

COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE
(CDAAC)
Minutes
August 11, 2005

Community Room
2nd Floor, City Hall
241 W. South Street

Members Present: Mark Fricke, Chair; Charley Coss, Vice Chair; Shirley Coleman;
Jurel Fullerton; Doris Jackson; MonaLisa James; Dave Kinsey;

Members Excused: Tristan Brown, Susan Oakes, Pegg Osowski

Guests Present: David Juarez, Kalamazoo City Commissioner
Walter Jones, Constructive Builders, and Associate
Duane Coleman, Citizen
Shawn Patrick Hawk, Citizen

City Staff: David C. Thomas, Neighborhood Development Specialist; Amy
Thomas, Recording Secretary

PUBLIC HEARING

Draft PY2004 Consolidated Annual Performance and Evaluation Report

Mr. Fricke called the Public Hearing to order at 6:30 p.m. Mr. Thomas advised that the Consolidated Annual Performance and Evaluation Report is a summation of how the city used CDBG program funds for the year, and is open to public comment and input. The program year runs from June 1, 2004 to May 31, 2005. The CAPER is due to HUD by August 31, 2005.

(6:35 p.m. – Mr. Fullerton arrived.)

Mr. Thomas reviewed the following information from the Draft version of the PY2004 CAPER. Additional information and specific impacts and dollar amounts may be added prior to submitting to HUD at the end of August.

The executive summary is contained on pages 3 & 4 of the report and it provides a synopsis of the CAPER. Page 6 of the CAPER shows a table of funding resources administered by the City of Kalamazoo during the reporting period of June 1, 2004 through May 31, 2005, which is the last year of the previous 5-year Consolidated Plan. The sources and amount of funding are as follows:

CDBG	\$2,166,000.00
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HOME \$ 774,148.00
 PROGRAM INCOME \$ 271,748.95

Total \$3,211,896.95

Pages 4 & 5 of the CAPER lists the 5 priorities from the Consolidated Plan that covered the years 2001 through 2005. The priorities were as follows:

1. **Assistance to extremely low income and low-income renter households:** programs included rental rehabilitation, rental assistance, and support services.
2. **Assistance to the homeless:** programs included transitional housing, emergency shelters, and supportive services and facilities.
3. **Assistance to extremely low income and low-income homeowners:** programs include housing repair, rehabilitation, and support services.
4. **Assistance to non-homeless persons with special needs:** programs included rehabilitation of dwellings and support services.
5. **Assistance to extremely low income and low-income homebuyers:** programs included support services and home buyer assistance activities.

Priority Non-Housing Community Development needs identified during the consolidated planning process for which the city may also consider funding were:

- Neighborhood Preservation
- Infrastructure Improvement
- Economic Development

Page 11 of the CAPER provides a narrative of how CDBG funds were used for the 5 priorities and starting on page 14 there is a chart showing the breakdown of the programs and the assistance provided:

Priority #1 – Assistance to very low-income renter households.

<u>Organization</u>	<u>CDBG Program</u>	<u>Number of Units Or Assistance</u>
Housing Resources, Inc.	Housing Stabilization Program	466 clients (subsidies, vouchers)
Housing Resources, Inc.	Housing Stabilization Program	5,938 contacts for service; 364 units inspected for HQS

Fair Housing Center of Southwest Michigan	Information and Referrals, Testing for compliance; Other Assistance	40 client cases; 1,392 contacts for service, including tenant/landlord issues
Western Michigan Legal Services	Free Legal Assistance and Counseling	226 clients
City of Kalamazoo	Code Enforcement and Anti-Blight Activity	399 units inspected

875 households were projected to be assisted with security deposits, code inspections, referrals/information to prevent eviction from housing. A total of 1,131 households were assisted.

Priority #2 – Assistance to the homeless

<u>Organization</u>	<u>CDBG Program</u>	<u>Number of Units Or Assistance</u>
Housing Resources, Inc.	Family Self-Sufficiency Program	225 clients
Catholic Family Services – The ARK	Homeless/Runaway Youth	64 clients; 200 nights of shelter
Open Door/Next Door Shelters	Public Services: shelter support for young men And women	99 clients 3,704 nights of shelter
YWCA – Domestic Assault shelter	Domestic Assault Shelter	1,038 clients; 2,561 referrals; 12,203 Nights of shelter
Open Door/Next Door Shelters	Transitional Shelter Rehabilitation	4 clients
Mt. Zion Safe House	Transitional Shelter Rehabilitation	4 clients

It was projected in the PY2004 Annual Action Plan that 1,359 homeless persons would be assisted. A total of 1,434 homeless persons were assisted as a result of CDBG and HOME support.

(Mr. Thomas advised that not all of the information is contained in the charts.)

Priority #3 – Assistance to very low and low-income homeowners: Programs include housing rehabilitation and repair.

<u>Organization</u>	<u>CDBG Program</u>	<u>Total Units</u>
City of Kalamazoo	Rehabilitation	1 unit
Douglass Community Assoc.	Home Repair and Conservation	18 units
Kalamazoo Neighborhood Housing Services	Revolving Loan Fund	20 housing units
Kalamazoo Northside Housing Corporation	Northside Rehabilitation	2 housing units
Senior Services	Home Repair for the Elderly	125 households

It was estimated that 189 very low/low income owner occupied households would be assisted during the program year; a total of 295 households were assisted directly during the reporting period. Mr. Thomas stated that one of the projects was omitted from the chart: the State of Michigan requested assistance from the City of Kalamazoo with rehabilitation of an owner occupied unit at 1826 S. Burdick. Lead levels at this home were too high and the state, city and county collaborated on this rehabilitation effort. It is expected that the job will be completed by the end of September 2005.

Priority #4: Assistance to non-homeless persons with special needs: Programs include rehabilitation of dwellings and support services.

<u>Organization</u>	<u>CDBG Program</u>	<u>Completed</u>
My Own Home, Inc.	Home Acquisition and Rehabilitation	Project Not Completed in 2004
Senior Services, Inc.	Barrier Free and Disabled Assistance	17 units

The 2004 Annual Action Plan estimated that 17 special needs households (with at least one special needs member) would be assisted during the fiscal year, including units

modified for special needs. The actual investment pattern indicates that 17 households were assisted during the reporting period.

Priority #5: Assistance to very low and low-income homebuyers: Program includes homebuyers assistance activities.

<u>Organization</u>	<u>CDBG Program</u>	<u>Actual Accomplishments</u>
Kalamazoo Neighborhood Housing Services	Home Ownership Assistance	40 Homebuyers
Kalamazoo Valley Habitat For Humanity	KVHH Home Start Project	6 Units
City of Kalamazoo Rehabilitation	Rehab through Anti-Blight and Acquisition	9 Units
Kalamazoo Area Housing Corporation	Collaborative Housing Project	7 Units

The original proposal estimated that 49 households would receive assistance in the purchase and/or provision of affordable housing units through the use of CDBG funds. 62 households received CDBG assistance toward this goal. Funds expended were \$684,789.99.

Following this summation of the use of CDBG and HOME funds for PY2004, Mr. Thomas asked if there were any comments or input from either the members of the audience or from the CDAAC membership. There were none.

On July 13, 2005, a notice in the Kalamazoo Gazette announced the Public Hearing to go over the CAPER. The Draft version of the CAPER was made available to the public for comment and input beginning on Monday August 8 and will continue to be available for comment through August 24, 2005. The final version of the CAPER, including any public input, will be submitted to HUD by August 31, 2005.

CALL TO ORDER

Mr. Fricke called the regularly-scheduled CDAAC meeting to order at 7:30 p.m.

ROLL CALL

It was determined during roll call that the aforementioned members were present.

EXCUSED ABSENCES

Mr. Brown, Ms. Oakes and Ms. Osowski advised city staff that they would not be present at the meeting.

Ms. Jackson, supported by Ms. Coleman, moved approval of the excused absences for Mr. Brown, Ms. Oakes and Ms. Osowski. With a voice vote, the motion carried unanimously.

APPROVAL OF AGENDA (August 11, 2005)

There were no changes to the agenda.

APPROVAL OF MINUTES (July 14, 2005)

There were no changes to the minutes.

Ms. Jackson, supported by Mr. Coss, moved to approve the July 14, 2005 CDAAC Minutes. With a voice vote, the motion carried unanimously.

CITIZENS' COMMENTS ON NON-AGENDA ITEMS

None

COMMUNICATIONS/MEMBERS REPORTS

Staff Announcement

Mr. Thomas advised that he had been nominated by Kalamazoo Neighborhood Housing Services for the NeighborhoodWorks America Award for Government Service. Mr. Thomas was notified that he won the award and he will be flown to Washington D.C. on August 22 and receive the award on August 23. Mr. Thomas expressed thanks to the members of CDAAC for their efforts in government service and advised that he felt they shared this honor.

OLD BUSINESS

Discussion of Possible Revisions to CDBG Application for PY2006

Mr. Thomas advised that Suprotik Stotz-Ghosh from the United Way was willing to meet with CDAAC's sub-committee to review the CDBG application. Mr. Fricke requested that Mr. Thomas set up a time to meet with Mr. Stotz-Ghosh.

Mr. Thomas advised that the nominating sub-committee reviewed an application from Mr. Shawn Hawk. Mr. Hawk was present at the meeting and gave a brief review of his history: Mr. Hawk stated that he has lived in the Milwood Neighborhood for two years.

He graduated from the University of Illinois and is a quality control chemist at Pfizer. He has volunteered with Big Brothers/Big Sisters and is a reservist in the United States Air Force.

Mr. Fricke inquired as to the remaining vacancies on the CDAAC board and was advised that there is one at-large vacancy. The Northside Neighborhood and Fairmont Neighborhood seats also remain vacant on the CDAAC board. Mr. Fricke requested that city staff send letters to the two neighborhoods to encourage them to appoint representatives to CDAAC.

Ms. Jackson mentioned to Commissioner Juarez that there had been problems with the youth programs this summer: kids in the Eastside Neighborhood who were interested in jobs were not notified in time to apply for the available openings; people who were to assist kids with filling out applications arrived late; kids in other neighborhoods filled the job openings.

Commissioner Juarez stated that he understood Ms. Jackson's concerns and commented that the program was put together on short notice this year. He advised that he would inform his fellow commissioners of the situation and that he would try to make sure the program was administered more fairly and efficiently next year.

Ms. Coleman mentioned that Mr. Kinsey had a good suggestion with regard to the percentages of kids who received benefit from the program. Mr. Kinsey suggested distributing the funds as evenly as possible with the CDBG neighborhoods receiving the bulk of the benefit. Commissioner Juarez stated that over 300 kids applied for the job openings but only 150 kids actually got jobs.

Mr. Fricke inquired if it would be possible to get a recap on the summer programs by October and Commissioner Juarez responded in the affirmative.

ADJOURNMENT

Mr. Kinsey, supported by Mr. Fullerton, moved to adjourn the August 11, 2005 CDAAC meeting. With a voice vote, the motion carried unanimously.

The meeting adjourned at 8:00 p.m.

Prepared by: _____ Date: _____
(Recording Secretary)

Reviewed by: _____ Date: _____
(Staff Liaison)

Approved by: _____ Date: _____
(CDAAC Chair)