

**HOUSING AND NEIGHBORHOOD ECONOMIC
DEVELOPMENT FUND COMMITTEE
(UDAG)**

Tuesday, August 31, 2021

3:00pm to 4:30pm

Zoom/In Person Meeting

Members Present:	Members Absent:	City Staff:
Armijo, Frances	Miera, Bernadette	Chacon, Briana
Colonel, Gwen *Via Zoom	Senye, Kelle	Krantz, Yolanda
Lopez, Jesse *Via Zoom	Vigil, Deacon Robert	Lujan, Anna Marie
Lopez, Margaret *Via Zoom		Montoya, Monica
Nelson, Robert (Chair) *Via Zoom		Padrino, Patricia
Nordhaus, Richard *Via Zoom	HR&A Staff:	
Plaza, Andrea *Via Zoom	Kubaczyk, Mark	Guests:
Sanchez, Pat *Via Zoom	Negrette, Michelle	Dorn-Jones, Diana
	Silvern, Paul	
	Stokes, Alex	

Quorum for today's meeting was met.

I. Welcome and Introductions

Introductions of committee members, City staff and guests were done. City staff introduced a newly appointed committee member, Francis Armijo. Francis will be representing the South Broadway Neighborhood. The committee now has eleven members.

II. Changes/Additions to the Agenda

There were no changes to the meeting agenda.

- ❖ A motion was made by Robert Nelson to approve the agenda. Pat Sanchez moved to approve the agenda. Francis Armijo seconded the motion and the agenda was unanimously approved.

III. Approval of Meeting Minutes

A review of the Minutes from the July 29, 2021 meeting was done.

- ❖ A motion was made by Robert Nelson to approve the minutes. The motion was made by Pat Sanchez and seconded by Gwen Colonel. The minutes were unanimously approved.

IV. Visioning Session Discussion/Reflection

- i. Robert wanted to touch on the Visioning Session and to see if the committee had any input on the event or thoughts.
- ii. Alex from HR&A stated he could provide a quick overview of the event. He states that more people joined the session virtually. He also stated that they had two breakout sessions and seemed to get good feedback from broth groups. Overall it seemed that the session was successful.

V. Committee Business

a. HR&A Update

- i. HR&A provided the committee and City staff with an update on their progress in developing a new 10 year plan.
- ii. HR&A stated they are just about done with the first two phases of their plan and will now begin focusing on creating a draft/outline of the 10 year plan. They also stated that they plan to bring the initial draft of the 10 year plan to the next committee meeting in September for discussion and review.
- iii. Michelle provided an update on the outreach process and stated they are still working on collecting surveys primarily from seniors and youth. She stated they were scheduling more one on one outreach meetings with South Broadway and Barelax. So far 190 people have responded to the survey, the amount might be slightly higher. The survey is still available for people to fill out so hopefully more people will complete it.
- iv. Michelle stated they had also talked to local stakeholders and organizations in the POP and will continue to do so to get input from them. HR&A will have even more information from the survey and outreach meetings at next month's meeting.
- v. HR&A also wanted to go over some aspects of the Committee's Ordinance to make sure that when they present the draft plan it is in compliance with the Ordinance. One major thing that needs to be addressed is whether the money will be provided to recipients through grants or loans. Both options have pros and cons. If the majority of the money is provided through loans the long term sustainability of the committee increases but the projects will have to be monitored over a certain time frame and that can take time. However, if only grants are provided, the people getting the grant do not have to pay it back and the projects don't have to be monitored long term; but the committee could end up having no money and this wouldn't be sustainable. Realistically there should be a balance of the two. Also, the types of projects that are funded should complement the projects the City already funds instead of duplicating services.
- vi. HR&A also suggested that the committee determine how projects will be awarded money either through an RFP process which can take time or to have a revolving open door policy or have specific dates where neighborhoods can come to the committee with project ideas.
- vii. The committee could also set aside money for a project to be done in a specific neighborhood or type of project.
- viii. City stated that there would also have to be some sort of mechanism or policy in place that would provide oversight to ensure the funds are being spent correctly.
- ix. Richard mentioned that one of the biggest issues he sees is the issue of ensuring that the funds are sustainable. He asked if the community has provided through the one on one sessions any input on how the committee could remain sustainable? HR&A stated that they understand the issue and the feedback they have received are mixed based on the types of projects that are discussed. Mainly the input from stakeholders that they have received is for a type of project they think a loan would work best whereas for other projects a grant would be more beneficial.
- x. Richard also asked if they would have a subcommittee meeting before the next committee to talk about some of these issues. HR&A stated that there was a subcommittee meeting scheduled in September. Richard also asked if the subcommittee could expand the amount of committee members on it because the committee received another member. City staff stated that would be fine as long as the subcommittee members were less than the amount that equals quorum.

- xi. Frances asked if HR&A knew what neighborhoods had not received funding for past projects. HR&A stated that the 2002 plan mentioned neighborhoods that had not previously received funding would be prioritized to receive funding in 2002. HR&A stated that because there was so much awarded from that plan every neighborhood should have received something.
- xii. Frances also asked if any funds had been taken out since that 2002. City staff stated that the committee and fund was inactive for a few years so no funding was taken out.
- xiii. Frances also asked if there were any outstanding loans from previous projects that still need to be paid. City staff stated that due to the meetings time crunch a financial update could be put on the agenda and provided to the committee at the September meeting.
- xiv. City staff stated that the new plan will have to address how the projects will be monitored and what amount of oversight will be needed to ensure the projects are doing what they intended. This also brings up the question about City staff charging their time to the fund if they are to provide the support to the committee that will be needed to maintain loans.
- xv. Margaret asked if the City has a committee history that was written down to provide to new staff or committee members that come on board that way time isn't wasted trying to refigure everything out. City staff stated that they have created that type of document.
- xvi. If the committee has any other financial questions they can send them to Yolanda and she will make sure to share those questions with fiscal.
- xvii. Richard asked if HR&A could get an overview on projects from the 2002 plan that were successful and projects that weren't to make sure the committee spends the funding wisely.
- xviii. City staff stated that if funds are provided to low income homeowners it is difficult to get those loans repaid. There should be a structured plan that outlines what types of loan or projects will be forgiven prior to projects being awarded money and should be equal across the POP. City staff also stated that another thing that needs to be kept in mind is the anti-donation clause the City must adhere to.
- xix. HR&A and City staff had a meeting about changing the POP boundaries because it was determined that the boundaries could be presented to City Council at the same time as the new plan. HR&A stated they looked at the ordinance and census data to determine if the current POP still meets the requirements and if any new areas need to be considered. HR&A looked at seven different areas and noticed that there were two areas that would not qualify as a POP but there is also one area that isn't currently in the POP that would qualify. The POP boundary has to be a continuous area.
- xx. HR&A stated there are a few options. The first being do nothing and make no changes, the second would be to eliminate certain neighborhoods that no longer qualify, and the third option would be to add other neighborhoods that now qualify. The best option might be to find some sort of middle ground. Another thing that could be done is to give priority to certain neighborhoods that are more distressed than others.
- xxi. Richard stated that there could be an issue of neighborhoods being put with other neighborhoods to form boundaries that would then make those neighborhoods no longer qualify to be a POP. HR&A stated that they just lumped the neighborhoods the way they did for the sake of looking at the data.
- xxii. City staff stated that with the ordinance there is a responsibility or obligation to consider updating the POP boundaries to make sure they are still accurate.
- xxiii. Diana stated that she agreed that the coupling of the neighborhoods could negatively impact the LMI data for certain neighborhoods. She also stated that she understands there is an obligation to update the POP but the POP neighborhoods submitted an application to the Federal Government and that action should be honored. She also stated that with the fund shrinking now might not be the best time to expand the boundaries.
- xxiv. Robert stated he would like to see how much money the City invests in each neighborhood each year. Robert asked HR&A how much research was done on the racial demographics of

each area and what changes have occurred over the last ten years. HR&A stated the research was done in about a week's time and stated that more research needs to be done.

xxv. City staff stated it might be beneficial and fairer to look at the neighborhoods individually to see where they stand and determine how the boundary should be made. HR&A stated that could alter the data and wouldn't be a true reflection of the LMI data.

b. Financial Disclosure, Confidentiality and Conflict of Interest Form

i. City staff let the committee know that Helen Maestas will contract them to complete a conflict of interest form. City staff also mentioned that Megan Lovato is no longer with the City and if anyone was contacting her directly to please contract Yolanda or Monica.

c. Chair and Vice Chair Elections

i. City staff stated that the committee Chair has to be a neighborhood representative. The committee asked how many terms one person could serve. City staff tried to pull up the ordinance but was having technological difficulties. City staff stated that the elections could be tabled until the next meeting to be sure the ordinance and committee rules and regulations are followed.

❖ A motion was made by Robert Nelson to move the election of a committee chair and vice chair until the next committee meeting in September. Francis Armijo moved to table the election until the next meeting. Pat Sanchez seconded the motion and it was unanimously approved.

ii. Francis and Jesse said they would be on the subcommittee.

iii. Diana asked if South Broadway had two representatives because Gwen and Frances are both in a representative position. City Staff stated Barelas must be represented and any neighborhood can have more than one representative. City staff also stated that Gwen's term had expired but she could still serve on the committee until that position was filled.

VI. Announcements

No Announcements

VII. Summary of Decisions and Assignments

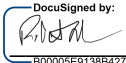
- Committee members will submit questions for fiscal to Yolanda.

VIII. Public Comments

None

IX. Next Meeting Date

The next meeting will be September 28, 2021 at 3:00pm; City staff will send out the Zoom link to the committee prior to the meeting and will also physically attend the meeting in person for those that would like to participate that way.

Chairperson's Signature: 	DocuSigned by: 11/3/2021 11:59 AM PDT
Prepared by: <u>Briana Chacon</u>	