

COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE  
(CDAAC)  
March 21, 2019  
*Minutes*

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

Members Present: Bill Wells, Margaret Wilson, Annie Sprague, Candice Howell, Amina Shakir (late)

Members Absent: Jennette Tarver, Tami Rey

Guest: Debra Miller; Housing Inspections Supervisor; Carmela Hostiguin; Code Compliance Inspector; Rachel Luscombe; Code compliance Inspector; Marvella Vincent; Code Compliance Inspector

City Staff: Dorla Bonner, Community Investment Manager; Venessa Collins-Smith, Compliance Specialist; Jennifer Gutierrez Community Investment Secretary

**CALL TO ORDER**

Ms. Sprague called meeting to order at approximately 6:37 pm

**ROLL CALL**

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

**APPROVAL OF AGENDA**

**Mr. Wells. Supported by Ms. Howell, moved to accept the March 21, 2019 agenda. A voice vote was taken and the motion passed.**

**APPROVAL OF MINUTES**

- **February 21, 2019**

**Ms. Wilson. Supported by Mr. Wells, motioned to approve the February 21, 2019 minutes. A voice vote was taken and the motion passed.**

**CITIZEN COMMENTS ON NON-AGENDA ITEMS**

None Responded

## **OLD BUSINESS**

Ms. Wilson mentioned that she informed a former committee candidate that they will not be accepting any more members in the committee currently.

There was a discussion of clarification on rather or not CDAAC will be merging with SPK. There is no official determination of the decision, currently it will not happen.

## **NEW BUSINESS**

### **- Consolidated Plan/Action Plan Hearing**

**Mr. Wells. Supported by Ms. Wilson, motioned to open the public hearing. A voice vote was taken and the motion passed.**

Ms. Collins – Smith begins the public hearing presentation. She mentions that for the program of 2019, the actual program will be done by community based organizations that will be providing direct services addressing homeowner critical and minor home repair, down payment assistance, homeless prevention and rental rehab. She explains some minor detail of the funding usage for the year 2019.

Ms. Collins – Smith explains some of the changes to the goals of the 2019 consolidated plan.

**Mr. Wells. Supported by Ms. Sprague, motioned to approve the funding. A voice vote was taken and the motion passed.**

Ms. Sprague questioned rather if the draft is as completed as it can. Ms. Collins – Smith informed there will be editorial to the con – plan allocation. It was clarified that the public comments is currently closed in regards to the con – plan. Ms. Sprague expressed concern that there was not a sufficient amount of announcement of the public hearing and that there was not public announcements at certain network resources like the Kalamazoo Gazette or on the City website. Ms. Bonner and Ms. Collins – Smith expressed certainty that followed the requirements of public announcements for the public hearing.

**Mr. Wells. Supported by Ms. Wilson, motioned to close the public hearing. A voice vote was taken and the motion passed.**

**Ms. Wilson. Supported by Ms. Shakir , motioned to accept the consolidated plan as it will be amended by any recommendation by the committee. A voice vote was taken and the motion passed.**

Ms. Sprague was opposed.

**Mr. Wells. Supported by Ms. Howell, motioned to send the consolidated plan to the commission with necessary changes . A voice vote was taken and the motion passed.**

- **Information of COK Code Enforcement with Compliance Staff**

Ms. Miller explains the purpose of Code Enforcement and the different types of codes. There are Nuisance codes, building codes, housing codes, trading codes and etc... Ms. Miller explains that the funding from the CDBG assists with the low – moderate income neighborhoods repairs. The inspectors have to report a monthly tracker of where they have worked by property if it is located in a low – moderate income neighborhood. The inspectors are split into different neighborhood areas.

The committee discusses and clarifies their understanding of code enforcement as well as the use of the CDBG funds.

**COMMUNICATIONS/MEMBERS' REPORTS/STAFF UPDATES**

Ms. Bonner mentions that directly from the Regional Director for HUD, was told that the President of the United States has submitted a budget reduction of 18% for the CDBG funds. They are still required to have their allocations submitted in sixty days which would be in May.

It was also mentioned that the Commission signed an approval for the lead grant. This approval will help alleviate lead paint hazards in seventeen homes the first year. There were questions on the restrictions for the lead grant and the requirements.

Ms. Bonner informs the committee about attending program management school for HUD.

Ms. Bonner mentions that the training and assistance with licensing for the contractors was included in the funding.

There was a discussion of how some KPEP's program work and that we do not see that something similar to their program would work for what the committee's focus and mission is.

Ms. Bonner explains some of the contractors survey and mentions that there will be a contractor's meeting at EL Concillo on March 27<sup>th</sup>

**CITIZEN COMMENTS**

None

**ADJOURNMENT**

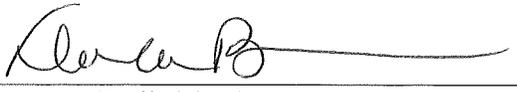
**Mr. Wells, supported by Ms. Wilson, moved to adjourn the meeting. A voice vote was taken and passed. The meeting adjourned at approximately 8:37 pm.**

Submitted by:

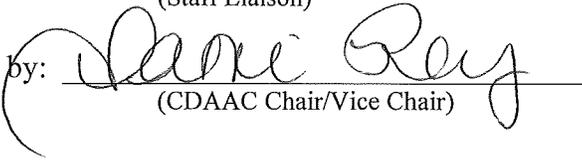
  
(Recording Secretary)

Dated:

6.24.19

Reviewed by:   
(Staff Liaison)

Dated: 6/25/19

Approved by:   
(CDAAC Chair/Vice Chair)

Dated: 6/28/19