

Community Development Board
Meeting Minutes
November 18, 2008

Members Present: Emily Shaffer, Jim Hartung, Duane Loken, Kathy Walters, Kamber Parker, Sandy Weiss

Members Absent: David Goodridge, Uriah Edmunds

Staff Present: Brenda Beckett, Linda Woods, Dina Billington, Doris Cole

Others Present: None.

The meeting was called to order by Chair Loken at 3:15 pm.

Public Comment Period: None.

Minutes: The minutes of the last meeting have been delayed. Three sets of minutes will be available for approval at the December 2 meeting.

Allocation Process Review & Funding Priorities: *Council responses to last month's survey will be presented. An opportunity for the Board to review the allocation processes and to make changes.*

Loken noted that Beckett presented a PowerPoint to City Council depicting the results of the Council survey and the direction of the board is to fund fewer projects with greater amounts. Council feedback after the presentation was that that is the direction they want the board to go. They were very complimentary about the board. Beckett noted that CM Vies is still concerned about CDBG funds to be used for O&M. She explained that Council would like to ensure no one will be laid off if CDBG funds are no longer provided to an organization and that the organization is self-sustaining before coming for funding.

Beckett noted that the next step in the process is to approve the draft application in December. Monitoring information was distributed and discussed. The board then refined priorities for 2009-2010 to include a minimum funding request of \$15,000 to a maximum of \$30,000 per organization and ineligible to apply for three years post award. Awards are to be based on Consolidated Plan strategies for housing and basic needs, i.e., does it help someone eat, breathe, live, activities of daily living. Beckett will highlight the changes in the application booklet and application and note that the applicant prioritizes activities of daily living as a question in the application. The application and the booklet are to be emailed to the board by November 25. The next meeting is December 2.

A question on homelessness is to be included in the application, such as prevention/intervention. An emphasis needs to be placed on proof of sustainability for the organization without CDBG funding. It will also be noted that 0%-50% Area Median

Income (AMI) will have preference. Beckett noted that there will be a mandatory meeting for sub-recipients in June to go over the contract and procedures line-by-line. A question was raised about income verification and Beckett noted that not all nonprofits qualify people the same. There will be a question on the application regarding an asset test or how income is qualified/verified.

Loken had to leave and turned the meeting over to Shaffer. After further discussion, consensus was to require source documentation. It was also decided to define leveraging and expand the application area to include leveraging.

Staff Reports: Billington noted that she is out of First Time Home Buyer (FTHB) funds. Beckett reported that Billington received a Star Award for her efforts on the FTHB budget and that she expended \$625,000 and helped 63 clients become new home owners. She also reported that Cole received a Star Award for her efforts in connecting housing rehab clients with Harvest Church's Compassion Weekend to obtain necessary repairs to their homes while we searched for a new program coordinator. Woods noted that she has been auditing files and work lists and completing home inspections. Beckett also reported that the city did not receive a grant award for fair housing in 2009. She noted that no one within the HUD-Denver region received a new grant award for FHIP. Staff will be working with CHRB on capacity building so that they can apply for the fair housing grant for 2010.

Neighborhood Concerns: Hartung noted that Sidney has 15 VISTAs and wondered why Billings does not have that many. Discussion ensued. Beckett also discussed the Housing First project proposed for award to Interfaith Hospitality Network that was addressed in last month's report to the board.

The next meeting will be December 2. Meeting adjourned at 4:53 p.m.