

**CITY OF KALAMAZOO  
COMMUNITY DEVELOPMENT ACT  
ADVISORY COMMITTEE  
ANNUAL REPORT  
2008**

**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 Annual Action Plan Public Hearing, the Consolidated Annual Performance and Evaluation Report, the CDBG Budget Public Hearing, the CDBG Application Pre-Submission Workshops, and other special meetings, as applicable.

**New Initiatives Undertaken**

For 2008, Shirley Coleman served as Chair, and Mildred Smith served as Vice-Chairperson of CDAAC. Ms. Coleman is the elected representative of the Stuart Area Restoration Association and Ms. Smith is the elected representative of the Northside Association for Community Development.

2008 was the fourth full year for CDAAC to follow the City's Consolidated Plan 2005 – 2009. This five-year planning process is a requirement of the U.S. Department of Housing and Urban Development (HUD) and helps determine through 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 priorities serve as programmatic guidelines in CDAAC's recommendations of CDBG funding.

2008 was also the fourth full year that CDAAC operated under its new bylaws. Six neighborhood associations were invited to recommend representatives to serve on CDAAC. Those six associations are: Eastside, Edison, Fairmont, Northside, Stuart, and Vine. The other seven (7) members are selected at-large for the expertise and breadth of experiences that will contribute to CDAAC's work.

Efforts were made to fill all seats on CDAAC, and to broaden its citizen base to incorporate additional expertise and viewpoints. By the end of 2008, CDAAC's membership consisted of:

<b>Member</b>	<b>Appointment Status</b>	<b>Term Expiration</b>
Shirley Coleman (Chair)	SARA Representative	March 31, 2009
Mildred Smith (Vice Chair)	Northside Representative	March 31, 2008
David M. Bills	At-Large	March 31, 2009
Wade Allen	At-Large	March 31, 2010
Mike Bracy	Fairmont Representative	March 31, 2010
Charley Coss	At-Large	March 31, 2009
David Kinsey	Edison Representative	March 31, 2010
Kris Kronlein	At-Large	March 31, 2010
Steve Chervenak	At-Large	March 31, 2011
Buddy Hannah	At-Large	March 31, 2011
Trent Hines	At-Large	March 31, 2011
Vacant	Eastside Representative	March 31, 2011
Vacant	Vine Representative	March 31, 2011

Due to term limits for committee members, the CDAAC Nominating Committee will continue to seek qualified representatives from neighborhood associations and the general public. CDAAC expects to bring recommendations for appointments and reappointments to the City Commission for approval in early 2009.

### **Important Decisions Rendered**

CDAAC held a total of ten full committee meetings, three training sessions, and three public hearings during 2008. The CDBG-funding allocation process for the HUD Program Year 2009 (June 1, 2009 – May 31, 2010) began with a public notice of availability of funding, published in the Kalamazoo Gazette on September 22, 23, and 24, 2008. Following the public notice, CP&D staff held a CDBG presubmission training workshop on October 9, 2008, distributed application packets, and set a November 24, 2008 receipt deadline for applications. Community Planning and Development staff screened all applications for completeness and eligibility prior to CDAAC review. During December 2008 and January 2009, CDAAC subcommittees reviewed and recommended awards in the categories of Housing, Public Services and Fair Housing/Capacity Building. The proposal review and deliberations concluded on February 12, 2009 when CDAAC

finalized its funding recommendations for City Commission approval based on information presented by the subcommittees. Funding recommendations totaling \$686,000 will be presented during a Public Hearing to be held at a regular City Commission meeting on March 2, 2009.

### **Status of Projects Previously Reported to the City Commission**

All 2008 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. In addition to the annual review of CDBG applications, CDAAC has continued to serve its advisory role in recommending funding considerations for Emergency Shelter Grants and the City Commission Initiatives Fund.

### **Plans for 2009**

CDAAC will continue to complete the process of assisting in the implementation of the Consolidated Plan 2005 – 2009 recommendations, and will begin the process of seeking community input, professional guidance, and updated information to prepare the Consolidated Plan 2010 – 2014. This plan should be ready to present to the Kalamazoo City Commission by early 2010.

The Nominating Committee will be active during the early part of 2009 seeking qualified candidates to fill six seats that will become vacant due to term limits, resignations, or inactivity. Three current members of CDAAC are eligible for re-appointment, and officers for 2009 will be selected at the March 12, 2009 meeting.

CDAAC will make recommendations for PY2009 CDBG funding to the City Commission on March 2, 2009, and will host public hearings on the Annual Action Plan and the Consolidated Annual Performance and Evaluation Report during March and August, 2009 respectively. Additional public hearings may be required by the U.S. Department of Housing and Urban Development as additional resources become available to the City of Kalamazoo through the American Recovery and Reinvestment Act of 2009.

CDAAC is also interested in finding ways to assist in the ongoing development of the City of Kalamazoo especially in terms of addressing the credit and housing foreclosure crisis, augmenting population and tax-base, and in dove-tailing efforts to assist in marketing and assisting the Kalamazoo Promise.