

COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE
(CDAAC)
March 8, 2018
Minutes

**Community Room, City Hall
241 West South Street
Kalamazoo, MI 49007**

Members Present: Jennette Tarver, Amina Shakir, Dana Underwood, Margaret Wilson, Tami Cox, Candice Howell, Ken Nichols

Members Absent: Bill Wells, Adam Roth, Annie Sprague, Sasha Acker

City Staff: Dorla Bonner, Community Development Manager; Amanda Coeur, Community Development Secretary

Guests: Kathy Roberts, Max Tibbetts

CALL TO ORDER

Ms. Tarver called the meeting to order at approximately 6:34pm.

ROLL CALL

Ms. Coeur conducted roll call of CDAAC members and determined quorum existed.

APPROVAL OF AGENDA

Ms. Underwood asked that a discussion about the replacement of the Stuart Neighborhood Association Representative be added to the agenda. **Ms. Wilson, seconded by Ms. Cox, moved approval of the March 8, 2018 CDAAC agenda with the addition of the Stuart Neighborhood Association Representative discussion under New Business. With a voice vote, the motion carried.**

APPROVAL OF MINUTES

Ms. Cox, seconded by Ms. Howell, moved approval of the February 2018 CDAAC minutes. With a voice vote, the motion carried.

CITIZEN COMMENTS ON NON-AGENDA ITEMS

None

OLD BUSINESS

None

NEW BUSINESS

Presentation- Kathy Roberts, Program Officer, CoC Director for LISC

Ms. Roberts presented to the committee about the functions of the Continuum of Care (CoC). CoC provides homeless services. The organization manages the Homeless Management Information System (HMIS) for Kalamazoo County. Of the people that use CoC's services 50% are families with children, of that 75% are single mothers. 20% of the individuals who receive services are not from Kalamazoo County. Ms. Roberts showed the committee where they can find data on the CoC website as well as on LISC's website. There are four committees that are a part of CoC; these committees have multiple tasks to help the homeless population.

The City of Kalamazoo provides funding for the ESG grant through HUD. Ms. Roberts gave the committee a quick reference guide as to what activities are eligible under this grant. There was a discussion about Rental Assistance.

Term Renewals Ken Nichols & Candice Howell

Ms. Bonner shared with the committee that Ms. Acker, CDAAC chair had relocated her residence to outside the city. The committee will need to vote at the April meeting on a new chair and vice chair.

Ms. Shakir, seconded by Ms. Cox, moved to reappoint Ken Nichols & Candice Howell to their first full terms on CDAAC. With a voice vote, the motion carried.

Reappointment of Stuart Neighborhood Association Representative

Ms. Underwood stated that her term was expiring on March 31, 2018, and she is not eligible to serve another term. She introduced Max Tibbetts as the person selected by the Stuart Neighborhood Association represent them on CDAAC. Ms. Bonner stated that Mr. Tibbetts would have to go through the interview process and be approved by City Commission. Once Ms. Coeur receives Mr. Tibbett's application from the City Clerk's office, she will schedule an interview.

COMMUNICATIONS/MEMBERS' REPORTS/STAFF UPDATES

Ms. Bonner shared with the committee the following updates:

- The 30 day public comment period was open for the Action Plan. The Action Plan will go in before the City Commission for the public hearing and approval to forward to HUD.
- The Shared Prosperity Kalamazoo (SPK) plan was approved by the City Commission on March 5, 2018.
- The Community Development division of Community Planning and Development will now be known as the Community Investment division. The division has added two staff members from the Economic Development division.
- Consolidated Plan outreach will begin this summer. This plan will be a three year plan to mirror the timelines of the LISC housing plan, and other city plans. City staff would like to provide services for other HUD eligible activities and not just housing, as the housing initiative has other funders including LISC. Ms. Bonner will bring the LISC grant documentation to the next

meeting for CDAAC’s review. Ms. Underwood suggested summarizing eligible activities and agencies receiving them so funding is used where the needs are greatest.

- Ms. Bonner is working with the Code Compliance Division to create a home owner repair program focusing on violations.
- Due to the continued decreases in HOME funding, there will not be a tenant based rental assistance (TBRA) program this year. The staff who handled this program was transferred to another department within the City.
- Community Homeworks and Senior Services are assisting with flood recovery efforts. Income eligibility is not being taken into account, but paperwork will still need to be filled out and submitted so the City can correctly report to HUD.

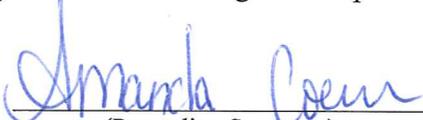
CITIZEN COMMENTS

Mr. Tibbetts spoke to the committee and asked if the City provided funding to the Kalamazoo Gospel Mission. Ms. Bonner responded that the Gospel Mission does not receive funding from any outside source except for private donations. Mr. Tibbetts also asked if KNHS was still hosting a loan program for landlords. Ms. Bonner explained KNHS’s process. Finally Mr. Tibbetts asked if HUD could assist with bed bug issues, Ms. Bonner responded that she was unsure, but would find out.

ADJOURNMENT

Ms. Cox, seconded by Ms. Howell, moved to adjourn the March 8, 2018 CDAAC meeting. With a voice vote, the motion carried unanimously.

Ms. Tarver adjourned the meeting at 8:05 p.m.

Submitted by:  Dated: 5/10/18
(Recording Secretary)

Reviewed by:  Dated: 5/10/18
(Staff Liaison)

Approved by:  Dated: 5/10/18
(CDAAC Chair/Vice Chair)

