



**City of Santa Barbara**  
**COMMUNITY DEVELOPMENT AND**  
**HUMAN SERVICES COMMITTEE**  
**MINUTES**  
**FEBRUARY 23, 2023**

6:00 P.M.  
Water Resources Conference Room  
619 Garden Street  
[SantaBarbaraCA.gov](http://SantaBarbaraCA.gov)

**COMMITTEE MEMBERS:**

Jenna Hamilton Rolle, *Chair*  
Charlotte Gullap-Moore, *Vice-Chair*  
Clarissa Montenegro  
Robert Permut  
Jennifer Lemberger

**CITY COUNCIL LIAISON:**

Kristen Sneddon

**STAFF:**

Laura Dubbels, Housing and Human Services  
Manager  
Lindsey Drewes, Programs Specialist

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**CALL TO ORDER**

The Committee meeting was called to order at 6:04 p.m. by Hamilton Rolle.

**ATTENDANCE**

Members Present: Gullap-Moore, Hamilton Rolle, Montenegro, Permut, and Lemberger  
Member Absent: None  
Staff Present: Dubbels and Drewes

**GENERAL BUSINESS**

A. Public Comment:

Public comment opened with no members of the public present, it closed.

B. Approval of Minutes:

Motion: Approval of the regular meeting minutes for January 24th, 2023 and special meeting minutes for January 26th, February 7th, February 14th, February 16th, 2023., as submitted.

Action: Montenegro/Gullap-Moore, 5/0/0. Motion carried.

**STAFF REPORTS/CDHSC DISCUSSION:**

1. FINAL CDHSC FUNDING RECOMMENDATIONS

Members Present: Gullap-Moore, Hamilton Rolle, Montenegro, Permit, and Lemberger

The subcommittee discussed and formulated final recommendations.

**Motion:** Motion to approve grant funding recommendations for capital/economic development applications without granting funds WeeCare. Excess available funds are to be reserved for covering unforeseen future capital project expenses.

**Action:** Lemberger/Gullap-Moore, 4/1/0. (Hamilton Rolle abstained) Motion carried.

**Motion:** Motion to approve grant funding recommendations for applicants who interviewed on January 26<sup>th</sup>, 2023 and February 7<sup>th</sup> 2023.

**Action:** Gullap-Moore/Lemberger, 5/0/0. Motion carried.

**Motion:** Motion to approve grant funding recommendations for applicants who interviewed on February 14<sup>th</sup> 2023.

**Action:** Hamilton Rolle/Montenegro, 5/0/0. Motion carried.

**In the event of increased CDBG funding:**

Public/Human Services – The excess available funds will be distributed equally to the five highest-scoring Priority One applicants who did not already receive full funding and equally distributed thereafter to the next highest scoring applicants until the excess is depleted.

Capital – The excess available funds will be added into the amount of funds reserved for covering unforeseen future capital project expenses. If the increase is more than 10% of the entitlement award, the committee will reconvene to make a revised recommendation.

**Should CDBG funds be lower than expected, the recommended plan is as follows:**

Public/Human Services – The deficit funds will be divided equally among the five lowest-scoring applicants regardless of priority, and reduced or eliminated, until the deficit is depleted. If, as a result of this contingency plan, the recommendation to a particular applicant is less than the City's \$9,000 minimum grant amount, that minimum will be waived.

Capital – In the event CDBG Funds are decreased, the funds reserved for covering unforeseen capital project expenses will be reduced until the deficit is eliminated, and reserve is extinguished.

**Motion:** Approve funding contingency plan as developed

**Action:** Hamilton Rolle/Gullap-Moore, 5/0/0. Motion carried.

2. CANCEL FEBRUARY 28TH, 2023 MEETING

Members Present: Gullap-Moore, Hamilton Rolle, Montenegro, Permut, and Lemberger

Public comment opened with no members of the public present, it closed.

**Motion:** Motion to cancel February 28<sup>th</sup>, 2023 Meeting  
**Action:** Lemberger/Montenegro 5/0/0. Motion carried.

### **COMMITTEE AND STAFF COMMUNICATION**

There was none.

### **ANNOUNCEMENTS**

**Next Regular Meeting: 3/28/2023 at 6:00 p.m.**

All meetings will be held at the David Gebhard Public Meeting Room, 630 Garden St. unless otherwise noted.

### **ADJOURNMENT**

**Chair Hamilton Rolle adjourned the meeting at 8:15 p.m.**