
**CITY OF MIDDLETOWN
CITIZENS' ADVISORY COMMITTEE**

MINUTES

30-April- 2003

Present

L. WALLACE
S. ENGLEHARDT, VICE-CHAIR
R. BANTUM
A. KELLEY
A. MARINO
E. ROBERTS
D. MITKOSKI
B. PLUM
J. ROBINSON
S. SHOWALTER

Absent

M. DIMON
V. AMATO
H. HENRY
E. BOGDAN

Also Present

M. WACKERS
W. WARNER

L. Wallace called the meeting to order at 5:00PM.

L. Wallace explained that she had called this special meeting to get an explanation for the oversight detailed in the letter of April 23, 2003 and to discuss the changes that the staff had made in order to correct the oversight.

W. Warner proceeded to explain how the to initially advertised available funds, was incorrect and how that became apparent. Furthermore, he laid out why the staff took the actions it did, which is detailed in the attached documents, and what we are going to try and accomplish in terms of the getting permission from HUD to access to the revolving fund.

E. Roberts asked for how this was found and how it was not fund sooner. W. Warner explained that the print out of the Middletown Housing Partnership Trust, shows how it could have been confused that, that money was available when it was in fact not, since the \$79,286.80 is not in a Paid, Encumbered, or Balance field. Furthermore, these numbers were not checked by the Finance Department.

S. Englehardt expressed that in the future she would like to see that any similar situation, that the Board have an opportunity to recommend the changes to the staff. She felt that instead of putting the Middletown Youth Center on hold that the Middletown Board of Education program could have been held up since they did not need the money until the 2004-2005 school year. W. Warner explained that at the time the staff were deciding on the changes, the director of the Middletown Youth Center was not longer the director and the program was in question.

E. Roberts wanted to know how this could be prevented in the future? M. Wackers suggested that any financial documents or numbers be approved with a memo or signature on the document by the Financial Department.

L. Wallace stated, we need to decide if we are in agreement on the changes that have been made, and whether or not the previous recommendations from April 16th should be up held with what future funding is available?

A. Marino motioned to approve the changes that have been made to the resolution. B. Plum seconded along with D. Mitkoski. The motion was approved

On a final note, B. Plum suggested that in the future all meetings be taped, to help the Board remember who said what at the meetings and that the tapes be available for one month. M. Wackers agreed that that could be accomplished.

There being no further business, the committee adjourned, upon a motion by.

Respectfully submitted,

Michiel Wackers
Community Development Specialist