



## CITIZENS ADVISORY COMMITTEE

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



### **Minutes - Regular Meeting February 25, 2013**

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

Others Present: Wilmur Conyers (Federal Programs Coordinator, Department of Community Development) and Lloyd Schmeidler (Project Manager, Department of Community Development)

Excused Absence: Dilcy G. Burton and Raushan Gross.

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

The meeting was called to order at 6:04pm by Chairman Langley who welcomed everyone.

#### **Subject: Roll Call**

Secretary Johnson called roll.

Chairman Langley acknowledged the presence of a quorum.

#### **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 Secretary Johnson and seconded by Chairman Langley to approve the agenda without changes. The motion passed unanimously.

#### **Subject: Action on Minutes**

Chairman Langley asked the Committee to review the minutes of the regular meeting held on January 28, 2013 and make any additions and/or modifications followed by action on the minutes.

**Motion** by Committee Member Loyd and seconded by Chairman Langley to approve the minutes of the regular meeting held on January 28, 2013 with corrections. The motion passed unanimously.

**Subject: FY 2013-2014 Community Development Block Grant (CDBG), General Funds &**

## **Emergency Solutions Grant (ESG) Application Evaluations & Recommendations**

Chairman Langley explained that the Committee is responsible for evaluating applications and making annual recommendations to the City Council and the Board of County Commissioners concerning the allocation of CDBG, HOME, ESG & General funds to sub-recipients.

Chairman Langley asked the Committee to consider reconciling staff and Committee funding allocation recommendations via conference call for the sake of efficiency since the Committee had the staff recommendations. He explained that he would send an email to the Committee to schedule a conference call date and time agreeable for members to discuss any discrepancies between staff and the CAC's evaluations and funding recommendations of CDGB, General Funds and ESG funding applications.

Ms. Conyers stated that the staff recommendations would be compiled in the draft FY 2013-2014 Annual Action Plan which would be on public review for 30 days and the City Council will hold a public hearing on April 15, 2013. Conyers recommended that the Committee recommendations be reconciled and forwarded to staff by Friday, March 8, 2013.

**Motion** by Chairman Langley and seconded by Vice Chair Bullock for the Committee to reconcile staff and CAC funding allocation recommendations via conference call for the sake of efficiency. The motion passed unanimously.

### **Subject: 2013 Point-in-Time Count**

Mr. Schmeidler reviewed the 2013 Point-in-Time Count results with the Committee.

He reported that the 2013 Point-in-Time Count took place on January 30-31, 2012. Mr. Schmeidler explained that the Point in Time Count is mandated annually by the U.S. Department of Housing & Urban Development (HUD) to conduct a count of homeless people staying in shelters and transitional housing and unsheltered people annually within the last ten days of January every other year. The count was conducted by a group of volunteers within the community. Mr. Schmeidler disseminated the Durham Point in Time Count Comparison Chart for years 2005-2013 to the Committee.

He announced that a press conference would be held on this Friday, March 1, 2013 to release the homeless count to the community at large. Mr. Schmeidler noted that the night of the count was stormy and rainy which could have impacted the count of unsheltered people.

Mr. Schmeidler also announced that the Housing for New Hope PATH Team would help invite unsheltered people to houses. The PATH Team contracted with the Durham Center to operate the PATH (Projects Assisting Transitions from Homelessness) program. The PATH team conducts outreach and engages the chronically homeless with mental illness living mostly unsheltered in Durham in order to bring them into ongoing services and housing. Schmeidler noted that the good news is that the unsheltered count has not increased substantially and that the City has added new capacity for the housing system. The report found more people living in transitional housing than unsheltered.

### **Subject: Update | 2011 CDBG Application Process Performance Audit Report**

Chairman Langley reminded the Committee that members received the CDBG Application Process

Performance Audit survey in September 2011 in order to review CDBG application process. The Committee completed the survey and returned them to Audit Services Department for the City of Durham. Chairman Langley noted that a final response and recommendations have been received by the Department.

Ms. Conyers explained that the Audit Services Department completed its evaluation of the CDBG Application Process and a final audit report was received from Audit Services last week. A copy of the report entitled "Community Block Grant Application Process Follow-Up Performance Audit February 2012" was given to the Committee. Ms. Conyers noted that Larry Jarvis, Assistant Director of the Department of Community Development attended the Review Meeting of the Audit Services Department. There were five recommendations categories for the DCD to follow up with Audit Services. Conyers passed out documents entitled "Audit Services Department CDBG Application Process Follow-up Audit Request for Information" and a draft Application Review Guidelines/Process document for review. After DCD staff submitted the respective information to Audit Services. Audit Services then responded that the department was pleased with the DCD's progress and improvements staff made as it relates to recommendations. Since Audit Services are pleased with staff submissions the DCD is no longer being audited per quarter.

**Subject: Update | Southside Revitalization Project**

Chairman Langley stated that Reginald Johnson, Director of the Department of Community Development is out sick but will forward a written update report on the Southside Revitalization Project to the Committee at a later date.

**Subject: Update | Choice Neighborhoods Planning Grant of Durham Housing Authority**

Chairman Langley commented that the Durham Housing Authority (DHA) will hold a Community Stakeholders meeting concerning the Choice Neighborhoods Planning Grant on Tuesday, March 5, 2013 at 6pm at North Carolina Central University with the specific location yet to be determined. He explained that he would communicate with DHA and report to the Committee. Chairman Langley explained that once a schedule of meetings has been determined for the Choice Neighborhood Planning Grant, the Committee would appoint a liaison. Secretary Johnson expressed an interest in serving as the liaison if the meeting schedule is compatible with her own.

**Subject: Update | James A. Whitted Redevelopment Project**

Chairman Langley reported an update on the James A. Whitted Redevelopment Project provided by Lee Worsley, Deputy County Manager for Durham County Government. Developers FortyAM and Integral held a Community Stakeholders meeting on Thursday, February 7, 2013 attended by eight community residents at Mount Vernon Baptist Church. The RFP process was discussed and recommendations were offered which included:

- The history of Hillside High School being presented within the building,
- The renovation of other structures along Umstead St; and
- The removal of the cul-de-sac to allow Umstead St. to connect with Roxboro Rd.

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

Chairman Langley received an email from Andrew Cummings, Assistant County Manager about how the Committee will contribute advice to community development projects through Durham County

Government. Currently there are only three projects for the Committee to provide advisory services for which include the Rougemont Groundwater Pollution Problem, Scattered Site Housing Program and the Whitted School Redevelopment Project.

Committee Member Ward recommended having orientation prior to evaluating request for funding applications. Chairman Langley briefly discussed the need for orientation and prior attempts to schedule orientation. Secretary Johnson suggested paring experience members with new members to assist with the application evaluation process. Chairman Langley explained the on-going efforts to develop orientation material and to hold a planning session after the funding recommendation process had concluded for entitlement funds. He encouraged members with questions to email or give him a call for clarification.

Chairman Langley reminded members to forward conflict of interest statements at the onset of evaluating applications.

Ms. Conyers explained that the Department was proposing the City Council hold a Public Hearing and approve the draft 2013-2014 Annual Action Plan at the regular meeting on Monday, April 15, 2013 with the Board of County Commissioners holding a Public Hearing on Monday, April 22. Conyers noted that the Annual Action Plan is due to HUD on May 15, 2013.

Ms. Conyers noted the potential impact of the sequestration which could mean across the board cuts on domestic spending. She noted that the Department used estimates received from HUD regarding the City of Durham's expected entitlement funding.

Chairman Langley asked Ms. Conyers whether April is Community Development Month. Ms. Conyers responded that she was not sure but that there is a CDBG week however she was unclear of the dates for that week.

Chairman Langley commented that the Committee should consider honoring former members of the Committee prior to their passing rather than after their passing. He suggested the Committee consider resolutions for former Committee members Charles Recktenwald and Dorcas Bradley.

**Subject: Announcements**

Chairman Langley announced the Committee would hold a regular meeting on Monday March 25, 2013 at 6pm.

**Subject: Adjournment**

With no further business, the meeting was adjourned at 6:51pm.

Respectfully Submitted,  
April Johnson, Secretary