

COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE
(CDAAC)
February 3, 2005

The Development Center
445 W. Michigan Ave., Suite 101
Conference Room #1

Members Present: Pegg Osowski, Chair; Mark Fricke, Vice Chair; Tristan Brown; Shirley Coleman; Charley Coss; Jurel Fullerton; Doris Jackson; MonaLisa James; David Kinsey; Susan Oakes

Members Absent: Eric Miles

Guests: David Juarez, City Commissioner

City Staff: Jeff Chamberlain, Director, Community Planning and Development; David Thomas, Neighborhood Development Specialist; Amy Thomas, Recording Secretary

CALL TO ORDER

Ms. Osowski called the meeting to order at 6:30 p.m.

ROLL CALL

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

AGENDA (February 3, 2005)

There were no changes to the agenda.

Ms. James, supported by Mr. Coss, moved approval of the February 3, 2005 CDAAC agenda. With a roll call vote, the motion carried unanimously.

APPROVAL OF MINUTES (January 13, 2005)

Ms. James requested that her name be removed under "members excused."

Mr. Kinsey, supported by Ms. James, moved approval of the January 13, 2005 CDAAC minutes as amended. With a voice vote, the motion carried unanimously.

(Ms. Jackson arrived at 6:33 p.m.)

CITIZEN COMMENTS ON NON-AGENDA ITEMS

None

COMMUNICATIONS/MEMBERS REPORTS

None

OLD BUSINESS

Subcommittee Reports:

Housing and Public Facilities

The Housing Subcommittee was comprised of the following CDAAC members: Mark Fricke, Committee Chair; Shirley Coleman; MonaLisa James; David Kinsey; Eric Miles and M. Pegg Osowski, non-voting member (CDAAC Chair). The Subcommittee met on December 28, 2004, January 13 and January 19, 2005 to review grant applications.

In previous years, this has been known as the Housing Subcommittee but has now had the expanded responsibilities of reviewing Public Facilities requests as well. The category of Public Facilities was recommended by Community Planning and Development staff in an attempt to meet continuing community needs, especially as identified in the draft 2005-2009 Consolidated Plan.

Seventeen (17) proposals in the category of Housing/Public Facilities were submitted for review by CDAAC. The total funding request from these 17 agencies was \$2,089,206. The Housing/Public Facilities portion of the allocation to be recommended by CDAAC was \$988,043, which only represented 47% of the total requests.

Mr. Fricke reviewed the following funding recommendations made by the Housing and Public Facilities Subcommittee:

Housing

<u>Agency</u>	<u>Funding Recommendation</u>
Catholic Family Services	-0-
Constructive Community Builders	-0-
Douglass Community Association	\$ 50,000
Kalamazoo Valley Habitat for Humanity	\$ 61,958
Housing Resources, Inc.	\$ 50,000
Kalamazoo Neighborhood Housing Services	\$400,000
Kalamazoo Northside Nonprofit Housing Corporation	\$112,165

My Own Home, Inc.	\$ 60,000
Residential Opportunities, Inc.	\$ 50,000
Senior Services, Inc.	\$ 63,920

Public Facilities

City of Kalamazoo – Parks and Recreation	\$ 30,000
Downtown Tomorrow, Inc.	\$ 10,000
Eastside Neighborhood Association	-0-
Family Health Center	\$100,000
Joe’s View	-0-
Junior League of Kalamazoo	-0-
Mt. Zion Safe House	-0-

Total: **\$988,043**

For those not receiving a recommendation for funding at this time, the following observations and points were noticed:

Catholic Family Services: The proposal would have been stronger with neighborhood letters of support and housing rehab partner.

Constructive Community Builders: The application was not complete. Information contained in the proposal left questions about site control, use of federal funds, beneficiaries, etc.

Eastside Neighborhood Association: Some more specific details than last year’s proposal, but process is not to the point where CDAAC can approve an investment of federal funds.

Joe’s View: This project has already commenced. Therefore, required federal procedures such as lead-based paint assessment, Davis-Bacon Labor Laws, etc. were not followed.

Junior League of Kalamazoo: This is a well-written proposal, but appears to have additional revenue sources to more appropriately meet this need.

Mt. Zion Safe House: This proposal is to rehab their administrative offices, not for any shelter. Benefit is unknown.

Commissioner Juarez requested further details about the funding request from the Eastside Neighborhood. Ms. Jackson stated that the Eastside Neighborhood’s request to CDAAC pertains to a building that they are trying to buy to be used as a youth center. Funding for the Eastside Neighborhood Association, including the Director’s salary, comes from the City of Kalamazoo’s general fund.

Mr. Chamberlain advised that there is a large coalition looking at the youth center and having it be part of the Eastside Neighborhood Association. The Eastside Youth Center

was closed a couple of years ago due to budget cuts. Mr. Chamberlain requested that CDAAC consider adding \$10,000 to the Eastside Neighborhood's request. The money would be used for a feasibility study/business plan to start the project. Mr. Chamberlain suggested that the funding come from the Kalamazoo Northside Nonprofit Housing Corporation. Accordingly, their funding for the construction on Park and Westnedge would be reduced from \$112,165 to \$102,165.

Commissioner Juarez inquired as to what the \$10,000 would be used for. Mr. Chamberlain advised that the Eastside Neighborhood Association has been negotiating with St. Mary's diocese regarding one of their buildings that may be coming down. The \$10,000 would be used for engineering, surveying and planning, etc.

Mr. Fricke stated that he was hesitant to allocate \$10,000 for a feasibility study since it is important for CDAAC to consider output. The funds could be raised for this project from sources other than CDAAC. Discussion followed with regard to the possibility of funding the feasibility study through the general fund but the general consensus was that there was not enough money in the general fund for the proposed project. Ms. Jackson and Mr. Fullerton stressed the need for a youth center on the Eastside. Mr. Fricke expressed concern that this might not be the best use of CDAAC funds. Mr. Chamberlain advised that the \$10,000 would be pooled with funds from LISC; it will take approximately \$25,000 to \$30,000 for the engineering and architectural work.

Mr. Fricke mentioned that the application submitted by the Eastside Neighborhood Association did not specifically request funds for a feasibility study. He questioned what would happen if CDAAC targeted funds for a use other than what the applicant had requested. Mr. Thomas advised that the Eastside Neighborhood Association's application stated the need for a business strategic plan and that would be a good use of CDAAC funds. Mr. Kinsey commented that he had been hesitant to support the request from the Eastside Neighborhood but that he would support it if city staff were willing to work with the neighborhood and other organizations to meet the goals of the Eastside Neighborhood Association. Ms. Coleman commented that, if the project were closely monitored and the money accounted for, she would be in favor of it. Ms. James agreed and commented that the neighborhood association needs resources to develop their business plan and the \$10,000 in CDBG funds could be well utilized as seed money.

Mr. Fricke amended the Subcommittee report to alter the Kalamazoo Northside Non-Profit Housing Corporation's allocation to \$102,165 and to amend the Eastside Neighborhood Association's allocation to \$10,000.

Mr. Fricke, supported by Ms. Jackson, moved that the Housing/Public Facilities recommendation for funding be approved and forwarded to the City Commission. With a voice vote, the motion carried unanimously.

Ms. Oakes reminded the CDAAC members that their affiliations with other organizations should be disclosed at this meeting. The affiliations were disclosed as follows:

Doris Jackson - Board of KNHS, resident of Eastside Neighborhood Association, Chairperson of Eastside Neighborhood Watch, employed at Borgess Womens' Health, Dr. James is on staff at Borgess and he provided the statistics used by New Genesis in their proposal.

Susan Oakes – Board President for My Own Home

Mark Fricke – Member of the Board of Directors for the Douglass Community Association.

Shirley Coleman – Board member of the Stuart Neighborhood Association

Jurel Fullerton – Board of Directors of the Eastside Neighborhood, resident of Eastside Neighborhood

Charley Coss – Member of the Oakwood Neighborhood Association

David Kinsey – Board Member of the Edison Neighborhood Association

Tristan Brown – Treasurer, WMU Student Association

MonaLisa James – At Large member of CDAAC

David Thomas – Advisory, non-voting member of the Fair Housing Center of Southwest Michigan

Pegg Osowski – Vice Chair of the Vine Neighborhood Association

Public Services/Fair Housing/Capacity Building

Mr. Coss provided the following information from the Subcommittee report:

The Public Services/Fair Housing/Capacity Building Subcommittee was comprised of the following CDAAC members: Charley Coss, Committee Chair; Doris Jackson, Jurel Fullerton, Susan Oakes, and M. Pegg Osowski, non-voting member (CDAAC Chair). The Subcommittee met on December 28, 2004 and January 11 to review grant applications.

In previous years, this has been known as the Public Services Subcommittee but has now accepted the additional responsibilities of reviewing Fair Housing/Capacity Building requests. The category of Fair Housing/Capacity Building was recommended by Community Planning and Development staff in an attempt to meet continuing community needs, and to address the funding area previously met by the City's Special Initiatives.

Twenty-six (26) proposals in the category of Public Services/Fair Housing/Capacity Building were submitted for review by CDAAC. The total funding request from these 26 agencies was \$753,614. The Public Services portion of the allocation recommended by CDAAC was \$240,995, which represented 31.9% of the total requests.

Mr. Coss requested that Mr. Thomas review the list of organizations who had applied to CDAAC (Public Services), many for the first time, and Mr. Thomas provided the

following list: Boys and Girls Clubs of Greater Kalamazoo – Teen Services, Catholic Family Services – The Ark Ambassadors, Edison Neighborhood Association – Work for Wheels or Wears, Fair Housing Center of Southwest Michigan – Fair Housing, Gryphon Place – 2-1-1 Helpline, Kalamazoo Communities in Schools Foundation, Kalamazoo County Family YWCA – Saturday Late Nite Program, Kalamazoo Nature Center – Summer Program, Local Initiatives Support Corporation – Community Development, New Genesis, Inc. – Teen Drop-In Center, Northside Economic Potential Group – Self-Employment Initiative, Prevention Works, Inc. – Youth and Families, YWCA of Kalamazoo – Mentoring program. Mr. Thomas noted the reduction in duplication of services when these groups come to CDAAC for funding.

Mr. Coss reviewed the following funding recommendations made by the Public Services/Fair Housing/Capacity Building Subcommittee:

Public Services/Fair Housing/Capacity Building

<u>Agency</u>	<u>Funding Recommendation</u>
Boys and Girls Clubs of Greater Kalamazoo	\$ 2,000
Catholic Family – The Ark Ambassadors	\$ 4,500
Catholic Family Services – Teen Homelessness	\$ 9,500
Douglass Community Association – Youth and Adult Services	\$ 2,000
Eastside Neighborhood Association – Youth and Training	\$ 1,500
Ecumenical Senior Center – Senior Services	\$ 5,000
Edison Neighborhood Association – Work for Wheels or Wears	\$ 1,000
Fair Housing Center of Southwest Michigan – Fair Housing	\$20,000
Gryphon Place – 2-1-1 Helpline	\$ 6,580
Hispanic American Council – Liaison Program	\$15,000
Housing Resources, Inc. – Housing Stabilization	\$30,000
Kalamazoo Communities in Schools Foundation	\$30,000
Kalamazoo County Family YWCA – Saturday Late Nite Program	\$ 3,000
Kalamazoo Nature Center – Summer Program	\$ 2,000
Local Initiatives Support Corporation – Community Development	\$30,000
New Genesis, Inc. – Teen Drop-In Center	\$ 2,000
Northside Economic Potential Group – Self-Employment Initiative	\$25,000
Open Door/Next Door Shelters	\$ 5,000
Prevention Works, Inc. – Youth and Families	\$ 2,000
Western Michigan Legal Services	\$10,000
YWCA of Kalamazoo – Domestic Assault Program	\$30,000
YWCA of Kalamazoo – Mentoring Program	\$ 4,500
Total:	<u>\$240,995</u>

For those not receiving a recommendation for funding at this time, the following observations and points were noticed:

The Adventure Center at Pretty Lake – Girls in the Wild project was a well-written proposal, but did not adequately address specific youth issues in the Kalamazoo jurisdiction. The subcommittee members noted that a portion of the funding was to be spent outside of Kalamazoo.

The Edison Neighborhood Association – Neighborhood Coordinator proposal was for a staff position. The Edison Neighborhood association receives City of Kalamazoo general fund support for its operations, and it was determined that other funding than CDBG would be appropriate to fund such a new staff position.

Homestead Housing Services/ROI – CHDO support was also a well-written proposal which sought funds to match an anticipated Michigan State Housing Development Authority (MSHDA) HOME grant for Community Housing Development Organization (CHDO) operating support. While this is an eligible use of CDBG, the subcommittee preferred to match MSHDA HOME dollars with City of Kalamazoo HOME dollars, and referred this proposal to staff for further review and consideration.

Hoopsters Classic Association – Youth, Adult and Family Programs. This proposal demonstrated some budget concerns, and seemed unrealistically ambitious. Timeliness and capacity issues were questioned, and the subcommittee did not feel that a recommendation to fund this project at this time was warranted.

Mr. Fricke commented that funding for the Boys and Girls Club has decreased from 100% to 17%. Discussion followed with regard to the importance of this program and the shortage of available funds. Ms. James commented that the amount allotted for the Fair Housing Center had doubled from last year. Accordingly, she suggested that \$8,000 be transferred from the Fair Housing Center to the Boys and Girls Clubs of Kalamazoo – Teen Services.

Mr. Fricke commented that the Boys and Girls Club program was similar to what was offered by the Fair Housing Center of Southwest Michigan. Ms. Jackson commented that the Fair Housing Center provides help to people who have been evicted from rental housing. The Boys and Girls Club provides help to people who are looking for housing.

Mr. Coss expressed concern that \$8,000 was a substantial amount to transfer; he suggested \$4,000. Mr. Fullerton, Ms. Jackson and Ms. Oakes commented that the Boys and Girls Club had other sources of income and did not have as much need for CDAAC funds as many other organizations. Ms. Jackson advised leaving the funding for the Boys and Girls Club at \$2,000.

Mr. Coss, supported by Ms. Jackson, moved to present the Public Services/Fair Housing/Capacity Building Subcommittee Report, as originally presented, to the City Commission for approval. With a voice vote, the motion carried unanimously.

NEW BUSINESS

Nominating Committee Update: Fairmont Neighborhood Association nomination of David Anderson

Mr. Thomas advised that Mr. Anderson has experience dealing with affordable housing issues and housing for the County. He is also the President of the Fairmont Neighborhood Association. Mr. Anderson has expressed an interest in being a member of CDAAC. However, he is already on the Housing Board of Appeals and the City Commission cautioned against dual-board memberships. Mr. Anderson has advised city staff that he would resign from the Housing Board of Appeals (HBA) if accepted to CDAAC.

Mr. Fricke expressed concern that Mr. Anderson's departure from the Housing Board of Appeals might create a hardship for that board. Ms. Jackson advised that Mr. Anderson is a community oriented volunteer and his preference was to be a member of CDAAC. Mr. Fricke mentioned that CDAAC wouldn't be dealing with its next round of grant requests until 7 or 8 months from now and, therefore, had no pressing need for new members at this point. He suggested that Mr. Anderson recruit his replacement for the HBA and that there be some assurances that the HBA would not be inconvenienced by the proposed move.

Ms. Jackson inquired if CDAAC would be responsible for distributing other funds per prior discussions. Mr. Thomas advised that HOME funds would need to be distributed. He commented that he would need to speak with Mr. Chamberlain in regard to that matter and that he was unable to make a recommendation at this point. Mr. Thomas advised that distribution of HOME funds would involve a lesser degree of scrutiny than the other funding that CDAAC has dealt with.

Further discussion followed with regard to the possible transition of Mr. Anderson from the HBA to CDAAC.

Mr. Fricke, supported by Mr. Kinsey, moved to table the decision regarding Mr. Anderson's application to CDAAC until the next CDAAC meeting and to request that city staff and the Chair of the Housing Board of Appeals determine the feasibility of Mr. Anderson's replacement on the Housing Board of Appeals. With a voice vote, the motion carried unanimously.

CITIZEN COMMENTS

Mr. Chamberlain mentioned that the Consolidated Plan would be on the City Commission agenda for February 7. The City Commission meeting starts at 7:00 p.m. and McKenna Associates will give the presentation on the Plan. The public hearing for the block grant budget is set for February 21 in front of the City Commission. Ms.

Osowski, the Chair of CDAAC, will do a presentation at the City Commission meeting and the CDAAC board members are encouraged to attend the February 21 City Commission meeting.

Mr. Fricke inquired as to the process for dealing with overages if they occur. Mr. Chamberlain advised that extra dollars could be brought back to CDAAC for a budget amendment, if necessary.

Mr. Chamberlain advised that city staff will inform all CDBG applicants as to the recommendations made by CDAAC prior to the City Commission meeting. Applicants will be encouraged to talk with city staff about their concerns prior to the meeting.

Mr. Chamberlain mentioned that there have been discussions at the federal level with regard to the possibility of decreasing block grant funding by 50%.

ADJOURNMENT

Ms. James, supported by Ms. Oakes, moved adjournment of the February 3, 2005 Community Development Act Advisory Committee. With a voice vote, the motion carried unanimously.

The meeting adjourned at 7:40 p.m.

Prepared by: _____ Dated: _____
(Recording Secretary)

Reviewed by: _____ Dated: _____
(Staff Liaison)

Approved by: _____ Dated: _____
(CDAAC Chair)