

MINUTES

On **June 9, 2016**, the **Community Development Advisory Committee** met at **5:00PM** at the **Downtown Library, 413 SE 4th Avenue, Harrington Library Consortium Room** for a Work Session to review agenda items and consideration of future agenda items. The board then met at **7:00PM** for a **Public Hearing**.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
Rivera, Ruben – SW Area	Y	62	49
Sisneros, Sabrina – Target Area	Y	26	20
Saldierna, Rita – NE Area	Y	58	44
Jones, Thomas – NE Area	Y	66	47
Nelson, Mary Jane – SE Area	Y	34	26
Grisham, Glenda – NW Area	Y	74	61
Van Pham, Lo – SW Area	N	21	12
Reese, Julian	Y	5	5
Guzman, Gilbert	Y	5	4

There were 28 citizens in attendance

Also in attendance were:

<u>James Allen</u>	Community Development Administrator, CITY OF AMARILLO
<u>Kathryn Foster</u>	Program Coordinator, CITY OF AMARILLO
<u>Michelle Martinez</u>	HOME Program Coordinator, CITY OF AMARILLO
<u>Amy Dixon</u>	Accounting Assistant, Community Development
<u>Kelly Robinson</u>	HMIS Coordinator, Community Development

- I. **Call to Order.** Judge Jones established a quorum and called the regularly scheduled meeting of the **Community Development Advisory Committee** to order at 7:00PM.
- II. **Director’s Report.** Mr. James Allen presented the Director’s Report on the current federal funding status and the allocation process. Allocations for 2016-2017 are as follows:

2015-2016 Prior Year Funding Available	\$ 65,000
2016-2017 Community Development Block Grant	\$ 1,459,648
2015-2016 HOME Investment Partnership Program	\$ 512,730
	<u>\$ 2,037,378</u>

- III. **Approval of Minutes from Regular Meeting held December 8, 2015; May 26, 2016 and May 31, 2016.** Motion was made by Ruben Rivera, seconded by Glenda Grisham and unanimously carried to approve such minutes.

IV. Public Hearing on project funding requests for the 2016-2017 Annual Action Plan:

ITEM 1: Parks and Building Safety Projects

- 1.) **Gene Howe Park Improvements** – requesting \$300,000
 - a. James Allen, representing the City Parks and Recreation Department stated that he did not have any additional information.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
 - Rita Saldierna made a motion to fund the Parks and Building Safety projects as follows:
 - Gene Howe Park - \$300,000

- Glenda Grisham seconded the motion. There was no additional discussion. A vote by committee passed the motion unanimously.
- 2.) **Community Improvement Inspector** – requesting \$67,482
 - a. Brad Hoffman, representing the City Building Safety Department provided additional data to show the increase in demand for this position’s responsibilities.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- 3.) **Demolition and Clearance** – requesting \$150,000
 - a. Brad Hoffman, representing the City Building Safety Department stated there was no additional information.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- Ruben Rivera made a motion to fund the Building Safety projects as follows:
 - Community Improvement Inspector - \$67,482
 - Demolition and Clearance - \$150,000
- Mary Jane seconded the motion. There was no additional discussion. A vote by committee passed the motion unanimously.

ITEM 2: Public Services – Capped at 15% of CDBG Allocation - \$218,947

- 1) **CD Homeless Management Information System**- requesting \$30,000
 - a) James Allen, representing Community Development reiterated that this is a HUD mandated system and if not funded over \$1 million in funding to the area agencies would be in jeopardy due to not having access to this required system and service.
 - b) Major Harvey Johnson, Salvation Army, commented that the need for the system is essential to Texas Panhandle Centers because if they do not participate in the HMIS program then they would not receive their funding.
 - c) Kathy Grant, Amarillo Agency on Aging, stated that she works with the Continuum of Care program and that the HMIS system has a great impact on the data collection for the area agencies and community. Also stated that there are no other funding sources available for this particular program.
 - d) Korrie Rosas, Texas Panhandle Centers stated that she works with Shelter Plus Care and if the HMIS program isn’t funded then their agency will lose their funding. That means a large client base that could potentially lose housing as a result.
 - e) There were no comments from the committee.
- 2) **Jan Werner Adult Daycare Center** – requesting \$18,000
 - a) Alana Chilcote, representing Jan Werner stated that she did not have any additional information to add to the request.
 - b) There were no comments from the public.
 - c) There were no comments from the committee.
- 3) **Catholic Charities Interfaith Hunger Project** – requesting \$30,000
 - a) Nancy Koons, representing Interfaith Hunger provided additional data to show that there has been over a 50% increase in need over the past 4 years. She also presented a map that showed areas of services provided and discussed their relocation efforts.
 - b) There were no comments from the public.
 - c) Gilbert Guzman wants to know how their agency’s moving will affect expenses.
 - d) Nancy responded that there would be no changes in cost just the ability to hold more food in their store and assist more clients.
 - e) Glenda Grisham asked if transportation is being considered in regards to the client base.
 - f) Nancy responded that there are a couple of bus stops that are within 1 to 2 blocks of the new location.
 - g) Glenda asked if there is a decrease in bus tickets how will this affect their ability to provide services.

- h) Nancy responded that if there were transportation issues with any of their clientele they do offer a Homebound food delivery service that could accommodate the lack of transportation
 - i) Glenda asked if they are not able to fund their program, how will the agency make up the difference
 - j) Nancy responded that they can still function on less funding.
 - k) Glenda asked if they plan to serve more individuals, does that mean that they need more funding.
 - l) Nancy responded that they can't predict the financial need at this time, however their agency has accelerated their fundraising efforts.
 - m) Gilbert Guzman asked about the money received as part of another building project initiative.
 - n) Nancy responded that there was \$1 million committed as part of a national campaign that will assist with the relocation efforts.
 - o) Nancy Turner, Catholic Charities of the Texas Panhandle, wanted to add that their fundraising efforts have helped immensely with their expenses.
- 4) **Transportation for the Homeless** – requesting \$4,500
- a) James Allen, representing the Community Development Department stated there was no new information to present.
 - b) There were no comments from the public.
 - c) Glenda Grisham asked why the request cut by 50% from previous years funding was and how this program will still be able to operate.
 - d) James Allen responded that looking at utilization history the bus tickets aren't being used as much due to increased case management efforts of the area agencies that use these tickets.
 - e) Glenda asked will the program still be operational.
 - f) James responded yes.
- 5) **Guyon Saunders Resource Center Dayroom Staff Salary** – requesting \$47,500
- a) Susan Barros and Bryan Gillespie, representing Guyon Saunders Resource Center presented the first 5 months of day room usage for 2015 in comparison to 2016 to show that there was a 21% increase in services requested.
 - b) There were no comments from the public.
 - c) Glenda Grisham asked why there was an increase in homelessness.
 - d) Susan responded that people are more mobile and the unemployment rate is higher. She also stated that the other day room service provided in Amarillo is member only and GSRC is the only day room that provides services to families.
 - e) Bryan, GSRC, provided a breakdown of data pulled from the HMIS system showed that the day room provides services to about 25% of unduplicated clients. He stated that many of their clients come from other areas such as larger cities that have much higher unemployment rates in search of a job and the others come from surrounding smaller communities that don't have access to resources.
 - f) Susan Barros stated that supplemental funding is highly uncertain at this time, whereas there was a time when there were 3 sources available to seek funding from.
 - g) Julian Reese asked if GSRC has considered a partnership with other agencies.
 - h) Susan responded that GSRC has been around for almost 40 years so this has not been a consideration. They are moving towards more of a case management model, but many of their clients are chronically homeless and therefore are not susceptible to participation in case management and feel more comfortable having a place to come and go as they please.
 - i) Kimber Daniels, Boys and Girls Club, states that as the former director of GSRC that they do collaborate with other agencies but GSRC provides services that other agencies are not able to. She advised that the chronically homeless need a non-traditional shelter situation that will allow them their freedom. Also the increase in the homeless is due to others coming here in hopes of better opportunities. Kimber also stated that for the homeless it is very important to have stable relations like many have formed with Bryan over the years.
- 6) **Panhandle Regional Planning Commission – Childcare** – requesting \$80,000

- a) Marin Rivas, representing PRPC presented data that shows how the funding received from Community Development brings money back into the community to help low income families and allow them to work. With this funding 480 children could be served but without it that means at least 18 families may not receive assistance due to the decrease in funding.
 - b) There were no comments from the public.
 - c) Rita Saldierna asked if there was currently a waiting list for services.
 - d) Marin responded that they have been able to manage the applications so that there is not a waitlist, however reduction in funding could mean that this might occur.
- 7) **Panhandle Regional Planning Commission – FoodNET** – requesting \$25,000
- a) Sundee Rossi, representing PRPC presented that they are the only agency that provides home delivered meals. 80% of their clients live below poverty and are elderly. The objective of their agency is to help these individuals be able to stay in their homes. Sundee also stated that the funding sources are limited; they are not able to fundraise because they are considered a government agency, and that the need is just going to increase due to the increase in the elderly population.
 - b) There were no other comments from the public.
 - c) Gilbert Guzman asked how many are served by their program.
 - d) Sundee responded that 65 clients will be served with the funding received from CDBG and thus far 280 clients have received unduplicated services. She also stated that they currently have 4 different sites at apartment complexes and use volunteers for majority of their home delivery.
- 8) **Family Support Services Counseling** – requesting \$10,950
- a) Brandi Reed, representing Family Support Services presented that the families in crisis need has greatly increased. A similar program was initiated in schools and proved successful; however the need is too large for teachers to handle on top of their other duties.
 - b) There were no comments from the public.
 - c) Glenda Grisham asked if the recommendation is passed to not fund this program, what will she do.
 - d) Brandi responded that she didn't know, but she would keep fighting for this program which is all about prevention. She will do whatever she can.
- 9) **Wesley Club Wrestling** – requesting \$15,000
- a) Liz Alaniz, representing Wesley Community Center stated that she did not have any additional information.
 - b) There were no comments from the public.
 - c) Glenda Grisham asked why Wesley isn't able to pay their salaries.
 - d) Liz responded that Wesley currently has over 15 projects and programs and their funding is currently spread very thin so that is why they are seeking this funding.
 - e) Mary Jane Nelson asked if there were any fundraising efforts on their part to try and meet their financial needs.
 - f) Liz responded that they continuously have fundraising efforts and even the children are invested in their own fundraising.
- 10) **Maverick Boys & Girls Club**- requesting \$25,000
- a) Kimber Daniels representing Maverick Boys & Girls Club presented that there was an increase of 100 slots for their Summer program and that they are currently serving about 302 children daily. Currently it costs them \$7000 per month to feed the children. If the funding were to be reduced to \$10,000 then only about 9 children could be assisted but she will do what she can to find other funding.
 - b) There were no comments from the public.
 - c) There were no comments from the committee.
- 11) **Speiro Legacies- Career Cultivation**- requesting \$63,000
- a) Kim Zimmer representing Speiro Legacies stated that there was no new information to present.
 - b) There were no comments from the public.
 - c) Glenda Grisham states that this program is too new and that she should revisit applying when she has more accomplishments to present.

- Rita Saldierna made a motion that public service allocations be recommended as follows:
 - Jan Werner - \$16,000
 - Interfaith Hunger Project - \$26,000
 - Transportation for the Homeless - \$4,500
 - CD Homeless Information Management System- \$28,500
 - Family Support Services Strengthening Families - \$0
 - GSRC Dayroom Salary - \$21,947
 - Maverick Boys & Girls Club- \$10,000
 - PRPC Childcare - \$76,000
 - PRPC FoodNET - \$22,000
 - Wesley Wrestling - \$14,000
- Motion was not seconded, therefore dies. Glenda Grisham then makes a new motion with the following recommendations:
 - Jan Werner - \$16,000
 - Interfaith Hunger Project - \$26,000
 - Transportation for the Homeless - \$4,500
 - CD Homeless Information Management System- \$28,500
 - Family Support Services Strengthening Families - \$5,000
 - GSRC Dayroom Salary - \$10,997
 - Maverick Boys & Girls Club- \$15,950
 - PRPC Childcare - \$80,000
 - PRPC FoodNET - \$22,000
 - Wesley Wrestling - \$10,000
- Ruben seconded the motion. Mary Jane Nelson then recused herself from voting on GSRC funding. Gilbert Guzman made an amendment to the motion that GSRC be voted on separate from the other Public Service categories. There was no additional discussion. The vote passed with a 5-2 vote to accept the amended recommendations as follows:
 - Jan Werner - \$16,000
 - Interfaith Hunger Project - \$26,000
 - Transportation for the Homeless - \$4,500
 - CD Homeless Information Management System- \$28,500
 - Family Support Services Strengthening Families - \$5,000
 - Maverick Boys & Girls Club- \$15,950
 - PRPC Childcare - \$80,000
 - PRPC FoodNET - \$22,000
 - Wesley Wrestling - \$10,000
- Gilbert Guzman passed a motion to award the following:
 - GSRC Dayroom Salary - \$10,997
- Glenda Grisham seconds the motion. There was no additional discussion. The vote passed 5-1.

ITEM 3: Neighborhood Improvements

- 1.) **Salvation Army Warming Up Project** – requesting \$20,000
 - a. Jennifer Santer, representing Salvation Army stated that she had no additional information to present except that one of their ovens went out.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- Glenda Grisham made a motion to fund the project requests as follows:
 - Salvation Army Warming Up Project - \$20,000
- Mary Jane Nelson seconded the motion. There was no additional discussion. A vote by committee passed the motion unanimously.

ITEM 4: Community Development CDBG Projects

- 1.) **Emergency Repair Grant Program** – requesting 247,243
 - a. James Allen, representing the City Community Development Department stated that he had no additional information.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- 2.) **Homeowner Minor Rehabilitation Program** – requesting \$78,610
 - a. James Allen, representing the City Community Development Department stated that he had no additional information.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- 3.) **Rehabilitation Support Administration** – requesting 150,437
 - a. James Allen, representing the City Community Development Department stated that he had no additional information.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- Rita Saldierna made a motion to fund the projects as follows:
 - Emergency Repair Grant - \$247,2443
 - Homeowner Minor Rehabilitation Program - \$78,610
 - Rehabilitation Support Admin - \$150,437
- Glenda Grisham seconded the motion. There was no additional discussion. A vote by committee passed the motion unanimously.
- 4.) **CDBG Program Management** – Capped at 20% - requesting \$291,929
 - a. James Allen, representing the City Community Development Department stated that he had no additional information.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- Mary Jane Nelson made a motion to fund the projects as follows:
 - CDBG Program Management - \$291,929
- Glenda Grisham seconded the motion. There was no additional discussion. A vote by committee passed the motion unanimously.

ITEM 5: Community Development HOME Projects

- 1.) **HOME Administration** – requesting \$51,273
 - a. James Allen, representing the City Community Development Department stated that he had no additional information.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- 2.) **Homeowner Major Rehabilitation** – requesting \$50,000
 - a. James Allen, representing the City Community Development Department stated that he had no additional information.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- 3.) **Rental Rehabilitation** – requesting \$124,816
 - a. James Allen, representing the City Community Development Department stated that he had no additional information.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- 4.) **New Construction** – requesting \$148,505

- a. James Allen, representing the City Community Development Department stated that he had no additional information.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- Mary Jane Nelson made a motion to recommend the Community Development HOME requests as follows:
 - HOME Administration - \$51,273
 - Homeowner Major Rehabilitation - \$50,000
 - Rental Rehabilitation - \$124,816
 - New Construction - \$148,505
 - Glenda Grisham seconded the motion. There was no additional discussion. A vote by committee passed the motion unanimously.

ITEM 6: CHDO Projects – Minimum 15% Allocation of HOME funds

- 1.) **Amarillo Habitat for Humanity – New Construction** – requesting \$150,000
 - a. Alason Moorehead, representing Amarillo Habitat for Humanity stated that the requested allocation would complete new construction of 4 homes, rather than 3. The next 3 homes will actually be 5 bedroom homes and it requires at least \$100,000 for each home to be constructed. Reduction is detrimental to their ability to complete the projects.
 - b. There were no comments from the public.
 - c. There were no comments from the committee.
- 2.) **Amarillo Habitat for Humanity – CHDO Operating** – 5% cap - requesting \$30,000
 - a. Alason Moorehead, representing Amarillo Habitat for Humanity stated that she had no additional information to share.
 - b. There were no comments from the public.
 - c. There were no comments from the Committee.
- Glenda Grisham made a motion to approve CHDO funding requests as follows:
 - Habitat for Humanity New Construction - \$1125,500
 - Habitat for Humanity CHDO Operating - \$25,636 (5% cap)
- Ruben Rivera seconded the motion. There was no additional discussion. A vote by committee passed the motion unanimously.

V. Adjournment. Judge Jones announced that all funding allocations for 2016-2017 CDBG and HOME had been recommended. There, being no further business, Mary Jane Nelson moved to adjourn the meeting. The motion was seconded by Glenda Grisham and the meeting adjourned at **8:30PM**. This meeting was recorded and all comments are on file with the City Community Development Department.