

**CITY OF KALAMAZOO
COMMUNITY DEVELOPMENT ACT
ADVISORY COMMITTEE
ANNUAL REPORT
2005**

Introduction

The primary responsibility of the Community Development Act Advisory Committee (CDAAC) is to assist the City Commission in determining the appropriate utilization of Community Development Block Grant (CDBG) funds received from the U.S. Department of Housing and Urban Development (HUD). CDAAC accomplishes this by reviewing City needs and eligible proposals and making funding recommendations consistent with the objectives of the federal government, the priorities identified in the City's federally-mandated Consolidated Plan, as amended, and with other locally adopted priorities such as the City Commission goals and objectives and the Strategic Plan, as applicable. The recommendations of CDAAC are consistent with the City of Kalamazoo Consolidated Plan 2005 – 2009 which prioritizes how entitlement funds may be used by the City of Kalamazoo.

It is also the responsibility of the Committee to actively participate in the community and citizen participation process. Examples of CDAAC membership participation include, but are not limited to, presence at the Consolidated Plan and Annual Plan Public Hearing and special meetings, the CDBG Budget Public Hearing, the CDBG Application Pre-Submission Workshops, and other special meetings, as applicable.

New Initiatives Undertaken

For 2005, Mark Fricke served as Chairperson and Charley Coss served as Vice-Chairperson of CDAAC. Both are members-at-large.

2005 was an important year for CDAAC. Following a full year of public meetings and forums, CDAAC ended 2004 by recommending that the City formally adopt the Consolidated Plan 2005 – 2009. This five-year planning process is a requirement of the U.S. Department of Housing and Urban Development (HUD). The City of Kalamazoo must assess through its most current demographic and economic information what the priority City needs will be for the next five years. These priorities help determine how the City will use its federal entitlement funds for each of those five years. On February 7, 2005, the City Commission adopted that five-year plan which identified the City's highest priority needs, in no particular order, as:

- A commitment to use a substantial amount of funding for affordable housing;
- Infrastructure rehabilitation to accommodate special needs populations, including easier access to sidewalks, ramps, and other public rights of way;
- Maintenance, rehabilitation, and weatherization for income eligible home owners;
- Neighborhood based economic development, micro enterprise development, community development, and retail development; and
- Focus on youth recreation programming and crime prevention programming.

These will serve as programmatic guidelines in CDAAC's future recommendations of CDBG funding.

2005 was also the first full year that CDAAC operated under its new bylaws. Six neighborhood associations were encouraged to recommend representatives to serve on CDAAC. Those six associations are: Eastside, Edison, Fairmont (previously West Douglas), Northside, Stuart, and Vine. The other seven (7) members are selected at-large for the potential expertise that will contribute to CDAAC's work.

A special effort was made to fill all seats on CDAAC. By the end of 2005, the CDAAC membership was:

Member	Appointment Status	Term Expiration
Shirley Coleman	SARA Representative	March 31, 2006
Charley Coss (Vice Chair)	At-Large	March 31, 2006
Mark Fricke (Chair)	At-Large	March 31, 2008
Danielle Hunt	At-Large	March 31, 2006
Doris Jackson	At-Large	March 31, 2008
David Kinsey	Edison Representative	March 31, 2007
Susan Oakes	At-Large	March 31, 2008
Pegg Osowski	Vine Representative	March 31, 2008
Mildred Smith	Northside Representative	March 31, 2008
Kathryn Steppenwolf	Eastside Representative	March 31, 2008

The CDAAC Nominating Committee will continue to seek qualified representatives from neighborhood associations and the general public and expects to bring recommendations for appointments and reappointments to the City Commission for approval in early 2006.

Important Decisions Rendered

CDAAC held a total of eleven (11) full committee meetings, two (2) training sessions, and two (2) public hearings during 2005. The CDBG-funding allocation process for the HUD Program Year of June 1, 2006 – May 31, 2007 began in June 2005 with CDAAC considering revisions to the CDBG application documents. The application form was streamlined and followed new HUD required language regarding Performance Measures. Following public notices, CP&D staff held two CDBG presubmission training workshops (October 18 and October 19, 2005), distributed application packets, and set a December 12, 2005 deadline for applications. Community Planning and Development staff screen all applications for completeness and eligibility prior to CDAAC review. During January 2006, CDAAC subcommittees will review and recommend awards in the categories of Housing, Public Facilities, Public Services and Fair Housing/Capacity Building. The proposal review and deliberations will conclude in February 2006 with CDAAC finalizing its funding recommendations for City Commission approval based on information presented by the subcommittees.

Funding recommendations will be presented during a Public Hearing to be held at a regular City Commission meeting in February 2006.

Status of Projects Previously Reported to the City Commission

All 2005 CDBG projects are monitored monthly by Community Planning and Development staff as reimbursement requests are submitted. All CDBG projects also receive an annual monitoring review for compliances with all applicable federal, state and local requirements. The U.S. Department of Housing and Urban Development staff out of Detroit monitored the City of Kalamazoo's CDBG and HOME programs on June 22 – 24, 2005. CP&D staff are preparing a formal response to the questions and issues raised under both program areas.

Plans for 2006

CDAAC will continue the process of assisting in the implementation of the Consolidated Plan 2005 – 2009 recommendations. It will make recommendations for CDBG funding to the City Commission in February 2006, and will host public hearings on the Annual Action Plan and the Consolidated Annual Performance and Evaluation Report during March and August, respectively.