

**COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE
(CDAAC)
Minutes
September 13, 2007
*DRAFT***

Development Center, Conf. Rm. #1
445 W. Michigan Ave.
Kalamazoo, MI 49007

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

Members Excused: Jennifer Mills; Sue Oakes

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

CALL TO ORDER

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

ROLL CALL

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

AGENDA (September 13, 2007)

There were no changes to the agenda.

Mr. Coss, supported by Ms. Steppenwolf, moved approval of the September 13, 2007 CDAAC agenda as submitted. With a voice vote, the motion carried unanimously.

MINUTES (August 9, 2007)

There were no changes to the minutes.

Ms. Coleman, supported by Ms. Smith, moved approval of the August 9, 2007 CDAAC minutes as submitted. With a voice vote, the motion carried unanimously.

CITIZEN COMMENTS ON NON-AGENDA ITEMS

None

COMMUNICATIONS/MEMBERS' REPORTS

Ms. Osowski announced that Steve Walsh is the new Executive Director of the Vine Neighborhood Association.

Mr. Kinsey stated that Jennifer Mills (CDAAC member, at-large) was recently married.

OLD BUSINESS

General Funds for Summer Programming Review Process – Update “Blueprint for Action.”

As per a request at the last CDAAC meeting, Mr. Thomas distributed copies of the City of Kalamazoo “Blueprint for Action.” This planning document will serve as one basis for consideration of grant applications for the City Commission Summer Youth Initiative funds. With the applicable changes as recommended by CDAAC, the grant applications were distributed by the City Manager’s Office. Postcards announcing the availability of these funds were sent to prior recipients of the funds and to neighborhood associations. The applications are due by October 15th and there should be an update at the October CDAAC meeting.

Citizen Participation Plan Update/Rewrite

Mr. Thomas advised that he had updated the older Citizen Participation Plan with more current language.

Mr. Coss suggested making the language more open-ended so CDAAC would be a catch-all for future funding decisions that would require a public hearing. This would help eliminate the need to amend the Citizen Participation Plan in the future. He also referred to the “Purpose” section on page one of the Citizen Participation Plan. Mr. Fricke mentioned that the “Purpose” refers to the Consolidated Plan, and CDAAC can’t make any changes outside of the Consolidated Plan. Mr. Fricke suggested the possibility of eliminating the second line of the paragraph under “Purpose” to provide the more open-ended language that Mr. Coss suggested.

Ms. Jackson mentioned that the city didn’t have ESG funds for a few years, but the city is eligible for those funds again this year and CDAAC was asked to deal with those funds. She suggested changing the wording in the Citizen Participation to state, “other funds the City Commission directs CDAAC to review/distribute.” This wording should provide the flexibility that Mr. Coss suggested.

Mr. Coss, supported by Mr. Fricke, moved to amend the language in the Citizen Participation Plan, under the “Purpose” section. by adding the phrase, “and other funds the City Commission directs CDAAC to review/distribute” at the end of the sentence which currently states, “..... programs funded with CDBG.” With a voice vote, the motion carried unanimously.

Mr. Thomas stated that he has a list of HUD requirements for the Citizen Participation Plan, and he would review the current plan to ensure that all HUD-mandated requirements were included.

NEW BUSINESS

None

NOMINATING COMMITTEE REPORT

Mr. Kinsey stated that there are four applications for 2 at-large positions and 1 neighborhood position available on the CDAAC board. Mike Bracy is the applicant from the Fairmont Neighborhood, and the nominating committee is recommending that he be approved as the Fairmont Neighborhood representative to CDAAC. Wade Allen and Don Weed, both representing the homeless/formerly homeless populations, attended the CDAAC meeting last month and expressed an interest in filling one of the at-large positions on CDAAC. Mr. Kinsey advised that the nominating committee is recommending Mr. Allen to serve as an at-large representative to CDAAC. At the suggestion of Mr. Coss, Kris Kronlein submitted an application to fill one of the at-large positions on the CDAAC board. Ms. Kronlein has credentials as a Planner and she has an impressive resume. The nominating subcommittee is recommending Ms. Kronlein to serve on the CDAAC board in the remaining at-large position.

Mr. Fricke stated that he was encouraged by the homeless/formerly homeless group having representation on the board. Mr. Fricke expressed concern about the selection process for Mr. Allen. There are currently two known organized groups of homeless/formerly homeless people in the city. Having representation on the CDAAC board could give more credibility to one group than the other. He advised being cautious with regard to who is chosen to represent the homeless/formerly homeless group and to be clear as to their agenda.

Mr. Kinsey commented that the nature of CDAAC is reactive; the CDAAC board reviews proposals, it doesn't make proposals. That restricts the influence any group can wield. Part of the HUD requirement is to have a representative from the homeless community actively involved with a policy-making body such as CDAAC, and only two people expressed interest in that position. The nominating committee thought Mr. Allen was the best candidate they spoke with. Mr. Kinsey pointed out that, because CDAAC meetings are open to the public, the other homeless/formerly homeless group is always free to attend, and have regularly attended past CDAAC meetings when the 2005 – 2009 Consolidated Plan was being drafted.

Ms. Coleman suggested that if there was any inkling of impropriety in the future, it could be addressed when/if it occurred. Ms. Jackson inquired if there was any language in the CDAAC bylaws to deal with such an issue, and Mr. Thomas advised that there was not.

After a brief discussion, the following motion was made:

Ms. Jackson, supported by Ms. Osowski, moved to recommend to the City Commission that Mike Bracy be approved as the Fairmont Neighborhood representative to CDAAC and that Kris Kronlein be approved to fill an at-large position on the CDAAC board. With a voice vote, the motion carried unanimously.

Ms. Jackson, supported by Ms. Coleman, moved to recommend to the City Commission that Wade Allen be approved to fill an at-large position on the CDAAC board.

After a brief discussion, the Mr. Fricke advised that he would like to make a substitute motion:

Mr. Fricke, supported by Ms. Steppenwolf, moved to have Mr. Allen return to speak with the full CDAAC board.

After a brief discussion, Mr. Fricke and Ms. Steppenwolf withdrew the substitute motion. Ms. Jackson and Ms. Osowski withdrew their original motion.

Mr. Fricke, supported by Ms. Steppenwolf, moved to request that Wade Allen return next month to talk with the full CDAAC board. With a roll call vote, the motion failed by a majority vote.

**Ayes: Steppenwolf, Fricke
Nays: Osowski, Coleman, Coss, Smith
Abstain: Kinsey, Jackson**

Ms. Jackson, supported by Ms. Osowski, moved to recommend to the City Commission that Wade Allen be approved to fill an at-large position on the CDAAC board, and that he serve as the representative to the homeless/formerly homeless community. With a roll call vote, the motion carried by a majority vote.

**Ayes: Osowski, Jackson, Coleman, Smith
Nays: Coss, Steppenwolf, Fricke
Abstain: Kinsey**

PUBLIC COMMENT

None

MISCELLANEOUS COMMENTS

Ms. Coleman mentioned that brochures for the upcoming historic homes tour were available at the September CDAAC meeting.

Mr. Fricke stated that he hoped the CDAAC board and the City Commission would take notice of the recent numbers regarding poverty and unemployment.

Ms. Coleman inquired about the A+ Neighborhoods program. Mr. Thomas advised that two national speakers from Neighborhood Works would be in Kalamazoo next week to speak at the A+ Neighborhoods presentation to be held at the Radisson. NeighborWorks is a national program and Kalamazoo Neighborhood Housing Services is part of that organization. Representatives from NeighborWorks were in Kalamazoo in the past to look at census tract 11 near the Edison Neighborhood, where work was done to assist with needs in that area. The fee for attending the A+ Neighborhoods seminar would be waived for members of CDAAC.

Mr. Thomas stated that Mr. Chamberlain would be making an announcement about the A+ neighborhoods program in the near future. The program includes HARP (Housing Assistance Repair Program), which will be administered through the city's anti-blight team. If an income eligible homeowner doesn't have the funds to make repairs to correct code violations, they can apply to the HARP program for a loan to make the repairs. There is \$125,000 in CDBG funds available for these repairs. There will also be \$99 tax reverted, vacant city lots for sale. The third element of the A+ Neighborhood program will be a waiver of building and permit fees for new construction in specified areas.

Ms. Jackson inquired as to what assistance would be available to help home owners with interior repairs. Mr. Thomas advised that city staff involved with housing rehabilitation will be able to refer home owners to other agencies currently receiving CDBG funds for such activities as interior rehabilitation and repairs. The CDBG funds available through the city are for exterior repairs to address code violations only.

For informational purposes, Mr. Thomas provided CDAAC copies of the PY2007 CDBG timeline, which begins with the legal and direct notices to be published on September 24, 2007 and ends with the agreements to be drafted between March 10 and May 31, 2008.

ADJOURNMENT

The meeting adjourned at 7:25 p.m.

Submitted by: _____ Date: _____
(Recording Secretary)

Reviewed by: _____ Date: _____
(Staff Liaison)

Approved by: _____ Date: _____
(CDAAC Chair)