

**Minutes**  
**COMMUNITY DEVELOPMENT CITIZENS' COMMITTEE (CDCC)**  
**March 5, 2009 - Hunt Branch Library**

**Call to Order**

Chairperson Miller called the meeting to order at 6:35 P.M.

**I. Roll Call**

MEMBERS PRESENT:

Glenna Axe  
Ernest Hernandez  
Simon Karmarkar  
Jay Kremer  
Mark McGee  
Kay Miller  
John Shipman

MEMBERS ABSENT: Robert Elliott

STAFF PRESENT: Linda R. Morad, Housing Programs Supervisor  
Kim Radding, Clerical Assistant

Members conducted round table introductions.

**II. Approval of Minutes**

A MOTION was made by Member Karmarkar to approve the Minutes of March 25, 2008 as written. The MOTION was SECONDED by Member Axe and CARRIED unanimously approving the Minutes as written.

**III. 2009 SCHEDULE**

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

03/12/09	Presentations by Previously Funded Applicants and Fair Housing Agencies
03/19/09	Presentation by Previously Funded Applicants and Review of New 2009-10 Funding Requests
04/02/09	Presentations by New Applicants
04/09/09	Committee Recommendations
05/05/09	Public Hearing, Presentation Committee Recommendations to City Council

She stated that all of the meetings will take place at the 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. No scheduling conflicts were raised.

**IV. ELECTION OF OFFICERS**

Chairperson Miller opened the floor for nominations.

Member Kremer MOVED to nominate Chairperson Miller to continue as Chairperson. The MOTION was SECONDED by Member Axe and CARRIED unanimously. Chairperson Miller then MOVED to nominate Vice Chairperson McGee to continue in the Vice Chairman position. The MOTION was SECONDED by Member Shipman and CARRIED unanimously.

## **V. PUBLIC HEARING**

Chairperson Miller opened the Public Hearing.

Ms. Morad provided summary overviews of the Five Year Consolidated Plan and the 2007-2008 Consolidated Annual Performance and Evaluation Report (CAPER). She advised that the reports are available for Members to review at their discretion. The CAPER 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. Additionally, each member was provided a copy of the 2008-2009 One-Year Action Plan.

Ms. Morad provided a recap of the infrastructure projects within the Richman Park Area that have been completed with funds received from the \$7.5 million Section 108 loan obtained in 2004, which is now being repaid from the annual CDBG allocation. She noted that approximately \$600,000 was earned in interest on the loan. HUD approved the allocation of these funds to provide field lighting at Richman Park. The field lighting project will not be completed in spring 2009 as anticipated, but should be complete by the end of the year.

Chairman Miller asked if the interest earnings could have been applied to pay down the Section 108 loan balance or possibly re-programmed to fund CDBG-qualified programs. Ms. Morad explained that the interest income was restricted to use on projects defined through Section 108 and could not be utilized to reduce the original loan amount.

Chairperson Miller closed the Public Hearing portion of the meeting.

## **VI. LOCAL RESPONSE TO ECONOMIC AND HOUSING ISSUES**

Ms. Morad advised that in December 2007, anticipating a reduction in the annual CDBG allocation for 2008-2009, City staff went before City Council requesting instruction. City Council directed staff to limit invitations for grant applications to the six non-profit agencies that received funding for the 2007-2008 fiscal year. These organizations were advised that funding will be reduced in accordance with any reduction in the annual allocation. She stated that, once again, the amount of CDBG funding that will be allocated for the 2009-2010 fiscal year is uncertain. However, on February 17, 2009 City Council instructed staff to re-open the application process. This instruction has resulted in the revised CDCC schedule.

Member Shipman shared that, in his opinion, the City Council may have anticipated that additional funding could become available through the stimulus package that was pending approval on the same date of the Council meeting. Ms. Morad added that the Council members may be receiving requests from organizations seeking advice on obtaining funding sources during these difficult economic circumstances.

Ms. Morad continued with an explanation of the public notification process and the Mandatory Technical Assistance Workshop that was conducted on March 4 to provide additional agencies an opportunity to apply for 2009-10 CDBG funds.

Chairperson Miller wondered whether it could be possible for the CDCC to complete the entire CDBG review process without receiving a final notification from HUD regarding the 2009-2010 funding available. Ms. Morad felt that this could occur, but added her expectation that she may receive communication from HUD prior to the April 9 meeting of the CDCC at which time funding recommendations will be determined.

Ms. Morad then narrated a Power Point presentation outlining CDBG national objectives, eligible activities, previous funding levels, and subrecipient reporting requirements. She noted that several new federal programs have recently been announced, but specific administrative guidelines remain pending. The Neighborhood Stabilization Program (NSP) could provide \$608,623 to be expended within the City of Fullerton for the acquisition of homes in foreclosure. The stimulus package includes \$407,273 in additional 2008-2009 CDBG funds and \$622,710 to be applied toward homelessness prevention in the City. A general discussion among members followed pertaining to how these funds may be administered and expended.

Vice Chairman McGee asked if the Redevelopment Agency was continuing to acquire property in the Richman Park Area. Ms. Morad related that recent purchases proposed to City Council has been declined and surmised that the Council was looking at the budget and would like to see development of the land currently owned by the Agency prior to proceeding with additional acquisitions. Vice Chairman McGee inquired about the cause for the delay with housing West Avenue being developed by the Olson Company. Ms. Morad responded that the design approval had been slowed due to the modification in project parameters to include green building standards and a modernized architectural style.

## **VII. PROJECT UPDATE – HOME FUNDS**

HOME funds have been utilized by the City to acquire an apartment building comprised of 16 one-bedroom units located in the Richman Park Area. The process is on-going to select an affordable housing developer to take over this rental project.

A tenant based rental assistance program is also supported with HOME funds. The program assists graduates from local shelters to transition to independent living. Participants are required to contribute thirty percent of their income toward monthly rent and HOME funds are utilized to pay the balance of the monthly rent for up to two years. A similar program has also been introduced to seniors living in mobile home parks within the City, but has been unsuccessful as park managers do not see a benefit. Seniors tend to pay housing cost before any other necessities.

## **VIII. REVIEW OF CDBG GUIDELINES AND REGULATIONS**

Ms. Morad noted that the guidelines were reviewed during the prior Power Point presentation.

## **IX. REVIEW OF NON-PROFIT AND CITY DEPARTMENT REQUESTS**

### Boys and Girls Club – After School Program

The request is \$30,000 for their After School Program at four sites in Fullerton.

### Council on Aging – Long Term Care Ombudsman

This funding request of \$20,000 applies only to visits that would be made within the City of Fullerton. The program advocates for the rights of those experiencing health and aging issues in local nursing homes and residential care facilities.

### Fair Housing Council of Orange County – Fullerton Fair Housing Services

Services provided by the Fair Housing Council include landlord tenant dispute resolution and investigation of housing discrimination claims. The request is for \$28,000 as Fullerton's share of cost.

### 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.

### 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 \$31,000 reflects the same level of assistance as last year.

### Women's Transitional Living Center (WTLC) – Shelter Programs

The request is for \$10,000 to be used to cover a portion of the cost to operate the shelter program for abused spouses.

City applications were included in the handouts submitted for Committee review. The City Department funding requests remain the same as last year and are as follows:

Community Preservation (Code Enforcement) - \$325,390

Housing Administration - \$242,210

Housing Rehabilitation - \$338,730

Section 108 Repayment - \$773,100

### Fair Housing Foundation – Fullerton Fair Housing

The request is for \$27,060 to provide fair housing guidance, landlord tenant dispute resolution and investigation of housing discrimination claims.

### Southern California Housing Rights Center – Fullerton Fair Housing

The request is for \$28,000 to provide fair housing guidance, landlord tenant dispute resolution and investigation of housing discrimination claims.

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. A brief discussion was conducted among the

Members regarding the performance of the Fair Housing Council of Orange County during the 2008-2009 program year to date and the pros and cons of working with a fair housing agency that is not based in Orange County.

**X. PUBLIC COMMENT**

Chairperson Miller opened the meeting for public comment. None was offered.

**XI. ADJOURNMENT**

With no further business, Member Shipman MOVED to adjourn the meeting, the MOTION was SECONDED by Vice Chairman McGee and supported unanimously by the members present.

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

RESPECTFULLY SUBMITTED,

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KIM RADDING

CLERICAL ASSISTANT III