



Community Planning and Development
245 North Rose Street, Suite #100
Kalamazoo, MI 49007
PH: (269) 337-8044
www.kalamazoo-city.org

Community Development Act Advisory Committee (CDAAC)

AGENDA

November 21, 2024

Community Room, City Hall

5:30 p.m.

I. CDAAC Meeting

1. Call to Order
2. Roll Call (*Quorum 3*)
3. Approval of Agenda
4. Approval of Minutes
5. Public Comments on Non-Agenda Items
6. New Business
7. Old Business
 - A. Consolidated Plan 2025 Public Services Updates
8. Neighborhood Representatives/Members' Reports (10 mins.)
9. Staff Communication/Updates (5 mins.)
10. Public Comments
11. Adjournment



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MEETING MINUTES

September 26, 2024

Community Room, City Hall

5:30 p.m.

Members Tiffany Burns (Chair), Nathan Browning, and Tiyan Williams (Vice-Chair)

Absent Stephanie Vallar, Alex Hoffmann Zobel-Compliance Associate

City Staff Julie Johnston-Compliance Specialist II; and Deborah Simpson-Community Investment Secretary

I. CDAAC Meeting:

1. PUBLIC HEARING: PY2023 Consolidated Annual Performance and Evaluation Report (25 min.)

Julie Johnston shared the Consolidated Annual Performance Evaluation Report (CAPER), for PY2023. PY 2023 covers July 1, 2023, through June 30, 2024. This report must be submitted to HUD by September 30, 2024.

- CDBG \$1.6 Million
- HOME \$566,000
- Local Funds \$2.7 Million-Subrecipients and developers

Julie Johnston reported there were 3 new homes constructed during the 2023 PY.

The one-time resources that we're working with are:

- CDBG/CV

These funds are almost fully funded. Some rental assistance and CDBG admin costs will be used to close out this funding.

- HOME/ARP

These funds were given to ISK and New Genesis to help unhoused to go from unhoused, to housed, then work. New Genesis is doing a daycare program getting clients certified. ISK works companies in Kalamazoo to get them housed and workforce training. These programs recently started, so not much of the funding has been utilized. These programs have been working very well, so we expect great outcomes for PY2024.

- Lead Based Paint

Programs just started so funding is still available.

- Healthy Homes

As with the previously mentioned resources, programs just started with funding available. Tiffany Burns asked Julie Johnston about Healthy Homes. Julie Johnston explained the premise of the program. She stated the purpose is to make sure the homes are safe for habitation. When these homes are inspected for Lead, other areas are checked as well, such as air quality, infestations, or duct cleaning. Each house that is checked for Lead, an assessment is completed to check for these areas to name a few.

- Treasury/ARPA

This funding is provided annually. In 2022, we received \$5.5 million, 2023 \$4.3 million, which is all being allocated for housing. Of the \$4.3 million, we've spent \$2.8 million with \$1.5 million remaining to be used towards housing projects.

- Rental Rehab-60 units (Lodge House)
- Roof Replacement-20 units
- Critical and Code Repair-60 units
- Single Family Rehab for Lease Purchase-3 units
- Single Family New Construction-3 units
- Legal Aid for Fair Housing Activities-119 Families assisted
- Youth Programs-4 funded (City after school program-80 children; Charlie's Place-91 children; Action Matters reporting will be included in the 2024 PY; Community Policing-(Public Services attended or hosted 211 events)
- Unhoused assistance-99 households received rental assistance
- CDBG/CV-Helped 88 small businesses to purchase supplies for their businesses
- Code enforcement-nearly 7,000 housing units inspected or enforcement on issues of blight and safety concerns
- Demolished 9 residential structures including garages that were unsafe
- Eastside Neighborhood Center completed their improvements which we provided funding for roof repairs

Regarding race and ethnicity, 54% identified as Black/African American were supported 28% White; Multi-racial 14%; Hispanic-5%, which is a drop from last PY at 6%. Subrecipient training is next week, and we will be pushing for more Hispanic participation in these programs. Nathan Browning asked if there was a way to know if these numbers can be compared with the core neighborhoods. Julie Johnston provided that within the city, the Hispanic population is over 7%; White population is 60%; and Black/African American population is 30%.

Income Levels

CDBG-Extremely low 0-30%; Very low 31-50%; Low 31-80%. Looking at the totals, extremely low was helped the most in 2023. This was partly due to the Lodge House because all those units went to extremely low population.

Julie Johnston reported that we met and exceeded the outcomes we planned except for new construction. We wanted to do 6 new owner-occupied homes, and we only did 3. Also, the goal was to do 15 new construction rentals, but did not do any.

We do have projects that are currently being done. We have funding in the senior apartment complex being built on Rose Street, 10 units. This will be affordable senior housing for residents aged 62 and older. We also have several other projects getting started.

Julie Johnston reported that subrecipient, KNHS, for single family homes were underperformed. There were only three rehab homes built. These homes will be part of their lease-purchase program. They will lease the home for up to 36 months then become homeowners of those homes.

We are on track for the current strategic plan goals for 2024 in the Consolidated Plan. Using CDBG funding, we were able to start the Southside Park, but it was not completed in PY2023.

Eighty percent (80%) of funding was focused on the core neighborhoods.

We completed 6 HUD Fundamental Training courses, which is on our Community Development website if anyone is interested in learning about how to manage HUD/Federal money. Lead-based Paint Grant was completed for 2018, (97.5%) of our funding outside of administrative dollars. This was used for low-income families. The requirement is for us to use 70%.

It was reported that of the 77 housing contracts and subcontracts, 22 went to minority business enterprises.

There were no public comments or questions.

2. Call to Order

A. The meeting was called to order at 6:03 p. m.

3. Roll Call (*Quorum 3*)

A. A roll call was conducted, and it was determined that quorum existed at 6:03 p. m.

4. Approval of Agenda

A. Nathan Browning motioned to approve the agenda at 6:04 p. m., seconded by Tiyan Williams. A voice vote was taken, and the motion was approved.

5. Approval of Minutes

A. July 25, 2024

Tiyan Williams motioned to approve the minutes at 6:05 p. m., seconded by Nathan Browning. Nathan Browning motioned to approve the minutes with the corrections as stated by Tiyan Williams. A voice vote was taken, and the motion was passed.

There were no public comments or questions.

6. Public Comments on Non-Agenda Items

Nathan Browning mentioned to the public that there were openings on the CDAAC board if any were interested in joining. One commenter showed interest, but she stated she does not live in the City of Kalamazoo, so she was told she would not be eligible to join.

7. New Business

None

8. Old Business

A. Consolidated Plan Outreach Update

- Held or attended 24 events over last 3 months (Completed by 5 City employees)
- 4 service provider workshops (2 virtual, 2 in-person) 162 invites were sent out
- Flyers and postcards were sent to all residents in the 6 core neighborhoods
- 810 full surveys completed and 36 partial surveys, including paper surveys
- Online survey is no longer available online
- More information will be provided from the surveys in November
- A few unhoused completed the survey
- Largest portion was not low income
- Will be talking about next steps in the Action Plan
- Outreach will continue in the form of public meetings or any questions
- Housing was the #1 priority across the board, so far
- HOME funding decreased by \$100,000 between 2023 and 2024

We will be consolidating the information from the online and paper surveys from all the neighborhoods. Affordable housing, so far, has been the #1 priority from the neighborhoods, service providers, and in the survey. Once all data has been compiled, the results will be posted online as an attachment to the Consolidated Plan.

Julie Johnston mentioned that the survey results and surveys from the neighborhoods meetings, besides affordable housing, they are not aligning. She will be pulling data from the core neighborhoods to see if the data will align with reports from the Open House events.

Service providers:

- Safe and strong neighborhoods
- Supporting vulnerable populations

Neighborhoods:

- Economic development
- Supporting vulnerable populations

Surveys:

- Safe and strong neighborhoods
- Supporting the unhoused

All the data has not been compiled, but so far these are the top priorities. The goal is to have all data compiled so we can talk about the application process in the November CDAAC meeting.

Questions

- Does HUD require certain numbers?
- Nathan Browning offers his services for weighting percentages for HUD requirements.

9. Neighborhood Representatives/Members' Reports (10 mins.)

Tiffany Burns-Eastside

- Finally finished their projects
- Planning a Thanksgiving Meet and Greet for residents
- Open House in December for the new ED, invites will be extended to City staff
- Doing more outreach and community projects

Nathan Browning

- Invited to be an IK 2035 partner
- Will not be at November meeting
- Imagine Kalamazoo 2035 work, asking them to host community organizations in October (Complete Streets Advisory Committee, Strong Towns of Kalamazoo)
- Discussion on construction for West Main

Tiyanna Williams-Edison

- ENA hosting annual meeting Disco-themed at the association September 28, 2024, 12 p.m.-3 p.m., at 816 Washington Avenue
- Planning some fund raising Event for their Down Payment Assistance Program, October 3, 7 p.m. to 9 p.m., at the Dormouse Theatre, 1030 Portage Street
- Tickets can be purchased at www.edisonneighborhood.com

10. Staff Communication/Updates (5 mins.)

None

11. Public Comments

- A. Questions about CDBG plans/funding/process for 2025. Julie Johnston explained we are working on the priorities and goals for the consolidated plan. She stated we cannot move forward with an application process until that portion is completed. The goal is to begin working on this with CDAAC by November.

12. Adjournment

Tiffany Burns adjourned the meeting at 6:27 p. m.

Attachment: Outreach Events

List of 2025 – 2029 Consolidated Plan Outreach Events

Core Neighborhood Outreach

Met with each neighborhood Board to discuss outreach within the neighborhood before planning events (except Douglas which does not currently have a board).

Eastside:

- Two Open Houses (Sept 5th and 7th)
- Flyers and surveys at Neighborhood Center
- Postcards about open houses and survey mailed to all residential addresses

Edison

- Back to School event (Aug 24th)
- Open House (Sept 12th)
- Flyers and surveys at Neighborhood Center
- Postcards about open houses and survey mailed to all residential addresses

Douglas:

- National Night Out (Aug 6th)
- Postcard about survey mailed to all residential addresses

Northside

- National Night Out (Aug 6th)
- Two Open Houses (Sept 14th and 25th - 3rd scheduled for Sept 12th but no attendance)
- Flyers and surveys at Neighborhood Center
- Postcards about open houses and survey mailed to all residential addresses

Stuart

- Annual Meeting (Aug 24th)
- Postcards about open houses and survey mailed to all residential addresses

Vine:

- Outdoor Concert Pop-Up Concert (Aug 3rd)
- Flyers and surveys at Neighborhood Center
- Postcards about survey mailed to all residential addresses

Event Outreach

- KYD Net National Day of Learning, July 18th
- Summer Cinema, July 26th
- Bluesfest, July 27th
- Lunchtime Live Aug 9th
- Latin X Festival, Aug 17th

- Milwood Back to School Event, Aug 20th
- Coffee and Connections (Public Library), Aug 26th

Provider Workshops and Meetings

- Housing Matters, July 10th
- Virtual Community Partners Meetings, July 16th and Sept 17th
- In-Person Community Partners Meetings, July 17th and 18th
- Continuum of Care, August 20th

24 total outreach events attended for Consolidated Plan outreach.

Other

- Online survey – 810 full responses (36 partial responses).
- Sent survey to all city employees.
- Dropped off flyers at Parks and Rec Summer Camp.
- Provided flyers to Planning staff to pass out at any events they attended between July and September.
- Posters in downtown establishments and library about survey.
- Sent survey flyer and invitation to community partners meeting to 162 nonprofits, organizations, foundations, local government, neighborhood associations, realtors, developers, etc.