



Community Planning and Development
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Community Development Act Advisory Committee (CDAAC)

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.

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*)

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 Tiyanna Williams. A voice vote was taken, and the motion was approved.

5. Approval of Minutes

A. July 25, 2024

Tiyanna 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 Tiyanna 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

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

- 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.

Tiffany Bruce

Deborah Simpson