

HOUSING AND PUBLIC SERVICES GRANT AD-HOC COMMITTEE
September 14, 2022

FINAL MINUTES

CALL TO ORDER: Mikelle Daily called the meeting to order at 6:03 PM

ROLL CALL:

Lisa Buchanan	Present
Aaron Craddolph	Absent
Justin Fong	Present
Gabriel Godinez	Absent
Cristy Martinez	Absent
Michelle Murphy	Absent
Christian Sotelo	Present
Michael Tou	Present
Ginny Walker	Present

Alternate Member

Jenny Vavra	Absent
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Also in Attendance Committee Liaison/City Staff:

Mikelle Daily, Grant Administrator
Amber Miranda, Management Aide
Jennifer Le, Director of Economic and Development Services

COUNCIL LIAISONS:

Councilmember Manuel Chavez	Absent
Councilmember Don Harper	Absent

OPENING REMARKS: Mikelle Daily gave directions to the committee regarding participation in the meeting via zoom. Mikelle announced there were enough committee members present to have a quorum.

PUBLIC ATTENDEES: None

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: Lisa Buchanan voted to approve the meeting minutes from the previous committee meeting on March 23, 2022 with the correction of Lisa Buchanan being marked as absent. Motion Seconded by Ginny Walker. Motion Carried. None opposed.

Lisa Buchanan	Aye
Aaron Craddolph	Absent
Justin Fong	Aye
Gabriel Godinez	Absent
Cristy Martinez	Absent
Michelle Murphy	Absent
Christian Sotelo	Aye
Michael Tou	Aye
Ginny Walker	Aye

OLD BUSINESS: None

NEW BUSINESS: Mikelle Daily gave an overview of the 2021/2022 Consolidated Annual Performance and Evaluation (CAPER) Report. The Consolidated Annual Performance and Evaluation Report is the city's year-end report to City Council, to members of the public, and to US Department of Housing and Urban Development (HUD), on the city's use of Community Development Block Grant and Home Investment Partnership funds. The CAPER is for Fiscal Year 2021/2022, which covers the time-period of July 1, 2021 through June 30, 2022. This is the second year of the 2020-2024 Consolidated Plan cycle. She informed the committee to take into consideration any additional public input regarding performance in the City and the CAPER report. The committee was asked to recommend staff to submit the CAPER to HUD. The CAPER will be submitted to HUD by September 28, 2022, upon approval.

QUESTIONS/COMMENTS: Mikelle Daily addressed questions and/or concerns brought forth by the committee members.
Mikelle Daily announced the taking of a voice vote for the recommendation from the committee to direct staff to submit the CAPER to HUD.

APPROVAL OF CAPER: Michael Tou motioned to submit the CAPER to HUD. Motion seconded by Ginny Walker. Five ayes. None opposed.

Lisa Buchanan	Aye
Aaron Craddolph	Absent
Justin Fong	Aye
Gabriel Godinez	Absent
Cristy Martinez	Absent
Michelle Murphy	Absent
Christian Sotelo	Aye
Michael Tou	Aye
Ginny Walker	Aye

NEXT MEETING:

Mikelle Daily explained that the PSG application would be released earlier for 2023-2024 than it was for 2022-2023 and the Housing and public Services Ad Hoc Grant Committee would meet again to review and rate applications in early March 2023.

ADJOURN:

Mikelle Daily adjourned the meeting at 6:35 PM.