose of CDBG is for.

Social Development Director MacIsaac CDBG is used citywide not just for the North side; it is citywide with the exception of the 8th ward. This is because the census tracks the percentage of low and moderate income residences within the census track. With 2010 census this may change.

Councilmember Johnson asked who appointed the committee and asked how long the terms are.

Social Development Director MacIsaac responded that it is a Mayoral appointment and term limits have not been decided. There are 7 members who were appointed last summer and they are the ones that do the ranking system.

Mayor Tkazyik added that the idea was taken from the County that is how the county determines the funding so that the community is speaking.

Councilmember Johnson asked if CDBG could fund the skate park.

Social Development Director MacIsaac responded that they would need to have the proper records kept of who uses the skate park such as age groups and ethnicity.

Councilmember Coates asked if there is currently any unused CDBG funds and if so how much is left over.

Social Development Director MacIsaac responded yes but she has not identified the amount. She stated that there is possibly some from planning and administration and possibly some odd money left from capital projects.

Councilmember Coates stated that many of the agencies are not for youth projects, does the committee look at that when they are recommending funding for some of the agencies.

Social Development Director MacIsaac responded that we cannot restrict that the public service funds be used only for youth programs, it has to be a competitive program. You as councilmembers can talk to the committee about your thoughts and what your constituents are saying to you.

Councilmember Coates asked if there are site visits.

Social Development Director MacIsaac responded that yes she does site visits annually which is a requirement.

Councilmember Flowers asked if each year there is any money left over in the public service when they are given out to the agencies do they totally spend it?

Social Development Director MacIsaac responded absolutely and we take the entire 15%. It is a maximum of 15% but the city always takes the entire 15% right off of the top. If they don't for some reason then the money goes back into the pot for reallocation for another project or activity.

Councilmember Flowers asked when HUD notifies the city what money will be allocated.

Social Development Director MacIsaac responded that it is April 5th and she has not been notified for 2010 and she will not commit with contractors until the money is sent to the city. Last year the city did not receive the money until September.

Councilmember Mallory asked about compliance with OMB, direct and indirect. **Councilmember Mallory** asked if she could explain what indirect would be.

Social Development Director MacIsaac responded that an indirect cost would be if she had an office offsite it would be for rent, lights or any of those types of expenses.

Councilmember Mallory asked if we put the notification in our official newspaper.

Social Development Director MacIsaac responded yes we do.

Councilmember Mallory asked about the capital projects and what that determination CDBG money goes into those.

Social Development Director MacIsaac responded that the capital projects are citywide projects. This year we used some of the funds to purchase turnout gear for the fire department. It can be used for sidewalks and curbing, sewer.

Councilmember Mallory asked if that comes from the City Administrator or the various department heads.

Social Development Director MacIsaac responded that what she does with the City Administrator and the Mayor they start talking about what projects need to be addressed and what projects take priority.

Councilmember Coates stated that many people in the community are not aware of the process and they do not have information about when applications are due, what the city can do differently to get the word out about the CDBG process.

Social Development Director MacIsaac responded that she has accumulated a listing of organizations that she can share with all of the councilmembers. If the councilmembers could be the feed out into the city that would help get the word out and pass information out.

Chairman Klein asked if it is possible or feasible to hold a session with interested community groups to educate them about the process.

Social Development Director MacIsaac responded that was what she was trying to do last year when she held a public meeting last year and about 40 organizations were present.

Chairman Klein asked if that is something that could be done again this year.

Social Development Director MacIsaac she plans on doing it again and the more names of organizations that she has the more she will be able to reach in the community.

Councilmember Coates asked if the committee looks at what king of service the agency or program is providing when they are going through the deliberation process.

Social Development Director MacIsaac responded that yes they look at all of the aspects of the program.

Mayor Tkazyik asked what steps would have be taken if the Council was interested in funding the skate park through CDBG.

Social Development Director MacIsaac responded that she will caution the council if they do fund the skate park through CDBG it reduces the amount of allocation for all of the other programs. In order for it to be funded the same kind of format that recreation has for counting the number of children at Pulaski Pool would have to be done at the skate park. What their ethnic backgrounds are, the number of kids that used the pool.

Some kind of mechanism would have to be in place for that and we would have to make sure that they are low income kids. There would have to be a definitive number of exactly where the children have come from and there would have to be a certain amount of low income children using the skate park.

Councilmember Mallory asked how CDBG started and what the concept of it was. Is it designed to sustain an organization on an annual basis?

Social Development Director Mac Isaac responded that it started in 1974 and it was meant to benefit low income families. The purpose of CDBG is to benefit the low and moderate incomes of any community. CDBG does not fund 100%, the organization has to show some sort of funding without CDBG and it is highly competitive and they should be looking for other means.

City Administrator Long added that CDBG is meant help to rebuild cities and the idea is that the community develops what they would like to see in their community.

Councilmember Johnson stated when she visiting the Children's Museum she had asked when the elevator was going to be installed and the person she asked had no idea what she was talking about. She wanted to know when organizations are given money for something shouldn't they have a plan and we should follow up.

Mayor Tkazyik responded that Mrs. MacIsaac does an audit every year. Also every employee does not know all of the specifics. The Children's Museum has a Board of Directors who oversees the overall operations.

Social Development Director Mac Isaac added with capital projects it can be several years due to the nature of the projects.

Councilmember Johnson asked about the money that was allocated to College Hill for a small renovation. The engineer stated that the renovation would be hundreds of thousands of dollars. She wanted to know why if there is only a limited amount of money we give it to a project that it cannot complete.

Social Development Director Mac Isaac responded that they have used the CDBG money to create molds.

Mayor Tkazyik added that there is an organization that promotes the College Hill restoration.

Councilmember Johnson stated that the same organizations get money and they get more money. She feels that it could get spread out more to help other organizations and non profits. A lot of times if people keep applying and the ranking system knocks them out they why continue to apply if you are always are turned down.

Chairman Klein asked Mrs. MacIsaac if it is a situation where someone knows they are not going to get it. There is a ranking system for eligibility and priority purposes. So that ranking system is something that is applied to all applicants. There are criteria that are applied in the ranking process to all applicants and you indicated that CDBG is not designed to sustain any particular organization or entity as opposed or to the disadvantage to another is that correct. Mrs. Johnson's concern is that there may be entities applying and they may not be getting them. He asked if there is a process in which they can become educated in the ranking process.

Social Development Director Mac Isaac responded that other than this year most of the organizations have been funded in previous years. This year was the first time a lot of the organizations did not get funded and this was due to the ranking and the committee's decisions.

A motion was made by Chairman Klein and seconded by Councilmember Herman moved to adjourn meeting at 6:30 p.m.

Dated: October 26, 2010

I hereby certify that this true and correct copy of the Minutes of the Committee of the Whole Meeting held on Monday, April 5, 2010.

Respectfully submitted, Deanne L. Flynn City Chamberlain