

MINUTES

COMMUNITY DEVELOPMENT STEERING COMMITTEE MEETING

**Two Civic Center Plaza 8th Floor
Community Development Conference Room**

Thursday, January 19, 2006

There being a quorum; Barbara Esparza called the meeting to order at 5:30 p.m.

MEMBERS PRESENT

Ana Duenez
Trini Acevedo
John Doering
Barbara Esparza
Miguel Grijalva

MEMBERS ABSENT

Rudy Villalobos

STAFF PRESENT

Anthony Shaar, CD Grants & Program Administrator
Eleanor Love, Senior Grants Planner
Judy Emmons, Grants Planner
Yolie Cedillo, Recording Secretary

AGENDA

1. Discussion and Action on Steering Committee Absences – Barbara Esparza, Vice-Chairperson

Trini Acevedo makes a motion and is seconded by John Doering to not excuse Rudy Villalobos from the meeting, as this is his third consecutive absence. The motion passes unanimously.

2. Approval of Steering Committee Minutes of October 6, 2005, and October 12, 2005 - Barbara Esparza, Vice-Chairperson

Trini Acevedo makes a motion and is seconded by John Doering to approve the minutes. Motion passes unanimously.

3. Election of a new Community Development Steering Committee Chairperson - Barbara Esparza, Vice-Chairperson

Motion made by Miguel Grijalva and seconded by Trini Acevedo to postpone electing a Chairman until the next meeting. The motion passes unanimously.

4. Discussion and Action on the Steering Committee Schedule for Review of 2006-2007 Community Development Block Grant and Emergency Shelter Grant Funding Requests - Eleanor Love, Senior Grants Planner

Eleanor Love advises Steering Committee members that they will meet 5 times to review proposals for Public Services and Emergency Shelter Grants and meet 4 times to review Non-Public Facilities proposals. The bus tour is in late March and in April the committee will meet to deliberate the budget.

Anthony Shaar asks the committee members to bring their Social Service packet to the next meeting that will be held on February 9, 2006. He also asks them to approve the schedule as is or to recommend changes now if the dates will pose a problem for the current members.

Miguel Grijalva makes a motion and is seconded by Barbara Esparza to approve the schedule as is. Motion passes unanimously.

5. Discussion and Action on the Materials to be Provided to the Steering Committee by CD Staff during the Proposal Review Process – Eleanor Love, Senior Grants Planner

Eleanor Love - One of your sheets has items 5A, 5B and 5D. It is a sample of what we provided to you last year that includes a copy of the cost estimate, a cover sheet of the application, the project narrative, a copy of the area map and a fact sheet that has some area service information.

Anthony Shaar - The next agenda will include a breakdown of the amount of money that will be available for new projects. We will try and steer you away from projects that will pose a problem. Our department is on a workout plan with HUD because we are not spending the money in a timely manner. We have until the end of June of this year to get this straightened out. If we don't take care of the problem now we will get sanctioned and lose money from our grant in addition to the 10% that has already been cut for this upcoming program year. This year we will provide you with any information that will help you make a decision on which agency to provide funding for.

John Doering – Why is it that no goals are set for providing information or exceeding any goals that the agency projects? When an agency provides a certain amount of hours of service to a client they should entail what service that client received. A good example is Project Arriba. They receive a substantial amount of funding and they are

performing a function that I feel should be provided by the school systems, Community College or UTEP. The facilities these agencies rent to provide these services is insane.

Anthony Shaar – It will now be mandatory that we provide that type of information to HUD. Performance evaluation measures will be provided to you. For example if a non-profit agency who requests public facility projects has had a problem implementing their projects in a timely manner we will be pointing that out to you.

Eleanor Love – Part of Mayor and City Council policies and priorities for this year include a mandatory rating system. After each presentation from the agency you will be asked to rate the project high, medium or low. They will be collected after each meeting and presented to you before you deliberate the budget. Any project that is rated low will be required to have some type of explanation for the low rating. We think this rating system will help the applicants understand why they are not being funded and should they request funding at a later date they will need to have corrected the problem that was pointed out on the rating sheet. One is for Public Facilities and Economic Development Projects and the other is for Housing Projects.

Trini Acevedo – Please provide us with information regarding projects that will be funded with bond money. I think that would also help us in determining what projects to fund or not fund.

Anthony Shaar – I can tell you right now that the projects that will come before you to review will not be funded by bond money.

6. Citizen Comments on Items 1-5

None

7. Adjournment

Motion made by Barbara Esparza and seconded by Trini Acevedo to adjourn the meeting at 6:15 p.m. Motion passes unanimously.