# **Minutes**

# COMMUNITY DEVELOPMENT CITIZENS' COMMITTEE (CDCC) January 22, 2007 - Hunt Branch Library

#### Call to Order

Vice Chairperson Miller called the meeting to order at 6:35 PM.

#### I. Roll Call

MEMBERS PRESENT: Glenna Axe

Robert Elliott
Jay Kremer
Mark McGee
Kay Miller
Dorothy Ruhnke
Jesus Silva

MEMBERS ABSENT: Simon Karmarkar

STAFF PRESENT: Linda R. Morad, Housing Programs Supervisor

Sylvia M. Chavez, Housing Programs Assistant

Kim Husereau, Clerical Assistant

#### II. Approval of Minutes

MOTION was made by Committee Member Elliott, SECONDED by Member Axe, to approve the Minutes of May 20, 2006 as written.

#### III. 2007 SCHEDULE

Ms. Morad reviewed the proposed schedule for CDCC meetings as follows:

Monday, 01/22/07 Public Hearing: Review of CDBG Guidelines, Schedules, 2004-05 CAPER, Five

Year Consolidated Plan (2005/06 - 2009/10) and Review of Non-Profit

Requests

Wednesday, 02/07/07 Presentation by Non-Profit Agencies
Wednesday, 02/21/07 Review of City Department Requests
Monday, 03/05/07 Presentations by City Departments
Monday, 03/12/07 Committee Recommendations

Monday, 03/19/07 TBD – As Needed

Tuesday, 05/01/07 Presentation of Committee Recommendations to City Council, City Council

Chambers

She stated that all of the meetings would take place at Hunt Branch Library at 6:30 p.m. with the exception of the presentation to City Council, which will be held at City Hall Council Chambers at 7:30 PM. Ms. Morad asked the Committee to either accept the proposed schedule or to provide any necessary changes. The members unanimously approved the schedule without alteration.

- Q: How is Committee Member absence handled?
- A: Members should notify staff as soon as they become aware that they will be unable to attend a meeting. The brief meeting schedule increases the importance of attendance at each meeting. Three absences will result in removal from the Committee.
- Q: What are the boundaries of the South-central Area that has an open position on the Committee?
- A: Ms. Morad provided a map to the Members and reviewed the South-central boundaries. She remarked that advertisements have been published on three occasions and qualified applicants are still being sought to fill the open South-central CDCC position.

#### IV. ELECTION OF OFFICERS

Vice Chairperson Miller opened up the floor for nominations.

Committee Member Elliott MOVED to nominate Vice Chairperson Miller for election to Chairperson. The MOTION was SECONDED by Committee Member Axe and CARRIED unanimously.

A MOTION was made by Member Kremer to nominate Member McGee to the Vice Chairperson position. Member Silva SECONDED the MOTION. No further nominations were voiced. The MOTION was carried by all members present.

#### V. PUBLIC HEARING

Chairperson Miller opened up the Public Hearing.

Ms. Morad provided a brief reminder of CDBG guidelines, summarizing the 15% maximum allowed for Public Service and 20% maximum for HCD Administration. She cautioned that all public improvements require payment of prevailing wage, which can typically increase project cost by approximately 33%. The following items were discussed:

#### Five Year Consolidated Plan and the 2006-07 One-Year Action Plan

The Five Year Plan contains information pertaining to the housing needs that exist within the City and the funds available to address those needs. The plan outlines how the funds will be utilized and is updated each year in the form of the One Year Action Plan.

## 2005-06 CAPER (Consolidated Annual Performance and Evaluation Report)

Ms. Morad advised that the report (CAPER) is available for Members to review at their discretion. This report is generated annually and reviews all accomplishments made through the use of CDBG and HOME funding; including a narrative of programs and how many persons were assisted. The report also includes HUD generated reports, which detail additional statistics.

#### VI. SECTION 108 PROJECT UPDATE

Ms. Morad explained that Section 108 is a loan guarantee provision from CDBG. The loan of \$7.5 million continues to be repaid annually from CDBG funds. A project update was given regarding alley improvements and new sidewalks. The cut-through street is nearing completion. Work reengineering Valencia has begun. This will result in slowing the flow of traffic through this densely populated residential area by reducing the street to one lane in each direction, separated by a center median. A bike lane and parallel parking will continue to be available on both sides of Valencia; however, there will be landscaping enhancements for neighborhood beautification. The Pre-Construction Meeting is scheduled for January 23, 2007 regarding the work to be done within Richman Park. Funds allocated to this project must be spent by June 30, 2007.

A map of the Richman Park Neighborhood was distributed to show the various locations involved with housing projects including Habitat for Humanity, Civic Center Barrio and the Redevelopment Agency. Ms. Morad explained that a developer will be sought to construct both market rate and affordable housing units for purchase in this area.

- Q: Does the City have plans to purchase additional parcels on the north side of West Avenue?
- A: Yes. The Redevelopment Agency has recently learned that there may be some additional owners in that area, which are interested in selling their properties.

- Q: Are the residents in the apartments purchased by the Agency going to be relocated?
- A: Yes. Overland, Pacific & Cutler (OPC) is handling the relocation of the tenants. The benefits received will assist these tenants to relocate to other comparable rental locations or may be used to purchase.
- Q: What type of benefits do these families receive?
- A: Benefits paid to qualifying households are based upon the family size as the factor to determine the size of the apartment to which they can be relocated. Relocation guidelines limit two persons per bedroom, plus one additional person. Thus, in many cases the new location will be larger than the dwelling where the family currently resides. Next, rent amounts are compared and the difference in cost between their current rent and the new rent is determined. This amount is multiplied by 48 months (4 years) and a lump sum is paid to the recipient. In some special circumstances the benefit payments are carried out to 60 months. The lump sum relocation benefit may be great enough to be used as a down payment for purchase of a home or mobile home. Moving costs are paid in addition to the relocation benefits.
- Q: Are the tenants in these apartments eligible to apply for Section 8 benefits?
- A: Some may be eligible; however, the Section 8 program is not currently accepting new applications in Orange County.
- Q: Will Relocation Benefits be paid regardless of whether or not the family chooses to remain in the City of Fullerton?
- A: Yes. OPC handles the initial inspection of the new location to confirm that it is decent, safe and sanitary; however, there is no requirement to remain within the City or State. Ideally, some of these families will be able to come back into this neighborhood as home owners when the development is complete. Affordable housing units developed in the area will have deed restrictions to control resale.

# VII. REVIEW OF NON-PROFIT REQUESTS

Ms. Morad advised the Committee that HUD has not yet published a CDBG budget for this year. Thus, the entitlement may change from the allocation received last year. An estimate may be a 5-10% cut in funding. Given this uncertainty, the City's HUD Representative suggested that the Committee may wish to provide a secondary recommendation regarding how funds shall be allocated if a cut in funding does occur.

# Boys and Girls Club - After School Program

The request is \$40,000 for their After School Program at four sites in Fullerton. Last year \$7,000 was approved for salaries at the Valencia Branch and additional funds were approved specifically to replace the roof at the Richman Park Branch (\$12,240) and windows at the Main Branch (\$36,430). The Main Branch window project was placed on hold due to a pending study to renovate the Civic Center Area, which may impact that structure.

# Council on Aging – Long Term Care Ombudsman

This funding request applies only to visits that would be made within the City of Fullerton. The request is for \$18,000 to cover salary and administrative costs. This program is currently receiving \$15,840.

# <u>Crittenton Services for Children and Families</u> – <u>Security Lighting</u>

This request is for \$12,000 to install security lighting at the rear of the Valley View campus. Ms. Morad commented that a similar request for funding was submitted last year. At that time the Committee requested a contractor's bid for the project. Funding was ultimately denied because no estimate was provided. Prevailing wage under Davis-Bacon will apply to this project.

Family Assessment, Counseling & Education Services (F.A.C.E.S.) – Family Preservation Program The request is for \$10,000 to cover Administration costs. This organization has received funding in the past and has also returned funding in the past, stating that the paperwork required was too cumbersome to substantiate the funds that were awarded. Last year the Committee denied funding because other funding sources were available that could be utilized to continue the program.

# <u>Fair Housing Council of Orange County</u> – <u>Fullerton Fair Housing Services</u>

Per HUD regulations, fair housing guidance must be provided by the City. Past research has determined that it is most cost effective to pay a share of cost in this manner rather than employ Staff to meet this obligation. Services provided by the Fair Housing Council include landlord tenant dispute resolution and investigation of housing discrimination claims. The request is for \$28,500 as Fullerton's share of cost.

# Fullerton Interfaith Emergency Services (F.I.E.S.) – Interfaith Shelter Network

This is a shelter program for homeless adults. F.I.E.S. works with local churches that rotate the location of the shelter among the participating churches. The homeless residents can stay overnight, but must leave each day to search for employment. This program received \$8,000 CDBG for 2006-07 and is requesting \$12,000 this year.

# Fullerton Interfaith Emergency Services - New Vista Life Skills Training Program

The request is for \$12,000. This shelter houses homeless families. In order for the families to stay at the facility, the parents must attend life skills training courses that provide instruction on topics such as nutrition and money management, with the goal of helping them to become more successful in life when they leave the shelter. This program has received CDBG funding since 1989.

# Fullerton Civic Light Opera - Fullerton School District Outreach Program

The request is for \$30,000 to be used to fund educational entertainment and an opportunity for disadvantaged adults to attend performances. Ms. Morad stated her concern that the salaries, scenery and costumes that would be provided through CDBG funds may be used in performances to other than CDBG-eligible audiences. Last year funding was denied due to FCLO's failure to make a presentation to the Committee.

<u>Legal Aid Society of Orange County</u> – <u>Fullerton Earned Income Tax Credit (EITC) Outreach</u>
Requesting \$13,111 to fund outreach to low-income Fullerton residents during the tax season, to raise awareness of EITC entitlement and filing requirements. This is the first year that this program has been submitted for funding consideration. If funding is denied this program will not be made

available in Fullerton.

## Meals on Wheels – Maintenance of Meals and Supportive Services

Meals on Wheels has applied for CDBG funds since 1993 to provide meals to the elderly. The current request of \$31,134 reflects the same level of assistance as last year.

## Southern California College of Optometry – Futures in Sight

The program has received CDBG funding in previous years. The current request is \$15,000. Funding was denied last year because it appeared other sources were available to continue the support of the program. Mr. Morad remarked that SCCO has since clarified that cuts in CDBG funds will directly reduce services available through the Futures in Sight program.

# Women's Transitional Living Center (WTLC) - Independence for Dependence

The request is for \$10,000 to be used for the outreach program to victims of domestic violence. CDBG Funding has been provided for various programs in past years. Last year \$8,000 was approved.

YMCA of Orange County, North Orange County Branch – Richman Center Youth Achievers
A funding request submitted last year was not approved because the organization did not appear
as scheduled to make their presentation to the Committee. Although it was not funded last year, it
has been given CDBG funds in previous years. The request this year is for \$10,000 to cover costs
incurred for their after school enrichment program.

### **VIII. PUBLIC COMMENTS**

Chairperson Miller opened the meeting for public comment.

Mr. Ralph Baker identified himself as a resident of Fullerton and shared his support for the programs that serve the homeless community within the City. Mr. Baker requested additional information that he will provide to individuals who may benefit from these services. Ms. Husereau agreed to provide reference cards to Mr. Baker for this purpose.

No further public comment.

#### IX. DISCUSSION

Ms. Morad offered to answer questions from the Members present and encouraged the members to contact staff at any time with questions or concerns. No additional questions were raised. Thus, Member Axe MOVED to adjourn the meeting. The MOTION was SECONDED by Vice Chairman McGee.

#### VIII. ADJOURNMENT

Chairperson Miller adjourned the meeting at 8:00 P.M.