

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

Wednesday, July 26, 2017

Present:

Christine Zoppi, HHS
Sandy Perez, Assessor/Recorder
Randy Royce, HHS
Ed Lamb, DOF
Matt Gomes, PPWA

Di Aulabaugh, PPWA
Joe Bettencourt, PPWA
Jolene Swanson, PPWA
Tina Brothers, PPWA

CALL TO ORDER: Christine Zoppi, Health & Human Services Agency (HHS) called the meeting to order at 9:00 a.m. after confirming a quorum.

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

None heard.

2. Notice and Posting of Meeting

Proceedings: Mrs. Swanson reported the meeting notice was posted on Wednesday, July 12, 2017

3. Minutes

Matter: Approve Minutes of May 24, 2017

Documents: Minutes of May 24, 2017

Proceedings: Mrs. Zoppi asked members if they had any comments or corrections to the minutes.
Hearing none, Mrs. Zoppi asked for motion.

Motion/Second: Member Gomes / Member Perez

Order: Approve Minutes of May 24, 2017

Vote: Unanimous

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: State of California CDBG Program Income Report Semi-Annual (Jan. 1 – June 30)

Proceedings: Randy Royce distributed said report and reviewed with members and staff. Ed Lamb inquired if we grant sharing of sales tax with vendors, can we use funds. Christine Zoppi responded she does not believe so since it's not a loan, adding Jeff is looking into a waiver because of the large dollar amount built up and not allowing us to use towards Re-Use. Mr. Lamb suggested donating to Butte City for pumps. Ms. Zoppi stated possibly with waiver. Di Aulabaugh inquired on advertising, easy stuff. Mr. Royce replied advertising has been done through realtors, also have utilized funds on mobile home replacements and working on a postcard, will look into website advertisement. Ms. Aulabaugh suggested that website advertisement be placed under "Visitor" tab and the Rotary. Jody Samons shared she advertises at all her meetings attended.

Matter **b**: STATUS/UPDATE ON OPEN GRANT ACTIVITIES
Documents: None
Proceedings: - **14CDBG9889 Micro Enterprise Technical Assistance and Business Assistance RLF** – Christine Zoppi reported speaking to Jody Samons noting an additional eight have enrolled, still need more activity.
- **16CDBG11149 Hamilton City Community Library and Hall** – Di Aulabaugh reported transitions in staff, conducting training and preparing to go out to bid.

Matter **c**: 12CDBG8390 HAMILTON CITY STORM DRAIN IMPROVEMENTS CLOSEOUT
Documents: None
Proceedings: Joe Bettencourt reported he got Mr. Royce the paperwork for funds request, Yassi looking into whether a Public Hearing is needed and September 30, 2017 is deadline for closeout.

Matter **d**: 2017 CDBG NOFA
Documents: None
Proceedings: Ms. Aulabaugh shared feedback after last Coordination meeting was the meetings have not been productive due to lack of participation. Ms. Zoppi added Coordination originally started as knowledge transfer meeting, need to bring it back. Ms. Zoppi suggested Jody Samons take lead of the Coordination meetings.
Ms. Aulabaugh inquired if anything was needed to update the Hamilton City project to possibly avoid denial, suggesting the cover sheet and dates be updated. Mr. Bettencourt agreed. Mr. Gomes commented pricing needs to be changed and unless we can get forced account, not interested. Ms. Zoppi commented need to discuss new approach with Max at HCD.

Matter **e**: FIVE YEAR PLAN
Documents: None
Proceedings: No updates to report

5. Call for Future Agenda Items

Ms. Zoppi requested Ed Lamb to chair September 27th meeting in her absence, Mr. Lamb agreed.

6. Next Scheduled Meeting

September 27, 2017 at 9:00 a.m.

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

Meeting adjourned at 9:40 a.m.

~ Respectfully prepared and submitted by Jolene Swanson, PPWA ~