

COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE
(CDAAC)
March 13, 2008
DRAFT

Development Center
445 W. Michigan Ave., Suite 101
Kalamazoo, MI 49007

Members Present: David Kinsey, Chair; Shirley Coleman, Vice-Chair; Wade Allen; Charley Coss; Mark Fricke; Doris Jackson; Kris Kronlein; Sue Oakes; Mildred Smith

Members Excused: Kathy Steppenwolf

Members Absent: Mike Bracy; Pegg Osowski

Guests: Alfrelynn Roberts, Assistant to the City Manager

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

PUBLIC HEARING

PY2008 Annual Action Plan Draft Presentation and Invitation For Public Comment.

Mr. Thomas advised that April 15th is the deadline for the City of Kalamazoo to submit the PY2008 Annual Action Plan to HUD. The plan outlines how the city proposes to use its entitlement funds for the period of June 1, 2008 through May 31, 2009. Information regarding the Action Plan was published in the local newspaper and the public is invited to comment on the Plan for a 30-day period ending April 10, 2008. The different activities, including CDBG, HOME and ESG, as described in the Action Plan and the funds they were awarded are as follows:

Community Development Block Grant Program - \$1,825,333

1. City of Kalamazoo - CDBG Administration	\$328,535
2. City of Kalamazoo - Public Safety	\$149,000
3. City of Kalamazoo - Code Enforcement and Anti-Blight Team	\$419,527
4. City of Kalamazoo – Parks & Recreation – Youth Development Ctr.	\$ 19,000
5. Disability Resource Center of Southwest Michigan	\$ 15,000
6. Douglass Community Association – Home Repair	\$ 80,000
7. Eastside Neighborhood Association – Eastside Winterization Project	\$ 8,000
8. Edison Neighborhood Association – Exterior Home Improvement	\$ 50,000

9. Kalamazoo County Family YMCA – Handicap Accessibility	\$ 6,179
10. Kalamazoo Neighborhood Housing Services, Inc. – Comprehensive Neighborhood Revitalization	\$375,000
11. Kalamazoo Northside Nonprofit Housing Corporation	\$ 20,000
12. Kalamazoo Valley Habitat for Humanity – KVHH Home Start	\$ 40,000
13. Living Ways Foundation – Housing Acquisition & Renovation	\$ 15,000
14. Mt. Zion Safe House – Recovery Community Recreation Plaza	\$ 40,000
15. Northside Association for Community Development – Home Heating Project.	\$ 50,000
16. Senior Services, Inc. – Home Repair for the Elderly	\$100,000
17. Catholic Family Services – The ARK Shelter – Teen Homelessness	\$ 5,000
18. Ecumenical Senior Center – Senior Center Funding	\$ 5,000
19. Fair Housing Center of Southwest Michigan Fair Housing Education	\$ 12,816
20. Hispanic American Council, Inc. – Hispanic Liaison Program	\$ 10,000
21. Housing Resources, Inc. – Housing +	\$ 25,000
22. Kalamazoo Drop-In Child Care Center – Free Child Care for Infants	\$ 8,000
23. Local Initiatives Support Corp. – Kalamazoo Community Development and Affordable Housing Initiative	\$ 36,554
24. Open Door/Next Door Shelters – Shelter Supportive Services	\$ 15,000
25. YWCA of Kalamazoo – Domestic Assault Program	\$ 25,000
26. City of Kalamazoo – Small Business Revolving Loan Fund	\$ 80,000
27. City of Kalamazoo – Community Planning and Development Dept.	\$ 50,000

HOME Program - \$662,907

1. City of Kalamazoo Community Planning and Development Dept.	\$ 65,000
2. Housing Resources, Inc. – Family Self-Sufficiency Program	\$200,000
3. HOME – CHDO Project	\$ 99,436
4. HOME – Assisted Development	\$298,471

Emergency Shelter Grant Program - \$81,381

Specific projects are to be determined by application process, due by April 21, 2008.

Overview of 2005-2009 Consolidated Plan Priorities

Mr. Thomas referred to the five-year Consolidated Plan and the five priorities designated to address using entitlement funds. This is the fourth year of the five-year plan. This portion of the Plan shows how each of the funded items would be categorized according to the five priorities.

<u>Total Federal Funds:</u>	<u>\$2,569,621</u>
CDBG... \$ 1,825,333	
HOME...\$ 662,907	
ESG... \$ 81,381	

Program Income \$ TBD

Other Funds: \$ 32,278
Reprogrammed Prior Years

TOTAL ALL FUNDS: *\$2,601,899

Mr. Thomas advised that KNHS may have \$304,000 in program income but that is speculative at this point. The City of Kalamazoo may have approximately \$50,000 in property sales to report as program income. There is a total of \$2,601,899 in HUD funds to be distributed among the 5 priorities in the Consolidated Plan. The five priorities are as follows:

1. A COMMITMENT TO USE A SUBSTANTIAL AMOUNT OF FUNDING FOR AFFORDABLE HOUSING.

For PY2008, the following projects have been selected for funding and will address this priority: (8 projects at \$943,178)

CDBG:

Kalamazoo Valley Habitat for Humanity	\$ 40,000
Kalamazoo Neighborhood Housing Services (portion of a \$350,000 award for this priority)	\$208,000
My Own Home/Living Ways Foundation	\$ 15,000
Housing Resources, Inc.	\$ 25,000
Local Initiatives Support Corporation	\$ 36,554

HOME

HOME CHDO Development TBD	\$ 99,436
HOME Housing Development TBD	\$298,471
HOME Family Self-Sufficiency	\$200,000

SUBTOTAL: ***\$922,961*** (35%)

2. MAINTENANCE, REHABILITATION, AND WEATHERIZATION FOR INCOME ELIGIBLE HOME OWNERS

For PY2008 the following projects have been selected for funding and will address this priority: (8 projects @ \$873,777)

CDBG:

Kalamazoo Neighborhood Housing Services, Inc. (portion of a \$375,000 award for this priority)	\$166,500
Douglass Community Association – Home Repairs	\$ 80,000
Senior Services, Inc. – Home Repair for the Elderly	\$100,000

Anti-Blight Team/Code Enforcement	\$387,249
City of Kalamazoo – New & reprogrammed CDBG	\$ 32,278
Northside Association for Community Development	\$ 50,000
Kalamazoo Northside Nonprofit Housing Corporation	\$ 20,000
Eastside Neighborhood Association – Winterization	\$ 8,000
Edison Neighborhood Assoc. – Exterior Home Improvements	\$ 50,000

SUBTOTAL: **\$894,027** (34%)

3. INFRASTRUCTURE REHABILITATION TO ACCOMMODATE SPECIAL NEEDS POPULATIONS, INCLUDING EASIER ACCESS TO SIDEWALKS, RAMPS AND OTHER PUBLIC RIGHTS OF WAY

For PY2008 the following projects have been selected for funding and will address this priority: (3 Projects @ \$61,179)

CDBG

Disability Resource Center – 6 ramps	\$ 15,000
Mt. Zion Safe House – Recovery Plaza	\$ 40,000
Kalamazoo County YMCA – Handicap Accessible Door	\$ 6,179

SUBTOTAL: **\$ 62,179** (2%)

4. NEIGHBORHOOD BASED ECONOMIC DEVELOPMENT, MICRO ENTERPRISE DEVELOPMENT, COMMUNITY DEVELOPMENT, AND RETAIL DEVELOPMENT

For PY2008 the following project has been selected for funding and will address this priority: (2 projects @ \$80,000 – estimated and not included in annual totals)

City of Kalamazoo – Small Business Revolving Loan fund \$80,000 (Program Income) 2 Loans @ \$40,000 each

Mr. Thomas commented that two businesses are anticipated to receive these loans and two jobs will be created. Outreach concerning economic development funding by the City of Kalamazoo was acceptable, but public response was low. Mr. Thomas advised that he might hold a separate training session in 2008 for the category of economic development using CDBG.

Mr. Allen inquired if applicants could get funding for job training under this category and Mr. Thomas responded in the affirmative.

Mr. Fricke questioned if the reason for the lack of applications in this category could indicate a lack of need for this funding, or maybe the City of Kalamazoo hasn't done enough to foster this category. Mr. Thomas advised that he spoke with Warren Cook, the city's Business Growth Specialist, regarding this topic. This funding is tied to jobs and

related funding and, in this current economic environment, it would seem that there would be more interest in this money.

Mr. Coss suggested partnering with the Chamber of Commerce and having them refer people to the city if there is interest in this funding source. Mr. Thomas advised that city staff may have already done that and he would check with Mr. Cook. Mr. Thomas suggested that the size of the loan being offered may not be enough to spark much interest. Also, since these are federal dollars, there are so much reporting and regulations attached to the loan that it might be a deterrent to prospective applicants.

Mr. Coss inquired if the reporting could be streamlined. Mr. Thomas advised that city staff could look at that. The applicants are required to report on who has been hired to fill the positions.

Mr. Allen suggested that if employers are required to hire low income people in order to qualify for these funds; that might also be a deterrent. Mr. Fricke mentioned that applicants would be required to report to city staff regarding how the funds were used. Fulfilling this requirement may be burdensome.

SUBTOTAL: **\$80,000** (3%)

5. PUBLIC SERVICES WITH A FOCUS ON YOUTH RECREATION PROGRAMMING AND CRIME PREVENTION PROGRAMMING

For PY2008 the following projects have been selected for funding and will address this priority: (10 projects @ \$330,197)

CDBG:

City of Kalamazoo – Public Safety Community Policing	\$149,000
City of Kalamazoo – Parks and Recreation	\$ 19,000
Catholic Family Services – the ARK	\$ 5,000
Ecumenical Senior Center	\$ 5,000
Fair Housing Center of Southwest Michigan	\$ 12,816
Hispanic American Council – Hispanic Liaison	\$ 10,000
Kalamazoo Drop-In Child Care Center	\$ 8,000
Open Door/Next Door Shelters (Supportive Services)	\$ 15,000
YWCA – Domestic Assault Shelter	\$ 25,000

Emergency Shelter Grants (ESG):

Projects TBD \$ 81,381

SUBTOTAL: **\$330,197** (12%)

**6. OTHER – ADMINISTRATION AND MONITORING
(2 Projects @ \$395,535)**

CDBG:

City of Kalamazoo – CDBG Administration \$328,535

HOME

City of Kalamazoo – HOME Administration \$ 65,000

SUBTOTAL: **\$393,535** (15%)

GRAND TOTAL **\$2,601,899** (100%)

Mr. Thomas then explained to the Performance Outcome Measurement System. HUD required local jurisdictions to implement this system as a means of assessing the long-term impact of the investment of federal funds. The system used by HUD in its Integrated Disbursement and Information System (IDIS) employs three (3) Objectives and three (3) Outcomes to assess every activity funded through CDBG. The Objectives are as follows: #1. Suitable Living Environment, #2. Decent Housing, #3. Economic Opportunity. The Outcomes are as follows: #1. Availability/Accessibility, #2. Affordability, #3. Sustainability. Mr. Thomas provided a review of how programs funded with CDBG dollars in the City of Kalamazoo would fit into these categories. The \$2.6 million dollars of available funding will leverage an estimated \$4.9 million dollars to date.

Mr. Thomas referred to the Summary of Specific Plan Objectives and the column titled “expected units.” This lists the various specific actions expected to take place during the course of the 5-year plan, and on an annual basis, how many units will be impacted to meet those goals. Mr. Thomas advised that this chart shows the city is on track with support for families, rehabilitation services, the housing trust fund, etc. Item 1C refers to partnering with developers to produce affordable housing units. Since CDBG dollars cannot be used to build new housing, HOME funds will be utilized for this objective. Mr. Thomas provided a brief review of the 33 activities listed on this chart.

There were no further questions or comments and the public hearing was closed.

CALL TO ORDER

Mr. Kinsey opened the CDAAC meeting and introduced Alfrelynn Roberts from the City Manager’s Office. Mr. Fricke had requested that someone from the Manager’s office be present to discuss issues regarding the funding of the Summit on Racism.

ROLL CALL

The Recording Secretary proceeded with roll call and determined that a quorum of the members was present.

AGENDA (March 13, 2008)

There were no changes to the agenda.

Mr. Coss, supported by Ms. Smith, moved approval of the March 13, 2008 CDAAC agenda as presented. With a voice vote, the motion carried unanimously.

MINUTES (January 10, 2008)

There were no changes to the minutes.

Ms. Coleman, supported by Ms. Kronlein, moved approval of the January 10, 2008 CDAAC minutes as presented. With a voice vote, the motion carried unanimously.

OLD BUSINESS

Mr. Kinsey advised that in the fall of 2007, CDAAC reviewed applications for City Commission Initiative funding, including one application regarding the Summit on Racism. CDAAC did not recommend funding for this particular project, but the City administration did. This item was pulled from the March 3, 2008 City Commission agenda after Mr. Fricke voiced concerns about how the item was presented.

Mr. Fricke expressed concern that the funding of the Summit on Racism had not been through the appropriate public hearing process. Ms. Roberts advised that there would have been an opportunity for public input at the City Commission level had this item not been pulled from the agenda on March 3rd. Mr. Fricke pointed out that had the item remained on the consent agenda, it would not have received comment. Mr. Fricke also mentioned that the decision by CDAAC to not fund the Summit on Racism was absent from the report. Accordingly, he was concerned that CDAAC's recommendation had been ignored. Ms. Roberts advised that was not the intent and that the report has been updated to reflect Mr. Fricke's concerns. The Summit on Racism should not have been included with the other applications for programming reviewed by CDAAC last fall. She read the Commission Agenda Report under Community Resources Consulted, which states as follows: "*Kalamazoo Communities in Schools and the Summit on Racism are City sponsored events and both went through the City's formal application process. However, the Summit on Racism application was inadvertently sent to and evaluated by the Community Development Advisory Act Committee (CDAAC). Although the merits of the Summit on Racism event were viewed as laudable, CDAAC did not endorse the Summit on Racism on Racism event because they viewed the parameters of the initiative fund as project specific and not operation support. However, City Administration feels that it should receive 2008 support based on its need in the community to address the inherent institutional racism in the community, in addition to its affiliation as a City sponsored event.*"

Mr. Fricke thanked Ms. Roberts for attending the CDAAC meeting and addressing his concerns.

Mr. Allen inquired as to how the measurable outcomes are calculated. Ms. Roberts advised that some outcomes are easier to determine because they are more tangible; city staff is still working on how to determine other outcomes.

Mr. Fricke referred to the wording on the application for the Summit on Racism. He commented that the term "racism" is sometimes misused, and that appears to be the case in this instance. He commented that the program appears to be aimed at eliminating discrimination rather than racism. Mr. Fricke advised that the technical definition of racism is a belief in the superiority of one race over another. In this instance, the subject is the denial of services or things for certain people, which would be more accurately defined as discrimination. He added that the application made reference to the elimination of white supremacy. He expressed concern that only whites were singled out, and added that all racism should be addressed, not just matters involving Caucasians. A brief discussion followed with regard to the subject of racism. Mr. Kinsey suggested that any further comments on this subject could be discussed at the Summit on Racism.

CITIZEN COMMENTS ON NON-AGENDA ITEMS

None

COMMUNICATIONS/MEMBERS' REPORTS

Mr. Kinsey thanked the members for electing him to serve as chair of CDAAC for the past year. He also thanked the departing members for their work on the board.

Ms. Oakes commended Mr. Kinsey for doing a great job with the presentation at the public hearing in front of the City Commission.

Ms. Jackson, Mr. Fricke and Ms. Oakes thanked everyone for their support and involvement with the CDAAC board. Mr. Fricke added that CDAAC has become more focused and serious about their responsibilities during the time that he has been on the board. He thanked Mr. Thomas for his guidance, attention to detail and prompt responses to requests for information. He also thanked Mr. Thomas for helping to streamline the CDBG packets.

OLD BUSINESS

None

NEW BUSINESS

Nominating Committee Report and Recommendations:

At-Large Replacements

Mr. Kinsey stated that the Nominating Committee interviewed two candidates for the CDAAC board, Buddy Hannah and Trent Hines. Mr. Kinsey advised that both applicants are worthy candidates. Mr. Hines is employed at Western Michigan University and wants to be involved with city planning. Mr. Hines is very knowledgeable and would be a good addition to the CDAAC board. Mr. Hannah is retired and has his own radio show and neighborhood publication. He is a poet, a playwright, and is very active in the community.

Ms. Jackson commented that this was the first time the Nominating Committee met with prospective candidates. The Committee spent about 30 minutes with each candidate asking them questions. She stated that she thought both candidates would be great additions to the board.

Mr. Thomas advised that he has not heard from the Vine Neighborhood regarding their new representative to CDAAC. Ms. Osowski currently holds that position but her term expires as of March 31st.

Mr. Fricke requested that representation from the homeless community be discussed in the future. Mr. Thomas advised that there is verbiage in the HUD/HOME regulations stating that when federal dollars are allocated to the homeless, a representative from the homeless community must be included in the policy-making level. To remain compliant with HUD regulations, CDAAC strives to have a homeless person fill one of its at-large positions. In so doing, CDAAC gains the advantage of that individual's experience and perspective, without the stigma of a specific label attached to a committee position.

Mr. Fricke inquired if there is a formal definition of the term "homeless." Mr. Allen advised that there is a formal definition. He indicated that he could provide that information at a future meeting.

Mr. Coss, supported by Ms. Kronlein, moved to recommend to the City Commission the approval of Buddy Hannah and Trent Hines to fill at-large positions on the CDAAC board. With a voice vote, the motion carried by a majority vote. Mr. Allen abstained; there were no opposition votes.

Chair and Vice-Chair Positions for 2008/2009

After a brief discussion, the following motions were made:

Mr. Fricke, supported by Mr. Coss, moved to recommend to the City Commission the approval of Shirley Coleman as Chair of CDAAC for 2008/2009. With a voice vote, the motion carried unanimously.

Ms. Coleman, supported by Ms. Kronlein, moved to recommend to the City Commission the approval of Mildred Smith as Vice Chair of CDAAC for 2008/2009. With a voice vote, the motion carried unanimously.

CITIZEN COMMENTS

None

ADJOURNMENT

Ms. Oakes, supported by Ms. Kronlein, moved to adjourn the March 13, 2008 CDAAC meeting. With a voice vote, the motion carried unanimously.

The meeting adjourned at 7:45 p.m.

Submitted by: _____
(Recording Secretary)

Dated: _____

Reviewed by: _____
(Staff Liaison)

Dated: _____

Approved by: _____
(CDAAC Chair)

Dated: _____