

COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE
(CDAAC)
March 9, 2006
6:30 p.m.
DRAFT

City of Kalamazoo Development Center
Conference Rm. #1
445 W. Michigan Ave., Suite 101
Kalamazoo, MI 49007

Members Present: Mark Fricke, Chair; Charley Coss, Vice Chair; Shirley Coleman;
Doris Jackson; Dave Kinsey; Mildred Smith; Kathy Steppenwolf

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

Members Excused: Danielle Hunt, Susan Oakes; Pegg Osowski

PUBLIC HEARING

Mr. Thomas advised that, in accordance with the City of Kalamazoo Citizen Participation Plan, public hearings are held three times each year to discuss funding levels for CDBG and HOME funds. The current public hearing is being held to advise how the funds will be expended for PY2006, June 1, 2006 – May 31, 2007. At the end of each year there is a public hearing to report on how the funds were expended.

Notice of this public hearing was published in the Kalamazoo Gazette on February 20, 2006. There will be a 30-day public comment period after the public hearing (March 10 through April 10, 2006). The Action Plan must be submitted to HUD within 45 days of the beginning of Kalamazoo's Program Year. The target date for the City of Kalamazoo is April 13, 2006 (49 days prior to June 1st). Copies of the draft Annual Action Plan will be available to the public at the City of Kalamazoo Development Center.

Mr. Thomas advised that this is a Draft document and that not all of the HUD forms are filled out at this point. Selected items such as the estimated amount of program income have not been calculated yet. Copies of the final Annual Action Plan will be provided to CDAAC when completed.

For the program year of June 1, 2006 through May 31, 2007, the following funding is available:

<u>Total Federal Funds:</u>	\$2,561,538
CDBG: \$1,872,055	
HOME: \$ 689,483	

Program Income: \$ TBD

KNHS: \$TBD

Small Business Revolving Loan Fund: TBD

Rehab Program Income: TBD

Total all funds: \$2,561,538

(does not include all program income or reprogrammed funds, which are to be determined.)

Following is a breakdown of how the funds will be allocated for PY2006:

	2006 CDBG/HOME Proposed
<u>CDBG</u>	1,872,055
Admin / Planning / Fair Housing / Capacity Building (20%)	374,411
COK Administrative & Overhead	319,276
COK Planning (Performance Paper)	-
Fair Housing / Capacity Building - grants	55,135
Public Services (15%)	280,808
COK Public Safety Officers (2)	158,000
COK Parks & Recreation (YDC - operations)	19,653
Public Services - grants	103,155
Projects (65%)	1,216,836
COK Anti-Blight	301,344
COK PBC	51,744
COK Code Enforcement	65,454
COK Parks & Recreation (YDC - facilities)	-
Housing - grants	738,294
Facilities - grants	60,000
<u>HOME</u>	689,483
COK Administrative & Overhead	65,955
Housing Projects - grants	623,528
<u>TOTALS</u>	2,561,538
COK - total	981,426
Grants - total	1,580,112

Mr. Thomas then provided a review of how CDAAC's recent funding decisions apply to the goals specified in the 5-year Consolidated Plan for 2005-2009. The 5 priorities of the Consolidated Plan and the corresponding amounts funded through CDAAC are as follows:

1. A commitment to use a substantial amount of funding for affordable housing.

The eight projects selected for funding under this category are as follows:

CDBG:

Kalamazoo Valley Habitat for Humanity	\$ 40,000
Kalamazoo Neighborhood Housing Services	\$455,000
My Own Home	\$ 70,000
Open Door/Next Door Shelters (Rehab)	\$ 5,000
Housing Resources, Inc.	<u>\$ 25,000</u>
Subtotal	\$595,000

HOME:

Kalamazoo Area Housing Corporation (Rosewood Single Family)	\$140,075
Kalamazoo Northside Nonprofit Housing Corp. (N. Westnedge/N. Park development)	\$200,000
Housing Development TBD	<u>\$ 83,453</u>
Subtotal	\$423,528

2. Maintenance, rehabilitation, and weatherization for income eligible homeowners.

The five projects selected for funding under this category are as follows:

CDBG:

Kalamazoo Neighborhood Housing Services, Inc. (award included above)	
Douglass Community Association – Home Repairs	\$ 57,294
Senior Services, Inc. – Home Repair for the Elderly	\$100,000
Anti-Blight Team	\$301,344
Code Enforcement	<u>\$ 65,454</u>
Total	\$524,092

3. Infrastructure rehabilitation to accommodate special needs populations, including easier access to sidewalks, ramps, and other public rights of way.

The project selected for funding under this category is as follows:

CDBG:

Disability Resource Center – 6 ramps	<u>\$ 11,000</u>
Total	\$ 11,000

4. Neighborhood based economic development, micro enterprise development, community development, and retail development.

The following project was selected for funding under this category:

City of Kalamazoo – Small Business Revolving Loan Fund Program_Income

5. Public Services with a focus on youth recreation programming and crime prevention programming.

The 13 projects funded under this category are as follows:

CDBG:

City of Kalamazoo – Public Safety – 2 Officers	\$158,000
City of Kalamazoo – Parks and Recreation	\$ 19,653
Catholic Family Services – The ARK	\$ 5,000
Ecumenical Senior Center	\$ 5,000
Hispanic American Council – Hispanic Liaison	\$ 10,000
Kalamazoo Drop-In Child Care Center	\$ 8,155
Legal Aid of Western Michigan	\$ 10,000
Open Door/Next Door Shelters (Supportive Services)	\$ 10,000
Partners Building Community	\$ 51,744
YWCA – Domestic Assault Shelter	\$ 30,000
Edison Neighborhood Assoc. (Facility Development)	\$ 50,000
Hispanic American Council (Facility Development)	\$ 10,000
Subtotal:	\$367,552

HOME:

Housing Resources, Inc. – Family Self-Sufficiency	\$200,000
Subtotal:	\$200,000

6. Other – Administration and Monitoring

The 4 projects funded under this category are as follows:

CDBG:

City of Kalamazoo - CDBG Administration	\$ 319,276
Local Initiatives Support Corp. (LISC) – Capacity Bldg.	\$ 27,568
Fair Housing Center of SW Michigan – Fair Housing	\$ 27,567
Subtotal:	\$ 374,411

HOME:

City of Kalamazoo – HOME Administration	\$ 65,955
Subtotal:	\$ 65,955

Total Subrecipients: 22

CDBG: 19

HOME: 3

Total Entitlements:

CDBG: \$1,872,055

HOME: \$ 689,483

Program Income: \$ TBD

Mr. Thomas explained that program income are funds generated as a result of federal dollars spent. Such funds are considered to be federal dollars and, therefore, carry the same compliance regulations and must be reported to HUD.

Mr. Fricke inquired if the city's small business revolving loan fund normally showed a profit or loss. Mr. Thomas stated that he didn't have details on that program but advised that Warren Cook, the city's Small Business & Finance Specialist, could provide further information on that subject. Mr. Thomas stated that the small business revolving loan fund creates or maintains jobs. There would be program income when someone made payments on a loan.

Ms. Steppenwolf requested details about the anti-blight team. Mr. Thomas advised that the anti-blight team consists of 5 city employees. The anti-blight team maintains a list of properties in the city that are not up to code and which fall into the blighted category. The team works on violations and follow-ups for these properties. Mr. Thomas mentioned that the State of Michigan gives the City of Kalamazoo the first chance to buy tax-foreclosed properties in the City of Kalamazoo. This year the city bought 8 properties from the state, and the city is working with a realtor to market some of these properties to low-income buyers.

Mr. Thomas advised that the last 7 pages of the Annual Action Plan provide a brief description of the CDBG and HOME funded projects for PY2006. Since not all sub-recipients received full funding, there will be some adjustments to the benefits we expect to achieve. As soon as that information is submitted to city staff, it will be added to the Annual Action Plan and provided to HUD and CDAAC.

Ms. Smith inquired if the City Public Safety officers would be working on crime prevention programs or youth recreation programs. Mr. Thomas advised that the officers would be working with KVET and would be assigned to the CDBG eligible neighborhoods. It will not necessarily be the same two officers involved with these programs throughout the year, but two public safety positions will be funded with CDBG dollars. They will be focusing on drug trafficking and crime prevention, but not specifically with youth.

There were no members of the public present and the public hearing was closed.

CALL TO ORDER

Mr. Fricke called the meeting to order at 6:30 p.m.

ROLL CALL

The Recording Secretary completed roll call and it was determined that the aforementioned members were present.

EXCUSED ABSENCES

Ms. Osowski, Ms. Oakes and Ms. Hunt all contacted city staff to advise of their absence from the March CDAAC meeting.

AGENDA

There were no changes to the agenda.

MINUTES (February 2, 2006)

There were no changes to the minutes.

A motion was offered by Mr. Coss, supported by Ms. Steppenwolf, to approve the February 3, 2006 CDAAC minutes as presented. With a roll call vote, the motion carried unanimously.

CITIZEN COMMENTS ON NON-AGENDA ITEMS

None

COMMUNICATIONS/MEMBERS' REPORTS

Mr. Fricke requested that if CDAAC members receive any communications from the public pertaining to CDAAC business, they should advise CDAAC/city staff of the content of the communication. Mr. Fricke stated that he received a letter from Pat Winston of the Fair Housing Center thanking CDAAC for recommending CDBG funding for their organization. Mr. Fricke provided the letter to city staff for their records.

Mr. Kinsey advised that Walter Jones had contacted him to express his dissatisfaction with the lack of CDBG funding for his business.

OLD BUSINESS

None

NEW BUSINESS

Nominating Committee

Mr. Kinsey advised that Mr. Coss and Ms. Coleman expressed an interest in serving another term on CDAAC. Ms. Hunt submitted her resignation earlier in the day. Jennifer Mills has applied to be a member of CDAAC. Mr. Kinsey stated that the nominating committee discussed Ms. Mill's application and agreed that she would be an asset to the

committee. Ms. Mills is working on her Ph.D. at Western Michigan University, and she has references from faculty members at WMU. Ms. Mills would be filling an at-large position. Mr. Coss concurred that Ms. Mills was a good candidate for CDAAC.

Mr. Fricke added that the Fairmont Neighborhood is trying to find a representative to serve on CDAAC.

Mr. Kinsey, supported by Mr. Coss, moved to recommend to the City Commission the appointment of Jennifer Mills and the reappointment of Shirley Coleman and Charley Coss to the Community Development Act Advisory Committee (CDAAC). With a voice vote, the motion carried unanimously.

Mr. Thomas advised that the recommendations for all three would be acted upon at the March 20th City Commission meeting.

Mr. Kinsey, supported by Ms. Smith, moved to accept the resignation of Danielle Hunt from CDAAC. With a voice vote, the motion carried unanimously.

Election of Officers

Following a brief discussion the following recommendations were made:

Ms. Coleman, supported by Ms. Steppenwolf, moved to recommend to the City Commission the appointment of Charley Coss as the Chair of the Community Development Act Advisory Committee (CDAAC). With a voice vote, the motion carried unanimously.

Mr. Coss, supported by Ms. Jackson, moved to recommend to the City Commission the appointment of David Kinsey as the Vice Chair of the Community Development Act Advisory Committee (CDAAC). With a voice vote, the motion carried unanimously.

CITIZENS' COMMENTS

None.

Mr. Fricke thanked the CDAAC members for a fabulous year. He commented that he felt the CDAAC board and the organizations that submit applications for funding are taking CDAAC's role more seriously, and that he hoped this trend would continue.

ADJOURNMENT

The meeting adjourned at 7:15 p.m.

Submitted by: _____

Dated: _____

Reviewed by: _____

Dated: _____

Approved by: _____

Dated: _____