



CITIZENS ADVISORY COMMITTEE

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



Minutes - Regular Meeting January 28, 2013 6:00PM

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, Dilcy G. Burton (left early 7:15pm), Richard Fuqua (arrived 6:08pm), Anthony Royster (via phone), Will Sutton, Gregory E. Ward (left early 7:04pm).

Others Present: Wilmur Conyers (Federal Programs Coordinator, Department of Community Development)

Excused Absence: SaKoyra L. Bullock (Vice Chairwoman), Alice Cheek, Delvin Davis, Raushan Gross, and Roger L. Loyd.

Subject: Call to Order

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

Subject: Roll Call

Secretary Johnson called roll.

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 Chairman Langley and seconded by Committee Member Bailey 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 December 17, 2012 and make any additions and/or modifications followed by action on the minutes.

Motion by Committee Member Ward and seconded by Committee Member Sutton to approve the minutes of the regular meeting held on December 17, 2012 with corrections. The motion passed unanimously.

Subject: Resolution Honoring the Life & Service of Clark Richard Grundler

Chairman Langley explained that Mr. Grundler was appointed to the Committee on May 17, 2010 by the Durham City Council with a term to expire on June 30, 2013. Chairman Langley noted that Mr. Grundler passed away on Tuesday, December 18, 2012.

Chairman Langley asked the Committee to review the Resolution Honoring the Life & Service of former Committee Member Clark Grundler and any suggestions for additions and/or modifications.

The Resolution read as follows:

**RESOLUTION
HONORING THE LIFE & SERVICE OF CLARK RICHARD GRUNDLER**

WHEREAS, Clark Richard Grundler was born March 26, 1944 in Springfield, Illinois; and

WHEREAS, understanding the value and important of education, he attended Pennsylvania State University and received a Bachelor of Arts in Theater Arts Management, and

WHEREAS, Mr. Grundler was a former Captain in the Army Medical Service Corps and serve the Army Medical Services Corps from 1966 through 1971, and

WHEREAS, after long-term radiation treatment for cancer in 1999, Mr. Grundler lost his ability to speak clearly; and

WHEREAS, he was an advocate for accessibility and usability of technology, affordable housing and vibrant communities for people in need and with disabilities; and

WHEREAS, a strong support and active volunteer for Urban Ministries of Durham, Mr. Grundler served anyone in need of a meal including the homeless and shelter residents through the Community Café of UMD; and

WHEREAS, affectionately called an angel of hospitality, Mr. Grundler prepared delicious and beautiful food for artist receptions at St. Philip's Episcopal Church's Art Guild; and

WHEREAS, on May 17, 2010, Mr. Grundler was unanimously appointed to the Citizens Advisory Committee with a term to expire on June 30, 2013 by the Durham City Council; and

WHEREAS, throughout his service on the Citizens Advisory Committee, Mr. Grundler regularly attended meetings, advocated for meaningful citizen participation in community development and affordable housing, and supported suitable living environments through decent housing and economic opportunities principally for low and moderate income persons; and

WHEREAS, Mr. Grundler will forever be remembered for his service of others, love of people, and strong advocacy on behalf of citizens in need.

NOW, THEREFORE BE IT RESOLVED that we, the members of the Citizens Advisory

Committee, on this 28th day of January 2013, do hereby resolve to pay tribute to

MR. CLARK RICHARD GRUNDLER

for his service to our nation through Army Medical Service Corps and for his consistent efforts to promote improving the safety and livability of neighborhoods, increasing access to quality public & private services, the revitalization of deteriorating or deteriorated neighborhoods, restoration and preservation of historic property, and conservation of energy resources to improve the quality of life for others.

Motion by Secretary Johnson and seconded by Committee Member Bailey to approve the Resolution Honoring the Life & Service of Clark Richard Grundler. The motion passed unanimously.

Subject: Update | FY 2013-14 Community Development Block Grant (CDBG), General Funds & Emergency Solutions Grant (ESG) & Application Evaluation & Review Process

Chairman Langley explained that is the Committee's 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 funds to sub-recipients.

He explained that in June 2012, the City Council approved dedicated general funds for affordable housing activities. Both the federal funds and a portion of the local general funds will be distributed through this competitive application process. The Five-Year Funding Plan specifies the proposed use of federal and general funds over that five year period.

Chairman Langley explained that the Housing & Community Development Act of 1974 passed by Congress, authorized Entitlement Communities Grants to be awarded by the U.S. Department of Housing & Urban Development (HUD). The Entitlement Communities Program provided annual grants on a formula basis to eligible cities and urban counties called entitlement communities to carry out a wide range of community development activities to revitalize neighborhoods, economic development and community facilities and services.

He noted that the CDBG Program provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low and moderate income persons.

Chairman Langley explained that the HOME Program provides decent affordable housing to lower-income households, expand the capacity of nonprofit housing providers, strengthen the ability of state and local governments to provide housing and leverage private sector participation

He noted that on July 21, 2011, the 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.

Lastly, Chairman Langley explained that the ESG program is designed to identify sheltered and unsheltered homeless persons, as well as those at risk of homelessness, and provide the services necessary to help those persons quickly regain stability in permanent housing after experiencing a

housing crisis and/or homelessness.

Ms. Conyers provided an update on the CDBG, General Funds and ESG application evaluation and recommendation process. She explained that the recommendations would be included in the draft 2013-2014 Annual Action Plan for consideration by the City Council and Board of County Commissioners prior to submission to the U.S. Department of Housing & Urban Development. Ms. Conyers also noted that requests for General Funds are also part of this process and applications were received for general funding.

Ms. Conyers explained that information on the applications and how the Committee should review information on the applications. She explained that this fiscal year evaluation and review is unique due to four new evaluation criteria and scoring sheets available to assist with the process. Ms. Conyers disseminated a log of applications received requesting funding and reviewed the content.

Ms. Conyers explained that 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 stated that the evaluation scores and funding recommendation of staff would be disseminated to the Committee once completed.

Committee Member Fuqua asked if the Committee could use a difference process for reviewing applications. He suggested a review of the staff recommendations and discussion by the Committee without Committee members evaluating and scoring the applications.

Chairman Langley commented that the members of the Committee were appointed by the City Council and Board of County Commissioners to facilitate citizen participation in the planning and implementation entitlement funds thus the obligation to thoroughly review each application in order to support and justify the evaluation score and funding recommendations of the Committee. He noted that if the staff and Committee recommendations coincide the Committee must be able to

explain the rationale thus the need to evaluate each individual application.

Ms. Conyers disseminated Evaluation & Criteria Scoring Sheets for CDBG, ESG, and General Funds. She explained the score sheets and answered questions.

Committee Member Fuqua asked how General Funds of \$250,000 would be disbursed since there were no applications received under the general funds/special needs category of available funds. Ms. Conyers responded that it is not clear how the Department would handle the issue at that time.

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

Chairman Langley 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.

Ms. Conyers reported that the Department made minor changes as requested by the City Council prior to approval on of the AI on December 17, 2012.

Chairman Langley asked how impediments to fair housing would be addressed in the AI. Ms. Conyers responded that the Department is required to report in the Consolidated Annual Performance and Evaluation Report (CAPER) how impediments to fair housing are addressed. Conyers explained the basic purpose and definition of the CAPER for new members. The CAPER is an evaluation and performance report that is required to be submitted to HUD at the end of each grantee's fiscal year. The CAPER details the housing and community development accomplishments of the City of Durham and the Durham County Consortium, as applicable for each fiscal year. The CAPER reports on activities funded by Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) Programs.

Subject: 2012 Continuum of Care Grant Program

Chairman Langley explained that pursuant to the Homelessness & Homeless Prevention: An Evaluation & Recommendation Report [March 24, 2011], the Committee provides an initial evaluation, rank and recommendation of applications pertaining to the Continuum of Care Grant Competition Program and other homeless initiatives to the Homeless Service Advisory Committee (HSAC).

He noted that the HSAC met on Wednesday, December 19, 2012 to finalized the applications for the Continuum of Care Grant Program submission to HUD. Notification of funding will be announced in the spring by HUD.

Subject: Questions and Comments

Chairman Langley asked the Committee if anyone had any questions or comments.

Secretary Johnson asked if plans remained to appoint a member of the Committee to serve as a

liaison to the Choice Neighborhood Planning Grant of Durham Housing Authority (DHA). Chairman Langley noted that plans remained to appoint a member of the Committee to serve as a liaison once DHA determined a schedule for the meetings and would follow up with an email.

Chairman Langley reported at the Board of County Commissioners passed a resolution County Manager Michael Ruffin, Finance Director George Quick, or Assistant County Manager Andrew Cummings to act as the primary grant representative for the 2012 Scattered Site Housing Grant from the North Carolina Department of Commerce. The resolution was a requirement by the Department of Commerce.

Chairman Langley also encouraged members of the Committee to recruit others interested in affordable housing and community development to fill vacancies on the Committee.

Subject: Announcements

Committee Member Sutton reported that he spoke with a local resident of the Southside neighborhood. The resident expressed disappointed with level of training for residents as it relates to finding work through the Section 3 Plan. Chairman Langley did send questions about strategic planning to contact neighborhoods with employment related to the Southside development project. Langley stated he will forward information about his conversation to the CAC.

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

Subject: Adjournment

With no further business, the meeting was adjourned at 7:35pm.

Respectfully Submitted,
April Johnson, Secretary