

**CITIZENS ADVISORY COMMITTEE
MEETING MINUTES**

APRIL 2, 2003

PORTSMOUTH CITY HALL

6:00 P.M.

Present: Robert Layton, Chairman; Cicero Lewis, Vice Chairman; Lynne Langley; Jean Pecunies; Dani Rooney; Nancy Emerson; and Gia Yannekis.

Absent: Russ Van Billiard; William Thorpe; and Paul Staples.

Staff: Cindy Hayden, Community Development Director.

At 6:00 p.m., Chairman Layton opened the meeting and turned to the first order of business which was the approval of minutes from the March 26, 2003 public hearing.

Ms. Emerson moved that the minutes of the March 26, 2003 public hearing be approved as presented. Ms. Pecunies seconded the motion. Mr. Layton opened the floor for discussion. Hearing no discussion, a vote was taken and all voted in favor of approving the minutes as presented.

Mr. Layton opened up a discussion of the FY 2003/2004 budget. Ms. Emerson stated that she thought that the budget, and the budget process followed this year, were excellent. Mr. Lewis asked who was responsible for the oversight of the UDAG funds repaid as a lump sum to the City by the Sheraton. Ms. Hayden said that these funds are invested by the City, and the City Council has voted that 75% of the interest earned on these funds can be expended within each fiscal year. The Economic Development Commission makes spending recommendations to the City Manager.

Mr. Lewis thanked Ms. Hayden and made a motion to recommend approval of the CDBG budget as presented on the FY 2003/2004 budget sheet dated March 27, 2003. Ms. Emerson seconded the motion. Mr. Layton opened the floor for discussion. Hearing no discussion, a vote was taken and all voted in favor of the motion to recommend the FY 2003/2004 CDBG budget to the City Manager as presented.

Mr. Layton reminded members that at the City Council meeting on Monday, April 14, the Mayor would proclaim April 21-27 as Community Development Week. At that meeting the "20 Years of CDBG" booklet would be presented to the City Council. Mr. Layton invited members to attend this City Council meeting. He asked Ms. Hayden if reminder phone calls to members could be made. Ms. Hayden replied that they would.

Members asked if a CAC meeting could be held prior to the next public hearing on May 7 to discuss next year's Public Service Agency Grant Program process. Ms. Hayden said that she would schedule a meeting for 6:15 p.m on May 7.

Mr. Staples arrived and Ms. Hayden gave him an overview of the issues discussed.

Mr. Layton adjourned the meeting at 6:30 PM.