

**City of Alexandria - Citizen Advisory Committee Meeting Agenda**  
**Customer Service Building, Third Floor at 625 Murray Street, HR Conference**  
**Room Wednesday June 5, 2019 – 10:00 AM**

**A. INTRODUCTIONS**

1. Opening Prayer
2. **Welcome new members & appreciate member participation!**
3. Purpose of the meeting – to review the 2019-2020 PROPOSED CAPER
4. Acknowledge staff's hard work!

**B. ACTION ITEMS**

1. Review 2018-2019 obstacles.
  - a. Received FY2018 funds 5 months late. City had to front the money.
  - b. **Contractors to participate in programs.**
  - c. No determination on limiting demolition to 30% CDBG award.
  - d. Entitlement amount received.
2. Review 2018-2019 accomplishments.
  - a. CDBG Minor Rehab – Krystal processed 176 applications and awarded 35.
  - b. HOME Major Rehab – Krystal awarded 5.
  - c. CDBG Code Enforcement - Kenna processed 101 complaints.
  - d. CDBG Demolition – Kenna processed 1 demolition with CDBG funds & 10 with City general funds.
3. Unexpected Events in 2018-2019.
  - a. Legal Succession Program denied by HUD.
  - b. Must spend 70% on LMI over 3 year period slowed demolition activity.
  - c. **Contractors to participate in programs.**
  - d. Section 3 requirements for Contractors and Consultants.
  - e. **Vacancy in staffing – secretary started in January & Inspector vacant since October but new one starts Monday.**
  - f. End of the year budgets to roll forward.

**C. NEW BUSINESS**

1. Events coming in 2019-2020.
  - a. Expecting funding to be delayed again since budget was not adopted till February 2019.
  - b. Preparing new Five Year Consolidated Plan.
  - c. **Preparing new blight / revitalization map.**
2. Discuss 2018 Neighborhood Meeting's input for preparation of Annual Plan.
  - g. Each Neighborhood Survey summary review.
  - h. **Cumulative survey results for priority of programs.**
3. Review proposed 2019-2020 program activities and budgets for preparation of Annual Action Plan.
  - a. CDBG Code Enforcement
  - b. CDBG Demo – limited to 30% on CDBG demo.
  - c. CDBG Minor Rehab
  - d. CDBG Rehab Program Delivery
  - e. CDBG Public Facilities
  - f. CDBG Legal Succession Services
  - g. HOME Major Rehab
4. Review pre-2019 funds to be re-allocated to next fiscal year budgets – estimated at \$678,000 and estimated accomplishments using same programs as FY2018.

5. 2019 Meeting schedule.
  - a. Neighborhood Community Meeting on November 7, 2019 at 6:pm.
  - b. Rehab applications will be taken from April 6th through April 10", 2020 from 9:am to 3:pm.
  - c. CAC meeting to review AAP on January 9, 2020 (or March 5, 2020) @ 10:am.
  - d. CAC meeting to review CAPER on June 11,2020 @ 10:am.
  - e. CAC meeting to review AAP on January 7, 2021 (or March 5, 2020) @ 10:am.

**D. ADJOURNMENT**

**COMMUNITY DEVELOPMENT BLOCK GRANT  
CITIZEN ADVISORY COMMITTEE MEETING  
Human Resource Conference Room  
Public Service Building - 3<sup>rd</sup> Floor - 625 Murray Street  
Alexandria, LA**

**June 5, 2019 - 10:00 A.M.**

**Members Present:**

Martha Powell  
Joyce Thompson  
Joseph Buzzetta  
Edna Pellerin  
Devon Sanders  
G.G. Metoyer  
Shirley Branham  
Yvette Botts  
Edna Woodard

**Opening Prayer: Martha Powell**

**Shirley Branham:** Administrator of Community Development thanked everyone for attending and appreciates your participation and thanked the staff for their hard work.

**Introduction of New Members:** Martha Powell, Executive Director of Extra Miles Region VI, replacing Herbie Flynn. Joseph Buzzetta, Executive Director of Homeless Coalition replacing Kendra Gauthier. Other members and staff.

**Shirley:** The purpose of this meeting is to discuss the 2018 - 2019 CAPER Review. We met in January to discuss the ANNUAL PLAN. On the CAPER, there is a 15-day public comment period that ends June 24, 2019 at 4:00 P.M., will be presented to the council June 25, 2019, and it will be published in the Town Talk June 7, 2019. The Consolidated Annual Performance Evaluation Report is one of the requirements from HUD.

### **2018- 2019 Obstacles:**

**Shirley:** Stated no funds were received until 2019, our fiscal year starts May 1, 2018 and ends April 30, 2019.

We are still having a hard time in getting contractors to participate.

HUD requires we hire Section 3 contractors and consultants.

We have one secretary that was hired, Yvette Botts, and the new inspector will begin on June 10, 2019.

### **Entitlement Amount Received:**

**Shirley: CDBG - \$434,250.00, HOME 2018 - \$236,270.00 totaling 670,520.00.**

Named programs we did. Demolition, Minor Rehab, HOME Major Rehab, and Legal Successions Services. HUD stated we could not do this. Explained. Also we still do not have a CHDO.

### **2018 - 2019 Accomplishments:**

**Shirley:** CDBG Minor Rehab, Krystal is the Program Manager, processed **176** applications awarded **35** with the limit for minor repairs \$5,000 totaling \$175,000.00.

Home Major Rehab, Krystal awarded 5, and \$200,000 was spent totaling \$ 40,00.00 per home. Explained the application process. Seniors 55years and older must own their homes and living in them, explained the Heir property process also.

**Shirley:** Kenna is the Program Manager for Demolition and CDBG Code. Kenna processed 101 complaints  
CDBG Demolition - 1 demolished with CDBG funds and 10 with city general funds.  
Owners demolished 5 houses, owner rehab 0, owner boarded up 0.  
Stated a lien is put on the property, we do not take possession of the properties. Further discussions were on this.

**Shirley:** We can spend up to 30%, if we do not have a plan B. The city gave us \$80,000. We demolished 1 with HUD funds totaling \$6,500.

**Shirley:** Legal Succession was denied by HUD as an eligible CDBG activity. Still trying to resolve. Talked about Heir property and clear titles.

Share with the committee 2018-2019 funding for each program.

### **New Business**

**Shirley:** Events coming in 2019-2020, HUD funds, might get them in February. We are required to prepare the new 5-year Consolidated Plan by April 2020.

**Martha:** Can you amend the 5-year Plan?

**Shirley:** Yes, we will see what the community wants for the next 5 years. We will also revise a new Blight/Revitalization map. We have to spend 70% of HUD funding. Expect this foot print to grow.

### **2018 Neighborhood Meeting Input**

**Shirley:** Talked about the neighborhood meeting that was held November, 2019 and how the community ranked the activities for the coming year. 1. Minor Rehab, 2. Major Rehab, 3. Demolition/ Code Enforcement, 4. Legal Succession, 5. Tenant Rental Assistance, 6. Bus Transportation

### **2019 -2020**

**SHIRLEY:** We will be doing Community Centers this year. Will spend about \$85,000 for repairs to these centers.

**Joyce:** Why is \$85,000 in 0 state?

**Shirley:** Explained. We will have \$1,315,273.70 to spend if we get the money in January. Any questions?

**Shirley:** Next neighborhood meeting is November 7, 2019 at Bolton Ave. Community Center. If you have your meetings for this time, schedule them during this time so everyone can attend and explain their needs and concerns.

Housing Rehab Applications will be April 6-10, 2020 Will be announced.

CAC Meeting, January 9, 2020 to review Annual Plan.

CAC meeting, June 11, 2020 to review CAPER.

CAC Meeting January 7, 2021 to review AAP. Any questions?

**Martha:** Do you let persons know when you will be taking applications?

**Shirley:** Yes, will include you on the mailing list.

**Joseph:** If there are persons living in the houses you have condemned, what do you do?

**Shirley:** Call the popo.

**Joseph:** They are working with the police to help them compile a list of where they are living.

**Shirley:** Talked about the meeting she will be attending with the mayor on Quality of Life. Stated maybe have our inspectors look at these houses and board them up. Further discussions were on this.

**Joyce:** Gave an example of a building where she lives.

**Shirley:** This is commercial, call Fire Prevention Chief Tom Force. Also call Kenna to put it on her list. You are taking care of this along with Quality of Life. Any questions?

Thanked the committee for attending.

Meeting Adjourned