

**MINUTES
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
REUSE COMMITTEE**

Wednesday, September 27, 2017

Present:

Randy Royce, HHS
Matt Gomes, PPWA
Di Aulabaugh, PPWA
Jolene Swanson, PPWA

Humberto Medina, DOF
Keith Corum, BOS
Jody Samons, HHS

CALL TO ORDER: Di Aulabaugh, Planning and Public Works (PPWA) announced the Committee Chair was not in attendance and called the meeting to order at 9:00 a.m. after confirming a quorum. Ms. Aulabaugh then requested the committee elect a Committee Chair for the purpose of running the meeting. Motion by Jody Samons to elect Keith Corum, was seconded by Matt Gomes, all members were in favor. Mr. Corum proceeded to Chair meeting.

1. Unscheduled Items – Members of the Public to Address the Committee

Chairman asked for comments from the public, staff and any others that wished to address the committee on items that were not listed on the agenda. None were heard.

2. Notice and Posting of Meeting

Proceedings: Mrs. Swanson reported the meeting notice was posted at Willows Memorial Hall, 525 W. Sycamore Street, Willows, CA as required on Wednesday, September 20, 2017

3. Minutes

Matter: Approve Minutes of July 26, 2017

Documents: Minutes of July 26, 2017

Proceedings: Mr. Corum asked members if they had any comments or corrections to the minutes as presented. Consensus of committee was to carry over the July 26, 2017 minutes to the November meeting due to lack of attendance from July meeting attendees.

4. Review, Discussion and Possible Action Regarding CDBG Funding and Matching CDBG Re-Use Funds

Matter **a:** REVIEW OF CDBG REVOLVING LOAN FUNDS (RLF)

Documents: Loan Clients Aging Report as of 9/26/17

Proceedings: Randy Royce, HHS Program Manager, distributed and reviewed above described report and invited questions from members and staff. Mr. Corum inquired on Client cooperation in paying their outstanding balances. Mr. Royce responded they are having some success with that. Mr. Gomes inquired about triggers of deferred loans. Mr. Royce replied that some of the loans were quite aged and had been acquired from the City of Willows.

Matter **b:** STATUS/UPDATE ON OPEN GRANT ACTIVITIES

Documents: None

Proceedings: - **14CDBG9889 Micro Enterprise Technical Assistance and Business Assistance RLF** – Jody Samons reported that there were now up to 10 (ten) Clients but, she did not expect to be

able to expend funds by the October deadline adding, Jeff Lucas is working with HCD's new contact Jerry Amendola, checking on exception for new NOFA. Mr. Corum inquired about the amount remaining. Ms. Samons replied approximately \$152,000, for business assistance loans.

- **16CDBG11149 Hamilton City Community Library and Hall** – Di Aulabaugh reported no update.

Matter c: 12CDBG8390 HAMILTON CITY STORM DRAIN IMPROVEMENTS CLOSEOUT
Documents: None
Proceedings: Matt Gomes reported the phases under this grant cycle of the project are done inquiring if closeout was complete. Mr. Royce responded, stating he anticipated it by end of week.

Matter d: FIVE YEAR PLAN
Documents: Priority list
CDBG Summary
Proceedings: Jody Samons distributed the above stated documents reporting we are limited this year, working on high dollar projects adding, new project requires income study. Ms. Aulabaugh shared Design Phase Public Hearing is scheduled for October 3, 2017.

Matter e: 2017 CDBG NOFA
Documents: None
Proceedings: Jody Samons reported she and Nan are going to training in October. Mr. Gomes inquired if there would be an answer from Jeff Lucas by then. Ms. Samons replied she hoped so.

5. Call for Future Agenda Items

Consensus to keep items a, b, and e, removing items c & d.

6. Next Scheduled Meeting

November 15, 2017 at 3:00 p.m.

Board of Supervisors Conference Room,
Willows Memorial Hall
525 W. Sycamore Street, Willows, CA

Meeting adjourned at 9:21 a.m.

~ Respectfully prepared and submitted by Jolene Swanson, PPWA ~