MEETING MINUTES
HOUSING & COMMUNITY DEVELOPMENT ACT COMMITTEE
Tuesday, February 17, 2015, 7:30 pm
Lorraine H. Morton Civic Center, 2100 Ridge Avenue,


Members Absent: M. Lacy

Staff Present: S. Flax, A. Jacobs, G. Gerdes

Presiding Member: Ald. Rainey, Committee Chair

Declaration of Quorum
There being a quorum, Alderman Rainey called the meeting to order at 7:34 PM.

Approval of Meeting Minutes of September 23, and October 21, 2014
Motion made by J. Sanke and seconded by Ald. Burrus and passed unanimously by voice vote.

Update on CDBG Housing Rehabilitation Program
G Gerdes introduced himself as the new Building and Inspection Services division manager and mentioned that Ted, the rehab specialist has retired and Scott from the property standards division will be stepping into the role. A Jacobs answered questions regarding the changes highlighted in the memo, and the committee asked if they could be provided a summary of the existing loan portfolio to show payments and delinquencies; Jacobs agreed this was possible and would likely be brought to the committee for the April meeting.

Update on 2015 CDBG Grant Funding and Program Year
S Flax stated the grant amounts were recently released, and were a slight increase from projected amounts, although CDBG was less than previous years. Staff will prepare a document for reallocation of funding in March to allocate the additional dollars to projects.

New Regulations Affecting CDBG
a. Expenditure Deadlines
b. Federal Register #78-FR78589 Regarding Administrative Requirements, Cost Principles & Audit Requirements
A Jacobs explained both changes, including that HUD is moving away from the “first in first out” way of accounting for CDBG expenditures, and although there is no formal guidance yet, funds will likely have a finite timeline in which they are able to be obligated and spent, creating more urgency for shovel ready projects. Staff will provide more information as it becomes available. A Jacobs discussed the new Federal Register, highlighting that it will create much stronger requirements of agency capacity, fiscal management procedures and
general recordkeeping of anyone receiving CDBG funds. Staff will provide information to recipients and future applicants in order for them to remain compliant.

**Combined Application Process (CDBG and Mental Health Board)**
S Flax stated staff and stakeholders are working on the process in combining the CDBG Public Services grant allocations with the Mental Health Board allocations, and that it is expected that the grant application process will be a similar timeframe to the CDBG cycle, but that nothing has been finalized yet.

**Public Comment / Staff Reports**
Carol Goddard introduced herself as a member of the Plan Commission who will likely serve as the Commission’s representative on the Housing & Community Development Act Committee.

Sarah Flax read an email from Meals at Home, who wanted to attend the meeting but could not, highlighting their accomplishments and program expansion in 2014.

**Adjournment**
There being no further business, Ald Rainey requested a motion to adjourn. Motion was made by Ald. Wilson and seconded by Ald. Burrus and passed unanimously; the meeting was adjourned at 8:38pm.

Respectfully submitted,
April Jacobs
Grants and Compliance Specialist