



## CITIZENS ADVISORY COMMITTEE

Department of Community Development  
807 E. Main Street, Durham, NC 27701  
Golden Belt Building 2, Suite 200



### **Minutes - Regular Meeting December 17, 2012**

The Durham Citizens Advisory Committee met on the above date and time with the following members present: DeWarren K. Langley (Chairman), April Johnson (Secretary), Anitra Bailey, Alice Cheek, Richard Fuqua, Raushan Gross, Roger Loyd, Anthony Royster (via phone), Will Sutton and Gregory E. Ward.

Others Present: Reginald Johnson (Director, Department of Community Development), Wilmur Conyers (Federal Programs Coordinator, Department of Community Development), Lloyd Schmeidler (Project Manager, Department of Community Development), Jared Pone (Southside Community Outreach Coordinator, Department of Community Development) Brian Tipton (FLS Interpreter), and Mary-Beth Brown (FLS, Interpreter).

Excused Absence: SaKoyra Bullock (Vice Chairwoman), Dilcy Burton, and Delvin Davis

Absent: Clark Grundler

#### **Subject: Call to Order**

The meeting was called to order at 6:01pm by Chairman Langley who welcomed everyone.

#### **Subject: Roll Call & Introductions**

Secretary Johnson called roll.

Chairman Langley noted that he received prior notification from Vice Chairwoman Bullock and Committee Members Burton and Davis of their inability to attend the meeting thus their absences were excused. He also noted that he had not received any communication from Committee Member Grundler. He acknowledged the presence of a quorum.

Chairman Langley reported that the Board of County Commissioners appointed a new member, Gregory Ward at their regular meeting on Monday, December 10, 2012. Members introduced themselves.

Chairman Langley also congratulated Reginald Johnson, Director of the Department of Community Development for being named Director of the Department of Community Development.

#### **Subject: Action on the Agenda**

Chairman Langley asked the Committee to review the agenda and make any additions and/or modifications followed by action on the agenda.

**Motion** by Committee Member Loyd and seconded by Committee Member Sutton to approve the agenda with the updates on the Southside Revitalization Project and Analysis of Impediments to Fair Housing Choice (AI) moved to the beginning of the business agenda to allow staff to attend the City Council meeting. The motion passed unanimously.

**Subject: Action on Minutes**

Chairman Langley asked the Committee to review the minutes of the regular meeting held on November 26, 2012 and make any additions and/or modifications followed by action on the minutes.

**Motion** by Committee Member Bailey and seconded by Chairman Langley to approve the minutes of the regular meeting held on November 26, 2012. The motion passed unanimously.

**Subject: FY 2013-2014 Community Development Block Grant (CDBG), General Funds and Emergency Solutions Grant (ESG) Application Evaluation & Review Process**

Chairman Langley explained that the CAC is responsible for evaluating applications and making annual recommendations to the Durham City Council and the Durham Board of County Commissioners concerning the allocation of CDBG, HOME, & ESG funds to sub-recipients. He noted that on July 21, 2011, the Durham City Council voted to authorize the City Manager to execute a Joint Cooperation Agreement with the County of Durham for the Durham City-County HOME Consortium with the City of Durham as the lead agency.

Ms. Conyers reported that on November 28, 2012, the Department of Community Development held an Application for Funds Workshop and released the application for FY 2013-2014. All applications must be submitted by Thursday, January 10, 2013 by 2PM.

She explained CDBG funds to be awarded are limited to public services activities which address homelessness. Approximately \$138,000 in funding is expected to be available of which approximately \$74,000 is reserved for the Durham County Department of Social Services for homelessness prevention. No HOME funds will be award through the application process. Approximately \$150,000 in ESG funds is expected. For FY 2013-2014, the Five-Year Funding Plan includes dedicated general funds to be awarded through the application process for the following activities:

- Up to \$300,000 is available to complete previously assisted housing activities in Northeast Central Durham and Southwest Central Durham, which is limited to properties in which CDBG, HOME, NSP and General Funds have been invested, properties acquired by the City of Durham and the remaining 37 homeownership units needed to complete the Durham Housing Authority's HOPE VI project.
- Up to \$250,000 is available as match or gap financing in the creation of permanent supportive housing for households with incomes at or below 30% of the Area Median Income (AMI).
- Reallocation of \$720,000 for the financial restructuring of Preiss-Steele Place. The funding is no longer required. Preiss-Steele Place is a 102-unit affordable housing project serving near elderly (senior) and disabled individuals. Given the need in the community for

affordable housing serving vulnerable populations such as seniors and persons with disabilities, viable applications requesting funding to preserve or increase the supply of housing serving such populations will be considered through this application process.

Ms. Conyers explained that the recommendations of staff will be summarized in the draft Annual Action Plan which will be available for public review and comment for 30 days. The Annual Action Plan is due to the US Department of Urban & Housing Development (HUD) on or before May 15. Ms. Conyers explained that an average application evaluation score less than 70 points on a 100 point scale will not move forward in the process.

**Subject: 2012 Permanent Housing Fund Application Evaluation**

Mr. Schmeidler explained that the Notice of Funding Availability confirmed that Durham Continuum of Care is eligible to apply for \$97,539 for a permanent housing bonus project that must be used to serve chronically homeless persons. He explained that the Department of Community Development received one application, Coordinated Access to Care Housing for the Home (CATCH) from the Housing Authority of the City of Durham (DHA).

Chairman Langley recused himself from the evaluation, discuss, comment or rank of the Breaking Barriers Application. He read a printed copy of the disclosure statement to the Committee of prior employment with DHA. Chairman Langley noted that he does not currently have business ties to DHA, however to avoid the appearance of impropriety involving the decision-making or use of Continuum of Care funds. He explained that his disclosure and recuse seeks to maintain the confidence of the citizens, City Council and Board of County Commissioners in the integrity and trust of the Committee's evaluations and recommendations. He reported that the average evaluation score of the Committee was 90 points.

**Motion** by Committee Member Sutton to recommend the CATCH application to the Homeless Services Advisory Committee (HSAC) and seconded by Secretary Johnson. The motion passed unanimously. Chairman Langley abstained.

Mr. Schmeidler will make presentation to HSAC on this Wednesday, December 19. Chairman Langley noted that he would attend to represent the Committee and answer any questions posed by members of the HSAC.

**Subject: Update | Southside Revitalization Project**

Mr. Johnson introduced Mr. Pone and noted he would provide an update on the Section 3 Plan. He explained that the Section 3 Plans requires the City of Durham to ensure that employment and other economic and business opportunities generated by the US Department of Housing & Urban Development financial assistance, to the greatest extent feasible, are directed to public housing residents and other low-income persons, particularly recipients of government housing assistance, and business concerns that provide economic opportunities to low income persons.

Mr. Pone explained that the first priority of residents of the Section 3 Plan is residents of Southside; second priority is resident of the Housing Authority of Durham and the third priority of residents of the City at-large. He noted that he advertises door to door to inform community residents. Mr. Pone disseminated copies of flyers to members of the Committee. He reported two residents of Southside were hired, one as a certified driver and the other as a general laborer. Mr. Pone noted that training

programs in resume development, computer literacy and youth counseling are available to residents and residents meet at the Center regularly to learn about opportunities.

Mr. Johnson reported that the first two vertical pads turned over to contractor HJ Russell with the expected total of twelve buildings to be built in the next 6-8 weeks. He noted the Department continues to work with the Department of Environment & Natural Resources to resolve soil contamination. Mr. Johnson also noted asbestos and traces of leads. He explained that Southside West homeownership infrastructure was underway including demolishing and grading work. Mr. Johnson reported that the Request for Qualifications was released today with a deadline at the end of January. Lastly, he reported that Southside East is expected to be completed in December 2013.

**Subject: Update | Analysis of Impediments to Fair Housing Choice (AI)**

Ms. Conyers explained that the City of Durham has prepared an update to its Analysis of Impediments for Fair Housing Choice (AI) which is a review of impediments or barriers that affect the rights of fair housing choice and includes actions or omissions on the local level that constitute violations or potential violations of the Fair Housing Act; are counter-productive to Fair Housing Choice; or have the effect of restricting housing opportunities on the basis of race, color, religion, sex, disability, familial status, national origin or sexual orientation.

She noted that a public hearing was held at a regular meeting of the City Council on Monday, August 20, 2012. Ms. Conyers explained that feedback and suggestions were given by the City Council with direction to staff to revise the AI prior to action by the City Council.

Chairman Langley noted that the City Council was schedule to take action on the AI at the meeting that evening.

**Subject: Committee Concerns, Suggestions & Ideas**

Chairman Langley asked members of the Committee if there were any concerns, suggestions and/or ideas. He specifically requested recommendations to improve the application review process for the Continuum of Care Grant Program.

Committee Member Gross thanked Chairman Langley for his leadership and efforts and suggested longer turnaround time for the evaluation of applications. Chairman Langley responded that the time for the evaluation of applications is dictated by the date of the release of the Notice of Funding Availability and grant application deadline to the US Department of Housing & Urban Development.

Committee Member Fuqua asked if there was a way to differentiate emails which are sent for information purposes and those which require action by the members of the Committee. Chairman Langley responded that he would note "Action Required" or "Information" in the subject line of future emails.

**Subject: Announcements**

Chairman Langley thanked members of the Committee for their diligence, time and commitment to community development, affordable housing and homeless reduction and service to the City and County of Durham.

He announced the Committee would hold a regular meeting on Monday, January 28, 2013 at 6pm.

**Subject: Adjournment**

With no further business to come before the Committee, the meeting was adjourned at 6:53pm.

Respectfully Submitted,  
April Johnson, Secretary